

*dorset*  
C O U N C I L

# Ordinary Agenda

## Council Meeting

Monday, 21 July 2025

COUNCIL CHAMBERS

*it's in the making*

## General Manager's Certification

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### 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.



**LAUREN TOLPUTT**  
Acting General Manager

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### Notification of Council Meeting

**NOTICE<sup>1</sup>** is given that the next Ordinary Meeting of the Dorset Council will be held on **Monday, 21 July 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 5:30 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.



**LAUREN TOLPUTT**  
Acting General Manager

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<sup>1</sup> In accordance with the *Local Government (Meeting Procedures) Regulations 2025 (Regulation)*

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## Council Meeting - Agenda

### Monday, 21 July 2025

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Scheduled Meeting Time: 5:30 pm

Present:

Apologies: Councillor Jan Hughes

## CLOSED SESSION

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Item 116/2025 'Closed Session': Council

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### Recommendation

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:

### 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 <sup>2</sup>
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	-

<sup>2</sup> 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

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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 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

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### Item 121/2025      Declarations of Interest

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

Ref: DOC/25/7895

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*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.*

#### Recommendation

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.

### Item 123/2025      Confirmation of Agenda

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#### Recommendation

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

### Item 124/2025      Public Question Time

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<sup>3</sup>Members 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.

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<sup>3</sup> 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.

## Item 125/2025      Public Address of Meeting

<sup>4</sup>Members 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.

<sup>4</sup> In accordance with Regulations 46 and Council Policy No. 41: Council Meeting Procedures

<sup>5</sup>Councillors 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?*

<sup>5</sup> 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.

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**Item 127/2025      Requests for Leave of Absence**

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Councillor Jan Hughes – Item 118 (Closed Session)

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

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Nil

**Item 129/2025      Councillor Motions with Notice**

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Nil

## 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 Items 130, 131 and 132.

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 items are to be dealt with at the meeting of Council in its capacity as a Planning Authority.

**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.

### 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 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 within the Main Street road reserve, 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*

## Background

### PLANNING APPLICATION ASSESSMENT OVERVIEW

PLA NUMBER:	PLA/2024/120
DESCRIPTION:	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
PROPERTY ADDRESS:	111-113, 115 and 117 Main Street, Bridport
APPLICANT:	Wilkin Design and Drafting Pty Ltd
TITLE NO:	66092/1, 127049/1 and 143286/1
PROPERTY ID:	6847560, 1782470 and 2624554
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme – Dorset ('Scheme')</i>
ZONE:	Village
APPLICABLE CODE(S):	Parking and Sustainable Transport Road and Railway Assets
SPECIFIC AREA PLAN:	Bridport Main Street Central SAP Town Centre Parking SAP
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

The site comprises three (3) individual lots that have a combined area of approximately 3,743m<sup>2</sup> and combined frontage of approximately 62m to Main Street along the northern boundary. The site comprises the existing Bridport IGA Supermarket within the western lot, a single dwelling within the central internal lot and a dwelling which was previously used as a real estate agent within the eastern lot.



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

As outlined in the application, the following is a summary of the proposed use and development:

1. demolition of all existing buildings located on the site;
2. consolidation of the three (3) lots that comprise the site into one (1) lot;
3. excavation and site works to accommodate level building area for proposed new buildings and car park. Excavation to a maximum depth of approximately 5m in the south-western corner of the site with retaining walls to be constructed along the face of the excavation tapering down to the north and east;
4. construction of a new supermarket building at the southern end (rear) of the site (extending between the eastern and western boundaries) with a gross floor area of approximately 1,625m<sup>2</sup> and maximum building height of approximately 6.8m. The façade of the building will be orientated northwards to face an internal (39 space) car park with the southern and eastern walls of the building to be solid. The western wall of the building will contain the delivery door. An awning will be located over the delivery door and dock which will also cover the bin storage and external plant and equipment;
5. a new delivery ramp will be located along the western side of the site between the supermarket building and Main Street. The access ramp will be separated from the car park by a retaining wall and fence;
6. a new solid 1.8m high timber panel fence with acoustic wrap will be installed along the western boundary of the site with a new solid paling fence to be constructed along the southern boundary of the site (both on top of the retaining walls which will be positioned parallel to each boundary);
7. construction of new smaller retail (shop) tenancies within a single building along the eastern side of the site that will have a gross floor area of approximately 482.5m<sup>2</sup> and maximum building height of 4.96m. The retail tenancies will be orientated westward to face the internal car park;
8. construction of a toilet block building within the car park. The toilet block will be constructed and operated by the developer and will not have any association with Council. It is recommended that a condition be applied to any permit clarifying that the toilet block will not be taken over by Council as a public toilet;
9. installation of a pedestrian footpath along the external perimeter of the buildings to provide pedestrian access from Main Street to the entrances to each shop.
10. miscellaneous development including:
  - a. installation of building fascia signage and awning signage along the shop tenancies and supermarket (the building fascia sign on the supermarket building is proposed to be illuminated);
  - b. installation of a non-animated illuminated ground base sign adjacent to the frontage;
  - c. installation of 20 bicycle parking spaces within the car park adjacent to the frontage;
  - d. installation of landscaping areas within the aisles and corners of the car park; and
  - e. removal and modification of vehicle crossings along the frontage of the site.
11. The application proposes the following operating hours, being the hours the supermarket and shops will be open to the public:
  - a. 7:00am to 9:00pm Monday to Friday;
  - b. 8:00am to 6:00pm Saturday; and

c. 9:00am to 5:00pm Sunday and Public Holidays

12. The application proposes the following operating hours for commercial vehicle use (which are claimed to be existing), being the times when deliveries of goods will occur:

**Table 1- proposed commercial vehicle movements.**

Delivery Type	Vehicle Type	Earliest Delivery	Days
Dry Grocery	Semi-truck	6:30am	Wednesday and Friday
Refrigerated	Semi-truck	8:00am	Wednesday and Friday
Fruit and Veg	Rigid truck	4:00am and 5:00am	Monday, Wednesday and Friday
Milk and Bread	Small rigid truck	4:30am	All except Sunday
Small grocery	Small van/truck	7:00am onwards	Weekdays

a. No set time has been detailed for pickup of rubbish and recycling.



**Image 2: Aerial image with the Proposed Site Plan (Drawing No. DA04) overlaid to illustrate the indicative location of the proposed development within the context of the site boundaries and the adjoining properties.**

The ‘*Planning Application Assessment Report - PLA/2024/120*’, provided in the [attachments](#), considers the submitted planning application and representations 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.

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	10/05/2025	24/05/2025
<b>Representations Received:</b>	Yes	

During the public exhibition period four (4) representations were received. Each representor was contacted where a face-to-face meeting or telephone conference was held to discuss in detail their concerns relating to the proposed use and development.

Consideration of the content of the received representations is elaborated within the planning assessment report (*'Planning Application Assessment Report - PLA/2024/120'*) provided in the attachments.

## Alternative Options

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

## Item 131/2025 Planning Application – Additions and Alterations to Single Dwelling | 24 William Street BRIDPORT

Reporting Officer: Consultant Town Planner, George Walker

Ref: DOC/25/9244 | Assessment Report: DOC/25/9243 | PLA/2025/39

### 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.

### 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 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*

## Background

PLANNING APPLICATION ASSESSMENT OVERVIEW	
PLA NUMBER:	PLA/2025/39
DESCRIPTION:	Additions and Alterations to a Single Dwelling
PROPERTY ADDRESS:	24 William Street, Bridport
APPLICANT:	Measured Design
TITLE NO:	181564/2
PROPERTY ID:	9701453
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	General Residential
APPLICABLE CODE(S):	Parking and Sustainable Transport Attenuation
SPECIFIC AREA PLAN:	Not Applicable
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

The application involves additions and alteration of a single dwelling. The proposal is to extend the original dwelling to the north and east and includes a north-east facing deck.



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

The site plan, including new floor plan for the dwelling, with the added and altered floor area, is shown in Image 2.

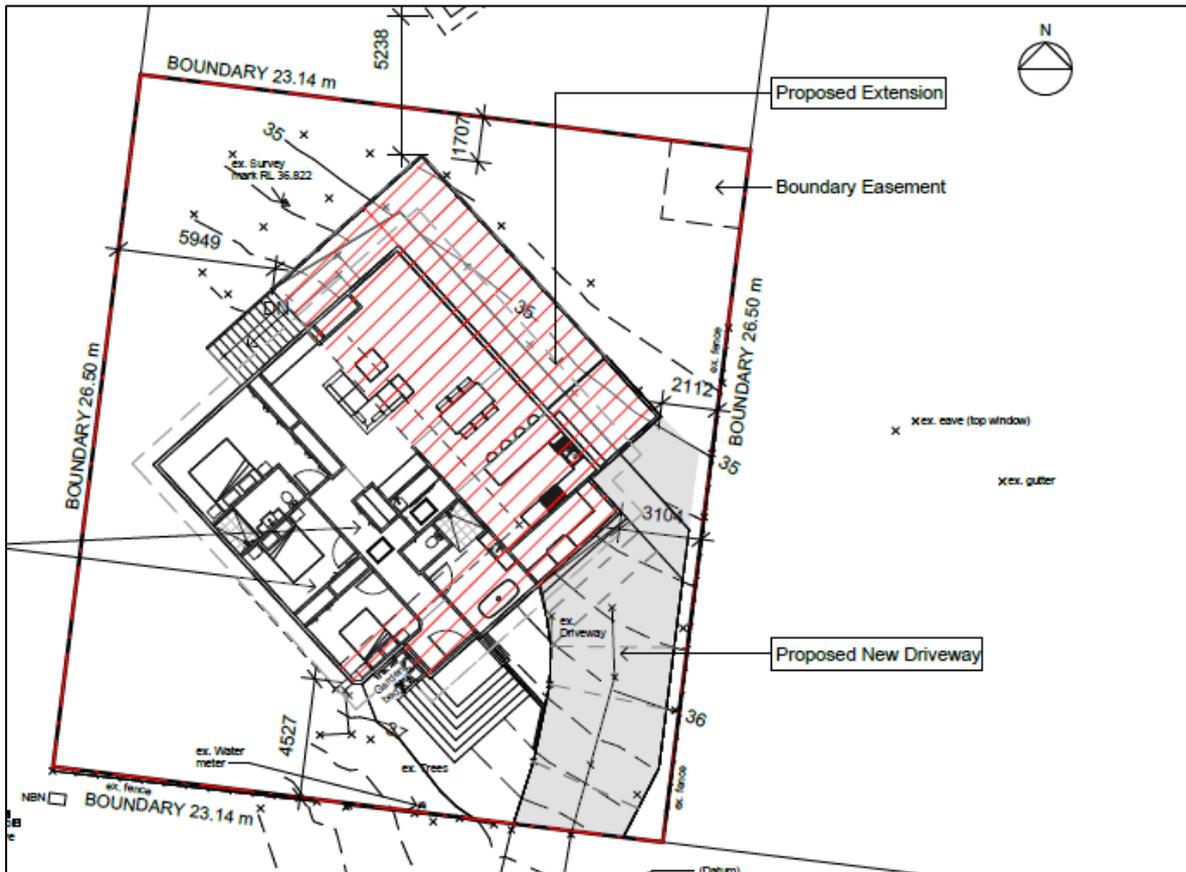


Image 2: Site plan with proposed floor plan with added and altered floor area (red lines) and driveway expansion.

The ‘*Planning Application Assessment Report - PLA/2025/39*’, 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.

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	24/05/2025	7/06/2025
<b>Representations Received:</b>	Yes	

During the public exhibition period one (1) representation was received. The representation was from the adjoining landowner to the north (70 Walter Street).

Consideration of the content of the received representation is elaborated within the planning assessment report (*'Planning Application Assessment Report - PLA/2024/39'*) provided in the [attachments](#).

### Alternative Options

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

## 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.

## 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 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*

## Background

### PLANNING APPLICATION ASSESSMENT OVERVIEW

PLA NUMBER:	PLA/2025/48
DESCRIPTION:	Construction of a Single Dwelling
PROPERTY ADDRESS:	5 Elvie Court, Bridport
APPLICANT:	Mr M Hartley
TITLE NO:	166283/5
PROPERTY ID:	3251462
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	General Residential
APPLICABLE CODE(S):	Parking and Sustainable Transport Road and Railway Assets
SPECIFIC AREA PLAN:	Not Applicable
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

The application is seeking planning approval for the construction of a single dwelling on the site. The proposed single dwelling will comprise two storeys.



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

The ground floor will comprise two (2) internal garages, games room, laundry, toilet and underfloor storage. An entry foyer and hall will connect the front door to a stairwell which will provide internal access to the first floor.

The first floor will comprise three (3) bedrooms (with bed 1 containing an ensuite and walk in-robe), toilet and bathroom, lounge room and an open plan kitchen and family (dining and entertainment) room. A roofed deck will wrap around the north-eastern corner of the first floor and will be accessible from the family by a side sliding door. An external staircase will connect the ground floor to the first floor deck.

A new concrete driveway is proposed to connect the Elvie Court vehicle crossing to the two garages. The balance area of the site will comprise private open space in the form of lawn and (likely future) landscaping.

The proposed dwelling will have an overall height of approximately 7.6m measured at the northern end adjacent to the internal driveway.



Image 2: Aerial image of the site with an excerpt of the Site Plan overlaid illustrating the location of the proposed single dwelling within the context of the site boundaries and adjoining properties.

The 'Planning Application Assessment Report - PLA/2025/48', provided in the [attachments](#), considers the submitted planning application and representations 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.

### Financial & Asset Management Implications

N/A

## Risk Management

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

## Strategic and Annual Plans

N/A

## Community Considerations

The application was advertised for the required statutory period.

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	11/06/2025	25/06/2025
<b>Representations Received:</b>	Yes	

During the public exhibition period one (1) representation was received. The representation was from the adjoining landowner to the west (6 Elvie Court) who objected to the proposed dwelling.

Consideration of the content of the received representation is elaborated within the planning assessment report ('*Planning Application Assessment Report - PLA/2024/48*') provided in the [attachments](#).

## Alternative Options

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

## ITEMS FOR DECISION

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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

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### 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.

### Recommendation

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.

### Background

On 26 July 2023 the former Minister for Local Government, Nic Street MP, announced the establishment of a Board of Inquiry into Dorset Council and on 2 August 2023, decided to suspend all elected members for the duration of the Board of Inquiry. Mr Andrew Wardlaw was appointed as the Commissioner for Dorset Council from 3 August 2023 and continued in that role until the [Dorset Council Board of Inquiry Report – October 2024](#) was released to the public by the Minister on 22 January 2025. Elected members were reinstated to their roles from 23 January 2025.

Along with the public release of the report the Minister for Local Government, the Hon. Kerry Vincent MLC, issued a series of formal Ministerial Directions to Council, to Councillors and to the former Mayor. Each Direction must be implemented within timeframes prescribed by the Minister for that Direction. Further, Council must report quarterly to the Minister on the progress of actions to implement the Directions for the first 12 months, and then every 6 months for the term of the current Council, until all of the Directions are completed.

### Officers Comments

Council's actions to implement the Directions are taking precedence over normal operations. Council Officers have worked with the Office of Local Government to agree to a schedule of completion dates for the Directions, which have been audited against the deadlines documented in the Progress Report.

Ministerial Directions 1, 2 and 5 direct Council to:

### **Direction 1**

Pursuant to section 225(2)(d) of the Act, implement a policy and procedure, within 180 days, to address the conflict of interest that arises where Council is the applicant and / or developer in respect of a planning application, and at the same time is the planning authority determining that application.

### **Direction 2**

Pursuant to section 225(2)(d) of the Act for the term of the Council, refer all discretionary development applications within the meaning of section 57 of the *Land Use Planning and Approvals Act 1993* with a financial value of \$500,000 and above in respect of which Council is the applicant and / or developer to external consultants for assessment and recommendation to Council as the planning authority.

### **Direction 5**

Pursuant to section 225(2)(d) of the Act, implement a procedure, within 180 days, to ensure that conditions and restrictions on permits issued by council as planning authority under the *Land Use Planning and Approvals Act 1993* are complied with and to ensure that Council's obligations under section 63A of that Act are met.

Council's Consultant Town Planner, George Walker has prepared the following documents relating to the directives:

- A draft Policy '*Managing Conflicts of Interest – Council Related Planning Applications*', which encompasses Directions 1 & 2 due to their complementary nature.
- A draft operational Procedure '*Monitoring Conditions and Restrictions on Permits under the Land Use Planning and Approvals Act 1993*' which deals with Direction 5.

Both draft documents have been referred to Council's solicitor for review and amended as required. Both draft documents along with accompanying legal advice were presented and discussed with Councillors in the 8 July 2025 Council Workshop. Direction 2 must be adhered to by Council for the "term of the Council", while Directions 1 and 5 are due for lodgement with the Minister on 23 July 2025.

A copy of the proposed draft Policy and operational procedure are provided at the [agenda attachments](#).

## 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.

## Recommendation

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

## Background

On 26 July 2023 the former Minister for Local Government, Nic Street MP, announced the establishment of a Board of Inquiry into Dorset Council and on 2 August 2023, decided to suspend all elected members for the duration of the Board of Inquiry. Mr Andrew Wardlaw was appointed as the Commissioner for Dorset Council from 3 August 2023 and continued in that role until the [Dorset Council Board of Inquiry Report – October 2024](#) was released to the public by the Minister on 22 January 2025. Elected members were reinstated to their roles from 23 January 2025.

Along with the public release of the report the Minister for Local Government, the Hon Kerry Vincent MLC, issued a series of formal Ministerial Directions to Council, to Councillors and to the former Mayor. Each Direction must be implemented within timeframes prescribed by the Minister for that Direction. Further, Council must report quarterly to the Minister on the progress of actions to implement the Directions for the first 12 months, and then every 6 months for the term of the current Council, until all Directions are completed.

## Officers Comments

The Progress Report documents each of the individual Directions that must be implemented by Council, along with deadlines, status updates and notes of relevance. The Progress Report is a holistic representation of Council's progress meeting each of the individual Directions and is the mechanism that Council will use to meet the requirement of Direction 10, which relates to Council's obligation to report to the Minister in accordance with an agreed schedule.

Council's actions to implement the Directions are taking precedence over normal operations. Council Officers have worked with the Office of Local Government (OLG) to agree to a schedule of completion dates for the Directions, which have been audited against the deadlines documented in the Progress Report. While determining the schedule of completion dates, the OLG suggested to Council that the deadline for Direction 3 (the tabling of a report on 2024/25 income and expenses relating to service rates and charges) should be changed to fall after the conclusion of the financial year so that the report can be prepared taking into account all income and expenses for the full financial year, rather than relying on

estimates and forecasting. The new completion date for this Direction is 30 September 2025 which is reflected in the Progress Report.

Councillors have been briefed in monthly workshops as to Council's progress meeting the Ministerial Directions. Council Officers have also referred Council's responses to the Ministerial Directions to Council's Audit Panel.

Please find the Board of Inquiry progress report in the [attachments](#).

## Purpose

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

## Recommendation

### 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.

## Background

In the 18 December 2017 Council Meeting the following resolution was passed by Council in response to a Notice of Motion regarding the Tasman Highway 'Sideling':

### 18 December 2017 Council Meeting – Notice of Motion Decision

#### *Crs Jessup/Hall*

1. *Council write to both the State and Federal Governments and opposition politicians outlining Dorset Council's priority to upgrade the Tasman Highway from Minstone Roads to Corkerys Road to B Double standard.*
2. *Council commits to contribute \$2 million towards the upgrade provided State, Federal or both tiers of Government provide the remaining required funding to complete the upgrade by 2021.*

Dorset Council developed a business case in 2019 that assisted in securing the \$120 million in joint State and Federal funding (80% Federal funding, 20% State funding) to upgrade 24km of the Tasman Highway between St Patricks River, Targa and Minstone Road, Scottsdale.

Council's original Sideling business case was predicated on upgrading the road to a B Double rated highway and shortening the journey via a new realignment through Corkerys Road. The original business case highlighted the following benefits:

- Untapping the North East's agricultural potential
- Contributing to Australia's food security
- > \$3 million per annum reduction in freight costs (2019 dollars)
- Regional revitalisation
- Flow on benefits to City of Launceston and the east coast of Tasmania
- Contributing to the State Government's aim of achieving \$10 billion in primary production by 2050

The Tasman Highway 'Sideling' project to date has upgraded 4km of the Tasman Highway between the Sideling Lookout to Wish-Wilson's Road to B Double standard. The Department of State Growth (DSG) through recent consultation have informed Council, and the community, that the rest of the project will not be to B Double standard and that the alignment through Corkerys Road is unfeasible.

### Planning, Environment and Statutory Requirements

The motion that was carried in December 2017 has been either actioned i.e. letters were written as per the motion, or the decision has now lapsed i.e. Council's commitment of \$2 million towards the Sideling project was predicated on the Sideling upgrade being completed by 2021. It is recommended that the *Local Government (Meeting Procedures) Regulations 2025 - Regulation 22* to overturn decisions is not required. However, a new resolution affirming the new Council's position on the project is recommended.

### Strategic and Annual Plan

- Dorset Council Strategic Plan (2023 – 2032), Imperative 7.1
- Dorset Priority Project Plan (2023 – 2025), Activity #1

### Risk Management

To deliver the full value of this project for the region, cooperation is required between Federal, State and Local Government (including City of Launceston) for a Launceston eastern bypass to limit heavy traffic in urban areas. This bypass project fits well with the proposed TRANSlInk Intermodal Facility near the Launceston Airport.

### Financial and Asset Management Implications

There is internal cost and time for Council Officers and Councillors advocating for the project. There is also time expended for the creation of the 2019 Council business case and costings.

### Community Considerations

The call for a B Double rated highway and shortening of the journey via Corkerys Road is strongly backed by the business community. In an unprecedented show of support, a large group of local business operators and the North East Tasmania Chamber of Commerce have recently publicly urged the State Government to deliver the project to B Double standard.

Council have informed the DSG that the corner of George and King Streets in Scottsdale would require alterations to cater for B Double trucks.

### Consultation

Councillors have been consulting the Dorset community to understand their needs, which anecdotally demonstrates that it remains a high priority for the community for the Sideling to be realigned through Corkery's Road and constructed to B Double standards per Council's original business case. However, the DSG's consultation to date on the next stage of the Sideling build indicates that the proposed build is currently set to fall short of the community's expectations.

It must be noted that there is a state election on 19 July 2025. The current election commitments (as at 1 July) made for the Sideling include:

**Liberal:** that the Liberals would work with the Federal Government to ensure the project meets B-Double standard regardless of which route it chosen.

**Labor:** support the DSG considering and properly investigating Corkerys Road as a viable option.

### Officer's Comments

The Sideling is a vital strategic transport corridor linking Scottsdale and Launceston, underpinning both freight and tourism for north east Tasmania. While the current Sideling upgrade scope will deliver improvements to safety and access, the decision not to deliver a realignment via Corkerys Road - constructed to B Double standard as proposed by Council - risks locking in infrastructure that is not fit for purpose and ignores the region's future freight requirements. This would represent a \$120 million investment in the Sideling that ultimately becomes a multi-generational missed opportunity.

