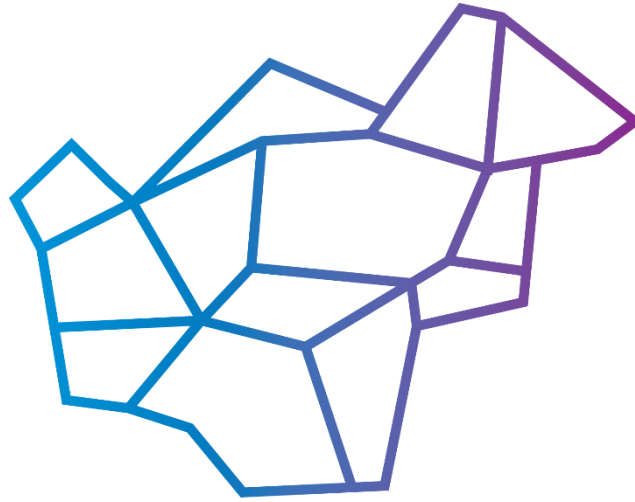




dorset
C O U N C I L

Ordinary Agenda

Council Meeting

Monday, 18 August 2025

COUNCIL CHAMBERS

it's in the making

General Manager's Certification

Qualified Persons Advice – Local Government Act 1993 – Section 65

Pursuant to Section 65 of the *Local Government Act 1993* I hereby certify, with respect to the advice, information and / or recommendation provided for the guidance of Council in this Agenda, that:

1. such advice, information and / or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and
2. where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person; and
3. a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice has been provided to the council.



JOHN MARIK
General Manager

Notification of Council Meeting

NOTICE¹ is given that the next Ordinary Meeting of the Dorset Council will be held on **Monday, 18 August 2025** at the **Council Chambers, 3 Ellenor Street, Scottsdale** commencing at 6:00 pm.

Prior to the open session of the Ordinary Meeting, Council will be holding a Closed Session meeting, commencing at 5:00 pm.

Members of the public are invited to attend in person, however, if any member of the public is feeling unwell, **please do not attend**.

The audio recording of the Council Meeting, except for any part held in Closed Session, will be made available to the public as soon as practicable after the meeting via Council's website and social media.



JOHN MARIK
General Manager

¹ In accordance with the *Local Government (Meeting Procedures) Regulations 2025*

Ordinary Meeting of Council

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Council Meeting - Agenda

Monday, 18 August 2025

Scheduled Meeting Time: 5:00 pm

Present:

Apologies: Councillor Jan Hughes²

CLOSED SESSION

Item 143/2025 'Closed Session': Council

Purpose

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025* (e.g. confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

Recommendation

That Council resolve, by absolute majority, that the meeting be closed to the public to enable Council to consider agenda items 144 to 148 which are confidential matters as prescribed in Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*.

Time Meeting Closed:

² Approved Leave of Absence

Item	Purpose	Regulation Ref ³
144/2025 Declaration of Interest	Interests to be declared relating to items listed for discussion within Closed Session	-
145/2025 Confirmation of Minutes	Confirmation of Closed Session Minutes from 21 July 2025 Council Meeting	17(2)(i)
146/2025 Contract 2025/26-02 Bituminous Sealing of Roads Infrastructure	Consider awarding a contract to a preferred tenderer as recommended by the assessment panel.	17(2)(e)
147/2025 Release of Public Information	Consider whether any discussion, decision, report or document relating to any Closed Session items should be released to the public	17((7) & (8)
148/2025 Completion of Closed Session	Move to Open Council and adjourn the Meeting	-

³ Regulation 17:

Reg.	Confidential Reason
17(2)(a)	personnel matters, including complaints against an employee of the council
17(2)(b)	industrial relations matters
17(2)(c)	information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business
17(2)(d)	commercial information of a confidential nature that, if disclosed, is likely to (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret
17(2)(e)	contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
17(2)(f)	the security of (i) the council, councillors and council staff; or (ii) the property of the council
17(2)(g)	proposals for the council to acquire land or an interest in land or for the disposal of land
17(2)(h)	information that is (i) of a personal and confidential nature; or (ii) provided to the council on the condition that it be kept confidential
17(2)(i)	requests by councillors for leave of absence
17(2)(j)	notifications by councillors of leave of absence for parental leave
17(2)(k)	matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council
17(2)(l)	the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area

RESUMPTION | OPEN SESSION

Scheduled Meeting Time: 6:00 pm

Meeting Opened:

Council Meetings Procedures

In accordance with Policy No. 41: Council Meeting Procedures, this Meeting is being recorded. By attending the Meeting in person, you are consenting to personal information being recorded and published. No unauthorised filming or recording of the Meeting is permitted.

Visitors are reminded that Council Meetings are a place of work for Council Officers and Councillors.

The Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct. It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council Officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave the Council's premises following any behaviour that falls short of these expectations.

Language and conduct at a Meeting that could be perceived as offensive, defamatory or threatening to a person in attendance or listening to the recording, is not acceptable. It is an offence to hinder or disrupt a Council Meeting.

Present:

Apologies: Councillor Jan Hughes⁴

Acknowledgement of Country

Dorset Council acknowledges the deep history and culture of the First People who were the traditional owners of the lands and waterways where we live and work. We acknowledge the clans-people who lived here for over a thousand generations on the Country where Dorset is built and throughout the area we know as the north east region.

Dorset Council acknowledge the present-day Aboriginal custodians and the inclusive contribution they make to the social, cultural and economic essence of the municipality.

⁴ Approved Leave of Absence

PROCEDURAL ITEMS

Item 149/2025 Declaration of Interest

In accordance with Section 48 of the *Local Government Act 1993*, Regulation 10(8) of the *Local Government (Meeting Procedures) Regulations 2025* and the Tasmanian Local Government Code of Conduct, Councillors are requested to indicate whether any have, or are likely to have, an interest in any item on the agenda.

INTEREST DECLARED

Item 150/2025 Confirmation of Ordinary Council Meeting Minutes – 21 July 2025

Ref: DOC/25/9350

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 21 July 2025 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

Recommendation

That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on Monday, 21 July 2025 having been circulated to Councillors, be confirmed as a true record.

Item 151/2025 Confirmation of Agenda

Recommendation

That Council confirm the Agenda and order of business for the 18 August 2025 Council Meeting.

Item 152/2025 Public Question Time

⁵Members of the Public can ask a maximum of two question(s) without notice during Public Question Time. The Chairperson reserves the right to consider whether questions above this limit will be accepted or treated as correspondence.

Any person asking a question is asked to stand (if able), clearly state their name and suburb they live.

Question(s) must be clear and concise, not be a statement and have minimal pre-amble. Any answer given is not to be debated.

Members of the public must provide any question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

The following questions have been received on notice:

⁵ In accordance with Regulations 33, 36 & 37 and Council Policy No. 41: Council Meeting Procedures

Karl Willrath, Scottsdale | 1 August 2025

Mayor Beattie, in relation to policy Number 41 (Council Meeting Procedures) that was put through last month, regrettably, without going out to public consultation; can you please point out the section that deals with, or attempts to deal with, questions from Councillors where they open up with some sort of spiel, flounder around, then apparently discover themselves in a position where they actually had no question at all, consequently inducing/inciting direction from the Chair?

Response from Mayor Rhys Beattie:

Policy No. 41 was developed to apply in addition to the procedures prescribed in *Local Government (Meeting Procedures) Regulations 2025* (the Regulations). The Regulations clearly state:

Regulation 33(2): A question asked at a meeting is to, as far as is practical -

- (a) be concise; and
- (b) be clear; and
- (c) not be a statement; and
- (d) have minimal pre-ambble

Karl Willrath, Scottsdale | 8 August 2025

Council Meeting Procedures (policy 41) was put through last month by Councillors that clearly did not read the actual policy as it full of flaws and is clearly not up to an acceptable standard. Why did Mayor Beattie not act in a professional manner when asked many times by Councillor Teichmann, "can't we do better" to ask him or suggest to him, to put up an amendment to put the policy out for public consultation, so this whole embarrassing saga could have been prevented and Councillor Teichmann would actually vote instead of simply abrogating his duty as Councillor by abstaining?

Response from Mayor Rhys Beattie:

The procedures for amending a motion are clearly stated in the *Local Government (Meeting Procedures) Regulations 2025*. It is up to individual Councillors to initiate amendments as they see fit.

The following questions were received without notice from members of the public:

Item 153/2025 Public Address of Meeting

⁶Members of the public can make a statement at a Council Meeting; it is not question or discussion time with Councillors. Prior to making a statement, the person is asked to stand (if able), clearly state their name and suburb they live.

Members of the public wishing to address Council at a Meeting shall indicate their intent and subject matter in writing by 10am on the Friday prior to the Meeting.

A person seeking to make a statement to may speak for a period up to 3 minutes but may be extended at the discretion of the Chairperson to a maximum of 5 minutes.

All proposed statements are to be provided in writing prior to the Meeting to allow for circulation and inclusion in the minutes of the Meeting.

⁶ In accordance with Regulations 46 and Council Policy No. 41: Council Meeting Procedures

Item 154/2025 Councillor Question Time

⁷Councillors can ask a maximum of two question(s) without notice during Councillor question time. The Chairperson reserves the right to consider whether questions above this limit will be accepted or treated as correspondence.

Question(s) must be clear and concise, not be a statement, have minimal pre-amble, not offer an argument or opinion, draw conclusions, or make any accusations. Any answer given is not to be debated.

Councillors must provide question(s) without notice in writing to the Executive Assistant either before the commencement of the Meeting or within 24 hours.

Item 155/2025 Requests for Leave of Absence

Nil

Item 156/2025 Notifications of Leave of Absence for Parental Leave

Nil

Item 157/2025 Councillor Motions with Notice

Nil

⁷ In accordance with Regulations 33, 34 & 35 and Council's Policy No. 41: Council Meeting Procedures

PLANNING AUTHORITY MATTERS FOR DECISION

The Chair will now announce that Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* (LUPA Act) when considering Item 158.

Council is required by Regulation 10(4) of the *Local Government (Meeting Procedures) Regulations 2025* to deal with items as a Planning Authority under the LUPA Act in a sequential manner.

The following item is to be dealt with at the meeting of Council in its capacity as a Planning Authority.

Item 158/2025	Planning Application – Construction of additional multiple dwellings (3 Units) with access and services works within a road reserve 22 Main Street RINGAROOMA Reporting Officers: Town Planner, Kamala Roberts Ref: DOC/25/10784 Assessment Report: DOC/25/10783 PLA/2025/45
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Purpose

The purpose of this report is for Council to assess and determine an application for the construction of additional multiple dwellings (3 units) with access and services works within a road reserve at 22 Main Street, Ringarooma.

Recommendation

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and clause 6.8.1 of the *Tasmanian Planning Scheme - Dorset*, it is recommended that the construction of additional multiple dwellings (3 units) with access and services works within a road reserve be approved subject to the following conditions:

1. Basis of Approval

The use and development for **construction of additional multiple dwellings (3 units) with access and services works within a road reserve** is approved and must be undertaken generally in accordance with the following endorsed plans:

- a) Multiple Dwellings, Homes Tasmania 22 Main Street Ringarooma, Project No. 2024-1032, Drawing No. 1032-01 to 1032-15, dated 26 June 2025, prepared by PodMatrix.

2. TasWater

The development must be in accordance with the conditions provided within the Submission to Planning Authority Notice issued by TasWater dated 12 June 2025 (Reference No. TWDA 2025/00580-DC, copy attached to this permit).

3. Stormwater Management

Stormwater discharged from the impervious areas (including vehicle areas and paving) of the development must be drained and directed to the Council’s stormwater network to the satisfaction of the Council’s Town Planner.

4. Vehicle Access and Parking Areas

Prior to the commencement of the approved use, and to the satisfaction of Council’s Town Planner, areas set aside for the parking of vehicles and access to Charles Street, must be:

- a) formed to an adequate level as necessary, to comply with LGAT standards, and to prevent the formation of potholes and depressions according to the nature of the subgrade and vehicles that will use the areas;
- b) visitor parking is to be clearly delineated or otherwise marked; and
- c) constructed, drained and maintained in a continuously useable condition.

5. Delineation of Common Property

Public, communal and private areas such as driveways, site services, and any waste collection points must be clearly delineated.

NOTE: For the purpose of this permit “the person responsible”, depending on the context, means:

- a) The person who has and takes the benefit of this permit for the undertaking of the use or development authorised pursuant to it;
- b) The person or persons who undertake development or use pursuant to this permit; and
- c) Servants, agents and contractors, in each case of such persons.

ADVISORY NOTES

(i) *Permission in Writing*

Any reference to the need for Council approval of a matter or thing prescribed under the conditions pertinent to this permit requires such approval to be given in writing.

(ii) *Objections to Proposal*

This permit has no effect until the expiry of the period for the lodgement of an appeal against the granting of the permit or, if an appeal is lodged, until ten days after the appeal has been determined by the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).

(iii) *Appeal Provisions*

Attention is directed to sections 61 and 62 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:

- *A planning appeal may be instituted by lodging a notice of appeal with the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).*
- *A planning appeal may be instituted within 14 days of the date the planning authority serves notice of the decision on the applicant.*

(iv) *Permit Commencement*

This permit takes effect 14 days after the date of Council’s notice of determination or at such time as any appeal to the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT) is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing.

(v) *Period of Approval*

Pursuant to Section 53(5) the Land Use Planning and Approvals Act 1993, this approval will lapse after a period of two (2) years from:

- a. *the date on which the permit is granted; or*
- b. *if an appeal has been instituted against the planning authority’s decision to grant the permit, the date of the determination or abandonment of the appeal,*

if the use or development is not substantially commenced within that period.

(vi) *Other Approvals*

This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

- i. Building approval*
- ii. Plumbing approval*
- iii. Permit for works within a road reserve*

Please note it is the permit holder's responsibility to consult an independent building and/or plumbing surveyor before commencing any works approved by this permit.

Background

PLANNING APPLICATION ASSESSMENT OVERVIEW	
PLA NUMBER:	PLA/2025/45
DESCRIPTION:	Construction of additional multiple dwellings (3 units) with access and services works within a road reserve
PROPERTY ADDRESS:	22 Main Street, Ringarooma
APPLICANT:	Pod Matrix
TITLE NO:	232132/1
PROPERTY ID:	6826081
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	Village
APPLICABLE CODE(S):	Parking and Sustainable Transport
SPECIFIC AREA PLAN:	Not Applicable
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

The application involves the construction of additional multiple dwellings (3 units) with access and services works within a road reserve at 22 Main Street, Ringarooma. The multiple dwellings will be situated on the vacant section of the site, behind the existing units with two new crossovers along Charles Street with the intention of allowing one-way flow of traffic by residents



Image 1: Aerial image identifying the location and spatial extent of the site.

Each of the proposed additional dwellings will be self-contained, comprising of open plan living space and kitchen, two bedrooms, bathroom, with two (2) parking spaces. The proposed dwellings are identical. One visitor parking space is proposed.

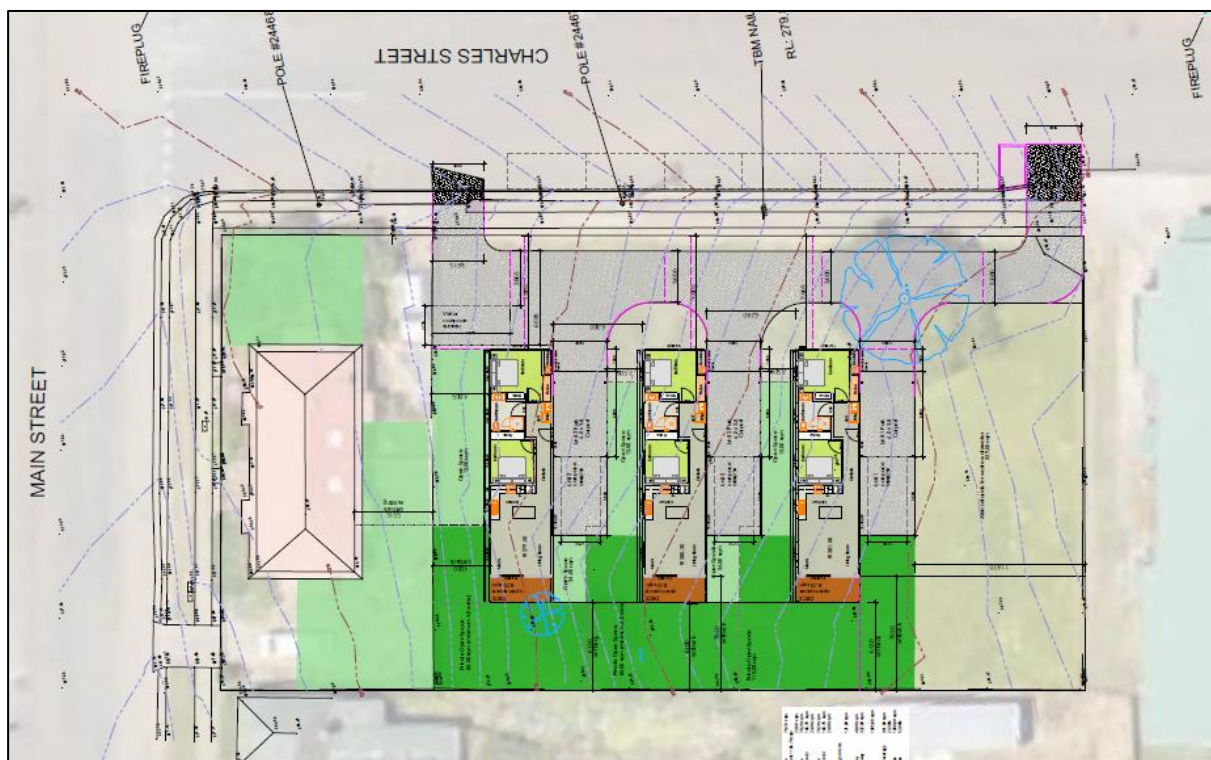


Image 2: Site Plan – 22 Main Street, Ringarooma

The ‘*Planning Application Assessment Report - PLA/2025/45*’, provided in the [attachments](#), considers the submitted planning application and representation received during the statutory public advertising period against the Scheme.

Statutory Requirements

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993* (the LUPA Act) and the Scheme. The application is made in accordance with Section 57 of the LUPA Act.

Risk Management

Management of risk(s) is inherent in the conditioning of the permit.

Community Considerations

The application was advertised for the required statutory period.

Development Control Status:	Discretionary - s.57 LUPA Act	
Public Exhibition Required:	Yes	
Public Exhibition Period:	Commenced	Concluded
	2/07/2025	16/07/2025
Representations Received:	Yes	

During the public exhibition period one (1) representation was received. The representor expressed concerns about:

- A lack for privacy for each of the proposed dwellings from each other, and how much privacy would be maintained by the existing dwellings on the site and questioned the effectiveness of the proposed 1900mm fences.
- The extent of proposed sealed-over ground, potential issues during heavy rain events and the limitations of the Charles Street drains.
- The location of the “in” access, its proximity to the Ringarooma Hall, and how this would impact parking near the hall when there is a major event.

Consideration of the content of the received representation is elaborated within the planning assessment report (‘*Planning Application Assessment Report - PLA/2024/45*’) provided in the [attachments](#).

Alternative Options

Council can either approve, with or without conditions, or refuse the application.

ITEMS FOR DECISION

Item 159/2025

Council Delegation Register Review

Reporting Officer: General Manager, John Marik

Ref: DOC/25/10551 | Delegation Register – July 2025: DOC/25/9385

Purpose

The purpose of this agenda item is to amend delegations from Council and the Planning Authority to the General Manager and Council Officers.

Recommendation

That Council:

1. pursuant to Section 22 of the *Local Government Act 1993*, delegate the following powers and functions to the General Manager, with conditions and restrictions as shown:

Emergency Management Act 2006

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Subject to conditions or restrictions listed in Master Delegation Register.

Occupational Licensing Act 2005

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Subject to conditions or restrictions listed in Master Delegation Register.

2. update the following delegations to the General Manager to reflect the remaking of existing Regulations:
 - a. *Burial and Cremation Regulations 2025*;
 - b. *Local Government (General) Regulations 2025*; and
 - c. *Local Government (Meeting Procedures) Regulations 2025*.
3. note the amendments to the following existing delegations to the General Manager:
 - a. *Building Act 2016* and *Building Regulations 2016*
 - b. *Local Government Act 1993*
 - c. Miscellaneous Powers and Functions
4. receive and note the attached reviewed Master Delegation Register, version July 2025, including updates to internal Council roles and responsibilities or references to updated legislation.

That the Planning Authority:

1. revoke the previous powers and functions under Section 70 delegated to the General Manager and former Director – Community and Development under the *Land Use Planning and Approvals Act 1993* and remove from Delegation Register;

2. update existing delegations to reflect the change of title from Director - Community and Development to Director – Development Services; and
3. pursuant to Section 6 of the *Land Use Planning and Approvals Act 1993*, delegate the following powers and functions, with conditions and restrictions as shown:

Land Use Planning and Approvals Act 1993

Provision	Function or Power	Conditions or Restrictions	ONLY Delegated to:
S.53(5D)	When does a permit take effect	Nil	▪ General Manager ▪ Director – Development Services ▪ Town Planner
S.57	Applications for discretionary permits	All Council planning applications where Council is the applicant or is the underlying developer or proponent must be undertaken in accordance with Council Policy No. 69 - Managing Conflicts of Interest.	▪ General Manager ▪ Director – Development Services ▪ Town Planner
S.58	Applications for other permits	All Council planning applications where Council is the applicant or is the underlying developer or proponent must be undertaken in accordance with Council Policy No. 69 - Managing Conflicts of Interest.	▪ General Manager ▪ Director – Development Services ▪ Town Planner

Land Use Planning and Approvals Regulations 2024

Provision	Function or Power	Conditions or Restrictions	ONLY Delegated to:
Reg. 4	Notice of approval of Local Provisions Schedule	Nil	General Manager
Reg. 5	Advertisement of exhibition of draft amendment, &c. (to a planning scheme)	Nil	General Manager
Reg. 6	Notice of approval of draft amendment	Nil	General Manager
Reg. 7	Notice of approval of Local Provisions Schedule	Nil	General Manager
Reg. 8	Notice of application for permit	Nil	General Manager

Background

The purpose of delegation is to allow the delegate to undertake functions and to make decisions as though they were the Council. A function or decision under delegation therefore has the same status as if that function or decision had been undertaken by the Council. Delegation is essential to efficient and timely performance of the powers and functions of a Council in that it removes need for the Council to sit and determine all matters which are associated with its many statutory roles and functions.

In 2020, Council Officers updated a simpler method of representing general power delegation for the General Manager, as provided under Section 22 of the *Local Government Act 1993* (the Act). This approach – also employed by other councils in Tasmania in delegating responsibilities to their respective General Managers / CEO's – simply involves a generic delegation (to the General Manager) of various functions and powers provided under a suite of legislation to Tasmanian councils and within their jurisdiction.

Example:

Emergency Management Act 2006

Provision	Function or Power	Conditions or Restrictions
	Council delegates various functions and powers of the Council and authorises the General Manager to delegate those functions and powers.	Subject to conditions or restrictions listed in Master Delegation.

These delegations are then subject to the master delegation register, provided by the Local Government Association of Tasmania (LGAT), where each delegation is shown, who it is delegated from and to whom, and any conditions or restrictions. The master delegation register and delegation to the General Manager's general powers was last updated at the 21 October 2024 Council Meeting.

Planning, Environment and Statutory Requirements

- *Building Act 2016*
- *Building Regulations 2016*
- *Burial and Cremation Regulations 2025*
- *Emergency Management Act 2006*
- *Land Use Planning and Approvals Act 1993*
- *Land Use Planning and Approvals Regulations 2024*
- *Local Government Act 1993*
- *Local Government (General) Regulations 2025*
- *Local Government (Meeting Procedures) Regulations 2025*
- *Occupational Licensing Act 2005*

Strategic and Annual Plan

- Dorset Strategic Plan (2023 – 2032), Imperative 13.2

Risk Management

It is important for Council to review its delegations to ensure the efficient and effective operation of Council and minimise exposure to risk through inaccurate or outdated delegations. Council undertakes routine review, at minimum annually, of its master delegation register to maintain relevance and currency of legislation.

Financial and Asset Management Implications

N/A

Community Considerations

Pursuant to Section 22(4) of the Act, the master delegation register maintained by Council is available for inspection at the Council Office and will be placed on Council's website.

Officer's Comments

The LGAT engages legal advice from Simmons Wolfhagen to prepare and update a master delegation register which is available to all Tasmanian councils, to guide recommended delegations of councils' powers to respective General Managers and employees. This register is continuously updated, ensuring councils are equipped to adjust and evolve delegations when and where legislative changes take effect. Simmons Wolfhagen have undertaken two reviews of delegations in recent months, with the latter encompassing many recent legislation changes in local government.

Review of the updated LGAT master delegation register has resulted in several procedural delegations being identified as suitable for inclusion into Council's current master delegation register or amendments made due to legislation reviews. Key amendments are as follows:

Building Act 2016 and Building Regulations 2016: Update to the notes relating to the delegation and removal of several entries relating to powers and functions that now sit with the Permit Authority, which is now licenced under the Tasmanian Government's Consumer, Building and Occupational Services department.

Burial and Cremation Regulations 2025: General amendments to the register to reflect the remade Regulations.

Emergency Management Act 2006: Introduction of this Act to the register with recommendations being delegation to the General Manager and Municipal Emergency Management Coordinator.

Land Use Planning and Approvals Act 1993 and Land Use Planning and Approvals Regulations 2024: Inclusion of new sub-point to existing delegation under Section 53 and general amendments to reflect the remade Regulations and a new Dorset specific line relating to Section 57 which references applications for discretionary permits to state the requirements of new Council Policy No. 69 – Managing Conflicts of Interest, along with the addition of the same notation in Section 58 relating to other permits.

Local Government Act 1993: Amendments relating to the changes to the Councillor Code of Conduct and inclusion of provisions relating to the new dispute resolution requirements and update of reference to remade Regulations.

Local Government (General) Regulations 2025 and Local Government (Meeting Procedures) Regulations 2025: General amendments to the register to reflect the remade Regulations.

Occupational Licensing Act 2005: Introduction of this Act to the register to incorporate the appointment of a licenced person as the Permit Authority for Council as the licenced entity. Council's licenced Permit Authority is Madison Loosmore, with her building service provider's licence granted by the Department of Justice in June 2024 and valid for 3 years.

Miscellaneous Powers and Functions: Removal of the Assistant General Manager position and reallocation of powers to the Director – Development Services, and removal of some from the Finance Manager and the inclusion of words "in accordance with Council policy / policies" added to the end of entries #1 and #10.

General: Updates throughout the delegations to reflect changes in internal Council Officer roles or references to updated legislation.

Further to this master delegation register, the General Manager will keep a record of any authorisations provided to other employees in accordance with Council policies. The proposed changes were presented and discussed with Councillors at the 5 August 2025 Briefing Workshop, along with the legal advice provided by Simmons Wolfhagen.

The reviewed master delegation register is attached with all relevant changes tracked.

ITEMS FOR NOTING

Item 160/2025 Council Workshops Held Since Last Council Meeting

5 August 2025 | Briefing Workshop

- Council Master Delegation Register Review
- Councillor Learning and Development Matrix
- Briefing Reports
 - Councillor and Officer Communications
 - Correspondence
 - Bridport Pier Update
 - Scheme Amendment Update
 - Petition to Amend a Sealed Plan Update
 - Common Seal Register | 1 January – 30 June 2025
 - Tabling Register of Interests | 1 January – 30 June 2025

15 August 2025

- Councillor Education Session | Infrastructure Contract
- Councillor Planning Session | August Council Meeting

Item 161/2025 Elected Member Communications

Mayor Calendar | 17 July – 13 August 2025

July 2025

- 18 Councillor Planning Education Session, Council Chambers
- 21 Citizenship Ceremony with Deputy Mayor Powell and Councillor Teichmann in attendance, Council Chambers
- 21 Barry Jarvis Education Scholarship Presentations, Council Chambers
- 21 July Council Meeting, Council Chambers
- 24 Weekly meeting with the General Manager, Council Chambers
- 24 Meeting with Councillor Teichmann with General Manager and Director – Corporate Services, Council Chambers
- 25 Local Government Association of Tasmania General Meeting and Annual General Meeting with the General Manager, Launceston
- 26 Local Government Association of Tasmanian Elected Member Professional Development Day with Deputy Mayor Powell and Councillor McLennan, Launceston
- 31 Weekly meeting with the General Manager, Council Chambers

August 2025

- 1 Tassie Scallop Fiesta sponsor event, Bridport
- 3 Tassie Scallop Fiesta opening, Bridport
- 4 TasWater Briefing, via online meeting software
- 5 August Council Briefing Workshop, Council Chambers
- 6 Meet and Greet Incitec Pivot new management with General Manager, Scottsdale
- 7 Weekly meeting with the General Manager, Council Chambers
- 7 Meeting with North East Tasmania Chamber of Commerce representative, with General Manager and Director – Corporate Services, Council Chambers
- 8 Meeting with City of Launceston Mayor and Chief Executive Officer with General Manager, Launceston
- 9 Presentation of premiership medallions at North Eastern Netball Association Grand Final, Scottsdale

Item 162/2025 Management Team Briefing Report

Purpose

The purpose of this agenda item is to provide Councillors and the community with a briefing on matters of interest dealt with during the past month by Council's Management Team.

Recommendation

That Council:

1. receive and note the Pioneer Lake Advocacy Group meeting notes, dated 28 July 2025;
2. note the quarterly financial statement from the Blue Derby Foundation for the period 1 January to 31 March 2025;
3. note the community update on the Scottsdale Irrigation Scheme; and
4. receive and note the remaining Management Team Briefing Report.

COMMUNITY COMMITTEE: Pioneer Lake Advocacy Group Meeting Notes

On 28 July 2025, the Pioneer Lake Advocacy Group held their second meeting. The following items were included on the agenda for discussion:

1. Previous Meeting – 26 May 2025 confirmation of meeting notes and update on actions
2. Draft Terms of Reference Discussion
 - a. Feedback on draft document
 - b. Status and implications of Pioneer Dam wall
 - c. Confirmation of scope and how Group will progress Lake use
3. Question Time / General
4. Next Meeting

The notes from this meeting are included in the attachments for information.

COMMUNITY UPDATE: Blue Derby Foundation Quarterly Financials | 1 Jan – 31 Mar 2025

As advised in the 21 July Council Meeting update, the Blue Derby Foundation (BDF) Chair has provided Council with a copy of the financial statements for the period 1 January to 31 March 2025. The profit and loss statement are included in the [attachments](#) for information. The BDF has highlighted that the March period was a peak expense period due to the April 10-Year anniversary event preparations.

COMMUNITY UPDATE: Scottsdale Irrigation Scheme

On 30 July 2025, TasWater announced a new agreement with Tasmanian Irrigation to have water released into the Brid River from the Camden Dam via the Scottsdale Irrigation Scheme. This arrangement will provide Bridport with year-round water surety, removing the need for TasWater to progress its original \$20 million plan to construct a pipeline connecting Scottsdale to Bridport.

The agreement will also bring forward \$6 million in planned upgrades to address longstanding performance issues at Bridport's water treatment plant, improving drinking water quality and increasing capacity to cater for future growth. TasWater expects that this approach will save tens of millions of dollars and deliver better outcomes for Bridport. As part of TasWater's broader infrastructure investment program, a \$14.8 million upgrade to the Scottsdale Sewerage Treatment Plant is also proposed, aimed at reducing nutrients and pathogens entering local waterways.

The arrangement has positive implications for Council, which currently holds 477 megalitres of water rights (as at 30/06/2025) under the Scottsdale Irrigation Scheme. Under Council's agreement with Tasmanian Irrigation, 50% of any water rights sold by Tasmanian Irrigation are deducted from Council's holding. Once the new agreement is finalised, Council's water rights will reduce to 327 megalitres, with the value of the asset held for sale decreasing from \$668,000 to approximately \$458,000. In 2025/26, Council had budgeted to pay \$48,000 in fixed charges for its water rights. With the reduced holding, fixed charges are now expected to be around \$35,000.

WASTE MANAGEMENT REQUESTS | July 2025

	Requests Received July 2025	Comparison July 2024	FYTD Received 2025/26	Comparison FYTD Received 2024/25
Feedback and Queries	-	1	-	1
Repair Bin	-	1	-	1
Replace Bin	5	3	5	3
Request a New Service	4	-	4	-
Remove Additional Bin	4	4	4	4
Request an Additional Bin	2	-	2	-
Request an Upsize/Downsize	-	-	-	-
Request to Opt Out (of Service)	-	-	-	-
Total Requests	15	9	15	9

CUSTOMER SERVICE REQUESTS | July 2025

	Requests Received July 2025	Comparison Requests July 2024	Received 2025	Comparison 2024
Animal	7	1	22	12
Bridges	-	-	-	-
Caravan Parks	2	-	6	3
Cemeteries	-	-	1	-
Community Development General	-	-	-	-
Corporate Services General	2	-	9	1
Customer Service	-	1	4	8
Elections	-	-	1	-
Emergency Services Enquiries	-	-	1	-
Environmental Management & Health	3	-	15	4
Government Relations	-	-	-	1
Licencing	-	-	1	-
Parks and Reserves	-	-	22	5
Planning & Building	1	-	1	2
Public Health	-	-	2	1
Public Online Enquiries	-	-	2	-
Public Amenities	8	3	17	9
Public Halls Buildings	6	1	12	8
Recreation Grounds	1	-	10	11
Roads	19	13	128	140
Swimming Pools	-	-	6	-
Waste Management	-	-	7	2
Total Requests	49	19	267	207

A detailed copy of the 2025 Customer Service Requests is included in the attachments.

APPROVED APPLICATIONS | July 2025

	Approved July 2025	Approved 2025 YTD	Approved 2024 YTD
Planning	4	50	69
Building	8	38	64
Plumbing	6	21	31

See attachments for detailed information about applications approved in July 2025.

2025/26 CAPITAL WORKS PROGRAM

Ref: DOC/25/9165

	Complete 2025/26
	Completed in July 2025
	Carried Forward Projects – 2026/27

PROJECT	STATUS
BRIDGES	
Bridge 1508 Garibaldi Road, Pioneer – repairs to piers (addition allocation, storm recovery)	
Bridge 1604 Panama Forest Road, Golconda – timber deck renewal	Completed
Bridge 1589 Sledge Track, West Scottsdale – timber superstructure renewal (beams & deck)	Sourcing beams
Bridge 1556 New River Road, Ringarooma – timber deck renewal	Timber ordered
Bridge 1594 Greeta Road, Nabowla – timber superstructure renewal (beams and deck)	Timber ordered
Bridge 1508 Garibaldi Road, Pioneer – slab repairs	
Bridge 1569 Jensens Road, North Scottsdale – upgrade superstructure (timber to concrete)	Funding Application submitted
Bridge 1572 Haas Road, Legerwood – upgrade superstructure (timber to concrete, additional allocation)	Successful Funding Application
STORMWATER	
61 King Street, Scottsdale – upgrade stormwater pits	
3 Murphy Place, Scottsdale – undertake network survey and hydrology assessment	Design
Main Road, Pioneer – pipe open drain	
9 Willow Court, Winnaleah – design and install new network	Design
21 Thomas Street, Scottsdale – design and install new network	
52 Scott Street, Branhholm – design and install new network	Design
3 Thomas Street, Scottsdale – design and install new network	Design
ROADS – RESHEETING	
Old Waterhouse Road, Waterhouse	Commenced
Cape Portland Road, Gladstone	
Bridport Back Road, Nabowla	
Nourses Road, Bridport	Commenced
Unwins Road, Springfield	Commenced
McDonalds Avenue, Ringarooma	Commenced
Dead Horse Hill Road, Ringarooma	Commenced
Pera Flats Road, Ringarooma	Commenced
Swanee Road, Winnaleah	
Ferny Hill Road, Bridport	Commenced
Bridport – urban resheeting (various locations)	Commenced

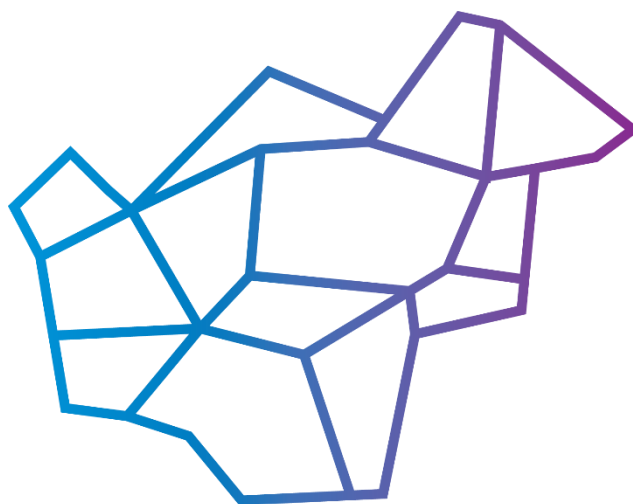
PROJECT	STATUS
ROADS – RESEALS	
George Street, Scottsdale – highway access	Tender Issued
Maurice Street, Legerwood	Tender Issued
Spotswood Drive, Scottsdale	Tender Issued
Beattie Street, Scottsdale	Tender Issued
Ringarooma Road, Scottsdale – highway access	Tender Issued
Christopher Street, Scottsdale	Tender Issued
Mary Street, Scottsdale	Tender Issued
Alice Street, Scottsdale	Tender Issued
East Maurice Road, Ringarooma	Tender Issued
Oakdene Road, Jetsonville	Tender Issued
Barnbogle Road, Bridport	Tender Issued
Barnett Road, Ringarooma	Tender Issued
Ruby Flats Road, Branxholm	Tender Issued
Derby Back Road, Derby	Tender Issued
Sykes Road, Springfield	Tender Issued
Arnold Place, Scottsdale	Tender Issued
Charles Street, Pioneer – additional reseal	Tender Issued
ROADS – OTHER PROJECTS	
Willis Road, Lietinna – hotmix overlay intersection with Golconda Road	Waiting prices
Koomeela Road, West Scottsdale – culvert repairs	Materials ordered
Banca Road, Winnaleah – pavement repair and hotmix surface	Commenced
Golconda Road, Nabowla – 3.4km safety upgrades and pavement renewal	
Ferny Hill Road, Bridport – landslip repair (storm damage)	
Golconda Road, Golconda – pavement design	Design
Bentley Street, Bridport – footpath renewal	
Ellenor Street, Scottsdale – design pavement renewal	Design
Austins Road and Tasman Highway, Scottsdale – junction upgrade	
Northeast Lane, Scottsdale – design	Design
Union Street, Scottsdale – kerb and stormwater upgrade (stage 1)	
Pioneer township – footpath	
Golconda Road, Golconda – freight and safety improvement strategy	
Buckney's Road, Scottsdale – road survey	Commenced

PROJECT	STATUS
BUILDINGS	
Bridport Seaside Caravan Park – camp kitchen renewal (replace beams)	Commenced
Bridport Seaside Caravan Park – electrical switchboard renewal and underground cables (stage 1)	
Northeast Park, Scottsdale – electrical upgrades and shower payment machine upgrades	
Winnaleah Old Scout Hall – replace old louvre windows	Planning
Derby, Branxholm, Ringarooma, Winnaleah & Legerwood – switchboard upgrades	
Pioneer Hall – toilet renewal	
Northeast Park, Scottsdale – BBQ replacement	Ordered
Scottsdale – switchboard upgrades (various sites)	
Scottsdale Aquatic Centre – toilet and shower renewal	Commenced
Branxholm Hall – kitchen renewal (Pines Committee donation)	
Bridport Seaside Caravan Park – amenities upgrade (shower cubicle storage / shelving)	
Bridport Seaside Caravan Park – cabin upgrades / outdoor area improvements	
Scottsdale Waste Transfer Station – Reuse Centre shop extension	
Scottsdale Waste Transfer Station – heat pump	
Derby Depot – alarm system and cameras	
Scottsdale Depot – relocation of storage sheds (additional allocation)	Commenced
Nugget Sellars Pavilion (Scottsdale Recreation Ground) – heat pump	Planning
Scottsdale Aquatic Centre – remote access through Council network	
LAND IMPROVEMENTS	
Blue Derby – network signage	
Bridport Seaside Caravan Park and Bridport Foreshore – BBQ replacement	Ordered
Scottsdale Aquatic Centre – flow meter and motor protection on leisure pool pumps	Planning
Scottsdale Aquatic Centre – chlorinator pump critical spare parts	
Scottsdale Aquatic Centre – balance tank temporary shut off valve	Planning
Scottsdale Aquatic Centre – leisure pool filter sand replacement	Planning
Scottsdale Aquatic Centre – replace umbrella covers	Commenced
Derby Park – Ringarooma Road erosion repairs	Planning
Pine Plantation, Ringarooma Road, Scottsdale – replanting (additional allocation)	Commenced
Blue Derby – Black Stump car turning area redevelopment	
Blue Derby – Top Creek drop off area completion	
Netball court upgrades – Scottsdale, Bridport and Derby (Stage 1)	Planning
Scottsdale Railway Station precinct redevelopment	
Blue Derby – memorial lookout	
Ellesmere Cemetery, Scottsdale – new memorial wall	Planning
Scottsdale sports precinct – master planning	
Scottsdale Aquatic Centre – covered pool feasibility study	

PROJECT	STATUS
CARRY FORWARD PROJECTS	
<u>Bridges</u>	
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (storm recovery)	
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	
<u>Roads</u>	
South Street, Bridport – replace kerb	
King Street, Scottsdale – pedestrian crossing	
George Street, Scottsdale – pedestrian crossing	
Coplestone Street, Scottsdale – new footpath	
<u>Buildings</u>	
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	
Scottsdale Railway Station Building – restoration	
Derby Depot – new trail crew storage shed	
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach	
Bransholme Waste Transfer Station – Oil Bunded Shed	
Bransholme Waste Transfer Station – Recycling Shed	
Gladstone Waste Transfer Station – Oil Bunded Shed	
Gladstone Waste Transfer Station – Recycling Shed	
Scottsdale Waste Transfer Station – Oil Bunded Shed	
<u>Land Improvements</u>	
Croquet Lawn Beach, Bridport – access improvements	
Blue Derby Mountain Bike Trails – Tunnel stairs	
Bridport Lions Club Adventure Playground upgrade (election grant)	
Scottsdale Childrens Reserve Playground upgrade (election grant)	
Scottsdale community bike track	
Gladstone community park	
Waste Transfer Station signage	
CWA Carpark, Bridport – solar light	Completed

CLOSURE OF MEETING

Time Meeting Closed:



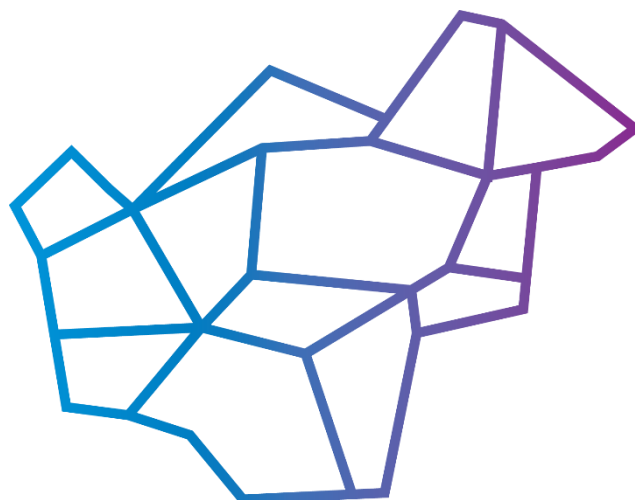
dorset
C O U N C I L

Ordinary Council Meeting

Agenda Attachments

Monday, 18 August 2025

it's in the making



dorset
C O U N C I L

Ordinary Minutes

Council Meeting

Monday, 21 July 2025

COUNCIL CHAMBERS

it's in the making

Ordinary Meeting of Council

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Council Meeting - Minutes

Monday, 21 July 2025

Scheduled Meeting Time: 5:30 pm

Meeting Opened: 5:31pm

Present: Councillor Rhys Beattie (Mayor), Edwina Powell (Deputy Mayor), Wendy McLennan, Kahlia Simmons, Mervyn Chilcott, Nick Bicanic, Vincent Teichmann

General Manager: John Marik, Director – Corporate Services: Lauren Tolputt, Director – Infrastructure: Kerry Sacilotto, Executive Assistant: Sarah Forsyth

Apologies: Councillor Jan Hughes

CLOSED SESSION

Item 116/2025 'Closed Session': Council

DECISION

MOVED: Cr Chilcott | **SECONDED:** Cr Teichmann

That Council resolve, by absolute majority, that the meeting be closed to the public to enable Council to consider agenda items 117 to 120 which are confidential matters as prescribed in Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*.

Time Meeting Closed: 5:32 pm

CARRIED UNANIMOUSLY

Purpose

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025* (e.g. confidential matters), and therefore Council may, by absolute majority, determine to close the meeting to the general public.

Item	Purpose	Regulation Ref ¹
117/2025 Declaration of Interests	Interests to be declared relating to items listed for discussion within Closed Session	-
118/2025 Request for Leave of Absence	Consider a request for Leave of Absence received from Councillor Jan Hughes	17(2)(i)
119/2025 Release of Public Information	Consider whether any discussion, decision, report or document relating to any Closed Session items should be released to the public	17((7) & (8)
120/2025 Completion of Closed Session	Move to Open Council and adjourn the Meeting	-

¹ Regulation 17:

Reg.	Confidential Reason
17(2)(a)	personnel matters, including complaints against an employee of the council
17(2)(b)	industrial relations matters
17(2)(c)	information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business
17(2)(d)	commercial information of a confidential nature that, if disclosed, is likely to (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret
17(2)(e)	contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
17(2)(f)	the security of (i) the council, councillors and council staff; or (ii) the property of the council
17(2)(g)	proposals for the council to acquire land or an interest in land or for the disposal of land
17(2)(h)	information that is (i) of a personal and confidential nature; or (ii) provided to the council on the condition that it be kept confidential
17(2)(i)	requests by councillors for leave of absence
17(2)(j)	notifications by councillors of leave of absence for parental leave
17(2)(k)	matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council
17(2)(l)	the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area

RESUMPTION | OPEN SESSION

Scheduled Meeting Time: 6:00 pm

Meeting Opened: 6:01 pm

Council Meetings Procedures

In accordance with Policy No. 41: Council Meeting Procedures, this Meeting is being recorded. By attending the Meeting in person, you are consenting to personal information being recorded and published. No unauthorised filming or recording of the Meeting is permitted.

Visitors are reminded that Council Meetings are a place of work for Council Officers and Councillors.

The Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct. It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council Officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave the Council's premises following any behaviour that falls short of these expectations.

Language and conduct at a Meeting that could be perceived as offensive, defamatory or threatening to a person in attendance or listening to the recording, is not acceptable. It is an offence to hinder or disrupt a Council Meeting.

Present: Councillor Rhys Beattie (Mayor), Edwina Powell (Deputy Mayor), Wendy McLennan, Kahlia Simmons, Vincent Teichmann, Mervyn Chilcott, Nick Bicanic

General Manager: John Marik, Director – Corporate Services: Lauren Tolputt, Director – Infrastructure: Kerry Sacilotto, Consultant Town Planner: George Walker, Town Planner: Kamala Roberts, Executive Assistant: Sarah Forsyth

Apologies: Councillor Jan Hughes

Acknowledgement of Country

Dorset Council acknowledges the deep history and culture of the First People who were the traditional owners of the lands and waterways where we live and work. We acknowledge the clans-people who lived here for over a thousand generations on the Country where Dorset is built and throughout the area we know as the north east region.

Dorset Council acknowledge the present-day Aboriginal custodians and the inclusive contribution they make to the social, cultural and economic essence of the municipality.

PROCEDURAL ITEMS

Item 121/2025 Declarations of Interest

In accordance with Section 48 of the *Local Government Act 1993*, Regulation 10(8) of the *Local Government (Meeting Procedures) Regulations 2025* and the Tasmanian Local Government Code of Conduct, Councillors are requested to indicate whether any have, or are likely to have, an interest in any item on the agenda.

INTEREST DECLARED

Nil

Item 122/2025 Confirmation of Ordinary Council Meeting Minutes – 23 June 2025

Ref: DOC/25/7895

The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 23 June 2025 finds them to be a true record and recommends that they be taken as read and signed as a correct record.

DECISION

MOVED: Cr Simmons | SECONDED: Cr Powell

That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on Monday, 23 June 2025 having been circulated to Councillors, be confirmed as a true record.

CARRIED UNANIMOUSLY

Item 123/2025 Confirmation of Agenda

DECISION

MOVED: Cr Simmons | SECONDED: Cr Bicanic

That Council confirm the Agenda and order of business for the 21 July 2025 Council Meeting.

CARRIED UNANIMOUSLY

Item 124/2025 Public Question Time

²Members of the Public can ask question(s) during Public Question Time. Any person asking a question is asked to stand (if able), clearly state their name and suburb they live.

Question(s) must be clear and concise, not be a statement and have minimal pre-amble. Any answer given is not to be debated. Members of the public are asked to provide any question(s) without notice in writing to the Executive Assistant.

² In accordance with Regulations 33, 36 & 37 and Council Policy No. 41: Council Meeting Procedures

The following questions were **taken on notice** at the 23 June 2025 Council Meeting:

Lawrence Archer, Bridport

Would you advise what specific section of the Local Government Act, or any other legislation gives the Council the legal authority to determine who can or cannot operate a shuttle bus business?

Response from General Manager, John Marik:

The operation of a shuttle business on the Crown Land requires a Nature Based Tourism (NBT) business licence issued under the *Crown Lands Act 1976*. NBT licences are administered by Tasmanian Parks and Wildlife (PWS).

At the last meeting, the General Manager stated that the Blue Derby Foundation quarter report was without their quarterly financial statement and that would be provided as part of this month's agenda. I don't think I've missed it, but what's happened to that and when will it be provided?

Response from General Manager, John Marik:

The Chair of the Blue Derby Foundation has advised that financials will be available for inclusion in the August Council Meeting papers, with a full status update available in [Item 142](#) of this Agenda.

Gail Archer, Bridport

A few years ago, when Council relocated the Bridport skate park it was proposed that the area adjacent to the old skate park would be developed for boat trailer parking. When is that development scheduled to take place?

Response from Director – Infrastructure, Kerry Sacilotto:

There are no budgeted or scheduled works in 2025/26 for the further development of boat trailer parking area in Bridport.

Nil

Item 125/2025 Public Address of Meeting

³Members of the public can make a statement at a Council Meeting; it is not question or discussion time with Councillors. Prior to making a statement, the person is asked to stand (if able), clearly state their name and suburb they live.

Members of the public wishing to address Council at a Meeting shall indicate their intent and subject matter in writing by 10am on the Friday prior to the Meeting.

A person seeking to make a statement may speak for a period up to 3 minutes but may be extended at the discretion of the Chairperson to a maximum of 5 minutes.

All proposed statements are to be provided in writing prior to the Meeting to allow for circulation and inclusion in the minutes of the Meeting.

Nil

³ In accordance with Regulations 46 and Council Policy No. 41: Council Meeting Procedures

⁴Councillors can ask question(s) during Councillor question time.

Question(s) must be clear and concise, not be a statement, have minimal pre-amble, not offer an argument or opinion, draw conclusions, or make any accusations. Any answer given is not to be debated.

Councillors are asked to provide question(s) without notice in writing to the Executive Assistant.

The following questions were **taken on notice** at the 23 June 2025 Council Meeting:

Councillor Mervyn Chilcott

Northeast Park has quite a few seasonal workers staying there each year. I think there's only one live power point over in the gazebo area near the public barbeques. I don't know whether it gets abused or not, however it's quite useful for the workers that leave early in the morning and get back late at night to charge their phones. Invariably it gets turned off sometime through the season. Is there some way that we can put a power point at Northeast Park that is available for use by seasonal workers?

Response from Director – Infrastructure, Kerry Sacilotto:

Power points at the park, including those near the gazebo and public barbeque area, have historically been deactivated due to safety concerns. In past seasons, there have been repeated instances of inappropriate and risky use, including, multiple extension leads running across public areas, connections used to power caravans and campervans, unsafe use of electrical appliances not suited to public outdoor settings.

These practices presented a serious safety risk to both users and the broader public and led to the decision to disable the outlets to mitigate liability and risk of harm.

That said, we acknowledge that phone charging is a low voltage, low amp use, and we will investigate if an option is possible to provide simple, low-risk public access to a USB charger point at Northeast Park.

Councillor Jan Hughes

Does anybody know what's happening to the Army Food Research facility? Is it being utilised at all or is it a white elephant in our community? Does Council have any insight?

Response from General Manager, John Marik:

Council Officers do not have any information pertaining to this facility. This a Federal Government facility and any queries in relation to this site should be directed to the appropriate Government department.

Councillor Vincent Teichmann

Given that it's stated the intention of fostering economic growth in tourism, stimulating investment and new business, why would Council have failed to support long term residents and ratepayers living in Dorset or even in the postcode of Derby to be able to run a business in Derby, providing of course that they met and complied with other legislative requirements for operating that kind of business?

⁴ In accordance with Regulations 33, 34 & 35 and Council's Policy No. 41: Council Meeting Procedures

Response from General Manager, John Marik:

This matter has been addressed previously, and no further response is considered necessary.

Councillor Wendy McLennan

In relation to the storm damage at Bridport, have Council Officers been down there to see where the wall has disintegrated on Goftons Beach, and are we going to replace it?

Response from Director – Infrastructure, Kerry Sacilotto:

We have done some work to the foreshore in response to the storm damage. I'm not sure about the particular area that you are referring to however I can take that part on notice and get back to you.

Item 127/2025 Requests for Leave of Absence

Councillor Jan Hughes – listed for discussion in the Closed Session portion of this Meeting (Item 118/2025)

Item 128/2025 Notifications of Leave of Absence for Parental Leave

Nil

Item 129/2025 Councillor Motions with Notice

Nil

PLANNING AUTHORITY MATTERS FOR DECISION

The Chair announced that Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* (LUPA Act) when considering Items 130, 131 and 132.

Item 130/2025 Planning Application – Construction of a Supermarket and Shops, Associated Signage and Works, with Title Consolidation and Demolition of Buildings | 111 – 117 Main Street BRIDPORT

Reporting Officer: Consultant Town Planner, George Walker

Ref: DOC/25/9241 | Assessment Report: DOC/25/9242 | PLA/2024/120

Purpose

The purpose of this report is for Council to assess and determine an application for the demolition of existing buildings, consolidation of three (3) lots into one (1) lot and the construction of a supermarket and retail shops including associated signage, works and carparking at 111-113, 115 and 117 Main Street, Bridport.

Officer Amendment to Condition 8.

8. Vehicle Crossovers

Prior to the commencement of any works ~~within the Main Street road reserve~~ **approved by this permit**, the following must be undertaken to the satisfaction of Council's Director of Infrastructure:

DECISION

MOVED: Cr Simmons | SECONDED: Cr Chilcott

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and clause 6.8.1 of the *Tasmanian Planning Scheme - Dorset*, it is recommended that the construction of a supermarket and shops, associated signage and works with title consolidations (C/Ts 143286/1, 127049/1 and 66092/1) and demolition of buildings be approved subject to the following conditions:

1. Basis of Approval

The use and development for construction of a supermarket and shops, associated signage and works with title consolidations (C/Ts 143286/1, 127049/1 and 66092/1) and demolition of buildings is approved and must be undertaken generally in accordance with the following endorsed plans:

- a) Proposed supermarket and alteration with Job No. 1407 and Drawing No. DA02, DA03, DA04, DA05, DA06, DA07, DA08, DA09, DA10 and DA11 dated 29/01/2025 prepared by Wilkin Design;
- b) Traffic Impact Assessment report V4 dated 16/04/2025 prepared by RJK Consulting Engineers;
- c) Cover letter prepared by Wilkin Design (undated); and
- d) Response to request for additional information letter prepared by Wilkin Design (undated).

2. Hours of Operation (Open to the Public)

The use approved by this permit must operate between the following hours:

- a) 7:00am to 9:00pm Monday to Friday;
- b) 8:00am to 6:00pm Saturday;
- c) 9:00am to 5:00pm Sunday and public holidays.

3. Hours of Operation (Commercial Vehicle Use)

Commercial vehicle use to and from the site in association with the approved use is limited to the following times:

Delivery Type	Vehicle Type	Earliest Delivery Time	Days
Dry Grocery	Semi-truck	6:30am	Wed and Fri
Refrigerated	Semi-truck	7:00am	Mon-Fri
Fruit and Veg	Rigid truck	5:30am	Mon, Wed and Fri
Milk and Bread	Small rigid truck	5:30am	Mon-Sat
Small grocery	Small van/truck	7:00am	Mon-Fri
Rubbish	Rigid truck	7:00am	Mon-Fri
		8:00am	Sat, Sun and public holidays

4. External Lighting

All exterior and security lighting is to be designed and sited to comply with Australian Standard *AS/NZS 4282:2023 Control of the obtrusive effects of outdoor lighting* (or any subsequent versions at the time lighting is installed).

5. Legal Title

All development and use associated with the proposal (including all footings and drainage required for the retaining walls along corresponding boundaries) must be fully contained within the legal title of the site except for the purposes of undertaking the necessary works within the Main Street road reserve for things such as vehicle access purposes and associated reticulated service connections.

6. Soil and Water Management Plan

Prior to the commencement of the development works on the site, the applicant must install all necessary silt fences and cut-off drains to prevent soil, concentrated water, gravel and other debris from escaping the site. Additional works may be required depending upon the method of excavation and site works. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant prior to the end of the day on which the material was deposited (such as tyre tracks created by mud and dirt). The silt fencing, cut off drains and other works to minimise erosion and soil and material transportation must be maintained on the site until the material has been removed or has been sealed or revegetated sufficiently to mitigate erosion and sedimentation transport.

7. Driveway and Parking Area Construction

Prior to the commencement of the approved use, all areas identified for vehicle access, circulation and parking on the endorsed plans must:

- a) Be properly constructed with a compacted subgrade and sealed surface with appropriate levels to enable use in accordance with the endorsed plans;
- b) Be adequately drained to a legal public stormwater discharge point and formed to prevent concentrated stormwater being discharged into an adjoining property;
- c) Be line-marked or otherwise delineated to indicate each car parking space and access ways;
- d) The final design of the nominated accessible parking space must be accord and be constructed to comply with *Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities*.
- e) The vehicle accessway between the main entrance of the supermarket building and footpath adjacent to the EV Charging Bay 32 and toilet block is to be provided with a pedestrian (zebra) crossing which is to be appropriately signed and line marked.

All vehicle access, circulation and car parking areas must be kept available for these purposes at all times and maintained in perpetuity for the life of the approved use and development.

8. Vehicle Crossovers

Prior to the commencement of any works approved by this permit, the following must be undertaken to the satisfaction of Council's Director of Infrastructure:

- a) Preparation and submission of all design works within the road reserve including the removal and reinstatement of existing vehicle crossings, modification of existing vehicle crossings, construction of new vehicle crossings and modification to the on-street car parking arrangements as recommended within the endorsed Traffic Impact Assessment. All plans must be designed to the satisfaction of Council's Director of Infrastructure;
- b) Attainment of a works within the road reservation permit from Council's Director of Infrastructure.

9. Works within and Occupation of the Road Reserve

All works in (or requiring the occupation of) the Main Street road reserve must be carried out with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742 (Manual of uniform traffic control devices) which is to be provided at the time an application for permit to carry out works in a road reservation is submitted with Council.

10. Completion of Works

All public works required by Council must be carried out to Council standards and under the supervision of a suitably qualified and experienced civil engineer engaged by the owner and approved by Council. Certification that all public works have been carried out in accordance with the approved engineering design plans and to Council standards will be required prior to the commencement of the use approved by this permit.

11. Noise Reducing Structures

Prior to the commencement of the use of the supermarket the following noise reducing structures must be installed:

- a) A 1.8m high lapped timber paling fence with accredited acoustic wrapping for the full length of the western boundary of the site. The fence:
 - i. must be installed so that the railings are located on the inward side of the fence relative to the site (i.e. paling face to be located on the western side of the fence);
 - ii. must taper down at the northern end from 1.8m to 1.2m commencing 4.5m from the frontage boundary;
 - iii. must be installed at the full cost of the person responsible.
- b) A solarspan insulated roof panel system (or a roof panel system with similar acoustic properties) over the full width of the delivery dock, bin storage and mechanical plant and equipment storage area on the western side of the supermarket building.

The person responsible must provide Council with confirmation or evidence that the above noise reducing structures have been installed to the appropriate quality once completed (and prior to the operation of the supermarket use).

12. Illuminated Signs

All illuminated signs must only be illuminated during the operating hours specified in Condition 2 of this permit.

13. Toilet Block

The toilet block is to be constructed and maintained in good condition for the life of its use by the person responsible.

14. TasWater

The development must be in accordance with the conditions provided within the Submission to Planning Authority Notice issued by TasWater dated 13 December 2024 (Reference No. TWDA 2024/1407-DC, copy attached to this permit).

15. Stormwater Connection

Unless otherwise approved by Council's Infrastructure Services, the consolidated lot is to be provided with a single connection to Council's public stormwater system with all redundant connections to be capped to the satisfaction of Council. The person responsible is to submit a drainage plan for (drainage) works within the Main Street road reserve for approval by Council's Director of Infrastructure.

16. Demolition Works

All demolition works must ensure the protection of property and services which are to either remain on or adjacent to the site from interference or damage. All rubbish and debris generated by the proposed demolition works must be removed from the site and disposed of at a licensed refuse disposal site with no burning of waste materials (including removed vegetation) is to occur on the site.

17. Dust Emissions

Dust emissions associated with the demolition, construction and use must:

- a) Be controlled to prevent environmental nuisance beyond the boundary of the site during the development and use;
- b) Prior to the commencement of the use, all exposed areas within the site must be fully sealed other than approved landscaping areas;
- c) The person responsible must maintain the site seal (hardstand areas) in good condition over the life of the approved use.

18. Easements

Easements are required over all Council and third-party services located in private property. The incorporation of any necessary easements including drainage easements over sewer and storm water pipelines are to be shown. Easements must include any overland drainage paths where concentrated water runs. The minimum width of any easement must be 3 metres for Council (public) mains.

19. Sealing of Final Plan of Survey

No Final Plan of Survey will be sealed for the approved lots until the following matters have been completed to the satisfaction of Council's Town Planner and made at the responsible person(s) cost:

- a) the satisfactory completion of public and private infrastructure and service works/installation in accordance with the Council's and any other responsible authority/s requirements (including the provision of engineering certification where required); and
- b) any payment or action required by a planning permit condition to occur prior to sealing of the Final Plan of Survey.

NOTE: For the purpose of this permit "**the person responsible**", depending on the context, means:

- a) The person who has and takes the benefit of this permit for the undertaking of the use or development authorised pursuant to it;
- b) The person or persons who undertake development or use pursuant to this permit; and
- c) Servants, agents and contractors, in each case of such persons.

ADVISORY NOTES

(i) *Permission in Writing*

Any reference to the need for Council approval of a matter or thing prescribed under the conditions pertinent to this permit requires such approval to be given in writing.

(ii) *Objections to Proposal*

This permit has no effect until the expiry of the period for the lodgement of an appeal against the granting of the permit or, if an appeal is lodged, until ten days after the appeal has been determined by the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).

(iii) *Appeal Provisions*

Attention is directed to sections 61 and 62 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:

- *A planning appeal may be instituted by lodging a notice of appeal with the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).*
- *A planning appeal may be instituted within 14 days of the date the planning authority serves notice of the decision on the applicant.*

(iv) *Permit Commencement*

This permit takes effect 14 days after the date of Council's notice of determination or at such time as any appeal to the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT) is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing.