Council has requested that the DSG consider costing an additional option that was proposed in Council's original business case, being the full closure of the Tasman Highway between Springfield and St Patricks River during reconstruction, as proposed in Council's original business case, to manage project costs and delivery timeframes. Closing the Sideling temporarily and diverting traffic via forestry roads or the Golconda / Lilydale route would cause disruption to the community but would reduce project costs and delivery timeframes. Council's original business case for the project slated possible savings between \$20-\$30 million and shorten delivery by up to two years.

## Purpose

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

## Recommendation

### 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.

## Background

The Tasmanian Government has concluded its review of the Code of Conduct Framework resulting in amendments to the *Local Government Act 1993*, former *Local Government (General) Regulations 2015*<sup>6</sup> and a new *Local Government (Code of Conduct) Order 2024*.

The changes to the Act, Regulations and new Code include:

- A new single statewide Code of Conduct that automatically applies to all councils and their elected members;
- Minimum prescribed requirements to be included in newly required Council dispute resolution policies;
- The inclusion of a code of conduct breach for Councillors engaging in ‘prohibited conduct’, as defined under the *Anti-Discrimination Act 1998*; and
- Ensuring the code reflects gender neutral language.

The Local Government Association of Tasmania (LGAT) was charged with the responsibility of drafting a model dispute resolution policy for adaption by each council within Tasmania. Subsequently, Officers have drafted a Dispute Resolution Policy (the Policy) adapted from the model policy provided by the LGAT.

The Policy requires the appointment of a Council Officer to be a Dispute Resolution Officer. The Dispute Resolution Officers role is limited to managing the process, maintaining records of the process, and appointing the Dispute Resolution Advisor (the Advisor). The Dispute Resolution Officer does not have a role in assessing the dispute.

The Advisor is a suitably qualified person external to the organisation who undertakes the dispute resolution process with the parties in dispute.

<sup>6</sup> These Regulations were remade and came into effect on 24 June 2025

The LGAT have established a Dispute Resolution Advisors Multi-Use Register to support councils' selection of advisers to resolve disputes under dispute resolution policies. When establishing the register, the LGAT used the following criteria to ensure that suitably qualified advisers were nominated:

- Mediation and dispute resolution accreditation and registrations
- Relevant qualifications and training
- Demonstrated experience in resolving disputes, and within local government insurance.

At the time of writing this report, six suppliers have satisfied the LGAT's selection criteria, with all arrangements – including fees – to be determined through direct conversation with the relevant council.

This Policy applies to disputes with, and between, Councillors. Matters of dispute include those under the Code of Conduct and behaviour of Councillors towards each other, Council employees and community members more broadly.

The draft Policy was discussed with Councillors at the 8 July 2025 Briefing Workshop.

### **Planning, Environment and Statutory Requirements**

- *Local Government Act 1993 – Section 28JA*
- *Local Government (General) Regulations 2025*
- *Local Government (Code of Conduct) Order 2024*

### **Strategic and Annual Plan**

- Dorset Council Strategic Plan (2023 – 2032), Imperative 10.1
- Annual Plan (2025/26), Activity 11

### **Risk Management**

To be compliant with amendments to the *Local Government Act 1993* that commenced on 10 September 2024, Council must have a dispute resolution policy in place within twelve months.

### **Financial and Asset Management Implications**

Fees associated with services of an Advisor are to be borne by Council. There is, however, an application fee of \$47.75 (25 fee units – correct as of 1 July 2025) applicable to individuals lodging the dispute.

### **Community Considerations**

The proposed Policy and dispute resolution process ensures that a complainant has sought to resolve an issue directly with the subject of the complaint, and if unsatisfied with the outcome can then proceed with the code of conduct process. The proposed Policy will allow for some complaints to be dealt with efficiently and independently without the need for a full code of conduct investigation.

## Consultation

On 15 June 2024, the Tasmanian Government released for public consultation draft amendments to the former *Local Government (General) Regulations 2015* and a new draft *Local Government Code of Conduct Order*. Consultation closed on 20 August 2024.

The changes support legislative amendments to the code of conduct framework approved by Parliament in September 2023.

Eight submissions were provided in response to consultation. The overall response was supportive, including from the LGAT as peak body for the sector.

Due to a model policy being provided by the LGAT and abovementioned consultation already undertaken, Council Officers are recommending that the new Policy not be advertised for the usual 2 weeks of community consultation.

## Officer's Comments

The LGAT has provided councils with a model dispute resolution policy. The model policy is designed to complement the local government code of conduct framework for Tasmanian councillors and Council's existing suite of policies.

Council Officers recommend that draft Policy No. 67 is adopted, without amendment except for formatting and presentation to be consistent with other Dorset Council policies.

It should also be noted that the Office of Local Government has also developed, with the LGAT, councils, and legal consultants '*Unreasonable Conduct with Councils (Elected Members) Recognition and Response*' model guidelines which provide a clear framework for councils to identify and address poor conduct. The Model Guidelines can be downloaded [here](#). The development of a new framework relating to the conduct of elected members is listed in Council's 2025/26 Annual Plan – Activity 12.

Information relating to the Code of Conduct, dispute resolution process and the abovementioned model guidelines for Councillors is publicly available on Council's website [here](#).

The draft Policy is provided for Councillors information in the [attachments](#).

**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.

**Recommendation**

**That Council adopt the attached reviewed Policy No. 41 – Council Meeting Procedures.**

**Background**

The *Local Government Act 1993* (the Act) and the *Local Government (Meeting Procedures) Regulations 2025* (the Regulations) provide high level direction in relation to the operation of a formal Council Meeting. It is the responsibility of a Council to adopt and put in to practice operational elements of how a Council should conduct its meetings.

This Policy provides transparency and accountability to members of the municipality by providing a central document that guides the operation of a Council Meeting. This is the first review of the Policy since adopted in September 2021 and is aligned with the recent remaking of the Regulations which came into effect on 24 June 2025 and feedback from Councillors.

The reviewed Policy was discussed with Councillors at the 8 July 2025 Briefing Workshop.

**Planning, Environment and Statutory Requirements**

- *Local Government (Meeting Procedures) Regulations 2025*
- *Local Government Act 1993 – Section 72B*

**Strategic and Annual Plan**

- Dorset Council Strategic Plan (2023 – 2032), Imperative 10.1
- Annual Plan (2025/26), Activity 10

**Risk Management**

Regular review of policies is important to appraise the merits of individual policies and ensure ongoing compliance with current legislation and standards.

**Financial and Asset Management Implications**

N/A

## Community Considerations

Time is allocated at each Council Meeting for public question time, Councillor question time and for members of the public to address the Meeting. The Policy provides guidance to the community and Councillors on how question time is undertaken along with how to present a statement at a Council Meeting, and guidelines for the Annual General Meeting.

## Consultation

On 25 February 2025, the Tasmanian Government released for public consultation draft amendments to the former *Local Government (Meeting Procedures) Regulations 2015* as Regulations last for 10 years and are then required to be rewritten or remade. The 2015 Regulations were due to expire in June 2025.

The proposed amendments to the Regulations were aimed at improving transparency, accountability, inclusivity, and fairness in councils. These changes were previously identified through feedback from a range of review processes, including the recent Future of Local Government Review. The proposed changes also aligned with the broader aims of the Local Government Priority Reform Program 2024-26. Consultation closed on 1 April 2025.

Submissions received during the consultation period were considered and the remade Regulations were gazetted on 4 June 2025 and came into effect on 24 June 2025.

## Officer's Comments

In response to the recent remaking of the Regulations and feedback from Councillors and Council Officers, a comprehensive review of the Policy has been conducted to ensure compliance.

The recommended changes to the Policy have been determined after feedback from Councillors, review of legislation, and other councils' policies relating to Council Meetings in general. These councils included Glenorchy City, George Town, City of Launceston, West Tamar and Meander Valley, along with the recent independent review report into the Northern Midlands Council and recommended consolidated meeting procedures.

Below are the proposed key changes to the revised Policy:

1. Updated presentation and format with the inclusion of an expanded Objective, and new Scope and Definitions sections.
2. General Procedures section expanded.
3. Public Question Time section updated:
  - a. Split into sub-headings to assist members of the public understand both the process to ask a question and what is expected of them when asking a public question at a Meeting;
  - b. Limitations on how many questions can be submitted / asked by members of the public;
  - c. Requirement for questions without notice to be registered prior to the Council Meeting and provided in writing either at that time, or within 24 hours of the Meeting concluding.
4. Invitations to Address a Council Meeting section:
  - a. Formally called a deputation – renamed;

- b. No changes to the content, just format points are presented and updated to ensure consistency.
5. New Councillor Question Time section:
- a. Presented via sub-headings to assist elected members understand both the process to ask a question and what is expected of them when asking a question at a Meeting;
  - b. Limitations on how many questions can be submitted / asked by elected members;
  - c. Requirement for questions without notice to be registered prior to the Council Meeting and provided in writing either at that time, or within 24 hours of the Meeting concluding.
6. Annual General Meeting section:
- a. Split into sub-headings to assist both members of the public and elected members with procedures at an Annual General Meeting.
7. Inclusion of new sections as follows:
- a. Voting procedure outlining requirements under the Regulations for voting;
  - b. Audio recording of meetings is now compulsory under the Regulations along with a verbal announcement to be undertaken at the commencement of all Council Meetings.

The current and revised versions of the Policy are provided for Councillors information in the attachments.

**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

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**Purpose**

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

**Recommendation**

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

**Background**

On 24 June 2024, Council adopted the Annual Plan for 2024/25 and has provided quarterly progress reports to Council in October 2024, January 2025 and April 2025.

**Planning, Environment and Statutory Requirements**

Under Section 71 of the *Local Government Act 1993*, Council is required to prepare an Annual Plan. The plan is to be consistent with Council's Strategic Plan and list the major activities to be completed within the year.

**Strategic and Annual Plan**

Council's Annual Plan activities are clearly linked to the Dorset Council Strategic Plan (2023 – 2032) which was adopted by Council in June 2023 Council Meeting and reviewed annually.

**Risk Management**

Council's Risk Management Framework both informs, and is informed by Council's Strategy, the Financial Management Strategy and the Long-Term Financial Plan. Council's Annual Plan aligns with and contributes to, the implementation of Council's Strategic Plan.

**Financial and Asset Management Implications**

See officer comments.

## Community Considerations

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

## Consultation

Council's Annual Plan activities are clearly linked to the Dorset Council 2023 – 2032 Strategic Plan, which was adopted in June 2023. This Strategic Plan received twenty-two (22) submissions and feedback was incorporated into the Plan where Councillors felt that feedback represented broader community sentiment. This Plan is also a representation of countless discussions that Councillors and Council Officers have had with the community including business organisations, not-for-profit organisations, sporting groups and individual discussions.

This Strategic Plan was reviewed in June 2025 by Council Officers and the Council to ensure that it still meets the needs of the community. In the 23 June 2025 Council Meeting this updated Strategic Plan was approved by Council, which included various amendments, including the launching of Dorset – Future Ready.

The Annual Plan activities will be assessed on whether additional consultation is required on a project basis.

## Officer's Comments

Council's Annual Plan lists the major activities to be completed by Council within a financial year. Forty-two (42), or 84% of the Annual Plan actions have been completed. The other eight (8) actions are in various stages of progress and have all been carried forward into 2025/26. The 'in progress' items are highlighted as an orange if 75% or more of the project has been completed, or a red if 75% or less has been completed. This is a fantastic achievement by Council Officers considering the time and effort expended on the Board of Inquiry Directives, on-boarding and training a new Council and the loss of key staff.

Actions completed during 2024/25 included the following highlights:

- **Activity 1 | The Strategic Plan 2023 – 2032** was reviewed, presented to Council and adopted at the 23 June 2025 Council Meeting. This review included the launching of Dorset – Future Ready, the visioning for each Dorset town and surrounds.
- **Activity 2 | Key Operational Deliverables** including Annual Report 2023/24, Long Term Financial Plan, Annual Plan 2025/26, Budget Estimates 2025/26, Rates Resolution 2025/26, Fees and Charges 2025/26 and Council quarterly financials were all met in the required timeframes and approved / adopted by Council as legislatively required.

- **Activity 4 | Priority Projects Plan** status updates and amendments to the Plan have been met to guide Council Officers when vying for election commitments and grant funding.
- **Activity 8 | Board of Inquiry** Ministerial Directives have all been complied with and met by Council as at 30 June 2025.
- **Activity 10 | Civil infrastructure improved practices** include Council implementing a new online application called Konect by InsightGIS. The online application allows the infrastructure team to capture maintenance issues across the road network to identify and log intervention levels to prioritise future works and pro-active maintenance.
- **Activity 23 | North East Rail Trail** progress has resulted in the City of Launceston providing in-principle support for the project, along with Dorset Councillors resolving to continue to support and seek further funding for the North East Rail Trail at the 23 June 2025 Council Meeting.
- **Activity 23 | Road Asset Management Plan** was presented and adopted by Council at the 23 June 2025 Council Meeting.
- **Various other key projects have been delivered** in the Annual Plan including the Child and Youth Safe Organisations Framework, Waste Strategy deliverables, New Events Policy, election funding advocacy, Policy No. 26 – Tree Management review, Policy No. 55 – Mobile Food Vendor review, Policy No. 33 – Asset Management review, Policy No. 43 – Cash, Policy No. 58 – Writing Off Debts, Policy No. 42 – Rates and Charges review, Policy No. 51 – Work Health & Safety review and various information technology updates.

In addition to the Annual Report activities, Council has maintained high standards in the delivery of a suite of core services that the community relies upon – roads and footpaths, stormwater, Council buildings and facilities, parks and gardens, swimming pool operations, mountain bike trail maintenance, kerbside waste and recycling collection, facility management and maintenance including cleansing crews, community development, customer services and regulatory services in building, environmental health, animal management, parking management and Council administration and finance.

The 2024/25 Annual Plan also includes eight (8) items that are ‘in progress’ and have been carried forward and included in the 2025/26 Annual Plan:

- Activity 3 – Municipal Tourism Marketing Strategy;
- Activity 16 – Austins Road Residential Development;
- Activity 17 – Scottsdale Light Industrial Rezoning;
- Activity 18 – Bridport Structure Plan;
- Activity 19 – Bridport Foreshore;
- Activity 22 – Council Delegations;
- Activity 25 – Land Improvement Asset Management Plan;
- Activity 26 – Building Asset Management Plan.

A copy of the 2024/25 - June Final Report is included in the [attachments](#) for information.

## 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.

## Recommendation

### 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).

## Background

Dorset is home to a diverse range of natural attractions and visitor experiences that make a significant contribution to the region's tourism economy. While many of these sites such as waterfalls, walking trails, and lookouts are managed by the Tasmanian Parks and Wildlife Service (PWS), Council regularly receives ad hoc requests from community members, businesses, and visitor groups seeking improvements to tourism assets.

These requests commonly include calls for better access, signage, parking, and visitor amenities, and in some cases, proposals for Council to provide financial or in-kind support, or even assume ongoing management responsibility. In many instances, the sites in question fall outside Council's core responsibilities and are not currently prioritised by PWS or other relevant agencies. Nonetheless, there is a growing expectation that Council intervene with ratepayer-funded support to address perceived gaps and help unlock the economic potential of key tourism assets.

It is acknowledged that PWS operates within finite resources and must balance competing priorities across the state. However, Council sees value in working collaboratively to highlight regionally significant sites where targeted investment could deliver strong community, economic, and tourism outcomes for Dorset. To ensure community benefit is maximised and expectations are managed fairly, a clear framework is needed. This would enable Council to advocate effectively to PWS and other relevant stakeholders for investment in identified priority sites, and to pursue external funding opportunities rather than relying entirely on ratepayers for tourism-related improvements.

To respond strategically rather than reactively, Council may consider adopting a more coordinated and prioritised approach to tourism destination support. This would involve conducting a comprehensive assessment of attractions across the region, identifying those with the greatest community and economic value, and working with stakeholders, including PWS, to progress their development in a staged and deliberate manner.

### **Planning, Environment and Statutory Requirements**

N/A

### **Strategic and Annual Plan**

- Dorset Council Strategic Plan (2023-2032), Imperatives 7.2 and 9

### **Risk Management**

N/A

### **Financial and Asset Management Implications**

Internal resources will need to be allocated to the project to facilitate the working group.

### **Community Considerations**

The Dorset community feels deeply connected to the region's natural environment and takes pride in the places that define its identity and appeal. There is a strong desire to see these natural assets protected, enhanced, and celebrated, not only for visitors, but for the benefit of local families, businesses, and future generations.

### **Consultation**

While the approach is yet to be confirmed, opportunities will be explored to gather community input to help guide the focus of the working group. This may include seeking feedback on potential tourism opportunities or themes to better understand areas of local interest.

### **Officer's Comments**

There is clear and ongoing community interest in the enhancement of local tourism assets, many of which fall outside Council's direct control. Given increasing expectations and the regional economic value of these sites, a more coordinated and strategic approach is warranted.

Establishing a clear framework and priority list will enable Council to advocate effectively to the PWS and other stakeholders, and to pursue external funding opportunities. A structured process will also support fair and transparent decision-making and maintain focus on projects with the greatest community and regional benefit.

## ITEMS FOR NOTING

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### Item 140/2025 Council Workshops Held Since Last Council Meeting

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#### 8 July 2025 | Briefing Workshop

- Board of Inquiry (Ministerial Directions) – Policy and Procedure Update
- Board of Inquiry June 2025 Quarter Progress Report
- Tasman Highway ‘Sideling’ Next Steps
- North East Rail Trail Update
- Victoria Street Public Toilets
- Scottsdale Pedestrian Crossings
- Licence Agreement Mount Horror
- Draft Policy No. 67 – Dispute Resolution
- Reviewed Policy No. 41 – Council Meeting Procedures
- Briefing Reports

#### 18 July 2025 | Councillor Planning Session

### Item 141/2025 Elected Member Communications

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#### 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

## Item 142/2025 Management Briefing Report

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### 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. 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.

### 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
<b>Planning</b>	6	46	60
<b>Building</b>	5	30	55
<b>Plumbing</b>	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
<b>Total Requests</b>	<b>32</b>	<b>25</b>	<b>218</b>	<b>188</b>

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
<b>Total Requests</b>	<b>10</b>	<b>22</b>	<b>281</b>	<b>241</b>

## 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
<b>BRIDGES</b>	
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
<b>STORMWATER</b>	
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 <sup>7</sup>
Esplanade, Derby – survey and plan	Completed
Scottsdale Depot and industrial subdivision – survey and plan	Completed
<b>ROADS – RESHEETING</b>	
<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

<sup>7</sup> The Bridport survey and planning work has been deferred to reassess the solution and consider inclusion in a future budget cycle

PROJECT	STATUS
<b>ROADS – RESEALS</b>	
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	
<b>ROADS – OTHER PROJECTS</b>	
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 <sup>8</sup>
King Street, Scottsdale – pedestrian crossing	Carried Forward
George Street, Scottsdale – pedestrian crossing	Carried Forward
Main Street, Bridport – pedestrian crossing	Completed
Coplestone Street, Scottsdale – new 180m footpath	Carried Forward
Golconda Road, Golconda – safety upgrade and pavement reconstruction	Completed
<b>BUILDINGS</b>	
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

<sup>8</sup> 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
<b>BUILDINGS (cont.)</b>	
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 <sup>9</sup>
<b>LAND IMPROVEMENTS</b>	
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 <sup>10</sup>
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
<b>CARRY FORWARD PROJECTS</b>	
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

<sup>9</sup> 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.

<sup>10</sup> Initially investigated and awaiting TasWater specifications. Will be placed on future works list for further investigation.

PROJECT	STATUS
<b>CARRY FORWARD PROJECTS (cont.)</b>	
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
<b>BRIDGES</b>	
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)	
<b>STORMWATER</b>	
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
<b>ROADS – RESHEETING</b>	
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
<b>ROADS – RESEALS</b>	
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	
<b>ROADS – OTHER PROJECTS</b>	
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	

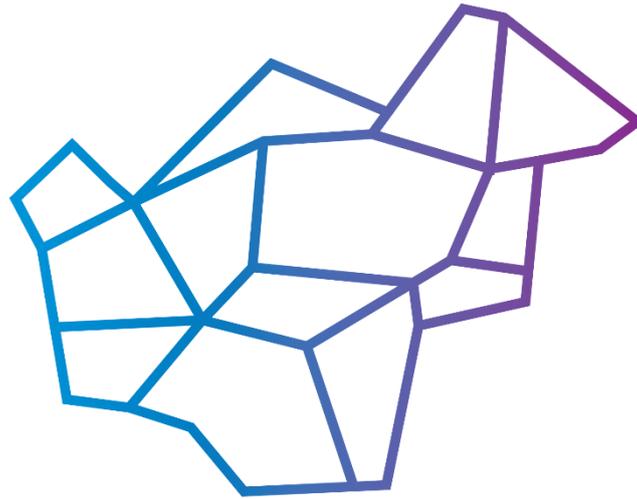
PROJECT	STATUS
<b>BUILDINGS</b>	
Bridport Seaside Caravan Park – camp kitchen renewal (replace beams)	Commenced
Bridport Seaside Caravan Park – electrical switchboard renewal and underground cables (stage 1)	
Northeast Park, Scottsdale – electrical upgrades and shower payment machine upgrades	
Winnaleah 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	
<b>LAND IMPROVEMENTS</b>	
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
<b>CARRY FORWARD PROJECTS</b>	
<b><u>Bridges</u></b>	
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers (storm recovery)	
Bridge 1572 Haas Road / Frenches Creek, Legerwood – upgrade to concrete	
<b><u>Roads</u></b>	
South Street, Bridport – replace kerb	
King Street, Scottsdale – pedestrian crossing	
George Street, Scottsdale – pedestrian crossing	
Coplestone Street, Scottsdale – new footpath	
<b><u>Buildings</u></b>	
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	
<b><u>Land Improvements</u></b>	
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

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Time Meeting Closed:



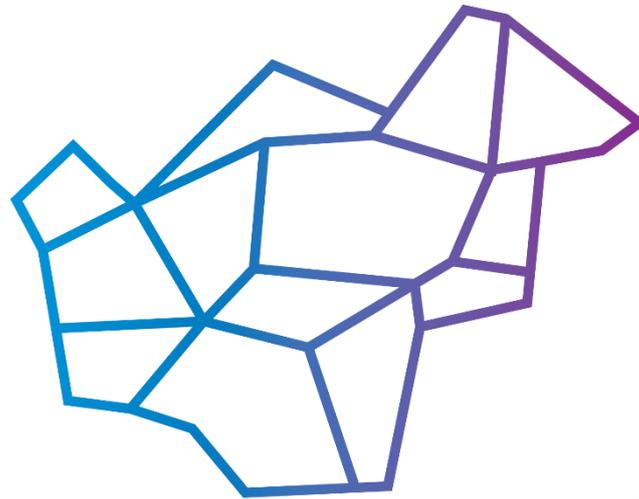
*dorset*  
C O U N C I L

# Ordinary Council Meeting

## Agenda Attachments

Monday, 21 July 2025

*it's in the making*



*dorset*  
C O U N C I L

# Minutes

## Council Meeting

Monday, 23 June 2025

COUNCIL CHAMBERS

*it's in the making*

## Ordinary Meeting of Council

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UNCONFIRMED



## Council Meeting - Minutes

### Monday, 23 June 2025

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**Meeting Opened:** 6:00 pm

**Present:** Councillors Rhys Beattie (Mayor), Edwina Powell (Deputy Mayor), Kahlia Simmons, Mervyn Chilcott, Jan Hughes, Vincent Teichmann  
 General Manager: John Marik, Director – Corporate Services: Lauren Tolputt, Director – Infrastructure: Kerry Sacilotto, Finance Manager: Allison Saunders, Executive Assistant: Sarah Forsyth

**Apologies:** Councillors James Cashion<sup>1</sup>, Wendy McLennan and Nick Bicanic

#### 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.

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<sup>1</sup> Approved Councillor Leave of Absence

## PROCEDURAL ITEMS

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### Item 96/2025 Declaration of an Interest of a Councillor or Close Associate

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In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and the Local Government Code of Conduct for Tasmanian councillors, Councillors are requested to indicate whether any have or are likely to have a pecuniary interest (any pecuniary interest or pecuniary detriment) or conflict of interest in any item on the Agenda.

#### INTEREST DECLARED

Nil

### Item 97/2025 Confirmation of Ordinary Council Meeting Minutes – 19 May 2025

Ref: DOC/25/6296

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*The Chair reported that he had viewed the minutes of the Ordinary Meeting held on Monday, 19 May 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 Chilcott | SECONDED: Cr Hughes**

*Councillor Teichmann advised that his answer to a public question asked at the meeting included the words 'a business' which he did not say. Councillor Teichmann requested that the answer to the question be amended to reflect his answer, with the removal of 'a business'. The Chair agreed and put the following motion with this change to the minutes.*

**That the Minutes of Proceedings of the Dorset Council Ordinary Meeting held on Monday, 19 May 2025 having been circulated to Councillors, be confirmed as a true record.**

**CARRIED UNANIMOUSLY**

*The Chair asked if there were any questions in relation to the Closed Session Minutes that would require them to be discussed in Closed Session - nil*

### Item 98/2025 Confirmation of Council Meeting Closed Session Minutes – 19 May 2025

Ref: DOC/25/6297

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*The Chair reported that he had viewed the minutes of the Ordinary Meeting Closed Session held on Monday, 19 May 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 Chilcott

That the Minutes of Proceedings of the Dorset Council Meeting Closed Session held on Monday, 19 May 2025 having been circulated to Councillors, be confirmed as a true record.

CARRIED UNANIMOUSLY

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Item 99/2025                      Confirmation of Agenda

**DECISION**

MOVED: Cr Powell | SECONDED: Cr Hughes

That Council confirm the Agenda and order of business for the 23 June 2025 Council Meeting.

CARRIED UNANIMOUSLY

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Item 100/2025                      Public Question Time

The following questions were **taken on notice** at the 19 May 2025 Council Meeting:

**Ben Jones, Derby**

*Is Councillor Teichmann taking donations or any sort of payment for shuttle services that are advertised as free on his shuttle trailer?*

**Response from Mayor Rhys Beattie:**

Upon considering the question further post meeting, I will refuse to respond to the question on the basis that it relates to Mr Teichmann's personal affairs or actions and is unrelated to Council activities.

*Does the Council believe that Mr Teichmann's actions of operating in Derby as a Councillor are supporting the community, in particular the business community that are abiding by all the rules and regulations, reporting to the ATO any incomes, etc. without causing angst?*

**Response from Mayor Rhys Beattie:**

I will clarify that any 'actions of operating in Derby' are not performed in Councillor Teichmann's role as a Councillor and refuse the remainder of the question on the basis that it appears to relate to Mr Teichmann's personal affairs or actions and is unrelated to Council activities.

*To the Mayor and General Manager, do you believe that Councillor Teichmann has a conflict of interest and is in breach of the LGAT Code of Conduct in relation to his behaviours in business operations, and what was Mr Teichmann's intentions on being on the Council?*

**Response from Mayor Rhys Beattie:**

The matter of whether any Councillor has a conflict of interest is for the Councillor to consider and declare if necessary pursuant to Part 5 of the *Local Government Act 1993* for pecuniary interests, or Part 2 of the *Local Government (Code of Conduct) Order 2024* for non-pecuniary interests. Whether or not a Councillor is in breach of the *Local Government Act 1993*, or the *Local Government (Code of Conduct) Order 2024* is not for Council to determine, but for the Office of Local Government or the Code of Conduct Panel to investigate and determine upon receipt of a complaint. I won't speak on behalf of any Councillor in relation to their intention being on Council, however I note that each Councillor's election candidate summaries are still available publicly online. It is also open to you to contact Councillor Teichmann via the contact details on Council's website to discuss that with him directly if you wish.

**Jenny Bellinger, Pioneer**

*(question relates to the convened Pioneer Lake Advocacy Group Meeting)*

*Was the EPA invited to this meeting, as they weren't listed as a stakeholder?*

**Response from General Manager John Marik:**

The Environmental Protection Authority (EPA) were not invited to the Pioneer Lake / Dam Advocacy Group Meeting on 26 May 2025. The EPA have been made aware of the structural issues impacting Pioneer Dam / Lake.

**Lin Simpson, Pioneer:**

*Is there any thought to putting height level water signs around so that people know what the water level is in Pioneer?*

**Response from General Manager John Marik:**

The Tasmanian Parks and Wildlife Service (PWS) provided feedback to the Pioneer Lake / Dam Advocacy Group on the 26 May 2025 that PWS are investigating signage with the Department of State Growth.

*Is there any reason that the gate to the Pioneer Lake on the town side has been unlocked?*

**Response from General Manager John Marik:**

PWS stated in the Pioneer Lake / Dam Advocacy Group on the 26 May 2025 that the boom gate should be locked and that PWS will investigate.

**Lawrence Archer, Bridport:**

*When was the first occasion or how long ago did the Council identify or mention the need for a policy on shuttle bus operations at Derby?*

**Response from General Manager John Marik:**

The need was identified in early 2023 to manage safety concerns at the Trail Head and Cascade Dam Road.

*So how long would it be before I can expect an answer?*

*(in relation to answers to questions from Derby Shuttle Business Stakeholder meeting)*

**Response from General Manager John Marik:**

The meeting notes from the 5 March 2025 Draft Shuttle Policy Stakeholder meeting will be supplied by the time the 23 June 2025 Council Meeting takes place. Council Officers are working through answers to the questions from that meeting, which will be supplied as part of the meeting notes, or not long after.

The following question was **received on notice**:

**Karl Willrath, Scottsdale | 13 June 2025**

*Will the Mayor actively seek out a meeting with the prospective Premiers in regard to securing an appropriate amount of funding for the Sideling, so decent route choices and standards can be applied instead of just building a better race track for Targa Tasmania?*

**Response from Mayor Rhys Beattie:**

The Sideling will be discussed in the 8 July 2025 Council workshop as to the intended next steps for Council in relation to advocacy for this project.

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

**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?*

**QUESTION TAKEN ON NOTICE**

*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?*

**QUESTION TAKEN ON NOTICE**

*The Board of Inquiry found that the Council had taken retributive and punitive actions against some community members. Have any of those people received apologies from the Council?*

**Response from Mayor Rhys Beattie:**

That is a repeat question, but no they haven't had any apologies.

*Do you Mayor think they deserve one?*

**Response from Mayor Rhys Beattie:**

No, I don't think they need an apology.

**Len Gillett, Bridport**

*I just noticed amongst the budget papers that one of the items relating to workers compensation is apparently increasing by 10%, much more than wages. Does that just mean that the cost of insurance has increased or is this an indication that there are more lost time injuries to staff? If the latter is the case, where is that reported because I think it's important that the ratepayers know that the Council is operating safely and that our employees are being looked after?*

**Response from Director – Corporate Services, Lauren Tolputt:**

The increase to workers compensation was an estimate and we now understand it to be lower than the estimate that is included in the papers. However, ultimately the premium is based on our wages and incidents that might involve injuries with employees as you correctly said. It would be clearly remiss of us to discuss those details in an open forum when incidents involve employees and have privacy and confidentiality considerations around them.

**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?*

**QUESTION TAKEN ON NOTICE**

<b>Item 101/2025</b>	<b>Deputations</b>
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Nil

<b>Item 102/2025</b>	<b>Councillor Question Time</b>
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The following question was **taken on notice** at the 19 May 2025 Council Meeting:

**Councillor Vincent Teichmann**

*This question is for the General Manager. Could you please clarify if you feel that this is the appropriate forum for me to answer Ben's questions?<sup>2</sup>*

**Response from General Manager John Marik:**

The questions posed relate to Mr Teichmann's personal affairs or actions and are unrelated to Council activities. As such a Council Meeting was not the appropriate forum to answer those questions.

<sup>2</sup> Further discussion was undertaken, and it was agreed between the Mayor, General Manager, Cr Teichmann and Ben Jones (member of the public) to provide all questions in writing for answering by Cr Teichmann post this Council Meeting, along with gaining advice on correct process for this line of questioning.

The following questions were received without notice from Councillors:

### **Councillor Jan Hughes**

*Has anything substantial been identified as a shovel ready project for the spirit preparedness grant opportunities?*

#### **Response from General Manager, John Marik:**

We are aware of it, and we have looked at projects that might fit. The problem with some of these grant opportunities is what we're trying to make sure that we have the cost of projects that not only consider capital costs, but the operational costs as well. So, we deemed rather than rushing certain projects and not having them costed properly, not to go ahead with that grant funding at this time. What can happen is you're excited because you get the upfront capital and then there's a lot of operational cost that you're unaware of. So aware of it, but we haven't highlighted anything that that fits in that short a timeframe.

### **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?*

#### **QUESTION TAKEN ON NOTICE**

### **Councillor Jan Hughes**

*Can we have a report from the working group who are driving and monitoring the roll out of the Child and Youth Safety Organisations Act 2023? I understand the working group is developing an operational action plan which sets out the key objectives and actions as Council works towards compliance with Policy 61 - Safeguarding Children and Young People?*

#### **Response from Director – Corporate Services, Lauren Tolputt:**

Yes. That will be brought back to a future workshop in the next quarter I expect.

*The local Examiner newspaper and the local radio have identified issues of rubbish being left at our recycling stations. I just wondered has that been an issue for us here at Council, is there garbage being left around the recycling stations, or have people in Scottsdale been taking their boxes and things away with them?*

#### **Response from Director – Infrastructure, Kerry Sacilotto:**

Initially, people were bringing wheelie bins across to where the recycling station is and putting multitudes of bags, boxes and whatnot in there. Through Recycle Rewards, the model is not to place bins on site, but to ask people to take their garbage away. So, it's been a bit of an education process, but people are mostly complying, with ongoing monitoring. Otherwise, the program is going well.

### Councillor Vincent Teichmann

*I'm just wondering if Council currently have a representative on the Blue Derby Foundation Board. I thought that as part of the Constitution of the Blue Derby Foundation, there was always meant to be a Council representative, which I think is meant to be the Corporate Services Director at the time. Is that still the case?*

#### **Response from General Manager John Marik:**

No, we do not have a board member.

*Is that in keeping with the Constitution?*

#### **Response from General Manager John Marik:**

I'd have to review the Constitution. I think it was an initial suggestion, but I don't think it was written into the Constitution, but if that's not the case, then I'll report back.

*Regarding the Scottsdale Irrigation Scheme water rights that are currently still unallocated and unsold. I'm just wondering if we could get an update on what barriers there are as I remember when we talked about it at a Workshop, Councillors asked for details of the scheme and apparently there were some limitations that stopped that water from being sold and used. Just wondering if Councillors could be given all that information that was requested so that we can start trying to work out a solution, and I'd like to know what you've been working on in that regard?*

#### **Response from General Manager John Marik:**

My understanding is that we supplied that information to Councillors. However, if we didn't, it's a major liability of Council, so of course we can report back at a future Workshop.

*Similarly, would Council please provide Councillors with a copy of Council's insurance cover? I've requested this previously because being on the Audit Panel, for example, it's our responsibility to try and mitigate against risks and it'd be good to know what our insurance cover includes.*

#### **Response from General Manager John Marik:**

It is an operational matter. We are trying to create that separation between Council and Council Officers. I am happy to provide certificates of currency, but not the detailed policies. It's probably a discussion internally to have at the next Audit Panel.

### Councillor Mervyn Chilcott

*In relation to the Scottsdale Irrigation Scheme. I understand we couldn't sell our water allocation to particular areas because the pipeline were already fully utilised, is that correct that those are the limitations?*

#### **Response from Mayor Rhys Beattie:**

Yes. I understand that that our water takes preference to be sold first, but it must be on certain lines because of the capacity constraints. Where additional water is needed, this scheme doesn't have that capacity to deliver it.

*I understand that the period of non-payment is just about finished for the Scheme and I think this coming year farmers will be asked to pay their order out that has been allocated. Has Council allowed for that?*

**Response from General Manager John Marik:**

We need to delve into all this, and I don't want to be saying things in a Council Meeting without all the information in front of me. I'll provide the information at a future Workshop, and we'll have that discussion.

**Councillor Vincent Teichmann**

*Given that several of the answers to the questions at last month's meeting said that that the activities that I was conducting in Derby were unrelated to council activities, I don't see how that can be the case given that my actions in running free shuttles are specifically a protest against the decision by Dorset Council because they've denied my business a letter of support for over three years, long before draft shuttle policy was conceptualised, and there still has not been any effort made that seems to actually resolve this matter. So, the protest is clearly against Council's decision and so it does relate to Council activities, and I can understand why perhaps some people would have thought so. So, my question is, how can Council see it otherwise?*

**Response from Mayor Rhys Beattie:**

Our view is that the questions received last meeting were in relation to your personal activity, not in your capacity as a Councillor. We feel a Council Meeting is not the correct place to discuss those matters.

A question from Councillor Teichmann was refused by the Mayor as it related to legal advice being obtained by Council and not being appropriate to discuss in open Council.

*A question for the General Manager. In relation to legal advice requested on 8 April, have you received it and if not, why not?*

**Response from General Manager John Marik:**

Yes, it has been attained but is yet to be actioned.

**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?*

**QUESTION TAKEN ON NOTICE****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?*

**QUESTION TAKEN ON NOTICE****Item 103/2025 Applications for Leave of Absence**

Nil

Item 104/2025 Notices of Motion by Councillors

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Nil

## ITEMS FOR DECISION

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Item 105/2025 North East Rail Trail – Stage 3 (Scottsdale to Lilydale Falls)  
 Reporting Officer: General Manager, John Marik  
 Ref: DOC/25/7737

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### Purpose

The purpose of this agenda item is for Council to review the North East Rail Trail Project to date and determine next steps in the project.

### Recommendation

That Council resolve to continue support and seek further funding for the North East Rail Trail Stage 3 from Scottsdale to Lilydale Falls Reserve subject to City of Launceston partnership and contribution towards Wyena to Lilydale Falls Reserve section.

**MOVED: Cr Powell | SECONDED: Cr Hughes**

That Council resolve to continue support and seek further funding for the North East Rail Trail Stage 3 from Scottsdale to Lilydale Falls Reserve subject to City of Launceston partnership and contribution towards Wyena to Lilydale Falls Reserve section.

### Amendment

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

That Council resolve to continue support and seek further funding for the North East Rail Trail Stage 3 from Scottsdale to Lilydale Falls Reserve subject to City of Launceston partnership and contribution towards Wyena to Lilydale Falls Reserve section **and that Council resolve to explore options, consult with the local residents and community and prepare plans and costings to link up the existing Rail Trail from the Billycock to Legerwood and / or Branxholm.**

#### FOR

Councillor Teichmann  
 Councillor Chilcott

#### AGAINST

Councillor Beattie  
 Councillor Powell  
 Councillor Simmons  
 Councillor Hughes

**AMENDMENT LOST**

**DECISION**

**MOVED: Cr Powell | SECONDED: Cr Hughes**

That Council resolve to continue support and seek further funding for the North East Rail Trail Stage 3 from Scottsdale to Lilydale Falls Reserve subject to City of Launceston partnership and contribution towards Wyena to Lilydale Falls Reserve section.

FOR	AGAINST
Councillor Beattie	Councillor Teichmann (abstained)
Councillor Powell	
Councillor Simmons	
Councillor Hughes	
Councillor Chilcott	

**CARRIED**

**Item 106/2025**

**Annual Review of Dorset Council Strategic Plan 2023 - 2032**

Reporting Officer: General Manager, John Marik

Ref: DOC/25/7595 | V3 Strategic Plan: DOC/25/6723 | Progress Report: DOC/24/8856

**Purpose**

This purpose of this agenda item is for Council Officers to conduct an annual review and provide a progress report to Council and the community in relation to the Dorset Council Strategic Plan 2023 – 2032 (the Strategic Plan).

**Recommendation**

That Council:

1. receive and note the Dorset Council Strategic Plan 2023 – 2032 progress report; and
2. amend the following imperatives within the Dorset Council Strategic Plan 2023 – 2032:
  - a. The Mayoral and General Manager’s ‘Welcome’ message has been expanded into two separate pieces, a welcome message from Mayor Beattie, and a General Manager’s message explaining the key elements and linkages of Council’s Strategy.
  - b. imperative 7.2 to “Dorset – Future Ready is a holistic strategic planning project whereby Council will consult and engage with the community to determine a vision for each town and its surrounds. Key focus areas may include:
    - housing and accommodation needs
    - natural environment recognition and protection
    - recognition of heritage and history
    - economic growth needs
    - master planning including recreational, open space, settlement growth and infrastructure planning”
  - c. imperative 7.3 to “The development of a municipal prospectus to attract and incentivise investment and new business ventures to capitalise on regional strengths which include agriculture, forestry and tourism.”

**DECISION**

MOVED: Cr Powell | SECONDED: Cr Hughes

That Council:

1. receive and note the Dorset Council Strategic Plan 2023 – 2032 progress report; and
2. amend the following imperatives within the Dorset Council Strategic Plan 2023 – 2032:
  - a. The Mayoral and General Manager’s ‘Welcome’ message has been expanded into two separate pieces, a welcome message from Mayor Beattie, and a General Manager’s message explaining the key elements and linkages of Council’s Strategy.
  - b. imperative 7.2 to “Dorset – Future Ready is a holistic strategic planning project whereby Council will consult and engage with the community to determine a vision for each town and its surrounds. Key focus areas may include:
    - housing and accommodation needs
    - natural environment recognition and protection
    - recognition of heritage and history
    - economic growth needs
    - master planning including recreational, open space, settlement growth and infrastructure planning”
  - c. imperative 7.3 to “The development of a municipal prospectus to attract and incentivise investment and new business ventures to capitalise on regional strengths which include agriculture, forestry and tourism.”

CARRIED UNANIMOUSLY

Item 107/2025

Dorset Council Priority Projects Plan 2023 – 2025 | June Update

Reporting Officer: General Manager, John Marik

Ref: DOC/25/7580 | V1.4 Plan: DOC/24/16043 | V1.5 Plan: DOC/25/7582

**Purpose**

The purpose of this agenda item is to update the community on the progress of the Priority Projects Plan 2023 - 2025.

**Recommendation**

That Council note the progress report and accept the recommended changes to the Priority Projects Plan 2023 - 2025.

**DECISION**

MOVED: Cr Chilcott | SECONDED: Cr Simmons

That Council note the progress report and accept the recommended changes to the Priority Projects Plan 2023 - 2025.

CARRIED UNANIMOUSLY

Item 108/2025      2025/26 Annual Plan, 2026 – 2035 Long Term Financial Plan, and 2025/26 Budget Estimates  
 Reporting Officer: Director – Corporate Services, Lauren Tolputt and Finance Manager, Allison Saunders  
 Ref: DOC/25/7681

## Purpose

The purpose of this agenda item is to present Council with the 2025/26 Annual Plan (Annual Plan), the 2026 - 2035 Long Term Financial Plan (LTFP) and 2025/26 Budget Estimates including the Rates Resolution and Fees & Charges Schedule (Budget Estimates).

## DECISION

MOVED: Cr Simmons | SECONDED: Cr Chilcott

That Council:

1. adopts the attached 2025/26 Annual Plan, in accordance with Section 71 of the *Local Government Act 1993*; and
2. adopts the attached Long Term Financial Plan for 2026 - 2035, in accordance with Section 70, 70E and 70F of the *Local Government Act 1993*; and
3. by absolute majority, adopts the attached 2025/26 Budget Estimates in accordance with Section 82 of the *Local Government Act 1993*; and
4. by absolute majority, authorises the General Manager to adjust any individual item within the operational or capital budget estimates by up to \$50,000 as deemed necessary during the 2025/26 financial year provided that the total operational and capital budget estimates remain unaltered, in accordance with Section 82(6) of the *Local Government Act 1993*; and
5. adopts the attached 2025/26 Fees and Charges Schedule in accordance with Division 7 of the *Local Government Act 1993*; and
6. adopts the attached revised Policy No. 42 – Rates and Charges in accordance with Section 86B of the *Local Government Act 1993*; and
7. adopts the following rates and charges for the period 1 July 2025 to 30 June 2026 in accordance with Part 9 of the *Local Government Act 1993*:
  1. **GENERAL RATE**
    - 1.1 Council makes a general rate under Section 90 of the Act of 5.299 cents in the dollar on the assessed annual value of all rateable land (excluding land which is exempt pursuant to the provision of Section 87 in the Act) within the Dorset municipal area.
    - 1.2 Council declares by absolute majority that pursuant to Section 107 of the Act and by reason of the following factors, the General Rate is varied as follows:
      - a) For all land which is used or predominantly used for short stay visitor accommodation, the General Rate is varied by increasing it by 5.299 cents in the dollar to 10.598 cents in the dollar on the assessed annual value of the land.
      - b) For all land which is used or predominantly used for primary production – forestry purposes, the General Rate is varied by increasing it by 2.446 cents in the dollar to 7.745 cents in the dollar on the assessed annual value of the land.