(v) *Period of Approval*

Pursuant to Section 53(5) the Land Use Planning and Approvals Act 1993, this approval will lapse after a period of two (2) years from:

- a. *the date on which the permit is granted; or*
- b. *if an appeal has been instituted against the planning authority's decision to grant the permit, the date of the determination or abandonment of the appeal,*

if the use or development is not substantially commenced within that period.

(vi) *Other Approvals*

This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

- a. *Building approval*
- b. *Plumbing approval*

CARRIED UNANIMOUSLY

Purpose

The purpose of this report is for Council to assess and determine an application for additions and alterations to a single dwelling located at 24 William Street, Bridport.

Councillor McLennan left the Meeting (6:44 pm) during the Officer presentation of the item

Councillor McLennan returned to the Meeting (6:46 pm) during the Officer presentation of the item

DECISION

MOVED: Cr Simmons | SECONDED: Cr Bicanic

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and clause 6.8.1 of the *Tasmanian Planning Scheme - Dorset*, it is recommended that the additions and alterations to a single dwelling be approved subject to the following conditions:

1. Basis of Approval

The use and development for additions and alterations to a single dwelling is approved and must be undertaken generally in accordance with the following endorsed plans:

- a) Proposed extension and renovations, 24 William Street, Bridport, Project Number 2024.013, April 2025, prepared by Stephen Wallen, Measured Design.

2. Privacy

Privacy screening for 24 William Street and 70 Walter Street must be maintained by the person responsible by:

- a) vegetation along the shared boundary, as existing or replacing existing vegetation with like vegetation expected to grow to and maintained at a mature height of at least 5m; or
- b) by installing screening on the deck landing and deck area within 4m of the rear (northern boundary) boundary of 24 William Street. This screening must have a permanently fixed screen to a height of not less than 1.7m above the finished surface or floor level of the applicable portions of the deck and with a uniform transparency of not more than 25%.

Such privacy screen measures must be maintained in situ for the life of the approved use and development. For the purposes of condition 2(a) dead trees that form part of the privacy screen are to be immediately replaced with a new tree capable of achieving the requisite height.

3. Vehicle Access and Parking Areas

Prior to the commencement of the approved use, and to the satisfaction of Council's Town Planner, areas set aside for the parking of vehicles and access to William Street, must be:

- a) formed to an adequate level as necessary, to comply with LGAT standards, and to prevent the formation of potholes and depressions according to the nature of the subgrade and vehicles that will use the areas; and
- b) constructed, drained and maintained in a continuously useable condition.

NOTE: For the purpose of this permit “the person responsible”, depending on the context, means:

- a) The person who has and takes the benefit of this permit for the undertaking of the use or development authorised pursuant to it;
- b) The person or persons who undertake development or use pursuant to this permit; and
- c) Servants, agents and contractors, in each case of such persons.

ADVISORY NOTES

(i) *Permission in Writing*

Any reference to the need for Council approval of a matter or thing prescribed under the conditions pertinent to this permit requires such approval to be given in writing.

(ii) *Objections to Proposal*

This permit has no effect until the expiry of the period for the lodgement of an appeal against the granting of the permit or, if an appeal is lodged, until ten days after the appeal has been determined by the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).

(iii) *Appeal Provisions*

Attention is directed to sections 61 and 62 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:

- *A planning appeal may be instituted by lodging a notice of appeal with the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).*
- *A planning appeal may be instituted within 14 days of the date the planning authority serves notice of the decision on the applicant.*

(iv) *Permit Commencement*

This permit takes effect 14 days after the date of Council’s notice of determination or at such time as any appeal to the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT) is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing.

(v) *Period of Approval*

Pursuant to Section 53(5) the Land Use Planning and Approvals Act 1993, this approval will lapse after a period of two (2) years from:

- a. *the date on which the permit is granted; or*
- b. *if an appeal has been instituted against the planning authority’s decision to grant the permit, the date of the determination or abandonment of the appeal,*

if the use or development is not substantially commenced within that period.

(vi) *Other Approvals*

This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

Building approval

Plumbing approval

CARRIED UNANIMOUSLY

Purpose

The purpose of this report is for Council to assess and determine an application for the construction of a single dwelling on land located at 5 Elvie Court, Bridport.

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Bicanic

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and clause 6.8.1 of the *Tasmanian Planning Scheme - Dorset*, it is recommended that the construction of a single dwelling be approved subject to the following conditions:

1. Basis of Approval

The use and development for construction of a single dwelling is approved and must be undertaken generally in accordance with the following endorsed plans:

- a) Proposed brick veneer residence at 5 Elvie Court Bridport prepared by Andrew Shedden Architect Building Design Service dated April 2025 including the following drawings:
 - i. Site Plan Drawing No. 2073-4;
 - ii. Footing/Foundation Plan- Details Drawing No. 2073-5;
 - iii. Lower Floor Plan Drawing No 2073-6;
 - iv. Upper Floor Plan Drawing No 2073-7;
 - v. Elevations Drawing No. 2073-8;
 - vi. Roof Plan- Section Drawing No. 2073-9
 - vii. Lower Floor Plan- Structural Drawing 2073-10;
 - viii. Upper Floor Plan- Structural Drawing No. 2073-11;
 - ix. Window Schedule – Light and Ventilation Drawing No. 2073-12;
 - x. Lower Floor Plan – Drainage Plan Drawing No. 2073-13;
 - xi. Lower Floor Plan – Light/Energy Plan Drawing No. 2073-15; and
 - xii. Upper Floor Plan – Light/Energy Plan Drawing No. 2073-16.

2. Window Glazing

Prior to the occupation of the dwelling window W21 on the western wall of Bed 3 on the upper floor must be installed with obscure or opaque glass in accordance with the endorsed Window Schedule Plan. Window W21 must be fixed and must not be able to be opened.

NOTE: For the purpose of this permit “the person responsible”, depending on the context, means:

- a) The person who has and takes the benefit of this permit for the undertaking of the use or development authorised pursuant to it;
- b) The person or persons who undertake development or use pursuant to this permit; and
- c) Servants, agents and contractors, in each case of such persons.

ADVISORY NOTES

(i) *Permission in Writing*

Any reference to the need for Council approval of a matter or thing prescribed under the conditions pertinent to this permit requires such approval to be given in writing.

(ii) *Objections to Proposal*

This permit has no effect until the expiry of the period for the lodgement of an appeal against the granting of the permit or, if an appeal is lodged, until ten days after the appeal has been determined by the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).

(iii) *Appeal Provisions*

Attention is directed to sections 61 and 62 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:

- *A planning appeal may be instituted by lodging a notice of appeal with the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).*
- *A planning appeal may be instituted within 14 days of the date the planning authority serves notice of the decision on the applicant.*

(iv) *Permit Commencement*

This permit takes effect 14 days after the date of Council’s notice of determination or at such time as any appeal to the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT) is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing.

(v) *Period of Approval*

Pursuant to Section 53(5) the Land Use Planning and Approvals Act 1993, this approval will lapse after a period of two (2) years from:

- a. *the date on which the permit is granted; or*
- b. *if an appeal has been instituted against the planning authority’s decision to grant the permit, the date of the determination or abandonment of the appeal,*

if the use or development is not substantially commenced within that period.

(vi) *Other Approvals*

This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

- a. *Building approval*
- b. *Plumbing approval*

FOR

Councillor Beattie
Councillor Powell
Councillor Simmons
Councillor Bicanic
Councillor Chilcott
Councillor McLennan

AGAINST

Councillor Teichmann (abstained)

CARRIED

ITEMS FOR DECISION

Item 133/2025 **Board of Inquiry Directions 1, 2 & 5 | Council Policy and Operational Procedure – *Land Use Planning and Approvals Act 1993***
 Reporting Officer: General Manager, John Marik
 Ref: DOC/25/8806 | Draft Policy No. 69: DOC/25/8659 | Procedure: DOC/25/8660

Purpose

The purpose of this agenda item is to adopt draft Policy No. 69, and receive and note an operational procedure, which address Board of Inquiry Ministerial Directions 1, 2 and 5.

DECISION

MOVED: Cr Powell | SECONDED: Cr Teichmann

That Council, to address Board of Inquiry Directions 1, 2 and 5:

1. adopt the attached proposed new Policy No. 69: Managing Conflicts of Interest – Council Related Planning Applications;
2. receive and note the attached operational procedure – Monitoring Conditions and Restrictions on Permits under the *Land Use Planning and Approvals Act 1993*; and
3. authorises the General Manager to submit the Policy and operational procedure to the Minister for Local Government by no later than 23 July 2025.

CARRIED UNANIMOUSLY

Item 134/2025 **Board of Inquiry Quarterly Progress Report | 1 April to 30 June 2025**
 Reporting Officer: General Manager, John Marik
 Ref: DOC/25/8804 | Progress Report: DOC/23/12316

Purpose

The purpose of this agenda item is to table the attached Board of Inquiry Directions Quarterly Progress Report for the period 1 April to 30 June 2025 (the Progress Report) regarding the progress of actions taken to implement the Ministerial Directions issued to Council by the Minister for Local Government, the Hon. Kerry Vincent MLC, as a result of the Board of Inquiry into Dorset Council.

DECISION

MOVED: Cr Powell | SECONDED: Cr Simmons

That Council receive and note the attached Board of Inquiry Directions Quarterly Progress Report for the period 1 April to 30 June 2025.

CARRIED UNANIMOUSLY

Item 135/2025

Council Support of the Tasman Highway 'Sideling' Project

Reporting Officer: General Manager, John Marik
Ref: DOC/25/8866

Purpose

The purpose of this agenda item is to confirm Council's advocacy position in relation to the Tasman Highway 'Sideling' Project.

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Simmons

That Council:

1. resolve to continue to support and advocate for the upgrade of the Tasman Highway from Minstone Road through Corkerys Road to be upgraded to B Double standard; and
2. resolve to lobby the Federal Government and State Government for further funding to upgrade the current Tasman Highway 'Sideling' to B Double Standard if the Corkerys Road option is deemed unfeasible; and
3. resolve to lobby the State Government to investigate alternate project delivery options for the Tasman Highway to ensure value is attained, including but not limited to full closure of the Tasman Highway between Springfield and St Patricks River during reconstruction to manage project costs and delivery timeframes; and
4. resolve for the Mayor and General Manager to write to the City of Launceston Council for both local governments to advocate in partnership for an eastern bypass to divert Tasman Highway heavy traffic away from the city; and
5. resolve for the Mayor to write to the Federal Infrastructure Minister to advocate for further funding for the Tasman Highway "Sideling" Project.

FOR**AGAINST**

Councillor Beattie
Councillor Powell
Councillor Simmons
Councillor Bicanic
Councillor Chilcott
Councillor McLennan

Councillor Teichmann (abstained)

CARRIED

Item 136/2025

Draft Policy No. 67 – Dispute Resolution (Elected Members)

Reporting Officer: General Manager, John Marik
Ref: DOC/25/8809 | Draft Policy: DOC/25/7818

Purpose

The purpose of this agenda item is to provide Council with the draft Policy No.67 – Dispute Resolution (Elected Members) for adoption.

DECISION**MOVED: Cr Simmons | SECONDED: Cr Powell**

That Council:

1. adopt attached proposed new Policy No. 67 – Dispute Resolution (Elected Members); and
2. appoint the Executive Assistant as the Dispute Resolution Officer and give the Dispute Resolution Officer authorisation to appoint a Dispute Resolution Advisor, based on availability and suitability, from the Local Government Association of Tasmania's Multi-Use Register, as required.

CARRIED UNANIMOUSLY**Item 137/2025****Review of Policy No. 41 – Council Meeting Procedures**

Reporting Officer: General Manager, John Marik

Ref: DOC/25/8810 | Reviewed Policy: DOC/25/7976 | Current Policy: DOC/21/10802

Purpose

The purpose of this agenda item is to provide Council with the reviewed Policy No.41 – Council Meeting Procedures for adoption.

DECISION**MOVED: Cr McLennan | SECONDED: Cr Bicanic****That Council adopt the attached reviewed Policy No. 41 – Council Meeting Procedures.****FOR****AGAINST**

Councillor Beattie
Councillor Powell
Councillor Simmons
Councillor Bicanic
Councillor Chilcott
Councillor McLennan

Councillor Teichmann (abstained)

CARRIED**Item 138/2025****2024/25 Annual Plan – June 2025 Final Report**

Reporting Officer: General Manager, John Marik

Ref: DOC/25/8807 | June Final Report: DOC/25/8808

Purpose

The purpose of this agenda item is to present Council and the community with the results of the 2024/25 Annual Plan.

The table below shows compliance with the Annual Plan to 30 June 2025:

	Progress as at 30 September 2024	Progress as at 31 December 2024	Progress as at 31 March 2025	Progress as at 30 June 2025	FINAL
Complete	1	8	12	42	42
In Progress	20	26	28	8	8
Not Achieved	-	-	-	-	-
Total Actions	50	50	50	50	50
Carried Forward	-	-	-	8	8

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Bicanic

That the attached 2024/25 Annual Plan - June Final Report be received and noted.

CARRIED UNANIMOUSLY

Item 139/2025

Dorset – Tourism Destination Support

Reporting Officer: Director – Infrastructure, Kerry Sacilotto

Ref: DOC/25/9096

Purpose

The purpose of this agenda item is to establish a working group to investigate, prioritise, and advocate for the development of tourism attractions within the Dorset region that are not owned or managed by Council.

DECISION

MOVED: Cr McLennan | SECONDED: Cr Teichmann

That Council:

1. review a comprehensive list of tourism attractions within Dorset, guided by insights and data from organisations supporting tourism, local tourism operators, and community consultation to identify and prioritise a project(s) of regional significance;
2. reaffirms its commitment to the identified priority project(s), maintaining strategic alignment and ensuring that resources are not diverted to lower-priority or ad hoc initiatives without appropriate review; and
3. establishes a working group, with appropriate internal or external resources, to engage with and advocate to the Tasmanian Parks and Wildlife Service for the prioritisation, investment, and development of the selected project(s).

CARRIED UNANIMOUSLY

ITEMS FOR NOTING

Item 140/2025 Council Workshops Held Since Last Council Meeting

8 July 2025 | Briefing Workshop

18 July 2025 | Councillor Planning Session

Item 141/2025 Elected Member Communications

Mayor Calendar | 19 June – 16 July 2025

June 2025

- 19 Weekly meeting with General Manager, Council Chambers
- 19 Meeting with NE Advertiser Editor with General Manager and Director – Corporate Services, Council Chambers via phone
- 20 Northern Tasmania Development Corporation Management Representative Group Meeting, online
- 21 Meeting with ratepayer, Scottsdale
- 23 TasWater General Meeting, Launceston
- 23 Meeting with NE Advertiser Editor with Deputy Mayor, Scottsdale
- 23 June Council Meeting, Council Chambers
- 24 – 27 Australian Local Government Association National General Assembly Conference with General Manager, Canberra

July 2025

- 2 Meeting with state election candidate Michael Ferguson, Launceston
- 3 Weekly meeting with General Manager, Council Chambers
- 8 July Briefing Workshop, Council Chambers
- 9 Meeting with prospective ratepayer with General Manager, via phone
- 9 Meeting with group of ratepayers to discuss Mayor role, Bridport Hall
- 9 Dinner with state election candidates Dean Winter and Janie Finlay with other invited guests, Scottsdale
- 10 Weekly meeting with General Manager, Council Chambers
- 10 Meeting with state election candidate Rebekah Pentland and advisors with General Manager, Council Chambers
- 11 Northern Tasmania Development Corporation state election priorities session, Launceston
- 15 Meeting with ratepayer, Bridport

Purpose

The purpose of this agenda item is to provide Councillors and the community with a briefing on matters of interest dealt with during the past month by Council’s Management Team.

DECISION

MOVED: Cr Chilcott | SECONDED: Cr Simmons

That Council:

- 1. note the community updates on the Australian Local Government Association National General Assembly and the Blue Derby Foundation quarterly financial statement status; and
- 2. receive and note the remaining Management Briefing Report.

CARRIED UNANIMOUSLY

COMMUNITY UPDATE: Australian Local Government Association National General Assembly

The Mayor and General Manager travelled to Canberra from 24 – 27 June 2025 to attend the Australian Local Government Association National General Assembly. Please find attached a report prepared by the General Manager on the conference.

COMMUNITY UPDATE: Blue Derby Foundation Quarterly Financial Statement Status

As advised by the General Manager during the presentation of the Blue Derby Quarterly Report at the 19 May Council Meeting, the financials for the Blue Derby Foundation were not available. The General Manager has been liaising with the new Chair of the Foundation, Mr Steve Howell who has advised that the Foundation’s accountant is currently transitioning to new software, causing the delay in provision. The Chair has advised that this transition should be completed by the end of the month, and financials available for inclusion in the August Council Meeting papers.

APPROVED APPLICATIONS | June 2025

	Approved June	Approved 2025 YTD	Approved 2024 YTD
Planning	6	46	60
Building	5	30	55
Plumbing	2	15	26

See attachments for detailed information about applications approved in June 2025.

CUSTOMER SERVICE REQUESTS | June 2025

	Requests Received June 2025	Comparison Requests June 2024	Received 2025	Comparison 2024
Animal	7	-	15	11
Bridges	-	-	-	-
Caravan Parks	-	-	4	3
Cemeteries	-	-	1	-
Community Development General	-	-	-	-
Corporate Services General	-	-	7	1
Customer Service	-	1	1	-
Elections	-	-	4	7
Emergency Services Enquiries	-	-	1	-
Environmental Management & Health	1	-	12	4
Government Relations	-	-	-	1
Licencing	-	-	1	-
Parks and Reserves	6	2	22	5
Planning & Building	-	1	-	2
Public Health	-	-	2	1
Public Online Enquiries	-	-	2	-
Public Amenities	1	2	9	6
Public Halls Buildings	3	3	6	7
Recreation Grounds	-	1	9	11
Roads	13	15	109	127
Swimming Pools	1	-	6	-
Waste Management	-	-	7	2
Total Requests	32	25	218	188

A detailed copy of the 2025 Customer Service Requests is included in the [attachments](#).

WASTE MANAGEMENT REQUESTS | June 2025: FINAL REPORT

	Requests Received June 2025	Comparison June 2024	FYTD Received 2024/25	Comparison FYTD Received 2023/24
Feedback and Queries	-	-	25	18
Repair Bin	2	6	56	51
Replace Bin	1	7	47	47
Request a New Service	5	5	50	38
Remove Additional Bin	1	-	14	8
Request an Additional Bin	-	-	41	34
Request an Upsize/Downsize	-	4	44	44
Request to Opt Out (of Service)	1	-	4	1
Total Requests	10	22	281	241

2024/25 CAPITAL WORKS PROGRAM | June 2025: FINAL REPORT

Ref: DOC/24/9473

	Complete 2024/25
	Completed in June 2025
	Carried Forward Projects – 2025/26

PROJECT	STATUS
BRIDGES	
Bridge 1553 Boddington's Road, Bridport – timber deck renewal	Completed
Bridge 1580 Ten Mile Track, Cuckoo – hotmix overlay	Completed
Bridge 1508 Garibaldi Road, Pioneer – scour pretention piers (additional allocation)	Carried Forward
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers	Carried Forward
STORMWATER	
Main Street, Bridport (RSL) – kerb and stormwater design only	Completed
William Street, Scottsdale (Incitec Pivot) – network upgrade	Completed
Branxholm Park – complete stormwater and seal	Completed
Ethel Street, Scottsdale – extension into King Street	Completed
Heazlewood Lane, Scottsdale – extension	Completed
Union Street, Scottsdale – survey and plan	Completed
Bridport Foreshore (near skate park) – survey and plan	Withdrawn ⁵
Esplanade, Derby – survey and plan	Completed
Scottsdale Depot and industrial subdivision – survey and plan	Completed
ROADS – RESHEETING	
<u>Renewal</u>	
Barnbogle Road, Bridport	Completed
Snake Track, Legerwood	Completed
Barnett Road, Ringarooma	Completed
Old Waterhouse Road, Waterhouse	Completed
Halfway Road, Waterhouse	Completed
Talagandra Road, Waterhouse	Completed
Jacobsons Road, Nabowla	Completed
Cape Portland Road, Gladstone	Completed

⁵ The Bridport survey and planning work has been deferred to reassess the solution and consider inclusion in a future budget cycle

PROJECT	STATUS
ROADS – RESEALS	
Westwood Street, Bridport	Completed
South Street, Bridport	
Elizabeth Street, Bridport	
Louisa Street, Bridport	
Anderson Street, Bridport	
Main Street, Ringarooma	
Cuckoo Road, Cuckoo	
Mackenzie Valley Road, Cuckoo	
Ruby Flats Road, Ringarooma	
Amos Road, Moorina	
Moorina Cemetery Road, Moorina	
Rainbows Road, Herrick	
Winnaleah Road, Winnaleah	
Heckrath Road, Bridport	
East Minstone Road, Scottsdale	
ROADS – OTHER PROJECTS	
Timperons Road, Blumont – intersection with Golconda Road hotmix overlay	Completed
Groves Street, Gladstone – repair and reseal	Completed
Cape Portland Road, Gladstone – seal repair and reseal	Completed
Sledge Track, West Scottsdale – investigation of landslip	Withdrawn ⁶
King Street, Scottsdale – pedestrian crossing	Carried Forward
George Street, Scottsdale – pedestrian crossing	Carried Forward
Main Street, Bridport – pedestrian crossing	Completed
Copelstone Street, Scottsdale – new 180m footpath	Carried Forward
Golconda Road, Golconda – safety upgrade and pavement reconstruction	Completed
BUILDINGS	
Scottsdale Depot – internal stair replacement	Completed
Bridport Seaside Caravan Park – grey water pits near office	Completed
Branxholm Town Hall – roof replacement	Completed
Ringarooma – bar shed seal and paint bricks	Completed
Gladstone Hall – remove old toilets and refurbish	Completed
Scottsdale Aquatic Centre – install ventilation in plant room	Completed
All buildings in Scottsdale area – upgrade safety switches	Completed
All buildings in Bridport area – upgrade safety switches	Completed
All buildings in Derby area – upgrade safety switches	Completed
Bridport Seaside Caravan Park – Goftons amenities lighting upgrade	Completed
Bridport Hall – upgrade floor coverings	Completed
Bridport Football Club – viewing deck (additional allocation)	Completed
Bridport Hall – 3-phase power outlet outside wall	Completed

⁶ Following a site visit with consulting engineers, it was concluded that the risk of further movement is low, while the cost of stabilisation works would be significant with limited benefit. Council's Infrastructure team will continue to monitor the site.

PROJECT	STATUS
BUILDINGS (cont.)	
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach end	Carried Forward
Scottsdale Railway Station Building – restoration	Carried Forward
Branxholm Waste Transfer Station – Oil Bunded Shed	Carried Forward
Branxholm Waste Transfer Station – Recycling Shed	Carried Forward
Gladstone Waste Transfer Station – Oil Bunded Shed	Carried Forward
Gladstone Waste Transfer Station – Recycling Shed	Carried Forward
Scottsdale Waste Transfer Station – Oil Bunded Shed	Carried Forward
Bridport Fish Cleaning Tables	Withdrawn ⁷
LAND IMPROVEMENTS	
Northeast Park, Scottsdale – reseal road	Completed
Bridport Seaside Caravan Park – road repairs (hotmix and seal)	Completed
Scottsdale Aquatic Centre – chlorinator pump replacement	Completed
Scottsdale Aquatic Centre – concrete repair	Completed
Scottsdale Aquatic Centre – replace ultraviolet light (water treatment)	Completed
Pine Plantation Ringarooma Road, Scottsdale – replanting	Carried Forward
Blue Derby Mountain Bike Trails – Tunnel stairs	Carried Forward
Blue Derby Mountain Bike Trails – Wotcha Upta trail renewal and upgrade	Completed
Croquet Lawn Beach, Bridport – access improvements	Carried Forward
Blue Derby Mountain Bike Trails – revegetation including landslip, trailhead, Lake Derby and Riverside trails	Completed
Scottsdale, Branxholm and Winnaleah – playground equipment (Open Spaces Grant)	Completed
Ellesmere Cemetery, Scottsdale – 2 x new concrete rows and purchase headstones	Completed
Victoria Street, Scottsdale – new shrubs and gardens	Completed
Scottsdale Depot – back flow prevention – water main	Withdrawn ⁸
Ellesmere Cemetery, Scottsdale – row numbering	Completed
CWA Carpark, Bridport – solar light	Completed
Waste Transfer Stations – best practice compliance signage	Completed
Scottsdale Waste Transfer Station – CCTV	Completed
Rail Trail – Scottsdale to Lilydale Falls (additional allocation)	Carried Forward
CARRY FORWARD PROJECTS	
Walter Street, Bridport – stormwater (pit) upgrades	Completed
Eastmans Beach, Bridport – amenities block renewal	Completed
South Street, Bridport – replace kerb	Completed
Blue Derby – network signage redesign	Completed

⁷ After community consultation was undertaken, feedback received was strongly against the proposed fish cleaning tables. The project was reviewed, with no other projects identified that would fit the scope of the grant, with the \$15,000 funding offer refused and the project withdrawn.

⁸ Initially investigated and awaiting TasWater specifications. Will be placed on future works list for further investigation.

PROJECT	STATUS
CARRY FORWARD PROJECTS (cont.)	
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	Carried Forward
Main and Westwood Street, Bridport Intersection – stormwater upgrade	Completed
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	Carried Forward
Old Waterhouse Road, Waterhouse – safety improvements	Completed
Blue Derby Trailhead – redevelopment (south of Main Street)	Completed
Gladstone Community Park	Carried Forward
Scottsdale Depot – relocated storage shed	Carried Forward
Scottsdale Waste Transfer Station – roof covering spare bin area	Completed
Derby Depot – new trail crew storage shed	Carried Forward
Rail Trail – Scottsdale to Lilydale Falls	Carried Forward

2025/26 CAPITAL WORKS PROGRAM

Ref: DOC/25/9165

PROJECT	STATUS
BRIDGES	
Bridge 1508 Garibaldi Road, Pioneer – repairs to piers (addition allocation, storm recovery)	
Bridge 1604 Panama Forest Road, Golconda – timber deck renewal	
Bridge 1589 Sledge Track, West Scottsdale – timber superstructure renewal (beams & deck)	Sourcing beams
Bridge 1556 New River Road, Ringarooma – timber deck renewal	Timber ordered
Bridge 1594 Greeta Road, Nabowla – timber superstructure renewal (beams and deck)	Timber ordered
Bridge 1508 Garibaldi Road, Pioneer – slab repairs	
Bridge 1569 Jensens Road, North Scottsdale – upgrade superstructure (timber to concrete)	Funding Application submitted
Bridge 1572 Haas Road, Legerwood – upgrade superstructure (timber to concrete, additional allocation)	
STORMWATER	
61 King Street, Scottsdale – upgrade stormwater pits	
3 Murphy Place, Scottsdale – undertake network survey and hydrology assessment	
Main Road, Pioneer – pipe open drain	
9 Willow Court, Winnaleah – design and install new network	Request for Tender
21 Thomas Street, Scottsdale – design and install new network	
52 Scott Street, Branxholm – design and install new network	Request for Tender
3 Thomas Street, Scottsdale – design and install new network	Request for Tender
ROADS – RESHEETING	
Old Waterhouse Road, Waterhouse	Commenced
Cape Portland Road, Gladstone	
Bridport Back Road, Nabowla	
Nourses Road, Bridport	Commenced
Unwins Road, Springfield	Commenced
McDonalds Avenue, Ringarooma	
Dead Horse Hill Road, Ringarooma	
Pera Flats Road, Ringarooma	
Swanee Road, Winnaleah	
Ferny Hill Road, Bridport	Commenced
Bridport – urban resheeting (various locations)	Commenced

PROJECT	STATUS
ROADS – RESEALS	
George Street, Scottsdale – highway access	Tender Issued
Maurice Street, Legerwood	
Spotswood Drive, Scottsdale	
Beattie Street, Scottsdale	
Ringarooma Road, Scottsdale – highway access	
Christopher Street, Scottsdale	
Mary Street, Scottsdale	
Alice Street, Scottsdale	
East Maurice Road, Ringarooma	
Oakdene Road, Jetsonville	
Barnbogle Road, Bridport	
Barnett Road, Ringarooma	
Ruby Flats Road, Branxholm	
Derby Back Road, Derby	
Sykes Road, Springfield	
Arnold Place, Scottsdale	
Charles Street, Pioneer – additional reseal	
ROADS – OTHER PROJECTS	
Willis Road, Lietinna – hotmix overlay intersection with Golconda Road	Waiting prices
Koomeela Road, West Scottsdale – culvert repairs	Materials ordered
Banca Road, Winnaleah – pavement repair and hotmix surface	Materials ordered
Golconda Road, Nabowla – 3.4km safety upgrades and pavement renewal	
Ferny Hill Road, Bridport – landslip repair (storm damage)	
Golconda Road, Golconda – pavement design	Request for Tender
Bentley Street, Bridport – footpath renewal	
Ellenor Street, Scottsdale – design pavement renewal	Request for Tender
Austins Road and Tasman Highway, Scottsdale – junction upgrade	
Northeast Lane, Scottsdale – design	Commenced
Union Street, Scottsdale – kerb and stormwater upgrade (stage 1)	
Pioneer township – footpath	
Golconda Road, Golconda – freight and safety improvement strategy	
Buckney's Road, Scottsdale – road survey	

PROJECT	STATUS
BUILDINGS	
Bridport Seaside Caravan Park – camp kitchen renewal (replace beams)	Commenced
Bridport Seaside Caravan Park – electrical switchboard renewal and underground cables (stage 1)	
Northeast Park, Scottsdale – electrical upgrades and shower payment machine upgrades	
Winnaleah Old Scout Hall – replace old louvre windows	Planning
Derby, Branxholm, Ringarooma, Winnaleah & Legerwood – switchboard upgrades	
Pioneer Hall – toilet renewal	
Northeast Park, Scottsdale – BBQ replacement	
Scottsdale – switchboard upgrades (various sites)	
Scottsdale Aquatic Centre – toilet and shower renewal	Planning
Branxholm Hall – kitchen renewal (Pines Committee donation)	
Bridport Seaside Caravan Park – amenities upgrade (shower cubicle storage / shelving)	
Bridport Seaside Caravan Park – cabin upgrades / outdoor area improvements	
Scottsdale Waste Transfer Station – Reuse Centre shop extension	
Scottsdale Waste Transfer Station – heat pump	
Derby Depot – alarm system and cameras	
Scottsdale Depot – relocation of storage sheds (additional allocation)	Commenced
Nugget Sellars Pavilion (Scottsdale Recreation Ground) – heat pump	Planning
Scottsdale Aquatic Centre – remote access through Council network	
LAND IMPROVEMENTS	
Blue Derby – network signage	
Bridport Seaside Caravan Park and Bridport Foreshore – BBQ replacement	
Scottsdale Aquatic Centre – flow meter and motor protection on leisure pool pumps	Planning
Scottsdale Aquatic Centre – chlorinator pump critical spare parts	
Scottsdale Aquatic Centre – balance tank temporary shut off valve	Planning
Scottsdale Aquatic Centre – leisure pool filter sand replacement	Planning
Scottsdale Aquatic Centre – replace umbrella covers	Commenced
Derby Park – Ringarooma Road erosion repairs	Planning
Pine Plantation, Ringarooma Road, Scottsdale – replanting (additional allocation)	Commenced
Blue Derby – Black Stump car turning area redevelopment	
Blue Derby – Top Creek drop off area completion	
Netball court upgrades – Scottsdale, Bridport and Derby (Stage 1)	
Scottsdale Railway Station precinct redevelopment	
Blue Derby – memorial lookout	
Ellesmere Cemetery, Scottsdale – new memorial wall	Planning
Scottsdale sports precinct – master planning	
Scottsdale Aquatic Centre – covered pool feasibility study	

PROJECT	STATUS
CARRY FORWARD PROJECTS	
<u>Bridges</u>	
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (storm recovery)	
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	
<u>Roads</u>	
South Street, Bridport – replace kerb	
King Street, Scottsdale – pedestrian crossing	
George Street, Scottsdale – pedestrian crossing	
Coplestone Street, Scottsdale – new footpath	
<u>Buildings</u>	
Building Renovations (Blue Derby Foundation) - 57 Main Street, Derby	
Scottsdale Railway Station Building – restoration	
Derby Depot – new trail crew storage shed	
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach	
Branxholm Waste Transfer Station – Oil Bunded Shed	
Branxholm Waste Transfer Station – Recycling Shed	
Gladstone Waste Transfer Station – Oil Bunded Shed	
Gladstone Waste Transfer Station – Recycling Shed	
Scottsdale Waste Transfer Station – Oil Bunded Shed	
<u>Land Improvements</u>	
Croquet Lawn Beach, Bridport – access improvements	
Blue Derby Mountain Bike Trails – Tunnel stairs	
Bridport Lions Club Adventure Playground upgrade (election grant)	
Scottsdale Childrens Reserve Playground upgrade (election grant)	
Scottsdale community bike track	
Gladstone community park	
Waste Transfer Station signage	
CWA Carpark, Bridport – solar light	

CLOSURE OF MEETING

Time Meeting Closed: 8:12pm

Minutes Confirmed: 18 August 2025

Minute No:

.....
Mayor

PLANNING APPLICATION ASSESSMENT OVERVIEW

PLA NUMBER:	PLA/2025/45
DESCRIPTION:	Construction of additional multiple dwellings (3 units) with access and services works within a road reserve
PROPERTY ADDRESS:	22 Main Street, Ringarooma
APPLICANT:	Pod Matrix
TITLE NO:	232132/1
PROPERTY ID:	6826081
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	Village
APPLICABLE CODE(S):	Parking and Sustainable Transport
SPECIFIC AREA PLAN:	Not Applicable
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

1 Introduction

The purpose of this report is for Council to assess and determine an application for the construction of additional multiple dwellings (3 units) with access and services works within a road reserve at 22 Main Street, Ringarooma (**'the site'**¹ - refer to Figure 1).

¹ In accordance with Table 3.1 of the Scheme, the term 'site' means the lot or lots on which a use or development is located or proposed to be located.

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

Figure 1 - aerial image identifying the location and spatial extent of the site.



1.1 Site Description

Address:	22 Main Street, Ringarooma		
Title No:	232132/1		
Dimensions:	Area	Average Width	Average Depth
	1935m ²	32m	61m
Slope:	Grade	Elevation	Direction
	6.35%	Downslope	North
Existing Use or Development:	Residential		
Vegetation:	Residential garden plants and trees		
Services:	Water	Sewer	Stormwater
	Serviced Area	Unserviced Area	Serviced Area
	Connection	Connection	Connection
	Existing	Not Applicable	Existing

PLANNING APPLICATION ASSESSMENT REPORT

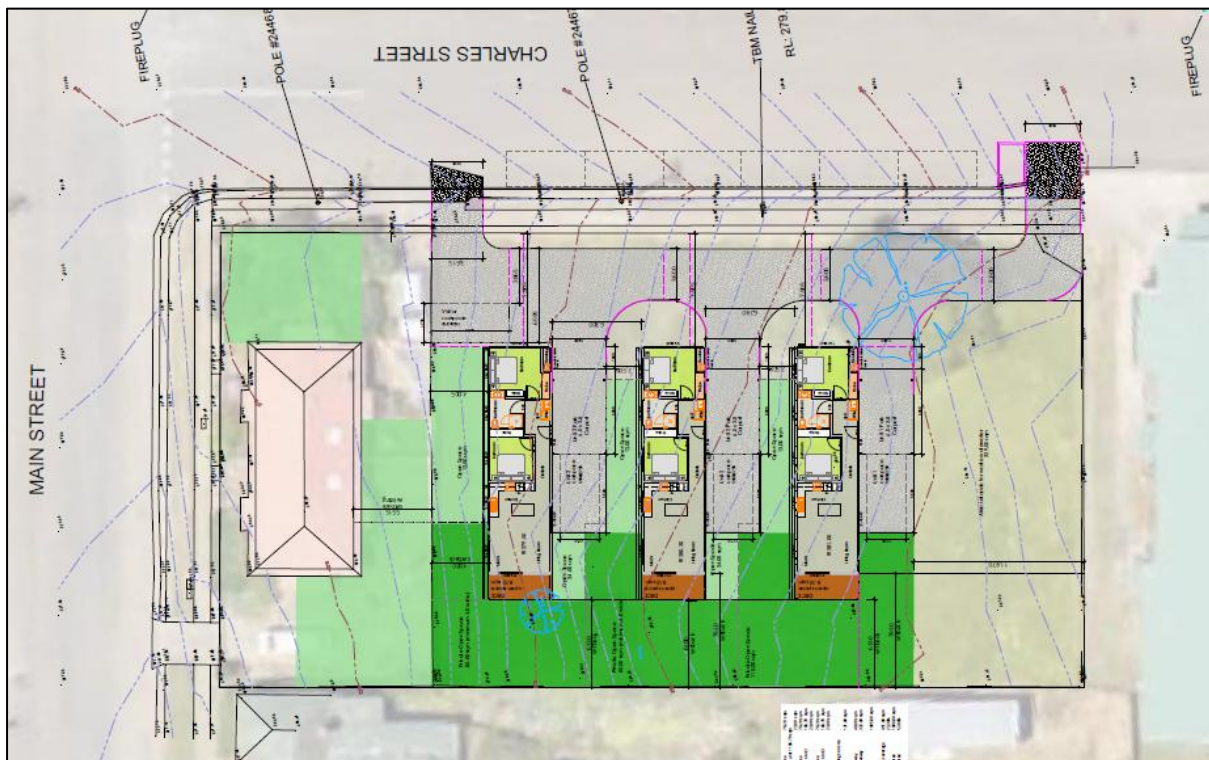
Land Use Planning and Approvals Act 1993

Vehicle Access:	Road		Access Type	Vehicle Crossing
	Charles Street		Direct Frontage	Proposed
Surrounding Use and Development	North	Residential		
	South	Community Meeting and Entertainment and Residential		
	East	Visitor Accommodation/Residential		
	West	Residential		

1.2 Description of Proposal

The application involves the construction of additional multiple dwellings (3 units) with access and services works within a road reserve at 22 Main Street, Ringarooma. The multiple dwellings will be situated on the vacant section of the site, behind the existing units with two new crossovers along Charles Street with the intention of allowing one-way flow of traffic by residents (Figure 2).

Figure 2: Site plan, 22 Main Street



Each of the proposed additional dwellings will be self-contained, comprising of open plan living space and kitchen, two bedrooms, bathroom, with two (2) parking spaces (Figure 3). The proposed dwellings are identical. One visitor parking space is proposed.

PLANNING APPLICATION ASSESSMENT REPORT

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Figure 3 – Floor and Parking Plan for Unit 1, 22 Main Street.



PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

2 Consultation Process

2.1 Public Exhibition

Development Control Status:	Discretionary - s.57 LUPA Act	
Public Exhibition Required:	Yes	
Public Exhibition Period:	Commenced	Concluded
	2/07/2025	16/07/2025
Representations Received:	Yes	

2.2 Representation Assessment

Clause 6.10.1 of the Scheme states that in determining an application for any permit for use or development the planning authority must, in addition to the matters required by section 51(2) of the LUPA Act, take into consideration:

- (a) all applicable standards and requirements in this planning scheme; and
- (b) any representations received pursuant to and in conformity with section 57(5) of the Act,

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

It is within this context that the representations have been considered.

There was one representation made during the public exhibition period. The representor expressed concerns about:

- A lack for privacy for each of the proposed dwellings from each other, and how much privacy would be maintained by the existing dwellings on the site and questioned the effectiveness of the proposed 1900mm fences.
- The extent of proposed sealed-over ground, potential issues during heavy rain events and the limitations of the Charles Street drains.
- The location of the “in” access, its proximity to the Ringarooma Hall, and how this would impact parking near the hall when there is a major event.

The representor suggested staggering the proposed dwelling, with Unit 1 closer to the east fence line and Unit 3 closer to Charles Street, rearranging the parking spaces for Units 2 and 3 to be side by side between those units. They also suggested having one, wider crossover, between Units 2 and 3, believing this would be sufficient for the volume of traffic – it is their belief that these measures would reduce the extent of sealed-over ground. They also suggested that there is sufficient space to park outside Unit 1 without the need for designated visitor parking.

Overall, the issues raised by the representor do not have a direct correlation to the discretions invoked by the application which broadly relate to residential density, fencing and the number of vehicle crossings on the Charles Street frontage. Matters relating to privacy have been dealt with by internal fencing which will provide screening between dwellings. Furthermore, no capacity issues have been identified with respect to the public stormwater system and local road network to adequately manage the stormwater discharge and vehicle parking and usage arrangement associated with the proposed development. Accordingly, the matters do not directly relate to the discretions that are exercised by the proposed development.

There was a late representation, that did not address the Scheme. They are concerned that as the proposed development is for community housing, the potential residents could have a negative impact on the Ringarooma community. They are also concerned that Ringarooma is not the ideal location for community housing because they believe the new and potentially vulnerable residents will be geographically isolated from many of the services they may require, including but not limited to healthcare and food.

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This particular representation, whilst late and therefore invalid, did not raise any concerns relating to the discretions that have been invoked by the proposed development. Accordingly, the concerns that have been raised are unable to be taken into consideration when determining the application.

2.3 Statutory Referrals

TasNetworks:	Referral pursuant to section 44L of the <i>Electricity Supply Industry Act 1995</i> .	
	Referral Required	No
	Referral Date	Date Response Received
	-	-
	Summary of Response	
TasWater:	Referral pursuant to section 56O of the <i>Water and Sewerage Industry Act 2008</i> .	
	Referral Required	Yes
	Referral Date	Date Response Received
	28/05/2025	16/06/2025
	SPAN Reference:	TWDA 2025/00580-DC
	Pursuant to section 56Q(2) of the <i>Water and Sewerage industry Act 2008</i> , Council must include any condition that TasWater requires and must not attach a condition to a permit which conflicts with any condition required and imposed by TasWater.	
	Recommendation	Include a condition to the permit requiring the proposal to be undertaken with TasWater TWDA 2025/00580-DC
EPA:	Referral pursuant to section 25(1)(b) of the <i>Environmental Management and Pollution Control Act 1994</i> .	
	Referral Required	No
	Referral Date	Date Response Received
	-	-
	Pursuant to section 25(8) of the <i>Environmental Management and Pollution Control Act 1994</i> , Council must include any condition that Board of the EPA requires and must not attach a condition to a permit which conflicts with any condition required and imposed by the Board of the EPA.	
	Recommendation	No Action Required
Heritage Tasmania:	Referral pursuant to section 36(1) of the <i>Historic Cultural Heritage Act 1995</i> .	
	Referral Required	No
	Referral Date	Date Response Received
	-	-
	Pursuant to section 39(9) of the <i>Historic Cultural Heritage Act 1995</i> , Council must include any condition that the Heritage Council requires and must not attach a condition to a permit which conflicts with any condition required and imposed by the Heritage Council.	
	Recommendation	No Action Required

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993***3 Statutory Assessment Process**

Applicable Zone:	Village	
Use Categorisation:	Use Class	Sub-Use
	Residential	NA
Use Status:	Discretionary	
General Provisions:	Not Applicable	
Applicable Codes:	Parking and Sustainable Transport	
	Nil	
	Nil	
	Nil	
Specific Area Plan:	Not Applicable	

3.1 General Provisions

There are no applicable General Provisions.

3.2 Zone Assessment**3.2.1 12.0 Village Zone**

12.0 Village Zone			
12.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
12.3.1 All non-residential uses			
A1	Hours of operation of a use, excluding Emergency Services, Natural and Cultural Values Management, Passive Recreation, Utilities or Visitor Accommodation, must be within the hours of:		
	(a) 7.00am to 9.00pm Monday to Friday;	Proposed use is residential.	Not Applicable
	(b) 8.00am to 6.00pm Saturday; and	Proposed use is residential.	Not Applicable
	(c) 9.00am to 5.00pm Sunday and public holidays.	Proposed use is residential.	Not Applicable
A2	External lighting for a use, excluding Natural and Cultural Values Management, Passive Recreation, Utilities or Visitor Accommodation, must: (a) be baffled so that it does not cause emission of light onto adjoining residential properties; and	Proposed use is residential.	Not Applicable

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

12.0 Village Zone			
12.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
	(b) not include permanent fixed floodlighting if the site adjoins a General Residential Zone, Low Density Residential Zone or Rural Living Zone.	Proposed use is residential.	Not Applicable
A3	Commercial vehicle movements and the unloading and loading of commercial vehicles for a use, excluding Emergency Services, Natural and Cultural Values Management, Passive Recreation, Utilities or Visitor Accommodation, must be within the hours of: (a) 7.00am to 7.00pm Monday to Friday; and (b) 8.00am to 6.00pm Saturday, Sunday and public holidays	Proposed use is residential. Proposed use is residential.	Not Applicable Not Applicable
A4	The gross floor area of a non-residential use, excluding Visitor Accommodation, must be not more than 250m ² .	Proposed use is residential.	Not Applicable
12.3.2 Visitor Accommodation			
A1	Visitor Accommodation must: (a) accommodate guests in existing habitable buildings; and (b) have a gross floor area of not more than 200m ² per lot.	Proposed use is residential. Proposed use is residential.	Not Applicable Not Applicable
A2	Visitor Accommodation is not for a strata lot that is part of a strata scheme where another strata lot within that strata scheme is used for a residential use.	Proposed use is residential.	Not Applicable

12.0 Village Zone			
12.4 Development Standards for Buildings and Works			
Clause	Acceptable Solution	Assessment	Compliance
12.4.1 Residential density and servicing for multiple dwellings			
A1	Multiple dwellings must: (a) have a site area per dwelling of not less than 600m ² ; and (b) have a connection to a reticulated sewerage, stormwater and full water supply service.	The additional three (3) dwellings would result in the five (5) dwellings having 387m ² site area each. There is no reticulated sewerage available in Ringarooma.	Does not Comply Does not Comply
12.4.2 Building height, setback and siting			

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

12.0 Village Zone			
12.4 Development Standards for Buildings and Works			
Clause	Acceptable Solution	Assessment	Compliance
A1	Building height must be not more than 8.5m.	Building heights will be 3.7m.	Complies
12.4.3 Setback			
A1	Buildings must have a setback from a frontage of: (a) not less than 4.5m; (b) not less than existing buildings on the site; or (c) not more or less than the maximum and minimum setbacks of the buildings on adjoining properties.	Proposed dwellings are setback more than 11m from Main Street and 7.9m from Charles Street. Setbacks satisfy 12.4.3 A1 (a). Setbacks satisfy 12.4.3 A1 (a).	Complies Not Applicable Not Applicable
A2	Buildings must have a setback from side and rear boundaries of not less than: (a) 3m; or (b) half the wall height of the building; whichever is the greater.	Proposed dwellings are setback 7.9m from Charles Street, 6.13m from the east boundary, and at least 11.97m from the south boundary. Setbacks satisfy 12.4.3 A2 (a).	Complies Not Applicable
A3	Air extraction, pumping, refrigeration systems, compressors or generators, excluding Residential, Visitor Accommodation, Natural and Cultural Values Management, Passive Recreation and Utilities, must have a setback from a property containing a sensitive use of not less than 10m.	Proposed use is residential.	Not Applicable
12.4.4 Site coverage			
A1	Site coverage must be not more than 50%.	Site coverage is 23.3%.	Complies
12.4.5 Fencing			
A1	No Acceptable Solution.	Internal pailing fences are proposed.	Does not Comply
12.4.6 Outdoor storage areas			
A1	Outdoor storage areas for non-residential uses, excluding for the display of goods for sale, must not be visible from any road or public open space adjoining the site.	No outdoor storage areas for non-residential use are proposed.	Not Applicable

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

12.0 Village Zone			
12.5 Development Standards for Subdivision			
Clause	Acceptable Solution	Assessment	Compliance
12.5.1 Lot design			
A1	Each lot, or a lot proposed in a plan of subdivision, must: (a) have an area of not less than 600m² and: i. be able to contain a minimum area of 10m x 15m, with a gradient of not more than 1 in 5, clear of: a. all setbacks required by clause 12.4.3 A1 and A2; and b. easements or other title restrictions that limit or restrict development; and ii. existing buildings are consistent with the setback required by clause 12.4.3 A1 and A2; (b) be required for public use by the Crown, a council or a State authority; (c) be required for the provision of Utilities; or (d) be for the consolidation of a lot with another lot provided each lot is within the same zone	The proposed development is not for a subdivision. The proposed development is not for a subdivision. The proposed development is not for a subdivision. The proposed development is not for a subdivision. The proposed development is not for a subdivision. The proposed development is not for a subdivision. The proposed development is not for a subdivision.	Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable
A2	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 10m.	The proposed development is not for a subdivision.	Not Applicable
A3	Each lot, or a lot proposed in a plan of subdivision, must be provided with a vehicular access from the boundary of the lot to a road in accordance with the requirements of the road authority.	The proposed development is not for a subdivision.	Not Applicable
12.5.2 Roads			
A1	The subdivision includes no new roads.	The proposed development is not for a subdivision.	Not Applicable
12.5.3 Services			

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

12.0 Village Zone			
12.5 Development Standards for Subdivision			
Clause	Acceptable Solution	Assessment	Compliance
A1	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must: (a) be connected to a full water supply service if the frontage of the lot is within 30m of a full water supply service; or (b) be connected to a limited water supply service if the frontage of the lot is within 30m of a limited water supply service. unless a regulated entity advises that the lot is unable to be connected to the relevant water supply service	The proposed development is not for a subdivision. The proposed development is not for a subdivision.	Not Applicable Not Applicable
A2	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.	The proposed development is not for a subdivision.	Not Applicable
A3	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of connecting to a public stormwater system.	The proposed development is not for a subdivision.	Not Applicable

3.3 Code Assessment

The following Code has been assessed as being applicable to the application:

1. Parking and Sustainable Transport Code

The following section provides an assessment of the applicable standards of the code.

3.3.1 Parking and Sustainable Transport Code

C2.0 Parking and Sustainable Transport Code			
C2.5 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
C2.5.1 Car parking numbers			
A1	The number of on-site car parking spaces must be no less than the number specified in Table C2.1, less the number of car parking spaces that cannot be provided due to the site including container refund scheme space.	Table C2.1 requires 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 multiple dwellings for residential use in the Village zone. The application proposes 6 onsite car parking spaces for the new dwellings, which satisfies the requirements of Table C2.1 for the proposed 2-bedroom dwellings.	Complies

PLANNING APPLICATION ASSESSMENT REPORT*Land Use Planning and Approvals Act 1993*

C2.0 Parking and Sustainable Transport Code			
C2.5 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
C2.5.2 Bicycle parking numbers			
A1	Bicycle parking spaces must: (a) be provided on the site or within 50m of the site; and (b) be no less than the number specified in Table C2.1.	No requirement for multiple dwellings.	Not Applicable Not Applicable
C2.5.3 Motorcycle parking numbers			
A1	The number of on-site motorcycle parking spaces for all uses must: (a) be no less than the number specified in Table C2.4; and (b) if an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification, provided the existing number of motorcycle parking spaces is maintained.	No requirement for residential use. No requirement for residential use.	Not Applicable Not Applicable
C2.5.4 Loading bays			
A1	A loading bay must be provided for uses with a floor area of more than 1000m ² in a single occupancy.	No requirement for residential use.	Not Applicable

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
C2.6.1 Construction of parking areas			
A1	All parking, access ways, manoeuvring and circulation spaces must: (a) be constructed with a durable all weather pavement; (b) be drained to the public stormwater system, or contain stormwater on the site; and (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a	The proposed parking, accessway and circulation area associated with the proposed dwelling will be constructed with concrete which is a durable all weather pavement. The proposed driveway is to be drained to the public stormwater system on Charles Street. Proposed surface is concrete in the Village Zone.	Complies Complies Complies

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.		
C2.6.2 Design and layout of parking numbers			
A1	Parking, access ways, manoeuvring and circulation spaces must either: (a) comply with the following: (i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>; (ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces; (iii) have an access width not less than the requirements in Table C2.2; (iv) have car parking space dimensions which satisfy the requirements in Table C2.3; (v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces; (vi) have a vertical clearance of not less than 2.1m above	Proposed parking spaces are level, access ways etc appear to have a gradient that could be steep for short sections, but for the most part, the gradient is acceptable being no greater than 6.35%. Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and parking area to be constructed to an adequate standard. The proposed parking and access ways will have two (2) cross overs with a one-way flow of traffic for vehicles to enter and exit the site in a forward direction. Access will be 3.6m for both proposed crossovers. The car parking area has sufficient spatial area to provide for the minimum carparking width and length dimensions required by Table C2.3. Notwithstanding this, a condition has been recommended requiring the proposed parking area to be constructed to an adequate standard, The application requires more than 3 car parking spaces. Vehicle movement diagrams and a lack of comment from Infrastructure indicate compliance. Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and manoeuvring area to be constructed to an adequate standard. Proposed vertical clearance is 3.1m.	Complies Complies Complies Complies Complies Complies

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	the parking surface level; and (vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or (b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6</i>.	Proposed parking for each new multiple dwelling is located beside the dwellings, with fencing proposed to indicate boundaries for each new dwelling. Proposed visitor parking appears to be marked out. Notwithstanding this, a condition has been recommended requiring the proposed visitor parking be delineated to an adequate standard. The application relies upon subclause A1(a) for compliance with the standard.	Complies Not Applicable
A1.2	Parking spaces provided for use by persons with a disability must satisfy the following: (a) be located as close as practicable to the main entry point to the building; (b) be incorporated into the overall car park design; and (c) be designed and constructed in accordance with <i>Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities</i>.	Accessible parking spaces are not required for multiple dwellings used for residential purposes.	Not Applicable Not Applicable Not Applicable
C2.6.3 Number of accesses for vehicles			
A1	The number of accesses provided for each frontage must: (a) be no more than 1; or (b) no more than the existing number of accesses, whichever is the greater.	One (1) access exists on Main Street, and one (1) access exists on Charles Street. Two (2) additional accesses are proposed for Charles Street. The proposed new crossovers will result in more accesses than the existing number of accesses.	Does not Comply Does not Comply
A2	Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.	The site is not assigned to the Central Business Zone.	Not Applicable
C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone			

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
A1	In car parks within the General Business Zone and Central Business Zone, parking and vehicle circulation roads and pedestrian paths serving 5 or more car parking spaces, which are used outside daylight hours, must be provided with lighting in accordance with Clause 3.1 "Basis of Design" and Clause 3.6 "Car Parks" in <i>Australian Standard/New Zealand Standard AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting – Performance and design requirements</i> .	The site is not assigned to the General Business or Central Business zones.	Not Applicable
C2.6.5 Pedestrian access			
A1.1	Uses that require 10 or more car parking spaces must: (a) have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles, by: (i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or (ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and (b) be signed and line marked at points where pedestrians cross access ways or parking aisles.	Seven (7) additional parking spaces are proposed, resulting in nine (9) parking spaces on the site.	Not Applicable Not Applicable Not Applicable Not Applicable
A1.2	In parking areas containing accessible car parking spaces for use by persons with a disability, a footpath having a width not less than 1.5m and a gradient not steeper than 1 in 14 is required from those spaces to the main entry point to the building.	There is no accessible car parking proposed.	Not Applicable
C2.6.6 Loading bays			
A1	The area and dimensions of loading bays and access way areas must be designed in accordance with <i>Australian Standard AS 2890.2–2002, Parking facilities, Part 2: Off-street commercial vehicle facilities</i> , for the type of vehicles likely to use the site	No loading bays are required.	Not Applicable

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
A2	The type of commercial vehicles likely to use the site must be able to enter, park and exit the site in a forward direction in accordance with <i>Australian Standard AS 2890.2 – 2002, Parking Facilities, Part 2: Parking facilities - Off-street commercial vehicle facilities</i> .	Commercial vehicles are not expected to use the site.	Not Applicable
C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone			
A1.1	Bicycle parking for uses that require 5 or more bicycle spaces in Table C2.1 must: (a) be accessible from a road, cycle path, bicycle lane, shared path or access way; (b) be located within 50m from an entrance; (c) be visible from the main entrance or otherwise signed; and (d) be available and adequately lit during the times they will be used, in accordance with Table 2.3 of <i>Australian/New Zealand Standard AS/NZS 1158.3.1: 2005 Lighting for roads and public spaces - Pedestrian area (Category P) lighting - Performance and design requirements</i>.	The site is not assigned to the General Business or Central Business zones.	Not Applicable Not Applicable Not Applicable Not Applicable
A2	Bicycle parking spaces must: (a) have dimensions not less than: (i) 1.7m in length; (ii) 1.2m in height; and (iii) 0.7m in width at the handlebars; (b) have unobstructed access with a width of not less than 2m and a gradient not steeper than 5% from a road, cycle path, bicycle lane, shared path or access way; and (c) include a rail or hoop to lock a bicycle that satisfies <i>Australian Standard AS 2890.3-2015</i>	The site is not assigned to the General Business or Central Business zones.	Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable

PLANNING APPLICATION ASSESSMENT REPORT

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	<i>Parking facilities - Part 3: Bicycle parking.</i>		
C2.6.8 Siting of parking and turning areas			
A1	Within an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone or General Business Zone, parking spaces and vehicle turning areas, including garages or covered parking areas must be located behind the building line of buildings, excluding if a parking area is already provided in front of the building line.	The site is in a Village Zone and a parking area in front of the building line along Charles Street already exists.	Complies
A2	Within the Central Business Zone, on-site parking at ground level adjacent to a frontage must: (a) have no new vehicle accesses, unless an existing access is removed; (b) retain an active street frontage; and (c) not result in parked cars being visible from public places in the adjacent roads.	The site is not assigned to the Central Business Zone.	Not Applicable Not Applicable Not Applicable

C2.0 Parking and Sustainable Transport Code			
C2.7 Parking Precinct Plan			
Clause	Acceptable Solution	Assessment	Compliance
C2.7.1 Parking precinct plan			
A1	Within a parking precinct plan, on-site car parking must: (a) not be provided; or (b) not be increased above existing parking numbers.	The site is not within a parking precinct plan.	Not Applicable Not Applicable

3.4 Performance Criteria Assessment

For context, most of the performance criteria require regard to be had to the factors listed in their respective subclauses. The process of having regard to these factors requires that they must be considered and given due weight in the assessment of compliance. It does not necessitate strict compliance with each criterion.²

² See, e.g., *B Paterson & Ors v Hobart City Council and Tasmania Wild Experience Pty Ltd* [2020] TASRMPAT 24 at [45] & [72].

PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

3.4.1 12.4.1 Residential density and servicing for multiple dwellings

12.4 Development Standards for Buildings and Works	
12.4.1 Residential density and servicing for multiple dwellings	
Objective:	That the density of multiple dwellings: (a) makes efficient use of land for housing; and (b) optimises the use of infrastructure and community services.
Performance Criteria P1	
Performance Criteria P1.1	Assessment
For a site that has a connection to or is capable of being connected to, a reticulated sewerage, stormwater and full water supply service, multiple dwellings must only have a site area per dwelling that is less than 600m² if the number of dwellings: (a) have a site area per dwelling that does not exceed the capacity of the reticulated infrastructure services; and; (b) are consistent with the density existing on established properties in the area; or; (c) the development provides a specific accommodation need with significant social or community benefit.	TasWater have issued their SPAN for the proposed development, indicating their satisfaction that the proposed development does not exceed the capacity of their service. There is no reticulated sewerage in Ringarooma and the proposal includes managing sewerage on-site. The proposed development fulfills P1.1(c). The proposed development is to expand Homes Tasmania's capacity to provide housing. Homes Tasmania is a non-profit providing social housing and affordable homes across Tasmania.
Performance Criteria P1.2	Assessment
For a site that is not capable of being connected to a reticulated sewerage, stormwater and full water supply service, multiple dwellings must have a site area that: (a) is sufficient for on-site wastewater and stormwater disposal and water supply; and (b) a regulated entity has provided written advice stating that the site is unable to be connected to a full water supply service or a reticulated sewerage system.	Council's Environmental Health Officer has determined the proposed on-site wastewater management to be acceptable and provided conditions relating to the management of the system. Council's Infrastructure department have expressed no concerns regarding the proposed development, indicating existing stormwater infrastructure has capacity to accommodate the proposed stormwater connections. TasWater provides full water supply to Ringarooma, and the proposed development will be connected to the water supply. It is well established that there is no reticulated sewerage in Ringarooma for the development to connect to.

3.4.2 12.4.5 Fencing

C2.0 Parking and Sustainable Transport Code	
12.4.5	Fencing

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Objective:	That the height and transparency of frontage fences: (a) allows the potential for mutual passive surveillance between the road and the dwelling; and (b) provides reasonably consistent height and transparency.
Performance Criteria P1	
Performance Criteria	Assessment
A fence (including a free-standing wall) within 4.5m of a frontage must: (a) provide for security and privacy, while allowing for passive surveillance of the road; and; (b) be consistent with the height and transparency of fences in the street, having regard to: (a) topography of the site; and (b) traffic volumes on the adjoining road.	The proposed paling fences provide privacy for the proposed dwellings, as the fences will be located between the proposed dwellings to screen windows and yards, including screening the existing dwellings from the proposed dwellings. The only fence proposed between the proposed dwellings and Charles Street will be between the existing and proposed dwellings. It is also proposed to have a fence along the rear boundary, delineating 22 Main Street from 4 Charles Street. The proposed fencing on the site, between the dwellings will be 1.8m high and, from page 13 of the plans, the fence will have minimal transparency. Existing fencing of houses along Main Street Ringarooma varies greatly in height and transparency, with most houses having low fences in front of the dwelling and some having fences of over 1m. Fences between properties also vary and there are some properties with fences delineating the front of the property and the back, situated behind the building line. The site is sloped, and the proposed height of the fencing will provide more privacy for each of the proposed dwellings than a shorter fence. The proposed one-way flow of traffic works with the proposed fencing, as vehicles exiting the site should have a clear view of the oncoming traffic. It is contended that Charles Street has a low volume of traffic, consistent with regional communities, and therefore contended that the fencing will not have a negative effect on driver visibility or safety.

3.4.3 C2.6.3 Number of accesses for vehicles

C2.0 Parking and Sustainable Transport Code	
C2.6.3 Number of accesses for vehicles	
Objective:	That: (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses; (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and (c) the number of accesses minimise impacts on the streetscape.
Performance Criteria P1	

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Performance Criteria	Assessment
The number of accesses for each frontage must be minimised, having regard to: (a) any loss of on-street parking; and (b) pedestrian safety and amenity; (c) traffic safety; (d) residential amenity on adjoining land; and (e) the impact on the streetscape.	Any loss of on-street parking is anticipated to be minimal, resulting in the loss of one (1) to two (2) parking spaces on a generally quiet street. The locations of the proposed crossovers are next to existing crossovers, resulting in concentrated areas of crossovers instead of adding an additional two (2) or three (3) crossovers dispersed along the Charles Street side of 22 Main Street. Combined with the forward-facing entry and exit the two (2) crossovers allow, pedestrian safety and amenity is unlikely to be negatively affected. Two (2) crossovers allow for forward-facing, one-way flow of traffic in and out of the area designated for proposed dwellings, as required for sites providing parking for four (4) or more vehicles. The number of crossovers proposed is most likely the best option for traffic safety. The proposed crossovers should have minimal impact on the residential amenity of 20 Main Street or the ability of 20 Main Street residents to use their right of carriageway. The proposed development is for three (3) additional dwellings. Proposing two (2) crossovers for three (3) dwellings reduces the impact on the streetscape.

4 Internal Referrals

Infrastructure:	Referral Required	Yes
	Comments	No concerns or conditions regarding access and stormwater were expressed. Applicant will need a permit to work in the road reserve.
	Conditions	None given.
	Notes	None.
	Planning Comments	The need for a permit to work in the road reserve will be noted in the permit advisory notes.
Environmental Health	Referral Required	Yes
	Comments	On-site Wastewater Management System EHO Assessment completed and submitted.
	Conditions	- Septic tank is to be desludged at least every 3 years. - Protect land application area from stormwater runoff, vehicles and livestock, and remove excessive vegetation growth regularly. - The area on the approved plan marked as a "Reserve Bed" must be maintained free from any

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		development including buildings, sheds, paving or water tanks.
	Notes	EHO consent to issue permit given.
	Planning Comments	EHO conditions to be included in the permit.

5 Recommendation

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and clause 6.8.1 of the *Tasmanian Planning Scheme - Dorset*, it is recommended that the **Construction of additional multiple dwellings (3 units) with access and services works within a road reserve** be approved subject to the following conditions:

1. Basis of Approval

The use and development for **Construction of additional multiple dwellings (3 units) with access and services works within a road reserve** is approved and must be undertaken generally in accordance with the following endorsed plans:

- a) Multiple Dwellings, Homes Tasmania 22 Main Street Ringarooma, Project No. 2024-1032, Drawing No. 1032-01 to 1032-15, dated 26 June 2025, prepared by PodMatrix.

2. TasWater

The development must be in accordance with the conditions provided within the Submission to Planning Authority Notice issued by TasWater dated 12 June 2025 (Reference No. TWDA 2025/00580-DC, copy attached to this permit).

3. Stormwater Management

Stormwater discharged from the impervious areas (including vehicle areas and paving) of the development must be drained and directed to the Council's stormwater network to the satisfaction of the Council's Town Planner.

4. Vehicle Access and Parking Areas

Prior to the commencement of the approved use, and to the satisfaction of Council's Town Planner, areas set aside for the parking of vehicles and access to Charles Street, must be:

- a) formed to an adequate level as necessary, to comply with LGAT standards, and to prevent the formation of potholes and depressions according to the nature of the subgrade and vehicles that will use the areas;
- b) visitor parking is to be clearly delineated or otherwise marked; and
- c) constructed, drained and maintained in a continuously useable condition.

5. Delineation of Common Property

Public, communal and private areas such as driveways, site services, and any waste collection points must be clearly delineated.

NOTE: For the purpose of this permit "**the person responsible**", depending on the context, means:

- a) The person who has and takes the benefit of this permit for the undertaking of the use or development authorised pursuant to it;
- b) The person or persons who undertake development or use pursuant to this permit; and
- c) Servants, agents and contractors, in each case of such persons.

ADVISORY NOTES

- (i) *Permission in Writing*

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Any reference to the need for Council approval of a matter or thing prescribed under the conditions pertinent to this permit requires such approval to be given in writing.

(ii) *Objections to Proposal*

This permit has no effect until the expiry of the period for the lodgement of an appeal against the granting of the permit or, if an appeal is lodged, until ten days after the appeal has been determined by the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).

(iii) *Appeal Provisions*

Attention is directed to sections 61 and 62 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:

- A planning appeal may be instituted by lodging a notice of appeal with the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT).*
- A planning appeal may be instituted within 14 days of the date the planning authority serves notice of the decision on the applicant.*

(iv) *Permit Commencement*

This permit takes effect 14 days after the date of Council's notice of determination or at such time as any appeal to the Resource and Planning Stream of the Tasmanian Civil and Administrative Tribunal (TASCAT) is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing.

(v) *Period of Approval*

Pursuant to Section 53(5) the Land Use Planning and Approvals Act 1993, this approval will lapse after a period of two (2) years from:

- a. the date on which the permit is granted; or*
- b. if an appeal has been instituted against the planning authority's decision to grant the permit, the date of the determination or abandonment of the appeal,*

if the use or development is not substantially commenced within that period.

(vi) *Other Approvals*

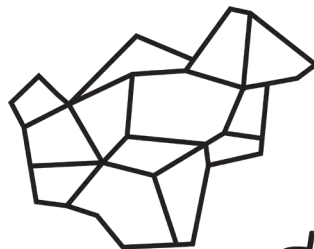
This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

- a. Building approval*
- b. Plumbing approval*
- c. Permit for works within a road reserve*

Please note it is the permit holder's responsibility to consult an independent building and/or plumbing surveyor before commencing any works approved by this permit.

6 Review

Report Controller	Author	Date	Authorisation
Prepared By:	Kamala Roberts	11/08/2025	
Reviewed By:	George Walker	11/08/2025	



dorset

3 Ellenor Street SCOTTSDALE TAS 7260 P 03 6352 6500
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NOTICE OF PLANNING APPLICATION

LAND USE PLANNING & APPROVALS ACT 1993

In accordance with *Section 57 (3)* of the *Land Use Planning & Approvals Act 1993* notice is hereby given that the following application has been received:

PLA No:	2025/45
PROPOSAL:	CONSTRUCTION OF ADDITIONAL MULTIPLE DWELLINGS (3 UNITS) WITH ACCESS AND SERVICES WORKS WITHIN A ROAD RESERVE
APPLICANT:	POD MATRIX
LOCATION:	22 MAIN STREET RINGAROOMA

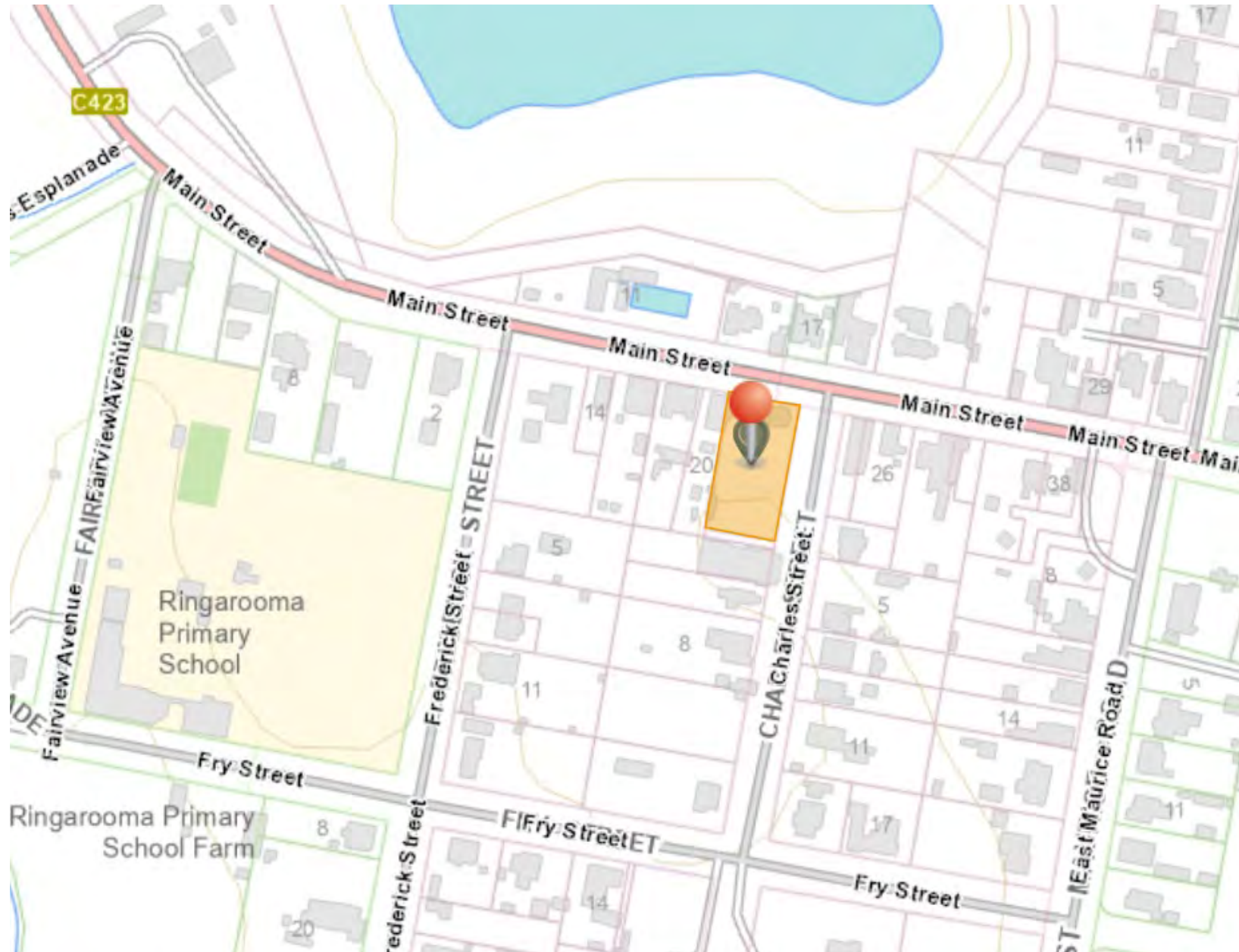
The application and associated plans and documents will be available for inspection at the Council Offices, 3 Ellenor Street, Scottsdale during normal office hours ending on 16/07/2025.

Further, in accordance with *Section 57 (5)* of the *Land Use Planning & Approvals Act 1993* any persons may make representations relating to the application which was advertised in The Examiner newspaper (Local Government Notices) on 02/07/2025. Representations must be made in writing and addressed to the General Manager, Dorset Council, PO Box 21, Scottsdale 7260, or by emailing dorset@dorset.tas.gov.au.

If you have any queries, please contact the Dorset Council on **03 6352 6500** during normal office hours.

John Marik
GENERAL MANAGER

22 Main Street RINGAROOMA (2025/45)





Planning Permit Application

Please print all applicable details clearly

THE PROPOSAL

Describe in full the way it is proposed to use and/or develop the land: <u>2 EXISTING UNITS.</u> <u>3 ADDITIONAL DWELLING UNITS</u> <u>2 NEW DRIVEWAYS OFF</u> <u>CHARLES STREET WHICH ARE</u> <u>ONE WAY IN & OUT TO</u> <u>MANAGE TRAFFIC FLOW</u>	⇒ Provide a full description of the proposed use or development, including: • Building work • Change of use • Subdivision • Forestry • Demolition • Staging (if development is proposed to be carried out in stages, indicate this on the plans and describe in written material) • Signage • Other
--	--

THE LAND

Address <u>22 MAIN STREET</u> <u>RINGAROOMA</u>	Certificate of Title (include all applicable title references) Volume: <u>232 132</u> Folio: <u>01</u>
Land Area (m ² or hectares):	
Present use of land: <u>2 DWELLINGS</u>	⇒ Provide a description of the existing use of the land, for example vacant, residential, agriculture, industrial, commercial
Present use of existing building(s): <u>RESIDENCES X 2</u>	⇒ Provide a description of the use of the existing buildings on the land, for example dwelling, workshop, farm building, office, shop

THE APPLICANT (Note: the person to be nominated as the Applicant is the one whose name will appear for public notification purposes and permit issue)

Applicant's Name: <u>POD MATRIX</u>	
Address: <u>1102 CAMBRIDGE ROAD</u> <u>CAMBRIDGE</u>	Phone: <u>0448 593 680</u> Fax: Mobile:
Email: <u>ZACK@PODMATRIX.COM.AU</u>	

THE OWNER

Owner's Name(s): <u>HOMES TASMANIA</u>	
Address: <u>6PO BOX 65</u> <u>HOBART TASMANIA 7001</u>	Phone: <u>1300 665 663</u>
	Fax:
	Mobile: <u>0460 021 945</u>
Email: <u>RICHARD.BLACKWELL@HOMES.TAS.GOV.AU</u>	

CROWN AND/OR COUNCIL CONSENT [to be completed where land in respect of the Application is (i) Crown land (within the meaning of the *Crown Lands Act 1976*) or (ii) owned or administered by the Crown or a Council]

Owner / Administrator's Name(s): <u>HOMES TASMANIA</u>	
Person signing the Application: <u>RICHARD GIUBERT</u>	⇒ to be completed by a person conferred the authority to ensure compliance with Section 52(1B)(a) of the Land Use Planning and Approvals Act 1993).
Signature: <u>X</u> 	Date: <u>X14/5/2025</u>

DETAILS OF BUILDING WORK (to be completed if Application requires building work)

Value of building work: \$ <u>660,000</u>		⇒ Please tick applicable box: ☐ Estimate ☒ Contract Price
Type of work: <u>3 NEW DWELLINGS & DRIVEWAY.</u>		⇒ For example, new building, alteration, addition, removal, repairs, demolition, re-erection, change of use
Proposed use of building: <u>RESIDENCE x3</u>		⇒ Describe the main use of the proposed building, for example, dwelling, workshop, farm building, office, shop
Existing floor area: <u>131.00</u> m ²	New / additional floor area: <u>210</u> m ²	Proposed maximum building height above natural ground level: <u>3.350</u> m
Materials:		
structural floor: <u>TIMBER</u>		
external walls: <u>CEMENT SHEET</u>	colour: <u>EVANING HAZE</u>	
roof cladding: <u>COLORBOND</u>	colour: <u>IGUITY</u>	
structural frame: <u>TIMBER / STEEL</u>		

THE OWNER

Owner's Name(s): Homes Tasmania	
Address: GPO Box 65 HOBART TAS 7001	Phone: 1300 665 663
	Fax:
	Mobile: 0460 021 945
Email: richard.blackwell@home.tas.gov.au	

CROWN AND/OR COUNCIL CONSENT [to be completed where land in respect of the Application is (i) Crown land (within the meaning of the *Crown Lands Act 1976*) or (ii) owned or administered by the Crown or a Council]

Owner / Administrator's Name(s): Dorset Council	
Person signing the Application: John Marik	⇒ <i>to be completed by a person conferred the authority to ensure compliance with Section 52(1B)(a) of the Land Use Planning and Approvals Act 1993).</i>
Signature: 	

DETAILS OF BUILDING WORK (to be completed if Application requires building work)

Value of building work: \$ 660,000		⇒ Please tick applicable box: ☐ Estimate ☒ Contract Price
Type of work: 3 new dwellings and driveway		⇒ <i>For example, new building, alteration, addition, removal, repairs, demolition, re-erection, change of use</i>
Proposed use of building: Residence x 3		⇒ <i>Describe the main use of the proposed building, for example, dwelling, workshop, farm building, office, shop</i>
Existing floor area: 131.00 m ²	New / additional floor area: 210 m ²	Proposed maximum building height above natural ground level: 3.350 m
Materials:		
structural floor: timber		
external walls: cement sheet	colour: evening haze	
roof cladding: colourbond	colour: 'gully	
structural frame: timber/steel		

DETAILS OF OTHER WORKS**Vehicle Access:**Is a new vehicle access or crossover required? (if so, ensure this is indicated on the plans) YESWhat would be the surfacing of the vehicle access? HOT MIX**Car Parking:**How many car parking spaces are currently provided? 2How many additional car parking spaces would be provided? 9What would be the surfacing of the car parking spaces? concrete

Is provision made for loading and unloading of vehicles? (to be completed for retail, commercial, industrial, service industry or storage uses)

Describe any proposed earthworks, vegetation removal or other works required as part of the use and/or development:

1 TREE ON SITE NEED TO BE REMOVED**DETAILS OF OTHER MATTERS****Proposed hours of operation:**Monday to Friday: 7.00 am to 4.00 pmSaturday: 7.00 am to 4.00 pm

Sunday: _____ am to _____ pm

Provide details of any goods that would be stored outside:

Privacy Statement

The Dorset Council is committed to upholding the right to privacy of all individuals who have dealings with the Council. Unless required by law or by a Court or tribunal, the Council will take the necessary steps to ensure that the personal information that members of the public share with the Council remains confidential. How we use this information is explained in our Personal Information Protection Policy which is available at www.dorset.tas.gov.au or at the Council office.

Appointment Details

To ensure Council's officers are available to assist you with the submission of your Application, it is advisable to make an appointment by contacting Regulatory Services on 6352 6500.

Date: _____ Time: _____ Council Officer: _____

Copyright Authority

I authorise the Council and the Crown in right of the state of Tasmania to provide to any person, for the purposes of assessment or public consultation, a partial or complete copy of documents relating to this application.

I understand that the information and materials provided with this Application may be made available to the public in electronic form on the Council's website. I understand that the Council may make such copies of the information and materials as, in its opinion, are necessary to facilitate a thorough consideration of the Application.

I declare that the information given is a true and accurate representation of the proposed use and/or development, and I am liable for the payment of Council application processing fees even in the event of the use and/or development proposed by this Application not proceeding.

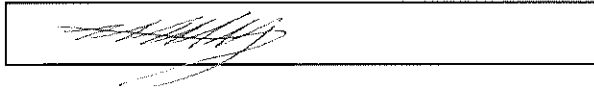
I confirm I am the copyright owner or have the authority to sign on behalf of any other person with copyright for documents relating to this Application.

I indemnify the Dorset Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.

Note: This authority is intended to cover copies made by the Crown or Council under Sections 40, 43, 49 or 183 of the *Copyright Act 1968*.

Where the applicant is NOT the owner, I hereby declare that the owner of the land to which this application relates has been notified of this application being made and the information and details supplied by me in this application are a true and accurate description of the proposal.

Applicant's Signature:



Date:

03/03/2025



dorset
COUNCIL

Our Ref: 2025/45 54221 6826081
28/05/2025

ABN 68 027 137 155
3 Ellenor Street
Scottsdale Tasmania
PO Box 21 Scottsdale
Tasmania 7260

T 6352 6500
F 6352 6509
E dorset@dorset.tas.gov.au
dorset.tas.gov.au



Town Planner - Dorset Council
PO Box 21
SCOTTSDALE TAS 7260

Dear Town Planner

Council Landowner Consent

**Construction of additional multiple dwellings (3 units) with access and
services works within a road reserve**

22 Main Street, Ringarooma

I refer to the application being made by Pod Matrix to gain planning approval for the Construction of additional multiple dwellings (3 units) with access and services works within a road reserve on land addressed as 22 Main Street, Ringarooma

This development encompasses land which is owned by the Council. I therefore advise that consent to lodge this application is granted.

Yours faithfully

JOHN MARIK
General Manager

Land Use Planning and Approvals Act 1993

Back to CONTENTS

Legislation Version: 17 May 2023

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

(1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).

(2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).

(3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).

(4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).

(5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

(6) A planning authority may, by resolution, delegate any of its functions or powers under this Act other than this power of delegation to a person employed by the authority (Part 1, S. 6(3)).

[illegible]

No.	Provision	Function or Power	Nature	Given By			Given To				Conditions or Restrictions	Date(s) of Delegation / Authorisation	Evidence of Authorisation / Delegation
	Position	Description		Council	General Manager	Planning Authority	General Manager	Director - Community & Development	Town Planner	Director - Infrastructure			Resolution Number / Delegation number / Document hyperlink
26	S.48A	Notice to remove signs	Delegation	X			X	X	X			21-Oct-24	Minute 211/24
27	S.51	Permits A person must not commence any use or development which requires a permit unless the planning authority which administers the scheme, the Commission, or the Tribunal, has granted a permit in respect of that use or development and the permit is in effect or a major project permit has been granted in respect of that use or the development and the permit is in effect.	Delegation	X			X	X	X			21-Oct-24	Minute 211/24
28	s 51A	Fees payable for application ... (2) Despite section 86 , a planning authority is not entitled – (a) to refuse to take an action in relation to determining whether or not an application for a permit is valid; or (b) to refuse to accept a valid application for a permit – on the ground that a fee, under a relevant legislative instrument, for an application for a permit has not been paid, unless – (c) the planning authority has, before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit, demanded the payment of the fee; and (d) the fee has not been paid within the 21-day period after the day on which the demand is made. (3) If – (a) the planning authority has demanded payment of a fee, under a relevant legislative instrument, for an application for a permit before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit; and (b) the fee has been paid within the 21-day period after the day on which the demand is made – the application, if it is a valid application, is taken for the purposes of this Act to have been received on the day on which the fee is paid.		X								21-Oct-24	Minute 211/24
29	S.52(1B)	What if applicant is not the owner? If land in respect of which an application for a permit is required is Crown land, is owned by a council or is administered or owned by the Crown or a council and a planning scheme does not provide otherwise, the application must – (a) be signed by the Minister of the Crown responsible for the administration of the land or by the general manager of the council; and (b) be accompanied by the written permission of that Minister or general manager to the making of the application.	Delegation		X			X		X	GM may delegate to a Council employee pursuant to s. 52(1G)	21-Oct-24	Minute 211/24
30	S.53(5A)	When does a permit take effect? Where a planning authority grants a permit, the permit takes effect on the day on which it is granted by the authority or, where there is a right of appeal against the granting of the permit, at the expiration of 14 days from the day on which the notice of the granting of the permit was served on the person who has the right of appeal.	Delegation	X			X	X	X			21-Oct-24	Minute 211/24

ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

(L.P. 1469)

TASMANIA

REAL PROPERTY ACT, 1862, as amended

NOW REGISTERED FOR OFFICE

CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book

Vol. Fol.

3396 26

Cert. of Title Vol. 768. Fol. 47.

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple in the land within described together with such interests and subject to such encumbrances and interests as are shown in the Second Schedule. In witness whereof I have hereunto signed my name and affixed my seal.

[Signature]
Recorder of Titles.



DESCRIPTION OF LAND

TOWN OF RINGAROOMA

ONE ROD THIRTY SIX PERCHES AND FOUR TENTHS OF A PERCH on the Plan hereon

FIRST SCHEDULE (Continued overleaf)

MURRAY CLYDE COOPER of Ringarooma, Storekeeper and

ALMA PATRICIA RANSON of Ringarooma, Married Woman

AS TENANTS IN COMMON IN EQUAL SHARES

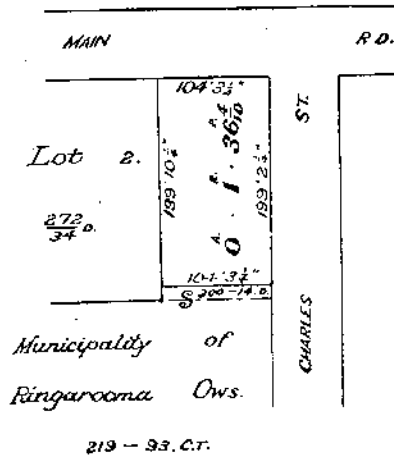
SECOND SCHEDULE (Continued overleaf)

NIL.

Lot 1 of this plan consists of all the land comprised in the above-mentioned CORDER OF TITLES ARE NO LONGER SUBSISTING. cancelled folio of the Register.

REGISTERED NUMBER

232132



[Signature]

Part of Lot 14004 Gtd. to J. Jordan Meas. in Ft. & Ins. 1/4 Dor.

Edition. Registered

Derived from C.T. Vol. 768. Fol. 47. Transfer A152508 R.A.W. Cooper

SEARCH OF TORRENS TITLE

VOLUME 232132	FOLIO 1
EDITION 2	DATE OF ISSUE 12-Sep-2022

SEARCH DATE : 11-Sep-2024

SEARCH TIME : 03.45 PM

DESCRIPTION OF LAND

Town of RINGAROOMA

Lot 1 on Plan 232132

Derivation : Part of Lot 4004 Gtd. to J. Jordan

Prior CT 3096/26

SCHEDULE 1B168299 & M948483 DIRECTOR OF HOUSING Registered
12-Sep-2022 at noonSCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

APPLICATION FOR PERMIT TO CARRY OUT WORKS IN A ROAD RESERVATION

The purpose of this application is for Council to provide approval for works to be undertaken in the road reservation that impact Council assets or involve public safety.

This Permit Application must be made 21 working days prior to the proposed works commencement date.

APPLICANT DETAILS			
Organisation:	HOMES TASMANIA		
Name:	ZACK HARRIS		
Postal Address:	1102 CAMBRIDGE Rd CAMBRIDGE 7170		
Email Address:	ZACK@POD MATRIX.COM.AU	Phone:	0448 593680

DETAILS OF WORKS (attach further pages if required)			
Location:	22 MAIN STREET RINGBROOMA		
Work Start Date:	UNKNOWN	Work Completion Date:	TBA

TYPE OF WORK	TICK ALL THAT APPLY
Crossover (Property Access/Driveway)	✓
Stormwater	✓
Footpath	✓
Kerb and Channel	
Water & Sewer Infrastructure (TasWater only)	
Underground Power Connection	
TasNetworks Pole Number: _____	
Other (Please Specify) _____	

CONTRACTOR DETAILS			
Contractor Name:	TO BE ADVISED		
Email Address:		Phone:	

INSURANCE DETAILS			
A current public liability insurance policy of \$20 million is required to be obtained to cover all works undertaken on public property			
Insurance Company:	TO BE ADVISED		
Policy Number:		Expiry Date:	
Insured Value:			

Is this permit part of a development application?	Y ☐ N ☐	If yes, Permit Number _____
---	---	-----------------------------

APPLICATION FOR PERMIT TO CARRY OUT WORKS IN A ROAD RESERVATION

PLEASE PROVIDE SKETCH PLAN OF THE PROPOSED WORK

Indicate road/s, property, boundaries and position of north.

PLEASE REFER TO LODGED PLANNING
APPLICATION'

Instructions for Applicant

- **You do not have approval and must not commence works in the road reserve until you receive written notification from Council quoting a permit number.**
- The applicant must notify Council following completion of work.
- A copy of this application shall be kept on-site with all supporting drawings, plans and current public liability insurance at all times.
- Please allow a minimum of 21 working days' notice from the date Council received this application to allow time to inspect the site and process all documentation
- The applicant must supply the following information to Dorset Council:
 - Proof of Public Liability insurance (\$20 million).
 - Traffic Management Plans if required.
 - Road Closure application if required.

I/we agree to comply with all conditions and will accept full responsibility for damage of any kind whatsoever which may be caused within the public road reservation as a result of the works at the location described, and hereby undertake to pay the Dorset Council the total cost of any repairs or reinstatement within the public road reservation as may be deemed necessary by Council's Director of Infrastructure.

Notification has been provided to other parties/authorities and adjoining property owners/occupiers affected by the proposed works.

APPLICATION FOR PERMIT TO CARRY OUT WORKS IN A ROAD RESERVATION

PERMIT CONDITIONS

- Where in the opinion of the Director of Infrastructure substandard or faulty work requires additional inspections to be made, the Corporation may require an additional fee to be paid to the Corporation for each such additional inspection will incur a fee of \$155.00.
- You must comply with Work Health and Safety Act 2012 and Work Health and Safety Regulations 2022 in providing a safe work site for the public and site personnel at all times.
- Works within the nature strip are to be fenced off using barrier mesh and all site personnel are to wear high visibility clothing in accordance with the relevant Australian Standards.
- No building materials are to be kept on nature strips during construction and works on nature strips are to be completed within fourteen (14) days of commencement.
- You must check the location of underground services with asset owners before commencement of work – (Dial Before You Dig). Any damage to Council infrastructure will result in an invoice being sent to the applicant to cover the costs of repair.
- You must reinstate the area of works to its original condition as approved and agreed by Council.
- Work is not permitted to be carried out at nighttime, weekends or public holidays without prior written approval from Council.
- All works carried out on council owned or managed land including the road reservations are to comply with the current Austroads Guide to Temporary Traffic Management (AGTTM). Signage and barricades are to be in accordance with AS1742.3 2019 Control Devices for Works on Roads
- Construction and reinstatement works approved under this permit are to be performed to exceeding those described in the Tasmanian Municipal Standards. A copy of these standards and drawings can be obtained from the Council or found on the Local Government Association (LGAT) website.

Special conditions: _____

DECLARATION - In accordance with Section 46 of the Local Government (Highways) Act 1982, I hereby agree to comply with the terms and conditions described above:			
Applicant Name (print):		Signed:	
Work Start Date:		Work Completion Date:	

FOR OFFICE USE ONLY

Permit Number: _____ Final Inspection Required ☐ Yes ☐ No

Date of Issue: _____ Final Inspection Date: _____

Signature of Approval Officer: _____

The information that Council is collecting from you is information required under the Local Government (Highways Act 1982). The intended recipients of the information are officers of the Dorset Council in order to carry out Council business. Personal information will be used only for the purpose described in the Act or may be disclosed in authorised by law. The supply of the information by you is not voluntary. If you cannot provide or do not wish to provide the information sought, Dorset Council will not be able to process your application. You may make application to access or amend the information held by Council by contacting the relevant Council Officer on 6352 6500. A change of notification to details is the responsibility of the applicant.

HOMES TASMANIA ACT 2022

INSTRUMENT OF DELEGATION

Homes Tasmania, established as a body corporate pursuant to s 9 of the *Homes Tasmania Act 2022* (the Act), hereby delegates by virtue of s 12 of the *Homes Tasmania Act 2022* (the Act), the following powers and functions in the manner set out in the Schedule below:

- The powers and functions in the provisions of the Act set out in Column 3 are delegated to the person or persons holding the offices or positions set out in Column 2 with the position number or numbers set out in Column 1, subject to the conditions set out in Column 4.

SCHEDULE			
Column 1	Column 2	Column 3	Column 4
517891	Director - Community Infrastructure	Sections 38, 39, 40(1), 40(2), 41(1), 41(2), 42, 43, 45, 52, 53, 55, 56, 57, 61, 62, 64, 65, 69, 74, 75, 76(3), 79(5), 80(1), 81, 84, 89, 90, 92, 95, 96, 97, 99, 101 and 102	
		Section 88	The delegation does not extend to receiving payment from the borrower or purchaser to cover expenses incurred in effecting repairs which Homes Tasmania deems necessary under s 88(3)(a).
		Section 93	The delegation does not extend to taking action in a court of competent jurisdiction from the owner of the land or land and residential premises.
512430	Director - Housing Policy and Programs	Sections 48, 49, 50, 51, 74 and 75	

		Section 88(3)	The delegation does not extend to receiving payment from the borrower or purchaser to cover expenses incurred in effecting repairs which Homes Tasmania deems necessary under s 88(3)(a).
520545	State Manager, Property Maintenance, Community Infrastructure	Sections 43, 88(1) and 96	
		Section 45	The delegation does not include section 45(2)(c). It does not extend to selling or leasing or entering into other transactions in respect of land or any buildings or workson the land.
		Section 88(3)	The delegation does not extend to receiving payment from the borrower or purchaser to cover expenses incurred in effecting repairs which Homes Tasmania deems necessary under section 88(3)(a).
		Section 93(1)(a)	The delegation does not extend to taking action in a court of competent jurisdiction against the owner of land or land and residential premises to which section 93(1) applies.
517007 514263	Maintenance Manager South and Maintenance Manager North, Property Maintenance, Community Infrastructure	Section 96	
		Section 88(3)	The delegation does not extend to: • Giving a borrower or purchaser one month's notice in writing if the purchaser or borrower has not complied with the requirements of section 88, or • Receiving payment from the borrower or purchaser to cover expenses incurred in effecting repairs which Homes Tasmania deems necessary under section 88(3)(a).

		Section 93(1)(a)	The delegation does not extend to: • Taking action in a court of competent jurisdiction against the owner of land or land and residential premises to which section 93(1) applies.
513352	Manager, Asset Management and Planning, Community Infrastructure	Section 89(1)	
501768	Manager, Specialist Homelessness Programs, Housing Policy and Programs	Sections 48, 49, 50 and 51	
526534	Lead Program Manager, Specialist Homelessness Programs, Housing Policy and Programs	Sections 48, 49, 50 and 51	
517112 517113 522518 500025	Program Manager and Program Officer, Specialist Homelessness Programs, Housing Policy and Programs	Sections 48, 49, 50 and 51	

518040	Manager, Community Housing Programs, Housing Policy and Programs	Sections 48, 49, 50 and 51	
517038	Program Manager Community Housing Programs, Housing Policy and Programs	Sections 48, 49, 50 and 51	
523553	Manager, Specialist Accommodation and Support, Housing Policy and Programs	Sections 48, 49, 50 and 51	
526555	Principal Consultant Specialist Accommodation and Support, Housing Policy and Programs	Sections 48, 49, 50 and 51	

500212	Senior Program Officer, Specialist Accommodation and Support, Housing Policy and Programs	Sections 48, 49, 50 and 51	
526556	Senior Program Officer (Support), Specialist Accommodation and Support, Housing Policy and Programs	Sections 48, 49, 50 and 51	
526543	Manager, Tenancy Services	Sections 48, 49, 50 and 51	
526541 526542	Lead Tenancy Manager N/NW and Lead Tenancy Manager South, Tenancy Services	Sections 48, 49, 50 and 51	
522444 522445	Tenancy Intervention Officer (Greater North) and Tenancy Intervention Officer, Tenancy Services	Sections 48, 49, 50 and 51	
500026 500267	Debt Recovery Administrator, Tenancy Services	Sections 50 and 51	

516992 516996 516997 516998 516999 517000 517002 517003 517005 517006 517021 517024 517025 517029 517056 517058 517059 517060 517061 517064 517065 517085 517088 517089 517090 517091 517093 517094	Tenancy Officer, Tenancy Services	Sections 48, 49, 50 and 51	
511146 511147 511151 511153 516153 517010 517043 517074 517105 517106 522516 522811 522812	Administrative Support Officer, Tenancy Services	Sections 48, 49, and 51	
522453 522454 522455 522456 522449 522452 522448 522451	Team Leader, Tenancy Services	Sections 48, 49, 50 and 51	

Dated this 2nd day of December 2022

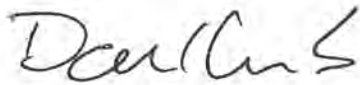
HOMES TASMANIA



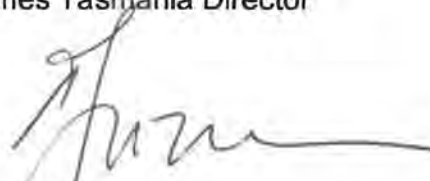
Michele Adair
Homes Tasmania Board Chair



Tim Gourlay
Homes Tasmania Director



Daryl Lamb
Homes Tasmania Director



Alice Spizzo
Homes Tasmania Director



Ellen Witte
Homes Tasmania Director



Robert Pradolin
Homes Tasmania Director



Geoton Pty Ltd ABN 81 129 764 629
PO Box 522 Prospect TAS 7250
Unit 24, 16-18 Goodman Court
Invermay TAS 7248
Tel (+61) (3) 6326 5001
www.geoton.com.au

02 May 2025

Reference No. GL22703Ab Rev.1

Department of Communities – Housing Tasmania
GPO BOX 65
HOBART TAS 7001

Attention: Mr Euan Bennett

Dear Sir

**RE: Site Classification & On-site Wastewater Disposal Assessment and Design
22 Main Street, Ringarooma**

We have pleasure in submitting herein our report detailing the results of the geotechnical investigation conducted at the above site.

Should you require clarification of any aspect of this report, please contact Michael Goss or the undersigned on 03 6326 5001.

For and on behalf of

Geoton Pty Ltd

A handwritten signature in blue ink, appearing to read "Tony Barriera".

Tony Barriera

Director – Principal Geotechnical Engineer

Site Classification & On-site Wastewater Disposal Assessment and Design

1 INTRODUCTION

A limited scope investigation has been conducted for Department of Communities – Housing Tasmania at the site of a proposed residential development at 22 Main Street, Ringarooma.

The investigation has been conducted to assess the following:

- The general subsurface conditions at the site and consequently assign a Site Classification in accordance with AS 2870 – 2011 “Residential Slabs and Footings”;
- Review the topographical setting and provide a Wind Classification in accordance with AS 4055 – 2021 “Wind Loads for Housing”; and
- The suitability of the site for disposal of domestic wastewater and the design of an on-site wastewater disposal system in accordance with AS/NZS 1547:2012 “On-site Domestic Wastewater Management”.

This report is a revision of the original Geoton reference No. GL22703Ab, dated 23 January 2023 and amends the locality and site plans and the wastewater design.

Plans of the proposed development were provided, prepared by Podmatrix. Project No. 2024-1032, drawing No. s 1032-01 to 1032-15, dated 7/04/2025.

We understand that the proposed development will comprise three two-bedroom units, leaving the existing one-bedroom units in place.

2 FIELD INVESTIGATION

The field investigation was conducted on 28 November 2022 and involved the drilling of 4 boreholes by 4WD mounted auger rig to the investigated depths of 2.0m.

Insitu vane shear strength tests were conducted in the clay layers encountered in the investigation, with samples of these soils being obtained for subsequent laboratory testing.

The results of the field and laboratory tests are shown on the borehole logs.

The logs of the boreholes are included in Appendix A and their locations are shown in Figure 1 attached.

3 SITE CONDITIONS

The site falls at approximately 3° to 5° towards the north and is currently developed with two existing single-bedroom units and a septic system. On-site vegetation comprises a moderate cover of grass with scattered trees and shrubs.

A photograph of the site is attached as Plate 1.

The MRT Digital Geological Atlas, 1: 25,000 Series, indicates that the site is mapped as Cretaceous-Neogene Period Basalt, with this being generally confirmed by our field investigation.

Site Classification & On-site Wastewater Disposal Assessment and Design

Examination of the LIST Landslide Planning Map indicates that the site is not within a mapped landslide hazard band.

The investigation indicated that the soil profile is generally uniform across the site. The boreholes encountered clayey silt topsoil to depths of 0.1m to 0.3m, underlain by clayey silt to the investigated or refusal depths of 0.6m to 2.0m.

Auger refusal in boreholes BH1 and BH4 was inferred to be on a boulder or rock.

The boreholes did not encounter any signs of groundwater seepage over the investigated depths.

Full details of soil conditions encountered are presented on the borehole logs.

4 SITE CLASSIFICATION

After allowing due consideration of the site geology, drainage and soil conditions, the site has been classified as follows:

CLASS M (AS 2870)

Foundation designs in accordance with this classification are to be subject to the overriding conditions of the Foundations section below.

This classification is applicable only for ground conditions encountered at the time of this investigation. If cut or fill earthworks are carried out, then the site classification will need to be re-assessed, and possibly changed.

5 FOUNDATIONS

Particular attention should be paid to the design of footings as required by AS 2870 – 2011.

In addition to normal founding requirements arising from the above classification, particular conditions at this site dictate that the founding medium for all footings would be as follows:

Clayey SILT (ML) – low plasticity, red/brown encountered below 0.3m from the existing ground surface

An allowable bearing pressure of **100kPa** is available for edge beams, strips, pads and bored piers founded as above.

The site classification presented assumes that the current natural drainage and infiltration conditions at the site will not be markedly affected by the proposed site development work. Care should therefore be taken to ensure that surface water is not permitted to collect adjacent to the structure and that significant changes to seasonal soil moisture equilibria do not develop as a result of service trench construction or tree root action.

Attention is drawn to Appendix B of AS 2870 and CSIRO Building Technical File BTF18 “Foundation Maintenance and Footing Performance: A Homeowner’s Guide” as a guide to maintenance requirements for the proposed structure.

Site Classification & On-site Wastewater Disposal Assessment and Design

Although the borehole data provides an indication of subsurface conditions at the site, variations in soil conditions may occur in areas of the site not specifically covered by the field investigation. The base of all footing or beam excavations should therefore be inspected to ensure that the founding medium meets the requirements referenced herein with respect to type and strength of founding material.

The boreholes were backfilled shortly after being drilled, not allowing time for groundwater seepage flows to develop. Groundwater seepages or higher groundwater levels can occur during and/or after a prolonged period of wet weather or a heavy rainfall event.

6 WIND CLASSIFICATION

After allowing due consideration of the region, terrain, shielding and topography, the site has been classified as follows:

WIND CLASSIFICATION N2 (AS 4055)

REGION	TERRAIN CATEGORY	SHIELDING	TOPOGRAPHY
A	TC2	PS	T0

7 EFFLUENT DISPOSAL

The AS/NZS 1547:2012 and *Building Act 2016*: Director's Guidelines for On-site Wastewater Management Systems provide guidelines for typical wastewater flow allowances under a range of circumstances. The documents recommend a typical wastewater flow of 150L/person/day for households on reticulated water. As the proposed development is to be three two-bedroom units, with two existing single-bedroom units, with a population equivalent of 16 persons, a wastewater design flow rate of **2,400L/day** has been adopted.

7.1 Permeability of Soil and Soil Category

The soil has been classified as follows:

- Texture – Clay Loam (Table E1 from AS/NZS 1547);
- Structure – Moderately Structured (Table E4 from AS/NZS 1547); and
- Category – 4 (Table E1 from AS/NZS 1547).

The permeability (K_{sat}) at the site was measured at 1.6m/day. For moderately structured Category 4 soils the indicative K_{sat} from AS/NZS1547 Table 5.1 is 0.5-1.5m/day.

- Adopted Permeability – 1.5m/day.

7.2 Disposal and Treatment Method

The soils within the proposed effluent disposal area are assessed as having sufficient depth and clay content to provide an adequate attenuation period for the breakdown of pathogens within the treated effluent.

As the site cannot meet the minimum recommended setbacks for primary treated effluent, the site is not considered suitable for a conventional trench or bed system. Also, the site has a limited available area for the disposal of on-site wastewater due to minimum required setbacks from limiting layers.

As such, the site assessment indicates that the site is suitable for the disposal of domestic effluent by way of an Aerated Wastewater Treatment System/Secondary Treated System (AWTS/STS) and a conventional distribution bed raised above the natural ground surface to allow the aerobic process and attenuation period to further treat the effluent in a sand and gravel filter bed and reduce the size of the disposal system.

Additionally, the existing septic tank will be retained to pretreat the wastewater generated from the units.

Note: If there is insufficient fall from the proposed new units to the existing septic tank, it is recommended that a new 3,000L septic tank be installed to service the proposed unit, prior to discharging effluent into the new AWTS/STS system.

7.3 Tank Installation

Care must be taken when installing the in-ground tanks. "AS/NZS 1546.1:2008 Section 3.2.2 – Anchorage," provides guidance on the installation of in-ground tanks, and the specific septic tank and AWTS/STS unit manufacturer's installation instructions should be adhered to.

7.4 Design Loading Rate

According to AS/NZS 1547 Table L1 and based on the importation of 350mm depth of clean sand and 100mm aggregate to raise the distribution bed above the natural surface, the adopted DLR has been modified and set at **20mm/day**.

7.5 STS and Raised Bed System

Guidelines for the design of the conventional bed systems are outlined in AS/NZS 1547:2012 Appendix L. The method of determining the dimensions for the bed is outlined in AS/NZS 1547:2012 Section L4 and is as follows:

$$L = \frac{Q}{DLR \times W}$$

Where L = Length in metres

Q = Design daily flow in L/day

DLR = Design Loading Rate in mm/day

W = Bed width in metres

Site Classification & On-site Wastewater Disposal Assessment and Design

As the DLR has been set at 20mm/day and the daily flow (Q) has been set at 2400L/day, when the parameters are inserted in the above equation the bed dimensions required are as follows:

- Bed length = 20m
- Bed width = 6.0m
- Bed depth = 0.6m

This would give a disposal area of approximately 120m²

There is a 50% secondary (back-up) area of 60m².

The raised bed is to be located in the area shown on the site plan.

The bed is to be constructed as per the layout and cross section provided on Figure 3 attached.

The raised beds are to be constructed by persons qualified or experienced in the construction of timber retaining walls.

All topsoil and organics shall be removed from the footprint of the bed before backfilling. The base of the bed is to be ripped to a depth of 0.3m and gypsum applied at the rate of 1kg/m².

Guidelines for the design of sub-surface irrigation are outlined in AS/NZS 1547 Appendix M.

The area of the disposal field shall be vegetated with grasses or other suitable vegetation. A list of Tasmanian plants suitable for treated wastewater from AWTS units is attached as Appendix B.

The risk management process is an inherent part of the on-site wastewater disposal design. The on-site wastewater disposal system has been designed by considering the site characteristics and with risk identification in accordance with AS1547:2012. The risk reduction measures are detailed in the report and form the basis of the system selection and design.

As part of the Building Act, the client must specify the STS model and provide the Certificate of Accreditation for that particular model before the proposed development gets approval. A list of accredited STS models can be found on the Tasmanian Consumer, Building and Occupational Services website. An STS with a hydraulic load of at least 3000L/day would be appropriate.

<https://www.cbos.tas.gov.au/topics/technical-regulation/plumbing-standards/wastewater/aerated-wastewater-treatment-systems>

7.6 Setbacks

The minimum separation distances between the disposal area and downslope features are based on Appendix R from AS/NZS 1547 "Recommended Setback Distances for Land Application Systems" and Section 3.1 from the *Building Act 2016*: Director's Guidelines for On-site Wastewater Management Systems. The following minimum setbacks are required:

Site Classification & On-site Wastewater Disposal Assessment and Design

- 23.0m from downslope sensitive features such as watercourses;
- 1.5m from upslope and cross-slope property boundaries;
- 5.5m from downslope property boundaries;
- 3.0m from upslope and cross-slope buildings;
- 4.0m from downslope buildings; and
- 3.0m from downslope cut and fill batters.

7.7 Wastewater Recommendations

It is recommended that the following actions are undertaken in looking after your system:

- Minimise domestic water use;
- Minimise the use of non-biodegradable detergents;
- Minimise the use of detergents containing phosphorous (e.g. Calgon or similar);
- Avoid discharging polluting chemicals into wastewater systems; and
- Monitor quality of groundwater.

References:

AS 1726 - 2017 Geotechnical Site Investigations

AS 2870 - 2011 Residential Slabs and Footings

AS 4055 - 2021 Wind Loads for Housing

AS/NZS 1547 - 2012 On-site domestic wastewater management

Attachments:

Limitations of report

Figure 1 – Locality Plan

Figure 2 – Site Plan

Figure 3 – Raised Bed Section

Site Photograph

Appendix A: Borehole Logs & Explanation Sheets

Appendix B: List of AWTs Example Plants

Appendix C: Certificate Forms



Geotechnical Consultants - Limitations of report

These notes have been prepared to assist in the interpretation and understanding of the limitations of this report.

Project specific criteria

The report has been developed on the basis of unique project specific requirements as understood by Geoton and applies only to the site investigated. Project criteria are typically identified in the Client brief and the associated proposal prepared by Geoton and may include risk factors arising from limitations on scope imposed by the Client. The report should not be used without further consultation if significant changes to the project occur. No responsibility for problems that might occur due to changed factors will be accepted without consultation.

Subsurface variations with time

Because a report is based on conditions which existed at the time of subsurface exploration, decisions should not be based on a report whose adequacy may have been affected by time. For example, water levels can vary with time, fill may be placed on a site and pollutants may migrate with time. In the event of significant delays in the commencement of a project, further advice should be sought.

Interpretation of factual data

Site assessment identifies actual subsurface conditions only at those points where samples are taken and at the time they are taken. All available data is interpreted by professionals to provide an opinion about overall site conditions, their likely impact on the proposed development and recommended actions. Actual conditions may differ from those inferred to exist, as it is virtually impossible to provide a definitive subsurface profile which includes all the possible variabilities inherent in soil and rock masses.

Report Recommendations

The report is based on the assumption that the site conditions as revealed through selective point sampling are indicative of actual conditions throughout an area. This assumption cannot be substantiated until earthworks and/or foundation construction is almost complete and therefore the report recommendations can only be regarded as preliminary. Where variations in conditions are encountered, further advice should be sought.

Specific purposes

This report should not be applied to any project other than that originally specified at the time the report was issued.

Interpretation by others

Geoton will not be responsible for interpretations of site data or the report findings by others involved in the design and construction process. Where any confusion exists, clarification should be sought from Geoton.

Report integrity

The report as a whole presents the findings of the site assessment and the report should not be copied in part or altered in any way.

Geoenvironmental issues

This report does not cover issues of site contamination unless specifically required to do so by the client. In the absence of such a request, Geoton take no responsibility for such issues.



Approximate Scale (m)



Legend

- BH 1 Approximate Borehole Location
- 5° Approximate Slope Angle
- Contours (LiDAR Derived) (m)
- Existing Septic System
- Proposed Wastewater System

GEOTON Pty Ltd				client: DEPARTMENT OF COMMUNITIES - HOUSING TASMANIA	
				project: 22 MAIN STREET RINGAROOMA	
date	02/05/2025	drawn	MG	title: LOCALITY PLAN	
scale	As Shown	approved	TB	project no: GL22703A	
original size	A3	rev	01	figure no.	1



NOTES

PLUMBING CONNECTIONS TO BE CARRIED OUT IN ACCORDANCE WITH PLUMBING CODES AND REGULATIONS

VENTS, OVERFLOW RELIEF GULLY AND INSPECTION OPENINGS TO BE PROVIDED AS PER THE PLUMBING CODES AND REGULATIONS

THE RAISED BED IS TO BE SET BACK:
23.0m FROM DOWNSLOPE SENSITIVE FEATURES SUCH AS WATER COURSES,
5.5m FROM DOWNSLOPE PROPERTY BOUNDARIES,
1.5m FROM UPSLOPE AND CROSS-SLOPE PROPERTY BOUNDARIES,
4.0m FROM DOWNSLOPE BUILDINGS,
3.0m FROM UPSLOPE AND CROSS-SLOPE BUILDINGS, AND
3.0m FROM DOWNSLOPE CUT BATTERS

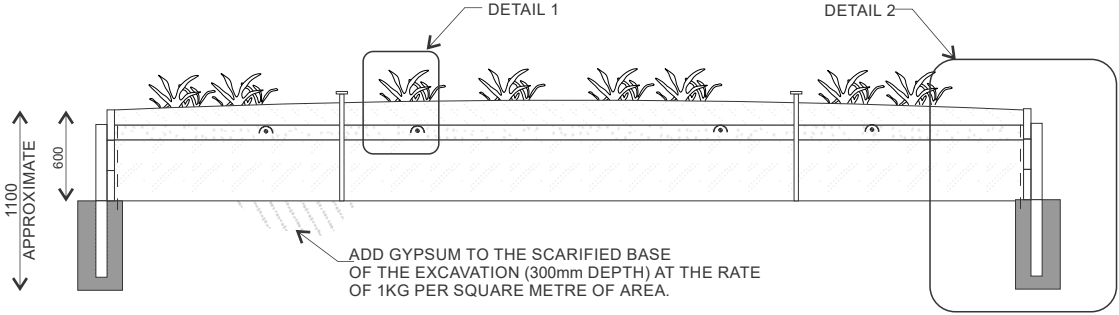
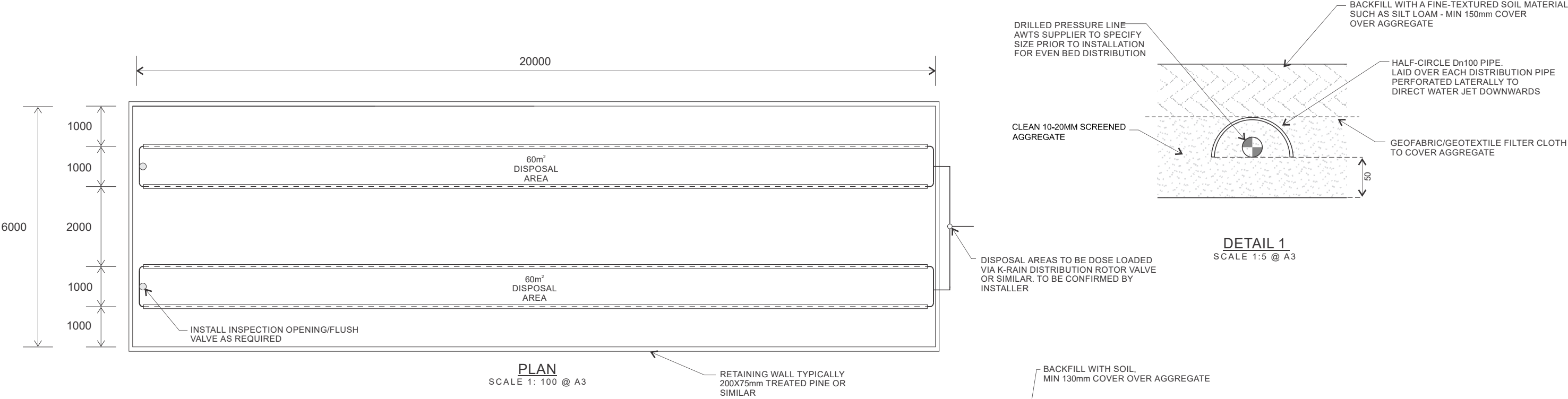
Legend

- BH 1 Approximate Borehole Location
- 5° Approximate Slope Angle
- Contours (LiDAR Derived) (m)
- Existing Septic System
- Proposed Wastewater System

GEOTON Pty Ltd

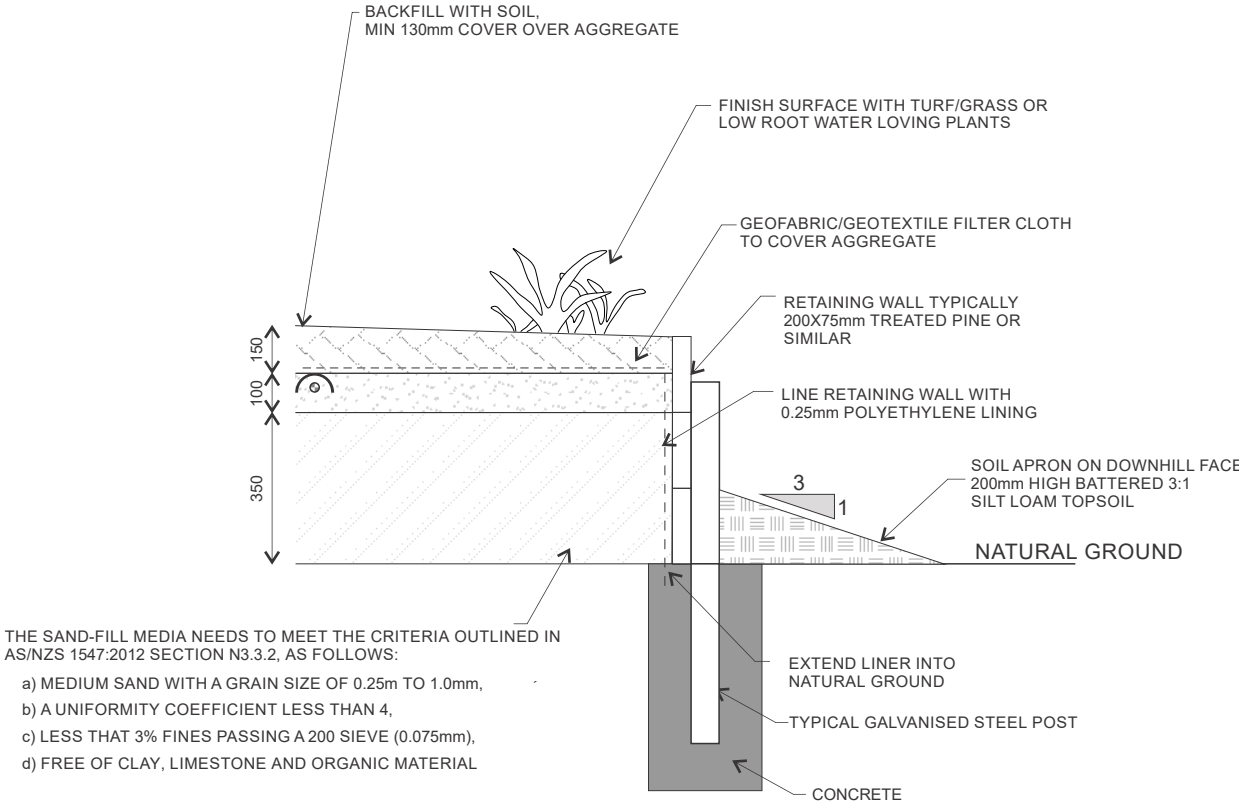
date	02/05/2025	drawn	MG
scale	1:200	approved	TB
original size	A3	rev	01

client:	DEPARTMENT OF COMMUNITIES - HOUSING TASMANIA		
project:	22 MAIN STREET RINGAROOMA		
title:	SITE PLAN		
project no:	GL22703A	figure no.	2



- CONSTRUCTION NOTES:**
- a) Pine sleepers to be a minimum 75mm and a minimum rating of H4.
 - b) Posts are recommended to be anchored a minimum ratio of 1:1 height to depth cemented into natural ground.
 - c) Maximum height of timber retaining wall should not exceed 1m (bed can be cut into slope to achieve lower bed height).
 - d) Posts are recommended to be of steel construction or 75mm treated pine sleeper.
 - e) Posts are to be installed on the outside of bed.
 - f) Maximum post spacing is to be no more than 2400mm.
 - g) Polyethylene Lining LDPE 200um.
 - h) Polyethylene liner to be extended into natural ground by a minimum 200mm prior backfilling.
 - i) Timber sleepers to be treated with a bitumen waterproofing on the exterior if backfilled around.
 - j) Bed distribution lines MUST enter the beds from the top (pipe work to be attached to the exterior of bed).

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- THE SAND-FILL MEDIA NEEDS TO MEET THE CRITERIA OUTLINED IN AS/NZS 1547:2012 SECTION N3.3.2, AS FOLLOWS:
- a) MEDIUM SAND WITH A GRAIN SIZE OF 0.25m TO 1.0mm,
 - b) A UNIFORMITY COEFFICIENT LESS THAN 4,
 - c) LESS THAT 3% FINES PASSING A 200 SIEVE (0.075mm),
 - d) FREE OF CLAY, LIMESTONE AND ORGANIC MATERIAL

DETAIL 2
SCALE 1:20 @ A3

GEOTON Pty Ltd				client: DEPARTMENT OF COMMUNITIES - HOUSING TASMANIA	
				project: 22 MAIN STREET RINGAROOMA	
date	02/05/2025	drawn	MG	title: RAISED BED PLAN AND SECTION	
scale	As Shown	approved	TB		
original size	A3	rev	01	project no: GL22703A	figure no. 3



PLATE 1 - View of the site looking to the north

GEOTON Pty Ltd				client: DEPARTMENT OF COMMUNITIES - HOUSING TASMANIA	
				project: 22 MAIN STREET RINGAROOMA	
title: PHOTOGRAPH					
date:	28/11/2022	original size	A4	project no: GL22703A	figure no. PLATE 1

Appendix A

Borehole Logs

Geotechnical Consultants

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH1

Sheet no. 1 of 1

Job no. GL22703A

Client :		Department of Communities - Housing Tasmania						Date : 28/11/2022			
Project :		Site Classification and On-site Wastewater Assessment & Design						Logged By : MG			
Location :		22 Main Street, Ringarooma									
Drill model :		GDR MK1		Easting:		Slope: 90°		RL Surface :			
Hole diameter :		95mm		Northing:		Bearing: -		Datum :			
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log	Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N			D LL=42% PL=29% PI=13% LS=4%	0.25		ML	TOPSOIL - Clayey SILT, low plasticity , red/brown	M	F/St	V > 140 kPa
					0.50			Clayey SILT - low plasticity, red/brown	M	VSt	
					0.75						
					1.00			Borehole BH1 refusal @0.9m on inferred rock/boulder			
					1.25						
					1.50						
					1.75						
					2.00						
					2.25						

[illegible]

[illegible]

Geotechnical Consultants

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH4

Sheet no. 1 of 1

Job no. GL22703A

Client :		Department of Communities - Housing Tasmania						Date : 28/11/2022		
Project :		Site Classification and On-site Wastewater Assessment & Design						Logged By : MG		
Location :		22 Main Street, Ringarooma								
Drill model :		GDR MK1		Easting:		Slope: 90°		RL Surface :		
Hole diameter :		95mm		Northing:		Bearing: -		Datum :		
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N				0.25	ML	TOPSOIL - Clayey SILT, low plasticity , red/brown	M	F/St	
					0.50		Clayey SILT - low plasticity, red/ brown	M	VSt	
					0.75		Borehole BH4 refusal @0.6m on inferred rock/boulder			
					1.00					
					1.25					
					1.50					
					1.75					
					2.00					
					2.25					

Investigation Log Explanation Sheet

METHOD – BOREHOLE

TERM	Description
AS	Auger Screwing*
AD	Auger Drilling*
RR	Roller / Tricone
W	Washbore
CT	Cable Tool
HA	Hand Auger
DT	Diatube
B	Blank Bit
V	V Bit
T	TC Bit

* Bit shown by suffix e.g. ADT

METHOD – EXCAVATION

TERM	Description
N	Natural exposure
X	Existing excavation
H	Backhoe bucket
B	Bulldozer blade
R	Ripper
E	Excavator
HT	Hand Tools

SUPPORT

TERM	Description
M	Mud
N	Nil
C	Casing
S	Shoring

PENETRATION

1	2	3	4	
				No resistance ranging to Refusal

WATER

Symbol	Description
	Water inflow
	Water outflow
	17/3/08 water on date shown

NOTES, SAMPLES, TESTS

TERM	Description
U ₅₀	Undisturbed sample 50 mm diameter
U ₆₃	Undisturbed sample 63 mm diameter
U ₈₁	Undisturbed sample 81 mm diameter
D	Disturbed sample
N	Standard Penetration Test (SPT)
N*	SPT – sample recovered
N _c	SPT with solid cone
V	Vane Shear
PP	Pocket Penetrometer
P	Pressometer
B _s	Bulk sample
E	Environmental Sample
R	Refusal – Material cannot be penetrated
DCP	Dynamic Cone Penetrometer (blows/100mm)
PL	Plastic Limit
LL	Liquid Limit
LS	Linear Shrinkage

CLASSIFICATION SYMBOLS AND SOIL DESCRIPTION

Based on AS 1726:2017

MOISTURE

TERM	Description
D	Dry
M	Moist
W	Wet

CONSISTENCY/DENSITY INDEX

TERM	Description
VS	very soft
S	soft
F	firm
St	stiff
VSt	very stiff
H	hard
Fr	friable
VL	very loose
L	loose
MD	medium dense
D	dense
VD	Very dense

Soil Description Explanation Sheet (1of 2)

DEFINITION

In engineering terms, soil includes every type of uncemented or partially cemented inorganic or organic material found in the ground. In practice, if the material can be remoulded or disintegrated by hand in its field condition or in water it is described as a soil. Other materials are described using rock description terms.

CLASSIFICATION SYMBOL AND SOIL NAME

Soils are described in accordance with the AS 1726: 2017 as shown in the table on Sheet 2.

PARTICLE SIZE DEFINITIONS

NAME	SUBDIVISION	SIZE (mm)
BOULDERS		>200
COBBLES		63 to 200
GRAVEL	Coarse	19 to 63
	Medium	6.7 to 19
	Fine	2.36 to 6.7
SAND	Coarse	0.6 to 2.36
	Medium	0.21 to 0.6
	Fine	0.075 to 0.21
SILT		0.002 to 0.075
CLAY		<0.002

MOISTURE CONDITION

Coarse Grained Soils

Dry Non-cohesive and free running.

Moist Soil feels cool, darkened in colour.
Soil tends to stick together.

Wet As for moist but with free water forming when handling.

Fine Grained Soils

Moist, dry of Plastic Limited – $w < PL$

Hard and friable or powdery.

Moist, near Plastic Limit – $w \approx PL$

Soils can be moulded at a moisture content approximately equal to the plastic limit.

Moist, wet of Plastic Limit – $w > PL$

Soils usually weakened and free water forms on hands when handling.