- c) For all land which is used or predominantly used for utility services where the locality is 2205 Cape Portland Road at Cape Portland, the General Rate is varied by increasing it by 2.486 cents in the dollar to 7.785 cents in the dollar on the assessed annual value of the land.
- 1.3** Council sets a minimum amount payable in respect of the General Rate in accordance with Section 90(4) of the Act (including as varied pursuant to clause 1.2 of this resolution) of \$543.
- 1.4** Council declares by absolute majority, pursuant to Section 88A of the Act:
- a) To set a maximum percentage increase in the General Rate at 15 per cent for land within the municipal area which is separately assessed; and
  - b) To vary the maximum percentage increase in the General Rate by 5 per cent to 20 percent for land within the municipal area which is separately assessed and used for primary production – forestry purposes.
- 2. SERVICE RATES AND SERVICE CHARGES**
- 2.1** That pursuant to sections 93, 93A and 94 of the Act, Council makes the following service rates and service charges on all rateable land in the municipal area (including land which is otherwise exempt from rates pursuant to section 87 of the Act but excluding land owned by the Crown to which the Council does not supply the relevant services) for the period commencing 1 July 2025 and ending on 30 June 2026, namely:
- a) A service charge of \$169 for waste management services on all rateable land for making available waste management facilities (including operational costs of Council’s Waste Transfer Stations, cartage of waste to landfill, removal of town waste and rehabilitation of Council’s former tip sites);
  - b) Service charges for waste management in respect of all land to which Council supplies waste management services comprising the supply of a kerb-side garbage collection service and/or the supply of a kerb-side recycling collection service, as follows:
    - i. \$150 for a small (80 litre) mobile garbage bin;
    - ii. \$176 for a medium (120 litre) mobile garbage bin;
    - iii. \$344 for a large (240 litre) mobile garbage bin; and
    - iv. \$167 where Council supplies a recycling collection service.
- 2.2** If any land to which any of the waste management service charges in paragraphs 2.1a) or 2.1b) is applicable is the subject of separate rights of occupation, which are separately valued in the valuation list prepared under the *Valuation of Land Act 2001*, then the charges apply to each separate right of occupation.
- 2.3** Pursuant to section 93A of the Act, Council makes the following service rate in respect of the fire service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the municipal area of Dorset:
- a) for land within the Bridport and Scottsdale Volunteer Brigade Rating District, a service rate of 0.2586 cents in the dollar of assessed annual value; and
  - b) for land within the General Land Rating District a service rate of 0.2706 cents in the dollar of assessed annual value.

Pursuant to section 93(3) of the Act, Council sets a minimum amount of \$50 payable for the service rate in respect of the fire service contributions it must collect under the *Fire Service Act 1979*.

### 3. SEPARATE LAND

That for the purposes of these resolutions the rates and charges shall separately apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

### 4. INSTALMENT PAYMENTS

That pursuant to section 124 of the Act, Council determined that ratepayers:

- a) may pay the rates and charges by one payment, in which case the due date for that payment is 30 September 2025; and
- b) may pay rates and charges by four (4) equal instalments, in which case Council determines that the dates by which the instalments are to be paid are as follows:
  - i. the first instalment on or before 30 September 2025; and
  - ii. the second instalment on or before 30 November 2025; and
  - iii. the third instalment on or before 31 January 2026; and
  - iv. the fourth instalment on or before 31 March 2026.

### 5. DEFAULT INTEREST ON LATE PAYMENT

Pursuant to section 128(1)(b) of the Act, if any rate or instalment is not paid in full within 14 days of the date it falls due, then there is payable a daily interest charge equal to the prescribed percentage calculated in accordance with section 128(2) of the Act in respect of the unpaid rate or instalment for the period during which the relevant amount remains unpaid.

### 6. ADJUSTED VALUES

That for the purpose of each of these resolutions, any reference to assessed annual value includes a reference to that value as adjusted pursuant to section 89 of the Act.

### 7. TERMS USED

Words and expressions used both in these resolutions and in the Act or the *Fire Service Act 1979* have in these resolutions the same respective meanings as they have in those statutes.

**CARRIED UNANIMOUSLY**

Item 109/2025

**Visit Northern Tasmania Funding Agreement**

Reporting Officer: General Manager, John Marik

Ref: DOC/25/7727 | Funding Agreement: DOC/25/7755

## Purpose

The purpose of this agenda item is to seek Council approval to enter into a funding agreement with Tourism Northern Tasmanian Inc. trading as Visit Northern Tasmania (VNT).

## Recommendation

That Council:

1. enter into a funding agreement with Tourism Northern Tasmania Inc, trading as Visit Northern Tasmania on the terms contained in the attached draft funding agreement, for the period 1 July 2025 to 30 June 2028; and
2. authorises the General Manager to sign the funding agreement on behalf of Council.

*Councillor Simmons left the Meeting during Officer presentation of the item (8:20 pm)*

*Councillor Simmons returned to the Meeting during Officer presentation of the item (8:22 pm)*

## DECISION

**MOVED: Cr Hughes | SECONDED: Cr Chilcott**

That Council:

1. enter into a funding agreement with Tourism Northern Tasmania Inc, trading as Visit Northern Tasmania on the terms contained in the attached draft funding agreement, for the period 1 July 2025 to 30 June 2028; and
2. authorises the General Manager to sign the funding agreement on behalf of Council.

**CARRIED UNANIMOUSLY**

**Item 110/2025      Roads Asset Management Plan 2025 and Review of Policy No. 33 – Asset Management**  
 Reporting Officer: Finance Manager: Allison Saunders  
 Ref: DOC/25/7647 | Updated Plan: DOC/25/5090 + Appendices: DOC/25/7039 | Policy: DOC/25/7073

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## Purpose

The purpose of this agenda item is to table Council's reviewed Roads Asset Management Plan (AMP) and Policy No. 33 – Asset Management.

## Recommendation

That Council:

1. adopts the attached Roads Asset Management Plan 2025; and
2. adopts the attached revised Policy No. 33 - Asset Management.

**DECISION**

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

That Council:

1. adopts the attached Roads Asset Management Plan 2025; and
2. adopts the attached revised Policy No. 33 - Asset Management.

**CARRIED UNANIMOUSLY**

**Item 111/2025**

**Event Funding Panel Recommendations**

Reporting Officer: Director – Corporate Services, Lauren Tolputt

Ref: DOC/25/7678

**Purpose**

The purpose of this agenda item is to provide Councillors and the community with the recommendations of Council's Event Funding Panel in relation to the inaugural 2025/26 Event Funding Program.

**DECISION**

**MOVED: Cr Simmons | SECONDED: Cr Hughes**

That Council approve the following funding applications under the Event Funding Program:

Organisation	Event	Years of Funding	Funding 2025/26	Funding Future Years
Lions Club of Scottsdale	Spud Fest	1	\$5,000	\$0
Bridport Innovations	Scallop Fiesta	3	\$6,000*	\$12,000*
North Eastern Agricultural and Pastoral Society Inc.	Scottsdale Show	3	\$5,000*	\$10,000*
North East Equine Endurance Club	Jolly Lette Memorial Endurance Ride	3	\$750	\$1,500
Launceston Triathlon Club	Bridport Triathlon	3	\$2,000	\$4,000
Scottsdale Golf Club	Australia Day Golf Event	3	\$500	\$1,000
James Scott Decorative Arts Society Incorporation	North East Arts and Crafts Festival	3	\$3,000	\$6,000
Rotary Club of Scottsdale	Rail Trail Run and Ride	3	\$2,200*	\$4,700*
Ringarooma Primary School Association	Ringarooma Garden Walk	1	\$750	\$0
Dorset Employment Connect	Dorset People and Business Awards	2	\$2,000	\$2,000
Dorset Community House	Dorset Seniors Week	3	\$2,000	\$4,000
Bridport Lions Club	Bridport Events	3	\$0*	\$0*

*\*Denotes that in-kind support was also requested as part of the event funding application and will be approved with the recommendation.*

**CARRIED UNANIMOUSLY**

**Item 112/2025**      **Emergency Management Appointment | Deputy Municipal Coordinator**  
 Reporting Officer: Director – Infrastructure, Kerry Sacilotto  
 Ref: DOC/25/7422

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### Purpose

The purpose of this agenda item is for Council to nominate a person for the position of Deputy Municipal Emergency Management Coordinator.

### Recommendation

That Council appoint Mrs Stephanie Hill as Dorset Deputy Municipal Emergency Management Coordinator for a term of 3 years.

### DECISION

**MOVED: Cr Chilcott | SECONDED: Cr Simmons**

That Council appoint Mrs Stephanie Hill as Dorset Deputy Municipal Emergency Management Coordinator for a term of 3 years.

**CARRIED UNANIMOUSLY**

## ITEMS FOR NOTING

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**Item 113/2025**      **Council Workshops Held Since Last Council Meeting**

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3 June 2025 | Briefing Workshop

13 June 2025 | Special Briefing Session

**Item 114/2025**      **Elected Member Communications**

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Mayor / Councillors Calendar | 15 May – 18 June 2025

### May 2025

- 15      Weekly meeting with General Manager, Council Chambers
- 15      TasWater induction, online
- 19      Special Presentation Session: Department of State Growth – Sideling Upgrade Update, Council Chambers
- 19      May Council Meeting, Council Chambers
- 22      Weekly meeting with General Manager, Council Chambers
- 22      Meeting with Tomahawk Protection Society representatives with General Manager, Council Chambers
- 23      Event Funding Panel Meeting, Council Chambers
- 23      Meeting with potential Dorset commercial investor with General Manager, Council Chambers

- 26 Pioneer Lake Advocacy Group meeting with General Manager, Director – Infrastructure and Councillors Simmons, McLennan, Powell and Hughes, Pioneer Hall
- 27 Meeting with North East Farmers and Residents representatives with Deputy Mayor, Council Chambers
- 28 Meeting with May Shaw Chief Executive Officer and Chief Financial Officer with General Manager, Council Chambers
- 29 Dorset Municipal Emergency Management Committee Meeting, Council Chambers

## June 2025

- 2 Meeting with Tourism Tasmania and ratepayer with General Manager, Council Chambers
- 3 June Council Briefing Workshop, Council Chambers
- 4 Meeting with Bridport Lions Club / Bridport Innovations representatives with General Manager, Ezzy Park, Bridport
- 6 Scottsdale Lions Club Changeover dinner, Lords Hotel
- 11 Site inspections with General Manager and Director – Infrastructure, King Street, Scottsdale
- 11 Future-Links Meeting, Gladstone Hall
- 13 Special Briefing Session: North East Rail Trail Project, Council Chambers
- 14 North East Lions Club Changeover, Ringarooma
- 17 Dorset Wellbeing meeting, Dorset Community House, Scottsdale
- 18 Rotary Club of Scottsdale Changeover Dinner, Northbourne Community Centre, Scottsdale

## Item 115/2025 Management Team Briefing Report

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### 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 Hughes | SECONDED: Cr Simmons**

That Council:

1. receive and note the Pioneer Lake Advocacy Group meeting notes, dated 26 May 2025;
2. receive and note the unconfirmed Dorset Council Audit Panel minutes, dated 27 May 2025;
3. receive and note the unconfirmed Dorset Municipal Emergency Management Committee minutes, dated 29 May 2025;
4. receive the community update on the status of the draft Shuttle Bus Policy;
5. receive the community update on the load limit downgrade of Bridge No. 1589 – Sledge Track Bridge;
6. receive community updates on Derby infrastructure temporary closures; and
7. receive and note the remaining Management Team Briefing Report.

**CARRIED UNANIMOUSLY**

COMMUNITY COMMITTEE: Pioneer Lake Advocacy Group Meeting Notes

COUNCIL COMMITTEE: Dorset Council Audit Panel Meeting Minutes

COUNCIL COMMITTEE: Dorset Municipal Emergency Management Committee Minutes

COMMUNITY UPDATE: Draft Shuttle Bus Policy Update

COMMUNITY UPDATE: Sledge Track Bridge (Bridge No. 1589) | Load Limit Downgrade

COMMUNITY UPDATE: Derby Infrastructure Temporary Closures

CUSTOMER SERVICE REQUESTS

	Requests Received May 2025	Comparison Requests May 2024	Received 2025	Comparison 2024
Animal	2	1	8	8
Bridges	-	-	-	-
Caravan Parks	1	-	4	3
Cemeteries	-	-	1	-
Community Development General	-	-	-	-
Corporate Services General	-	-	7	-
Customer Service	-	1	1	1
Elections	-	-	4	-
Emergency Services Enquiries	-	-	1	-
Environmental Management & Health	-	-	11	3
Government Relations	-	-	-	-
Licencing	-	-	1	-
Parks and Reserves	4	1	16	3
Planning & Building	-	-	-	1
Public Health	1	-	2	1
Public Online Enquiries	-	6	2	41
Public Amenities	2	-	8	4
Public Halls Buildings	2	-	3	-
Recreation Grounds	5	-	9	5
Roads	13	10	96	92
Swimming Pools	-	-	5	-
Waste Management	3	-	7	1
<b>Total Requests</b>	<b>33</b>	<b>19</b>	<b>186</b>	<b>163</b>

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

APPROVED APPLICATIONS

	Approved May	Approved 2025 YTD	Approved 2024 YTD
<b>Planning</b>	17	40	54
<b>Building<sup>3</sup></b>	5	25	49
<b>Plumbing</b>	3	13	21

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

WASTE MANAGEMENT REQUESTS

	Requests Received May 2025	Comparison May 2024	FYTD Received 2024/25	Comparison FYTD Received 2023/24
Feedback and Queries	3	-	25	20
Repair Bin	4	7	54	45
Replace Bin	5	3	46	33
Request a New Service	7	4	45	33
Remove Additional Bin	-	3	13	8
Request an Additional Bin	3	2	41	34
Request an Upsize/Downsize	4	3	44	40
Request to Opt Out (of Service)	-	-	3	1
<b>Total Requests</b>	<b>26</b>	<b>22</b>	<b>271</b>	<b>214</b>

<sup>3</sup> From 15 March 2023, Dorset Council ceased providing Building Surveying services for any new building applications. Council is still providing Plumbing Surveyor services and continues to act as the Permit Authority, as required.

## 2024/25 CAPITAL WORKS PROGRAM

Ref: DOC/24/9473

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

PROJECT	STATUS
<b>BRIDGES</b>	
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)	Quotes Requested
Bridge 1508 Garibaldi Road, Pioneer – scour protection piers	Quotes Requested
<b>STORMWATER</b>	
Main Street, Bridport (RSL) – kerb and stormwater design only	Completed
<u>Upgrade</u>	
William Street, Scottsdale (Incitec Pivot) – network upgrade	Commenced
<u>New</u>	
Branxholm Park – complete stormwater and seal	Completed
Ethel Street, Scottsdale – extension into King Street	Commenced
Heazlewood Lane, Scottsdale – extension	Completed
Union Street, Scottsdale – survey and plan	Completed
Bridport Foreshore (near skate park) – survey and plan	Commenced
Esplanade, Derby – survey and plan	Completed
Scottsdale Depot and industrial subdivision – survey and plan	Commenced
<b>ROADS – RESHEETING</b>	
<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

PROJECT	STATUS
<b>ROADS – RESEALS</b>	
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	
<b>ROADS – OTHER PROJECTS</b>	
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 <sup>4</sup>
King Street, Scottsdale – pedestrian crossing	Investigations
George Street, Scottsdale – pedestrian crossing	Investigations
Main Street, Bridport – pedestrian crossing	Completed
Coplestone Street, Scottsdale – new 180m footpath	Planning
Golconda Road, Golconda – safety upgrade and pavement reconstruction	Completed
<b>BUILDINGS</b>	
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	Commenced
All buildings in Bridport area – upgrade safety switches	Commenced
All buildings in Derby area – upgrade safety switches	Commenced
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

<sup>4</sup> 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
<b>BUILDINGS (cont.)</b>	
Bridport Seaside Caravan Park – planning for new camp kitchen at Goftons Beach end	Planning
Scottsdale Railway Station Building – restoration	Planning
Branxholm Waste Transfer Station – Oil Bunded Shed	Commenced
Branxholm Waste Transfer Station – Recycling Shed	Commenced
Gladstone Waste Transfer Station – Oil Bunded Shed	Commenced
Gladstone Waste Transfer Station – Recycling Shed	Planning
Scottsdale Waste Transfer Station – Oil Bunded Shed	Commenced
<b>Bridport Fish Cleaning Tables</b>	<b>Withdrawn<sup>5</sup></b>
<b>LAND IMPROVEMENTS</b>	
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	Commenced
<b>Blue Derby Mountain Bike Trails – Tunnel stairs</b>	<b>Carried Forward</b>
<b>Blue Derby Mountain Bike Trails – Wotcha Upta trail renewal and upgrade</b>	<b>Completed</b>
Croquet Lawn Beach, Bridport – access improvements	Planning
Blue Derby Mountain Bike Trails – revegetation including landslip, trailhead, Lake Derby and Riverside trails	Commenced
<b><u>Upgrade</u></b>	
<b>Scottsdale, Branxholm and Winnaleah – playground equipment (Open Spaces Grant)</b>	<b>Completed</b>
Ellesmere Cemetery, Scottsdale – 2 x new concrete rows and purchase headstones	Commenced
Victoria Street, Scottsdale – new shrubs and gardens	Commenced
Scottsdale Depot – back flow prevention – water main	Planning
Ellesmere Cemetery, Scottsdale – row numbering	Commenced
CWA Carpark, Bridport – solar light	Ordered
<b>Waste Transfer Stations – best practice compliance signage</b>	<b>Completed</b>
Scottsdale Waste Transfer Station – CCTV	Commenced
Rail Trail – Scottsdale to Lilydale Falls (additional allocation)	Consultation
<b>CARRY FORWARD PROJECTS</b>	
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

<sup>5</sup> 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.

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

## CLOSURE OF MEETING

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Time Meeting Closed: 8:49 pm

Minutes Confirmed: 21 July 2025

Minute No:

.....  
Mayor

**PLANNING APPLICATION ASSESSMENT OVERVIEW**

PLA NUMBER:	<b>PLA/2024/120</b>
DESCRIPTION:	<b>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</b>
PROPERTY ADDRESS:	111-113, 115 and 117 Main Street, Bridport
APPLICANT:	Wilkin Design and Drafting Pty Ltd
TITLE NO:	66092/1, 127049/1 and 143286/1
PROPERTY ID:	6847560, 1782470 and 2624554
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme – Dorset ('Scheme')</i>
ZONE:	Village
APPLICABLE CODE(S):	Parking and Sustainable Transport Road and Railway Assets
SPECIFIC AREA PLAN:	Bridport Main Street Central SAP Town Centre Parking SAP
DEVELOPMENT CONTROL STATUS:	Discretionary
RECOMMENDATION:	Approval

## 1 Introduction

The purpose of this report is for Council to assess and determine an application<sup>1</sup> 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 (**'the site'**<sup>2</sup> - refer to Figure 1).

The site comprises three (3) individual lots that have a combined area of approximately 3,743m<sup>2</sup> and combined frontage of approximately 62m to Main Street along the northern boundary. The site comprises the existing Bridport IGA Supermarket within the western lot, a single dwelling within the central internal lot and a dwelling which was previously used as a real estate agent within the eastern lot.

The site is located at the northern end of a central ribbon of Village zoned land that follows Main Street between the Bridport Port to the south and South Street and Westwood Street to the north. The ribbon of Village zoned land comprises a mixture of land use and development and operates as the primary business, retail and commercial hub of Bridport (refer to Figure 2).

Land contained within the site has a gradient of approximately 5.8% downslope from the south-western corner of the site (which has an elevation of 29.5m Australian Height Datum 'AHD') to the north-eastern corner of the site (which has an elevation of 24.5m AHD). An existing retaining wall separates the eastern lot containing the existing supermarket and the eastern boundary of the central internal lot which contains an existing dwelling.

In addition to the Village zone, the site is also subject to the:

- Bridport Main Street Central Specific Area Plan; and

<sup>1</sup> means an application for a permit made under this planning scheme. Table 3.1, Scheme.

<sup>2</sup> 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.

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- Town Centre Parking Specific Area Plan.

Within the context of the application, the Bridport Main Street Central Specific Area Plan allows front, side and rear boundary setbacks to be reduced below the acceptable solution limits for the equivalent setbacks provided by the Village zone within the Scheme whilst the Town Centre Parking Specific Area Plan removes the need for use (other than residential and visitor accommodation uses) to provide for onsite car parking within the spatial boundaries of the specific area plan.

Details of the applicable Scheme provisions are provided further along within this planning report.

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



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Figure 2 - Aerial image illustrating the spatial extent of the ribbon of Village zoned land between the Bridport Port to the south and South and Westwood Street to the north along with the location of the site within the ribbon.



## 1.1 Site Description

<b>Address:</b>	111-113, 115 and 117 Main Street, Bridport		
<b>Title No:</b>	66092/1, 127049/1 and 143286/1		
<b>Dimensions:</b>	<b>Area</b>	<b>Average Width</b>	<b>Average Depth</b>
	3,743m <sup>2</sup>	57m	66m
<b>Slope:</b>	<b>Grade</b>	<b>Elevation</b>	<b>Direction</b>
	5.8%	Downslope	north-east

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<b>Existing Use or Development:</b>	Bridport IGA Supermarket (including carparking area, loading and unloading and outdoor storage area) and two (2) single dwellings.		
<b>Vegetation:</b>	Domestic garden vegetation.		
<b>Services:</b>	<b>Water</b>	<b>Sewer</b>	<b>Stormwater</b>
	Serviced Area	Serviced Area	Serviced Area
	<b>Connection</b>	<b>Connection</b>	<b>Connection</b>
	Existing	Existing	Existing
<b>Vehicle Access:</b>	<b>Road</b>	<b>Access Type</b>	<b>Vehicle Crossing</b>
	Main Street	Direct Frontage	Existing
<b>Surrounding Use and Development</b>	<b>North</b>	Main Street.	
	<b>South</b>	Two (2) single dwellings on separate lots accessed from May Street.	
	<b>East</b>	Bridport Bay Inn (pub and motel) and takeaway shop.	
	<b>West</b>	Two (2) single dwellings on separate lots accessed from Main Street.	

**1.2 Description of Proposal**

A summary of the proposed use and development is as follows:

1. demolition of all existing buildings located on the site;
2. consolidation of the three (3) lots that comprise the site into one (1) lot;
3. excavation and site works to accommodate level building area for proposed new buildings and car park. Excavation to a maximum depth of approximately 5m in the south-western corner of the site with retaining walls to be constructed along the face of the excavation tapering down to the north and east;
4. construction of a new supermarket building at the southern end (rear) of the site (extending between the eastern and western boundaries) with a gross floor area of approximately 1,625m<sup>2</sup> and maximum building height of approximately 6.8m. The façade of the building will be orientated northwards to face an internal (39 space) car park with the southern and eastern walls of the building to be solid. The western wall of the building will contain the delivery door. An awning will be located over the delivery door and dock which will also cover the bin storage and external plant and equipment;
5. a new delivery ramp will be located along the western side of the site between the supermarket building and Main Street. The access ramp will be separated from the car park by a retaining wall and fence;
6. a new solid 1.8m high timber panel fence with acoustic wrap will be installed along the western boundary of the site with a new solid paling fence to be constructed along the southern boundary of the site (both on top of the retaining walls which will be positioned parallel to each boundary);
7. construction of new smaller retail (shop) tenancies within a single building along the eastern side of the site that will have a gross floor area of approximately 482.5m<sup>2</sup> and maximum building height of 4.96m. The retail tenancies will be orientated westward to face the internal car park;
8. construction of a toilet block building within the car park. The toilet block will be constructed and operated by the developer and will not have any association with Council. It is recommended that a condition be applied to any permit clarifying that the toilet block will not be taken over by Council as a public toilet;
9. installation of a pedestrian footpath along the external perimeter of the buildings to provided pedestrian access from Main Street to the entrances to each shop.
10. miscellaneous development including:

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- a. installation of building fascia signage and awning signage along the shop tenancies and supermarket (the building fascia sign on the supermarket building is proposed to be illuminated);
  - b. installation of a non-animated illuminated ground base sign adjacent to the frontage;
  - c. installation of 20 bicycle parking spaces within the car park adjacent to the frontage;
  - d. installation of landscaping areas within the aisles and corners of the car park; and
  - e. removal and modification of vehicle crossings along the frontage of the site.
11. The application proposes the following operating hours, being the hours the supermarket and shops will be open to the public:
- a. 7:00am to 9:00pm Monday to Friday;
  - b. 8:00am to 6:00pm Saturday; and
  - c. 9:00am to 5:00pm Sunday and Public Holidays
12. The application proposes the following operating hours for commercial vehicle use (which are claimed to be existing), being the times when deliveries of goods will occur:

**Table 1 - proposed commercial vehicle movements.**

<b>Delivery Type</b>	<b>Vehicle Type</b>	<b>Earliest Delivery</b>	<b>Days</b>
Dry Grocery	Semi-truck	6:30am	Wednesday and Friday
Refrigerated	Semi-truck	8:00am	Wednesday and Friday
Fruit and Veg	Rigid truck	4:00am and 5:00am	Monday, Wednesday and Friday
Milk and Bread	Small rigid truck	4:30am	All except Sunday
Small grocery	Small van/truck	7:00am onwards	Weekdays

- a. No set time has been detailed for pickup of rubbish and recycling.