Wet, near Liquid Limit - $w \approx LL$

Wet, wet of Liquid Limit - $w > LL$

CONSISTENCY TERMS FOR COHESIVE SOILS

TERM	UNDRAINED STRENGTH s_u (kPa)	FIELD GUIDE
Very Soft	≤ 12	Exudes between the fingers when squeezed in hand
Soft	12 to 25	Can be moulded by light finger pressure
Firm	25 to 50	Can be moulded by strong finger pressure
Stiff	50 to 100	Cannot be moulded by fingers
Very Stiff	100 to 200	Can be indented by thumb nail
Hard	>200	Can be indented with difficulty by thumb nail
Friable	–	Can be easily crumbled or broken into small pieces by hand

RELATIVE DENSITY OF NON-COHESIVE SOILS

TERM	DENSITY INDEX (%)
Very Loose	≤ 15
Loose	15 to 35
Medium Dense	35 to 65
Dense	65 to 85
Very Dense	> 85

DESCRIPTIVE TERMS FOR ACCESSORY SOIL COMPONENTS

DESIGNATION OF COMPONENT	IN COARSE GRAINED SOILS		IN FINE GRAINED SOILS	TERM
	% Fines	% Accessory coarse fraction	% Sand/ gravel	
Minor	≤ 5	≤ 15	≤ 15	Trace
	>5, ≤ 12	>15, ≤ 30	>15, ≤ 30	With
Secondary	>12	>30	>30	Prefix

SOIL STRUCTURE

ZONING		CEMENTING	
Layer	Continuous across the exposure or sample.	Weakly cemented	Easily disaggregated by hand in air or water.
Lens	Discontinuous layer of different material, with lenticular shape.	Moderately cemented	Effort is required to disaggregate the soil by hand in air or water.
Pocket	An irregular inclusion of different material.		

GEOLOGICAL ORIGIN

WEATHERED IN PLACE SOILS

Extremely Weathered material	Material is weathered to such an extent that it has soil properties. Structure and/or fabric of parent rock material retained and visible.
Residual soil	Structure and/or fabric of parent rock material not retained and visible.

TRANSPORTED SOILS

Aeolian soil	Carried and deposited by wind.
Alluvial soil	Deposited by streams and rivers.
Colluvial soil	Soil and rock debris transported downslope by gravity.
Estuarine soil	Deposited in coastal estuaries, and including sediments carried by inflowing rivers and streams, and tidal currents.
Fill	Man-made deposit. Fill may be significantly more variable between tested locations than naturally occurring soils.
Lacustrine soil	Deposited in freshwater lakes.
Marine soil	Deposited in a marine environment.

Soil Description Explanation Sheet (2 of 2)

SOIL CLASSIFICATION INCLUDING IDENTIFICATION AND DESCRIPTION

FIELD IDENTIFICATION PROCEDURES (Excluding particles larger than 63 mm and basing fractions on estimated mass)					GROUP SYMBOL	PRIMARY NAME	
COARSE GRAINED SOIL More than 65% of soil excluding oversize fraction is larger than 0.075 mm	(A 0.075 mm particle is about the smallest particle visible to naked eyes)	GRAVEL More than half of coarse fraction is larger than 2.36 mm	CLEAN GRAVEL (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes	GW	GRAVEL	
				Predominantly one size or a range of sizes with some intermediate sizes missing	GP	GRAVEL	
			GRAVEL WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML and MH below)	GM	Silty GRAVEL	
				Plastic fines (for identification procedures see CL, CI and CH below)	GC	Clayey GRAVEL	
		SAND More than half of coarse fraction is smaller than 2.36 mm	CLEAN SAND (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate sizes	SW	SAND	
				Predominantly one size or a range of sizes with some intermediate sizes missing	SP	SAND	
			SAND WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML and MH below)	SM	Silty SAND	
				Plastic fines (for identification procedures see CL, CI and CH below)	SC	Clayey SAND	
FINE GRAINED SOIL More than 35% of soil excluding oversize fraction is smaller than 0.075 mm	(A 0.075 mm particle is about the smallest particle visible to naked eyes)	IDENTIFICATION PROCEDURES ON FRACTIONS <0.075 mm					
			DRY STRENGTH	DILATANCY	TOUGHNESS		
		SILT & CLAY (low to medium plasticity, LL ≤ 50)	None to Low	Slow to Rapid	Low	ML	SILT
			Medium to High	None to Slow	Medium	CL, CI	CLAY
			Low to Medium	Slow	Low	OL	ORGANIC SILT
		SILT & CLAY (high plasticity, LL > 50)	Low to Medium	None to Slow	Low to Medium	MH	SILT
			High to Very High	None	High	CH	CLAY
			Medium to High	None to Very Slow	Low to Medium	OH	ORGANIC CLAY
		Highly Organic Soil	Readily identified by colour, odour, spongy feel and frequently by fibrous texture.			Pt	PEAT
		● LL – Liquid Limit.					

• LL – Liquid Limit.

COMMON DEFECTS IN SOILS

TERM	DEFINITION	DIAGRAM	TERM	DEFINITION	DIAGRAM
PARTING	A surface or crack across which the soil has little or no tensile strength. Parallel or sub parallel to layering (e.g. bedding). May be open or closed.		SOFTENED ZONE	A zone in clayey soil, usually adjacent to a defect in which the soil has a higher moisture content than elsewhere.	
FISSURE	A surface or crack across which the soil has little or no tensile strength, but which is not parallel or sub parallel to layering. May be open or closed. May include desiccation cracks.		TUBE	Tubular cavity. May occur singly or as one of a large number of separate or inter-connected tubes. Walls often coated with clay or strengthened by denser packing of grains. May contain organic matter.	
SHEARED SEAM	Zone in clayey soil with roughly parallel near planar, curved or undulating boundaries containing closely spaced, smooth or slickensided, curved intersecting fissures which divide the mass into lenticular or wedge-shaped blocks.		TUBE CAST	An infilled tube. The infill may be uncemented or weakly cemented soil or have rock properties.	
SHEARED SURFACE	A near planar curved or undulating, smooth, polished or slickensided surface in clayey soil. The polished or slickensided surface indicates that movement (in many cases very little) has occurred along the defect.		INFILLED SEAM	Sheet or wall like body of soil substance or mass with roughly planar to irregular near parallel boundaries which cuts through a soil mass. Formed by infilling of open defects.	

Appendix B

Example Plants

Phone: (03) 6384 2165
Fax: (03) 6384 2165
Web site: www.tazwild.com

Wastewater Treatment Units

Tasmanian Plants suitable for Water from Wastewater Treatment Units

Water from septic tanks and aerated wastewater treatment units such as Biocycle, Envirocycle or other may contain salts, boron and disease bearing microbes. The major ingredients of most cleaning fluids are various salts, of which common kitchen salt (sodium chloride) is the least common. These salts may have large concentrations in wastewater, which can have a detrimental effect on plants. The survival of plants will depend on the concentrations of salts. Long-term build up of chemicals and salts in the soil will adversely affect any plantings.

We can't guarantee these plants will survive but they are tolerant to reasonable amounts of the main offenders and will tolerate wet conditions.

Below is a list of plants to help make an attractive garden bed for your wastewater treatment area.

PLANTS 1 – 6m

Acacia mucronata

Variable willow wattle, Narrow leaf wattle

An upright or spreading, medium to tall shrub 3-4m X 2-3m. Quick growing. Profuse cream to yellow flowers in spring, showy. Attracts seed eating birds. Drought tolerant.

Acacia verticillata

Prickly Moses

Prickly shrub to 2m. Useful habitat plant and very attractive in flower.

Banksia marginata

Honeysuckle, Silver banksia

Evergreen shrub or small tree with attractive narrow, smooth edged leaves which are square or notched at the end and silvery beneath. Greenish yellow cones of flowers that last as cut flowers. Grows well in sandy soil. Strong upright growth.

Bauera rubioides

Dog Rose

Hardy small to medium dense shrub. 1-2m X 1-2m wide with masses of dainty pink flowers, flowering most of year, attracting butterflies. Grows well in wet or moist soils, prefers acid soils. Likes full or filtered sun. Good coastal plant. Frost tolerant. Prune regularly. Good erosion control.

Callistemon pallidus

Lemon Bottlebrush

Evergreen medium shrub, very upright with silky leaves that become smooth with age. Lovely lemon yellow bottlebrushes in spring and summer. Likes a dry or moist position. Tolerates full or filtered sunlight. Attracts nectar eating birds.

Callitris oblonga

Cypress pine, South esk pine

This is one of Australia's native conifers. It has an attractive shrubby shape and is suitable for use in the garden as a fast growing hedge, since it can be pruned to shape. It is also useful for gardens where the soil is rocky and sandy but will tolerate a range of soils, providing the drainage is good.

Correa backhousiana

Velvet correa

A dense, bushy, spreading shrub to 1.5m high by 2m wide. Leaves are glossy green on top, rusty coloured underneath. Greenish cream bell flowers in winter. Spring bird attracting. Tolerates lime and coastal plantings. Usually frost resistant.

Leptospermum lanigerum

Woolley tea-tree

Hardy medium to large shrub 2.5 to 5m high x 1.2-3m wide, massed with white flowers during spring. Soft grey foliage. Prefers moist to wet soils with good drainage and will grow well in full or filtered sun. Attracts butterflies and seed eating birds. Tolerates light snow, smog and frost.

Melaleuca ericifolia

A very hard, fast growing small evergreen tree suited to most soils and aspects. Suitable for poorly drained or saline soils and withstands coastal exposure. Needle-like leaves and 2-3cm long cream flower spikes, in spring and early summer. Ideal for planting as a screen.

Melaleuca gibbosa

Fine leafed paperbark, Slender honey-myrtle

Evergreen small shrub with mauve/purple ball shaped flowers in late spring and summer. Suitable for most soils, tolerating lime and salt soil. Frost resistant.

Melaleuca squarrosa

Tall, bushy shrub, good foliage. Scented, yellow brush flowers, in spring-summer. Suitable for most soils, tolerating very wet conditions, lime, saline and frost.

Micrantheum hexandrum

River box

Attractive foliage plant with new growth showing red stems. Cream flowers in spring. Grows up to 2m high. Prune to form a dense screen plant.

Notelaea ligustrina

Native Olive, Mock olive, Privet mock olive

Tall shrub with smooth, dark green leaves. Small yellow flowers and purple fruit. Prefers a moist, semi-shaded position but grows well in a wide range of conditions.

Pomaderris apetala

Dogwood

Medium to tall shrub 3 to 15 m. This shrub grows in a wide variety of sites from very dry to very wet but will grow larger with moisture. Looks good planted in copses.

SHRUBS TO 1m**Amperea xiphioclada**

Upright or arching stems. Attractive foliage sculpturesque in appearance to 60cm. Useful for basket weaving. Dry to moist sites.

Blechnum penna-marina

Alpine Water Fern

Attractive, low growing, matted ground cover. Leathery dark green fronds to 15cm long, tinged pink when young. Ideal hanging baskets. Rockeries and moist positions in the open ground.

Blechnum wattsii

Hard Water Fern

Hardy and vigorous fern with dark green leathery fronds to 1m tall. Very easily grown in large pot or a moist, shady position in the ground.

Callistemon viridiflorus

Green Bottlebrush

Erect shrub with pale green bottlebrushes. Good in damp conditions. 1-2m X 1m. Frost resistant.

Carex appressa

Tall sedge, Tussock sedge

A tall perennial to 1.8m high. Stems acutely 3 angled and leaves 3-6mm broad. Occurs in winter wet depressions that can dry out completely in summer. Flowers in spring.

Carex inyx

Tassell Sedge

Evergreen clump forming sedge with green foliage and gorgeous golden brown pendulous tassels 1m x 1m.

Carex tasmanica

Curley Sedge

An upright sedge to 30cm. Attractive tight curls on tips of leaves. Wet sites but will tolerate long dry spells.

Dianella tasmanica

Flax Lily

An evergreen perennial plant with arching, strap-like leaves which can be up to 1.2m long. During spring and summer this plant bears clusters of nodding, star shaped, bright blue to purple flowers which are followed by glossy deep blue berries. Thrives in a sunny to partly shaded position in humus rich, well drained soil. Ideal for rockeries, poolside planting and containers.

Ficinea nodosa (syn isolepis nodosa)*Knobby club rush*

Dense tufted native rush with stiff stems. Rounded brown flower knobs in summer. Suit damp or moist sandy soil. 60cm X 1m wide.

Ficinea nodosa (syn isolepis nodosa)*Knobby club rush (syn. Isolepis nodosa)*

Ideal for planting around pond margins, this fast growing perennial plant forms clumps of upright, often arching, dark green stems. Brownish, globular flower heads are produced throughout the year. A tough hardy plant which thrives in full sun in a range of soils. Tolerates salt spray, waterlogged and saline soils. Adds texture and colour to seaside gardens and water features, useful for general garden planting.

Goodenia elongata*Lanky Goodenia*

Suckering ground cover 10cm tall X 50cm. Glossy green leaves, rich yellow flowers on tall stems spring-summer, prefers moist soils in full sun or part shade.

Isolepis inundata*Knobby club rush, Swamp club rush*

Handy aquatic for waters edge or general planting (eg. shrub beds, dry creek beds).

Lomandra longifolia*Long leaf mat bush, Sagg*

A popular plant for use as accent in gardens, where the rush like foliage contrasts well with broad leafed plants. Use it next to ponds or as a boarder plant. Flowers in spring, bearing clusters of cream, strongly perfumed flowers - great for use in flora arrangements. A very adaptable plant that will grow well in a range of soils but does best in a moist position.

Mazus pumilio*Mauve carpet*

Low growing creeping plant. Ideal ground cover, with mauve flowers, spring and summer. Semi shade or sun.

Melaleuca squamea

A bushy shrub to 1m with stunning mauve flowers in spring-summer. Grows well in a damp spot. Frost hardy.

Poa labillardieri

A popular native grass grown for its soft blue foliage. In the warmer months this clumping plant produces an attractive flower head with a purple tint. Thrives in a sunny to partly shaded position and grows in a range of soils. Suitable for planting under trees, embankments and mass plantings. Cut to just above ground level in late winter for fresh new spring growth.

Polystichum proliferum*Mother Shield Fern*

An easy to grow fern with attractive green fronds. New fronds are covered with eye catching brownish scales. An ideal plant for ferneries and shaded garden positions but will perform equally well when planted in a container. Plant in humus rich, moist, well drained soil in part shade. Fertilise with a good organic fertilizer. When planting in containers use a premium potting mix.

Polystichum proliferum*Mother Shield Fern*

Attractive native fern with arching fronds to 1m long forming plantlets near the tip. Very easily grown in a moist position in morning or filtered sun. Suitable for tubs.

Pratia pedunculata*Blue pratia, Common pratia, White pratia*

This dainty, spreading plant forms a carpet of tiny green leaves which from spring to early summer is smothered in a mass of tiny, white flowers. This carpeting plant is ideal for filling in spaces near rocks and sleepers and makes an attractive groundcover. Thrives in a sunny to semi-shaded position in moist soil. Keep moist at all times.

Pratia pedunculata*Blue pratia, Common pratia, White pratia*

This dainty, spreading plant forms a carpet of tiny, green leaves, which from spring to early summer is smothered in a mass of tiny blue flowers. This carpeting plant is ideal for filling in spaces near rocks and sleepers, and makes an attractive groundcover, thrives in a sunny to semi-shaded position in moist soil. Keep moist at all times.

Scaevola hookeri*Creeping fan flower, Mat fan flower*

A very densely matting, evergreen groundcover with glossy, dark green leaves and small, white fan-shaped flowers in flushes, during spring, summer and autumn. An excellent soil binding plant for average to moist positions. Frost hardy.

Velleia paradoxa*Spur velleia*

Wild flower 20cm X 20cm with large yellow flowers spring and summer. Prefers moist soils which are well drained and part shade to full sun.

Viola fuscoviolacea

A spreading, matting violet with attractive dense foliage and tiny deep purple-blue flowers in spring and summer. Prefers a moist position. Withstands frosts and snow.

Viola hederacea*Native violet*

An attractive creeping evergreen perennial with fan shaped leaves. This plant produces beautiful mauve flowers over a long flowering period. An ideal ground cover for full sun to part shade in well drained soils.

TREES**Acacia dealbata***Silver Wattle*

A tall tree with a smooth trunk, often decorated with silvery, mottled patches contrasting with the greyish-green leaves. In spring, clusters of golden-yellow, fluffy ball like flowers almost cover the whole tree.

Acacia melanoxylon*Blackwood*

A beautiful formal tree that produces one of Australia's most sought after woods for cabinet making. Light yellow flowers occur in winter and early spring. A useful tree for a windbreak or screen as it grows densely. It is also tolerant of a wide range of positions, however its height and width will be greatest if the soil is moist and fertile.

Eucalyptus ovata*Black gum, Swamp gum*

Evergreen medium to tall moisture loving tree, good for poorly drained soils. Smooth white trunk. Masses of white flowers in autumn which attract birds. Frost hardy. Good tree for cool districts. Water absorber. Drought tolerant. Excellent shade and windbreak tree.

Eucalyptus rodwayi*Swamp Peppermint*

This tree is suitable for a wide range of conditions, from very dry sandy soils to river banks. Grows 15 to 20m.

Eucalyptus viminalis*White Gum*

A magnificent tree with a lovely white trunk. This tree is suitable for very dry to very wet sites. Its height is 20 to 40m depending on availability of moisture.

Pomaderris apetala*Dogwood*

Medium to tall shrub 3 to 15 m. This shrub grows in a wide variety of sites from very dry to very wet but will grow larger with moisture. Looks good planted in copses.

Prostanthera lasianthos*Christmas bush, Tasmanian Christmas bush*

The Tasmanian Christmas bush comes into flower around Christmas with masses of mint scented foliage. A rapid growth in a range of soils but for best results grow in a well drained soil and mulch to retain moisture in the drier months. An attractive plant that will grow in a range of positions in the garden.

Tasmannia lanceolata*Mountain pepper, Native pepper*

Small leafed mountain form. Handsome foliage shrub with bright green leaves and red stems. Creamy-yellow flowers in spring. Slow growing to 1.5m, hardy in a cool moist well drained position in sun or shade.

Appendix C

Certificate Forms

CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE ITEM

Section 321

Form 55

To: Department of Communities – Housing Tasmania Owner /Agent

GPO Box 65 Address

Hobart Tas 7001 Suburb/postcode

Qualified person details:

Qualified person: Tony Barriera - Geoton Pty. Ltd.

Address: PO Box 522 Phone No: 03 6326 5001

Prospect Tas 7250 Fax No:

Licence No: CC6220 P Email address: tbarriera@geoton.com.au

Qualifications and Insurance details: Tony Barriera – BEng, MSc
CPEng, NER – IEAust 471929
Civil, Geotechnical
Certain Underwriters at Lloyd's-
ENG 21 000330 (description from Column 3 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)

Speciality area of expertise: Geotechnical Engineering (description from Column 4 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)

Details of work:

Address: 22 Main Street Lot No: 1

Ringarooma Tas 7263 Certificate of title No: 232132/1

The assessable item related to this certificate: Classification of foundation conditions according to AS2870 - 2011 (description of the assessable item being certified)

Assessable item includes –

- a material;
- a design
- a form of construction
- a document
- testing of a component, building system or plumbing system
- an inspection, or assessment, performed

Certificate details:

Certificate type: Foundation Site Classification – AS2870 (description from Column 1 of Schedule 1 of the Director's Determination - Certificates by Qualified Persons for Assessable Items n)

This certificate is in relation to the above assessable item, at any stage, as part of - (tick one)

building work, plumbing work or plumbing installation or demolition work: ☐

or

a building, temporary structure or plumbing installation: ☒

In issuing this certificate the following matters are relevant –

Documents:	Geoton Pty Ltd, Report Reference No. GL22703Ab Rev.1, dated 02/05/2025
Relevant calculations:	Refer to report
References:	AS 2870 – 2011 Residential Slabs and Footings Construction AS 4055 – 2021 Wind Loads for Housing CSIRO Building Technical File 18

Substance of Certificate: (what it is that is being certified)

Site Classification in accordance to AS2870 - 2011
Wind Loading in accordance to AS 4055 - 2021
Findings and recommendations of report

Scope and/or Limitations

The classification applies to the site as investigated at the time and does not account for any future alteration to foundation conditions resulting from earthworks, drainage condition changes or site maintenance variations.

I certify the matters described in this certificate.

	<i>Signed:</i>	<i>Certificate No:</i>	<i>Date:</i>
Qualified person:		GL22703Ab Rev.1	02/05/2025

CERTIFICATE OF THE RESPONSIBLE DESIGNER

Section 94
Section 106
Section 129
Section 155

To: Department of Communities – Housing Tasmania
GPO Box 65
Hobart Tas 7001

Owner name
Address
Suburb/postcode

Form **35**

Designer details:

Name: Tony Barriera Category: Civil Engineer Hydraulic - Domestic
Business name: Geoton Pty Ltd Phone No: 03 6326 5001
Business address: P O Box 522
Prospect TAS 7250 Fax No:
Licence No: IEAust 471929, CC6220 P Email address: tbarriera@geoton.com.au

Details of the proposed work:

Owner/Applicant: Department of Communities – Housing Tasmania Designer's project reference No: GL22703Ab Rev.1
Address: 22 Main Street Lot No: 1
Ringarooma Tas 7263
Type of work: Building work ☐ Plumbing work ☒ (X all applicable)

Description of work:

New building
on-site wastewater management system

(new building / alteration /
addition / repair / removal /
re-erection
water / sewerage /
stormwater /
on-site wastewater
management system /
backflow prevention / other)

Description of the Design Work (Scope, limitations or exclusions): (X all applicable certificates)

Certificate Type:	Certificate	Responsible Practitioner
	☐ Building design	Architect or Building Designer
	☐ Structural design	Engineer or Civil Designer
	☐ Fire Safety design	Fire Engineer
	☒ Civil design	Civil Engineer or Civil Designer
	☐ Hydraulic design	Building Services Designer
	☐ Fire service design	Building Services Designer
	☐ Electrical design	Building Services Designer
	☐ Mechanical design	Building Service Designer
	☐ Plumbing design	Plumber-Certifier; Architect, Building Designer or Engineer
	☐ Other (specify)	
Deemed-to-Satisfy: ☐	Performance Solution: ☒	(X the appropriate box)

Other details:

All design documents provided in Report GL22703Ab Rev.1, dated 02/05/2025**Design documents provided:**

The following documents are provided with this Certificate –

Document description:

Drawing numbers:	Prepared by:	Date:
Schedules:	Prepared by:	Date:
Specifications:	Prepared by:	Date:
Computations:	Prepared by:	Date:
Performance solution proposals:	Prepared by:	Date:
Test reports:	Prepared by:	Date:

Standards, codes or guidelines relied on in design process:

All design documents are contained within report
AS/NZS1547:2012 On-site domestic-wastewater management

Any other relevant documentation:**Attribution as designer:**

I Tony Barriera of Geoton Pty Ltd am responsible for the design of that part of the work as described in this certificate;

The documentation relating to the design includes sufficient information for the assessment of the work in accordance with the *Building Act 2016* and sufficient detail for the builder or plumber to carry out the work in accordance with the documents and the Act;

This certificate confirms compliance and is evidence of suitability of this design with the requirements of the National Construction Code.

*Name: (print)**Signed**Date*

Designer:

Tony Barriera

02/05/2025

Licence No:

CC6220P

Assessment of Certifiable Works: (TasWater)	
--	--

Note: single residential dwellings and outbuildings on a lot with an existing sewer connection are not considered to increase demand and are not certifiable.

If you cannot check ALL of these boxes, LEAVE THIS SECTION BLANK.

TasWater must then be contacted to determine if the proposed works are Certifiable Works.

I confirm that the proposed works are not Certifiable Works, in accordance with the Guidelines for TasWater CCW Assessments, by virtue that all of the following are satisfied:

- ☐ The works will not increase the demand for water supplied by TasWater
- ☐ The works will not increase or decrease the amount of sewage or toxins that is to be removed by, or discharged into, TasWater's sewerage infrastructure
- ☐ The works will not require a new connection, or a modification to an existing connection, to be made to TasWater's infrastructure
- ☐ The works will not damage or interfere with TasWater's works
- ☐ The works will not adversely affect TasWater's operations
- ☐ The work are not within 2m of TasWater's infrastructure and are outside any TasWater easement
- ☐ I have checked the LISTMap to confirm the location of TasWater infrastructure
- ☐ If the property is connected to TasWater's water system, a water meter is in place, or has been applied for to TasWater.

Certification:	
-----------------------	--

I Tony Barriera of Geoton Pty Ltd being responsible for the proposed work, am satisfied that the works described above are not Certifiable Works, as defined within the *Water and Sewerage Industry Act 2008*, that I have answered the above questions with all due diligence and have read and understood the Guidelines for TasWater CCW Assessments.

Note: the Guidelines for TasWater Certification of Certifiable Works Assessments are available at: www.taswater.com.au

	Name: (print)	Signed	Date
Designer:	Tony Barriera		02/05/2025

LOADING CERTIFICATE

To: **Department of Communities –
Housing Tasmania**

Owner /Agent

Certificate Ref:
AS/NZS 1547:2012
Section 7.4.2

GPO Box 65

Address

Hobart Tas

7001

Suburb/postcode

Details of work:

Address:

22 Main Street

Lot No:

1

Ringarooma Tas

7263

Certificate of title No:

232132/1

The work
related to this
certificate:

**On-site domestic-wastewater
management**

(description of the work or part work being
certified)

Certificate details:

In issuing this certificate the following matters are relevant –

Documents:

Report GL22703Ab Rev.1 dated 02/05/2025
Figure 1 – Locality Plan
Figure 2 – Site Plan
Figure 3 – Conventional Bed Section

Relevant
calculations:

Contained in the above

References:

AS/NZS1547:2012 On-site domestic-wastewater management

Substance of Certificate:

This certificate sets out the design criteria and the limitations associated with use of the system.

Wastewater Characteristics

<i>Population equivalent used for this assessment</i>	= 16 (3 x 2 bedroom dwellings + 2 x 1 bedroom dwellings)
<i>Wastewater volume (L/day) used for this assessment</i>	= 2400 (150 Litres per person)
<i>Approximate blackwater volume (L/day)</i>	= 960
<i>Approximate greywater volume (L/day)</i>	= 1440

Soil Characteristics/Design Criteria

<i>Texture (Table E4 from AS/NZS 1547)</i>	= Clay Loam
<i>Soil category (Table E1 from AS/NZS 1547)</i>	= 4
<i>Soil structure (Table E4 from AS/NZS 1547)</i>	= Moderately Structured
<i>Indicative permeability (Table 5.1 from AS/NZS 1547)</i>	= 1.5m/day
<i>Adopted permeability</i>	= 1.5m/day
<i>Adopted Design Irrigation Rate</i>	= 20mm/day
<i>Soil thickness for disposal</i>	= >0.6m
<i>Minimum depth (m) to water</i>	= >2m

Dimensions for On-Site Treatment System

<i>Disposal and treatment methods</i>	= Aerated Wastewater Treatment System (AWTS) and Raised Conventional Bed
<i>Site modification and specific design</i>	= Not required
<i>Primary disposal area required</i>	= 120m ²
<i>%50 Reserve disposal area required</i>	= 60m ²
<i>Location and use of Reserve area</i>	= Reserve area located to the south of the proposed dwellings. Currently vacant with a moderate cover of grass.
<i>Is there sufficient area available on site for disposal (including %50 reserve)</i>	= Yes

Notes

The purpose of the reserve area is to allow for future extension of the land application system to allow a factor of safety against unforeseen malfunction or failure, perhaps following increased household occupancy or inadvertent misuse of the system.

The land application area may be reduced to account for flow reductions by water-saving devices, provided the organic loading rate is not higher than it would have been without the flow reduction.

Allowable Variation from Design Flow

Based on an approved AWTS/STS rated at 3000 litres per day and a wastewater design volume of 2400L/day the allowable variation from design flow (peak loading events) would be an additional 600L/day.

System Limitations

Consequences of overloading the system:

- (A) Adverse effects on soil properties and plant growth through excess salt accumulation in the root zone during extended dry periods
- (B) Harmful long-term environmental effects to the soil of land application system or the adjacent surface water and groundwater; or
- (C) Increased risk to public health from surface ponding in the land application area or channelling or seepage beyond the land application area.

Consequences of underloading the system:
Not applicable to this type of system.

Operation Requirements

Refer to operation manual of preferred aerated waterwater treatment system.

Maintenace Requirements

Refer to operation manual of preferred aerated waterwater treatment system.

I certify the matters described in this certificate.

	<i>Signed:</i>	<i>Date:</i>	<i>Certificate No.</i>
Certifier:		02/05/2025	GL22703Ab Rev.1

RESIDENTIAL DEVELOPEMNT

22 Main Street Ringarooma



Unit Perspective



Unit Perspective

22 Main street Ringarooma

- Application for multiple dwellings -three single dwellings and covered car-spaces.

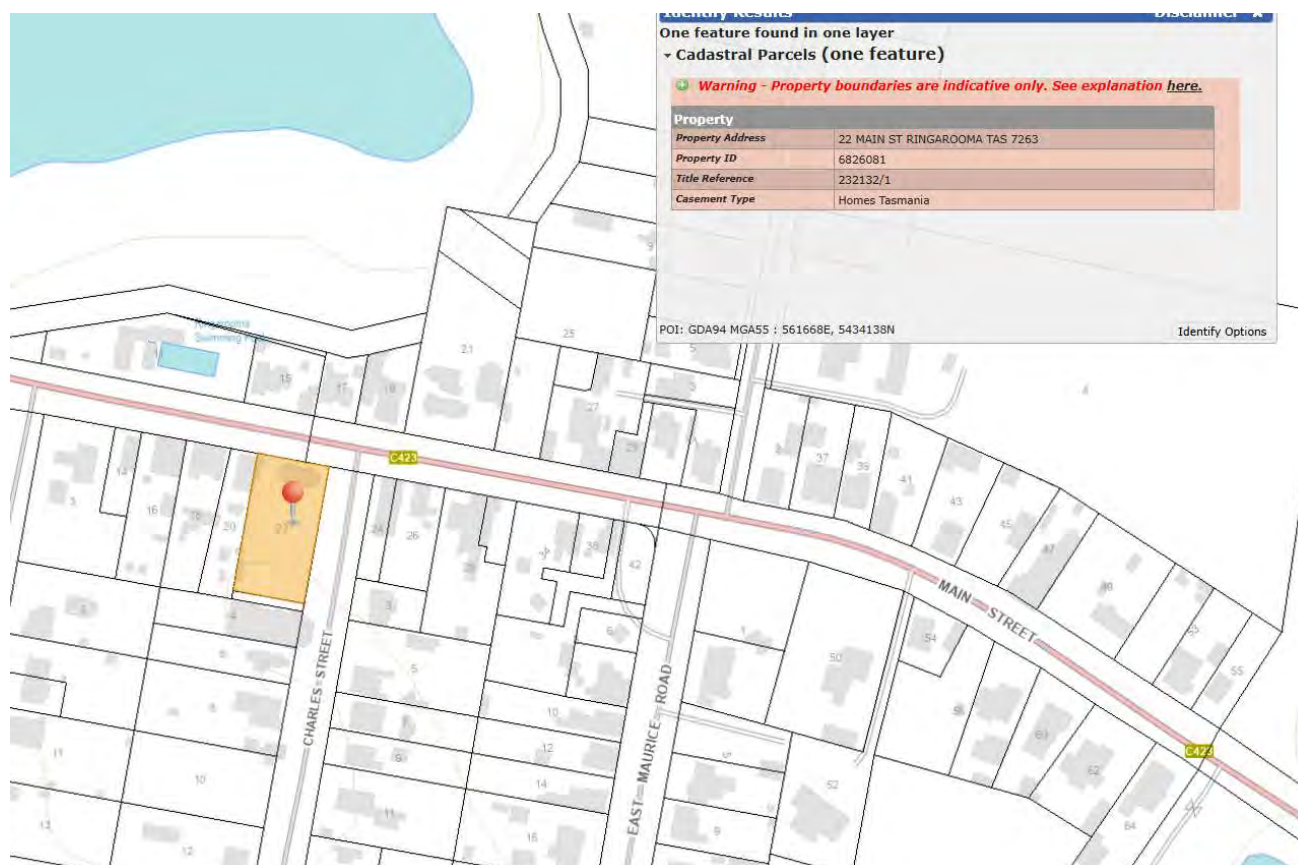


Figure 1 “the list site identification and title reference number”.

Report last updated – 15-02-2025

Author Marcus Ralph

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richard.blackwell@homes.tas.gov.au

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 - 1.1 Project Site
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- 2. PLANNING SCHEME ZONING REQUIREMENTS
 - 2.1 12.0 VILLAGE ZONE
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22 Main Street Ringarooma

1. Design Response

It is proposed to construct 3 dwelling Houses on the site located 22 Main Street Ringarooma. It is intended to build to a standard that allows for level secure access, Energy efficient homes to a standard required by stakeholders:

- to meet design criteria necessary, to facilitate personal needs of individuals and stakeholders
- level access, secure car spaces
- all weather access from parking spaces to the entry points of the building.
- The development must meet consideration for landscaping, as well as suitable to fit within the built form of the suburb and provide inspiring spaces for occupants to live.
- Energy efficiency and solar passive where possible
- Ability to fit energy saving devices and or Solar PV Panels
- Achieve the design standard required under the social housing provision of Homes Tasmania

1.1 Project site

The site is Located at 22 Main Street, Ringarooma

Title Reference: Vol 232132 / Folio 01

Site Area 1935.00 sqm

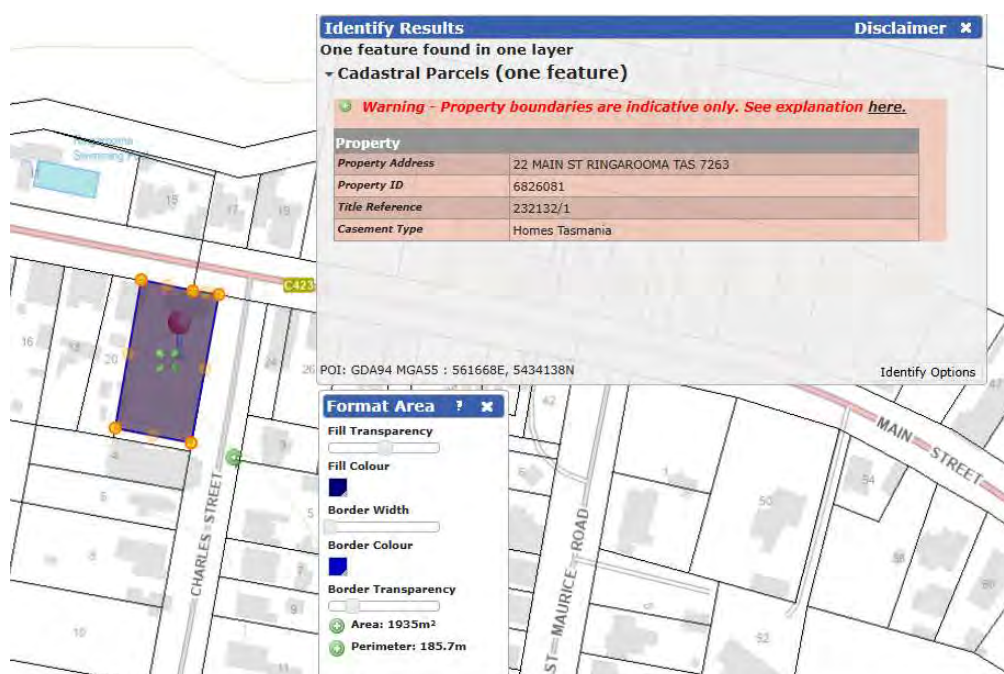


Figure 2 site area and boundary identification and PID NUMBER

1.2 Background

The residential site is currently developed with 2 single conjoined dwellings.

The site is owned by Homes Tasmania and under direction for re-development and to facilitate 3 homes for modern clients, design orientated specifically by Homes Tasmania staff as directed

1.3 Developed design

It is proposed to construct 3 dwelling Houses on the site located 22 Main Street Ringarooma. It is intended to build to a standard that allows for level secure access, Energy efficient home to a standard required by stakeholders: NCC 2022 6 STAR energy rating

The proposal consists of 2 existing dwellings and 3 individual dwellings that are modern and minimalistic, Solar ready on a development site that allows for private open space to be access directly from the Living spaces. Open space will have a northerly aspect with more than 3 hours of direct sunlight on the winter solstice. The driveway allows for 7 vehicles to enter and leave the site in a one-way direction, Charles Street where the new access will be formed is a low traffic site and the road is some 17.00 metres wide. It is designed to jockey park the unit carapaces, and allow for the unit's occupants to reverse and manoeuvre internally and exit the sight with long sight lines, due to low vehicle numbers. 2 carspaces allocated to each Unit. 1 dedicated space has a covered carport 6.0 metres x 3.8 metres and a common visitor space on site. Sightlines to and from the development site exceeds 40 metres at the Charles Street in both directions

Open spaces and landscaped spaces are fenced and private and the designs of the dwellings are sensitive to the open spaces of adjacent dwellings. Creating larger rear setbacks behind the units and proposing small decks maintains property amenity Landscaping is designed to be low maintenance and drought resistant requiring little maintenance once established. Driveway surfaces will be sealed all weather sealed access pavement with stormwater filtering meeting current standards within the NCC 2022 and the Tasmania Planning Scheme. On site stormwater retention is determined by local



infrastructure and will be reviewed. The structures will be low profile single storey and suitable for many occupants' individual needs. Constructed with timber floors, timber framing, timber roof trusses and colorbond roofing. The development is on a dedicated bus route in a well-established residential area. The distance to Bus stop 16057 is 75.00 metres from outside 22 main street. by walking from the proposed site, via footpaths.

Bus stop 16057

2. PLANNING SCHEME ZONE REQUIREMENTS

2.10 The site is subject to the Tasmanian planning Scheme, and is zoned 12.0 Village

Standards that apply against the scheme are listed below



2.2 Village Zone

Zone Purpose

The purpose of the Village Zone is:

To provide for small rural centres with a mix of residential, community services and commercial activities.

To provide amenity for residents appropriate to the mixed-use characteristics of the zone

2.30 Use class

Permitted residential if not listed as no permit required.

- The use class is residential (multiple dwellings) which is a permitted use in the Village Residential Zone

3.0 Development standards for Buildings and works

Residential density and servicing for multiple dwellings

Objective: That the density of multiple dwellings:

- (a) makes efficient use of land for housing; and
- (b) optimises the use of infrastructure and community services.

Multiple dwellings must:

- (a) have a site area per dwelling of not less than 600m²; and
- (b) have a connection to a reticulated sewerage, stormwater and full water supply service.

- the site area is 1935.00 sqm showing compliance with the 600.00 sqm dwelling unit factor with a potential yield of 3 units (5 total are proposed)
- The site has no reticulated sewer service

P1.1 For a site that has a connection to or is capable of being connected to, a reticulated sewerage, stormwater and full water supply service, multiple dwellings must only have a site area per dwelling that is less than 600m² if the number of dwellings:

- (a) have a site area per dwelling that does not exceed the capacity of the reticulated infrastructure services; and
- (b) are consistent with the density existing on established properties in the area; or
- (c) the development provides a specific accommodation need with significant social or community benefit.

P1.2

For a site that is not capable of being connected to a reticulated sewerage, stormwater and full water supply service, multiple dwellings must have a site area that:

- (a) is sufficient for on-site wastewater and stormwater disposal and water supply; and
- (b) a regulated entity has provided written advice stating that the site is unable to be connected to a full water supply service or a reticulated sewerage system.

Response: the project is for non-profit and is solely for the social and community benefit

3.1 SETBACKS

A1

Buildings must have a setback from a frontage of:

- (a) not less than 4.5m;
- (b) not less than existing buildings on the site; or
- (c) not more or less than the maximum and minimum setbacks of the buildings on adjoining properties.

A2

Buildings must have a setback from side and rear boundaries of not less than:

- (a) 3m; or
 - (b) half the wall height of the building,
- whichever is the greater.*

(a) if the frontage is a primary frontage, not less than 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site;

(b) if the frontage is not a primary frontage, not less than 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site;

(c) if for a vacant site and there are existing dwellings on adjoining properties on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or

(d) if located above a non-residential use at ground floor level, not less than the setback from the frontage of the ground floor level.

- The proposal meets the front, and side and rear boundary setbacks in accordance with figure 8.1 of the scheme, Setbacks to the front boundary are
- Nil existing front setback existing units
- 7905 mm front setback to Charles Street unit 1,2 and 3 2 and
- 6100mm side setback. Rear setback of 15770mm
- Figure 8.1 Building envelope as required by clause 8.4.2 A3(a) and clause 8.5.1 A2(a)

3.2 Site Coverage

Objective: : That site coverage:

(a) is compatible with the character of the development existing in the area;
and

(b) provides sufficient area for private open space and landscaping.

A1

Site coverage must be not more than 50%.

- The site area = 1935.00 sqm. The proposed site coverage is 451.00 sqm
- Site coverage calculates to 23.30 %

3.3 Open Space

Under general residential zone standards A2 A dwelling must have private open space that:

(a) is in one location and is not less than: (i) 24m²; or (ii) 12m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer);

(b) has a minimum horizontal dimension of not less than: (i) 4m; or (ii) 2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer);

(c) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of true north and 30 degrees east of true north; and (d) has a gradient not steeper than 1 in 10.

- Each dwelling has open space of 115.00 sqm U1 and 85.00 sqm U2 and U3 directly accessible from the living space compliant with 8.4.4A1 and **Figure 8.4** Separation from the private open space of another dwelling on the same site as required by clause 8.4.4 A1(a)

3.4 Sunlight to open space

A1 A multiple dwelling, that is to the north of the private open space of another dwelling on the same site, required to satisfy A2 or P2 of clause 8.4.3, must satisfy

(a) or (b), unless excluded by (c): (a) the multiple dwelling is contained within a line projecting (see Figure 8.4): (i) at a distance of 3m from the northern edge of the private open space; and (ii) vertically to a height of 3m above existing ground level and then at an angle of 45 degrees from the horizontal; (b) the multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00am and 3.00pm on 21st June; and

(c) this Acceptable Solution excludes that part of a multiple dwelling consisting of: (i) an outbuilding with a building height not more than 2.4m; or (ii) protrusions that extend not more than 0.9m horizontally from the multiple

- Each dwelling has open space of 85.00 sqm and 115.00 sqm directly accessible from the living space compliant with 8.4.4A1 and receives a minimum of 4 hours of sunlight on 21 June. Open space has a North – North West Orientation.

3.5 Width of openings

A1 A garage or carport for a dwelling within 12m of a primary frontage, whether the garage or carport is free-standing or part of the dwelling, must have a total width of openings facing the primary frontage of not more than 6m or half the width of the frontage (whichever is the lesser).

- Each dwelling has a carport located at the front dwellings in compliance with 8.4.5 A1 and P1 Distance to the closest carport is in excess of 9.50 metres with a width of 3800mm. The carports are set back 1600mm behind the unit facade

3.6 Privacy of dwellings

A1 A balcony, deck, roof terrace, parking space, or carport for a dwelling (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1m above existing ground level must have a permanently fixed screen to a height of not less than 1.7m above the finished surface or floor level, with a uniform transparency of not more than 25%, along the sides facing a:

- (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of not less than 3m from the side boundary;*
- (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of not less than 4m from the rear boundary; and*
- (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is not less than 6m:*
 - (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or*

(ii) from a balcony, deck, roof terrace or the private open space of the other dwelling on the same site. A2 A window or glazed door to a habitable room of a dwelling, that has a floor level more than 1m above existing ground level, must satisfy

(a), unless it satisfies

(b): (a) the window or glazed door: (i) is to have a setback of not less than 3m from a side boundary;

(ii) is to have a setback of not less than 4m from a rear boundary;

(iii) if the dwelling is a multiple dwelling, is to be not less than 6m from a window or glazed door, to a habitable room, of another dwelling on the same site; and

(iv) if the dwelling is a multiple dwelling, is to be not less than 6m from the private open space of another dwelling on the same site.

(b) the window or glazed door:

(i) is to be offset, in the horizontal plane, not less than 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling;

(ii) is to have a sill height of not less than 1.7m above the floor level or have fixed obscure glazing extending to a height of not less than 1.7m above the floor level; or

(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of not less than 1.7m above floor level, with a uniform transparency of not more than 25%

A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of not less than:

(a) 2.5m; or

(b) 1m if:

(i) it is separated by a screen of not less than 1.7m in height; or

(ii) the window, or glazed door, to a habitable room has a sill height of not less than 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of not less than 1.7m above the floor level.

- Each dwelling has an open space screened by a paling fence min 1500mm high and has no adjacent window or opening with a sill height of less than 1700mm over-looking the adjacent unit
- Open space and Privacy are compliant with 8.4.6

3.7 Front fences for all dwellings

Objective:

The height and transparency of frontage fences:

(a) provides adequate privacy and security for residents;

(b) allows the potential for mutual passive surveillance between the road and the dwelling; and

(c) is reasonably consistent with that on adjoining properties.

- There is only landscaping proposed along Charles Street and along the boundary of 20 Main Street. Landscaping is proposed between units to increase amenity internally with passive surveillance considered by. Individual sensor lights will be fitted under the carport of each unit

3.8 Waste storage for multiple dwellings

A1 A multiple dwelling must have a storage area, for waste and recycling bins, that is not less than 1.5m² per dwelling and is within one of the following locations:

(a) an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or (b) a common storage area with an impervious surface that:

- (i) has a setback of not less than 4.5m from a frontage;*
- (ii) is not less than 5.5m from any dwelling; and*
- (iii) is screened from the frontage and any dwelling by a wall to a height not less than 1.2m above the finished surface level of the storage area.*

- The proposed development allows for individual wheel bins (x3) to be located next to each dwelling behind a screen fence beyond the carports.
- Bins will be delivered by the occupant to kerb side and returned to the preferred storage area for neat secure storage behind a screen fence

4.1 Parking and Sustainable Codes

C2.1 Code Purpose The purpose of the Parking and Sustainable Transport Code is:

C2.1.1 To ensure that an appropriate level of parking facilities is provided to service use and development.

C2.1.2 To ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas

C2.1.3 To ensure that access for pedestrians, vehicles and cyclists is safe and adequate

C2.1.4. To ensure that parking does not cause an unreasonable loss of amenity to the surrounding area

C2.1.5 To ensure that parking spaces and accesses meet appropriate standards

C2.1.6. To provide for parking precincts and pedestrian priority streets.

4.2 Car parking numbers

A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1

Residential

Residential	If a 1 bedroom or studio dwelling in the General Residential Zone (including all rooms capable of being used as a bedroom)	1 space per dwelling	No requirement
	If a 2 or more bedroom dwelling in the General Residential Zone (including all rooms capable of being used as a bedroom)	2 spaces per dwelling	No requirement
	Visitor parking for multiple dwellings in the General Residential Zone	1 dedicated space per 4 dwellings (rounded up to the nearest whole number); or if on an internal lot or located at the head of a cul-de-sac, 1 dedicated space per 3 dwellings (rounded up to the nearest whole number)	No requirement

- The development provides 2 spaces per dwelling with a common visitor park located at the front of the development, (refer to site plan 2024-1032-02,03,13)
- Turning is designed to have the vehicles reverse in the internal one-way driveway and leave onto Charles Street in a forward motion with sight lines in excess of 20 metres

22 Main Street Ringarooma

5.0 SUMMARY

It is proposed to construct 3 dwelling Houses (plus 2 existing) on the site located 22 Main Street Ringarooma. It is intended to build to a standard that allows for level secure access, Energy efficient home to a standard required by stakeholders: NCC 2022 6 STAR energy rating

As presented, the development meets setbacks, overall heights and private open space requirements as required by the Tasmanian Planning Scheme.

Roof designs allow for solar panels to be fitted into the future and open spaces are separate for privacy, and front entries for the dwellings are accessed from the dedicated parking spaces. Roofed carport will improve the amenity for the occupant and appropriate landscape spaces have been provided to allow the development to match the scale and proportions of existing dwellings within the area

The dwellings are not overbearing in size, shape and form and will be used to meet the needs of the occupants

Colours as specified by Homes Tasmania will blend and soften the development creating less of an impact on the streetscape

Site works are kept to a minimum with construction fabrication off site and then minimal impact on local residences to deliver the buildings and complete civil works

Planning overlays are over the project site.

12.0 Village zone under the Tasmanian Planning Scheme

16.0 Safeguarding Airports (1467.84 metres). Site height 282.00 ahd plus 3.90 metres – 286.00 ahd

The proposed 770.00sqm of hardstand driveway and impervious roof will require onsite stormwater review, and best practices for stormwater treatment are intended for the carpark surfaces. Refer to servicing plan 2024-1032-12.

Review of stormwater controls to be co-ordinated with Development Engineer for site specific infrastructure

Please contact the Author

If required

POD MATRIX

General Manager
Mr John Marik
Dorset Council
3 Ellenor Street
Scottsdale 7260

Dear Mr Marik

Subject: Homes Tasmania Landowner Consent

I, Richard Robert Gilmour, as a person delegated under the Homes Tasmania Act 2022, hereby give permission for Homes Tasmania Representatives, Podmatrix (The Trustee for Total Building and Excavations Unit Trust) and Freestone Building Surveying to sign all necessary planning, building and plumbing applications and any associated documentation on behalf of Homes Tasmania for the properties listed in the table below being land in the ownership of Homes Tasmania;

Title Reference	Address
CT 232132/1	22 Main Street, Ringarooma 7263

If you have any questions regarding this matter, please contact Richard Blackwell on 0460 021 945 or Richard.blackwell@homes.tas.gov.au.

Yours sincerely



Richard Gilmour
Director, Community Infrastructure
Homes Tasmania

4 April 2025

Multiple Dwellings

PROJECT SPECIFIC:
Homes Tasmaina
22 Main street
Ringarooma

Tasmanian Planning Scheme
Title Reference : Vol 232132/ Folio 01

Layout	Drawing		Last Updated	Scale
	ID	Name		
1032-01 Cover Page	1	Sub Floor (4)	26/06/2025 1:32 ...	1:100
	2	Sub Floor (66)	26/06/2025 1:32 ...	1:100
	3	Drawing List (6)	26/06/2025 1:32 ...	1:0.95
1032-02 Site Plan	1	Sub Floor (87)	26/06/2025 1:32 ...	1:200
1032-03 Site Plan	1	Sub Floor (98)	26/06/2025 1:32 ...	1:200
1032-04 Floor Plan Unit 1	1	Sub Floor (88)	26/06/2025 1:32 ...	1:100
1032-05 Elevations Unit 1	1		26/06/2025 1:32 ...	1:100
	2		26/06/2025 1:32 ...	1:100
	3		26/06/2025 1:32 ...	1:100
1032-06 Long Section	1		26/06/2025 1:32 ...	1:100
	2		26/06/2025 1:32 ...	1:200
1032-07 Long Section	1		26/06/2025 1:32 ...	1:100
	2		26/06/2025 1:32 ...	1:200
1032-08 Floor Plan Unit 2	1	Sub Floor (88)	26/06/2025 1:32 ...	1:100
1032-09 Elevations Unit 2	1	(1)	26/06/2025 1:32 ...	1:100
	2	(1)	26/06/2025 1:32 ...	1:100
	3	(2)	26/06/2025 1:32 ...	1:100
1032-10 Floor Plan Unit 3	1	Sub Floor (88)	26/06/2025 1:32 ...	1:100
1032-11 Elevations Unit 3	1	(2)	26/06/2025 1:32 ...	1:100
	2	(2)	26/06/2025 1:32 ...	1:100
	3	(2)	26/06/2025 1:32 ...	1:100
1032-12 Driveway Services	1	Sub Floor (95)	26/06/2025 1:32 ...	1:200
1032-13 Landscaping	1	Sub Floor (95)	26/06/2025 1:32 ...	1:200
	2	Sub Floor (95)	26/06/2025 1:32 ...	1:230.43
1032-14 Vehicle Movements	1	First Floor (5)	26/06/2025 1:32 ...	1:200
1032-15 Vehicle Movements	1	First Floor (5)	26/06/2025 1:32 ...	1:200



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DESIGN APPROVAL
PM-16.00-SK-01 = chassis
2 Bed

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revision-date
DESIGN APPROVAL
Lansdowner 16.00

PROJECT NAME :	APPROVAL SUPERINTENDANT: RICHARD BLACKWELL	Cover Page
CLIENT : Homes Tasmaina	SIGNED:.....	PROJECT NO. DRAWING NO. 2024-1032 1032-01
SITE: 22 Main street	Ringarooma Date: 26/06/2025	SCALE : 1:100, 1:0.95
DRAWN BY : Marcus Rayn		

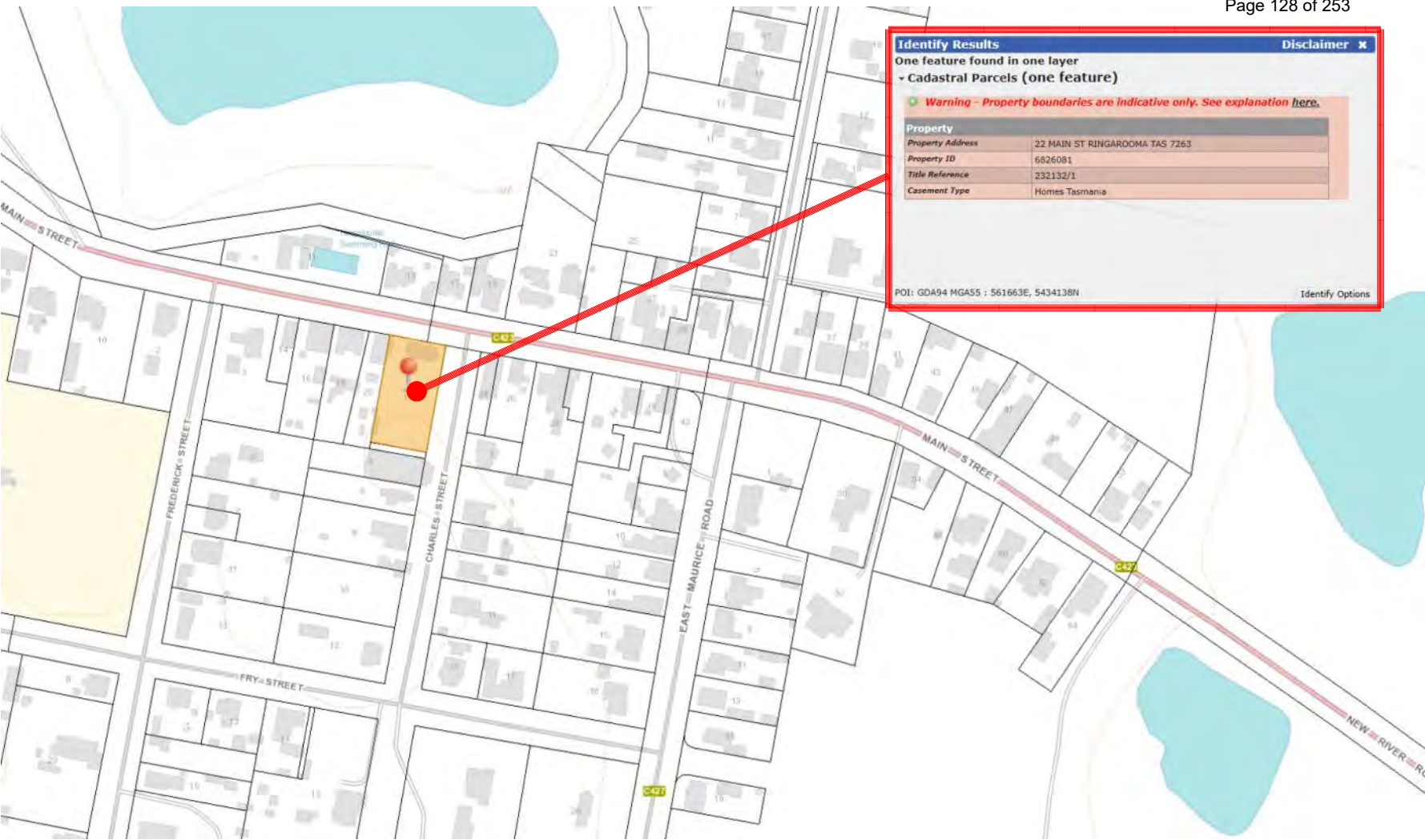
SITE INFORMATION

Lot: 01
Title: 232132 folio 01
Land Size: 1935.00 sqm
Council: Dorset Council
Zoning: 12.00 Village Zone

Overlays:
D.A APPROVAL:REQUIRED
BAL:
WIND CLASSISIFCATION :
CLIMATE ZONE: 7
ENERGY RATING :Na
BUILDING CLASSISIFCATION: tba

Calculations

Unit 1 floor area	70.20 sqm
Site Coverage unit 1	106.70 sqm
carport	23.00 sqm
Unit 2 floor area	70.20 sqm
Site Coverage Unit 2	106.70 sqm
carport	23.00 sqm
Unit 3 floor area	70.20 sqm
Site Coverage Unit 3	106.70 sqm
carport	23.00 sqm
Existing dwellings on site	
Site Coverage	131.00 sqm
Existing Driveway	40.00 sqm
Concrete Driveway	322.00 sqm
Proposed	
Site Area	1935.00 sqm
Proposed site coverage	451.00 sqm
Site Coverage	23.30%
Landscaped area	1000.00 sqm
Landscaped area	52.00%



LOCATION PLAN





Unit 1 floor area	70.20 sqm
Site Coverage unit 1	106.70 sqm
carport	23.00 sqm
Unit 2 floor area	70.20 sqm
Site Coverage Unit 2	106.70 sqm
carport	23.00 sqm
Unit 3 floor area	70.20 sqm
Site Coverage Unit 3	106.70 sqm
carport	23.00 sqm

Existing dwellings on site	
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Proposed	
Site Area	1935.00 sqm

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Site Coverage	23.30%
Landscaped area	1000.00 sqm
Landscaped area	52.00%

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2 Bed

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revision-date
DESIGN APPROVAL
Lansdowner 16.00

PROJECT NAME :	
----------------	--

CLIENT :
Homes Tasmania

SITE :
22 Main street

APPROVAL SUPERINTENDANT: **RICHARD BLACKWELL**

SIGNED: _____

Ringarooma

DRAWN BY : Marcus
Ralph

Site Plan

PROJECT NO.	DRAWING NO.
-------------	-------------

2024-1032 1032-02

SCALE : 1:200

Calculations

Unit 1 floor area	70.20 sqm
Site Coverage unit 1 106.70 sqm carport	23.00 sqm
Unit 2 floor area	70.20 sqm
Site Coverage Unit 2	106.70 sqm
carport	23.00 sqm
Unit 3 floor area	70.20 sqm
Site Coverage Unit 3	106.70 sqm
carport	23.00 sqm

Existing dwellings on site	
Site Coverage	131.00 sqm

Existing Driveway	40.00 sqm
Concrete Driveway	322.00 sqm
Proposed Site Area	1935.00 sqm

Proposed site coverage	451.00 sqm
Site Coverage	23.30%
Landscaped area	1000.00 sqm
Landscaped area	52.00%



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DESIGN APPROVAL
PM-16.00-SK-01 - chassis
2 Bed

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revision-date
DESIGN APPROVAL
Lansdowner 16.00

PROJECT NAME :
CLIENT :
Homes Tasmania
SITE :
22 Main street

APPROVAL SUPERINTENDANT: RICHARD BLACKWELL

SIGNED:.....

Ringarooma

Date: 26/06/2025

DRAWN BY :Marcus Ragan

Site Plan

PROJECT NO. 2024-1032
DRAWING NO. 1032-03

SCALE : 1:200



LEGEND

- smoke detector hard wired to electrical system
 - extractor fan with heating elements optional
 - DP downpipe
 - AJ articulation joint
 - METER BOX meter box
- LEGEND:
- dw - dishwasher
 - hp - hot plates
 - ubo - under bench oven
 - wo - wall oven bank
 - sink - stainless kitchen sink
 - sh - shower
 - bth - bath
 - wc - toilet
 - spa - spa bath
 - vb - vanity basin
 - lr - laundry trough
 - wm - washing machine
 - mh - manhole
 - ds or shs structural support
- 820 door width

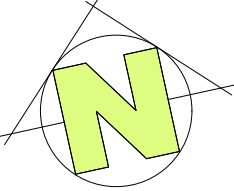
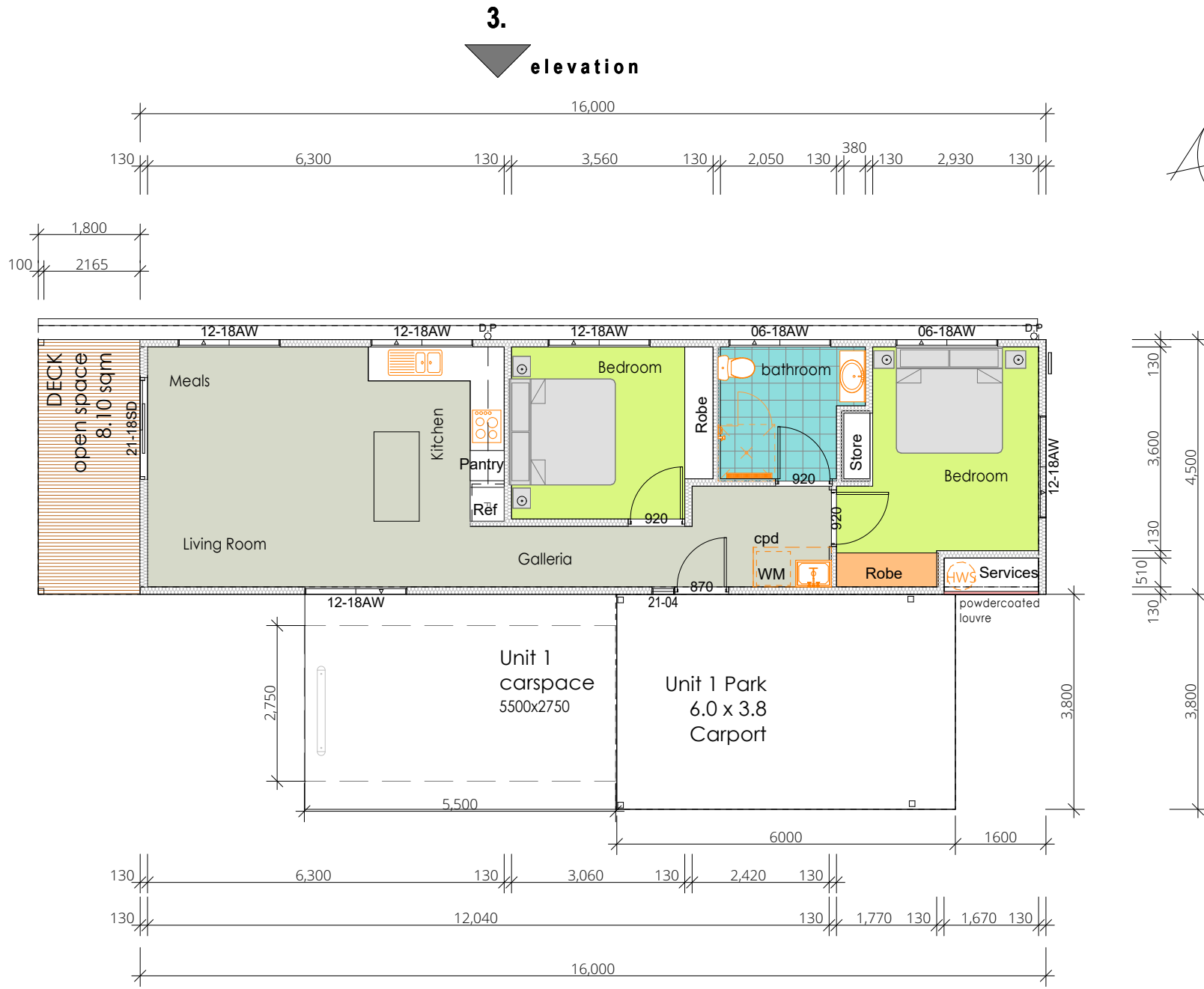
Unit 1
Lansdowner 16.00
PM-16.00-SK-01
2 Bed

Floor area	72.00 Sqm
Deck Area	13.50 Sqm

Unit 1 floor area	70.20 sqm
Site Coverage unit 1 carport	106.70 sqm
Unit 2 floor area	23.00 sqm
Site Coverage Unit 2 carport	70.20 sqm
Unit 3 floor area	23.00 sqm
Site Coverage Unit 3 carport	106.70 sqm

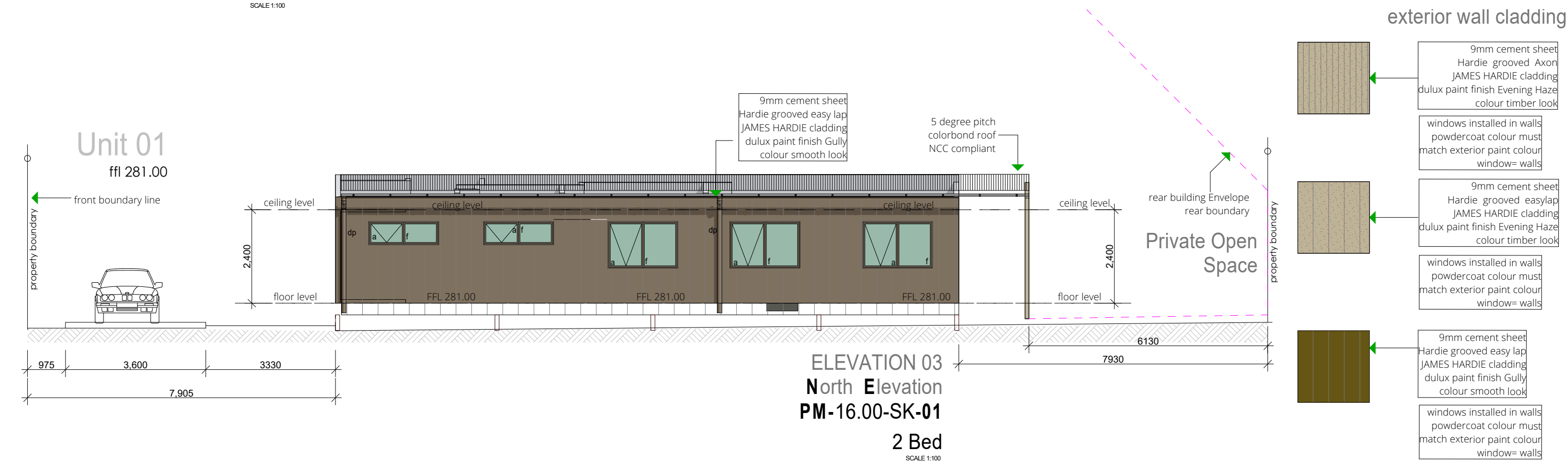
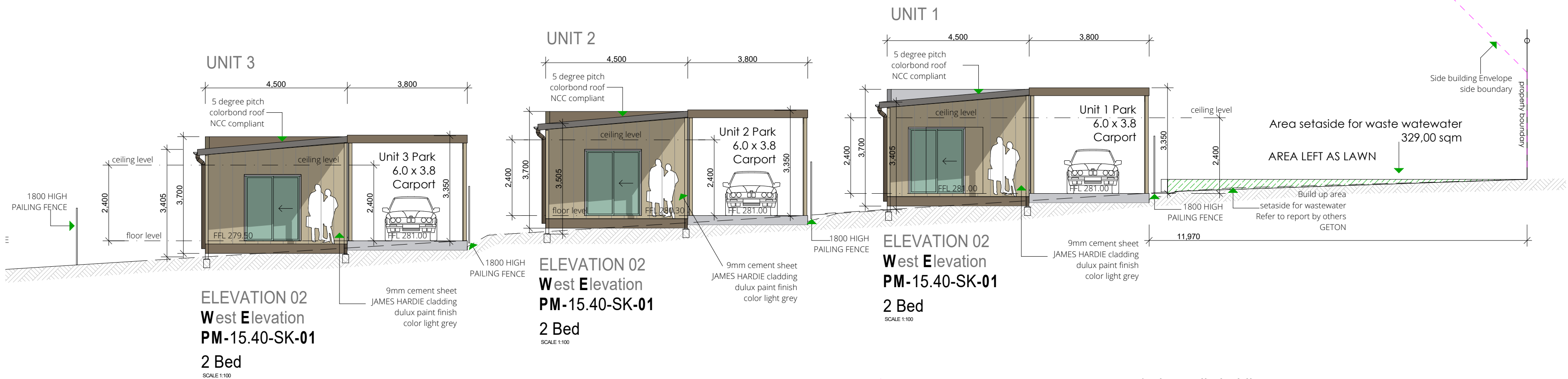
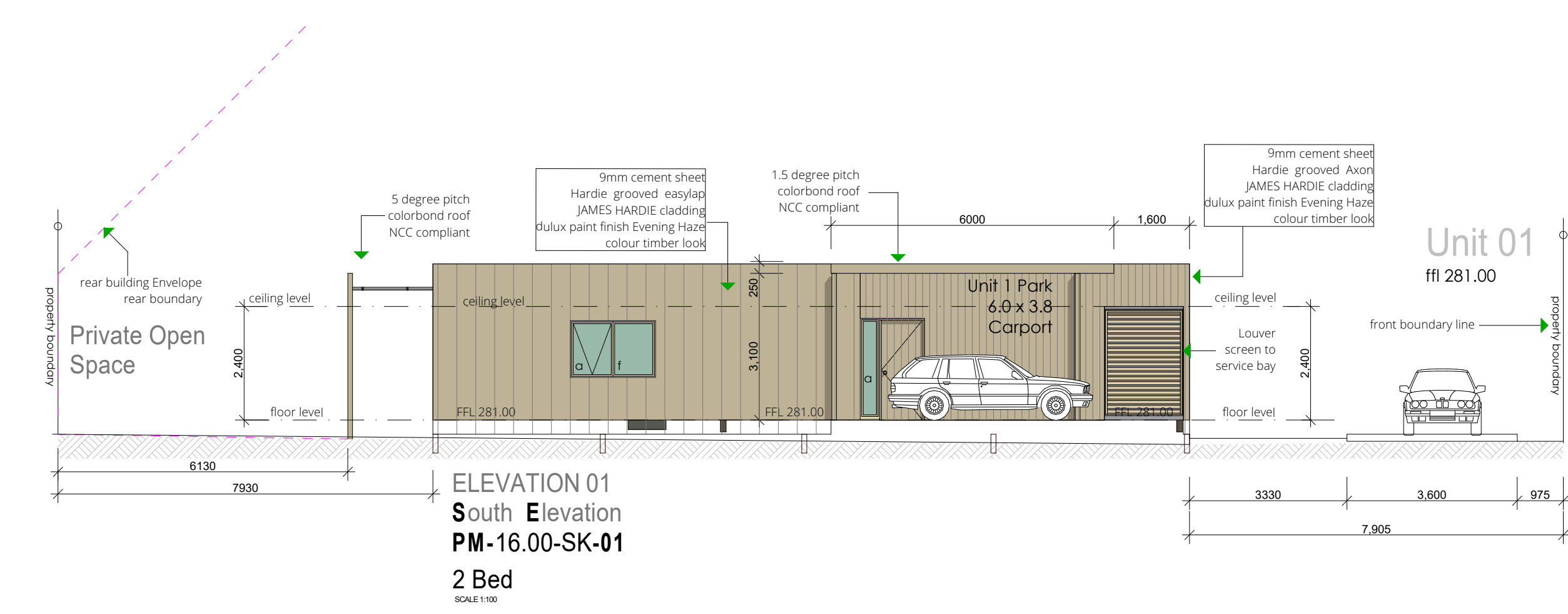
Existing dwellings on site	
Site Coverage	131.00 sqm
Existing Driveway	
Concrete Driveway	40.00 sqm
Proposed	322.00 sqm
Site Area	1935.00 sqm

Proposed site coverage	451.00 sqm
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Landscaped area	1000.00 sqm
Landscaped area	52.00%

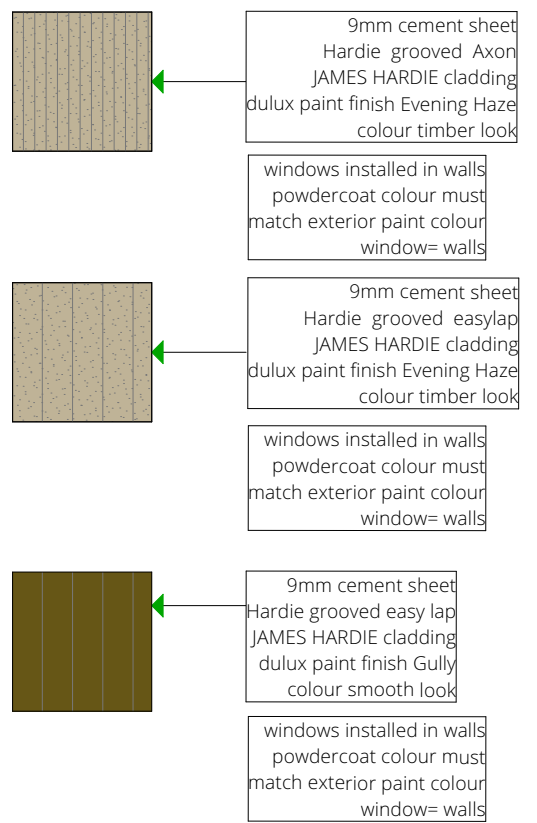


Unit 1

elevation
4.

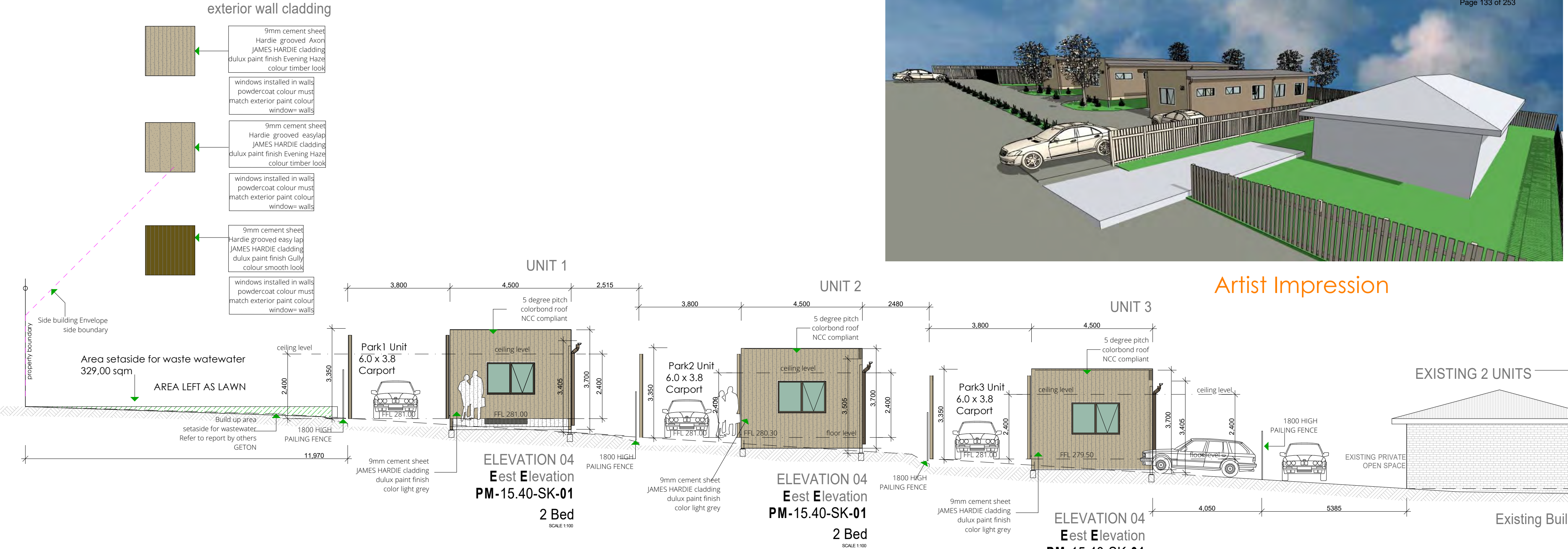


exterior wall cladding



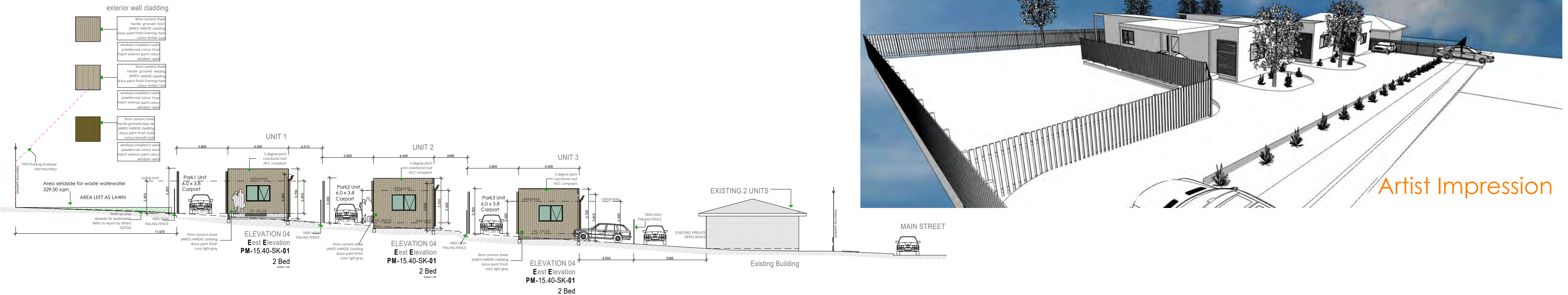


Artist Impression



EAST ELEVATION UNITS 1, 2 and 3

scale 1:100



EAST ELEVATION UNITS 1, 2 and 3

scale 1:200



Artist Impression



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DESIGN APPROVAL
PM-16.00-SK-01 = chassis
2 Bed
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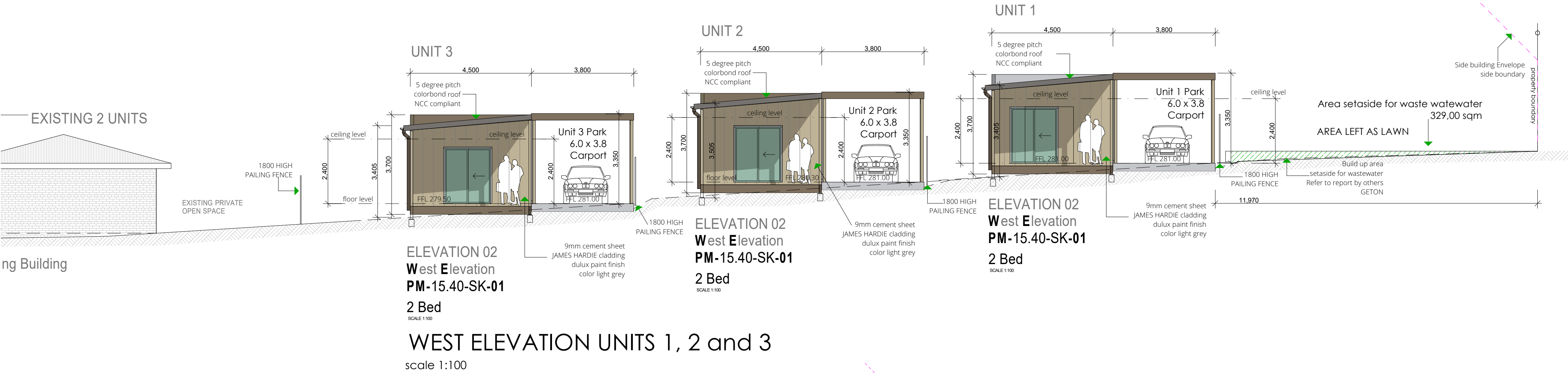
revision-date
DESIGN APPROVAL
Lansdowner 16.00

PROJECT NAME :
CLIENT :
Homes Tasmania
SITE :
22 Main street
APPROVAL SUPERINTENDANT: **RICHARD BLACKWELL**
SIGNED:.....
Ringarooma
Date: 26/06/2025
DRAWN BY : Marcus
Rajan

Long Section
PROJECT NO. :
2024-1032
DRAWING NO. :
1032-06
SCALE : 1:100, 1:200

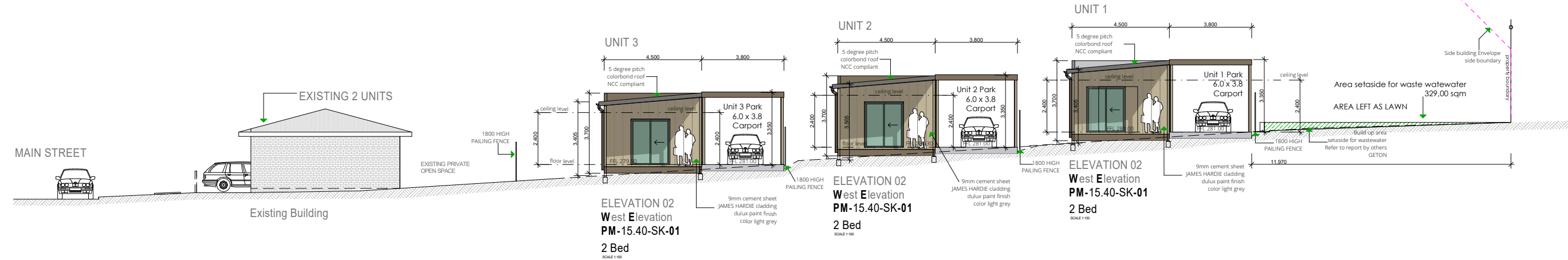


Artist Impression



WEST ELEVATION UNITS 1, 2 and 3

scale 1:100



WEST ELEVATION UNITS 1, 2 and 3

scale 1:200



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DESIGN APPROVAL
PM-16.00-SK-01 = chassis
2 Bed

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revision-date
DESIGN APPROVAL
Lansdowner 16.00

PROJECT NAME :

CLIENT:
Homes Tasmania

SITE:
22 Main street

APPROVAL SUPERINTENDANT: **RICHARD BLACKWELL**

SIGNED:.....

Ringarooma

Date: 26/06/2025

DRAWN BY: Marcus
Rajan

Long Section

PROJECT NO. DRAWING NO.
2024-1032 1032-07

SCALE : 1:100, 1:200

Unit 2

LEGEND

- smoke detector hard wired to electrical system
- extractor fan with heating elements optional
- downpipe
- articulation joint
- meter box
- LEGEND:**
- dw - dishwasher
- hp - hot plates
- ubo - under bench oven
- wo - wall oven bank
- sink - stainless kitchen sink
- sh - shower
- bth - bath
- wo - toilet
- spa - spa bath
- vb - vanity basin
- tr - laundry trough
- wm - washing machine
- mh - manhole
- ds or shs-structural support
- 820 door
- door width

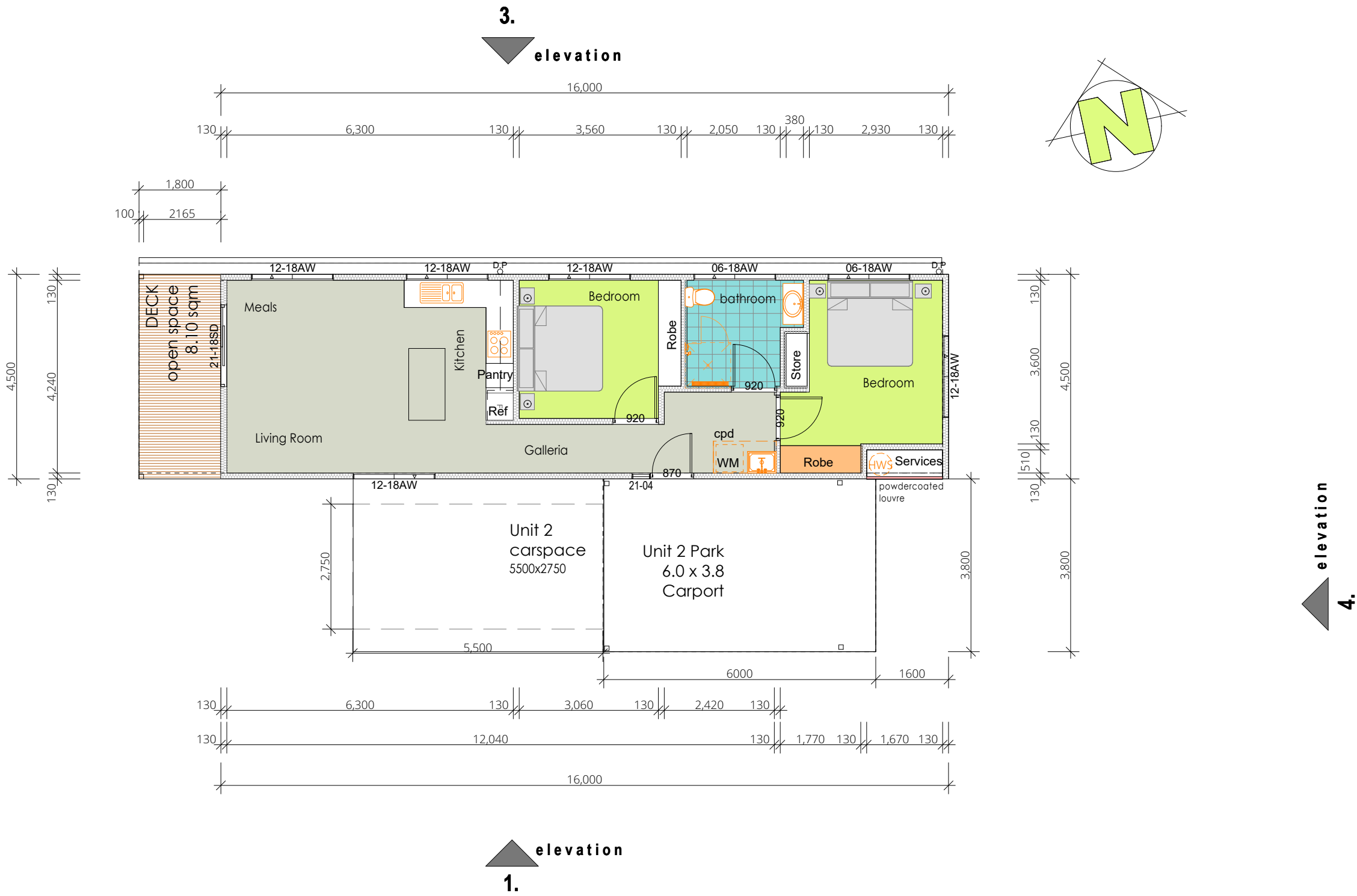
Unit 2
Lansdowner 16.00
PM-16.00-SK-01
2 Bed

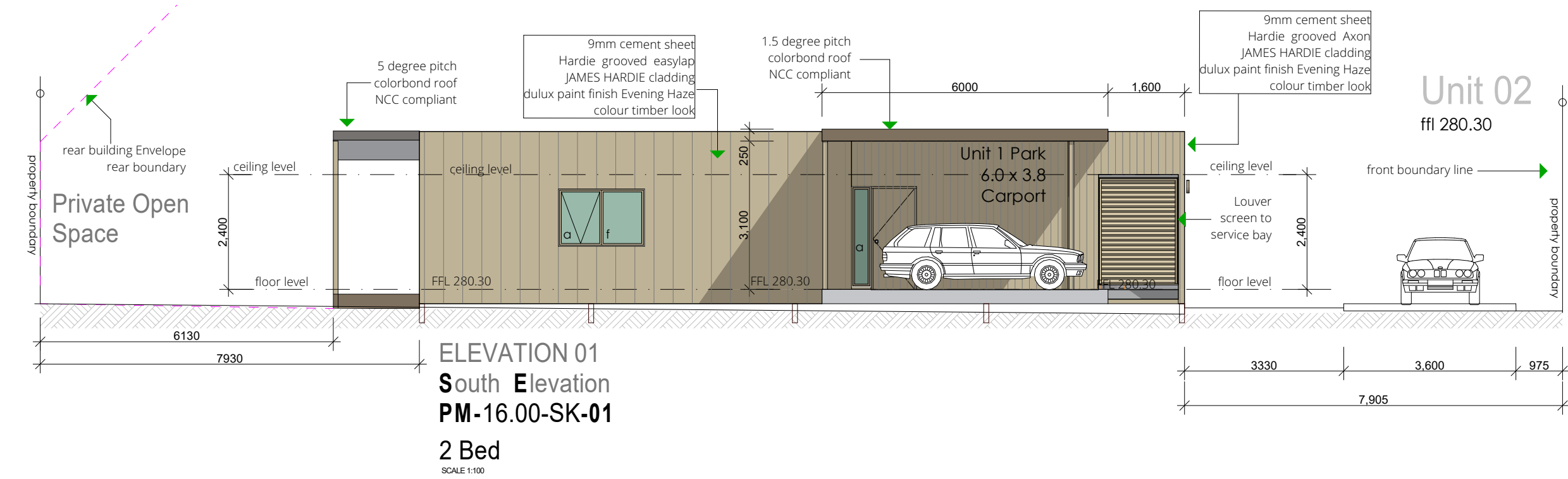
Floor area	72.00 Sqm
Deck Area	13.50 Sqm

Unit 1 floor area	70.20 sqm
Site Coverage unit 1	106.70 sqm
carport	23.00 sqm
Unit 2 floor area	70.20 sqm
Site Coverage Unit 2	106.70 sqm
carport	23.00 sqm
Unit 3 floor area	70.20 sqm
Site Coverage Unit 3	106.70 sqm
carport	23.00 sqm

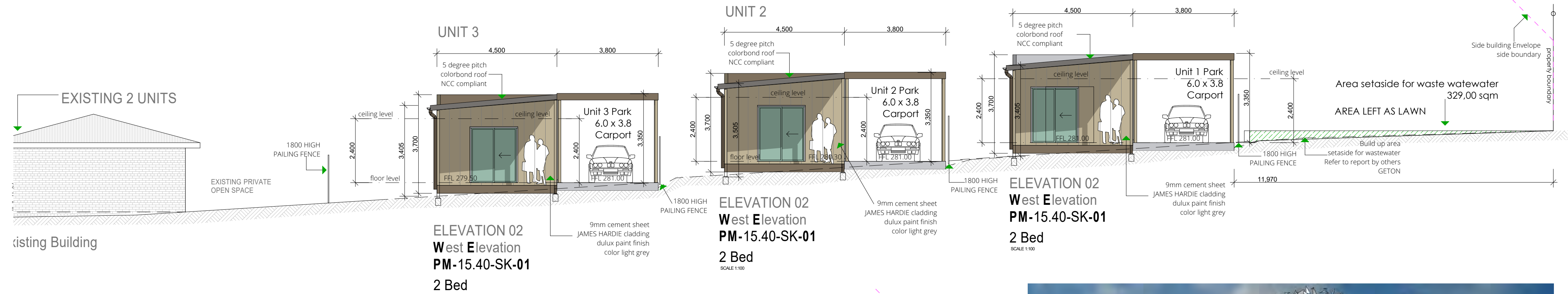
Existing dwellings on site	
Site Coverage	131.00 sqm
Existing Driveway	40.00 sqm
Concrete Driveway	322.00 sqm
Proposed	
Site Area	1935.00 sqm

Proposed site coverage	451.00 sqm
Site Coverage	23.30%
Landscaped area	1000.00 sqm
Landscaped area	52.00%

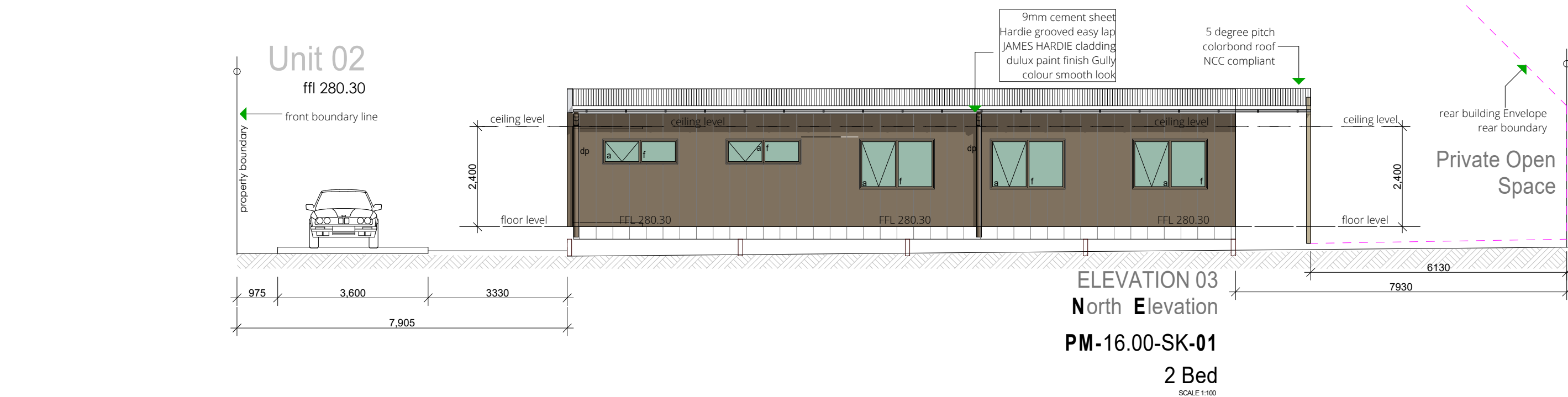




Artist Impression



Artist Impression



LEGEND

- smoke detector hard wired to electrical system
- extractor fan with heating elements optional

- DP downpipe
- AJ articulation joint

METER BOX meter box

LEGEND:

- dw - dishwasher
- hp - hot plates
- ubo - under bench oven
- wo - wall oven bank
- sink - stainless kitchen sink
- sh - shower
- bth - bath
- wo - toilet
- spa - spa bath
- vb - vanity basin
- tr - laundry trough
- wm - washing machine
- mth - manhole
- ds or shs-structural support

820 door door width

Unit 3
Lansdowner 16.00
PM-16.00-SK-01
2 Bed

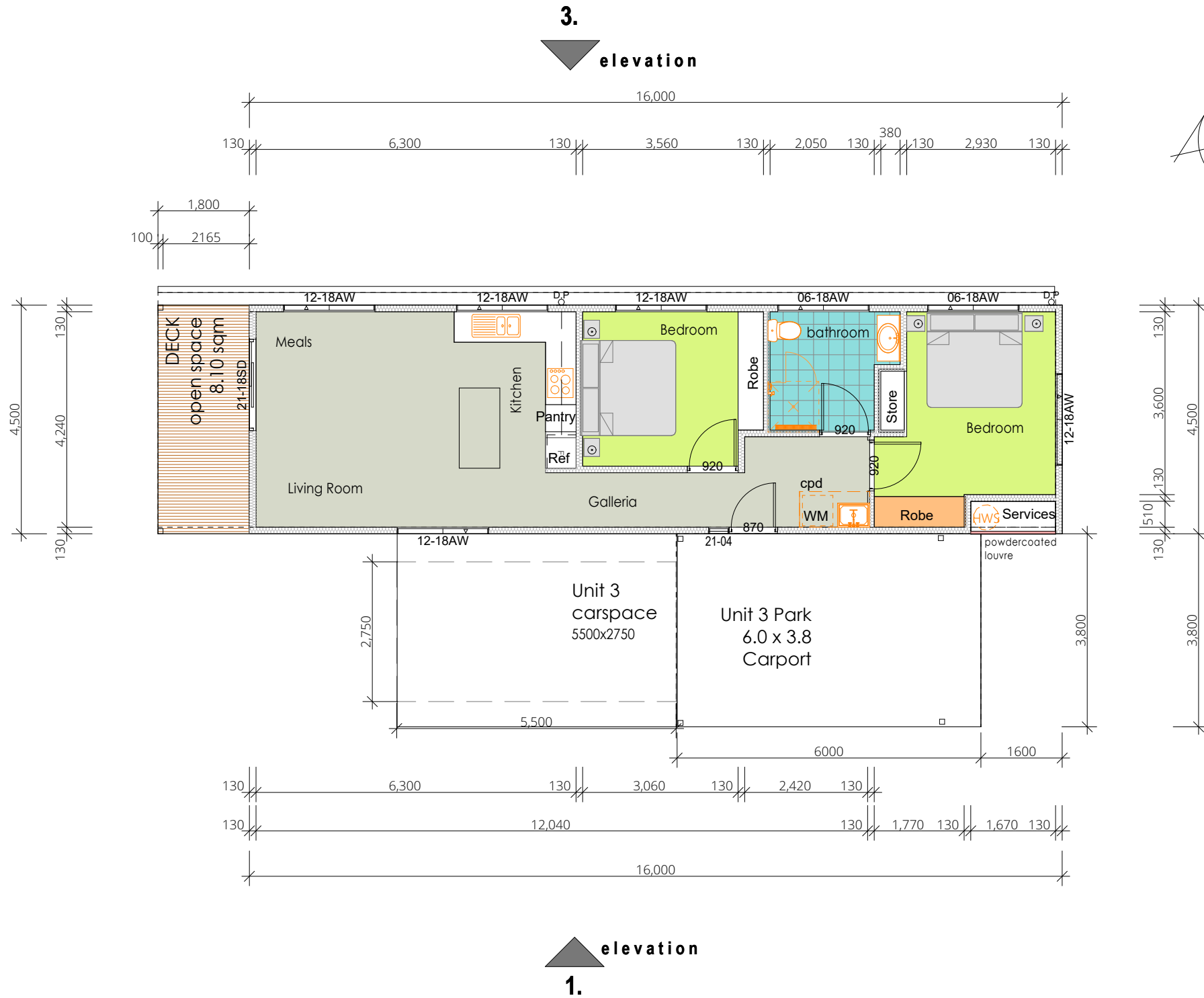
Floor area	72.00 Sqm
Deck Area	13.50 Sqm

Unit 1 floor area	70.20 sqm
Site Coverage unit 1 carport	106.70 sqm
Unit 2 floor area	23.00 sqm
Site Coverage Unit 2 carport	70.20 sqm
Unit 3 floor area	106.70 sqm
Site Coverage Unit 3 carport	23.00 sqm

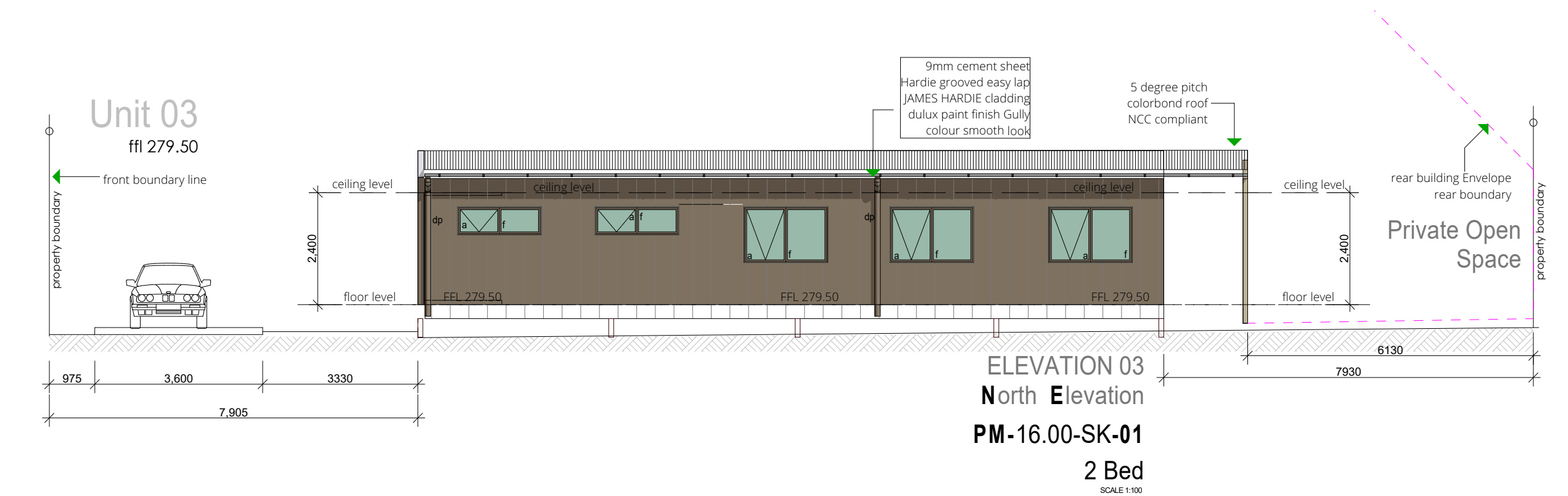
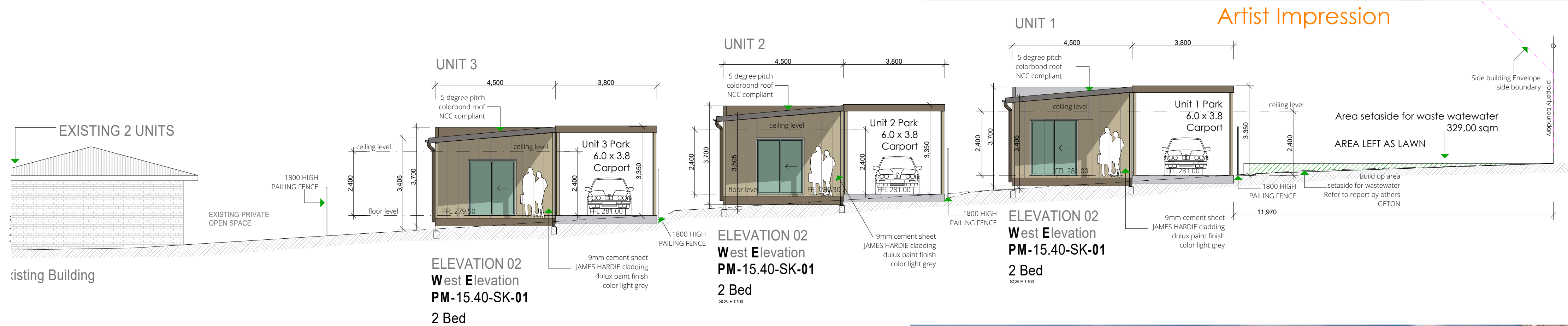
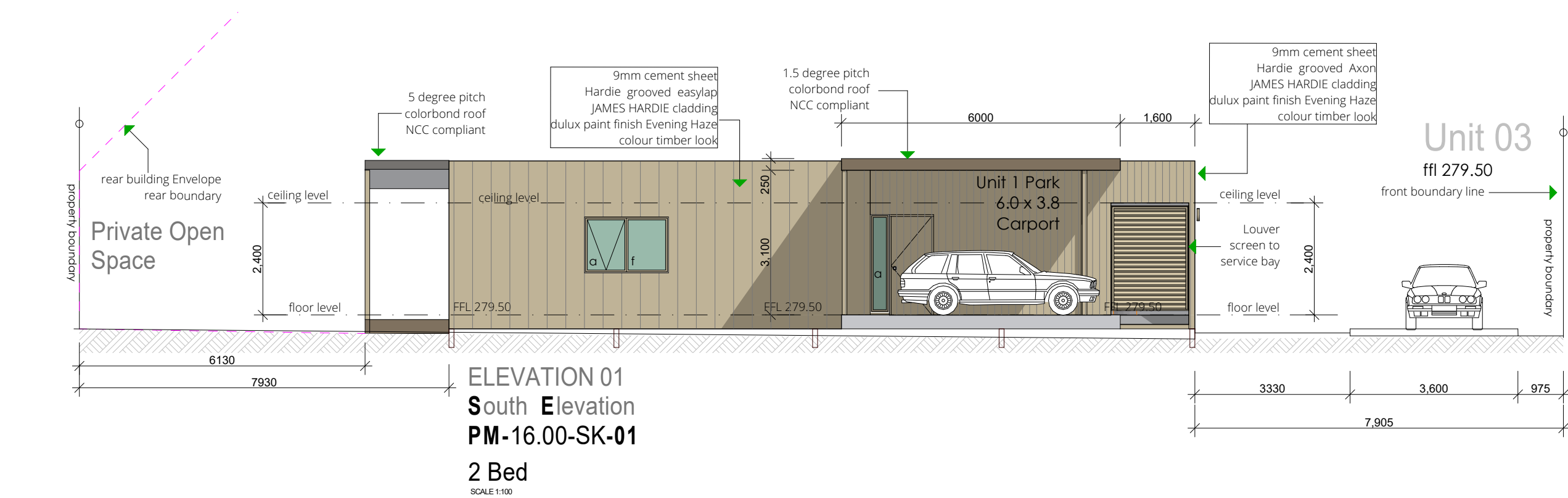
Existing dwellings on site	
Site Coverage	131.00 sqm
Existing Driveway	40.00 sqm
Concrete Driveway	322.00 sqm
Proposed Site Area	1935.00 sqm

Proposed site coverage	451.00 sqm
Site Coverage	23.30%
Landscaped area	1000.00 sqm
Landscaped area	52.00%

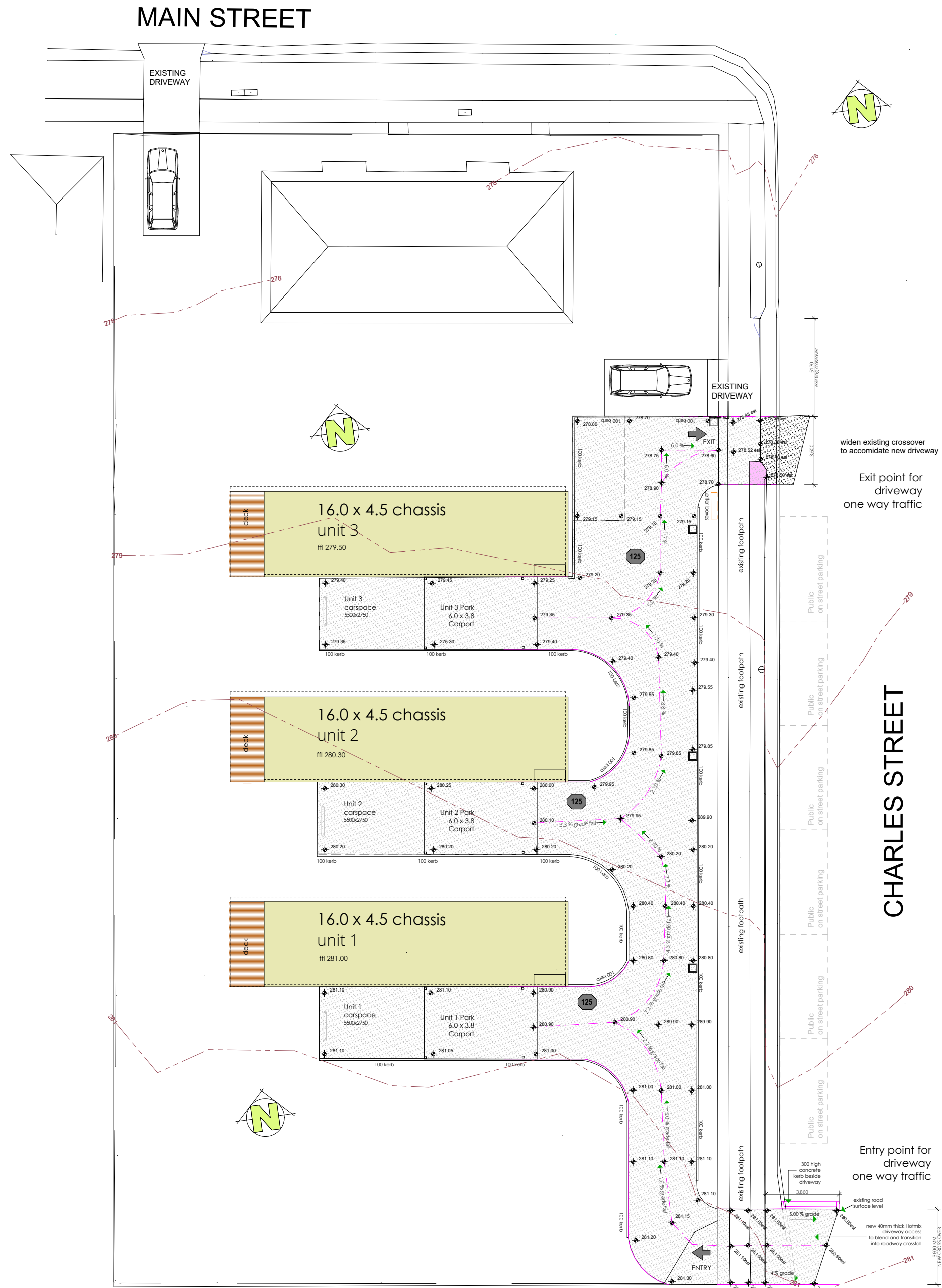
2. elevation



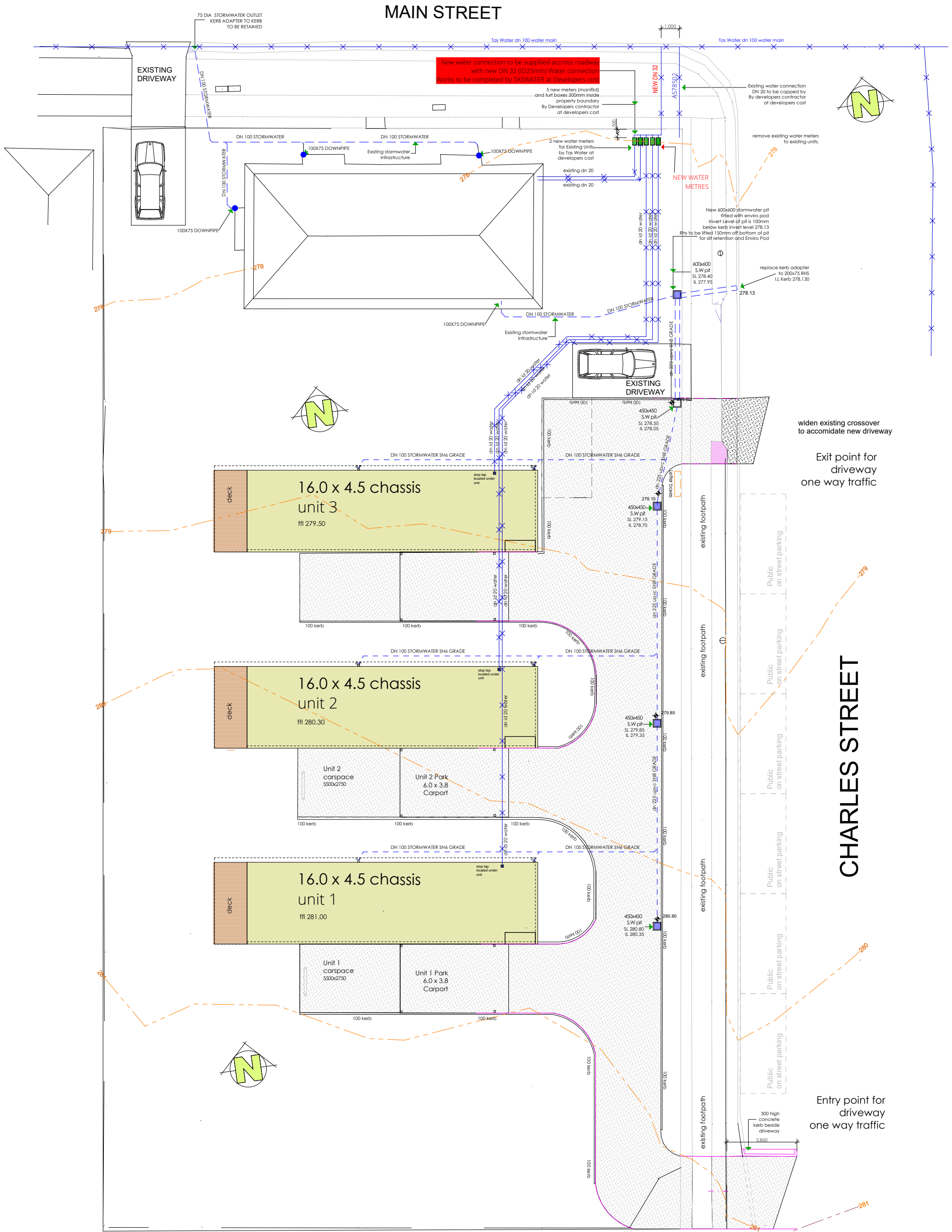
4. elevation



Artist Impression

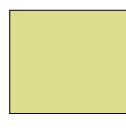


Driveway Levels

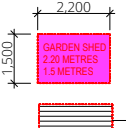


Services Plan

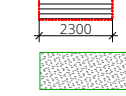
LANDSCAPING LEGEND:



PROPOSED BUILDING



GARDEN SHED



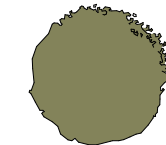
clothes line



100 thick reinforced concrete pathway



timber paling fence 1800mm high



TREES

Tall tree or small tree



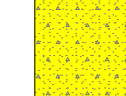
concrete driveway
Refer to Engineers Drawings



LAWN AREA 100mm loam raked level and rolled compressed seeded with general fescue /rye seed.



Garden bed cultivated with dynamic lifter pelets topped with GUM MULCH 100MM THICK



Crushed rock garden bed with weed matting to a depth of 75mm.
20mm clean TASSIE GOLD



Crushed rock garden bed with weed matting to a depth of 75mm.
20mm clean White ICE ROCK

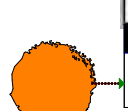
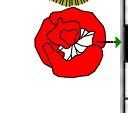
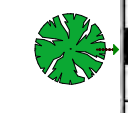
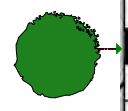
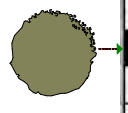
SHEDS : GABLE ROOF

CONVENIENT STORAGE SHED

- 10 degree roof pitch with 1.83m wall height
- Supplied in 6-10 pre assembled panels (depending on size) with much of the assembly already completed
- Includes tech screws, gloves and installation instructions
- Wall height can be increased to 1.94m or 2.09m
- T-Bar Handle standard
- Customisation options such as windows and skylights available, see page 13-14 for pricing



DIMENSIONS	WALL HEIGHT	GABLE HEIGHT	CODE
1.83 x 1.83	1.83	1.94	DSHC3155
2.27 x 1.83	1.83	1.94	DSHC2215



LANDSCAPING SCHEDULE				
LISTED SPECIES MAY NOT ALL BE APPLICABLE				
COMMON NAME	SCIENTIFIC NAME	HEIGHT	WIDTH	NOTES
TALL FEATURE TREES				
LEMON-SCENTED GUM	EUCALYPTUS CITRIODORA	20m	8m	FEATURE TREES PREDOMINANTLY FRONTING HIGHWAY
SPOTTED GUM	CORYMBIA MACULATA	10m	5m	
SMALL TREES				
SHE OAK	ALLOCAUARINA VERTICILLATA	5m	3m	COPSE PLANTINGS ACROSS SITE
SOUTH ESK PINE	CALLITRIS OBLONGA	4m	2m	
MEDIUM SHRUBS / BUSHES				
WHITE CORREA	CORREA ALBA	1.5m	1.5m	BORDERING SITE ENTRY / DRIVEWAY
SILVER BANKSIA	BANKSIA MARGINATA	3m	2m	SCREENING PLANTINGS AND AREAS OF VISUAL IMPROVEMENT
YELLOW BOTTLEBRUSH	CALLISTEMON PALLIDUS	3m	2m	
NATIVE GRASSES				
TASMAN FLAX LILY	DIANELLA TASMANICA	0.5m	0.5m	BORDERING SITE ENTRY / DRIVEWAY
GROUND COVERS				
BRONZE RAMBLER	GREVILLEA AUSTRALIS	1m	4m	ACROSS DESIGNATED LANDSCAPED AREAS AND EMBANKMENTS
INTEGRIFLORA	BANKSIA INTEGRIFLORA	1m	4m	
LARGE FEATURE TREE				
LIQUIDAMBAR	LIQUIDAMBAR STYRACIFLUA	9.0M	4.0M	AT SPECIFIC LOCATION REQUIRING DYNAMIC SCREENING



LIQUIDAMBAR



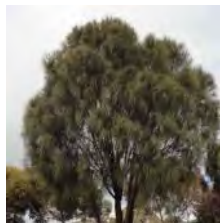
Banksia integriflora



Lemon Scented Gum



Bronze Rambler



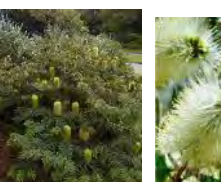
SheOak



Tasmanian Flax Lilly



Spotted Gum



Silver Banksia

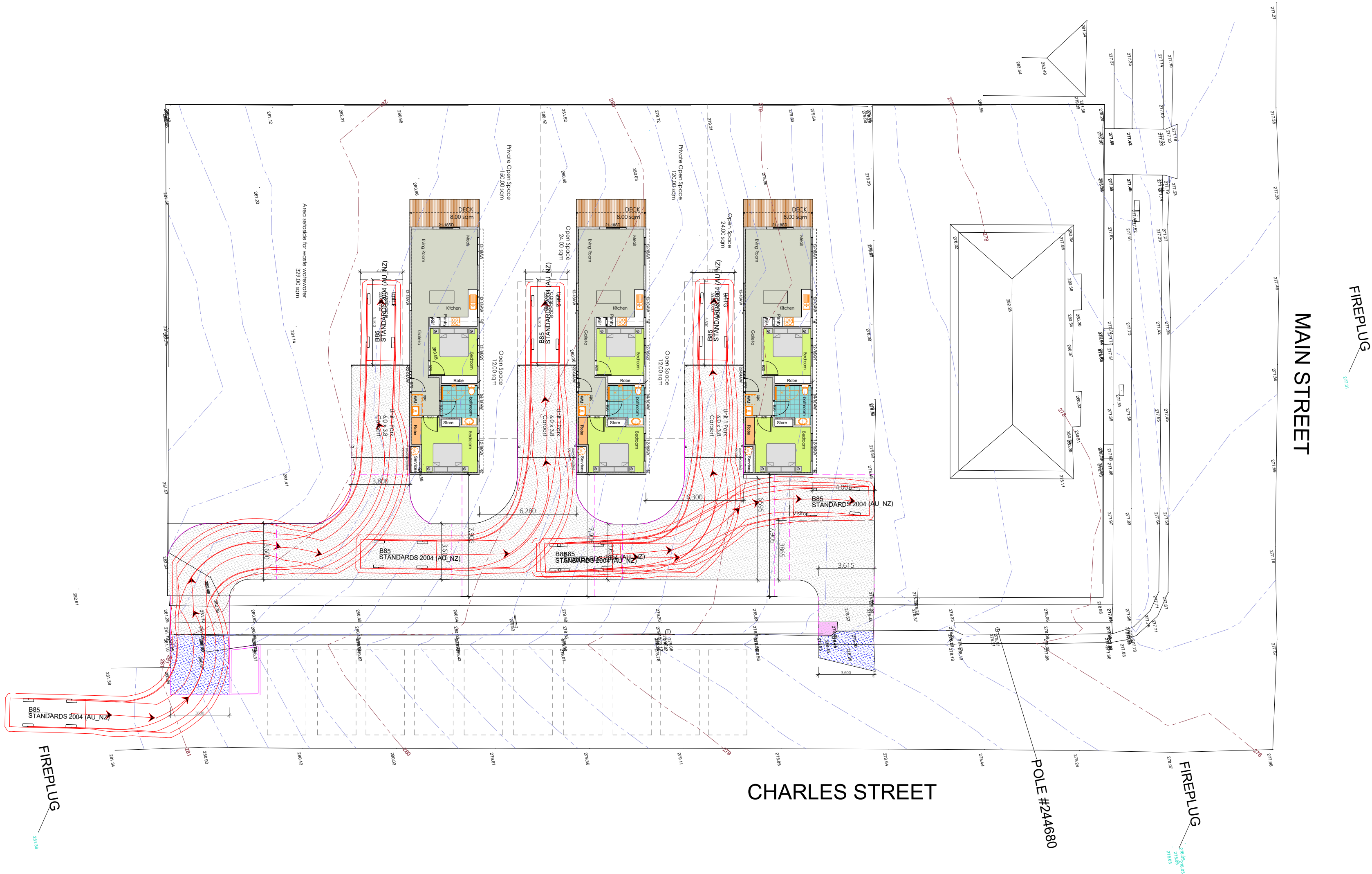


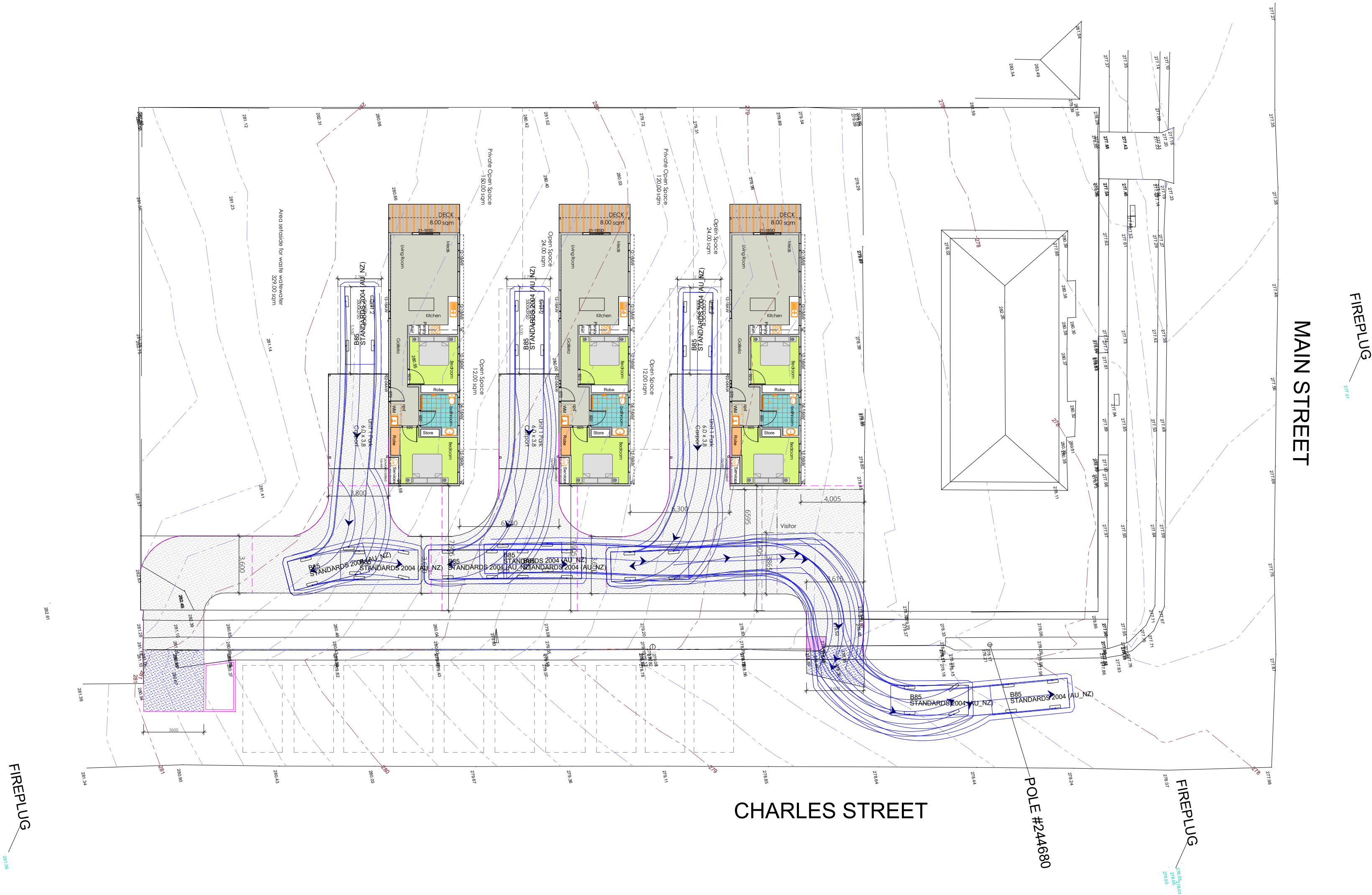
Yellow Bottlebrush

MAIN STREET



CHARLES STREET







Master Delegation Register

**This Master Delegation Register was last reviewed in July 2025, and was presented and adopted by Council at the
xxxxxxx Council Meeting - Minute xxxxxx**

Section 22(4)(a) and (b) of the *Local Government Act 1993*
Section 64(2)(a) and (b) of the *Local Government Act 1993*

CM Ref: DOC/25/9385

No.	Delegations Register Page Shortcut	Links to Legislation	Version (Act)	Last Updated
1	Archives Act 1983	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1983-076	01-July-2025	18-March-2022
2	Building Act 2016	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2016-025	01-October-2024	17-July-2025
3	Building Regulations 2016	https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2016-110	01-October-2024	17-July-2025
4	Burial and Cremation Act 2019	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2019-050	01-July-2025	25-December-2019
5	Burial and Cremation Regulations 2025	https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2025-016	27-May-2025	24-July-2025
6	Cat Management Act 2009	https://www.legislation.tas.gov.au/view/html/asmade/act-2009-089	01-July-2025	01-March-2022
7	Child and Youth Safe Organisations Act 2023	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2023-006	01-July-2025	01-July-2023
8	Dog Control Act 2000	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2000-102	01-July-2025	18-December-2019
9	Emergency Management Act 2006	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2006-012	06-May-2020	24-July-2025
10	Environmental Management and Pollution Control Act 1994	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1994-044	14-December-2022	14-December-2022
11	Food Act 2003	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2003-008	01-July-2025	05-October-2021
12	Heavy Vehicle National Law (Tasmania) Act 2013	https://www.legislation.tas.gov.au/view/whole/html/inforce/current/act-2013-030	01-July-2025	27-November-2020
13	Land Acquisition Act 1993	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-023	01-January-2022	01-January-2022
14	Land Titles Act 1980	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1980-019	13-June-2023	13-June-2023
15	Land Use Planning & Approvals Act 1993	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-070	16-June-2025	17-July-2025
16	Land Use Planning & Approvals Regulations 2024	https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2024-101	24-December-2024	24-July-2025
17	Litter Act 2007	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2007-038	01-July-2025	12-May-2025
18	Local Government Act 1993	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095	01-July-2025	24-July-2025
19	Local Government (Building and Miscellaneous Provisions) Act 1993	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-096	01-December-2022	01-December-2022
20	Local Government (General) Regulations 2025	https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2025-024	24-June-2025	24-July-2025
21	Local Government (Highways) Act 1982	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1982-057	01-July-2025	01-January-2022
22	Local Government (Meeting Procedures) Regulations 2025	https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2025-025	24-June-2025	24-July-2025
23	Monetary Penalties Enforcement Act 2005	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2005-057	13-June-2023	13-June-2023
24	Occupational Licencing Act 2005	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2005-047	01-July-2025	17-July-2025
25	Place Names Act 2020	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2020-001	01-July-2020	01-July-2020
26	Public Health Act 1997	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1997-086	01-July-2025	24-October-2022
27	Public Interest Disclosures Act 2002	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2002-016	31-August-2023	31-August-2023
28	Right to Information Act 2009	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2009-070	06-November-2024	30-August-2024
29	Roads and Jetties Act 1935	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1935-082	01-July-2025	17-May-2023
30	Strata Titles Act 1998	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1998-017	05-November-2021	05-November-2021
31	Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2016-050	27-November-2023	27-November-2023
32	Traffic Act 1925	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1925-038	23-June-2023	23-June-2023
33	Urban Drainage Act 2013	https://www.legislation.tas.gov.au/view/html/inforce/current/act-2013-071	10-May-2024	10-May-2024
34	Vehicle and Traffic Act 1999	https://www.legislation.tas.gov.au/view/html/inforce/current/act-1999-070	01-July-2024	01-July-2024
35	Miscellaneous Powers and Functions			29-July-2025
36	Procurement Delegation	Issued by the General Manager	N/A	07-July-2025

Archives Act 1983

[Back to CONTENTS](#)

Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Corporate Services	Administration Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	~~S 3.1~~	Interpretation	Delegation	X		X	X	X	Subject to compliance with the provisions	21-Oct-24	Minute 211/24
2	~~S 10(1)~~	Preservation of State records: Council is to keep proper records of the business of the local authority for which that relevant authority is responsible	Delegation	X		X	X	X		21-Oct-24	Minute 211/24
3	~~S 11~~	Transfer of State records to Archives office: Council is to transfer state records to archives office.	Delegation	X		X	X	X		21-Oct-24	Minute 211/24
4	~~S 15(3)~~	Conditions may be imposed on the making of State archives available for public inspection: Giving of notice to State Archivist and the imposition of conditions for availability for inspection.	Delegation	X		X	X	X	Approve or refuse access to restricted information subject to compliance with the provisions of the <i>Archives Act 1983</i> and the <i>Right to Information Act 2009</i> .	21-Oct-24	Minute 211/24

Building Act 2016

[Back to CONTENTS](#)

Legislation Version: 1 October 2024

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

(1) A council may delegate to any person any of its powers and functions under the *Building Act* 2016, other than the power of delegation: s.8(3) of the *Building Act* 2016. If Council intends to delegate any powers or functions to the general manager and also intends the general manager to have the power to delegate those powers or functions then Council must also authorise the general manager to do so:

(2) The council of a municipal area is the permit authority for the municipal area.