Figure 3 illustrates the indicative location of the proposed supermarket and retail development within the context of the site and surrounding properties.

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**Figure 3 - aerial image with the Proposed Site Plan (Drawing No. DA04) overlaid to illustrate the indicative location of the proposed development within the context of the site boundaries and the adjoining properties.**



**PLANNING APPLICATION ASSESSMENT REPORT***Land Use Planning and Approvals Act 1993***2 Consultation Process****2.1 Public Exhibition**

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	10/05/2025	24/05/2025
<b>Representations Received:</b>	Yes	

**2.2 Representation Assessment**

During the public exhibition period four (4) representations were received. Each representor was contacted where a face-to-face meeting or telephone conference was held to discuss in detail their concerns relating to the proposed use and development.

The following table provides identifies key issues that were raised within the representations (collectively) along with a planning response.

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 following responses have been provided to the key issues raised within the representations.

Key Issue	Town Planning Response
1. Concern relating to early morning deliveries and noise pollution within the context of 4:00am and 4:30am deliveries which will impact upon the amenity of surrounding residents.	The ensuing assessment has determined that the early delivery times of 4:00am and 4:30am are likely to result in an unreasonable loss of amenity to adjoining and adjacent residential (and other sensitive) uses, particularly within the context of the most recent approved (earliest) delivery time of 6:00am. It has therefore been recommended to apply a condition to the grant of any permit limiting the earliest delivery time to 5:30am and to restrict the delivery times to those which have been detailed within the application (recommended Condition 3).
2. Concern relating to light pollution from lighting and illumination of signs.	Light sources of the proposed use and development will be from the two light poles within the car park, the illuminated signage and soffit lighting (under eave lighting) around the buildings. The soffit lighting will direct light from the underside of the eaves of the building to directly below the eaves which will avoid lighting from this source being directed to the adjoining residential properties. Light from the light poles to be located within the car park will be designed and baffled to direct light downwards into the car park rather than directing light towards adjoining properties.

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Key Issue	Town Planning Response
	Condition 4 has been recommended which will require all exterior and security lighting to satisfy <i>AS/NZS 4282:2023 Control of the obtrusive effects of outdoor lighting</i> which will assist to minimise light pollution occurring upon adjoining and adjacent residential uses. In addition, Condition 9 has been recommended which limits signage illumination to operating hours of the use only (i.e. turning the illuminated signs off during the times the proposed supermarket and shops are closed).
3. Concerns relating to waste management and odour.	The proposed external bin storage area will be located on the western side of the supermarket building adjacent to the loading dock. The bin storage area will be located approximately 4m below the existing ground level of the adjoining residential properties to the west and will be screened by a substantial retaining wall (including a solid 1.8m high fence above the retaining wall) and an insulated roof above the bin storage area. The bin storage area will not be visible from the adjoining properties to the west and the screening and separation distances between the bin storage area and adjoining dwellings will assist to minimise odours from the bins.
4. Concerns relating to roof design and rainwater runoff from the roof and hardstand areas.	The roof design will be a mixture of pitched and skillion profiles. The pitched roof will be associated with the proposed supermarket building. Due to the significant excavation (cut) which is required to facilitate a level building area for the proposed use and development, only the upper parts of the roof profile will be visible from the adjoining properties to the west and south on the basis that the proposed building will be set into the site approximately 4m below the existing ground level of the adjoining residential properties. All stormwater generated from roof and hardstand areas will be directed and discharged into a connection to the public stormwater system.
5. Concerns relating to noise generated by external mechanical plant and equipment (refrigeration and air conditioning systems).	The proposed external plant and equipment area will be located on the western side of the supermarket building adjacent to the loading dock. The plant and equipment storage area will be located approximately 4m below the existing ground level of the adjoining residential properties to the west and will be screened by a substantial retaining wall (including a solid 1.8m high acoustic wrapped fence above the retaining wall) and an insulated roof above the plant and equipment storage area. The noise reduction structures including the retaining wall, acoustic fence along the western boundary and insulated roof system in addition to the separation distances between the plant and equipment storage area and adjoining dwellings to the west will assist to minimise noise generated by the plant and equipment.

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Key Issue	Town Planning Response
6. Concerns relating to general amenity and zone suitability.	The site and subsequent proposed use and development is located within the central village area of Bridport which is assigned to the Village Zone. Along the southern side of Main Street, Village zoned land extends for a distance of approximately 2.3km from Emily Street to the south-east and Maxwell Street to the north-west. The site is located at the northern end of a section of the Village zone that is the most concentrated with retail and commercial uses, including the larger of the two supermarkets which is located on the site. The proposed use and development is categorised into the General Retail and Hire Use Class which is listed as a Permitted use within the Village zone. The proposed use and development therefore aligns with the purpose of the Village zone insofar as providing a primary supermarket retail outlet which will service Bridport and its surrounds.
7. Concerns relating to traffic and pedestrian safety associated with the operation of the proposed use and development.	Pedestrian and traffic safety has been considered within the context of the design and functionality of the car park and vehicle access points. A Traffic Impact Assessment ('TIA') was prepared for the application. The TIA confirmed that the proposed use and development will be able to operate in a safe and efficient manner and included a recommendation to limit car parking on either side of the modified (customer) vehicle access point. A condition has been recommended for the grant of any permit to require the modifications to the on-street car parking arrangement to be undertaken in accordance with the TIA and to the satisfaction of Council's Infrastructure Services (Condition 7).

## 2.3 Statutory Referrals

<b>TasNetworks:</b>	Referral pursuant to section 44L of the <i>Electricity Supply Industry Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	<b>Summary of Response</b>	
<b>TasWater:</b>	Referral pursuant to section 56O of the <i>Water and Sewerage Industry Act 2008</i> .	
	<b>Referral Required</b>	Yes
	<b>Referral Date</b>	<b>Date Response Received</b>
	5/12/2024	13/12/2024
	<b>SPAN Reference:</b>	TWDA 2024/01407-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.	

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	<b>Recommendation</b>	Include a condition to the permit requiring the proposal to be undertaken with TasWater SPAN TWDA 2024/01407-DC.
<b>EPA:</b>	Referral pursuant to section 25(1)(b) of the <i>Environmental Management and Pollution Control Act 1994</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	
	<b>Recommendation</b>	Choose an item.
<b>Heritage Tasmania:</b>	Referral pursuant to section 36(1) of the <i>Historic Cultural Heritage Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	
	<b>Recommendation</b>	Choose an item.

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

<b>Applicable Zone:</b>	Village	
<b>Use Categorisation:</b>	<b>Use Class</b>	<b>Sub-Use</b>
	General Retail and Hire	Supermarket and shops
<b>Use Status:</b>	Permitted	
<b>General Provisions:</b>	Not Applicable	
<b>Applicable Codes:</b>	Parking and Sustainable Transport	
	Road and Railway Assets	
<b>Specific Area Plan:</b>	Town Centre Parking SAP	
	Bridport Main Street Central SAP	

**3.1 General Provisions**

There are no applicable General Provisions.

**3.2 Zone Assessment****3.2.1 12.0 Village Zone**

<b>12.0 Village Zone</b>			
<b>12.3 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>12.3.1 All non-residential uses</b>			
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;	The application proposes to operate the supermarket and shops between 7:00am and 9:00pm Monday to Friday. It is recommended that a condition be applied to the grant of any permit limiting the operation of the approved use to these hours.	Complies
	(b) 8.00am to 6.00pm Saturday; and	The application proposes to operate the supermarket and shops between 8:00am and 6:00pm on Saturday. It is recommended that a condition be applied to the grant of any permit limiting the operation of the approved use to these hours.	Complies
	(c) 9.00am to 5.00pm Sunday and public holidays.	The application proposes to operate the supermarket and shops between 9:00am and 5:00pm on Saturday. It is recommended that a condition be applied to the grant of any permit	Complies

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12.0 Village Zone			
12.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
		limiting the operation of the approved use to these hours.	
A2	<p>External lighting for a use, excluding Natural and Cultural Values Management, Passive Recreation, Utilities or Visitor Accommodation, must:</p> <p>(a) be baffled so that it does not cause emission of light onto adjoining residential properties; and</p> <p>(b) not include permanent fixed floodlighting if the site adjoins a General Residential Zone, Low Density Residential Zone or Rural Living Zone.</p>	<p>The application includes two (2) external lighting within the car park. The lighting will be in the form of ground-mounted light poles which will baffle and direct light to the surface of the car park. The light head positioned closest to the nearest residential property to the west (119 Main Street) will be located 16.8m from the dwelling. The lighting will be screened from the residential properties to the south and south-west by the proposed supermarket and shop buildings. The separation distance between the light poles and the adjoining residential property to the west, screening of the light poles from the adjoining residential properties to the south (by the proposed buildings) and the design of the proposed light poles (being directed and baffled towards the surface of the car park and away from adjoining residential properties) will ensure that the proposed light poles will not cause emission of (direct) light onto the residential properties.</p> <p>Notwithstanding this, it is recommended that a condition be applied to the grant of any permit requiring all external lighting to be located and designed so as not to result in the emission of direct light onto adjoining residential properties. In this regard, such a condition will require external lighting to be designed and sited to comply with Australian Standard AS/NZS 4282:2023 <i>Control of the obtrusive effects of outdoor lighting</i>.</p> <p>The application does not include permanent fixed floodlighting of any type.</p>	<p>Complies</p> <p>Not Applicable</p>

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<b>12.0 Village Zone</b>			
<b>12.3 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
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 commercial vehicle movements are detailed within Table 1.  The earliest (proposed) commercial vehicle movement (goods delivery) will be 4:00am between Monday and Friday.  The earliest (proposed) commercial vehicle movement (goods delivery) will be 4:30am on Saturday.	<b>Does not Comply</b>  <b>Does not Comply</b>
A4	The gross floor area of a non-residential use, excluding Visitor Accommodation, must be not more than 250m <sup>2</sup> .	The proposed supermarket will have a gross floor area of 1,625m <sup>2</sup> and the retail (shop) building will have a gross floor area of 482m <sup>2</sup> spread across three (3) tenancies.	<b>Does not Comply</b>
<b>12.3.2 Visitor Accommodation</b>			
A1	Visitor Accommodation must:  (a) accommodate guests in existing habitable buildings; and  (b) have a gross floor area of not more than 200m <sup>2</sup> per lot.	The application does not involve Visitor Accommodation use.	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.	The application does not involve Visitor Accommodation use.	Not Applicable

<b>12.0 Village Zone</b>			
<b>12.4 Development Standards for Buildings and Works</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>12.4.1 Residential density and servicing for multiple dwellings</b>			
A1	Multiple dwellings must:  (a) have a site area per dwelling of not less than 600m <sup>2</sup> ; and  (b) have a connection to a reticulated sewerage, stormwater and full water supply service.	The application does not involve multiple dwellings.	Not Applicable  Not Applicable
<b>12.4.2 Building height, setback and siting</b>			

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<b>12.0 Village Zone</b>			
<b>12.4 Development Standards for Buildings and Works</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
A1	Building height must be not more than 8.5m.	The proposed supermarket building will have a maximum height of 6.8m measured from finished ground level <sup>3</sup> and the proposed retail building will have a maximum height of 4.96m measured from finished ground level. The proposed toilet block building will have a building height of 2.9m measured from finished ground level.	Complies
<b>12.4.3 Setback</b>			
A1	Buildings must have a setback from a frontage of: <p>(a) not less than 4.5m;</p> <p>(b) not less than existing buildings on the site; or</p> <p>(c) not more or less than the maximum and minimum setbacks of the buildings on adjoining properties.</p>	This clause is substituted by clause DOR-S5.7.1 (Setback) within the Bridport Main Street Central Specific Area Plan.	Not Applicable Not Applicable Not Applicable
A2	Buildings must have a setback from side and rear boundaries of not less than: <p>(a) 3m; or</p> <p>(b) half the wall height of the building;</p> <p>whichever is the greater.</p>	This clause is substituted by clause DOR-S5.7.1 (Setback) within the Bridport Main Street Central Specific Area Plan.	Not Applicable Not Applicable 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.	The proposed refrigeration and air conditioning systems are proposed to be located approximately 1.2m from the western boundary of the site which adjoins 121 Main Street which contains a single dwelling (sensitive use). For completeness, the external refrigeration and air conditioning system area will be located approximately 11m from the adjoining property to the north-west (119 Main Street) which contains a single dwelling and approximately 13m from the adjoining property to	<b>Does not Comply</b>

<sup>3</sup> when used in respect of a development, means the level of a site at any point after the development has been completed. Table 3.1, Scheme.

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12.0 Village Zone			
12.4 Development Standards for Buildings and Works			
Clause	Acceptable Solution	Assessment	Compliance
		the south (14 May Street) which contains a single dwelling.	
12.4.4 Site coverage			
A1	Site coverage must be not more than 50%.	<p>The Scheme defines the term 'site coverage' as <i>the proportion of a site, excluding any access strip, covered by roofed buildings</i>. In this instance, the site (being the final consolidated site) will not have an access strip and will have a combined area of approximately 3,743m<sup>2</sup>.</p> <p>The proposed buildings will have a combined roofed area of approximately 2,112m<sup>2</sup> which results in a site coverage of approximately 56%.</p>	<b>Does not Comply</b>
12.4.5 Fencing			
A1	No Acceptable Solution.	<p>Clause 12.4.5 A1 and P1 relates to frontage fences. Exemption clause 4.6.3(a) exempts the following frontage fences within 4.5m of a frontage within the Village Zone:</p> <p>(a) 1.2m above existing ground level if the fence is solid; or</p> <p>(b) 1.8m above existing ground level, if the fence has openings above the height of 1.2m which provide a uniform transparency of at least 30% (excluding any posts or uprights).</p> <p>In this instance, 1.5m high (25mm) steel picket fence with 100mm spacings is proposed to be located along the retaining wall that runs along the western section of the frontage (and) wrapping around the eastern side of the delivery ramp which adjoins the internal car parking area. The dimensions of the proposed fence that will be within 4.5m of the frontage boundary satisfies exemption clause 4.6.3(a) of the Scheme and clause 12.4.5 A1 and P1 is therefore not applicable to the application.</p>	Not Applicable
12.4.6 Outdoor storage areas			
A1	Outdoor storage areas for non-residential uses, excluding for the	The proposed bin storage area will be located approximately 36m from the	<b>Does not Comply</b>

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<b>12.0 Village Zone</b>			
<b>12.4 Development Standards for Buildings and Works</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	display of goods for sale, must not be visible from any road or public open space adjoining the site.	frontage of the site along the western side of the proposed supermarket building. This location will be partially visible from Main Street.	

<b>12.0 Village Zone</b>			
<b>12.5 Development Standards for Subdivision</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>12.5.1 Lot design</b>			
A1	<p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) have an area of not less than 600m<sup>2</sup> and:</p> <p style="padding-left: 40px;">i. be able to contain a minimum area of 10m x 15m, with a gradient of not more than 1 in 5, clear of:</p> <p style="padding-left: 80px;">a. all setbacks required by clause 12.4.3 A1 and A2; and</p> <p style="padding-left: 80px;">b. easements or other title restrictions that limit or restrict development; and</p> <p style="padding-left: 40px;">ii. existing buildings are consistent with the setback required by clause 12.4.3 A1 and A2;</p> <p>(b) be required for public use by the Crown, a council or a State authority;</p> <p>(c) be required for the provision of Utilities; or</p> <p>(d) be for the consolidation of a lot with another lot provided each lot is within the same zone</p>	<p>The application relies upon subclause A1(d) for compliance with the standard.</p> <p>The application relies upon subclause A1(d) for compliance with the standard.</p> <p>The application relies upon subclause A1(d) for compliance with the standard.</p> <p>The proposed subdivision is for the consolidation of three (3) lots into one (1) lot. All existing lots are assigned to the Village zone.</p>	<p>Not Applicable</p> <p>Complies</p>
A2	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or	The proposed consolidated lot will have frontage of approximately 62m to Main Street.	Complies

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<b>12.0 Village Zone</b>			
<b>12.5 Development Standards for Subdivision</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	Utilities, must have a frontage not less than 10m.		
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 consolidated lot will be provided with a vehicle crossing from the frontage to Main Street in accordance with the requirements of Council being the road authority for Main Street.	Complies
<b>12.5.2 Roads</b>			
A1	The subdivision includes no new roads.	The proposed subdivision does not include any new roads.	Not Applicable
<b>12.5.3 Services</b>			
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 consolidated lot will be provided with a connection to a full water supply service.  The application relies upon subclause A1(a) for compliance with the standard.  The application relies upon subclause A1(a) for compliance with the standard.	Complies  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 consolidated lot will be provided with a connection to a reticulated sewerage system.	Complies
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 consolidated lot will be provided with a connection to a public stormwater system.	Complies

**3.3 Bridport Main Street Central Specific Area Plan**

<b>DOR-S5.6 Bridport Main Street Central Specific Area Plan</b>			
<b>DOR-S5.6 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>DOR-S5.6.1 Residential and Visitor Accommodation Uses</b>			
A1	Residential and Visitor Accommodation uses (excluding existing uses) must be located:	The application does not involve the Residential or Visitor Accommodation Use Classes.	



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## 3. Road and Railway Code.

The following sections provide an assessment of the applicable standards of each code.

**3.4.1 Signs Code**

<b>C1.0 Signs Code</b>			
<b>C1.6 Development Standards for Buildings and Works</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C1.6.1 Car parking numbers</b>			
A1	<p>A sign must:</p> <p>(a) be located within the applicable zone for the relevant sign type set out in Table C1.6; and</p> <p>(b) meet the sign standards for the relevant sign type set out in Table C1.6,</p> <p>excluding for the following sign types, for which there is no Acceptable Solution:</p> <p>(i) roof sign;</p> <p>(ii) sky sign; and</p> <p>(iii) billboard.</p>	<p>The application proposes awning fascia signs and a ground base sign which are both allowable signs within the Village zone.</p> <p>The ground base sign will not satisfy the sign standards within Table C1.6.</p> <p>The application does not involve a roof sign.</p> <p>The application does not involve a sky sign.</p> <p>The application does not involve a billboard sign.</p>	<p>Complies</p> <p><b>Does not Comply</b></p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
A2	A sign must be not less than 2m from the boundary of any lot in the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone or Landscape Conservation Zone	All signs will be located greater than 2m from the nearest General Residential zoned land (to the south).	Complies
A3	<p>The number of signs for each business or tenancy on a road frontage of a building must be no more than:</p> <p>(a) 1 of each sign type, unless otherwise stated in Table C1.6;</p> <p>(b) window sign for each window;</p> <p>(c) 3 if the street frontage is less than 20m in length; and</p> <p>(d) 6 if the street frontage is 20m or more,</p> <p>excluding the following sign types, for which there is no limit:</p> <p>(i) name plate; and</p>	<p>One of each sign type is proposed for each building.</p> <p>The application relies upon subclause A3(a) for compliance with the standard.</p> <p>The application relies upon subclause A3(a) for compliance with the standard.</p> <p>The application relies upon subclause A3(a) for compliance with the standard.</p> <p>The application does not include a name plate sign.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

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<b>C1.0 Signs Code</b>			
<b>C1.6 Development Standards for Buildings and Works</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	(ii) temporary sign.	The application does not involve a temporary sign.	Not Applicable
<b>C1.6.2 Illuminated signs</b>			
A1	No Acceptable Solution.	The proposed ground base sign and supermarket building fascia sign will be illuminated.	<b>Does not Comply</b>
A2	An illuminated sign visible from public places in adjacent roads must not create the effect of flashing, animation or movement, unless it is providing direction or safety information	The proposed illuminated signs will not be or have the effect of flashing, animation or movement.	Complies
<b>C1.6.3 Third party sign</b>			
A1	No Acceptable Solution.	The application does not involve a third party sign.	Not Applicable
<b>C1.6.4 Signs on local heritage places and in local heritage precincts and local historic landscape precincts</b>			
A1	A sign located on a site that is a local heritage place, in a local heritage precinct or local historic landscape precinct listed under the Local Historic Heritage Code, must: <ul style="list-style-type: none"> <li>(a) be not more than 0.2m<sup>2</sup>;</li> <li>(b) not be an illuminated sign; and</li> <li>(c) there must be not more than 1 sign per site.</li> </ul>	The site is not a local heritage places and in local heritage precincts and local historic landscape precincts.	Not Applicable Not Applicable Not Applicable

**3.4.2 Parking and Sustainable Transport Code**

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.5.1 Car parking numbers</b>			
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.	This clause is substituted by clause DOR-S4.6.1 (Car parking numbers for Residential and Visitor Accommodation use) within the Town Centre Parking Specific Area Plan.	Not Applicable
<b>C2.5.2 Bicycle parking numbers</b>			
A1	Bicycle parking spaces must:	This clause is substituted by clause DOR-S4.6.2 (Bicycle parking numbers for Residential and Visitor Accommodation use) within the Town Centre Parking Specific Area Plan.	