(3) A function or power of the permit authority is only to be performed or exercised by the 'licensed person', within the meaning of the *Occupational Licensing Act 2005* , nominated by the council in its capacity as a 'licensed entity' under the *Occupational Licensing Act 2005*.

(4) The general manager may delegate any functions or powers delegated by the Council which the Council authorised the general manager to delegate: s.64(b) of the *Local Government Act 1993*.

(5) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).

(6) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).

(7) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

(8) Where the operation of a provision of an Act is dependent upon the opinion, belief, or state of mind in relation to a matter of a person specified in that Act and any of the powers or functions of that person have been delegated, in pursuance of that Act, to some other person, that provision may operate upon the opinion, belief, or state of mind of the delegate in relation to that matter: s.23A(2) *Acts Interpretation Act 1931*(Tas).

No.	Provision	Function or power	Nature	Given by		Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Development Administration Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	s.24(2)	Who is a permit authority The general manager of a council must appoint a person as a permit authority for the municipal area of that council.	Delegation		X	X	X	X	The general manager of a council must appoint a person as a permit authority for the municipal area of that council.	20-Nov-23	Minute 196/23
2	s.25	Functions of permit authorities	Delegation		X		X	X		20-Nov-23	Minute 196/23
3	s.26	Powers of permit authorities	Delegation		X		X	X		20-Nov-23	Minute 196/23
4	s.27(3) & (4)	Records of permit authority	Delegation	X		X	X	X		20-Nov-23	Minute 196/23
5	s.70(1)	Works on contaminated or undrainable premises Be satisfied that land which is contaminated, unhealthy and not suitable for a particular purpose, has been cleaned or remedied.	Delegation		X		X	X		20-Nov-23	Minute 196/23
6	s.70(2)	Works on contaminated or undrainable premises Be satisfied that the surface of land is capable of being drained into an existing stormwater drain or channel or other suitable outlet.	Delegation		X		X	X		20-Nov-23	Minute 196/23

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director – Development Services		Development Administration Officer	Date(s) of Delegation / Authorisation	Resolution Number
7	s.73	Works involving, or in proximity of, existing drains A person cannot perform any building work over any existing drain without the written consent of the general manager of Council. (2) The general manager may impose any reasonable condition on written consent given under subsection (1). (3) The general manager may require an owner of a building to give a written undertaking not to hold the council liable for damage or inconvenience arising from the building work performed in accordance with the written consent of the general manager under this section.	Delegation		X		X	X		20-Nov-23	Minute 196/23
8	Part 6	Protection Work: Take all steps required to be taken in relation to protection work and insurance cover in circumstances where the Council is either the owner of the premises where building work, plumbing worked or demolition work will be carried out, or the responsible person for that work.	Delegation	X					Excludes the ability to pay or agree to pay compensation pursuant to s.89	20-Nov-23	Minute 196/23
9	Part 6	Notice of proposed Protection Work: Take all steps required to be taken in relation to protection work and insurance cover in circumstances where the Council is the owner of an adjoining premises to a premises where building work, plumbing work or demolition work will be carried out.	Delegation								
10	s.241	Dilapidated building report:Form a belief that a building may be dilapidated, and to inspect that building and prepare a dilapidated building report upon it. To obtain information as to any matter relating to a dilapidated building report from any building services provider or other person.	Delegation		X		X	X		20-Nov-23	Minute 196/23
11	s.242	Dilapidated building notice A general manager may issue a dilapidated building notice to an owner of a building if a dilapidated building report under section 241 states that the building is a dilapidated building.	Delegation		X		X	X		20-Nov-23	Minute 196/23
12	s.244	Revocation of notices A person who issued a notice under this Division may revoke the notice if satisfied that it is appropriate to do so after.	Delegation		X		X	X		20-Nov-23	Minute 196/23
13	s.245(1)	Emergency order Make an emergency order if satisfied that a threat to life may arise out of the condition or use of a building, temporary structure, or plumbing installation, and provide a copy to the permit authority.	Delegation		X		X	X		20-Nov-23	Minute 196/23
14	s.245(6)	Emergency order Revoke an emergency order if the circumstances giving rise to the making of the order have changed.	Delegation		X		X	X		20-Nov-23	Minute 196/23

No.	Provision	Function or power	Nature	Given by		Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director – Development Services	Development Administration Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
15	<u>s.245(7)</u>	Emergency order Provide a copy of an emergency order to the relevant permit authority within 7 business days after making the order.	Delegation		X		X	X		20-Nov-23	Minute 196/23
16	<u>s.251</u>	Court orders Apply to a court for an order in relation to a contravention or likely contravention of the Act or a notice, order or determination	Delegation		X		X	X		20-Nov-23	Minute 196/23
17	<u>s.265(3) & (4)</u>	Failure to comply with emergency, building or plumbing order: Perform works where there has been failure to comply with an emergency, building or plumbing order	Delegation	X						20-Nov-23	Minute 196/23
18	<u>s.266</u>	Possession of building: Proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to s.265.	Delegation	X						20-Nov-23	Minute 196/23
19	<u>s.267(1) & (2)</u>	Demolition order Council may serve an order to demolish building work	Delegation	X						20-Nov-23	Minute 196/23
20	<u>s.267(3)</u>	Demolition order Council may enter onto land and demolish any building work in respect of an order to demolish building work.	Delegation	X						20-Nov-23	Minute 196/23
21	<u>s.269(1)</u>	Recovery of performance costs: If a person fails to perform the work required by an order, council may enter land or a building and perform the required work.	Delegation	X		X				20-Nov-23	Minute 196/23
22	<u>s.269(2)</u>	Recovery of performance costs: Make an application to recover the cost of performing any work, and to impose a charge on land.	Delegation	X		X				20-Nov-23	Minute 196/23
23	<u>s.271(1)</u>	Purchasing buildings and materials: Councils may sell a building for removal or after demolishing a building, sell the materials on the premises for removal.	Delegation	X						20-Nov-23	Minute 196/23
24	<u>s.271(2)</u>	Purchasing buildings and materials: Grant the purchaser of a building sold pursuant to s.271(1) all of the powers Council has under s.265.	Delegation	X						20-Nov-23	Minute 196/23
25	<u>s.271(6)</u>	Purchasing buildings and materials: Authority to pay, on behalf of the Council, the owner of the building or materials sold under subsection (1) the balance of any proceeds of the sale after deducting any reasonable expenses incurred by it.	Delegation	X						20-Nov-23	Minute 196/23
26	<u>s.272</u>	Police assistance A General Manager may request the assistance of a police officer – (a) in evacuating a building or temporary structure in accordance with an emergency order; or (b) in removing any person from a building or temporary structure in respect of which an emergency order, building order or plumbing order is in effect.	Delegation		X		X	X		20-Nov-23	Minute 196/23

No.	Provision	Function or power	Nature	Given by		Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director – Development Services	Development Administration Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
27	~~s.275(1)~~	~~Compliance with Act in certain circumstances~~ ~~Require a building permit to be obtained for works in compliance with an emergency order.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23
28	~~s.275(2)~~	~~Compliance with Act in certain circumstances~~ ~~Waive requirement to obtain a building permit to be obtained for works in compliance with a building order or demolition order.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23
29	~~s.308(2)~~	~~Habitation of certain buildings~~ ~~Provide consent to inhabit a building that is not built as a dwelling for a cumulative period that exceeds 30 days.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23
30	~~s.309~~	~~Restriction on use of land~~ ~~Provide consent to erect a fence, building or other structure so as to restrict the use, in connection with a building, of any unoccupied area of the land on which it is built.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23
31	~~s.310~~	~~Prosecution of offences: Proceedings for an offence against this Act or the regulations are to be commenced by an authorised person within the period of 2 years from the date on which evidence of the alleged offence first came to the attention of any authorised person.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23
32	~~s.324~~	~~Infringement notices~~ ~~Issue an infringement notice on a person if satisfied that the person has committed a prescribed offence against this Act or the regulation.~~	Delegation		X		X	X		20-Nov-23	Minute 196/23

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Legislation Version: 1 October 2024

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council may delegate to any person any of its powers and functions under the *Building Act* 2016, other than the power of delegation: s.8(3) of the *Building Act* 2016.
- (2) The council of a municipal area is the permit authority for the municipal area.
- (3) A function or power of the permit authority is only to be performed or exercised by the 'licensed person', within the meaning of the *Occupational Licensing Act* 2005 , nominated by the council in its capacity as a 'licensed entity' under the *Occupational Licensing Act* 2005.
- (4) The general manager may delegate any functions or powers delegated by the Council which the Council authorised the general manager to delegate: s.64(b) of the *Local Government Act* 1993.
- (5) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (6) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (7) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).
- (8) Where the operation of a provision of an Act is dependent upon the opinion, belief, or state of mind in relation to a matter of a person specified in that Act and any of the powers or functions of that person have been delegated, in pursuance of that Act, to some other person, that provision may operate upon the opinion, belief, or state of mind of the delegate in relation to that matter: s.23A(2) *Acts Interpretation Act* 1931(Tas).

		Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council General Manager	General Manager Director - Development Services	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	r.43(1)	Plumbing work involving network utility operator's stormwater drainage systems: A person must not perform plumbing work unless written consent to do so has been obtained from the relevant network utility operator.	Delegation	X	X		20-Nov-23	Minute 196/23
2	r.43(3)	Plumbing work involving network utility operator's stormwater drainage systems: If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary.	Delegation	X	X		20-Nov-23	Minute 196/23
3	r.43(5)(a)	Plumbing work involving network utility operator's stormwater drainage systems: Recover costs as a charge under the <i>Local Government Act</i> 1993.	Delegation	X	X		20-Nov-23	Minute 196/23
4	r.53	Riverine inundation: Assessment of land as having a reasonable probability of flooding.	Delegation	X	X	X	20-Nov-23	Minute 196/23
5	r.61(4)	Significant works in landslip areas Provide written authorisation for work in a landslip hazard area.	Delegation		X	X	20-Nov-23	Minute 196/23
6	r.78(3)	Permit authorities may perform maintenance work: Recover costs as a charge under the <i>Local Government Act</i> 1993.	Delegation	X	X		20-Nov-23	Minute 196/23
7	r.83	Building certificates Issue building certificate certifying that council does not intend to take any action under the Act.	Delegation		X	X	20-Nov-23	Minute 196/23

Burial and Cremation Act 2019

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1		COUNCIL AS CEMETERY MANAGER: The Council delegates the following functions and powers of the Council in its capacity as cemetery manager pursuant to the <i>Burial and Cremation Act 2019</i> (except the setting of fees), to the General Manager and authorises the General Manager to delegate those functions and powers.		X	X				The ultimate responsibility for the cemetery will remain with the Council, as cemetery manager.	20-Jul-20	Minute 109/20
2	<u>29(1)(c)</u>	Interment otherwise than in cemetery: The general manager's written permission (and the landholder's and Director of Public Health) is required to inter human remains otherwise than in a cemetery	Delegation	X		X	X			20-Jul-20	Minute 109/20
3	<u>29(4)</u>	Interment otherwise than in cemetery: The general manager must ensure Council keep a record of the proposed internment and ensure it is included on any s337 LGA certificate issued by Council	Delegation	X		X	X			20-Jul-20	Minute 109/20
4	<u>29(5)</u>	Interment otherwise than in cemetery: Permission given by the general manager under section 29(1)(c) may be subject to any conditions necessary to ensure that the proposed internment will not be prejudicial to public health or public safety.	Delegation	X		X	X			20-Jul-20	Minute 109/20
5	<u>34(1)</u>	Duties and powers of cemetery managers: Keep a cemetery in accordance with the Act so as not to be prejudicial to public health or public safety	Delegation	X	X					20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
6	34(2)	Duties and powers of cemetery managers: Ensure that as far as reasonably practicable the cemetery is maintained to prevent it from falling into disrepair, or from being defaced or damaged. Rectify any disrepair or defacement as soon as possible	Delegation	X	X				20-Jul-20	Minute 109/20
7	34(4)	Duties and powers of cemetery managers: Keep all prescribed records (as per 2002 Act - see Sch 1 part 2)	Delegation	X	X				20-Jul-20	Minute 109/20
8	34(5)	Duties and powers of cemetery managers: Permit any person access free of charge at any reasonable time	Delegation	X	X				20-Jul-20	Minute 109/20
9	34(7)	Duties and powers of cemetery managers: A cemetery manager may (a) improve, embellish and enlarge a cemetery under the management of that manager; and (b) restrict interments in any portion of the cemetery, except as may be required by an exclusive right of burial; and (c) take any other action as may be required for the reasonable management and maintenance of the cemetery	Delegation	X	X				20-Jul-20	Minute 109/20
10	39(1)	Monuments, &c.: The cemetery manager may permit any vault or grave to be made or dug, and any monument to be erected or placed, in any portion of the cemetery on payment of the fee which has been fixed for doing so	Delegation	X	X				20-Jul-20	Minute 109/20
11	39(2)	Monuments, &c. : The cemetery manager may determine the position of any monument to be erected or placed according to its description, size and character and having regard to the general plan for ornamenting the cemetery in an appropriate manner	Delegation	X	X				20-Jul-20	Minute 109/20
12	39(3)	Monuments, &c. : The cemetery manager may enter into an agreement for the maintenance of a vault, grave or monument	Delegation	X	X				20-Jul-20	Minute 109/20
13	40(1)	Requirement to remove monuments: The cemetery manager may provide notice to require a person to take down or remove a monument or to render it safe, if a monument has been erected or placed contrary to the terms and conditions on which the permission to erect or place it was granted or, in the opinion of the cemetery manager, it is unsafe	Delegation	X	X				20-Jul-20	Minute 109/20
14	40(3)(c)	Removal of certain monuments in cemeteries: To make enquiries to find a person who erected or placed a monument	Delegation	X					20-Jul-20	Minute 109/20
15	40(3)(d)	Removal of certain monuments in cemeteries: Render the monument safe or take the monument down and remove	Delegation	X					20-Jul-20	Minute 109/20
16	40(3)(e)	Removal of certain monuments in cemeteries: Recover in a court the reasonable cost of rendering the monument safe or taking a monument down and removing it	Delegation	X					20-Jul-20	Minute 109/20
17	40(6)	Removal of certain monuments in cemeteries: Provide notice of the removal of a monument and arrange for it to be re-erected if there is an agreement pursuant to s.40(4) which meets the requirements of the Act	Delegation	X					20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
18	41(2)	Exclusive right of burial: Grant an exclusive right of burial. Note: The cemetery manager must issue a certificate of exclusive right under the <i>Burial and Cremation Regulations 2015</i> R37.	Delegation	X		X				20-Jul-20	Minute 109/20
19	42(2)	Notifications of possible cemeteries: The general manager of a council is to notify the regulator as soon as practicable after becoming aware land within municipal area is a cemetery or contains more than one monument and is not covered by an entry in the register (section 14)	Delegation		X					20-Jul-20	Minute 109/20
20	52(1)(a)	Sale of Cemetery - Notice: Cemetery manager must publish notice of intention (in prescribed form see s 52(2)) to sell cemetery	Delegation	X		X				20-Jul-20	Minute 109/20
21	52(1)(b)	Sale of Cemetery - Notice to Exclusive right holders: Cemetery manager must notify in writing each person who holds exclusive right of burial or other exclusive write of intention to sell cemetery	Delegation	X		X				20-Jul-20	Minute 109/20
22	52(1)(c)	Sale of Cemetery - Certificate of Compliance: Cemetery manager must apply for certificate of compliance in respect of proposed sale	Delegation	X		X				20-Jul-20	Minute 109/20
23	53	Sale of Cemetery - Audit: Cemetery manager must ensure audit undertaken within 6 months of issue of notice of intention to sell	Delegation	X		X				20-Jul-20	Minute 109/20
24	57	Notification of decision to not sell cemetery: If cemetery manager, having given notice, decides not to sell cemetery they must notify regulator	Delegation	X		X				20-Jul-20	Minute 109/20
25	58(1)	Cemetery disclosure document: Cemetery manager must provide disclosure document to proposed purchaser	Delegation	X		X				20-Jul-20	Minute 109/20
26	61	Notification to purchase of cemetery: If Council purchases a cemetery it must give notice to the regulator of the transfer with 30 days of it occurring	Delegation	X		X				20-Jul-20	Minute 109/20
27	63	Closure of cemeteries for reasons of public health or public safety: The general manager may given notice to cemetery manager that the whole or portion of cemetery is to be closed	Delegation		X					20-Jul-20	Minute 109/20
28	64	Intention to close (no internments for 50 yrs+) - notice/appln: The cemetery manager must give notice of intention to close and apply to regulator for approval	Delegation	X		X				20-Jul-20	Minute 109/20
29	65(1)(a)	Intention to close cemetery (no internments for 50 yrs+): If the regulator approves the closure the cemetery manager must notify the holder of exclusive rights.	Delegation	X		X				20-Jul-20	Minute 109/20
30	65(1)(b)	Close cemetery (no internments for 50 yrs+): On receipt of notification from the regulator of approval to close the cemetery manager may close the cemetery	Delegation	X		X				20-Jul-20	Minute 109/20
31	66	Effect of closure of cemetery: Cemetery manager must forward all records to the State archivist and may take steps in relation to altering or moving tombstones in accordance with this section	Delegation	X		X				20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
32	67	Exclusive rights of burial in closed cemetery: Cemetery manager must enter into an agreement with a person who holds an exclusive right of burial in a closed cemetery, and take action as agreed and prescribed in this section	Delegation	X	X				20-Jul-20	Minute 109/20
33	68	Actions by cemetery manager in closed cemeteries: The cemetery manager may apply to the regulator for approval to lay out a closed cemetery as a park or garden, and take related steps	Delegation	X	X				20-Jul-20	Minute 109/20
34	70	Removal of grave etc or human remains in closed cemeteries: A cemetery manager must not remove a grave etc or human remains from a closed cemetery without giving public notice and preparing the statement prescribed in this section	Delegation	X	X				20-Jul-20	Minute 109/20
35	71	Application to reduce time to take action in closed cemetery: A cemetery manager may apply to take action under ss 66 or 68 even though 100 years has not passed	Delegation	X	X				20-Jul-20	Minute 109/20
36	72	When land ceases to be cemetery: Council can sell land that has ceased to be a cemetery but must comply with this section in relation to persons who hold an exclusive right of burial	Delegation	X	X				20-Jul-20	Minute 109/20
37	72(6)	When land ceases to be cemetery: A cemetery manager must notify regulator after dealing with land under this section	Delegation	X	X				20-Jul-20	Minute 109/20
38	73	Declaration land is not a cemetery: If Council intends to sell land subject to a declaration under this section it must notify the prospective purchaser of matters specified in this section	Delegation	X	X				20-Jul-20	Minute 109/20

Burial and Cremation Regulations 2025

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Legislation Version: 27 May 2025

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

NOTE: The Burial and Cremation Regulations 2015 is repealed under section 11 of the Subordinate Legislation Act 1992.

		Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1		COUNCIL AS CEMETERY MANAGER: The Council delegates the following functions and powers of the Council in its capacity as cemetery manager pursuant to the <i>Burial and Cremation Act 2019</i> (except the setting of fees), to the General Manager and authorises the General Manager to delegate those functions and powers.		X	X	The ultimate responsibility for the cemetery will remain with the Council, as cemetery manager.	20-Jul-20	Minute 109/20
2	27	Issue of certificate of exclusive right of burial: The cemetery manager must issue a certificate of exclusive right of burial	Delegation	X	X		20-Jul-20	Minute 109/20
3	28	Amendment of certificate of exclusive right of burial: The cemetery manager may amend a certificate of exclusive right of burial	Delegation	X	X		20-Jul-20	Minute 109/20
4	29	Cancellation or transfer of certificate of exclusive right of burial: The cemetery manager may cancel or transfer a certificate of exclusive right of burial	Delegation	X	X		20-Jul-20	Minute 109/20
5	30(3)	Permission to inter human remains: A cemetery manager may grant or refuse permission to inter human remains in a cemetery. The permission may be subject to conditions. <i>Notice of the grant or refusal of permission is to be given</i>	Delegation	X	X		20-Jul-20	Minute 109/20
6	39	Plan of cemetery: A cemetery manager must keep a plan of the cemetery showing the graves and plots set aside in respect of an exclusive right of burial	Delegation	X	X		20-Jul-20	Minute 109/20
7	40	Register of Interments: A cemetery manager must keep a register of instruments as set out in this section	Delegation	X	X		20-Jul-20	Minute 109/20
8	42	Driving in cemeteries: A cemetery manager can give reasonable directions to a driver which it is an offence not to obey	Delegation	X	X		20-Jul-20	Minute 109/20
9	44	Power of cemetery manager in relation to graves and plots: A cemetery manager may take certain action in cemeteries in relation to the appearance of the cemetery and public health and safety	Delegation	X	X		20-Jul-20	Minute 109/20
10	45	Power of cemetery manager to approve permanent items: A cemetery manager may approve certain items or classes of items that may be permanently affixed to or next to a grave or plot	Delegation	X	X		20-Jul-20	Minute 109/20
11	46(1)	Power of cemetery manager to remove persons: A cemetery manager may require a person to leave and not re-enter a cemetery as set out in this section	Delegation	X	X		20-Jul-20	Minute 109/20
12	46(3)	Power of cemetery manager to remove persons: A cemetery manager may use reasonable force to remove from a cemetery or prevent the entry of a person into a cemetery in contravention of a requirement under section 46(1)	Delegation	X	X		20-Jul-20	Minute 109/20
13	47	Duty of cemetery manager on removal of monument: A cemetery manager must take photos as prescribed if removing a monument and provide the photos to the heritage council	Delegation	X	X		20-Jul-20	Minute 109/20

Cat Management Act 2009

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Notes	Date(s) of Delegation / Authorisation
1	8A	Collection and analysis of sample from a cat: (2) The general manager may approve a person to collect a non-intimate sample from a cat, and a person to conduct the analysis of the sample collected. (4) If the general manager receives a request under sub-section (3), they may authorise an approved person to collect a non-intimate sample from the cat, or a veterinary surgeon to collect an intimate or non-intimate sample from the cat. (7) The general manager may authorise a qualified person to conduct analysis of a sample collected in accordance with section 8A(5)(b).	Delegation	X	X		21-Oct-24	Minute 211/24
2	16B	Application to keep more than 4 cats: (3) (b) If a general manager, to whom an application is made under subsection (1) so requires, an applicant must publish a notice, in a prescribed manner, (4) (b) In considering an application that is made under subsection (1) to a general manager, the general manager must consult with the Secretary.	Delegation	X	X		21-Oct-24	Minute 211/24
3	16C	Determination of application to keep more than 4 cats: (1) A general manager may grant or refuse an application made under s.16B(1), subject to conditions. (2) If an application is approved, the general manager is to issue a permit in writing. (5) A general manager may vary permit conditions by notice to the permit holder. (6) Where an application is refused, the general manager must provide notice of the refusal with written reasons.	Delegation	X	X	Permits may not be issued in contravention of a council by-law.16C(3)	21-Oct-24	Minute 211/24
4	16D	Cancellation of multiple cat permits: (1) A general manager may cancel a multiple cat permit by notice in writing served on the permit holder if satisfied of the matters in subsection (2). (3) Before cancelling a multiple cat permit, the general manager must give the permit holder one month's notice to make written submissions and must consider those submissions (if any).	Delegation	X	X		21-Oct-24	Minute 211/24
5	19	Declaration of prohibited area: A council may declare an area of land within the authority of the council to be an area where cats are prohibited.	Delegation	X			21-Oct-24	Minute 211/24
6	20	Declaration of cat management area: (1) A council may declare an area of land within the municipal area of the council to be an area within which measures may be taken in respect of cats. (2) Without limiting the generality of subsection (1) , a measure in respect of a cat may include a cat management action as defined in section 18(1).	Delegation	X			21-Oct-24	Minute 211/24

No.	Provision	Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager	Director - Development Services	Notes	Date(s) of Delegation / Authorisation	Resolution Number
7	21	Proposal for council declaration: (1) A council that proposes to make a declaration under section 19 or 20 in relation to an area of land is to publish a notice specifying – (a) the area of land; and (b) the proposed restrictions or activities relating to the use of the area of land; and (c) the reasons for the proposed declaration; and (d) that submissions as to the proposed declaration may be made to the council within 15 working days after the notice is published. (2) A notice under subsection (1) may be published in one or more of the following ways: (a) in a newspaper circulating generally in the municipal area of the council; (b) in a document delivered to persons whom the council considers likely to be affected by the declaration if made; (c) on a website maintained by or on behalf of the council; (d) in a prescribed manner. (3) A person may, within 15 working days after a notice is published under subsection (1) , make a submission in writing to the council. (4) The council is to consider submissions made under subsection (3) , if any, before making a declaration under section 19 or 20 .	Delegation	X			21-Oct-24	Minute 211/24
8	21A	Council declaration: (3) A council may propose to amend or revoke a declaration made under section 19 or 20 by notice published in accordance with subsection (1)(a) and (b) . (5) The council is to consider submissions made under subsection (3) , if any, before amending or revoking a declaration.	Delegation	X			21-Oct-24	Minute 211/24
9	31	Permit to breed cats: (3) A general manager may grant an application for a cat breeding permit, subject to conditions, or may refuse a permit. (5) If a general manager grants an application for a cat breeding permit, they are to issue a permit in writing to the applicant. (7) A general manager may vary a cat breeding permit, including the conditions of the permit, if satisfied there are reasonable grounds to do so. (8) If a general manager refuses an application, they are to provide the applicant with written notice of the refusal, with reasons.	Delegation	X	X		21-Oct-24	Minute 211/24

Child and Youth Safe Organisations Act 2023

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).
- (6) A General Manager (head of an entity) may delegate, to a worker of the entity, any of the functions or powers of the General Manager under this Act other than this power of delegation. "Worker" is defined in section 8.

		Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Corporate Services	Date(s) of Delegation / Authorisation	Resolution Number
1	Section 10(3)	Delegations: A General Manager may delegate, to a worker of the entity, any of the functions or powers of the General Manager under this Act other than this power of delegation.		X		"Worker" is defined in section 8.	21-Oct-24	Minute 211/24
2	Section 34	Head of relevant entity to notify Regulator of reportable allegation or reportable conviction: (1) If a General Manager becomes aware of a reportable allegation or a reportable conviction against a worker of the relevant entity, the head must notify the Regulator, in writing, within 3 business days after becoming aware of the reportable allegation or reportable conviction in accordance with this section. (2) The General Manager must not fail, without reasonable excuse, to comply with subsection (1) . Penalty: Fine not exceeding 120 penalty units.	Delegation	X	X	"Reportable allegation" is defined in section 3. "Reportable conviction" is defined in section 7. "Worker" is defined in section 8.	21-Oct-24	Minute 211/24
3	Section 35	Investigation by head of relevant entity. (1) As soon as practicable after the General Manager becomes aware of a reportable allegation or reportable conviction against a worker, the General Manager: (a) must – (i) investigate the reportable allegation or reportable conviction; or (ii) engage an independent investigator to investigate the reportable allegation or reportable conviction on behalf of the head; and (b) must inform the Regulator of the identity of the body or person who will conduct the investigation. (2) If the General Manager is unable, or does not intend, to comply with subsection (1) , the General Manager is to – (a) notify the Regulator as soon as practicable; and (b) provide reasons for the non-compliance. (3) An investigation conducted under this section must be completed despite the person who is the subject of the investigation ceasing to be a worker of the relevant entity during the period in which the investigation is being conducted. (4) As soon as practicable after an investigation has been completed, the General Manager must give to the Regulator – (a) a copy of the findings of the investigation and the reasons for those findings; and (b) details of any disciplinary or other action that the relevant entity has taken, or proposes to take, in relation to the worker, and the reasons for that action; and (c) if the relevant entity does not propose to take any disciplinary or other action in relation to the worker, the reasons why no action is to be taken.	Delegation	X	X		21-Oct-24	Minute 211/24
	The Royal Commission into Institutional Responses to Child Sexual Abuse - Recommendation 6.12:		Delegation			Appointed by Council, along with authority to delegate the		

		Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council General Manager	Director - Corporate Services	Notes	Date(s) of Delegation / Authorisation	Resolution Number
	"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles"		Delegation	X	X	role of Child Safety Officer in accordance with Recommendation 6.12, as required.	16-Dec-24	Minute 274/24

Dog Control Act 2000

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Authorised person

Section 3 - authorised person - a person appointed by a general manager to be an authorised person. Instrument of appointment to be separate to any delegations.

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993(Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) Acts Interpretation Act 1931(Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) Acts Interpretation Act 1931(Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) Acts Interpretation Act 1931(Tas).
- (6) The general manager may delegate to any person any of his or her functions or powers under this Act, other than the power of delegation: s82 Dog Control Act.

		Function or power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Animal Management Officer	
						Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	Z	Dog management Policy: (1) A council is to develop, make and implement a policy relating to dog management in its municipal area. (3) A council is to invite public submissions relating to a proposed dog management policy or an amendment of the policy; and consult with any appropriate body or organisation; and consider any submissions and results of any consultation before making the policy or the amendment.(4) A council is to review its dog management policy at least once every 5 years.	Delegation	X			20-Jul-20	Minute 109/20
2	9(1)	Application for registration: Power to receive application for the registration of a dog.	Delegation	X			20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services			
3	10(1)						Registration disc: On the registration of a dog, the general manager is to – (a) allocate a registration number to the dog; and (b) issue to the owner a disc or tag clearly and durably marked with - (i) the name of the council; and (ii) the registration number of the dog; and (iii) the expiry date of registration	Delegation	X
4	12(2)	Cancellation of registration: Power of cancellation of registration.	Delegation	X	X	X		20-Jul-20	Minute 109/20
5	15(1)	Register: A general manager is to keep a register in respect of registered dogs	Delegation	X	X	X		20-Jul-20	Minute 109/20
6	15(4)	Register: A general manager may amend or cancel any item in the register in order to maintain the register.	Delegation	X	X	X		20-Jul-20	Minute 109/20
7	15A(3)	Implanting of microchips: Implanting of microchips on seized dogs	Delegation	X	X	X		20-Jul-20	Minute 109/20
8	19AA(2)	Collection and analysis of a sample from a dog: A general manager who receives a request under subsection 19(1) in relation to a dog may authorise – (a) an approved person to collect a non-intimate sample from the dog; or (b) a veterinary surgeon to collect an intimate or non-intimate sample from the dog.	Delegation	X				20-Jul-20	Minute 109/20
9	19AA(5)	Collection and analysis of a sample from a dog: A general manager may authorise a qualified person to conduct analysis of a sample that has been collected in accordance with subsection (2) .	Delegation	X				20-Jul-20	Minute 109/20
10	19A(2)	Subsequent attack by dangerous dog: The general manager may destroy a dog seized and detained under subsection (1) .	Delegation	X	X	X		20-Jul-20	Minute 109/20
11	19A(3)	Subsequent attack by dangerous dog: The general manager, by notice in writing served on the owner of the dog, is to notify the owner of the general manager's decision to destroy the dog.	Delegation	X	X	X		20-Jul-20	Minute 109/20
12	19AC(3)	Collection and analysis of a sample from a dog: A general manager who receives a request under subsection 19AC(2) in relation to a dog may authorise a veterinary surgeon to collect an intimate or non-intimate sample from the dog.	Delegation	X				20-Jul-20	Minute 109/20
13	20	Exercise areas: A council may declare an area to be an area where dogs may be exercised subject to any conditions specified in the declaration.	Delegation	X				20-Jul-20	Minute 109/20
14	21	Training areas: A council may declare an area to be an area where dogs may be trained subject to any conditions specified in the declaration	Delegation	X				20-Jul-20	Minute 109/20
15	22	Prohibited areas: A council may declare an area containing sensitive habitat for native wildlife to be an area where dogs are prohibited from entering.	Delegation	X				20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services			Animal Management Officer	Date(s) of Delegation / Authorisation
Notes										
16	23	Restricted areas: A council may declare an area to be an area where dogs are restricted from entering (a) during specified hours, days or seasons; or (b) during specified hours, days or seasons unless they are on a lead; or (c) at all times.	Delegation	X					20-Jul-20	Minute 109/20
17	24	Public notice of intention to declare areas	Delegation	X					20-Jul-20	Minute 109/20
18	25	Date and period of declaration	Delegation	X					20-Jul-20	Minute 109/20
19	26	Review of declaration	Delegation	X					20-Jul-20	Minute 109/20
20	27	Signs: A council is to erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area	Delegation	X					20-Jul-20	Minute 109/20
21	29	Declaration of particular dangerous dog	Delegation	X					20-Jul-20	Minute 109/20
22	30	Guard dogs: The owner of a dog used to guard premises that are not residential must notify the general manager, by notice in writing, that the dog is a guard dog	Delegation	X					20-Jul-20	Minute 109/20
23	30	Guard dogs: On receipt of notification under s30(1) the general manager is to declare the dog to be a dangerous dog	Delegation	X					20-Jul-20	Minute 109/20
24	30	Guard dogs: The general manager may revoke a dangerous dog declaration if dog is no longer a guard dog and is not a dangerous dog	Delegation	X					20-Jul-20	Minute 109/20
25	32A(3)	Dangerous dogs and restricted breed dogs to be de-sexed and microchipped: Receiving of copy of a veterinary surgeon's certificate, stating that the dog has been de-sexed or implanted with a microchip.	Delegation	X					20-Jul-20	Minute 109/20
26	34	Dangerous dog or restricted breed dog missing, dying, &c.: If a dangerous dog or a restricted breed dog goes missing, strays or dies, or is lost, sold or given away to another owner, the owner or a person on behalf of the owner of that dog must notify the general manager	Delegation	X					20-Jul-20	Minute 109/20
27	34A	Application for approval to transfer ownership of dangerous dog or restricted breed dog	Delegation	X					20-Jul-20	Minute 109/20
28	34B	Offence to transfer ownership of dangerous dog or restricted breed dog without approval	Delegation	X					20-Jul-20	Minute 109/20
29	35(2)	Seizure and detention of dogs at large: If a dog is seized and its owner is identifiable, the general manager is to notify in writing the owner of the dog that – (a) the dog has been seized and detained; and (b) the owner may reclaim the dog.	Delegation	X	X	X			20-Jul-20	Minute 109/20
30	35(3)	Seizure and detention of dogs at large: If, after 5 working days after the notice has been given to the owner, the owner does not reclaim the dog, the general manager may sell, destroy or otherwise dispose of the dog.	Delegation	X	X	X			20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager	Director - Development Services	Animal Management Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
31	35(4)	Seizure and detention of dogs at large: If a dog is seized and its owner is not identifiable, the general manager, not less than 3 working days after its seizure, may – (a) sell, destroy or otherwise dispose of the dog if it is not a dangerous dog or a restricted breed dog; or (b) destroy the dog if it is a dangerous dog or a restricted breed dog	Delegation	X	X	X		20-Jul-20	Minute 109/20
32	35(5)	Seizure and detention of dogs at large: The general manager is to take reasonable steps and make reasonable inquiries to identify the owner of a dog	Delegation	X	X	X		20-Jul-20	Minute 109/20
33	35(6)	Seizure and detention of dogs at large: The general manager may cause a dog that is seized under this section to be implanted in an approved manner with an approved microchip	Delegation	X	X	X		20-Jul-20	Minute 109/20
34	39	Release of dogs: The general manager is to release a dog to its owner on payment of relevant fees or on court order.	Delegation	X	X	X		20-Jul-20	Minute 109/20
35	39A(1)	Destruction of dangerous dog if enclosure not suitable: The general manager is not to release a dangerous dog to its owner unless the general manager is of the opinion that the owner has a suitable enclosure or satisfactory alternative arrangements have been made	Delegation	X	X	X		20-Jul-20	Minute 109/20
36	39A(2)	Destruction of dangerous dog if enclosure not suitable: If the owner of a dangerous dog does not have an enclosure referred to in subsection (1), the general manager may, by notice in writing served on the owner, require the owner to build, or have built, such an enclosure within 28 days after service of the notice	Delegation	X	X	X		20-Jul-20	Minute 109/20
37	39A(3)	Destruction of dangerous dog if enclosure not suitable: The general manager may extend the 28 day period to build the enclosure if of the opinion that sufficient progress towards the completion of the enclosure has been made	Delegation	X	X	X		20-Jul-20	Minute 109/20
38	39A(4)	Destruction of dangerous dog if enclosure not suitable: If the owner does not build, or have built, a suitable enclosure within the period specified in the notice or such other period as the general manager allows or does not make satisfactory alternative arrangements for housing the dog, the general manager may destroy the dog	Delegation	X	X	X		20-Jul-20	Minute 109/20
39	39A(5)	Destruction of dangerous dog if enclosure not suitable: Before destroying a dog under section 39A, the general manager must, by notice in writing served on the owner, notify the owner of the general manager's intention to destroy the dog	Delegation	X	X	X		20-Jul-20	Minute 109/20
40	41(2)	Attacking dogs: A person who restrains a dog under subsection (1) is to notify the general manager as soon as possible	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services			Animal Management Officer
41	42(3)					Destruction of dog: If a dog destroyed under subsection 42(1) was wearing a registration disc or any other means of identification, the general manager is to notify the dog's owner in writing of – (a) the destruction of the dog; and (b) the reasons for the destruction.	Delegation	X	X
42	47(1)	Complaints relating to nuisance: A person may make a complaint to the general manager in respect of a dog that is a nuisance.	Delegation	X	X	X		20-Jul-20	Minute 109/20
43	48(1)	Investigation of complaint: On receipt of a complaint, the general manager is to investigate the subject matter of the complaint.	Delegation	X	X	X		20-Jul-20	Minute 109/20
44	48(2)(a)	Investigation of complaint: If the general manager considers that the complaint has substance, the general manager may institute proceedings for an offence under section 46	Delegation	X	X	X		20-Jul-20	Minute 109/20
45	48(2)(b)	Investigation of complaint: If the general manager considers that the complaint has substance, the general manager is to refund the fee that accompanied the complaint to the complainant.	Delegation	X				20-Jul-20	Minute 109/20
46	49A	Abatement notices	Delegation	X	X	X		20-Jul-20	Minute 109/20
47	51(1)	Application for licences: A person can apply to the general manager for a licence to keep more than 2 dogs or more than 4 working dogs	Delegation	X				20-Jul-20	Minute 109/20
48	51(3)	Application for licences: The general manager can require a licence applicant to give public notice of application for licence to keep several dogs	Delegation	X				20-Jul-20	Minute 109/20
49	52	Objections to licence	Delegation	X				20-Jul-20	Minute 109/20
50	54	Refusing application	Delegation	X	X	X		20-Jul-20	Minute 109/20
51	55(1)	Granting application: The general manager may grant an application for a licence to keep several dogs in certain circumstances	Delegation	X	X	X		20-Jul-20	Minute 109/20
52	55(2)	Granting application: The general manager may issue a licence that has been granted specifying certain matters	Delegation	X				20-Jul-20	Minute 109/20
53	57(2)	Renewal of licence: Refusal to renew a licence if Act or any other Act not being complied with, the premise is causing a nuisance or it is in the public interest that the licence not be renewed.	Delegation	X	X	X		20-Jul-20	Minute 109/20
54	58(1)	Cancellation of licence: The general manager may cancel a licence in certain circumstances	Delegation	X				20-Jul-20	Minute 109/20
55	58(2)	Cancellation of licence: The general manager must give notice and consider representations prior to cancelling a licence	Delegation	X				20-Jul-20	Minute 109/20
56	73(6)	Entering land: Giving of notice of entering of land and seizure of dog.	Delegation	X	X	X		20-Jul-20	Minute 109/20
57	75	Use of tranquiliser devices	Delegation	X	X	X		20-Jul-20	Minute 109/20
58	80(2)(a)-(c)	Fees: A general manager may (a) waive a fee; (b) refund part or all of a fee; or (c) discount a fee	Delegation	X				20-Jul-20	Minute 109/20
59	81	Payment by instalments	Delegation	X				20-Jul-20	Minute 109/20

		Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council General Manager	Director - Development Services	Animal Management Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
60	<u>82</u>	Delegation: The general manager may delegate to any person any of his or her functions or powers under this Act, other than this power of delegation.	Delegation	X				20-Jul-20	Minute 109/20

Emergency Management Act 2006

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Legislation Version: 6 May 2020

APPOINTMENTS

* A member of a statutory service (Council) is an authorised officer.

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by		Given to			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Municipal Coordinator	Deputy Municipal Coordinator	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	21(2)	Duty of council to determine who is to be the Municipal Chair Person: A council for the municipal area must determine who is to be the Municipal Chairperson.	Delegation	X					Determined to be the Dorset Council Mayor		
2	23(2), (7), (8)	Council to nominate a person to be the Municipal Emergency Management Coordinator, or Deputy Municipal Emergency Management Coordinator: A council can only nominate a person for either of the positions if the person, once appointed to the position would have authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of council	Delegation	X			X	X	Endorsed nomination by Council required to be submitted to the Minister for approval	18/11/2024 112/2025	Minute 234/24 Minute 112/2025
3	24G(2)	Municipal Recovery Coordinator: A General Manager of a council may appoint a Municipal Recovery Coordinator for the municipal area governed by the council.	Delegation		X		X				
4	46	Council to use resources in emergency: If an emergency affects a municipal area, the council in the municipal area is to use its resources and the resources made available to it for the purposes of managing the emergency	Delegation	X		X	X				

5	47	Council to establish or provide for resources: Each council is to establish and maintain or otherwise provide for the availability of all resources and facilities it considers necessary for the management of an emergency in its municipal area in accordance with the relevant Municipal Emergency Management Plan.	Delegation	X		X	X			
6	48	Municipal Volunteer SES units: Council is to establish and maintain municipal volunteer SES units, if it is considered necessary after consultation with the Director of the SES.	Delegation	X		X	X			
7	49	Resources of municipal volunteer SES units: Council is responsible for the effective operation of its municipal volunteer SES units, and responsible for all aspects of the storage and maintenance of the equipment used by those units. This includes accommodation for the purposes of training members of those units.	Delegation	X		X	X			
8	50	Power to bind in contracts: A Council may enter into a contract with one or more councils or other persons to enable or facilitate emergency management in its municipal area or other municipal areas.	Delegation	X		X	X			
9	Schedule 2	Special emergency powers of State Controller and Regional Controllers: In the event the Council owns resources, they must surrender the resources for emergency manager to the State Controller or Regional Controller.	Delegation	X		X	X			

Environmental Management and Pollution Control Act 1994

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Legislation Version: 14 December 2022

APPOINTMENTS

- * A council may appoint an employee of the council to be a council officer for the purposes of this Act: s.21 of EMPCA.
- * Any person authorised pursuant to s.21 must be provided with a certificate of authorisation which is capable of production upon request (along with identification), pursuant to s.92(4).

DELEGATIONS

- 1 A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- 2 The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- 3 If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- 4 If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- 5 A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
1	Sec 20A	Duty of council to prevent or control pollution: In relation to activities other than prescribed activities, a council must use its best endeavours to prevent or control acts or omissions which cause or are capable of causing pollution.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
2	Sec 20B	Council may ask Board to exercise powers: A council may ask the Board, in respect of an activity that is not a level 2 activity or a level 3 activity, to exercise any of the Board's powers relating to the following: an environmental audit, an environmental improvement programme, an environmental agreement and lodgement of financial assurance.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
3	Sec 21	Council officers: A council may appoint an employee of the council to be a council officer	Delegation	X	X	X	X	Nil	20-Jul-20	Minute 109/20
4	Sec 22 (1A)	Registers of environmental management and enforcement instruments: A council must keep a register containing particulars of any environment protection noise issues and any amendment or revocation of any notice.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
5	Sec 23 (1) (2)	Trade secrets: If it appears to the Board or a council that – (a) any information that could be kept as a trade secret would be available to the public; and (b) the release of that information would be likely to cause financial loss to any person – the Board or council must consult with that person before including the information on any register kept under this Act.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
6	Sec 24 (1)					Assessment of permissible level 1 activities: Council must refer application to the Board if directed to do so	Delegation	X		X
7	S 25(1)(b)	Assessment of permissible level 2 activities: Planning Authority to refer the application to the board as soon as practicable, but any case within 21 days, after the date of lodgement of the application.	Delegation	X					20-Jul-20	Minute 109/20
8	Sec 25A (1D)(a)	Assessment of applications for permits that are combined with applications for planning scheme amendments: Giving of notice to the applicant of the determination of the Board to refuse to grant a permit	Delegation	X					20-Jul-20	Minute 109/20
9	Sec 27AC (5)	Directions in relation to permits in respect of EL activities: Notify the Board of the grant of the permit and provide to the Board a copy of the permit	Delegation	X					20-Jul-20	Minute 109/20
10	Sec 27AD	Minor variations of planning permit in relation to EL activities: Application to the Board for approval to amend a planning permit	Delegation	X					20-Jul-20	Minute 109/20
12	Sec 43	Power to require information: Notify the Director, EPA of the issue of an emergency order and provide a copy of the order	Delegation	X					20-Jul-20	Minute 109/20
13	Sec 44 (4)	Environment protection notices: Where an environment protection notice is issued by a council officer, the council must, as soon as practicable and in any event within 7 days, advise the Director in writing of that fact and of any amendment or revocation of the notice.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20
14	Sec 44A	Correction of mistakes: Council Officer may correct an environmental protection noticed issued by him or her.		X	X	X			20-Jul-20	Minute 109/20
15	Sec 45A	Transfer of environment protection notice: Council Officer may amend the notice by substituting the name of that person with the name of the person identified in the particulars.	Delegation	X	X	X			20-Jul-20	Minute 109/20
16	Sec 46(4)	Registration of environment protection notices: The Recorder of Titles must register the environment protection notice as if it were a dealing, within the meaning of the Land Titles Act 1980 , lodged in accordance with that Act.	Delegation	X					20-Jul-20	Minute 109/20
17	Sec 47(1)	Action on non-compliance with environment protection notice: The Director or, in the case of an environment protection notice served by a council officer, the council may take any action required by an environment protection notice if the requirements of the notice are not complied with.		X	X	X			20-Jul-20	Minute 109/20
18	Sec 47 (3) (4)	Action on non-compliance with environment protection notice: The reasonable costs and expenses incurred by the Director or a council in taking action under this section may be recovered by the Director or the council as a debt from the person who failed to comply with the requirements of the environment protection notice. Where an amount is recoverable from a person under this section, the Director or the council may, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
19	Sec 48 (1)	Civil enforcement proceedings: Where – (a) a person has engaged, is engaging or is proposing to engage in conduct in contravention of this Act; or (b) a person has refused or failed, is refusing or failing or is proposing to refuse or fail to take any action required by this Act; or (c) a person has caused environmental harm by contravention of this Act, any other Act or the repealed Act – the Director, a council or a person who has, in the opinion of the Appeal Tribunal, a proper interest in the subject matter may apply to the Appeal Tribunal for an order.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
20	Sec 61	Reports in respect of alleged contraventions: Where a person reports to the Director or a council an alleged contravention of this Act, the Director or the council must, at the request of the person, advise the person as soon as practicable of the action (if any) taken or proposed to be taken by the Director or the council in respect of the allegation.		X	X	X	X		20-Jul-20	Minute 109/20
21	Sec 64	Recovery of technical costs associated with prosecutions: Where a person is convicted of an offence against this Act, the court may, on application by the Director or a council, order the convicted person to pay to the Director or the council the reasonable costs and expenses incurred by the Director or the council in the taking of any samples or the conduct of tests, examinations or analyses in the course of the investigation and prosecution of the offence.		X	X	X			20-Jul-20	Minute 109/20
22	Sec 67	Environmental infringement notices: Where a council officer is satisfied that a person has committed a prescribed offence, an infringement notice may be served	Delegation	X		X			20-Jul-20	Minute 109/20
23	Sec 74	Environmental Impact Assessment Principles: An environmental impact assessment may be required when an environmentally relevant activity is proposed to be undertaken by the public or the private sector.	Delegation	X		X	X	Nil	20-Jul-20	Minute 109/20
24	Sec 94(3)	Provisions relating to seizure: Where a thing has been seized or made subject to a seizure order under this Division, the thing must, if it has been seized, be held pending proceedings for an offence against this Act related to the thing seized unless the Director, Commissioner or the council, as the case may require, on application, authorizes its release to the person from whom it was seized, or to any person who had legal title to it at the time of its seizure.	Delegation	X		X	X		20-Jul-20	Minute 109/20
25	Sec 103	Fees imposed by councils: In accordance with the provisions of the Local Government Act 1993 , a council may impose fees in relation to any function or service carried out by the council under this Act.		X	X				20-Jul-20	Minute 109/20

Food Act 2003

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Legislation Version: 1 July 2025

APPOINTMENTS

- * A council may appoint a person to be an authorised officer for the purposes of this Act: S.100(2) of the Food Act 2003.

DELEGATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

		Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	Sec 101 (2)	Appointment of authorised officers	Appointment	X	X		X		20-Jul-20	Minute 109/20
2	Sec 33	Making of order: An order may be made by a relevant authority to prevent or reduce the possibility of a serious danger to public health or to mitigate the adverse consequences of a serious danger to public health.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
3	Sec 34 (2)	Nature of order: An order may be varied or revoked by the relevant authority who made the order.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
4	Sec 40	Powers of authorised officers: For the purposes of this Act, an authorised officer may, at any reasonable time, do any one or more of the following.	Delegation	X	X		X	Entry, inspection and seizure	20-Jul-20	Minute 109/20
5	Sec 50 (2)	Forfeiture of item: Items forfeited under this section may be destroyed, sold or otherwise disposed of.	Delegation	X	X		X		20-Jul-20	Minute 109/20
6	Sec 52 (1)	Return of forfeited item: Council must return an item that has not been destroyed as soon as possible to the person it was seized from.	Delegation	X	X		X		20-Jul-20	Minute 109/20
7	Sec 53 (4) (2) (3)	Compensation to be paid in certain circumstances: The enforcement agency is to pay such compensation as is just and reasonable in relation to any item seized under this Part by an authorised officer appointed by it	Delegation	X	X		X		20-Jul-20	Minute 109/20
8	Sec 55	Enforcement agency entitled to answer application: The enforcement agency is entitled to appear as respondent at the hearing of an application made under Section 54.	Delegation	X	X		X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
9	Sec 68 (2) (3)	Compensation: If there were no grounds for the issuing of an order, the enforcement agency that issued the order is to pay such compensation as is just and reasonable.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
10	Sec 83H	Priority classification system and frequency of auditing	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
11	Sec 87 (1) (5) (6) (7)	Registration of food business: The Council may register a food business which is located within it's municipal area. If the council grants an application for registration, it must issue the applicant with a certificate of registration that sets out the conditions, if any, to which the registration is subject. If the council refuses an application for registration, the council must give notice of the refusal in writing to the applicant setting out the reasons for the refusal.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
12	Sec 89 (3) (5)	Renewal of registration: The council may, after considering an application for renewal of registration grant the application, with or without conditions; or refuse the application. If the council refuses an application for renewal of registration, the council must give notice of the refusal in writing to the applicant setting out the reasons for the refusal.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
13	Sec 91	Variation of conditions, or suspension or cancellation, of registration of food businesses: The council of the municipal area in which the food business is registered may vary the conditions of, or suspend or cancel, the registration of a food business under this Part.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
14	Sec 94	Register of food businesses to be maintained: The Council is required to prepare and maintain a list which contains notified food businesses, registered food businesses, and food businesses whose registration is renewed.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
15	Sec 97	Functions of councils: A council is to – (a) take adequate measures to ensure that the provisions of this Act are complied with; and (b) carry out any other function the Minister or Director of Public Health determines.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
16	Sec 98 (4)	Power of Director of Public Health to order council to perform functions: A council may request the Director of Public Health to exercise any of its powers or perform any of its functions at the council's expense.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
17	Sec 100 (1) (2)	Reports by councils: The council is to report to the Director of Public Health on the performance of functions under this Act. In addition, the council is to forward to the Director of Public Health details of any proceedings for an offence under this Act taken by an officer, employee or agent of the council.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
18	Sec 104(1)	Institution of proceedings: Proceedings for an offence under this Act may only be instituted by the Minister, an authorised officer, council, or Director of Public Health. They may only be instituted within 3 years after the date on which the offence is alleged to have been committed or within 120 days after the date on which a sample is obtained.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
19	Sec 118 (1)	Infringement notices: An authorised officer or council may serve an infringement notice on a person, other than a person under the age of 16 years, if of the opinion that the person has committed a prescribed offence.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20

Heavy Vehicle National Law (Tasmania) Act 2013

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

[The Heavy Vehicle National Law \(Tasmania\) Act 2013 \(Tas\) makes the Heavy Vehicle National Law applicable in Tasmania with certain modifications for the Tasmanian context. The Act results in the creation of the Heavy Vehicle National Law \(Tasmania\) 2013.](#)

[The Heavy Vehicle National Law is contained in a Schedule to the Heavy Vehicle National Law Act 2012 \(Qld\) .](#)

The *Acts Interpretation Act 1931 (Tas)* does not apply to the *Heavy Vehicle National Law (Tasmania)*.

A council, within the meaning of the *Local Government Act 1993 (Tas)* , is declared to be a local government authority for the purposes of the *Heavy Vehicle National Law (Tasmania)*. The council is the "*road manager*" for the purposes of this Act in relation to a road controlled by a local government authority.

The Registrar of Motor Vehicles is the "road authority".

The National Heavy Vehicle Regulator may appoint an employee of a Council to be an "authorised officer": *Heavy Vehicle National Law* s.481. The Act does not provide for this appointment to be made by a Tasmanian body.

Notes on Delegation

(1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).

(2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	16(b)	ROAD MANAGER		X	X			20-Jul-20	Minute 109/20
2	118(1)(b)	Granting consent for exemption on mass or dimension restriction	Delegation	X	X			20-Jul-20	Minute 109/20
3	124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction	Delegation	X	X			20-Jul-20	Minute 109/20
4	139(1)(b)	Granting consent for a class 2 heavy vehicle authorisation (notice)	Delegation	X	X			20-Jul-20	Minute 109/20
5	145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation (permit)	Delegation	X	X			20-Jul-20	Minute 109/20
6	156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority	Delegation	X	X	X	Decide to give or not to give the consent	20-Jul-20	Minute 109/20
7	156A	Decide whether to grant consent, after considering the specific matters in s.156A & provide written reasons to the Regulator for the decision in relation to consent	Delegation	X	X		The statement explaining a decision is to be in accordance with s. 172.	20-Jul-20	Minute 109/20
8	158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority	Delegation	X	X		As far as practicable, deal with the request for consent and decide to give or not give the consent (even though the consultation with the other entity is not completed).	20-Jul-20	Minute 109/20
9	159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable	Delegation	X	X	X	Deciding whether to give or not to give the consent and notify the Regulator.	20-Jul-20	Minute 109/20
10	160(1)	Specifying road condition(s) to which the granting of consent is subject	Delegation	X	X	X		20-Jul-20	Minute 109/20
11	160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	Delegation	X	X	X	The statement explaining a decision is to be in accordance with s. 172.	20-Jul-20	Minute 109/20
12	161(1)	Specifying travel condition(s) to which the granting of consent is subject	Delegation	X	X	X		20-Jul-20	Minute 109/20
13	161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	Delegation	X	X	X	The statement explaining a decision is to be in accordance with s. 172.	20-Jul-20	Minute 109/20

		Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
14	162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority	Delegation	X	X	X		20-Jul-20	Minute 109/20
15	167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]	Delegation	X	X	X		20-Jul-20	Minute 109/20
16	169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months	Delegation	X	X	X		20-Jul-20	Minute 109/20
17	170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority	Delegation	X	X			20-Jul-20	Minute 109/20
18	174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	Delegation	X	X	X		20-Jul-20	Minute 109/20
19	176 (4)(c)	Provide consent to an amendment of a permit for a mass or dimension authority	Delegation	X	X			20-Jul-20	Minute 109/20
20	178(2)	Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	Delegation	X	X	X		20-Jul-20	Minute 109/20
21	645	Decide a review of a reviewable decision under the Act	Delegation	X	X			20-Jul-20	Minute 109/20

Land Acquisition Act 1993

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Legislation Version: 1 January 2022

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

(1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act

(2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and

(b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993(Tas).

(3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position

is vacant at the time of the delegation: s.23AA(1) Acts Interpretation Act 1931(Tas).

(4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in

the office or position concerned: s.23AA(5) Acts Interpretation Act 1931(Tas).

(5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6)

		Function or Power	Nature	Given by	Given to	Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
				Council	General Manager			
No.	Provision	Description	Appointment, Delegation or Authorisation			Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S.54	Powers of entry and examination	Delegation				21-Oct-24	Minute 211/24
2	S.55	Immediate entry	Delegation				21-Oct-24	Minute 211/24
3	S.56	Power to occupy adjacent land	Delegation	X	X		21-Oct-24	Minute 211/24

Land Titles Act 1980

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Legislation Version: 13 June 2023

This register is maintained in compliance with section 22 (4) of the Local Government Act 1993 (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993(Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) Acts Interpretation Act 1931(Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) Acts Interpretation Act 1931(Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) Acts Interpretation Act 1931(Tas).

No.	Provision	Function or Power	Nature	Given by	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager	General Manager	Director - Development Services	Director - Corporate Services	Administration Team Leader	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S 138U	Restriction on title by possession: (1) For the purposes of an application to acquire title to any land by possession, any period during which council rates have been or are paid by or on behalf of the owner is to be disregarded. (2) This section does not apply to an application if the relevant council has certified in writing that it is unclear who has paid, or is paying, the relevant council rates.	Delegation	X	X		X	X		20-Nov-23	Minute 196/23
2	S 138Y	Avoidance of sub-minimum lots: (1) In this section, sub-minimum lot means a lot that does not have the qualities of a minimum lot as provided by section 109 of the Local Government (Building and Miscellaneous Provisions) Act 1993 . (2) If the Recorder is not sure whether the granting of an application under this Division would result in the continuation or creation of a sub-minimum lot, the Recorder may require the applicant to produce a certificate from the relevant council – (a) that the application would not result in the continuation or creation of a sub-minimum lot; or (b) that the council consents to the application. (3) If the applicant fails to produce a certificate required under subsection (2) , the Recorder is not required to proceed with the application.	Delegation	X	X	X				20-Nov-23	Minute 196/23

Land Use Planning and Approvals Act 1993

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Legislation Version: 16 June 2025

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).
- (6) A planning authority may, by resolution, delegate any of its functions or powers under this Act other than this power of delegation to a person employed by the authority (Part 1, S. 6(3)).