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<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	(a) be provided on the site or within 50m of the site; and		Not Applicable
	(b) be no less than the number specified in Table C2.1.		Not Applicable
<b>C2.5.3 Motorcycle parking numbers</b>			
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.	This clause is substituted by clause DOR-S4.6.3 (Motorcycle parking numbers for Residential and Visitor Accommodation use) within the Town Centre Parking Specific Area Plan.	Not Applicable  Not Applicable
<b>C2.5.4 Loading bays</b>			
A1	A loading bay must be provided for uses with a floor area of more than 1000m <sup>2</sup> in a single occupancy.	The proposed supermarket use will have a gross floor area of approximately 1,625m <sup>2</sup> which therefore necessitates provision of a loading bay. In this instance, a loading bay will be provided within the delivery ramp located along the western boundary of the site which will connect Main Street to the side delivery door of the proposed supermarket building.	Complies

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.6.1 Construction of parking areas</b>			
A1	All parking, access ways, manoeuvring and circulation spaces must:  (a) be constructed with a durable all weather pavement;	The proposed car park, access ways and delivery ramp will be constructed with a durable sealed pavement. It is recommended that a condition be applied to the grant of any permit reinforcing this requirement.	Complies

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	(b) be drained to the public stormwater system, or contain stormwater on the site; and	The sealed surfaces of the proposed car park, access ways and delivery ramp will be drained to the public stormwater system. It is recommended that a condition be applied to the grant of any permit reinforcing this requirement.	Complies
	(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 spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.	The site is assigned to the Village zone. The proposed car park, access ways and delivery ramp will be constructed of a durable all weather pavement with a sealed surface. It is recommended that a condition be applied to the grant of any permit reinforcing this requirement.	Complies
C2.6.2 Design and layout of parking numbers			
A1	<p>Parking, access ways, manoeuvring and circulation spaces must either:</p> <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p> <p>(iii) have an access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p>	<p>The proposed car parking area<sup>4</sup>, circulation and access ways will be excavated to provide for a level surface which will provide a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i> (which was confirmed within the submitted Traffic Impact Assessment ('TIA') that was submitted as part of the application).</p> <p>The proposed car parking area and associated circulation spaces and access ways will allow vehicles to enter and exit in a forward direction.</p> <p>The proposed car park will provide for greater than 21 car parking spaces which requires an internal access way width of 5.5m. In this instance, the internal access width will of the proposed car park will be between 6.5m and 6.8m in width.</p> <p>The proposed car parking spaces will be 90° spaces relative to the internal access way which will have a minimum width of 6.4m (i.e. combined access and manoeuvring width). This angle of car parking</p>	<p>Complies</p> <p>Complies</p> <p>Complies</p> <p>Complies</p>

<sup>4</sup> Excluding the dedicated delivery ramp which is assessed as a loading bay under standard C2.6.6 of the Scheme.

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	<p>(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;</p> <p>(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and</p> <p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p> <p>(b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6</i>.</p>	<p>space relative to the internal access way width requires car parking spaces to have minimum dimensions of 2.6m in width and 5.4m in length. In this instance, the car parking spaces are annotated as being 2.6m in width and 5.4m in length.</p> <p>The internal access way which will have a minimum width of 6.4m (i.e. combined access and manoeuvring width).</p> <p>The proposed car parking spaces will not have a vertical impediment (i.e. it will be a free-air surface parking lot).</p> <p>Each car parking space and associated internal access way will be delineated by line marking (or other clear physical means). It is recommended that a condition be applied to the grant of any permit reinforcing this requirement.</p> <p>The application relies upon subclause A1(a) for compliance with the standard.</p>	<p>Complies</p> <p>Complies</p> <p>Complies</p> <p>Not Applicable</p>
A1.2	<p>Parking spaces provided for use by persons with a disability must satisfy the following:</p> <p>(a) be located as close as practicable to the main entry point to the building;</p> <p>(b) be incorporated into the overall car park design; and</p> <p>(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>.</p>	<p>A single accessible car parking space is proposed in accordance with the requirements of <i>Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities</i> (in terms of the number of accessible parking spaces required for the proposed use).</p> <p>The accessible parking space will be located adjacent to the main entrance to the supermarket building.</p> <p>The accessible parking space has been incorporated into the overall car park design.</p> <p>It is understood that <i>Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities</i> is required to be satisfied in order for a building permit to be issued under the Building Act 2016, ensuring compliance with this clause.</p>	<p>Complies</p> <p>Complies</p> <p>Complies</p>

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<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
		It is recommended that a condition be applied to the grant of any permit reinforcing this requirement.	
<b>C2.6.3 Number of accesses for vehicles</b>			
A1	<p>The number of accesses provided for each frontage must:</p> <p>(a) be no more than 1; or</p> <p>(b) no more than the existing number of accesses,</p> <p>whichever is the greater.</p>	<p>The application relies upon subclause A1(b) for compliance with the standard.</p> <p>The site currently has two (2) vehicle crossings to the Main Street frontage. The proposed consolidated lot will retain 2 vehicle crossings albeit in modified locations along the Main Street frontage. Accordingly, the number of accesses provided along the Main Street frontage will be no more than the existing number of accesses within the context of the existing site and proposed consolidated lot.</p> <p>Subclause A1(b) is the greater.</p>	<p>Not Applicable</p> <p>Complies</p>
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
<b>C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone</b>			
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
<b>C2.6.5 Pedestrian access</b>			
A1.1	<p>Uses that require 10 or more car parking spaces must:</p> <p>(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:</p>	A 1m wide footpath will be provided along the perimeter of the supermarket and shop(s) building with a secondary 1m footpath	Complies

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	<p>(i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or</p> <p>(ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and</p> <p>(b) be signed and line marked at points where pedestrians cross access ways or parking aisles.</p>	<p>provided around the central garden and toilet block area.</p> <p>The proposed footpaths will be separated from parking aisles and accessways (except where crossing the access way between the central footpath and main entrance to the supermarket building) a distance equal to the length of a car parking space (5.4m).</p> <p>The application relies upon subclause A1.1(a)(i) for compliance with the standard.</p> <p>It is recommended that a condition be applied to the grant of any permit requiring a pedestrian crossing to be provided along the section of the accessway between the central footpath and parking area and the main entrance to the supermarket building and for it to be provided with appropriate pedestrian crossing signage to satisfy the requirements of this clause.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Complies</p>
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.	The proposed accessible parking space will be located in an area that will have a gradient not steeper than 1:14 and will be adjacent to a clear area and footpath (incorporated into the main entrance of the supermarket building) that will have a minimum width of 1.5m.	Complies
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	The submitted TIA indicates that the proposed loading bay which will be incorporated into the delivery ramp will not satisfy the requirements of <i>AS 2890.2–2002, Parking facilities, Part 2: Off-street commercial vehicle facilities</i> .	<b>Does not Comply</b>
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> .	The proposed loading bay which will be incorporated into the delivery ramp requires delivery vehicles to enter in reverse, allowing vehicles to exit in a forward direction.	<b>Does not Comply</b>
C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone			

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*Land Use Planning and Approvals Act 1993*

C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
A1.1	<p>Bicycle parking for uses that require 5 or more bicycle spaces in Table C2.1 must:</p> <ul style="list-style-type: none"> <li>(a) be accessible from a road, cycle path, bicycle lane, shared path or access way;</li> <li>(b) be located within 50m from an entrance;</li> <li>(c) be visible from the main entrance or otherwise signed; and</li> <li>(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>.</li> </ul>	The site is not assigned to the General Business or Central Business zones.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
A2	<p>Bicycle parking spaces must:</p> <ul style="list-style-type: none"> <li>(a) have dimensions not less than: <ul style="list-style-type: none"> <li>(i) 1.7m in length;</li> <li>(ii) 1.2m in height; and</li> <li>(iii) 0.7m in width at the handlebars;</li> </ul> </li> <li>(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</li> <li>(c) include a rail or hoop to lock a bicycle that satisfies <i>Australian Standard AS 2890.3-2015 Parking facilities - Part 3: Bicycle parking</i>.</li> </ul>	The site is not assigned to the General Business or Central Business zones.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
C2.6.8 Siting of parking and turning areas			
A1	<p>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</p>	The site is assigned to the Village Zone. The proposed conjoined building will be constructed to the Main Street frontage. In this regard, the northern end of the retail building component will be constructed to the Main Street frontage. This section of the building establishes the building	Complies

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<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	already provided in front of the building line.	line <sup>5</sup> within the site. All proposed car parking spaces and vehicle turning areas will therefore be located behind the building line of the proposed new buildings.	
A2	<p>Within the Central Business Zone, on-site parking at ground level adjacent to a frontage must:</p> <p>(a) have no new vehicle accesses, unless an existing access is removed;</p> <p>(b) retain an active street frontage; and</p> <p>(c) not result in parked cars being visible from public places in the adjacent roads.</p>	The Central Business zone is not used in the Scheme.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.7 Parking Precinct Plan</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.7.1 Parking precinct plan</b>			
A1	<p>Within a parking precinct plan, on-site car parking must:</p> <p>(a) not be provided; or</p> <p>(b) not be increased above existing parking numbers.</p>	The site is not located within a parking precinct plan (which is distinct from the Town Centre Parking Specific Area Plan).	<p>Not Applicable</p> <p>Not Applicable</p>

**3.4.3 Road and Railway Code**

<b>C3.0 Road and Railway Code</b>			
<b>C3.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C3.5.1 Car parking numbers</b>			
A1.1	<p>For a category 1 road or a limited access road, vehicular traffic to and from the site will not require:</p> <p>(a) a new junction;</p>	Main Street is not a category 1 road or a limited access road.	Not Applicable

<sup>5</sup> means a line drawn parallel to a frontage along the front facade of a building or through the point of a building closest to the frontage, excluding protrusions. Table C3.1, Scheme.

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C3.0 Road and Railway Code			
C3.5 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
	(b) a new vehicle crossing; or  (c) a new level crossing.		Not Applicable  Not Applicable
A1.2	For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority.	The application involves a new and modified vehicle crossing. Written consent for the new vehicle crossing arrangement has not been provided by Council being the road authority for the new and modified vehicle crossings.	<b>Does not Comply</b>
A1.3	For the rail network, written consent for a new private level crossing to serve the use and development has been issued by the rail authority.	The application does not involve a new private level crossing to serve the proposed use and development.	Not Applicable
A1.4	Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:  (a) the amounts in Table C3.1; or  (b) allowed by a licence issued under Part IVA of the <i>Roads and Jetties Act 1935</i> in respect to a limited access road.	The application does not involve the use of an existing vehicle crossing. It involves the use and development of a new and modified vehicle crossing (in which case subclause A1.2 is the applicable clause of the standard).	Not Applicable  Not Applicable
A1.5	Vehicular traffic must be able to enter and leave a major road in a forward direction.	Main Street is not a major road <sup>6</sup> .	Not Applicable

### 3.5 Town Centre Parking Specific Area Plan

DOR-S4.0 Town Centre Parking Specific Area Plan			
DOR-S4.6 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
DOR-S4.6.1 Car parking numbers for Residential and Visitor Accommodation Use			
A1	The number of on-site car parking spaces for Residential and Visitor Accommodation uses must be not less than the number specified in Table C2.1.	The clause only applies to the Residential and Visitor Accommodation use classes. The application involves the General Retail and Hire Use Class and is therefore not required to provide any car parking spaces. Notwithstanding this, the application involves a 39	Not Applicable

<sup>6</sup> means a category 1, 2 or 3 road as defined in the State Road Hierarchy, and any other road described in any other major roads list in the relevant Local Provisions Schedule. Clause C3.3.1, Scheme.

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<b>DOR-S4.0 Town Centre Parking Specific Area Plan</b>			
<b>DOR-S4.6 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
		space free-air parking lot that includes two (2) electric vehicle (EV) charging spaces and an accessible parking space.	
<b>DOR-S4.6.2 Bicycle parking numbers for Residential and Visitor Accommodation use</b>			
A1	The number of on-site bicycle parking spaces for Residential and Visitor Accommodation uses must be not less than the number specified in Table C2.1.	The clause only applies to the Residential and Visitor Accommodation use classes. The application involves the General Retail and Hire Use Class and is therefore not required to provide any bicycle parking spaces. Notwithstanding this, the application involves a 39 space free-air parking lot that includes allocation for 20 bicycle parking spaces (hoops) at the front of the car park.	Not Applicable
<b>DOR-S4.6.3 Motorcycle parking numbers for Residential and Visitor Accommodation use</b>			
A1	The number of on-site motorcycle parking spaces for Residential and Visitor Accommodation uses must be not less than the number specified in Table C2.4.	The clause only applies to the Residential and Visitor Accommodation use classes. The application involves the General Retail and Hire Use Class and is therefore not required to provide any motorcycle parking spaces. Notwithstanding this, the application involves a 39 space free-air parking lot that includes allocation for 2 motorcycle parking spaces at the south-western corner of the car park adjacent to the supermarket building.	Not Applicable

### 3.6 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.<sup>7</sup>

#### 3.6.1 12.3.1 All Non-Residential Uses

<b>12.0 Village Zone</b>	
<b>12.3.1 All non-residential uses</b>	
Objective:	That non-residential use: <ul style="list-style-type: none"> <li>(a) is compatible with the mixed use characteristics of a village; and</li> </ul>

<sup>7</sup> See, e.g., *B Paterson & Ors v Hobart City Council and Tasmania Wild Experience Pty Ltd* [2020] TASRMPAT 24 at [45] & [72].

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<b>12.0 Village Zone</b>	
<b>12.3.1 All non-residential uses</b>	
	(b) does not cause unreasonable loss of amenity to adjacent sensitive uses.
<b>Performance Criteria P3</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
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 not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to:	<p>Proposed commercial vehicle movements (being delivery of goods and picking up of waste and recycling material) are set out in Table 1 within this report. The earliest proposed delivery times will be 4:00am on Monday, Wednesday and Friday (for fresh fruit and vegetable deliveries) and 4:30am Monday to Saturday (for milk and bread deliveries).</p> <p>The term 'unreasonable' within the broader context of the term 'unreasonable loss of amenity' has been considered by the former Resource Management and Appeals Tribunal (RMPAT) who held that something is unreasonable if it is 'immoderate' or 'exorbitant'.</p> <p>Another relevant RMPAT decision includes consideration of a similar standard, stating:</p> <p><i>"P1 specifically refers to "unreasonable loss of residential amenity". Clearly P1 contemplates some loss of residential amenity to be acceptable. A loss that is "immoderate or exorbitant" would be unreasonable.</i></p> <p><i>The correct assessment of whether there has been an unreasonable loss of amenity requires firstly the identification of the existing residential amenity of the area, secondly whether any loss of that existing amenity arises as a result of the proposal and thirdly, if so, whether that loss identified is unreasonable. The assessment must be an objective one."</i><sup>8</sup></p> <p>The Scheme defines the term 'amenity' as, <i>in relation to a locality, place or building, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable.</i></p> <p>In this instance, the site, including adjacent residential uses, is located at the northern end of the central village area of Bridport which comprises a mixture of business and retail activities including the existing Bridport IGA (located on the site), Bridport Takeaway, Bridport Bay Inn (motel, bottle shop, bar and restaurant) and distillery. The site is also opposite the Bridport Food Van Park located at 1 Bentley Street and is in proximity to the Bridport Caravan Park along the foreshore to the north and Bridport Primary School to the west. The amenity of the site, adjacent properties and area more broadly therefore</p>

<sup>8</sup> *L Costanzo and Ors v Break O'Day Council and L Wilton and Anor* [2021] TASRMPAT 13 at [27]-[28].

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includes a mixture of use and development with varying levels of activity and operating hours.

The applicant claims that the commercial vehicle movements listed in Table 1 of this report currently occur for the Bridport IGA which is established on the site. Whilst this may be the case, the most recent planning permit issued for the Bridport IGA (PLN/0313 which was issued in 2004 for the western extension, car park and loading bay of the supermarket) approved the earliest delivery time (for all delivery types) of 6:00am. Accordingly, the current delivery times that occur earlier than 6:00am are not supported by the appropriate planning approvals.

It is considered that the 4:00am and 4:30am delivery times is likely to result in an unreasonable loss of amenity for adjoining and adjacent residential uses relative to the proposed new supermarket. In this regard, the delivery times will occur 1.5-2 hours before the (approved) delivery time of 6:00am which is likely to result in significant impacts upon early morning sleep of adjoining and adjacent residents, therefore resulting in a loss of their existing amenity. Furthermore, the loss (in amenity) is considered to be unreasonable on the basis that it would occur every day of the week except for Sunday and would commence a significant period of time before the current (approved) delivery times.

Accordingly, it is proposed to modify the earliest requested delivery time from 4:00am and 4:30am to 5:30am for each delivery day. It is considered that a 5:30am delivery time strikes a balance between the commercial needs of the proposed supermarket use (to allow for the delivery of goods and produce prior to the supermarket opening - particularly for daily produce and goods such as bread, milk and newspapers) whilst minimising significant or unreasonable loss of amenity to adjoining and adjacent residential uses within the context of the current (approved) delivery time for the existing supermarket of 6:00am.

It is therefore recommended that a condition be applied to the grant of any permit restricting the earliest delivery time, and the delivery times for specific vehicles and delivery types to 5:30am and to the times that have been nominated within the application (including restricting rubbish and recycling bin collection to within the hours allowed by the corresponding acceptable solution on the basis that these times were not nominated within the application).

Subject to the recommended conditions, the commercial vehicle movements associated with

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<p>(a) the extent and timing of traffic generation;</p> <p>(b) the dispatch of goods and materials;</p> <p>(c) the size of commercial vehicles involved;</p> <p>(d) noise reducing structures between vehicle movement areas and dwellings; and</p>	<p>the proposed supermarket (and shops) are not expected to cause an unreasonable loss of amenity to adjoining and adjacent residential (and other sensitive uses) having regard to the following:</p> <p>The proposed (and conditioned) early morning delivery times are staggered and will typically result in one delivery vehicle type parked in the delivery ramp/loading bay at one time for the duration of the loading and/or unloading of the vehicle. The extent and timing of traffic generation in this regard will therefore be low.</p> <p>The proposed use will not result in the dispatch (sending off a shipment) of any goods or materials. Commercial vehicle use will generally involve the delivery of goods and materials.</p> <p>The largest commercial vehicle will be a semi-truck which is the largest vehicle that currently delivers to the existing supermarket. The delivery times and format for the proposed new supermarket will remain the same as the existing supermarket (with delivery times recommended to be conditioned and semi-trucks reversing into the site for unloading purposes).</p> <p>The proposed new delivery ramp/loading dock will be located along the western boundary of the site which adjoins two (2) residential properties, both of which contain dwellings. The delivery ramp is designed to slope downwards from Main Street to the loading dock of the supermarket building (approximately 30m from the frontage of the site). Due to the topography of the site, excavation (cut) is required to provide a level building area for the proposed supermarket and associated car park. This will result in the lowering of the loading dock and (gradual) lowering of the delivery ramp from a high point (relative to the existing ground level of the adjoining residential properties to the west) to the north to a low point to the south which will place much of the delivery ramp behind a retaining wall which will support the excavation required along the western boundary. In addition, it is proposed to construct a solid lapped timber paling fence along the western boundary of the site (above the retaining wall) and for this fence to include acoustic wrapping. The proposed retaining wall and acoustic fence will provide noise reducing structures between the delivery ramp and the adjoining dwellings to the west. In addition, a solarspan insulated roof panel system will be located above the physical loading dock (and extending over the outdoor bin storage and plant and equipment area) which will provide further noise mitigation of activities associated</p>
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<b>12.3.1 All non-residential uses</b>	
(e) existing levels of amenity.	<p>with the unloading of commercial delivery vehicles.</p> <p>It is recommended that a condition be applied to the grant of any permit reinforcing the requirement to instal the acoustic fence and roof panel system above the loading dock to ensure these noise reducing structures are in place prior to the commencement of the supermarket use.</p> <p>The existing levels of amenity experience by the adjoining and adjacent residential uses include noise (and similar other) emissions generated by the operation of the identified uses within the central village area of Bridport. It is recognised that commercial vehicle use associated with the existing IGA supermarket does not have the appropriate planning approvals. Accordingly, less weight has been applied to existing commercial vehicle use when considering existing levels of amenity within the area. Rather, existing levels of amenity have been contemplated within the parameters of the approved (earliest) delivery times of 6:00am. It is considered that by limiting the earliest delivery times associated with the proposed new supermarket to 5:30am (rather than the proposed and/or current earliest delivery times of 4:00am and 4:30am), the proposed supermarket will not result in an unreasonable loss to existing levels of amenity.</p>
<b>Performance Criteria P4</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
<p>A non-residential use, excluding Visitor Accommodation, must be at a scale and intensity consistent with the character of the area, having regard to:</p> <p>(a) the nature and scale of the use;</p>	<p>The scale and intensity of the proposed supermarket and multi-retail (shop) use will be consistent with the character of the area (within the context of having a gross floor area greater than 250m<sup>2</sup>) having regard to:</p> <p>The proposed use will be General Retail and Hire for the explicit purpose of a supermarket and a multi-tenancy shop building. The proposed supermarket will have a gross floor area of approximately 1,600m<sup>2</sup> which equates to a mid-sized supermarket. A mid-sized supermarket typically includes fresh produce and at least one or more of a delicatessen, bakery and butcher. Overall the offering is comprehensive, but the total volume and range of products is less when compared with a full-line supermarket. A mid-size supermarket serves customers from within a neighbourhood catchment. A mid-sized supermarket is appropriate for the Bridport settlement which does not currently have a supermarket of the size that is proposed and which aligns with the Regional Activity Centre Network Policy of the Northern Tasmania Regional Land Use Strategy ('NTRLUS') which identifies</p>

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12.3.1 All non-residential uses	
<p>(b) the number of employees;</p> <p>(c) the hours of operation;</p> <p>(d) the emissions generated by the use;</p> <p>(e) the type and intensity of traffic generated by the use;</p>	<p>Bridport as a Neighbourhood or Town Centre (activity centre) which has an expectation to provide an independent supermarket as an anchor tenant which is surrounded and supported by a range of small specialty shops (within a rural and often tourism related business context). The existing supermarket (to be demolished) has a gross floor area of 681m<sup>2</sup> which currently exceeds the 250m<sup>2</sup> use limit prescribed by the corresponding acceptable solution and is smaller than a mid-sized supermarket which is envisaged for an activity centre the size and scale of Bridport under the terms of the NTRLUS. The nature, scale and intensity of the proposed supermarket (and multi-retail shop building) will therefore be consistent with the character of Bridport insofar as it will serve the daily needs of Bridport and its surrounds in line with the requirements of the NTRLUS.</p> <p>The application anticipates that the supermarket use will employ approximately 6 staff. It is expected that the shop retail use will employ between 1 and 2 staff for each tenancy.</p> <p>The hours of operation for the proposed supermarket will align with the operating hours prescribed by Acceptable Solution 12.3.1 A1 of the Village zone.</p> <p>The primary emissions generated by the proposed use will be noise associated with delivery vehicles, loading and unloading and customer activity within the car park. The bulk of noise emissions will occur during daytimes and within the allowable time parameters prescribed by Acceptable Solution 12.3.1 A1 (operating hours) of the Village zone. Noise reducing structures coupled with restrictions to the earliest delivery times for the proposed supermarket use have been proposed to minimise impacts on adjoining and adjacent residential (and other sensitive) uses.</p> <p>The largest commercial vehicle will be a semi-truck which is the largest vehicle that currently delivers to the existing supermarket. The delivery times and format for the proposed new supermarket will remain the same as the existing supermarket (with delivery times recommended to be conditioned and semi-trucks reversing into the site for unloading purposes). The proposed (and conditioned) early morning delivery times are staggered and will typically result in one delivery vehicle type parked in the delivery ramp/loading bay at one time for the duration of the loading and/or unloading of the vehicle. The type and intensity of traffic generated by the proposed supermarket use will therefore be low.</p>

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<b>12.0 Village Zone</b>	
<b>12.3.1 All non-residential uses</b>	
(f) the impact on the character of the surrounding area; and	The proposed supermarket will replace an existing (smaller) supermarket on the site. The proposed use will therefore be compatible with the character of the surrounding area in terms of the presence of a supermarket in this location of the Bridport central village area.
(g) the impact on the amenity of any adjoining residential properties.	Impacts on the amenity of the adjoining residential properties will be controlled by limiting the operating hours (opening times) of the supermarket use to within the allowable times prescribed by Acceptable Solution 12.3.1 A1. Additional safeguards that will assist to minimise impacts upon the amenity of the identified adjoining residential properties include setting the building (and associated use) into the site by way of excavation (cut) to a maximum depth of approximately 5m (at the south-west corner which will result in the bulk of the building being located below the existing ground level of the adjoining residential properties), inclusion of an acoustic wrapped fence along the western boundary and a paling fence along the southern boundary (to a height of 1.8m), inclusion of an insulated roof panel system above the loading dock and outdoor storage area on the western side of the supermarket building and the inclusion of restrictions to the earliest delivery time for certain deliveries.