No.	Provision	Function or Power	Nature	Given By			Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority)	Council	General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation
PART 3		PLANNING SCHEMES										
3	Part 3 Generally	As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment: i) authority to give such advice, consultation, referral or notification as required under this Part; ii) authority to initiate public notification of a draft scheme or draft amendment; iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period; iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction; v) represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission	Delegation & authority to delegate	X			X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
PART 3A		LOCAL PLANNING SCHEDULE (LPS)										
	Part 3A Generally	In accordance with a decision of the planning authority (or a requirement of the Minister) to - a) prepare a draft LPS under s35; b) indicate its views and opinions in relation to each representation received on a draft LPS; c) indicate its satisfaction that a draft LPS meets the criteria in s34; d) make recommendations in relation to how a draft LPS should be determined in accordance with s35F; and e) conduct and respond on a review of the LPS									16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority) Council General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
4	Continued	The following functions and powers of the planning authority are delegated – a) prepare the required documentation for a draft LPS; b) submit the draft LPS to the Tasmanian Planning Commission (TPC) under s35(1); c) make any modifications to the draft LPS which may be instructed by the TPC under s35(5)(b); d) give notice under s35C of the exhibition of a draft LPS, including for any instruction issued by the TPC under s35B; e) undertake exhibition of the draft LPS in accordance with s35D.	Delegation & authority to delegate	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
	Continued	f) provide a report to the TPC pursuant to s35F; g) prepare and submit any modifications required by the TPC to a draft LPS in accordance with s35K; h) give notice in accordance with s35M(2) of the approval of the LPS; i) provide a report to the TPC on the outcomes of a review of the LPS conducted by the planning authority in accordance with s35O, including provide notice of the review and receive comments from the public pursuant to s35P								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
5	Division 7	Special local provisions schedules	Delegation & authority to delegate	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
PART 3B		AMENDMENT OF THE LPS									
6	General	In accordance with a decision of the planning authority in relation to – a) preparation of a draft amendment to the LPS under s38 or 40D; b) preparation of a draft amendment under s38 and a draft permit under s40Y; and c) its views and opinions in relation to each representation received on a draft LPS and on any draft permit; d) its satisfaction that the draft LPS meets the criteria in s34; and e) recommendations in relation to how the draft LPS should be determined in accordance with s35F.	Delegation & authority to delegate	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
	Continued	The following functions and powers of the planning authority are delegated – a) give notice in accordance with s38(3) of a decision in relation to a request to initiate a draft amendment to the LPS; b) give notice in accordance with s40W of a decision under 40Y in relation to a request to consider a permit in combination with a request to initiate a draft amendment to the LPS; c) request additional information under s40 and s40U; d) provide any material requested by the TPC in accordance with s40A, 40B, or 40V; e) prepare the draft LPS amendment documents; f) certify a draft amendment to the LPS in accordance with s40F;								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
	Continued	g) give notice in accordance with s40G of the exhibition of a draft amendment to the LPS, and including any exhibition of a permit application under s40Z; h) undertake exhibition of the draft amendment to the LPS in accordance with s40H, and including any permit application approved under 40Y; i) provide a report to the TPC in accordance with s40K and s42 if there are no representations making objection on the draft amendment to the LPS and to any permit application requested under 40T; j) provide a report to the TPC in accordance with s40K and s42 in relation to the planning authority’s – i. views and opinions on each representation received during the exhibition period; ii. compliance to s34; and iii. its recommendations on how the draft LPS or the permit application under 40T should be determined;								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority) Council General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
	Continued	k) make modifications to a draft LPS amendment if instructed by the TPC in accordance with s40O or 40P; l) re-exhibit a modified draft amendment to the LPS under s40G and 40H if instructed by TPC in accordance with s40P; m) give notice of an approved amendment to the LPS in accordance with s40S; n) grant an extension of time under s42C for a permit granted under s42B; o) correct a mistake under s42D in a permit granted under s42B; and p) make minor amendments in accordance with s43 to a permit granted under s42B								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
PART 4		ENFORCEMENT OF PLANNING CONTROL									
7	Part 4 Generally	Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council’s obligations as a planning authority to observe and enforce compliance of a planning scheme; including – i) to give such advice, consultation, referral or notification as required under this Part; ii) to represent the Council and to give evidence before TASCAT in respect of any appeal against a decision on a planning permit; iii) to initiate legal proceedings for any use of land, development or act if:- - contrary to a State Policy, planning scheme or special planning scheme; - an obstruction of a planning scheme or special planning scheme; or - a breach of a condition or restriction of a planning permit.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
8	S.30C(4)	Terms of reference in relation to draft amendment of the SPPs: A planning authority or another person may request the Minister to consider preparing terms of reference in relation to a draft amendment of the SPPs.		X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
9	S.35	Draft LPS to be provided to Commission: A planning authority may prepare and submit to the Commission a draft LPS that applies to the municipal area of the planning authority.		X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
10	S.35C	Notice of exhibition of draft LPS	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
11	S.35F	Report by planning authority to Commission about exhibition	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
12	S.35G	Planning authority may notify Minister as to whether amendment of SPPs is required	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
13	S.35I	Withdrawal of draft LPS	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
14	S.35M	Notice of approval of Local Provisions Schedules	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
15	S.35P	Conduct of review (of an LPS or a part of an LPS)	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority) Council General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
16	S.40T	Permit application that requires amendment to the LPS: (6) An application for a permit under subsection (1) by a person to a planning authority to amend the zoning or use or development of one or more parcels of land specified in an LPS must, if the person is not the owner, or the sole owner, of the land and the relevant planning scheme does not provide otherwise – (a) be signed by each owner of the land; or (b) be accompanied by the written permission of each owner of the land to the making of the request.	Delegation (by council as land owner)	X	X				(7) Subsection (6) does not apply to an application for a permit to carry out mining operations, within the meaning of the Mineral Resources Development Act 1995 , if a mining lease or a production licence which authorises those operations has been issued under that Act.	16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
17	S40G	Notice of exhibition: A planning authority, as soon as practicable after providing to the Commission under section 40F(4) a copy of a draft amendment of an LPS or receiving under section 35KB(4)(b)(i) a notice in relation to a draft amendment of an LPS, must ensure an exhibition notice in relation to the draft amendment of an LPS is published in accordance with this section, unless the planning authority receives a notice under section 40I(1) in relation to the draft amendment.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
18	S.40U	Additional information: A planning authority, within 28 days from the day on which it receives from a person an application for a permit, may, by notice in writing, require the person to provide to the planning authority additional information before it considers the application.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
19	S.40W	Determination of amendment where concurrent permit application sought	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
20	S.43(2)	Minor amendment of permit: The planning authority may amend or refuse to amend the permit.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
21	S.43(6)	Minor amendment of permit: If the planning authority amends a permit, it must, by notice in writing served on the following persons, notify them of the amendment: (a) the applicant for the amendment; (b) the owner of the land; (c) any person or body who or that made a representation; (d) the owner or occupier of any property which adjoins the land to which the permit relates.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
22	S.43(7)	Minor amendment of permit: If the planning authority amends a permit that contains a condition or restriction that the Board of the Environment Protection Authority has required under section 25(5) of the Environmental Management and Pollution Control Act 1994 , the planning authority must, by notice in writing served on the Board, notify it of the amendment.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
23	S.43(9)	Minor amendment of permit: If the planning authority amends a permit in respect of which the Commission has modified, deleted or added conditions or restrictions, the planning authority must, by notice in writing served on the Commission, notify it of the amendments made to the permit.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
24	S.43(10)	Minor amendment of permit: If the planning authority amends a permit containing a condition or restriction which the Heritage Council has specified, the planning authority must, by notice in writing served on the Heritage Council, notify the Council of the amendment.	Delegation	X	X	X				16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
25	S.48AA	Enforcement of major project permits A planning authority must, within the ambit of its power, enforce the observance of any condition or restriction to which a major project permit is subject.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority) Council General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
26	S.48A	Notice to remove signs	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
27	S.51	Permits: A person must not commence any use or development which requires a permit unless the planning authority which administers the scheme, the Commission, or the Tribunal, has granted a permit in respect of that use or development and the permit is in effect or a major project permit has been granted in respect of that use or the development and the permit is in effect.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
28	s 51A	Fees payable for application: ... (2) Despite section 86 , a planning authority is not entitled – (a) to refuse to take an action in relation to determining whether or not an application for a permit is valid; or (b) to refuse to accept a valid application for a permit – on the ground that a fee, under a relevant legislative instrument, for an application for a permit has not been paid, unless – (c) the planning authority has, before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit, demanded the payment of the fee; and (d) the fee has not been paid within the 21-day period after the day on which the demand is made. (3) If – (a) the planning authority has demanded payment of a fee, under a relevant legislative instrument, for an application for a permit before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit; and (b) the fee has been paid within the 21-day period after the day on which the demand is made – the application, if it is a valid application, is taken for the purposes of this Act to have been received on the day on which the fee is paid.		X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
29	S.52(1B)	What if applicant is not the owner?: If land in respect of which an application for a permit is required is Crown land, is owned by a council or is administered or owned by the Crown or a council and a planning scheme does not provide otherwise, the application must – (a) be signed by the Minister of the Crown responsible for the administration of the land or by the general manager of the council; and (b) be accompanied by the written permission of that Minister or general manager to the making of the application.	Delegation		X	X		X	GM may delegate to a Council employee pursuant to s. 52(1G)	16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
30	S.53(5A), (5B), (5C) & (5D)	When does a permit take effect?: Where a planning authority grants a permit, the permit takes effect on the day on which it is granted by the authority or, where there is a right of appeal against the granting of the permit, at the expiration of 14 days from the day on which the notice of the granting of the permit was served on the person who has the right of appeal.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
31	S.54	Additional information: A planning authority that receives an application for a permit (other than a permit referred to in section 40T) may require the applicant to provide it with additional information before it considers the application.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
32	S.55	Correction of mistakes: A planning authority may correct a permit granted by it if the permit contains – (a) a clerical mistake or an error arising from any accidental slip or omission; or (b) an evident material miscalculation of figures or an evident material mistake in the description of any person, thing or property referred to in the approval.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority) Council General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
33	S.56	Minor amendments of permits issued by a planning authority: s 56(1A): planning authority that receives a request under ss(1) for amendment to permits, (a) within 28 days after the request was received, amend, or refuse to amend the permit and (b) must within 7 days (i) after amending the permit or (ii) after refusing to amend the permit, give notice of the refusal to the person who made the request	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
34	S.56AA	not entitled – (a) to refuse to take an action in relation to determining whether or not an application under section 56 for an amendment of a permit is valid; or (b) to refuse to accept a valid application under section 56 for an amendment of the permit – on the ground that a fee, under a relevant legislative instrument, for an application for an amendment of a permit under section 56 has not been paid, unless – (c) the planning authority has, before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for an amendment of the permit, demanded the payment of the fee; and (d) the fee has not been paid within the 21-day period after the day on which the demand is made.	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
DORSET SPECIFIC: Section 57: Applications for discretionary permits									All Council planning applications where Council is the applicant or is the underlying developer or proponent must be undertaken in accordance with Council Policy No. 69 - Managing Conflicts of Interest		
36	S.57(2)	Applications for discretionary permits: The planning authority may, on receipt of an application for a permit to which this section applies, refuse to grant the permit	Delegation	X	X	X	X		If use or development proposed by an applicant is prohibited by the planning scheme.	16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
37	S.57(3)	Applications for discretionary permits: Unless the planning authority requires the applicant to give notice, the authority must give notice, as prescribed, of an application for a permit.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
38	S.57(5)	Applications for discretionary permits: Any person may make representations relating to the application during the period of 14 days commencing on the date on which notice of the application is given or such further period not exceeding 14 days as the planning authority may allow.	Delegation	X	X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation		
				Council (as the Planning Authority)	Council	General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure			
No.	Provision	Description	Appointment, Delegation or Authorisation							Notes	Date(s) of Delegation / Authorisation	Resolution Number	
39	S.57(6) & (7)	Applications for discretionary permits: Grant a discretionary permit with or without conditions	Delegation	X		X	X	X		ONLY delegated to the General and Director - Development Services If: (1) there will be a failure to determine an application for a permit under s.57 before the expiration period referred to in either s.57(6)(b)(i) or (ii); or (2) the recommendation of the Director - Development Services is to grant a permit for an application and: (a) only a single representation has been received for the application; or (b) two or more representations have been received for the application and the representations fail to address standards or requirements of the planning scheme applicable to the assessment of the application; or (c) no representations from residents or landowners of Dorset municipality have been received that object to the application.	ONLY delegated to the Town Planner If: (a) there will be a failure to determine an application for a permit under s.57 before the expiration period referred to in either s.57(6)(b)(i) or (ii); or (b) no representations have been received that object to an application; and (c) the recommendation of the Director - Development Services is to grant a permit.	16/07/2018 16/12/2019 20/07/2020 17/05/2021	Minute 128/18 Minute 208/19 Minute 109/20 Minute 80/21
40	S.57(6A)	Applications for discretionary permits: A further period agreed to by a planning authority and an applicant may be extended or further extended by agreement, in writing, between the planning authority and applicant at any time before the expiration of the period to be extended and, when so extended, is taken to be the further period referred to in that subsection.	Delegation	X		X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21	
41	S.57A	Mediation	Delegation	X		X	X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21	
42	S.58	Application for other permits: This section applies to an application for a permit in respect of a use or development for which, under the provisions of a planning scheme, a planning authority is bound to grant a permit either unconditionally or subject to conditions or restrictions.	Delegation	X		X	X	X		All Council planning applications where Council is the applicant or is the underlying developer or proponent must be undertaken in accordance with Council Policy No. 69 - Managing Conflicts of Interest	16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21	

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation		
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority)	Council	General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure		Date(s) of Delegation / Authorisation	Resolution Number
Notes													
43	S.59	Failure to determine an application for a permit: Notwithstanding the provisions of this Division, a planning authority may make a decision on an application for a permit to which section 57 or 58 applies at any time before the lodging of an application.	Delegation	X				X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
44	S.60	Council responding and issuing notices relating to compliance with certain permit conditions	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
45	S.60H(3)	Minister may request information from council or relevant state entity: A council, to which a notice is given under subsection (1) is to take all reasonable steps to provide to the Minister, within the period specified in the notice, the information specified in the notice.	Delegation		X							16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
46	S.60I(3)	Council to give notice in relation to eligibility of major project proposals: A council that is provided under this section with a major project proposal may notify the Minister, in writing within 28 days, and advise the Minister why the project is not a major project.	Delegation		X							16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
47	S.60S(4)(b)	Refund of ordinary permit where declaration of major project is made: The planning authority to which the application was made must, as soon as practicable, refund to the applicant half of any fees that the applicant has paid in respect of the application.	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
48	S.60S(5)	Refund of ordinary permit where declaration of major project is amended under s. 60TG(2) so that the declaration also relates to an additional area of land: The planning authority to which the application was made must, as soon as practicable, refund the applicant half of any fees that the applicant has paid in respect of the application.	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
49	S. 60SA(6)	Service of certificate of development completion: If the Commission issues a certificate of development completion under s.60SA, the Commission must give a copy of the certificate of development completion, issued in relation to all, or part, of the area to which a major project permit relates to the planning authority in relation to the area of land.	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
50	S.60TD(1)	Notice of request under s.60TC(1): On receiving a request in relation to an additional area of land in relation to a major project under s.60TC(1), a relevant advice body must, within 7 days, give a notice in relation to the request to: ... (c) the council that is the relevant planning authority in relation to the major project; (d) each council that is not a relevant planning authority in relation to the major project but that is the council for a municipal area that is in the regional area, or regional areas, in which the project is to be situated.	Delegation	X	X							16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
51	S.60ZX(1)	Provision to Panel of further information: A person to whom a request is made under section 60ZW(1) is to take all reasonable steps to provide to the Panel, as soon as practicable the information specified in the request.	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
52	S.60ZZP(10)	Major project permit may be granted subject to conditions or restrictions: Without limiting the conditions or restrictions that may be imposed under subsection (1), such a condition or restriction may specify that: (a) plans, information, designs, or other documents, are required, under the condition or restriction, to be prepared and provided to the Panel or a planning authority ; and (b) particular actions or works are to be carried out to the satisfaction of the Panel or a planning authority.	Delegation	X								16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority)	Council	General Manager	General Manager	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation
53	S.60ZZZAA(5)	Determination as to whether, and the manner in which, proposed significant amendment may be assessed: After making a determination under s.60ZZZAA(2), the relevant decision-maker must, within 7 days after making that determination, give notice to the council that is a relevant planning authority in relation to the project to which the major project permit relates.	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
54	S.60ZZZAB	Enforcement certificates: (3) If the Commission issues an enforcement certificate in relation to all or part of the land to which a major project permit relates, the Commission must give a copy of the enforcement certificate to the planning authority in relation to the land to which the major project relates. (4) An enforcement certificate is to specify the planning authority's responsibility for the enforcement of the Act.	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
55	S.61	Appeals against planning decisions	Delegation	X		X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
56	S.63	Obstruction of sealed schemes: Initiate legal proceedings for obstruction of a planning scheme	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
57	S.63A	Enforcing compliance with planning schemes	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
58	S.63B(3)	Notice of suspected contravention, &c., may be given: If a notice in relation to a contravention or failure, or likely contravention or failure, is given by to a planning authority, the planning authority must issue a notice in writing to the person as soon as practicable.	Delegation	X		X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
59	S.64	Civil enforcement proceedings: Where a person contravenes or fails or is likely to contravene or fail to comply with a provision of this Part, a person, other than the Commission or a planning authority, who has, in the opinion of the Appeal Tribunal, a proper interest in the subject matter may apply to the Appeal Tribunal for an order.	Delegation	X		X	X		Council to be advised at the next Ordinary Council Meeting.	16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
60	S. 65B(5)	Notice of intention to issue enforcement notice: The planning authority must notify in writing an owner of land, in relation to which a notice of intention to issue an enforcement notice is served under subsection (1) , if the person on whom the notice is served is not the owner of the land.	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
61	S.65G	Cancellation of permits: A planning authority may cancel a permit in relation to land in the municipal area of the authority by issuing and serving a notice	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
62	S. 65I(2)	Authorised officers: A general manager of a council may authorise a person to be, for the purposes of this Act, an authorised officer in respect of the municipal area of the council.	Delegation		X					16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
63	Part 4 Generally	Enforcement of planning control: Authority to represent the planning authority or to appoint a person to represent the planning authority and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.	Delegation	X						16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
PART 5		AGREEMENTS									

No.	Provision	Function or Power	Nature	Given By	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council (as the Planning Authority)	Council	General Manager	General Manager	Director - Development Services	Town Planner	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation
64	S.71	Planning authority may enter into agreements	Delegation	X			X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
65	S.74(3)	Duration of agreement: An agreement may be ended by the planning authority with the approval of the Commission or by agreement between the authority and all persons who are bound by any covenant in the agreement.	Delegation	X			X	X			16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
66	S.75	Amendment of agreements	Delegation	X			X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
67	S.76	Agreement to be lodged with Commission	Delegation	X			X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
68	S.78	Registration of agreements, &c.	Delegation	X			X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21
69	S.80	Application to Appeal Tribunal: An owner of land may apply to the Appeal Tribunal for an amendment to a proposed agreement if (a) under a planning scheme, use or development for specified purposes is conditional upon an agreement being entered into and (b) the owner objects to any provision of the agreement.	Delegation	X			X	X	X		16/07/2018 20/07/2020 17/05/2021	Minute 128/18 Minute 109/20 Minute 80/21

[illegible]

Land Use Planning and Approvals Regulations 2024

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Legislation Version: 24 December 2024

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).
- (6) A delegation by a Council acting as the planning authority pursuant to s. 6 of LUPAA should be a separate resolution to the delegation process by the Council under section 22 of the Local Government Act and recorded in the minutes accordingly (refer to Regulation 29 of the Local Government (Meeting Procedures) Regulations 2025).

		Function or Power	Nature	Given by	Given to	Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
				Council (as the Planning Authority)				
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	Reg. 4	Notice of approval of Local Provisions Schedule	Delegation	X	X			
2	Reg. 5	Advertisement of exhibition of draft amendment, &c (to a planning scheme)	Delegation	X	X			
3	Reg. 6	Notice of approval of draft amendment	Delegation	X	X			
4	Reg. 7	Notice of approval of Local Provisions Schedule	Delegation	X	X			
5	Reg. 8	Notice of application for permit	Delegation	X	X			

Litter Act 2007

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Legislation Version: 1 July 2025

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Peter Carey	Robert Masterman	Chris Wicks	Notes	Date(s) of Delegation / Authorisation
1	S 8	Power of councils to appoint employees as authorised officers: The general manager of a council may appoint an employee of the council to be an authorised officer for the purposes of this Act.	Authorisation	X		X	X	X	This is an authorisation by the general manager to appoint an authorised officer.	21-Oct-24	Minute 211/24
2	S 38	Recovery of costs arising from litter abatement notices	Delegation	X	X					22-Oct-24	Minute 211/25

Local Government Act 1993

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Legislation Version: 1 July 2025

This delegations register does not address the keeping and use of the common seal or the execution of documents - see s.19.

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.
- * The execution of a document sealed by a council is to be attested by such persons as the council determines (s 19(5)).

No.	Provision	Function or Power	Nature	Given by	Given To						Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
1	s.22	Delegation (of functions or powers) by Council	Delegation	X								Includes powers in s.22(2)(a), (ab), (b), (ba) and (c). Excludes all functions and powers specified in s.22(3). Subject to Council policy.	20-Jul-20	Minute 109/20
2	S.20A	Powers of entry	Authorisation	X			X					Power to authorise persons to enter land. Power to give owner or occupier notice of intention to enter land	20-Jul-20	Minute 109/20
3	S.28D	Documents relating to agendas	Delegation	X	X								20-Jul-20	Minute 109/20
4	S.28JA	Dispute Resolution Policy: The General Manager of a council must ensure that a copy of the councils dispute resolution policy is available (a) on the website of the council and (b) on the request of a person.	Delegation		X									
5	S.28S	Contents of code of conduct: The General Manager of a council is to make a copy of the code of conduct available (a) for public inspection, free of charge, at the public office of the council during ordinary office hours and on its website, and (b) for purchase at a reasonable charge	Delegation		X									

No.	Provision	Function or Power	Nature	Given by		Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
6	S.28T(6)	Code of conduct The general manager is to make a copy of the council's code of conduct available – (a) for public inspection, free of charge, at the public office of the council during ordinary office hours and on its website; and (b) for purchase at a reasonable charge.	Delegation		X									20-Jul-20	Minute 109/20
7	S.28Y	Initial assessment of complaint by general manager: On receiving a code of conduct complaint, a general manager is to assess the complaint to determine whether it meets the requirements of section 28V .	Delegation		X									20-Jul-20	Minute 109/20
8	S.28ZK	Notification of determination of code of conduct complaint	Delegation		X									20-Jul-20	Minute 109/20
9	S.55D	Register of pecuniary interests of members of audit panel: The general manager is to keep a register of the interests of members of audit panels. The general manager is to enter into the register the details of an interest of a member of audit panel when notified as specified in section 55C(4) .	Delegation		X									20-Jul-20	Minute 109/20
10	s.56B	Gifts and donations register: The general manager is to keep a register of the gifts and donations referred to in section 56A(1) that have been received by councillors.	Delegation		X									20-Jul-20	Minute 109/20
11	s.63	Employees: Appoint, allocate, control & direct, suspend or dismiss employees of Council			X		X	X	X	X			Upon discussion with the General Manager	20-Jul-20	Minute 109/20
12	S.72	Providing Annual report: A council must prepare an annual report.	Delegation	X		X								20-Jul-20	Minute 109/20
13	S.72B	Notice of AGM: (2). A council must publish a notice in a daily newspaper circulating in the municipal area or other prescribed newspaper specifying the date, time and place of the Annual General Meeting.	Delegation	X		X								20-Jul-20	Minute 109/20
14	S.75	Investments: A council may invest any money.	Delegation	X		X			X	X			In accordance with Council's investment policies as reviewed from time to time.	20-Jul-20	Minute 109/20
15	S. 76	Writing off bad debts: A council may write off any debts owed to the council if there are no reasonable prospects of recovering the debt; or if the costs of recovery are likely to equal or exceed the amount to be recovered.	Delegation	X		X							Can only be given to the GM (s 22(2)(ba). Not to exceed \$5,000.	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
16	S. 77	Grants and benefits: A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.	Delegation	X	X							Can only be given to the GM (s 22(2)(C). Subject to budget approval and in accordance with Council Policy.	20-Jul-20	Minute 109/20
17	S.81	Authorised deposit-taking institution accounts: A council may establish and maintain in its corporate name such authorised deposit-taking institution accounts as it considers necessary	Delegation	X	X	X		X	X			Authorise any operation of Council's bank accounts, including the power to determine signatories for the release of funds by way of cheque, electronic funds transfer, etc.	20-Jul-20	Minute 109/20
18	S82(6)	Estimates: The general manager authorised to make minor adjustments up to a specified amount to individual items within any estimate, so long as the total amount of the estimate is not altered.	Authorisation	X	X							Authorised up to \$50,000	20/07/2020 23/06/2025	Minute 109/20 Minute 108/2025
19	S.84(1)(3)(4)	Financial Statements: The general manager is to prepare and forward to the Auditor-General a copy of the council's financial statements for each financial year in accordance with the Audit Act 2008 .	Delegation	X									20-Jul-20	Minute 109/20
20	S.92(2)(3)	Adjustment of amount payable: The general manager is to issue a supplementary notice in accordance with section 122 in respect of any amount payable as a result of an adjustment under this section. The general manager may refund or give credit for any amount paid in respect of a rate in excess of the amount payable as a result of an adjustment under this section.	Delegation	X								In accordance with Rates and Charges Policy.	20-Jul-20	Minute 109/20
21	S.109	Objections to variations	Delegation	X	X			X				Delegated authority for the General Manager to make a decision in respect of an objection to a variation in rate received	20/07/2020 26/06/2023	Minute 109/20 Minute 91/2
22	S.110	Record of Rates	Delegation	X				X				Nil	20-Jul-20	Minute 109/20
23	S.111	Ownership: If the general manager is of the opinion that a person may or may not be the owner of land, the general manager may require that person to make a statutory declaration in respect of his or her interest in that land.	Delegation	X				X				Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
24	S.124	Instalment payments: A Council may permit a ratepayer to pay in instalments. The Council may decide that any rates are payable by instalments.	Delegation	X	X								20-Jul-20	Minute 109/20
25	S.126	Conditions of postponement: A council may grant a postponement of the payment of rates for a specified period if satisfied that such payment would cause hardship.	Delegation	X	X								20-Jul-20	Minute 109/20
26	S.127	Postponement ceases to operate: A council may, at any time, revoke a postponement of payment of rates by giving 60 days notice in writing to the ratepayer of the date on which the postponement ceases to operate.	Delegation	X	X								20-Jul-20	Minute 109/20
27	S.129	Remission of rates: (5) The general manager is to keep a record of the details of any remission granted under this section.	Delegation	X								In accordance with Council Policy	20-Jul-20	Minute 109/20
28	S.132(4)	Certificate of liabilities: On receipt of an application, the general manager is to issue a certificate containing the details referred to in subsection (1) .	Delegation	X			X	X				Nil	20-Jul-20	Minute 109/20
29	Div 10 S.133-135	Recovery : A Council can recover debts due to unpaid rates.	Delegation	X	X								20-Jul-20	Minute 109/20
30	S. 139A	Register of Money: The general manager is to keep a register of any money remaining after payments and discharges are made under section 139.	Delegation	X								In accordance with Council Policy	20-Jul-20	Minute 109/20
31	S.175	Purchase or lease of land: A council may purchase or lease land for any purpose which it considers to be of benefit to the council or the community.	Delegation	X	X							Restricted to leasing of land to Council and for a maximum of three years; and does not include purchase of land.	20-Jul-20	Minute 109/20
32	S.176	Acquisition of land: A council may acquire land for prescribed purposes in accordance with the Land Acquisition Act 1993.	Delegation	X								Restricted to the delegated provisions of S.44(d) (e) of the Local Government (General) Regulations 2025.	20-Jul-20	Minute 109/20
33	S.182	Fencing land: The general manager, by notice in writing served on the owner or occupier of land, may require the owner or occupier to fence the land	Delegation	X		X						Upon the recommendation from the relevant Council Officer	20-Jul-20	Minute 109/20
34	S.183	Land reinstated: The general manager, by notice in writing, may require the owner or occupier to rehabilitate land from which soil, rock, sand or material has been extracted at any time after the commencement of this Act.	Delegation	X								Upon the recommendation from the relevant Council Officer	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
35	S.185	Compliance with notice: A person served with a notice under this Division must undertake any work required to be done under the notice in accordance with the terms of the notice and within the period specified in the notice.	Delegation	X								Nil	20-Jul-20	Minute 109/20
36	S.189	Closure of local highways (markets): A council in respect of land or premises under its control or management may allow any person to operate a market subject to any terms and conditions it determines or operate a market itself; and close a local highway or part of a local highway to general traffic for that purpose.	Delegation	X	X							Nil	20-Jul-20	Minute 109/20
37	S.190(3)	Objections: A council is to consider any objection before closing a local highway or part of a local highway.	Delegation	X	X								20-Jul-20	Minute 109/20
38	S.193	Establishment of pounds: A council may establish pounds for the detention of stray animals.	Delegation	X	X								20-Jul-20	Minute 109/20
39	S.194	Impounding of animals: The general manager may impound any animal found straying or at large on any highway; or on any land owned by, or under the control of, the council.	Delegation	X		X	X			X		Nil	20-Jul-20	Minute 109/20
40	S.195	Notice of impounding: If an animal has not been claimed by its owner or a person on behalf of the owner within 48 hours of it being impounded, the general manager is to give notice to the owner of the animal.	Delegation	X		X	X			X		Nil	20-Jul-20	Minute 109/20
41	S.196	Fees, costs and charges: The owner of an impounded animal is liable to pay the fees, costs and charges incurred by the council in respect of the impounding, maintenance and treatment of the animal.	Delegation	X		X	X			X		Nil	20-Jul-20	Minute 109/20
42	S.197	Sale or destruction of unclaimed animals	Delegation	X		X	X			X		Nil	20-Jul-20	Minute 109/20
43	S.198	Destruction of animals: The general manager may arrange for an impounded animal to be destroyed if, in the opinion of a qualified veterinary surgeon, the animal is seriously diseased; or so injured or disabled as to be apparently in continual pain. The owner must be notified within 14 days.	Delegation	X		X	X					Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
44	S.200	Abatement notices: If a council is satisfied that a nuisance exists, the general manager must serve a notice on – (a) any person whose act or default contributes to or causes the nuisance whether or not that act or default occurs wholly or only partly in the municipal area; or (b) if the person cannot be ascertained or found, on the owner or occupier of the land on, or from which, the nuisance arises.	Delegation	X		X	X			X	X	Upon the recommendation from the relevant Council Officer	20-Jul-20	Minute 109/20
45	S.201	General manager may take necessary action: The general manager may take the necessary action to abate a nuisance if – (a) there is an immediate danger to any person or property; or (b) the person causing the nuisance cannot be ascertained or found; or (c) an abatement notice has not been complied with.	Delegation	X		X	X			X	X	Instigate action on nuisance abatement notices	20-Jul-20	Minute 109/20
46	S.204A	Infringement notice for non-compliance with abatement notice: An authorised officer may issue and serve an infringement notice if the officer reasonably believes that the person has committed an offence against s.200(3).	Delegation	X						X	X		20-Jul-20	Minute 109/20
47	S.207	Remission of fees and charges: A council may remit all or part of any fee or charge paid or payable under this Division.	Delegation	X	X							Not to exceed \$2,000	20-Jul-20	Minute 109/20
48	S.207	As above	Delegation	X			X	X				Not to exceed \$2,000	20-Jul-20	Minute 109/20
49	S.240	Appearances in court	Delegation	X								Nil	20-Jul-20	Minute 109/20
50	S. 261(1)	List of electors: The general manager is to – (a) prepare and keep a list of electors from the electoral roll kept under section 258 (1) as at the time of closure referred to in section 260 ; and (b) certify that the list is correct.	Delegation	X								Nil	20-Jul-20	Minute 109/20
51	S.333A	Tender: A council must invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above the prescribed amount.	Delegation	X	X							Acceptance of tenders by the General Manager must be in accordance with Council's Code for Tenders and Contracts Policy.	20-Jul-20	Minute 109/20
52	S.337	Council land information certificate: A person may apply in writing to the general manager for a certificate in respect of information relating to land specified and clearly identified in the application.	Delegation	X			X	X				In accordance with Council's Schedule of Fees and Charges	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Director - Development Services	Director - Corporate Services	Finance Manager	Animal Management Officer	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation
53	S.339G	Electronic collection or inspection of information, records or documents in an emergency: Subject to subsection (2) and despite any other provision of this Act, if the general manager of a council is satisfied that an emergency exists that makes the collection, or inspection, of any information, record or document in person at a public office impracticable, the general manager may authorise, in writing, for any information, record or document – (a) that is required under a provision of this Act to be collected in person at a public office, to be made available for collection, free of charge, by electronic means; or (b) that is required under a provision of this Act to be inspected in person at a public office, to be made available for inspection – (i) free of charge by electronic means; and (ii) on request, by sending a paper copy to a person by post, free of charge.	Delegation	X									20-Jul-20	Minute 109/20
54	S.344	Rounding off rates, &c.	Delegation	X								Nil	20-Jul-20	Minute 109/20

Local Government (Building and Miscellaneous Provisions) Act 1993

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Legislation Version: 1 December 2022

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation
1	S.83	Approval of plan of subdivision	Delegation	X	X	X		Only where no representations have been received objecting to the proposal.	20-Jul-20	Minute 109/20
2	S.84	Council not to approve subdivision: If – (a) any proposed lot has not the qualities of a minimum lot; or (b) it includes any lot or other block of land smaller than is required or permitted by a finally approved planning scheme; or (c) the subdivision includes any road or other works whereby drainage will be concentrated and discharged into any drain or culvert on or under any State highway	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20
3	S.85	Refusal of application for subdivision: The council may refuse to approve a plan of subdivision if it is of the opinion the roads will not sui public convenience or the drainage of the roads will not be satisfactorily carried off amongst other things.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation	Resolution Number
4	S.86	Security for payment: Before approving a plan of subdivision, the council may (a) require security for payments and the execution of works; and (b) refuse to approve the application until such security is given.	Delegation	X	X	X		To accept a guarantee as security for subdivision work from any organisation that meets the requirements of this section. To authorise the total or partial release of bonds, guarantees and security deposits, where the appropriate departmental manager has certified that the work or thing to which the bond, guarantee or security deposit relates has been satisfied in whole or in part. To call on any bonds, guarantees or security deposits for building estates and subdivisions to carryout uncompleted works as certified by Council's engineer.	20-Jul-20	Minute 109/20
5	S.89	Approval of final plans: The Council has 20 (business) days from the lodgement of final plans to make a determination on whether they comply.	Delegation	X	X	X	X	Only where the plan complies with conditions of approval.	20-Jul-20	Minute 109/20
6	S.90	Determination of applicability of provisions	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
7	S.91 (3)	Corrections to final plans: The council or owner may object to the making of any correction within 7 days of receiving a notice under subsection (2).	Delegation	X	X	X	X	Nil	20-Jul-20	Minute 109/20
8	S.92	Amendments to final plans: If the Recorder of Titles under section 89 (5) requires an amendment to a final plan, the council if it considers that the amendment should not be approved, is to withdraw the plan and return it to the owner; or in any other case, notify the Recorder and the owner that it does not oppose the amendment.	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
9	S.93	Cancellation of final plans: The council is to cancel its seal on a final plan if the plan is withdrawn from the Recorder of Titles; or the plan is rejected by the Recorder of Titles. The council is to return a plan cancelled under subsection (1) to the owner.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
10	S.96	Dedication as highway: If a sealed plan shows provision for widening or deviating a way on, or adjoining, land comprised in the plan, an obligation runs with that land to dedicate it as a highway if required to do so by the highway authority.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
11	S.103	Amendment of sealed plans: When a plan has taken effect, it may be amended by the council of its own motion.	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services and only where no person affected by the proposed amendment has asked to be heard in support or opposition.	20-Jul-20	Minute 109/20
12	S.104 (1)	Hearing in respect of amendment of plans	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation
13	S.105(2)	Compensation in respect of amendments: If compensation is payable under subsection (1) , the council may recover against the petitioner and any person heard or asking to be heard in support of the amendment to the extent to which they benefited by the amendment.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
14	S.107	Access orders: If the council considers that work of a substantial nature is needed to provide access for vehicles from a highway onto the block, it may refuse to seal the final plan under which the block is created until the owner has carried out the work specified in the order within the specified period or given the council security for carrying out that work if called upon by it to do so.	Delegation	X	X			Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
15	S.109 (6)	Minimum lots: If land may be used only as a place of business the restriction on its use – (a) is to be set out above the council's seal on the final plan of the subdivision; and (b) is enforceable by the council	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
16	S.110	Adhesion orders: The council may make an adhesion order if a block (a) has the qualities of a minimum lot; and (b) comprises 2 parcels or more that may, without the approval of any plan by the council, lawfully be sold separately so as to create a block which (i) would not have the qualities of a minimum lot; and (ii) is, or in the opinion of the council is likely to be, built on or bought for building.	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
17	S.112	Purposes for which plan approved: The council is to state on the plan one of the following purposes for which the plan is approved: (i) for the purpose of enabling the approved lot to form a single parcel; (ii) for the purpose of enabling a purchaser to acquire all the sub-minimum lots which together form the minimum lot shown on the plan; (iii) for the purpose of enabling the portions of the approved lot to form a single parcel or for enabling a purchaser to acquire all the sub-minimum lots which together are to form the minimum lot, as well as for the purpose of giving effect to the subdivision	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation
18	S.113(4)	Bringing land under Land Titles Act 1980: If a plan of subdivision approved by the council and lodged in the office of the Recorder of Titles includes any adjoining land to be added that is not under the provisions of the Land Titles Act 1980 , the Recorder is not to take any further action upon the plan until applications to bring the land under those provisions have been made under section 11 of that Act.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
19	S.115	Exemption: Council may exempt a subdivision from the operation of this Part.	Delegation	X	X	X	X	Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
20	S.116	Limitation on requirement for public open space: If the council requires an owner to increase the area for public open space so that the value of the total area approved for open space in the final plan exceeds the value of the area provided for open space in the plan of subdivision; or having failed to approve a plan for subdivision on a ground that the layout should be altered to include or omit public open space, subsequently approves a fresh plan in which the value of the total area of land reserved for public open space exceeds the value of all such land in the original plan – and the value of the area reserved for open space in the plan also exceeds the value of one-twentieth of the whole area comprised in the plan of subdivision, the council must purchase the excess as provided in this section.	Delegation	X	X	X		Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
21	S.117	Payment instead of increasing public open space: Instead of requiring an owner to increase the area for public open space, the council, before approving a plan of subdivision may require security for the payment of an amount.	Delegation	X	X	X		Upon recommendation of the Town Planner or the Director - Development Services	20-Jul-20	Minute 109/20
22	S.118	Council schemes: Before the council disposes of lands in circumstances in which, if the disposition were that of a private person the plan would require approval under this Part, it is to prepare a plan of subdivision that it would approve if it were a private person's plan.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
23	Part 7	Long Service Leave and Employees Assurance Scheme	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation
24	241(1)	Preservation orders: A council, on the recommendation of the National Trust of Australia (Tasmania) may by order – (a) prohibit the demolition of a building that is by itself or with others of historical or architectural interest or of special beauty; and (b) prohibit the alteration of or adding to the building except as the council may approve; and (c) require the owner to keep the building in good and tenantable repair.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
25	243	Preservation order is enforceable: A preservation order – (a) operates as a covenant between the owner and the council that the owner, executors, administrators and assigns will comply with the order; and (b) runs with the land in equity; and (c) is enforceable by the council as if it were owner of all other lands in the municipal area and the tenants were natural persons holding of the council for life.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
26	S.244	Registering preservation order: On receipt of a sealed copy and certificate under subsection (1) the Recorder of Titles is to – (a) register the preservation order by entering a memorial on the folio of the Register identified by the certificate; and (b) endorse the memorial on the folio of the Register, under the Land Titles Act 1980 , for the land.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20
27	S.246	Advertising hoardings: A person must not, within a municipal area, erect, put up, place or use or permit to be erected, put up, placed or used, any hoarding or similar structure for advertising purposes without a licence from the council.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
28	S.247	Removal of advertising hoardings: Council may issue or refuse a licence to any person.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

Local Government (General) Regulations 2025

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Legislation Version: 24 June 2025

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	R.24 (2)(3)(4)(5)	Public tenders: A council, through a public tender process, may establish a standing contract in which a single tenderer or multiple tenderers may be contracted for a specified period to provide specified goods or services during that period without the need for a further tender process.	Delegation	X	X			20-Jul-20	Minute 109/20
2	R.25	Open tenders: The general manager is to ensure that prospective tenderers are provided with the following in order to make a tender: (a) details of the goods or services required; (b) details of the duration of the contract, including any extensions that are specified in the contract; (c) the criteria for evaluating tenders; (d) the method of evaluating tenders against the evaluation criteria; (e) any mandatory tender specifications and contract conditions; (f) a reference to the council's code relating to tenders and contracts.	Delegation	X		X		20-Jul-20	Minute 109/20
3	R.26	Multiple use register: A council may establish a multiple-use register of suppliers who meet criteria established by the council in respect of the supply of particular categories of goods or services.	Delegation	X	X			20-Jul-20	Minute 109/20
4	R.27 (1)	Multi stage tender: A multiple-stage tender process is a process by which suppliers are evaluated through stages against criteria determined by the council.	Delegation	X	X			20-Jul-20	Minute 109/20
5	R.46	Plan of boundaries of towns: A council is to lodge a plan with the Central Plan Register established under the Survey Co-ordination Act 1944 of the boundaries of any town or proposed town.	Delegation	X					

Local Government (Highways) Act 1982

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Legislation Version: 1 July 2025

APPOINTMENTS & AUTHORITIES

Council should make the following appointments:

- 1. Engineer, either as an employee or approved for the purposes of the Act
- 2. Parking attendants, employed by Council: s.94(1). A certificate of employment should be provided: s.107(1).

Council should grant the following authorisations:

- 3. Authorised officer for the purposes of section 41 (an officer of the corporation authorised either generally or in a particular case to give a consent or report under this section) (unless the Corporation's engineer will prepare the necessary reports).
- 4. Authorised officer for the purposes of section 99 (closure of parking spaces in certain cases).

Once it has done so, those persons will have the powers and functions associated with those positions as set out in the Act.

DELEGATIONS

S. 124 Delegation of powers, &c., by corporations

- (1) The corporation may, by special resolution, delegate to one or more officers of the corporation or to a committee consisting of members of the council the exercise or performance of such of its powers or functions under this Act (except this power of delegation) as are specified in the resolution and may, by resolution, revoke wholly or in part any such delegation.
- (2) A resolution for the purposes of subsection (1), other than a resolution revoking a delegation, shall be passed by a majority of at least two-thirds of the members of the council present at the meeting at which it is moved.
- (3) A power or function, the exercise or performance of which has been delegated under this section, may, while the delegation remains unrevoked, be exercised or performed from time to time in accordance with the terms of the delegation.
- (4) A delegation under this section may be made subject to such conditions or limitations as to the exercise or performance of any of the powers or functions delegated, or as to time or circumstance, as are specified in the resolution.
- (5) Notwithstanding any delegation under this section, the corporation may continue to exercise or perform all or any of the powers or functions delegated.
- (6) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section shall have the same force and effect as if the act or thing had been done by or to the corporation and shall be deemed to have been done by or to the corporation.
- (7) An instrument purporting to be signed by a delegate of the corporation in his capacity as such a delegate shall in all courts and before all persons acting judicially be received in evidence as if it were an instrument executed by the corporation under seal and, until the contrary is proved, shall be deemed to be an instrument signed by a delegate of the corporation under this section.
- NB:** this Act addresses the power to delegate in detail and therefore the general provisions of the Acts Interpretation Act 1931 will not apply. The restrictions imposed on delegations contained in s.22(3) of the Local Government Act 1993 will still apply.

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S.6	Making, widening, &c., of highways by corporations	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
2	S.7	Limitation on opening of highways in cities and towns by private persons	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
3	S.8	Maintenance of highways opened outside cities or towns by private persons	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
4	S.10	Obligations on landowners opening highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
5	S.11	Enforcement of obligations of landowners opening highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
6	S.14	Closure and diversion of highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
7	S.15	Dealing with sites of closed highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
8	S.17	Definition of boundaries of highway	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
9	S.19	Closure of local highways for public functions, &c.	Delegation	X	X	X	In consultation with Commissioner of Police. Delegation excludes 19(1)(c)	20-Jul-20	Minute 109/20
10	S.20	Closure of parts of local highways for sale of goods, &c.	Delegation	X	X	X	In consultation with Commissioner of Police & Transport Commission	20-Jul-20	Minute 109/20

		Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
11	S.21	General responsibility of corporations: The corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
12	S.24	Highways on boundaries of municipalities: Where 2 corporations would, apart from this subsection, each be liable to repair one side of a local highway that forms or follows the common boundary of the municipal districts of those corporations, they are jointly liable to repair the whole width of that highway.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
13	S.25	General supplementary provisions as to carrying out of highway works	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
14	S.26(4)	Obtaining of materials for highway works: The corporation may enter land to obtain/remove material required for highway work, provided they gave 7 days written notice.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
15	S.27	Use of adjoining lands in carrying out highway works	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
16	S.28	Shifting of apparatus, &c., in roads	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
17	S.30	Improvement, &c., of highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
18	S.31	Obstructions for prohibition or restriction of vehicular traffic	Delegation	X	X	X	S. 31(1) requires approval from Transport Commission	20-Jul-20	Minute 109/20
19	S.32	Lighting (of a local highway or public place)	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
20	S.33	Lighting of private ways and courts	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
21	S.34	Drainage works	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
22	S.35	Crossings over footpaths, table-drains, and gutters: Where the corporation is of the opinion that works are necessary to be carried out in a highway under local management for the construction or repair of a vehicular crossing over a table-drain, gutter, or footpath at or opposite the entrance to land adjoining the highway, it may serve a written notice on the owner of the land requiring him to carry out those works within the time specified	Delegation	X	X	X	Upon recommendation from Director - Infrastructure	20-Jul-20	Minute 109/20
23	S.36	Fencing of streets in towns	Delegation	X	X	X	Upon recommendation from Director - Infrastructure	20-Jul-20	Minute 109/20
24	S.37	Alterations, &c., of entrances to highways	Delegation	X	X	X	Upon recommendation from Director - Infrastructure	20-Jul-20	Minute 109/20
25	S.38	Removal of trees near highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
26	S.39	Obligation of occupiers to cut back vegetation, &c.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
27	S.40	Animal barriers on highways	Delegation	X	X	X	Upon recommendation from Director - Infrastructure	20-Jul-20	Minute 109/20
28	S.41	Prohibition of traffic likely to cause damage to highways	Delegation	X	X	X	Upon report from Council's Engineer	20-Jul-20	Minute 109/20
29	S.42	Closure of dangerous highways	Delegation	X	X	X	Upon report from Council's Engineer	20-Jul-20	Minute 109/20
30	S.43	Recovery of cost of repairs caused by excessive weight, &c	Delegation	X	X	X		20-Jul-20	Minute 109/20
31	S.44	Protection of bridges from excessive loading	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
32	S.45(4)	Removal and disposal of abandoned articles: Where it appears to the corporation that an article has, without lawful authority, been abandoned on a highway under local management, it may remove the article from the highway.	Delegation	X	X	X		20-Jul-20	Minute 109/20
33	S. 45(5)(6)(7)(8)(9)(10)(12)	Removal and disposal of abandoned articles: Where an article has been removed from a highway under this section, the corporation may, subject to this section, dispose of it in such manner as it thinks fit	Delegation	X	X	X		20-Jul-20	Minute 109/20
34	S.46(2)	Permission to carry out various works in relation to highways: Subject to any directions given by the corporation, its powers to grant a permission may be exercised on its behalf by its mayor or by some other person authorized by it for that purpose.	Authorisation	X	X	X	Nil	20-Jul-20	Minute 109/20
35	S.46	Permission to carry out various works in relation to highways: A corporation may, in accordance with its by-laws, grant a person written permission to do any one or more of the following things: (a) open or break up the soil or pavement of a local highway; (b) make a drain leading to a local highway; (c) put or place a pipe or make a drain leading into a sewer or drain or other work of the corporation in or under a local highway; (d) make an excavation, vault or cellar in or under a local highway; (e) install, under a local highway, pipelines, pipe systems or other infrastructure required for the transmission, distribution or supply of natural gas or other gaseous fuels; (f) erect a hoarding or scaffolding for building or any other purpose in or on a local highway.	Delegation	X	X	X	Delegation excludes S. 46(2C)	20-Jul-20	Minute 109/20
36	S.50	Management of local highways not maintainable by the corporation	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
37	S.51	Making good of back roads, lanes, &c., at frontages' expense	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
38	S.52	Projections on to highways, &c.: At such time as is agreed with the occupier of a building, or after giving at least 30 days' notice of its intention to do so, the corporation may remove or alter an obstruction to which this section applies that has been erected or placed against or in front of the building.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
39	S.53	Low-lying land near highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
40	S.54	Names of highways, &c.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
41	S.55	Numbering of buildings, &c.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
42	S.59	Development of land in connection with highway improvements	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
43	S.60 (3)	Restrictive covenants for benefit of highway: A corporation may, at any time, by agreement with the person against whom there is enforceable a covenant, discharge the covenant or may agree to a variation of the covenant.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
44	S.61	Grant of private rights over lands held for highway purposes	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
45	S.62	Special provisions as to acquisition for widening or other alteration: A corporation may take land for the widening or other alteration of a highway. Land shall not be taken under this section, unless (a) every part of it is within 3 metres of the boundary of an existing highway; and (b) no building is situated wholly or partly on the land or within 3 metres of its boundary	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
46	S.63	Letting of highways not presently used: Where the corporation has acquired highway rights over any land, it may, if the land is not presently required to be opened as a highway, let that land to the owner of any adjoining land.	Delegation	X	X	X	Upon report from Council's Engineer.	20-Jul-20	Minute 109/20
47	S.66	Proof that street is subject to Part V: The carriage-way of a street shall be deemed to have been well and sufficiently made only if it was made well enough to be an all-weather road for light or heavy traffic or both according to the standards accepted at the time of its making.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
48	S.67 (2)	Street works in streets not previously made up: Where a street has not at any time been well and sufficiently made, the corporation may, in accordance with a scheme under this Part, carry out such street works as it considers necessary to put that street in a proper condition in substantial conformity with the standard requirements, recovering the cost of the works in the manner provided in this Part.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
49	S.68	Scheme of street construction: Where the corporation intends to carry out street works in a street, it shall cause to be prepared a scheme for the carrying out of those works.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
50	S.71	Notice of preparation of scheme	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
51	S.72	Objection by owners (to the scheme)	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
52	S.74	Execution of scheme: Where a scheme comes into effect, the corporation may carry out, in accordance with the scheme, the street works specified in it.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
53	S.76	Payments by frontages (under the scheme): When a scheme comes into effect, the corporation shall serve on each frontage written notice stating the sum for which he is liable under the scheme (exclusive of any additional costs and expenses charged to him under the scheme with his consent) and, subject to this section, the owner becomes liable to pay that sum to the corporation.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
54	S.77	State contribution: Where a corporation has prepared a scheme for the carrying out of street works that comprise or include the construction of a carriage-way, the Minister for State Highways may, on the application of the corporation, undertake to make a contribution to the corporation of an amount equal to one-third of the cost of the construction of the carriage-way.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
55	S.79	Urgent works: If it considers it urgently necessary to do so, a corporation may, without a scheme, carry out in a street any part of the works referred to in section 67 , and the cost of carrying out those works may be included in a scheme subsequently made by the corporation in respect of the remainder of those works carried out in that street, and, with any necessary modifications, this Part applies to the scheme as if the part of the works previously carried out were part of the works to be authorized by the scheme.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
56	S.81	Record of charges: The corporation of a municipality shall keep such record or register that its officers can, within a reasonable time, inform a person who wishes to know the contributions that have been paid or are required to be paid by a frontage under this Part.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
57	S.95	Establishment of controlled parking (a parking meter or voucher machine)	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
58	S.96	Hours of operation of controlled parking	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
59	S.99	Closure of parking spaces in certain cases	Delegation	X	X	X	Authorised Officer: S.99(7) allows General Manager to issue authorisations; Council delegation also covers this	20-Jul-20	Minute 109/20
60	S.100(1A)	Infringement notices (in respect of an offence relating to a vehicle): A council clerk may serve an infringement notice on a person referred to in section 94A(5A) in respect of an offence relating to a vehicle or other thing if of the opinion that the vehicle or other thing has been used in the commission of an offence under section 97 , 98 or 99.	Delegation	X		X	Nil	20-Jul-20	Minute 109/20
61	S.102	Removal of vehicles in certain cases from parking spaces	Delegation	X	X	X	Prescribed authority - defined S.102(2)	20-Jul-20	Minute 109/20
62	S.104	Permits for use of parking spaces without operation of meters or use of parking vouchers	Delegation	X	X	X	S.104(2) must be in accordance with Annual Schedule of Fees and Charges	20-Jul-20	Minute 109/20
63	S.109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
64	S.110	Powers and duties of corporations in relation to State highways: A corporation may exercise the powers conferred by section 30 in respect of a State highway in the municipality and, in relation to the exercise of those powers in respect of that highway, this Act has effect as if it were a local highway maintainable by the corporation.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
65	S.112	Liability of corporation to maintain road works carried out by the Crown	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
66	S.114	Right of private persons opening new streets to obtain contributions	Delegation	X	X	X	Delegation excludes S114(8)	20-Jul-20	Minute 109/20
67	S.115	Retention of petrol-pumps in highways	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20

		Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
68	S.116	Tramways along or across highways: The Governor may authorize the laying down, construction, and maintenance of a tramway or railway along or across a local highway, subject to such terms and conditions as may be recommended by the corporation.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20
69	S.119	Determination of compensation: Where a corporation or other person is entitled to be paid compensation under this Act, that compensation shall, unless provision is otherwise made for its determination, be determined by agreement between the parties or, in default of agreement, by action in a court of competent jurisdiction.	Delegation	X	X	X	Nil	20-Jul-20	Minute 109/20

Local Government (Meeting Procedures) Regulations 2025

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Legislation Version: 24 June 2025

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To	Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager		Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	R.9	Notice of meetings	Delegation	X			21-Oct-24	Minute 211/24
2	R.10(2), (4)	Agenda: The general manager is to – (a) prepare an agenda for each council meeting and council committee meeting; and (b) in the case of a council meeting, provide each councillor with the agenda and any associated reports and documents; and (c) in the case of a council committee meeting, provide each member of the committee with the agenda and associated reports and documents at least 4 days before the council committee meeting.	Delegation	X			21-Oct-24	Minute 211/24
3	R.11	Public access to documents: As far as practicable, the general manager is to make available for inspection by members of the public a copy of the agenda of a meeting and any associated reports and documents	Delegation	X			21-Oct-24	Minute 211/24

Monetary Penalties Enforcement Act 2005

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Legislation Version: 13 June 2023

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931*(Tas).

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	17(2)	Options for dealing with infringement notice issued by fee-paying public sector body: Council may approve or refuse to approve an application under s 17 and must notify the alleged offender of that approval or refusal.		X	X			20-Jul-20	Minute 109/20
2	18(1)	Referral to Director of infringement notice issued by fee-paying public sector body: Council may refer an infringement notice served by it to the Director for enforcement.		X	X	X		20-Jul-20	Minute 109/20
3	23	Withdrawal of infringement notice		X	X	X		20-Jul-20	Minute 109/20
4	28(3)-(4)	Application to fee-paying public sector body for variation of payment conditions: Council must take the applicant's representations into account before determining the period within which the amount is to be paid. If the applicant fails to comply, it can be referred to the Director for enforcement.		X	X			20-Jul-20	Minute 109/20
5	39(1)	Hearing of offence by court - commencement of proceedings: If, an alleged offender elects to have any of the offences set out in an infringement notice heard and determined by a court, within the required time, Council may commence proceedings for all of the offences in that notice.		X	X			20-Jul-20	Minute 109/20
6	40(3)	Application to court to set aside conviction: Council may consent to an application to set aside the conviction.		X	X			20-Jul-20	Minute 109/20

Occupational Licensing Act 2005

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Legislation Version: 1 July 2025

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	37C	Certain Organisations May Apply for a Building Services Licence: A Council may apply for a building services licence and under s 37C(1)(c) and nominate a person to be the licenced person of the licenced entity s37C(2)(c).	Delegation	X		X	Nominated and duly qualified person		
2	37D	Continuation of building services licence held by certain organisations: The Council, as a Licenced Entity, must notify the Administration in writing as soon as practicable after becoming aware that a "relevant event" (as defined in s 37(C)(5) has occurred or is to occur in respect of the Licenced Entity.	Delegation	X		X			

Place Names Act 2020

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Legislation Version: 1 July 2020

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Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931*(Tas).

No.	Provision	Function or power	Nature	Given by	Given to		Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S. 11(2)	Naming of roads, streets, &c.: As a responsible authority the council has a responsibility to name, alter or revoke a name of a place.	Delegation	X	X	X	Restricted to the naming of roads and / or streets approved under new subdivisions of land.	20-Nov-23	Minute 196/23
2	S. 11(3)	Naming of roads, streets, &c.: The responsible authority for a place referred to in section 4(1)(c) must ensure that any naming action, performed in respect of the place, complies with – (a) the relevant provisions of the guidelines; and (b) this Act and any other applicable Act; and (c) the relevant procedures of the responsible authority.	Delegation	X				20-Nov-23	Minute 196/23
3	S. 11(4)	Naming of roads, streets, &c.: As soon as practicable after performing a naming action in respect of a place, the responsible authority for the place is to submit details of the action to the Registrar for recording in the register.	Delegation	X				20-Nov-23	Minute 196/23

Public Health Act 1997

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Legislation Version: 1 July 2025

APPOINTMENTS

- * The following appointments must be made to particular persons (not to a the holder of a particular office or position by reference to the title of the office or position concerned) and once those appointments are made, they will have the corresponding powers and functions pursuant to the Public Health Act:
- Medical officers of health** - persons who are medical practitioners, appointed by the general manager or the Director pursuant to s.11
- Environmental health officers** - persons with approved qualifications, appointed by the general manager or the Director pursuant to s.11
- * Once appointed, the medical officers of health and environmental health officers will also have the powers and functions corresponding to the following positions:
- Authorised officer** means ... (b) a medical officer of health or (c) an environmental health officer (s.3)
- Health officer** means (a) an environmental health officer or (b) a medical officer of health (s.3)
- Nominated officer** means ...(b) a health officer;... (s.3)
- * There is no requirement for a certificate to be issued to a medical officer of health or an environmental health officer. However, note s.31 which requires council to issue a certificate authority to an authorised officer or a nominated officer authorised under section 30A.

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation	
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	Sec 22 LGA	Delegation (of functions or powers) by Council	Delegation	X	Council	X			Except s.185(1)	20-Jul-20	Minute 109/20
2	Sec 64 LGA	Delegation (of functions or powers) by general manager	Authorisation	X		X			Except s.185(1)	20-Jul-20	Minute 109/20
3	Sec 11 (1) (2)	Appointment of officers	Delegation	X				X	Nil	20-Jul-20	Minute 109/20
4	S. 32 (1) (2)	Production of records	Delegation	X				X		20-Jul-20	Minute 109/20
5	Sec 33 (a) (b)	Production of things: A council or an authorised officer may require a person to produce for inspection any thing in the person's possession if – (a) the council or the officer reasonably believes that it may disclose evidence of the commission of an offence under this Act; or (b) it is otherwise necessary for the purposes of this Act.	Delegation	X		X			Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services		Environmental Health Officer	Date(s) of Delegation / Authorisation
6	Sec 34 (a) (b)	Production of licence: A council or an authorised officer may – (a) require a person to produce for inspection any licence the person holds or should hold; and (b) examine, remove and take photographs or copies of, or extracts or notes from, any licence.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
7	Sec 35	Photographs, sketches, measurements and recordings : For the purposes of this Act, a council or an authorised officer may: (a) take any photograph, film or video recording; and (b) take any copy of, or extract from, any record; and (c) take any measurements; and (d) make any sketches or drawing; and (e) make any other recording by any other means.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
8	Sec 36 (1) (2)	Information requirements: A council or an authorised officer may require a person to – (a) give his or her full name and residential address; (b) give details of any licence, permit or exemption under this Act; (c) provide any information relating to public health reasonably required for the purposes of this Act. A council or an authorised officer may require any person to give information about that person's or another person's activities in respect of any matter under this Act.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
9	Sec 57	Council immunisation programs: A council must develop and implement an approved program for immunisation in its municipal area.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
10	Sec 77 (1) (3)	Grant or refusal of licence (for a place of assembly)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
11	Sec 78	Issue of licence (for a place of assembly)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
12	Sec 81(4)	Renewal of licence (for a place of assembly): A council may grant the application subject to any conditions; or refuse to grant the application.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
13	Sec 82	Variation of licence (for a place of assembly): A council, on its own volition or on application, may vary a place of assembly licence by omitting, adding, substituting or amending any condition of the licence.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
14	Sec 83	Cancellation of licence (for a place of assembly): A council may cancel a place of assembly licence	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
15	Sec 84 (2)	Overcrowding: A council, an authorised officer, a police officer, a person authorised by the Commissioner for Licensing or a person authorised by the State Fire Commissioner may – (a) cause the doors of a place of assembly to be closed; (b) evacuate the place of assembly; or (c) cause any event occurring at that place of assembly to be cancelled in circumstances referred to in paragraph (b) .	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
16	Sec 87	Closure order	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
17	Sec 88	Service of closure order	Authorisation	X	X		X	Nil	20-Jul-20	Minute 109/20
18	Sec 89	Revocation of closure order	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Environmental Health Officer	Date(s) of Delegation / Authorisation	Resolution Number
19	Sec 92 (1) (4) (6)	Rectification notice: A council, on the advice of an environmental health officer or building surveyor, is to serve a rectification notice in an approved form. If a person fails to comply with a notice, the council may cause any necessary work to be carried out at that person's expense. A council, upon the certificate of an environmental health officer or building surveyor that the condition of the premises is no longer, or is not likely to become, offensive, injurious or prejudicial to health, is to revoke a rectification notice.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
20	Sec 97	Grant or refusal of registration of premises	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
21	Sec 98	Issue of certificate of registration of premises	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
22	Sec 101	Renewal of registration of premises	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
23	Sec 102	Variation of registration of premises	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
24	Sec 103	Cancellation of registration of premises	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
25	Sec 106	Grant or refusal of licence (to carry out any public health risk activity)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
26	Sec 107	Issue of licence (to carry out any public health risk activity)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
27	Sec 110	Renewal of licence (to carry out any public health risk activity)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
28	Sec 111	Variation of licence (to carry out any public health risk activity)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
29	Sec 112	Cancellation of licence (to carry out any public health risk activity)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
30	Sec 115	Grant or refusal of registration of regulated system	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
31	Sec 116	Issue of certificate of registration (of a regulated system)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
32	Sec 119 (1) (3)	Notice to comply with direction	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
33	Sec 121	Renewal of registration (of any regulated system)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
34	Sec 122	Variation of registration (of any regulated system)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
35	Sec 123	Cancellation of registration (of any regulated system)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
36	Sec 128	Notification of quality of water	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
37	Sec 129 (1)	Orders relating to water quality	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
38	Sec 130 (1) (3)	Monitoring and review (of the quality of water within the municipal area)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
39	Sec 131	Samples: An authorised officer or a council may take a sample from any water. Any sample taken under this section is to be analysed and tested in accordance with the requirements of the Director.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
40	Sec 135	Grant or refusal of registration (as a supplier of water)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
41	Sec 136	Issue of certificate of registration (as a supplier of water)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
42	Sec 136AA	Renewal of Registration (as a supplier of water)	Delegation	X	X		X		20-Jul-20	Minute 109/20
43	Sec 136B	Variation of registration (as a supplier of water)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
44	Sec 136C	Cancellation of registration (as a supplier of water)	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
45	136H	Issue of certificate of registration (as a water carrier)	Delegation	X	X		X		20-Jul-20	Minute 109/20
46	136I	Renewal of registration (of water carrier)	Delegation	X	X		X		20-Jul-20	Minute 109/20
47	136K	Variation of registration (of water carrier)	Delegation	X	X		X		20-Jul-20	Minute 109/20
48	136L	Cancellation of registration (of water carrier)	Delegation	X	X		X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Development Services	Environmental Health Officer			
49	Sec 144	Registers kept by Councils: A council is to keep – (a) a register of registered regulated systems; and (b) a register of registered users and suppliers of water from private water sources; and (c) a register of registered premises used for public health risk activities.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
50	Sec 148 (1)	Requirement for information: The Director, any council or an authorised officer may require a person to provide information relating to public health which is reasonably needed for the purposes of this Act.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
51	Sec 152 (1)	Costs incurred in exercising power: Council may exercise a power or perform a function under this Act that a person or public authority fails to do - at the expense of that person or body.	Delegation	X	X		X	Nil	20-Jul-20	Minute 109/20
52	Sec 158 (1)	Proceedings: Proceedings for an offence under this Act may only be instituted by – (a) the Minister or a person authorised by the Minister; or (b) an authorised officer; or (c) a nominated officer in relation to proceedings for an offence under Part 4 ; or (d) a police officer; or (e) a council.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
53	Sec 169 (1)	Infringement notices: An authorised officer or a council may serve an infringement notice on a person if of the opinion that the person has committed a prescribed offence.	Delegation	X	X	X		Nil	20-Jul-20	Minute 109/20
54	Sec 190 (1) (3) (4)	Sale or disposal of forfeited things: A council may sell, destroy or otherwise dispose of any thing forfeited if an application is not made to have the item back or the application is refused. The council can grant or refuse an application. If the application is granted, council is to sell the forfeited thing to the applicant for an amount equal to its estimated market value.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
55	Sec 191 (3)	Return of and access to seized things: Council may grant an application or refuse it under this section.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20
56	Sec 192 (1)	Sale or disposal of seized things: Council may sell or otherwise dispose of any thing seized under this Act if there is no appeal made under s 160, the seizure is upheld or the thing poses an immediate health threat.	Delegation	X	X			Nil	20-Jul-20	Minute 109/20

Public Interest Disclosures Act 2002

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This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Section 62B - Delegation by principal officer

- (1) The principal officer may by instrument in writing delegate to a public interest disclosure officer specified in the instrument the performance or exercise of such of his or her functions or powers under this Act (other than this power of delegation) as are specified in the instrument, and may, by instrument in writing, revoke wholly or in part any such delegation.
- (2) Notwithstanding any delegation under this section, the principal officer may continue to perform or exercise all or any of the functions or powers delegated.
- (3) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section has the same force and effect as if the act or thing had been done by or to the principal officer, and is taken to have been done by or to the principal officer.