**3.6.2 12.4.3 Setback**

<b>12.0 Village Zone</b>	
<b>12.4.3 Setback</b>	
Objective:	That building setback is compatible with the streetscape and does not result in an unreasonable impact on amenity of adjoining properties.
<b>Performance Criteria P3</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
Air conditioning, air extraction, pumping, heating or refrigeration systems, compressors or generators, excluding Residential, Visitor Accommodation, Natural and Cultural Values Management, Passive Recreation and Utilities, within 10m of a property containing a sensitive use must be designed, located, baffled or insulated to not cause an unreasonable loss of amenity, having regard to:	The proposed location of the air conditioning and refrigeration systems will be on the western side of the supermarket building within the general loading dock area. The location of the proposed air conditioning and refrigeration systems will not cause an unreasonable loss of amenity having regard to the following:
(a) the characteristics and frequency of any emissions generated;	The emissions generated by the air conditioning and refrigeration plant and equipment will primarily be noise associated with the extraction and suction of air. The plant and equipment will operate 24hrs at intermittent frequencies.

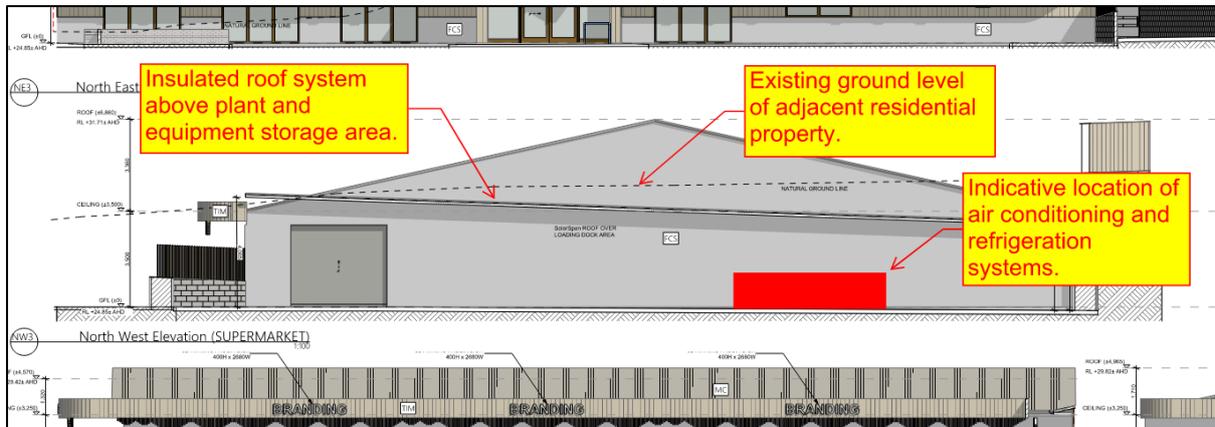
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<b>12.0 Village Zone</b>	
<b>12.4.3 Setback</b>	
<p>(b) the nature of the proposed use;</p> <p>(c) the topography of the site and location of the sensitive use; and</p> <p>(d) any mitigation measures proposed.</p>	<p>The proposed use is a supermarket which includes refrigerated grocery cabinets and requires air conditioning of the store.</p> <p>The existing topography is largely irrelevant due to the fact that significant excavation (cut) is required to facilitate a level building area for the proposed supermarket building. The excavation will result in the finished ground level of the site situated approximately 4.7m below the existing ground level of the adjoining residential properties (to the west and south) within proximity of the proposed plant and equipment storage area (refer to Figure 4). The excavation will be retained by a substantial block or concrete retaining wall. The modified topography of the site will therefore assist to mitigate impacts upon the adjoining residential properties caused by the operation of the air conditioning and refrigeration system.</p> <p>Mitigation measures proposed to minimise noise emissions generated by the air conditioning and refrigeration systems caused upon the adjoining residential dwellings include the significant level difference between the finished ground level of the proposed supermarket and existing ground level of the adjoining residential dwellings, the large massing of the retaining wall to support the excavation along the boundary of the site, insulated roofing system above the loading dock area, installation of a 1.8m solid lapped wooden paling fence which will be wrapped with an acoustic cover along the western boundary in addition to the following separation distances between the proposed air conditioning and refrigeration systems and nearby dwellings:</p> <ul style="list-style-type: none"> <li>• <b>119 Main Street:</b> 26m</li> <li>• <b>121 Main Street:</b> 22m</li> <li>• <b>14 May Street:</b> 14m</li> </ul>

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**Figure 4 - excerpt of the north-eastern elevation of the supermarket building illustrating the indicative location of the air conditioning and refrigeration systems, existing ground level of the adjoining residential properties and insulated roof system.**



**3.6.3 12.4.4 Site Coverage**

12.0 Village Zone	
12.4.4 Site coverage	
Objective:	That site coverage: <ul style="list-style-type: none"> <li>(a) is compatible with the character of the development existing in the area; and</li> <li>(b) provides sufficient area for private open space and landscaping.</li> </ul>
Performance Criteria P1	
Performance Criteria	Assessment
Site coverage must be consistent with that existing on established properties in the area, having regard to: <ul style="list-style-type: none"> <li>(a) the topography of the site;</li> <li>(b) the size and shape of the site;</li> <li>(c) the existing buildings and any constraints imposed by existing development;</li> <li>(d) the provision for landscaping and private open space; and</li> <li>(e) the character of development existing on established properties in the area.</li> </ul>	The site coverage of the proposed building which will contain the supermarket and multi-retail (shop) tenancies will be consistent with the site coverage existing with that on established properties in the area having regard to the following: <ul style="list-style-type: none"> <li>(a) The topography of the site does not have a material bearing upon the site coverage of the proposed building.</li> <li>(b) The site has a largely rectangular/square shape with an area of approximately 3,743m<sup>2</sup>.</li> <li>(c) All existing buildings contained on the site will be demolished to accommodate the proposed building area.</li> <li>(d) Private open space specifically relates to residential (dwelling) use and is not an applicable metric to the General Retail and Hire Use Class. Landscaping is proposed within the carparking area which will soften the impact of the proposed development within the streetscape of Main Street.</li> <li>(e) The proposed building will be largely consistent with the character of development existing on established properties to the east within the Bridport central village area which includes the Bridport Bay Inn to the east which has</li> </ul>

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<b>12.0 Village Zone</b>	
<b>12.4.4 Site coverage</b>	
	approximately 1.374m <sup>2</sup> of roofed area and a similar (broader) building area as the application including the vehicle access and parking area and unroofed components of the building including outdoor dining decks.

**3.6.4 12.4.6 Outdoor Storage Areas**

<b>12.0 Village Zone</b>	
<b>12.4.6 Outdoor storage areas</b>	
Objective:	That outdoor storage areas for non-residential use do not detract from the appearance of the site or surrounding area.
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
Outdoor storage areas for non-residential uses, excluding any goods for sale, must be located, treated or screened to not cause an unreasonable loss of the visual amenity of the area, having regard to: <ul style="list-style-type: none"> <li>(a) the nature of the use;</li> <li>(b) the type of goods, materials or waste to be stored;</li> <li>(c) the topography of the site; and</li> <li>(d) any screening proposed.</li> </ul>	<p>The proposed outdoor (bin) storage area associated with the supermarket will be located to not cause an unreasonable loss of visual amenity of the area having regard to the following:</p> <p>The proposed use is for a supermarket and multi-retail tenancy building. External bin storage is commonly associated with this type of use.</p> <p>The storage area will involve the large waste and recycling bins.</p> <p>The proposed bin storage area will be located at the bottom of the delivery ramp adjacent to the supermarket loading dock which will be located below the surface level of the footpath and vehicle pavement of Main Street (adjacent to the access point of the delivery ramp) which will assist to minimise the prominence of the bin storage area.</p> <p>Screening will include a fence along the eastern side of the delivery ramp and the proposed supermarket building and insulated roof which will screen and soften the bin storage location.</p>

**3.6.5 DOR-S5.7.1 Setback**

<b>DOR-S5.0 Bridport Main Street Central Specific Area Plan</b>	
<b>DOR-S5.7.1 Setback</b>	
Objective:	That building setback is compatible with the streetscape and does not result in an unreasonable impact on the amenity of adjoining properties.
<b>Performance Criteria P2</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
Buildings must be sited so that there is no unreasonable loss of amenity to adjoining properties, having regard to:	The siting of the proposed buildings will not cause an unreasonable loss of amenity to the adjoining property to the south (which corresponds with the

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<p>(a) the topography of the site;</p> <p>(b) the size, shape and orientation of the site;</p> <p>(c) the setbacks of surrounding buildings;</p> <p>(d) the height, bulk and form of existing and proposed buildings;</p> <p>(e) the existing buildings and private open space areas on the site;</p> <p>(f) sunlight to private open space and windows of habitable rooms on adjoining properties; and</p> <p>(g) the character of development existing on established properties in the area.</p>	<p>rear boundary of the site) having regard to the following:</p> <p>The existing topography is largely irrelevant due to the fact that significant excavation (cut) is required to facilitate a level building area for the proposed supermarket building. The excavation will result in the finished ground level of the site situated approximately 4.7m below the existing ground level of the adjoining residential properties (to the west and south). The excavation will aid in setting the proposed building into the site to the degree that only the upper parts of the roof structure will be visible from the adjoining property to the south above the new 1.8m high solid paling fence which will be located along the southern boundary of the site (above the retaining wall structure). Accordingly the (finished) topography of the site will assist in mitigating visual impacts which may cause an unreasonable loss of amenity upon the adjoining dwelling to the south.</p> <p>The site has a largely rectangular/square shape with an area of approximately 3,743m<sup>2</sup>. The proposed building will be located to the north of the residential properties that adjoin the southern boundaries of the site.</p> <p>Within the context of the Village zoned land, surrounding buildings are located on or within close proximity to side and rear boundaries of corresponding lots. The location of the proposed building will therefore be compatible with the streetscape and location of surrounding buildings within the context of the Village zoned land within the area.</p> <p>The proposed building will have a relative absolute height, bulk and form of existing buildings within the surrounding area which will be facilitated by the proposed excavation (cut), reducing the perceived height, bulk and form of the proposed building.</p> <p>Existing buildings within the site will be demolished and the site will not contain private open space (on the basis that private open space relates to the Residential (dwellings) Use Class).</p> <p>The submitted shadow diagrams illustrate that the proposed building will result in minimal (if any) overshadowing of the private open space of the adjoining residential properties to the south. Overall, overshadowing of the southern adjoining properties will be significantly minimised by setting the proposed building into the site which will be facilitated by the excavation (cut).</p> <p>The proposed building will have a height, bulk and form that will be compatible with the character of</p>
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<b>DOR-S5.0 Bridport Main Street Central Specific Area Plan</b>	
<b>DOR-S5.7.1 Setback</b>	
	development existing on established properties in the area which include buildings that extend for the length of corresponding properties.

**3.6.6 C1.6.1 Design and Siting of Signs**

<b>C1.0 Signs Code</b>	
<b>C1.6.1 Design and siting of signs</b>	
Objective:	That: (a) signage is well designed and sited; and  (b) signs do not contribute to visual clutter or cause an unreasonable loss of visual amenity to the surrounding area.
<b>Performance Criteria P1.1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
A sign must:  (a) be located within an applicable zone for the relevant sign type as set out in Table C1.6; and  (b) be compatible with the streetscape or landscape, having regard to:  (i) the size and dimensions of the sign;  (ii) the size and scale of the building upon which the sign is proposed;  (iii) the amenity of surrounding properties;  (iv) the repetition of messages or information;  (v) the number and density of signs on the site and on adjacent properties; and  (vi) the impact on the safe and efficient movement of vehicles and pedestrians.	Building fascia and ground base signs are allowable signs within the Village zone pursuant to Table C1.6.  The proposed signage will be compatible with the streetscape having regard to:  The size and dimensions of the proposed awning fascia and ground base sign will be consistent with the size and dimensions of similar signs including the existing supermarket building located on the site (in terms of building fascia signage) and the Bridport Bay Inn (in terms of ground base sign).  The proposed signage will be commensurate and proportionate to the building to which they will relate.  The proposed signage will be located adequate distances from adjoining residential dwellings so as not to result in an unreasonable loss of residential amenity.  The proposed signs will reflect different sign types and will serve different functions with the ground base sign providing destination signage for vehicles and pedestrians along Main Street and the building fascia signs providing wayfinding to the entrance of respective businesses.  The proposed number and density of signs on the site is commensurate to the number and density of existing signs on the site (Bridport IGA) and Bridport Bay Inn (bottle shop, motel and bar).  The proposed signs will no impact the safe or efficient movement of vehicles or pedestrians on Main Street.

**PLANNING APPLICATION ASSESSMENT REPORT***Land Use Planning and Approvals Act 1993***3.6.7 C1.6.2 Illuminated Signs**

<b>C1.0 Signs Code</b>	
<b>C1.6.2 Illuminated signs</b>	
Objective:	That: <ul style="list-style-type: none"> <li>(c) illuminated signs are compatible with the streetscape;</li> <li>(d) the cumulative impact of illuminated signs on the character of the area is managed, including the need to avoid visual disorder or clutter of signs; and</li> <li>(e) any potential negative impacts of illuminated signs on road safety and pedestrian movement are minimised.</li> </ul>
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
<p>An illuminated sign must not cause an unreasonable loss of amenity to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of a road, and must be compatible with the streetscape, having regard to:</p> <ul style="list-style-type: none"> <li>(c) the location of the sign;</li> <li>(d) the size of the sign;</li> <li>(e) the intensity of the lighting;</li> <li>(f) the hours of operation of the sign;</li> <li>(g) the purpose of the sign;</li> <li>(h) the sensitivity of the area in terms of view corridors, the natural environment and adjacent residential amenity;</li> <li>(i) the intended purpose of the changing message of the sign;</li> <li>(j) the percentage of the sign that is illuminated with changing messages;</li> <li>(k) proposed dwell time; and</li> <li>(l) whether the sign is visible from the road and if so the proximity to and impact on an electronic traffic control device.</li> </ul>	<p>The proposed illuminated signs will not result in an unreasonable loss to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of Main Street whilst being compatible with the streetscape, having regard to the following:</p> <p>The ground base sign will be located along the frontage of the site within a central location of the car park and the building fascia sign will be located on the façade of the supermarket building.</p> <p>The size of the signs will be commensurate to the proposed development.</p> <p>Lighting will be a mixture of internally lit and LED screens.</p> <p>It is recommended that a condition be applied to the grant of any permit limiting the illumination of the signs to operating hours only.</p> <p>The purpose of the signs is to identify the location of the supermarket (as a destination) and to advertise goods sold at the site.</p> <p>The site is not located within a sensitive area in terms of scenic and natural landscape corridors. The proposed signage will be located away from the adjoining dwellings to the west and will face away from the adjoining General Residential zoned land to the south.</p> <p>The proposed signs will not be animated or include changing messages.</p> <p>The proposed signs will not be animated or include changing messages.</p> <p>The proposed signs will not be animated or include changing messages.</p> <p>The signs will be visible from the road and the ground base sign will be located approximately 50m from the school zone 40km/hr traffic control device to the west of which the proposed sign is not expected to cause any impacts upon the electronic school speed limit sign.</p>

**PLANNING APPLICATION ASSESSMENT REPORT***Land Use Planning and Approvals Act 1993***3.6.8 C2.6.6 Loading Bays**

<b>C2.0 Parking and Sustainable Transport Code</b>	
<b>C2.6.6 Loading bays</b>	
Objective:	That the area and dimensions of loading bays are adequate to provide safe and efficient delivery and collection of goods.
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
<p>Loading bays must have an area and dimensions suitable for the use, having regard to:</p> <p>(a) the types of vehicles likely to use the site;</p> <p>(b) the nature of the use;</p> <p>(c) the frequency of loading and unloading;</p> <p>(d) the area and dimensions of the site;</p> <p>(e) the topography of the site;</p> <p>(f) the location of existing buildings on the site; and</p> <p>(g) any constraints imposed by existing development.</p>	<p>The proposed loading bay will be integrated into the delivery ramp which will have an area and dimensions that will be suitable for the intended use having regard to the following:</p> <p>The proposed delivery ramp will be used by vehicles ranging from semi-trucks to small vans and tray trucks.</p> <p>The proposed use is for a supermarket and multi-retail tenancy building which requires a dedicated delivery area.</p> <p>Based on the information provided within the application, there will be between 6-10 deliveries per day with the majority of deliveries occurring in the morning between 5:30am (by virtue of a recommended condition) to 8:00am.</p> <p>The proposed delivery ramp will have a width of 4.6m and length of approximately 30m which is of sufficient area and dimensions to accommodate the largest delivery vehicle (semi-truck).</p> <p>The existing topography is largely irrelevant due to the fact that significant excavation (cut) is required to facilitate a level building area for the proposed supermarket building. The excavation will result in the finished ground level of the site situated approximately 4.7m below the existing ground level of the adjoining residential properties (to the west and south). The delivery ramp will ramp downwards from the access point to the delivery dock located on the western side of the supermarket building.</p> <p>Existing buildings within the site will be demolished.</p> <p>There are no identified constraint imposed by existing development that will impede the ability to facilitate the proposed delivery ramp.</p>
<b>Performance Criteria P2</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
<p>Access for commercial vehicles to and from the site must be safe, having regard to:</p> <p>(a) the types of vehicles associated with the use;</p>	<p>The TIA assessed the delivery ramp as being safe and efficient having regard to the following:</p> <p>The proposed delivery ramp will be used by vehicles ranging from semi-trucks to small vans and tray trucks.</p>

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

<b>C2.0 Parking and Sustainable Transport Code</b>	
<b>C2.6.6 Loading bays</b>	
(b) the nature of the use;	The proposed use is for a supermarket and multi-retail tenancy building which requires a dedicated delivery area.
(c) the frequency of loading and unloading;	Based on the information provided within the application, there will be between 6-10 deliveries per day with the majority of deliveries occurring in the morning between 5:30am (by virtue of a recommended condition) to 8:00am.
(d) the area and dimensions of the site;	The proposed delivery ramp will have a width of 4.6m and length of approximately 30m which is of sufficient area and dimensions to accommodate the largest delivery vehicle (semi-truck).
(e) the location of the site and nature of traffic in the area of the site;	The site is located within a section of Main Street which has a posted speed limit of 40km/hr. Main Street has an average daily traffic volume of 4263 vehicles. The method of commercial delivery vehicles entering and existing the site will not alter from the method associated with the existing supermarket. In this regard, vehicles will pull up to the site and reverse into the delivery ramp and exit the site in a forward direction. The TIA recognised that this method is established within the context of the function of (this section of) Main Street noting that the method will not alter and is safe for motorists on the basis that sight distances associated with the commercial vehicle access point will be adequate and improved from current delivery vehicle site distances.
(f) the effectiveness or efficiency of the surrounding road network; and	The TIA did not identify any traffic efficiency issues with the proposed delivery method.
(g) site constraints such as existing buildings, slope, drainage, vegetation, parking and landscaping.	There are no identified constraint imposed by existing development that will impede the ability to facilitate the proposed delivery ramp.

**3.6.9 C3.5.1 Traffic Generation at a Vehicle Crossing, Level Crossing or New Junction**

<b>C3.0 Road and Railway Assets Code</b>	
<b>C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction</b>	
Objective:	To minimise any adverse effects on the safety and efficiency of the road or rail network from vehicular traffic generated from the site at an existing or new vehicle crossing or level crossing or new junction.
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to:	Vehicular traffic to and from the proposed modified (car park) access and delivery vehicle access will minimise adverse effects on the safety of the vehicle crossings and the efficiency of the use of Main Street having regard to the following:
(a) any increase in traffic caused by the use;	The TIA indicates that the proposed supermarket and retail development will increase the use of

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

<b>C3.0 Road and Railway Assets Code</b>	
<b>C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction</b>	
	traffic using the vehicle crossings by around 150-200 vehicle movements per day.
(b) the nature of the traffic generated by the use;	Vehicle use generated at the site will predominately be passenger vehicles which are common within the Bridport central village area.
(c) the nature of the road;	Main Street is a local road that services the village zone and primary business and retail hub of Bridport. It includes accesses to lots that contain existing business uses as well as on-street parking.
(d) the speed limit and traffic flow of the road;	Main Street has a sign posted speed limit of 40km/hr and has two-way traffic flow.
(e) any alternative access to a road;	The site does not have an alternative access to another road.
(f) the need for the use;	The use is for a supermarket within the central village area of Bridport. It will be the primary supermarket servicing Bridport and surrounds.
(g) any traffic impact assessment; and	The TIA did not identify any specific traffic safety or efficiency issues associated with the proposed use and development. Notwithstanding this, the TIA recommends restricting parking 6m either side of the new access point with yellow lines and no parking signs.
(h) any advice received from the rail or road authority.	Council's Infrastructure Services (being the road authority for Main Street) have reviewed the development application. Overall, no significant concerns have been identified with the proposed use and development from a traffic safety and efficiency perspective. Notwithstanding this, it is recommended that a condition be applied to the grant of any permit requiring the modified on-street parking arrangements to be designed and certified by Council's Infrastructure Services prior to works commencing within Main Street the road reserve.