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given to		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council / Public Body	General Manager / Principal Officer	General Manager	Director - Corporate Services	Date(s) of Delegation / Authorisation	Resolution Number
1	S 29B	Referral of disclosure to Integrity Commission: Where a public body believes a disclosure relates to misconduct defined in the Integrity Commission Act 2009, the public body may refer the disclosure to the Integrity Commission.	Delegation	X	X	X		21-Oct-24	Minute 211/24
2	S 29D(1)	Notice of referral: If public body refers a disclosure to the Integrity Commission, they must notify the person who made that disclosure of the referral.	Delegation	X	X	X		21-Oct-24	Minute 211/24
3	S 33(1)	Determination by public body of disclosure as to public interest disclosure: Public body to determine whether disclosure is a public interest disclosure within 45 days.	Delegation	X	X	X		21-Oct-24	Minute 211/24
4	S 34(1)	Procedure where public body determines disclosure to be public interest disclosure: Notifications where disclosure is determined a public interest disclosure.	Delegation	X	X	X		21-Oct-24	Minute 211/24

No.	Provision	Function or Power	Nature	Given by	Given to		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council / Public Body	General Manager / Principal Officer	General Manager	Director - Corporate Services	Date(s) of Delegation / Authorisation	Resolution Number
5	S 35(1)	Procedure where public body determines disclosure not to be public interest disclosure: Notifications where disclosure is deemed not to be public interest disclosure.	Delegation	X		X	X	21-Oct-24	Minute 211/24
6	S 62A (1)	Role of principal officer: Responsibilities of the principal officer	Delegation		X		X	21-Oct-24	Minute 211/24
7	S 62A (2)	Role of principal officer: Appointment of public interest disclosure officers	Appointment		X		X	21-Oct-24	Minute 211/24
8	S 64	Matters that do not have to be investigated: A public body may decide not to investigate a disclosure.	Delegation	X		X	X	21-Oct-24	Minute 211/24
9	S 65(1)	Decisions by public body not to investigate: Notification of decision not to investigate.	Delegation	X		X	X	21-Oct-24	Minute 211/24
10	S 68	Referral to Ombudsman by public body: A public body may refer the investigation of a disclosed matter to the Ombudsman if the public body considers that its own investigation is being obstructed or that it is otherwise not within the capacity of the public body to complete the investigation.	Delegation	X		X	X	21-Oct-24	Minute 211/24
11	S 70	Provision of information to Ombudsman: Public body must give the Ombudsman in writing any information it has in respect to a disclosed matter.	Delegation	X		X	X	21-Oct-24	Minute 211/24
12	S 72(1)	Notice of referral: Notice to be given where public body refers an investigation to the Ombudsman.	Delegation	X		X	X	21-Oct-24	Minute 211/24
13	S 74	Information about progress of investigation: Public body must at the request of the person who made the disclosure or the Ombudsman, give all reasonable information about the investigation with 28 days.	Delegation	X		X	X	21-Oct-24	Minute 211/24
14	S 76(1)	Report on investigation: Public body must notify the Ombudsman and the relevant person on completing an investigation of a disclosed matter.	Delegation	X		X	X	21-Oct-24	Minute 211/24
15	S 77(1)	Report to person making disclosure: Public body must inform the person who made the disclosure of the findings.	Delegation	X		X	X	21-Oct-24	Minute 211/24
16	S 77A(2)	Investigations to be completed within 6 months: A public body may apply to the Ombudsman for an extension of up to 6 months in which to complete the investigation.	Delegation	X		X	X	21-Oct-24	Minute 211/24
17	S 77A(4)	Investigations to be completed within 6 months: If investigation is not complete within time specified in 77A(1), public body must refer the disclosure to the Ombudsman.	Delegation	X		X	X	21-Oct-24	Minute 211/24

Right to Information Act 2009

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DECISIONS

S.21 Decision to be made on behalf of public authority by authorised person

- (1) A decision in respect of an application for information made to a public authority is to be made by -
- (a) the responsible Minister; or
 - (b) the principal officer of the public authority; or
 - (c) a delegated officer.

S.5 Interpretation

Delegated Officer means a person specified in an instrument of delegation in accordance with section 24.

Principal Officer means ... (c) in relation to a council, the general manager of that council

Public authority means ... (c) a council...or ... (h) a council-owned company; ...

Council owned company means a company incorporated under the Corporations Act that is controlled by one or more councils or another company that is so controlled

DELEGATIONS AND AUTHORISATIONS

A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).

S.24 Principal officer or Minister may delegate his or her functions

- (1) The principal officer of a public authority or a Minister may by instrument in writing delegate **to a person specified** in the instrument the performance or exercise of such of his or her functions or powers under this Act (other than this power of delegation) as are specified in the instrument, and may, by instrument in writing, revoke wholly or in part any such delegation.
- (2) A delegation may be for a period not exceeding 3 years.
- (3) The principal officer of a public authority or a Minister must not delegate to a person the performance or exercise of his or her functions or powers under this Act **unless the principal officer or Minister is satisfied that the person has the skills and knowledge necessary to perform or exercise those functions or powers.**
- (4) Notwithstanding any delegation under this section, the principal officer of a public authority or a Minister may continue to perform or exercise all or any of the functions or powers delegated.
- (5) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section has the same force and effect as if the act or thing had been done by or to the principal officer of a public authority or a Minister and is taken to have been done by or to the principal officer or Minister.
- NB:** this Act addresses the power to delegate in detail and therefore the general provisions of the Acts Interpretation Act 1931 will not apply.

APPOINTMENT

S.23(2) The principal officer of a public authority may appoint an officer to assist him or her with the functions specified in s.23(1).

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council / Public Authority General Manager / Principal Officer	General Manager	Lauren Tolpuitt	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S.10	Electronic information: If information is stored in an electronic form, a Minister or public authority may refuse an application if – (a) the information cannot be produced using the normal computer hardware and software and technical expertise of the public authority; and (b) producing it would substantially and unreasonably divert the resources of the public authority from its usual operations	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
2	S.12	Information to be provided apart from Act.: This Act does not prevent and is not intended to discourage a public authority or a Minister from publishing or providing information, otherwise than as required by this Act.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
3	S.13 (5) (6) (7) (8)	Application for assessed disclosure of information: Provision of information to applicant for assessed disclosures of information. Negotiation with the applicant to redirect the application. If requested to do so or if it is appropriate, the public authority must make available general information.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
4	S.14 (1)	Transfer of applications (for assessed disclosure of information): Transfer an application for disclosure of information to the more appropriate public authority along with any information they may need.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
5	S.15	Time within which applications for assessed disclosure of information are to be decided: (4) Negotiate extension of time.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
6	S.16	Charges for information: All applications for assessed disclosure of information must be accompanied by an application fee of 25 fee units. The application fee may be waived if – (a) the applicant is impecunious; or (b) the applicant is a Member of Parliament acting in connection with his or her official duty; or (ba) the applicant is a journalist acting in connection with their professional duties; or (c) the applicant is able to show that he or she intends to use the information for a purpose that is of general public interest or benefit.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
7	S.17	Deferment of provision of information	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
8	S.18	Provision of information	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council / Public Authority General Manager / Principal Officer	General Manager	Lauren Tolpuitt	Notes	Date(s) of Delegation / Authorisation	Resolution Number
9	S.19	Requests may be refused if resources unreasonably diverted	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
10	S.20	Repeat or vexatious applications may be refused	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
11	S.21 (1)	Decision to be made on behalf of public authority by authorised person: A decision in respect of an application for information made to a public authority is to be made by – (a) the responsible Minister; or (b) the principal officer of the public authority; or (c) a delegated officer.	Delegation	X		X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
12	S.21 (2)	Decision to be made on behalf of public authority by authorised person: A person who makes a decision in accordance with this Act is to act impartially in making that decision.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
13	S.22	Reasons to be given (when a decision in relation to an application for information is made)	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
14	S.23	Other responsibilities of principal officer	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
15	S.33	Public Interest Test: In this Division, information is exempt information if the principal officer of the public authority or Minister considers, after taking into account all relevant matters, that it is contrary to the public interest to disclose the information.	Delegation	X		X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
16	S.36 (2)	Personal information of person: If (a) an application is made for information under this Act; and (b) the information was provided to a public authority or Minister by a third party; and (c) the principal officer or Minister decides that disclosure of the information concerned may be reasonably expected to be of concern to the third party – the principal officer or Minister is to, by notice in writing to the third party – (d) notify that person that the public authority or Minister has received an application for the information; and (e) state the nature of the information that has been applied for; and (f) request that, within 15 working days from the date of the notice, the person provide his or her view as to whether the information should be provided.	Delegation	X		X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council / Public Authority General Manager / Principal Officer	General Manager	Lauren Tolputt	Notes	Date(s) of Delegation / Authorisation	Resolution Number
17	S.36 (3) (5)	Personal information of person: If a public authority or Minister, after receipt of a person's view, decides to provide the information, the public authority or Minister must, by notice in writing given to that person, notify that person of the decision. See subsection 5 for caveats.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
18	S.37 (2)	Information relating to business affairs of third party: If – (a) an application is made for information under this Act; and (b) the information was provided to a public authority or Minister by a third party; and (c) the principal officer or Minister decides that disclosure of the information concerned may be reasonably expected to be of substantial concern to the third party – the principal officer or Minister must, before deciding whether the disclosure of the information under this Act would be likely to expose the third party that provided the information to substantial harm to the third party's competitive position, by notice in writing given to the third party – (d) notify the third party that the public authority or Minister has received an application for the information; and (e) state the nature of the information applied for; and (f) request that, within 15 working days from the date of the notice, the third party provide the third party's view as to whether the information should be provided.	Delegation	X		X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
19	S.37 (3) (5)	Information relating to business affairs of third party: If a public authority or Minister, after receipt of a third party's view, decides to disclose the information, the public authority or Minister must, by notice in writing given to the third party, notify the third party of the decision. See subsection 5 for caveats.	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20
20	S.43 (4) (5)	Internal review (of a decision in respect of an application)	Delegation	X	X	X	A delegation may be for a period not exceeding 3 years (s. 24(1)). GM must be satisfied that the person has the skills and knowledge necessary to perform or exercise the function or power. Delegated period of three (3) years (period 23 October 2023 to 22 October 2026)	20-Jul-20	Minute 109/20

Roads and Jetties Act 1935

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Legislation Version: 1 July 2025

DELEGATIONS & AUTHORISATIONS

- * A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- * If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council Local Authority Road Authority General Manager	General Manager	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S11	Maintenance of State highways, &c. in cities, &c.: (1)(b) the remainder of the State highway or subsidiary road, including drainage and shoulders but not culverts and bridges, shall be maintained and reconstructed by the local authority.	Delegation	X	X	X		20-Jul-20	Minute 109/20
2	S11(2)	To agree with the Minister for the maintenance or reconstruction of a State highway or a subsidiary road otherwise than in accordance with s.11(1)	Delegation	X	X	X		20-Jul-20	Minute 109/20
3	S28	Acquisition of land for quarry, &c.: Any road authority may purchase or take land required by it for the purposes of a quarry or gravel-pit in the same manner and subject to the like conditions as it may acquire land for constructing, widening, or altering a road.	Delegation	X	X	X		20-Jul-20	Minute 109/20
4	S29	Intention to acquire land may be abandoned if compensation excessive: Where a road authority has given notice of its intention to take land for any of the purposes hereinbefore set forth, and the compensation in respect thereof is determined, if the road authority deems it inexpedient to pay the amount thereof, it may, within 21 days after receiving notice of the amount of compensation so determined, withdraw the notice of intention to take the land on payment of the costs of the reference and determination.	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council Local Authority Road Authority General Manager	General Manager Director - Infrastructure		Notes	Date(s) of Delegation / Authorisation	Resolution Number
5	S32	Entry by council upon land and staking out of same: Whenever a road authority intends to take any land for the purposes of this Act, it shall be lawful for the road authority, after having given 7 days' notice in writing to the occupier thereof, to enter upon such land and to stake out the same in such manner as it thinks necessary or expedient	Delegation	X	X	X		20-Jul-20	Minute 109/20
6	S33	Rental of land (for the purpose of obtaining materials therefrom for the construction or maintenance of any road or street)	Delegation	X	X	X		20-Jul-20	Minute 109/20
7	S34	Use of uncultivated land for temporary road: Any road authority may make use of any uncultivated land for the purpose of constructing a temporary road whilst any road is being reconstructed, widened, diverted, altered, improved, or repaired without making compensation for the same.	Delegation	X	X	X		20-Jul-20	Minute 109/20
8	S35	Taking of timber, &c., from land (for making, repairing, or fencing any road, or for any other purposes of this Act)	Delegation	X	X	X		20-Jul-20	Minute 109/20
9	S36	Quarries, &c. to be fenced and filled up or otherwise secured: The road authority shall cause all quarries and pits which have been opened up or used upon any land by it to be fenced or otherwise secured and kept so fenced or secured so long as the same shall continue open and in use; and upon ceasing to use the same shall, if required by the owner or occupier of such land, cause the same to be filled up, sloped down, or otherwise secured.	Delegation	X	X	X		20-Jul-20	Minute 109/20
10	S37	Fences to be restored: Where in the exercise of any of the powers conferred upon a road authority by this Part any fence has been temporarily taken down, the same shall, upon completion of the work necessitating such taking down, be well and sufficiently restored by the road authority	Delegation	X	X	X		20-Jul-20	Minute 109/20
11	S38	Deviations to be fenced: Where any road has been diverted, the road authority shall, if required by the owner or occupier of any land through which such road passes, cause such road to be well and sufficiently fenced where it so passes.	Delegation	X	X	X		20-Jul-20	Minute 109/20
12	S39	Entry upon adjoining lands for road maintenance or reconstruction: Any road authority may enter upon any land adjoining any road of which it has the care, control, or management, for the purpose of maintaining or reconstructing such road.	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council Local Authority Road Authority General Manager	General Manager Director - Infrastructure		Notes	Date(s) of Delegation / Authorisation	Resolution Number
13	S40	Power to make drains on adjoining lands: The road authority may make, cleanse, and keep open all drains or watercourses which it may deem necessary in and through any land adjoining or near to any road of which it has the construction or maintenance.	Delegation	X	X	X		20-Jul-20	Minute 109/20
14	S41	Timber growing near roads may be cut down: Consent of owner required in certain cases: The road authority may cut down and remove any indigenous timber growing or standing within 23 metres of the centre of any road of which it has the care, control, or management, making good all damage or injury to the fences, hedges, ditches, walls, or any other thing upon the land on which such timber may be growing or standing.	Delegation	X	X	X		20-Jul-20	Minute 109/20
15	S42	Hedges, &c., obstructing view of traffic to be cut or trimmed: Where the road authority is of opinion that it is necessary, for the prevention of danger arising from obstruction to the view of persons using such road, that any fence, construction, hedge, tree, or vegetation erected, constructed, growing, or planted on land adjoining such road, or any road intersecting or junctioning with such road, should be reduced in height or otherwise cut or trimmed, the road authority may give to the owner or occupier of such land 21 days' notice in writing to reduce the height of or cut or trim such fence, construction, hedge, tree, or vegetation to such an extent or in such a manner as the road authority shall think necessary for the purpose aforesaid and shall specify in such notice.	Delegation	X	X	X		20-Jul-20	Minute 109/20
16	S44	Culverts to be constructed by owners at entrances to lands adjoining roads: The road authority may give to the owner of any land adjoining any road a notice in writing requiring such owner, within a time to be specified in the notice, to construct to the satisfaction of the road authority across the table-drain or gutter of such road, at or opposite to any entrance to such land which is used or intended to be used for vehicular traffic to or from such land, a culvert of such a nature and of such dimensions as shall be specified in the notice, and as will allow the free passage through such culvert of any water which may reasonably be expected to flow along such table-drain or gutter and into such culvert when so constructed.	Delegation	X	X	X		20-Jul-20	Minute 109/20
17	S45	Power of Minister in certain cases to erect gates across roads: If and when such road shall thereafter come under the care, control, or management of a council, the council shall continue to maintain such gate, or such gate and cattle-guard, as the case may be.	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council Local Authority Road Authority General Manager	General Manager Director - Infrastructure		Notes	Date(s) of Delegation / Authorisation	Resolution Number
18	S46	Damage caused by overweight vehicles: Any person from whom such expenses are or may be recoverable under this section may enter into an agreement with the road authority for the payment to it of compensation in respect of such expenses, and, upon such person paying such compensation, he shall not be liable to any proceedings under this section.	Delegation	X	X	X		20-Jul-20	Minute 109/20
19	S47	Road metal, &c., may be placed on side of road: The road authority may cause road metal or other materials, or any vehicle or plant used for the purpose of or in connection with the construction or maintenance of any road, to be stacked, deposited, or left upon such road at a distance from the centre thereof of not less than 3 metres in the case of a State highway, and not less than 2.5 metres in the case of a country road.	Delegation	X	X	X		20-Jul-20	Minute 109/20
20	S47A	Warning gantries for bridges with overhead members: Subject to subsection (2) , a road authority may erect on a part of a road under its control that forms an approach to a bridge with overhead members such warning gantries and crash-beam gantries as the authority considers necessary for the protection of that bridge.	Delegation	X	X	X		20-Jul-20	Minute 109/20
21	S48	Power of road authority, with the consent of the Governor, to permit tramway or railway along or across road: The road authority may, with the consent of the Governor, grant authority to any person to lay down, construct, and maintain a tramway or railway along or across any road under its control subject to such terms and conditions as may be recommended by the council and approved by the Governor.	Delegation	X	X	X		20-Jul-20	Minute 109/20
22	S48A	Removal and disposal of abandoned articles: Where it appears to the road authority that an article has, without lawful authority, been abandoned on a State highway or subsidiary road, the road authority may remove the article from that highway or road.	Delegation	X	X	X		20-Jul-20	Minute 109/20
23	S48B	Power to remove vehicles causing obstruction or danger: A road authority may move, keep or impound any vehicle (and anything in, on or attached to the vehicle)	Delegation	X	X	X		20-Jul-20	Minute 109/20
24	S49	Obstructing roads: Notice to remove obstructions: The road authority may give to any person making or erecting any building or fence, or causing or permitting any obstruction or encroachment, or making any drain, sink, or watercourse in contravention of any of the provisions of subsections (1) or (2) in respect of any road under its care, control, or management, 21 days' notice in writing to take down the above.	Delegation	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council Local Authority Road Authority General Manager	General Manager	Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
25	S50B	Excavations: A person must not make any excavation, vault or cellar beneath a street in a town without the consent of the appropriate council.	Delegation	X	X	X		20-Jul-20	Minute 109/20
26	S51	Laying down timber, &c., on roads: unless he be authorised by the road authority having the care, control, or management of such road so to do.	Delegation	X	X	X		20-Jul-20	Minute 109/20

Strata Titles Act 1998

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Legislation Version: 5 November 2021

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation	
				Council	General Manager	General Manager	Director - Development Services	Town Planner			
			Appointment, Delegation or Authorisation								
		Description							Notes		
1	S 31(2A)	Application for, and grant of, certificate of approval: The Council must within 30 days of receiving an application issue or refuse to issue a certificate of approval	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
2	S 31(2B)	Application for, and grant of, certificate of approval: The Council may give the applicant notice requiring further information in order to determine the application	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
3	31(3)	Application for, and grant of, certificate of approval: The Council may issue a certificate of approval for a strata plan after satisfying itself of certain matters	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
4	31(4)	Application for, and grant of, certificate of approval: The Council must return sketches, plans and models if it refuses to issue a certificate of approval	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
5	31(6)	Application for, and grant of, certificate of approval: The Council must refuse to issue a certificate of approval if it considers the proposal is actually a subdivision	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
6	31AA	Requirement for staged development scheme: Where an application for a certificate of approval is made wholly or partly in respect of vacant land, the council may refuse the application on the ground that an application for a staged development scheme under section 38 should be made.	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
7	36(1)	Application for council approval (in relation to a staged development scheme)	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
8	37(1)(a)	Approval of scheme in principle: Before giving in principle approval for a staged development scheme Council can require specified changes to the scheme	Delegation	X	X	X	X			20-Jul-20	Minute 109/20
9	37(1)(b)	Approval of scheme in principle: Before giving in principle approval for a staged development scheme Council can require the demolition or alteration of buildings on the site	Delegation	X	X					20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation	Resolution Number
10	37(2)(a)	Approval of scheme in principle: Council can approve a staged development scheme unconditionally	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
11	37(2)(b)	Approval of scheme in principle: Council can approve the staged development scheme subject to specified conditions	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
12	37(2)(c)	Approval of scheme in principle: Council can refuse to approve the staged development scheme	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
13	37(4)	Approval of scheme in principle: If Council approves the proposed staged development scheme it must issue a certificate of approval	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
14	41(2)	Progressive development: The council may refuse to approve a particular stage in a staged development scheme if an earlier stage of the scheme has not been completed as required under the terms of the registered scheme.	Delegation	X	X				20-Jul-20	Minute 109/20
15	42(2)	Application for variation of scheme : The application is to be made in the first instance to the council for the area in which the site is situated.	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
16	42(5)	Application for variation of scheme: The Council may dispense with the consent of a present or prospective owners of lots in the staged development scheme in relation to a proposed variation if satisfied of certain matters	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
17	42(6)	Application for variation of scheme: The Council may approve the variation unconditionally, or approve the variation subject to specified conditions or refuse to approve the variation	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
18	45	Injunction: Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a staged development scheme to complete the scheme	Delegation	X	X				20-Jul-20	Minute 109/20
19	54(1)(a)	Approval of scheme: Before giving in principle approval for a community development scheme Council can require specified changes to the scheme	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
20	54(1)(b)	Approval of scheme: Before giving in principle approval for a community development scheme Council can require the demolition or alteration of buildings on the site	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
21	54(2)(a)	Approval of scheme: Council can approve a proposed community development scheme unconditionally	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
22	54(2)(b)	Approval of scheme: Council can approve the proposed community development scheme subject to specified conditions	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
23	54(2)(c)	Approval of scheme: Council can refuse to approve the proposed community development scheme	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
24	54(4)	Approval of scheme: If Council approves the proposed community development scheme it must issue a certificate of approval	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
25	57(2)	Progressive development: The Council may refuse to approve a particular stage of a community development scheme in certain circumstances	Delegation	X	X				20-Jul-20	Minute 109/20
26	58(2)	Application for variation of scheme: The application is to be made in the first instance to the council for the area in which the site is situated.	Delegation	X	X	X	X		20-Jul-20	Minute 109/20

No.	Provision	Function or power	Nature	Given by	Given to			Conditions or restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Development Services	Town Planner	Notes	Date(s) of Delegation / Authorisation
27	58(5)	Application for variation of scheme: The Council may dispense with the consent of a present or prospective owners of lots in the community development scheme in relation to a proposed variation if satisfied of certain matters	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
28	58(6)	Application for variation of scheme: The Council may approve the variation unconditionally, or approve the variation subject to specified conditions or refuse to approve the variation	Delegation	X	X	X	X		20-Jul-20	Minute 109/20
29	61	Injunction: Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme	Delegation	X	X				20-Jul-20	Minute 109/20
30	65(a)	Assignment of interest in land subject to scheme: If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the owner must give written notice of the proposed transaction to the council for the area in which the site is situated	Delegation	X	X				20-Jul-20	Minute 109/20
31	65(b)(i)	Assignment of interest in land subject to scheme: If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the person who is to acquire title to the land in consequence of the transaction must give to the council a written undertaking to develop the land in accordance with the registered scheme	Delegation	X	X				20-Jul-20	Minute 109/20
32	65(b)(ii)	Assignment of interest in land subject to scheme: If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the person who is to acquire title to the land in consequence of the transaction must give the council any security required by the council, within 28 days after notice of the transaction was given to the council, for the development of the land in accordance with the scheme.	Delegation	X	X				20-Jul-20	Minute 109/20
33	142(2)(b)	Recording of certain orders	Delegation	X	X				20-Jul-20	Minute 109/20

Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016

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Legislation Version: 27 November 2023

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegation

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- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

		Function or Power	Nature	Given by	Given To	Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
No.	Provision	Description	Appointment, Delegation or Authorisation	Council	General Manager	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S.34	Powers and functions of corridor manager	Appointment and Delegation	X	X	Delegation as corridor manager, and authority to delegate	21-Oct-24	211/24

Traffic Act 1925

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Legislation Version: 23 June 2023

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Legislation s 3(2):

This Act is to be read together with the Vehicle and Traffic Act 1999 as a single Act and accordingly –

- (a) words and expressions used in this Act that are defined under the Vehicle and Traffic Act 1999 (and not in this Act) have, unless the contrary intention appears, the same respective meanings; and
(b) a reference to "this Act" extends, unless the contrary intention appears, to both Acts.

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
(2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
(3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
(4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
(5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given To				Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager	Director - Infrastructure	Issuing Authority	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S 41CA	Declaration of road for use by personal mobility devices: The road authority for a speed-limited road may, by notice published in the Gazette, declare that road to be a road on which a PMD user may travel, subject to such terms and conditions as are specified in the notice. If a road authority makes a declaration under subsection (2), that road authority is to publish a copy of that declaration on a website of the road authority and is to ensure that a copy of the declaration remains on the website while the declaration remains in force.		X					For s 41CA road authority has the same meaning as in section 41C. Under s 41C road authority means a person, body corporate or body politic responsible for designing, constructing, maintaining or managing roads	20-Nov-23	Minute 196/23
2	S 43(2)	Removal of things obstructing public streets: an authorised person may remove, take and detain articles placed or left in public streets to the obstruction, annoyance or danger of other persons.	Delegation	X		X	X		S 43(1) authorised person means - (b) in the case of a public street in a municipal area, a person who is an employee or agent of the responsible council and has the approval of that council to exercise power under this section within that area.	20-Nov-23	Minute 196/23
3	S 43(3)(4)(5)	Removal of things obstructing public streets: A relevant authority must notify articles owner of removal and/or dispose of articles not removed.	Delegation	X		X	X		s 43(1) relevant authority means - (b) in relation to an authorised person who is an employee or agent of a council, that council.	20-Nov-23	Minute 196/23

Urban Drainage Act 2013

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Legislation Version: 10 May 2024

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Legislation

[S 3](#) **A authorised officer** means a person authorised to enter land under section 20A of the Local Government Act 1993. This is a person who has been authorised by the general manager to enter land for a specific or general purpose.

[S 3](#) **Stormwater service provider** means the council, or an agent engaged to act on behalf of the council, that operates and maintains the public stormwater system within a municipal area;

Notes on Delegation

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S 5(6)	Council to provide adequate public storm water system: Council to provide public stormwater system. If found not too, they must comply with the orders in notice of default.	Delegation	X	X			20-Jul-20	Minute 109/20
2	S 5(4)	Council to provide adequate public storm water system: A council may appeal to the Appeal Tribunal against an order under subsection 5(3) within the period specified in the order.	Delegation	X	X			20-Jul-20	Minute 109/20
3	S 7	Service of notice relating to negotiations for provisions of stormwater services	Delegation	X	X			20-Jul-20	Minute 109/20
4	S 11(1)	Power of council to adopt stormwater systems: General manager may agree with a person who has a private storm water system or is proposing to construct stormwater system that if it is constructed in accordance with the terms of the agreement that the council will declare the works to be vested in the council.	Delegation	X		X		20-Jul-20	Minute 109/20
5	S 11(4)	Power of council to adopt stormwater systems: General manager may require person constructing a drain to construct it in a different way.	Delegation	X				20-Jul-20	Minute 109/20
6	S 11(8)	Power of council to adopt stormwater systems: Where a council imposes a requirement under s 11(4) they must pay extra costs incurred by person constructing the drain.	Delegation	X	X			20-Jul-20	Minute 109/20
7	S 12	Council to maintain maps	Delegation	X	X			20-Jul-20	Minute 109/20
8	S 13	Protection of stormwater assets: General manager granting consent as to protection of stormwater assets. Issuing of notices requiring removal where consent has not been granted.	Delegation	X		X		20-Jul-20	Minute 109/20

No.	Provision	Function or Power	Nature	Given by	Given To		Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council	General Manager	General Manager Director - Infrastructure	Notes	Date(s) of Delegation / Authorisation	Resolution Number
9	S 13(4)	Protection of stormwater assets: If a person fails to carry out the works required in the notice within the specified period, the council may demolish, remove or remedy the building or construction and carry out any works necessary for restoring or reinstating the public stormwater system.	Delegation	X	X			20-Jul-20	Minute 109/20
10	S 13(5)(b)	Protection of stormwater assets: If the council carry works under s 13(4) expenses are recoverable in a court of a competent jurisdiction.	Delegation	X	X			20-Jul-20	Minute 109/20
11	S 14	Interference with public stormwater systems: General manager granting consent as to interference with stormwater systems. Issuing of notices requiring removal where consent has not been granted.	Delegation	X				20-Jul-20	Minute 109/20
12	S 14(4)	Interference with public stormwater systems: If a person fails to comply with the notice issued under 14(2) within the specified period, the council may demolish, remove or remedy the works and carry out any works necessary for restoring or reinstating the infrastructure.	Delegation	X	X	X		20-Jul-20	Minute 109/20
13	S 14(5)(b)	Interference with public stormwater systems: If the council carry works under s 14(4) expenses are recoverable in a court of a competent jurisdiction.	Delegation	X	X			20-Jul-20	Minute 109/20
14	S 15(13)	Power of authorised officers to carry out work on or adject to public land: A council must make good, to the satisfaction of the authority responsible for the land, any damage caused by the exercise of powers under this section as soon as practicable.	Delegation	X	X			20-Jul-20	Minute 109/20
15	S 16(9)	Power of authorised officers to enter private land: The council must make good any damage caused by the exercise of powers under this section as soon as practicable or pay reasonable compensation for the damage.	Delegation	X	X			20-Jul-20	Minute 109/20
16	S 17	Power to undertake construction of public stormwater systems: Without the permission of the relevant general manager, a person must not discharge, or cause or permit to be discharged, stormwater into any system other than the public stormwater system.	Delegation	X	X			20-Jul-20	Minute 109/20
17	S 18(3)	Discharge of matter into public stormwater system: General Manager must give permission to discharge matter into public stormwater systems.	Delegation	X		X		20-Jul-20	Minute 109/20
18	S 20	Limits on connection point: General manager to provide approval in relation to limits on connection points for public and private storm water systems.	Delegation	X		X		20-Jul-20	Minute 109/20
19	S 21(1)	Requirement to connect: General manager may serve notice requiring connection to public storm water systems.	Delegation	X		X		20-Jul-20	Minute 109/20
20	S 21(3)	Requirement to connect: Where notice has been served, council may recover costs if it is not complied with.	Delegation	X	X	X		20-Jul-20	Minute 109/20
21	S 22(1)	Requirement to disconnect : General manager may serve notice to property owner requiring the removal of existing connections between the property and public storm water systems and recover costs where notice is not complied with.	Delegation	X		X		20-Jul-20	Minute 109/20
22	S 22(3)	Requirement to disconnect: Where notice has been served, council may recover costs if it is not complied with.	Delegation	X	X	X		20-Jul-20	Minute 109/20
23	S 23(2)(a)	Property owners not to direct stormwater onto neighbouring properties: General manager to issue notice giving property owner creating nuisance 28 days to stop.	Delegation	X		X		20-Jul-20	Minute 109/20
24	S 23(2)(b)	Property owners not to direct stormwater onto neighbouring properties: If a property owner does not comply with a notice under s 23(2)(a) the council can carry out such works that are necessary to rectify the nuisance.	Delegation	X	X			20-Jul-20	Minute 109/20
25	S 23(3)	Property owners not to direct stormwater onto neighbouring properties: Any costs incurred under 23(2)(b) are recoverable in a court of competent jurisdiction.	Delegation	X	X			20-Jul-20	Minute 109/20

Vehicle & Traffic Act 1999

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Legislation Version: 1 July 2024

This register is maintained in compliance with section 22 (4) of the *Local Government Act 1993* (Tas).

Notes on Delegations

- (1) A council, in writing, may delegate with or without conditions to the general manager, any of its functions or powers under any Act: s.22 *Local Government Act 1993* (Tas) (subject to restrictions).
- (2) The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 *Local Government Act 1993* (Tas).
- (3) If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) *Acts Interpretation Act 1931* (Tas).
- (4) If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) *Acts Interpretation Act 1931* (Tas).
- (5) A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) *Acts Interpretation Act 1931* (Tas).

No.	Provision	Function or Power	Nature	Given by	Given to			Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation
		Description	Appointment, Delegation or Authorisation	Council General Manager	General Manager	Director - Corporate Services	Director - Development Services	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	S 56C (2) (3) (4) (5)	Certain activities prohibited on public streets (i.e. selling goods, or a business, calling, or employment): Permits for this section may be issued by the general manager of the council in which the public street is located (the "relevant council") and any person may apply in writing for such a permit.	Delegation	X	X	X			21-Oct-24	Minute 211/24

Miscellaneous Powers and Functions

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DELEGATIONS & AUTHORISATIONS

- * The general manager, in writing, may delegate to an employee of the council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the council which the council authorised the general manager to delegate: s.64 Local Government Act 1993.
- * If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
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- * A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

No.	Function or Power	Nature	Given by	Given to							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation	
	Description	Appointment, Delegation or Authorisation	Council	General Manager	Assistant General Manager	Director - Development Services	Director - Corporate Services	Director - Infrastructure	Finance Manager	Town Planner	Executive Assistant	Notes	Date(s) of Delegation / Authorisation	Resolution Number
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment and materials in accordance with Council policies.	Delegation	X	X				X					20-Jul-20	Minute 109/20
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision, subject to the certification by the Council's Engineer that all items and maintenance have been satisfactorily completed and 'as constructed' drawings have been received.	Delegation	X	X				X					20-Jul-20	Minute 109/20
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council, or to protect, recover, or secure recompense for damage to or loss of any property of the Council.	Delegation	X	X			X		X				20-Jul-20	Minute 109/20
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given or on behalf of Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.	Delegation	X	X	X	X		X					20-Jul-20	Minute 109/20
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.	Delegation	X	X									20-Jul-20	Minute 109/20
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.	Delegation	X	X	X	X	X	X	X		X		20-Jul-20	Minute 109/20
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.	Delegation	X	X	X	X	X	X	X				20-Jul-20	Minute 109/20
8	To authorise the affixing of the Common Seal to any document, including final plans of survey complying with all relevant statutes.	Delegation	X	X	X	X				X			20-Jul-20	Minute 109/20
9	To negotiate and approve leases of Council property where the annual rental is less than \$15,000 exclusive of GST.	Delegation	X	X	X	X	X		X				20-Jul-20	Minute 109/20
10	To authorise the carrying out by Council of private works for other parties in accordance with Council policy.	Delegation	X	X				X					20-Jul-20	Minute 109/20
11	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with Council's budget estimates.	Delegation	X	X	X	X		X					20-Jul-20	Minute 109/20
12	To determine the use of public roads for walk-a-thons, charitable collections or other like events.	Delegation	X	X				X					20-Jul-20	Minute 109/20
13	To authorise the closure of roads or parts thereof temporarily for repairs or construction.	Delegation	X	X				X					20-Jul-20	Minute 109/20
14	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Departmental Director has certified that the work or thing to which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantee or security deposit where the work secured has not been carried out in accordance with Council requirements.	Delegation	X	X	X	X	X	X					20-Jul-20	Minute 109/20
15	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.	Delegation	X	X				X					20-Jul-20	Minute 109/20
16	To make payments and donations in keeping with Council's policy.	Delegation	X	X	X	X	X						20-Jul-20	Minute 109/20

No.	Function or Power	Nature	Given by	Given to							Conditions or Restrictions	Decision	Evidence of Authorisation / Delegation	
	Description	Appointment, Delegation or Authorisation	Council	General Manager	Assistant General Manager	Director - Development Services	Director - Corporate Services	Director - Infrastructure	Finance Manager	Town Planner	Executive Assistant	Notes	Date(s) of Delegation / Authorisation	Resolution Number
17	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.	Delegation	X	X	X	X							20-Jul-20	Minute 109/20
18	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.	Delegation	X	X				X					20-Jul-20	Minute 109/20
19	Subject to the provisions of any Act to permit or refuse to permit the disposal of waste or rubbish at a Council tip, refuse disposal site or waste transfer station	Delegation	X	X				X					20-Jul-20	Minute 109/20
20	Power to approve the demolition of buildings not classified or recorded by the National Trust or Heritage listed.	Delegation	X	X									20-Jul-20	Minute 109/20
21	To approve conditionally or otherwise all temporary signs and hoardings.	Delegation	X	X									20-Jul-20	Minute 109/20
22	Authority to appoint “Authorised Officers” or “Council Officers” where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue “Certificates of Authority” to those officers where required.	Delegation	X	X	X								20-Jul-20	Minute 109/20

Procurement Delegation

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If orders are required for the purchase of goods or services above the delegated limit of the person issuing the order it is to be signed by their Supervisor or Manager who has a delegated limit over the cost of the item prior to the order being placed. All orders must state the purchase price and the job number to which it is to be costed. All figures shown are to be taken as exclusive of Goods and Services Tax.

This delegation is issued to the position and the names are listed only to identify the current occupant of the position. The delegation will also apply to persons acting in any of the positions listed whilst the permanent occupant is absent through leave or for any other reason.

As any purchase over \$250,000 (exclusive of GST) requires the calling of tenders, it therefore requires a contract, which must be ordered over the signature of the General Manager.

Procurement Delegation	Name	Position	Signature
\$250,000	Kerry Sacilotto	Director - Infrastructure	
\$50,000	Lauren Tolputt	Director - Corporate Services	
\$50,000		Director - Development Services	
\$50,000	Wayne Williams	Project Development Officer	
\$50,000	Daniel Smythe	Civil Works Supervisor	
\$50,000	Craig Wheeler	Town Maintenance Supervisor	
\$50,000	Allison Saunders	Finance Manager	
\$20,000	Peter Carey	Building & Compliance Officer	
\$20,000	Andrew Holmes	Maintenance Coordinator	
\$20,000	Peter Coleborn	Trail Operations Manager	
\$20,000	Jeff Holmes	Waste Management Coordinator	
\$10,000	Bridget Waterhouse	Program Manager	
\$10,000	Malcolm Beattie	Management Accountant	
\$10,000	Stuart Worker	Civil Works Foreman	
\$5,000	Sarah Forsyth	Executive Assistant	
\$5,000	Jane Kilburn	Scottsdale Aquatic Centre Manager	
\$5,000	Nicholas Arnold	Scottsdale Team Leader	
\$5,000	Susan Woolley	Administration Officer - Depot	
\$5,000	Crystal Bowerman	Bridport Team Leader	
\$5,000	Trevor Styles	Derby Team Leader	
\$5,000	Paul Chirichiello	Town Maintenance (Builder)	
\$5,000	Elizabeth Hadley	Community & Development Administration Officer	
\$5,000	Chloe Carey	Trainee Accountant	
\$5,000	Stephanie Hill	Administration Team Leader	
\$5,000	Phil Coleman	Bridport Seaside Caravan Park Manager	

Procurement Delegation	Name	Position	Signature
\$5,000	Jade Hassell	People and Safety Officer	
\$5,000	Shannon Hill	Facilities and Compliance Officer	
\$1,000	Carly Hall	Project Officer	
\$1,000	Tracey Brown	Administration Officer	
\$1,000	Jane France	Finance Support Officer	
\$1,000	Robert Masterman	Environmental Health Officer	
\$1,000	Chris Wicks	Environmental Health Officer	
\$1,000	Madison Loosmore	Development Administration Officer	
\$1,000	Angela Lowe	Administration Officer	
\$1,000	Jeanette (Lou) Barrett	Works & Infrastructure Administration Assistant	
\$1,000	Coralee Freeman	Finance Administration Officer	
\$1,000	Sophie Mills	Customer Service Officer	
\$1,000	Mandy Walters	Customer Service and Rates Officer	
\$1,000	John Petterwood	Construction Team Leader	
\$1,000	Kimberly McGlashan	Customer Service Officer	
\$1,000	Lauren Summers	Customer Service Officer	
\$1,000	Kamala Roberts	Town Planner	

Meeting Notes

Pioneer Lake Advocacy Group Meeting

Monday, 28 July 2025 | Council Chambers – 2 pm

1. Acknowledgement of Country (Chair)

2. Introductions (Chair)

Invited Stakeholders:

Organisation	Representative Name
Tasmania Parks and Wildlife Service (PWS)	Alice Holeywell-Jones (online) Julian Gill (online)
Anglers Alliance / Inland Fishery Advisory Group	Howard Jones
Break O'Day Sports Angling Club	<i>No representative present</i>
Mineral Resources Tasmania	<i>No representative present</i>
Scottsdale High School	<i>Elizabeth Williams - apology</i> John LeFevre (online)
Mt Cameron Field Study Centre Advisory Committee	David Waldron <i>Craig Searle - apology</i>
Tasmania Police	Inspector Grant Twining Sergeant Dwayne Kirkby
Sanbar	Nick Palmer (online)
Pioneer Recreational Users representative	Rodney Bowerman (online)
Pioneer Residents' representatives	Jenny Bellinger Linette Simpson
Pioneer Progress Committee	Alana Keygan
Inland Fisheries	Paul Middleton
Dorset Council	<i>Mayor Rhys Beattie (Chair) - apology</i> Councillor Kahlia Simmons General Manager: John Marik (Acting Chair) Director – Infrastructure / Dorset Municipal Emergency Management Coordinator: Kerry Sacilotto (online) Executive Assistant: Sarah Forsyth (note taker)

3. Previous Meeting – 26 May 2025 (General Manager)

- a. Confirm attached previous meeting notes
 - i. Amend previous notes to state the correct rank of Inspector Twining
 - ii. All present confirmed
- b. Update on Actions from previous meeting:

ACTIONS

Who	Action	Status
PWS	Provide Council with the reviewed Emergency Management Plan for the Pioneer Lake	
Response: PWS advised that the Plan was provided to Council and all relevant stakeholders post the last meeting.		Complete
PWS	Investigate why the boom gate is unlocked	
Response: PWS advised that the gate is unlocked but closed for access by Sanbar. Sanbar advised in meeting that no access is currently required – offline conversation to occur and gate will be locked.		Complete

Who	Action	Status
Council	Investigate alleged bore holes on Main Street as mentioned and report back on who is responsible	
Response: The site is Crown Land and Council are unaware of how the alleged bore holes originated. Clarification: The bore holes are on Racecourse Road (1.8km) – drill holes undertaken for regeneration by the late Bernard Johnson (Council works foreman) – on the western side of the lake area, with officer from MRT with background knowledge.		Council Officers to investigate further
Council	Draft up Terms of Reference for Group and circulate	
Response: Draft Terms of Reference prepared and provided for Group discussion / feedback.		Complete
Council	Update stakeholder contact list with Anglers Alliance details and direct contact email for Sanbar representative	
Response: Contact list updated.		Complete

4. DRAFT Terms of Reference Discussion (General Manager)

a. Provide feedback on attached Draft Terms of Reference (Group)

Those present worked through the draft Terms of Reference document with the following updates:

- i. PWS to provide revised wording of the following points:
 1. Purpose – point 3 & 4 to be combined
 2. Purpose – point 5 relating to risk mitigated or removed
 3. Objective – point 1 to be broader
- ii. MAST to be invited as a stakeholder to next meeting and added to the Membership list
- iii. Group discussed scope and whether some emergency management should be included – post round table all comfortable that this is encapsulated in point 4.
- iv. Update title of ‘Pioneer Campers’ to ‘Pioneer Recreational Users’
- v. Deliverables – point 3 to have the word ‘liaison’ replaced with ‘engagement’

Once the above amendments have been completed, revised Terms of Reference to be circulated for final comments from Group prior to being finalised.

b. Status and implications of Pioneer Dam wall (PWS)

- i. Engineering report received with procurement process to commence in August to engage a specialist contractor to conduct the decommissioning works. This could take 6-8 weeks, then engagement of successful contractor and confirmation of work schedule potentially 3-4 months before works would commence. This dewatering process is being progressed as a matter of priority by PWS.
- ii. Confirmed that access to the Lake will not change – albeit that it is closed at the moment.
- iii. Recreational users support the dam wall decommissioning and support the reactivation of daily use of the Lake and surrounding area for fishing, water sports, etc.

c. Confirmation of scope and how Group will progress Lake use (Group)

- a. Stakeholders to brainstorm and bring back potential models or knowledge of other ongoing management methods of external facilities.

5. Question Time / General (Group)

Pioneer Residents Representatives:

When did the dam wall became a thoroughfare?

PWS Response: No history of when it transitioned into a roadway.

Residents request for terms for usage for when the Lake area is reopened, is this possible?

PWS Response: Once decommissioning is completed and risk mitigated, PWS would then reopen access for potential daily recreational users. There have been suggestions to PWS such as for campers to 'self-regulate', local revegetation of site, provision of a toilet with local cleaners / management, etc. All of these will be considered, with PWS having approximately 6,500 agreements with community groups / organisations, etc. related to the management of small to large assets around the state.

Can the prepared Engineer Report be provided to the group / released publicly?

PWS Response: The Report is out of scope and subject to commercial in confidence provisions and won't be provided publicly but used as intended for the procurement process.

How do PWS allocate budgets per region?

PWS Response: Annual budgets are managed based on risk, visitation, etc.

Dorset General Manager Response: Advised the Group of the decision of Council made at the 21 July Council Meeting relating to a project of significance working group to identify areas / attractions within Dorset that then can be advocated for.

Pioneer Progress Committee Representative: *Can the Group be provided with a map of dam / lake area for reference at the next meeting?*

Dorset General Manager Response: This can be arranged.

Mt Cameron Field Study Centre Advisory Group representative: *Suggestion to the Group that once the terms of reference are finalised that a media release or community article be prepared and released to advise the wider community of the progress, and cease conjecture?*

Dorset General Manager Response: Happy to prepare and circulate for the Group, along with uploading information to Council's website and social media platforms, including the finalised terms of reference.

6. Next Meeting

Monday, 27 October 2025 – 2pm Council Chambers / online via Microsoft Teams

Meeting Closed: 3:14pm

ACTIONS

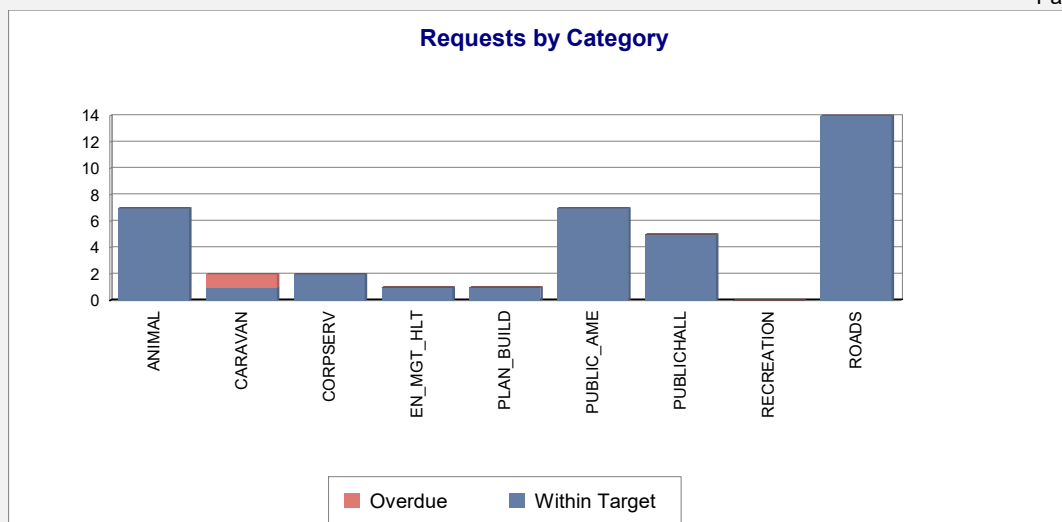
Who	Action
Council	Further investigation into bore holes post clarification of location on Racecourse Road, Pioneer for regeneration works.
PWS	Provide reworded sections for the draft Terms of Reference in relation to the Purpose (combined point 3 & 4 and point 5 relating to risk mitigation) and Objective (broader point 1) sections.
Council	Update invited stakeholder contact list with representative from MAST and invite to next Meeting.
Council	Update title of 'Pioneer Campers' to 'Pioneer Recreational Users' in draft Terms of Reference and Meeting Notes.
Council	Update Terms of Reference, section 6 – Deliverables – point 3 remove word 'liaison' and replace with 'engagement'
Council	Complete updates to Terms of Reference and circulate to Group for comment prior to finalisation.
Group	Bring back potential models or knowledge of other ongoing management methods of external facilities.
Council	Provide a map of the Dam / Lake area for Group reference at the next meeting.
Council	Prepare a media release provided status update of Group and progress made to be distributed and uploaded to Council's website / social media, including the finalised Terms of Reference.

Profit and loss report

Cash mode

01 Jan 2025 - 31 Mar 2025

	Jan-25	Feb-25	Mar-25	Total
4-0000 Income				
4-1300 Donation - Public Tap Points	425.43	88.02	605.48	1,118.93
4-1450 Membership Fees	0.00	0.00	67.18	67.18
4-1704 Anonymous Donation/Loan	0.00	470.00	0.00	470.00
4-1708 Sponsors	0.00	5,000.00	0.00	5,000.00
4-1712 Merchandise - Sales	0.00	450.91	0.00	450.91
4-1713 Derby Park Camping Fees	4,257.27	8,331.45	6,058.38	18,647.10
4-1714 Endorsements - Short Term Accom Owners	600.00	4,545.45	200.00	5,345.45
4-1716 Supporters	6,100.00	0.00	0.00	6,100.00
4-1717 Partners	833.33	833.33	0.00	1,666.66
4-1722 Bookeasy Gross Payments	12,953.16	8,818.36	16,154.42	37,925.94
4-1724 10YR Anniversary Weekend	0.00	0.00	10,499.72	10,499.72
Total Income	25,169.19	28,537.52	33,585.18	87,291.89
Gross Profit	25,169.19	28,537.52	33,585.18	87,291.89
6-0000 Expenses				
6-1120 Advertising	25.31	0.00	13,100.00	13,125.31
6-1160 Bank Fees	(0.01)	0.00	0.00	(0.01)
6-1420 Accounting Fees	292.50	0.00	220.00	512.50
6-1430 Board, committee & Office Expenses	1,296.13	0.00	0.00	1,296.13
6-1480 Licensing Fees	79.00	79.00	79.00	237.00
6-1640 Quest Payment Systems Charge (Donation Tap Points)	1,409.91	90.86	90.86	1,591.63
6-4000 Contractor Expenses				
6-4100 Admin Contracts	6,323.06	6,323.06	3,161.53	15,807.65
6-4200 Superannuation	758.76	758.76	379.38	1,896.90
Total Contractor Expenses	7,081.82	7,081.82	3,540.91	17,704.55
6-4534 Web Development	0.00	135.00	0.00	135.00
6-4536 Marketing & Communications Consultant Costs	8,691.29	4,071.85	7,729.09	20,492.23
6-4538 Merchandise	0.00	0.00	7,327.51	7,327.51
6-4542 Bookeasy - Payments to STAs	11,928.47	5,893.86	10,931.15	28,753.48
6-4548 10YR Anniversary Weekend	27.27	1,566.24	7,536.48	9,129.99
Total Expenses	30,831.69	18,918.63	50,555.00	100,305.32
Operating Profit	(5,662.50)	9,618.89	(16,969.82)	(13,013.43)
Net Profit	(5,662.50)	9,618.89	(16,969.82)	(13,013.43)



Customer Request Summary by Category

For period 01/07/2025 to 31/07/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 07/08/2025 3:31:29PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Animals	7	7	7	100%	0	0%
Animal Enquiry	2	2	2	100%	0	0%
Barking Dog	4	4	4	100%	0	0%
Dog Enquiry	1	1	1	100%	0	0%
Caravan Parks	2	2	1	50%	1	50%
Caravan Parks Enquiries	2	2	1	50%	1	50%
Corporate Services General	2	2	2	100%	0	0%
Rates Enquiries	2	2	2	100%	0	0%
Environmental Management and Health	3	1	1	33%	0	0%
Fire Hazards	2	1	1	50%	0	0%
Noise Pollution	1	0	0	0%	0	0%
Planning & Building Services	1	1	1	100%	0	0%
Planning Enquiries	1	1	1	100%	0	0%
Public Amenities	8	7	7	88%	0	0%
Public Amenities General Enquiries	1	1	1	100%	0	0%
Public Amenities Maintenance	7	6	6	86%	0	0%
Public Halls Buildings	6	5	5	83%	0	0%
Public Halls Buildings Maintenance	6	5	5	83%	0	0%
Recreation Grounds	1	0	0	0%	0	0%

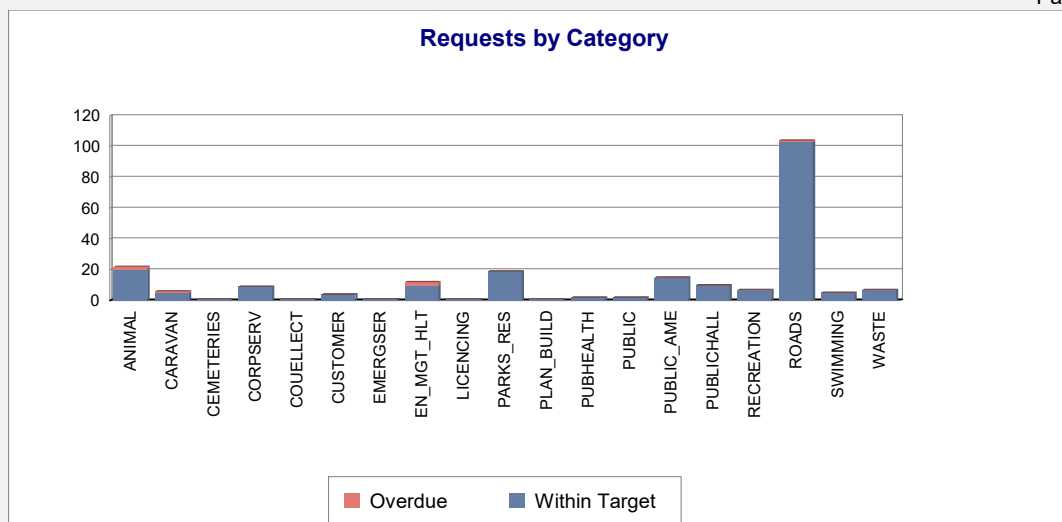
For period 01/07/2025 to 31/07/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 07/08/2025 3:31:29PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Recreation Grounds	1	0	0	0%	0	0%
Recreation Grounds Maintenance	1	0	0	0%	0	0%
Roads	19	14	14	74%	0	0%
Roads Enquiries	2	2	2	100%	0	0%
Roads Rural - Maintenance	4	3	3	75%	0	0%
Roads Rural - Potholes/Patching Maintenance	1	1	1	100%	0	0%
Roads Rural - Tree/Vegetation Maintenance	3	2	2	67%	0	0%
Stormwater Maintenance	1	1	1	100%	0	0%
Roads Urban - Footpath Maintenance	5	2	2	40%	0	0%
Roads Urban - Maintenance	3	3	3	100%	0	0%
GRAND TOTAL	49	39	38	78%	1	2%



Customer Request Summary by Category

For period 01/01/2025 to 31/07/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 07/08/2025 3:31:35PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Animals	22	21	20	91%	2	9%
Animal Enquiry	10	9	8	80%	2	20%
Dog Attack	1	1	1	100%	0	0%
Barking Dog	10	10	10	100%	0	0%
Dog Enquiry	1	1	1	100%	0	0%
Caravan Parks	6	6	5	83%	1	17%
Caravan Parks Enquiries	3	3	2	67%	1	33%
Caravan Parks Maintenance	3	3	3	100%	0	0%
Cemeteries	1	1	1	100%	0	0%
Cemeteries Maintenance	1	1	1	100%	0	0%
Corporate Services General	9	9	9	100%	0	0%
Corporate Services General Enquiries	1	1	1	100%	0	0%
Insurance Claims	1	1	1	100%	0	0%
Information Technology Enquiries	1	1	1	100%	0	0%
Rates Enquiries	6	6	6	100%	0	0%
Council Elections	1	1	1	100%	0	0%
Council Elections Enquiries	1	1	1	100%	0	0%
Customer Service	4	4	4	100%	0	0%
Customer Service General Enquiries	4	4	4	100%	0	0%
Emergency Services	1	1	1	100%	0	0%

For period 01/01/2025 to 31/07/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 07/08/2025 3:31:35PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Emergency Services	1	1	1	100%	0	0%
Emergency Services Enquiries	1	1	1	100%	0	0%
Environmental Management and Health	15	12	10	67%	2	13%
Fire Hazards	12	10	8	67%	2	17%
Noise Pollution	3	2	2	67%	0	0%
Licencing	1	1	1	100%	0	0%
Food Premises Licences Enquiries	1	1	1	100%	0	0%
Parks & Reserves	22	19	19	86%	0	0%
Parks & Reserves Enquiries	1	1	1	100%	0	0%
Parks & Reserves Maintenance	18	17	17	94%	0	0%
Playground Maintenance	3	1	1	33%	0	0%
Planning & Building Services	1	1	1	100%	0	0%
Planning Enquiries	1	1	1	100%	0	0%
Public Health	2	2	2	100%	0	0%
Pollution	2	2	2	100%	0	0%
Public	2	2	2	100%	0	0%
Online Enquiries	2	2	2	100%	0	0%
Public Amenities	17	15	15	88%	0	0%
Public Amenities General Enquiries	2	2	2	100%	0	0%
Public Amenities Maintenance	15	13	13	87%	0	0%
Public Halls Buildings	12	10	10	83%	0	0%
Public Halls Buildings Maintenance	12	10	10	83%	0	0%
Recreation Grounds	10	7	7	70%	0	0%
Recreation Grounds Maintenance	10	7	7	70%	0	0%
Roads	128	103	103	80%	1	1%
Roads Enquiries	5	3	3	60%	0	0%
Roads Rural - Kerb & Gutter Maintenance	4	4	4	100%	0	0%
Roads Rural - Maintenance	32	31	31	97%	1	3%
Roads Rural - Potholes/Patching Maintenance	7	5	5	71%	0	0%
Roads Rural - Shoulder Maintenance	5	4	4	80%	0	0%
Roads Rural - Signage & Guide Posts Maintenance	4	4	4	100%	0	0%
Roads Rural - Spraying/Pest Plant Control	1	1	1	100%	0	0%
Roads Rural - Tree/Vegetation Maintenance	12	10	10	83%	0	0%
Roads Rural - Verge Mowing/Slashing	5	5	5	100%	0	0%

For period 01/01/2025 to 31/07/2025

Double click onto the Minor Category to access Request detail

Dorset A7 *live*

Report Created: 07/08/2025 3:31:35PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
Roads	128	103	103	80%	1	1%
Stormwater Maintenance	10	6	6	60%	0	0%
Roads Urban - Footpath Maintenance	20	13	13	65%	0	0%
Roads Urban - Maintenance	15	12	12	80%	0	0%
Roads Urban - Spraying/Pest Plant Control	2	1	1	50%	0	0%
Roads Urban - Tree/Vegetation Maintenance	5	3	3	60%	0	0%
Roads Urban - Verge Mowing/Slashing	1	1	1	100%	0	0%
Swimming Pools	6	5	5	83%	0	0%
Swimming Pools Maintenance	6	5	5	83%	0	0%
Waste Management	7	7	7	100%	0	0%
Waste Collection Issues	1	1	1	100%	0	0%
Littering	2	2	2	100%	0	0%
Waste Management Enquiries	3	3	3	100%	0	0%
Wheelie Bin Changes	1	1	1	100%	0	0%
GRAND TOTAL	267	227	223	84%	6	2%

DORSET COUNCIL

Planning Approvals – July 2025

DEV-2025/55	MDC Design and Drafting 22 Westwood ST BRIDPORT	Lodged 02/07/2025 Value of Works - \$85,000	Extension to existing dwelling Determined APPD on 02/07/2025
DEV-2025/56	Mr T Bissett 2205 Cape Portland RD CAPE PORTLAND	Lodged 02/07/2025 Value of Works - \$300,000	Construction of a shed Determined APPD on 02/07/2025
DEV-2025/66	Optimo Awnings Northern Pty Ltd 1927 Bridport RD BRIDPORT	Lodged 16/07/2025 Value of Works - \$24,718	Addition of awning to existing dwelling Determined APPD on 31/07/2025
DEV-2025/70	Mr R Ritson 77 Carins RD BLUMONT	Lodged 31/07/2025 Value of Works - \$85,000	Farm shed for machinery Determined APPD on 31/07/2025

DORSET COUNCIL

Building Approvals – July 2025

BLD-2025/30	Scottsdale SDA Housing Pty Ltd 77A George ST SCOTTSDALE	Lodged 10/07/2025 Value of Works - \$1,750,000	New Dwellings x 3 Determined APPR on 10/07/2025
OTH-2025/40	Mr S Lawes 15 Marilyn DR BRIDPORT	Lodged 18/07/2025 Value of Works - \$700,000	New Dwelling & Garage Determined APPR on 18/07/2025
BLD-2025/41	Ms E A Watson 11 Ruby Flats RD RINGAROOMA	Lodged 22/07/2025 Value of Works - \$25,000	Outbuildings x 2 (Retrospective) Determined APPR on 22/07/2025
OTH-2025/36	MDC Design and Drafting 7 Cross ST BRIDPORT	Lodged 22/07/2025 Value of Works - \$45,000	Dwelling Alterations & Additions Determined APPR on 22/07/2025
OTH-2025/38	Mr P J Bingley 2/20A Frances ST BRIDPORT	Lodged 22/07/2025 Value of Works - \$500,000	New Dwelling Determined APPR on 22/07/2025
BLD-2025/39	6ty Pty Ltd 429 Waterhouse RD BRIDPORT	Lodged 31/07/2025 Value of Works - \$700,000	New Visitor Accommodation Units (#7 & 10) Determined APPR on 31/07/2025
OTH-2025/42	Design Intent Architecture 3 North Scottsdale RD SCOTTSDALE	Lodged 30/07/2025 Value of Works - \$650,000	Refurbishment of Dementia Wing Determined APPR on 30/07/2025

OTH-2025/45	Bison Constructions	Lodged 31/07/2025	New Shed
	2205 Cape Portland RD CAPE PORTLAND	Value of Works - \$125,000	Determined APPR on 31/07/2025

DORSET COUNCIL

Plumbing Approvals – July 2025

OTH-2025/30	Scottsdale SDA Housing Pty Ltd 77A George ST SCOTTSDALE	Lodged 10/07/2025 Value of Works - \$1,750,000	New Dwellings x 3 Determined APPR on 10/07/2025
OTH-2025/40	Mr S Lawes 15 Marilyn DR BRIDPORT	Lodged 18/07/2025 Value of Works - \$700,000	New Dwelling & Garage Determined APPR on 18/07/2025
SP-2025/41	Ms E A Watson 11 Ruby Flats RD RINGAROOMA	Lodged 22/07/2025 Value of Works - \$25,000	Outbuildings x 2 (Retrospective) Determined APPR on 22/07/2025
OTH-2025/38	Mr P J Bingley 2/20A Frances ST BRIDPORT	Lodged 22/07/2025 Value of Works - \$500,000	New Dwelling Determined APPR on 22/07/2025
OTH-2025/39	6ty Pty Ltd 429 Waterhouse RD BRIDPORT	Lodged 31/07/2025 Value of Works - \$700,000	New Visitor Accommodation Units (#7 & 10) Determined APPR on 31/07/2025
OTH-2025/42	Design Intent Architecture 3 North Scottsdale RD SCOTTSDALE	Lodged 30/07/2025 Value of Works - \$650,000	Refurbishment of Dementia Wing Determined APPR on 30/07/2025