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

## Internal Referrals

<b>Infrastructure:</b>	<b>Referral Required</b>	Yes
	<b>Comments</b>	As incorporated.
	<b>Conditions</b>	As incorporated.
	<b>Notes</b>	Nil
	<b>Planning Comments</b>	Nil
<b>Environmental Health</b>	<b>Referral Required</b>	No
	<b>Comments</b>	NA
	<b>Conditions</b>	NA
	<b>Notes</b>	NA
	<b>Planning Comments</b>	Nil

## 4 Recommendation

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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:

- Proposed Supermarket & Alteration with Job No. 1407 and Drawing No. DA02, DA03, DA04, DA05, DA 06, DA07, DA08, DA09, DA10 and DA11 dated 29/01/2025 prepared by Wilkin Design;
- Traffic Impact Assessment Report V4 dated 16/04/2025 prepared by RJK Consulting Engineers;
- Cover Letter prepared by Wilkin Design (undated); and
- 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:

- 7:00am to 9:00pm Monday to Friday;
- 8:00am to 6:00pm Saturday;
- 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:

<b>Delivery Type</b>	<b>Vehicle Type</b>	<b>Earliest Delivery Time</b>	<b>Days</b>
Dry Grocery	Semi-truck	6:30am	Wed and Fri
Refrigerated	Semi-truck	7:00am	Mon-Fri

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

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 within the Main Street road reserve, 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

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

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**

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

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:*

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

- *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*

CHECK CAREFULLY ALL ASPECTS OF THESE DOCUMENTS BEFORE COMMENCING ASSESSMENT.

ANY ERRORS OR ANOMALIES TO BE REPORTED TO THE DRAWER BEFORE ASSESSMENT IS CONTINUED

CONFIRM ALL SIZES AND HEIGHTS ON SITE

DO NOT SCALE OFF PLAN

THESE DOCUMENTS ARE INTENDED FOR COUNCIL PLANNING APPLICATION ONLY, THEY ARE NOT TO BE USED FOR ANY OTHER PURPOSES.

THIS DESIGN IS COVERED UNDER COPYRIGHT AND ANY CHANGES MUST BE CONFIRMED BY "WILKIN DESIGN & DRAFTING" THE DRAWER RETAINS ALL "INTELLECTUAL PROPERTY"

PROJECT INFORMATION

PROPOSED SUPERMARKET & ALTERATION  
111-113 MAIN ST. BRIDPORT TAS 7262

CONTACT

[laura@wilkindesign.com.au](mailto:laura@wilkindesign.com.au)

DESIGNER	DATE
T. WILKIN	29/01/2025
Acc: CC678 X	

INFORMATION	
PID	2624554
TITLE REFERENCE	143286/1
SOIL CLASS	TBC
WIND CLASSIFICATION	TBC
BAL	TBC
CORROSION ENVIRONMENT	N/A

SITE INFORMATION	
COUNCIL	TASMANIAN PLANNING SCHEME
ZONE	VILLAGE
KNOWN SITE HAZARDS	NONE
ALPINE AREA	N/A
CLIMATE ZONE	7
TOTAL SITE AREA:	3,748m <sup>2</sup>
TOTAL FLOOR AREA (SUPERMARKET + SHOPS + WC):	2,112.65m <sup>2</sup>



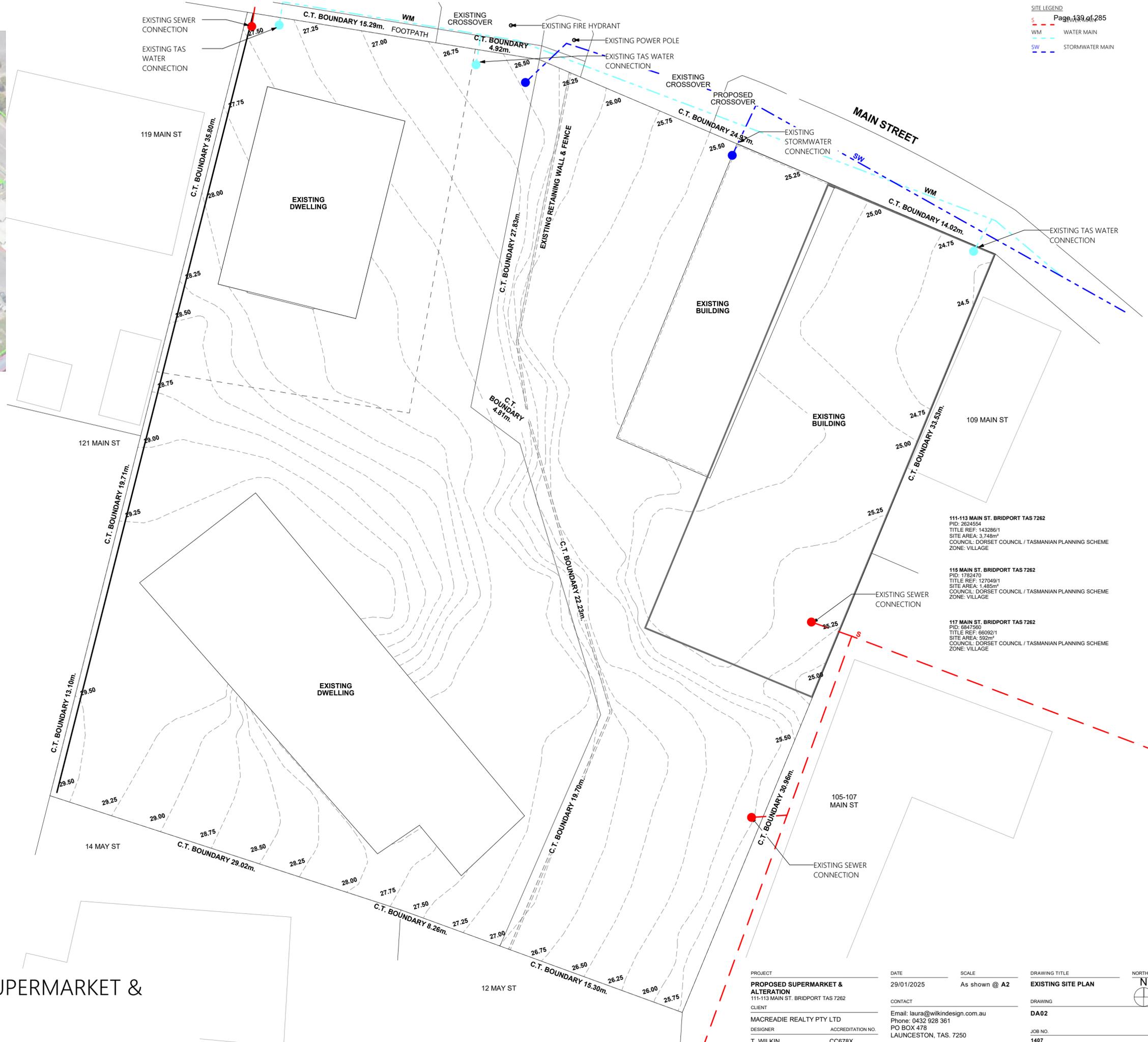
PROPOSED SUPERMARKET &  
ALTERATION  
111-113 MAIN ST. BRIDPORT TAS  
7262



ID	REV	NAME
DA01		COVER
DA02		EXISTING SITE PLAN
DA03		DEMOLITION SITE PLAN
DA04		PROPOSED SITE PLAN
DA05		PROPOSED FLOOR PLAN (SHOPS & ACCESSIBLE ...
DA06		PROPOSED FLOOR PLAN (SUPERMARKET)
DA07		PROPOSED SITE ELEVATIONS
DA08		PROPOSED ELEVATIONS
DA09		PROPOSED RETAINING WALLS & EXCAVATION
DA10		3D VIEWS
DA11		SHADOW DIAGRAMS



SATELLITE IMAGERY  
 1:1000



111-113 MAIN ST. BRIDPORT TAS 7262  
 PID: 262454  
 TITLE REF: 143286/1  
 SITE AREA: 3,748m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

115 MAIN ST. BRIDPORT TAS 7262  
 PID: 1782470  
 TITLE REF: 127049/1  
 SITE AREA: 1,485m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

117 MAIN ST. BRIDPORT TAS 7262  
 PID: 6847560  
 TITLE REF: 66092/1  
 SITE AREA: 592m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

SITE PLAN - EXISTING  
 1:200

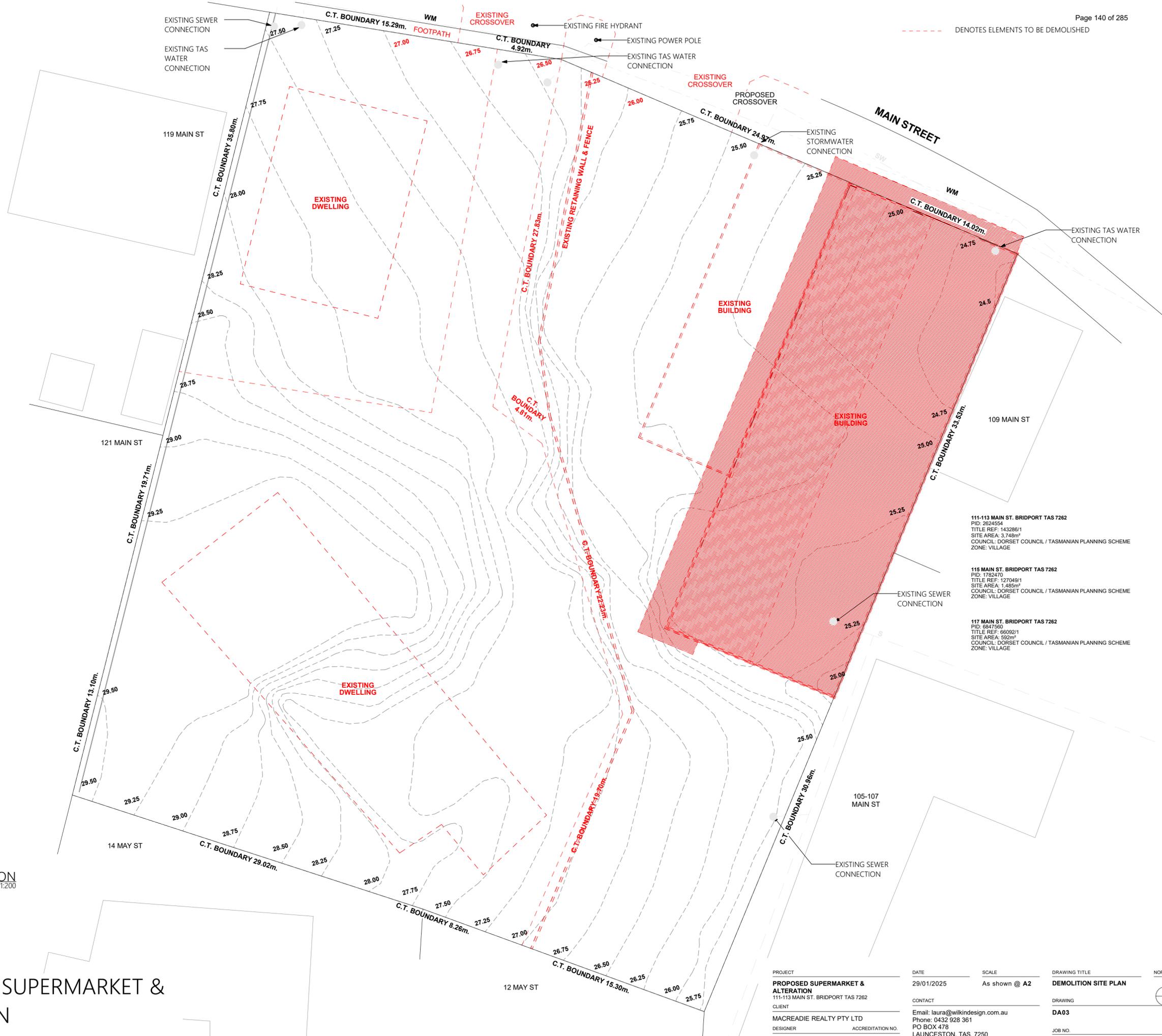
DEVELOPMENT APPLICATION ONLY  
 [NOT FOR CONSTRUCTION]



PROPOSED SUPERMARKET &  
 ALTERATION

PROJECT <b>PROPOSED SUPERMARKET &amp; ALTERATION</b> 111-113 MAIN ST. BRIDPORT TAS 7262	DATE 29/01/2025	SCALE As shown @ A2	DRAWING TITLE <b>EXISTING SITE PLAN</b>	NORTH N
CLIENT MACREADIE REALTY PTY LTD	CONTACT Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DRAWING <b>DA02</b>	
DESIGNER T. WILKIN	ACCREDITATION NO. CC678X		JOB NO. 1407	

--- DENOTES ELEMENTS TO BE DEMOLISHED



111-113 MAIN ST. BRIDPORT TAS 7262  
 PID: 2624554  
 TITLE REF: 143286/1  
 SITE AREA: 3,748m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

115 MAIN ST. BRIDPORT TAS 7262  
 PID: 1782470  
 TITLE REF: 127049/1  
 SITE AREA: 1,485m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

117 MAIN ST. BRIDPORT TAS 7262  
 PID: 6847560  
 TITLE REF: 66092/1  
 SITE AREA: 592m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

SITE PLAN - DEMOLITION  
1:200

DEVELOPMENT APPLICATION ONLY  
[NOT FOR CONSTRUCTION]



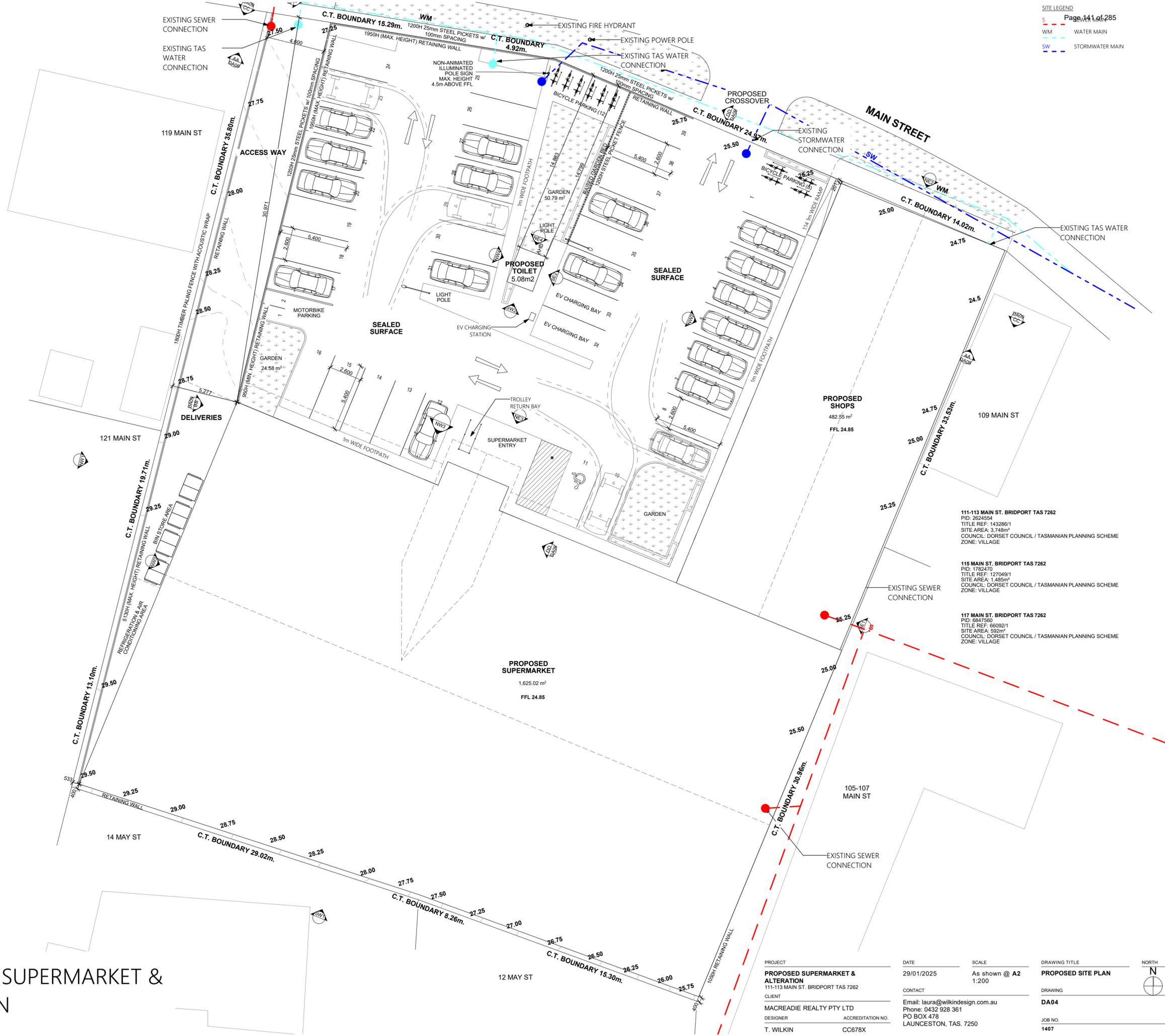
# PROPOSED SUPERMARKET & ALTERATION

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
PROPOSED SUPERMARKET & ALTERATION	29/01/2025	As shown @ A2	DEMOLITION SITE PLAN	N
CLIENT	CONTACT		DRAWING	
MACREADIE REALTY PTY LTD	Email: laura@wilkindesign.com.au		DA03	
DESIGNER	PHONE: 0432 928 361		JOB NO.	
T. WILKIN	PO BOX 478		1407	
ACCREDITATION NO.	LAUNCESTON, TAS. 7250			
CC678X				

**AREA SCHEDULE**

SITE AREA	3,748m <sup>2</sup>
SHOP 01	157.55m <sup>2</sup>
SHOP 02	120m <sup>2</sup>
SHOP 03	205m <sup>2</sup>
<b>TOTAL AREA</b>	<b>482.55m<sup>2</sup></b>
SUPERMARKET	1,625.02m <sup>2</sup>
PUBLIC WC	5.08m <sup>2</sup>
<b>TOTAL (SHOPS + SUPERMARKET + WC)</b>	<b>2,112.65m<sup>2</sup></b>

SEALED SURFACE	1,521.63m <sup>2</sup>
PERMEABLE SURFACE	113.72m <sup>2</sup>
<b>PARKING BAYS</b>	
CAR	39
BICYCLE	20
MOTORCYCLE	2



SITE PLAN - PROPOSED  
 1:200

DEVELOPMENT APPLICATION ONLY  
 (NOT FOR CONSTRUCTION)



**PROPOSED SUPERMARKET & ALTERATION**

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
PROPOSED SUPERMARKET & ALTERATION	29/01/2025	As shown @ A2 1:200	PROPOSED SITE PLAN	N
CLIENT	CONTACT		DRAWING	
MACREADIE REALTY PTY LTD	Email: laura@wilkindesign.com.au		DA04	
DESIGNER	PHONE: 0432 928 361		JOB NO.	
T. WILKIN	PO BOX 478		1407	
ACCREDITATION NO.	LAUNCESTON, TAS. 7250			
CC678X				

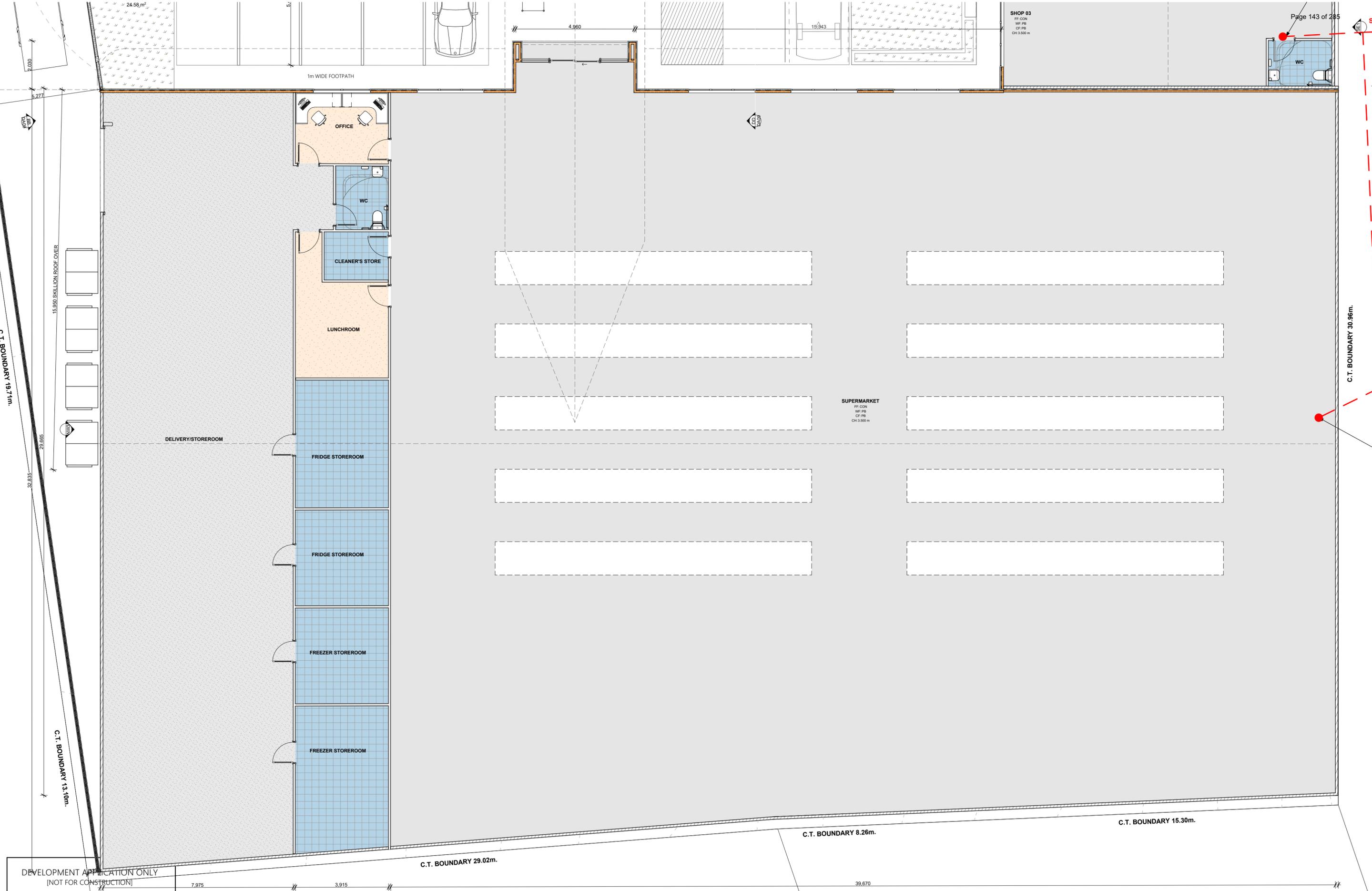
111-113 MAIN ST. BRIDPORT TAS 7262  
 PID: 2624554  
 TITLE REF: 143286/1  
 SITE AREA: 3,748m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

115 MAIN ST. BRIDPORT TAS 7262  
 PID: 1782470  
 TITLE REF: 127049/1  
 SITE AREA: 1,485m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE

117 MAIN ST. BRIDPORT TAS 7262  
 PID: 6847560  
 TITLE REF: 66092/1  
 SITE AREA: 592m<sup>2</sup>  
 COUNCIL: DORSET COUNCIL / TASMANIAN PLANNING SCHEME  
 ZONE: VILLAGE



SHOP 03  
FF: CON  
WF: PB  
CF: PB  
CH: 3.500 m



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# PROPOSED SUPERMARKET & ALTERATION

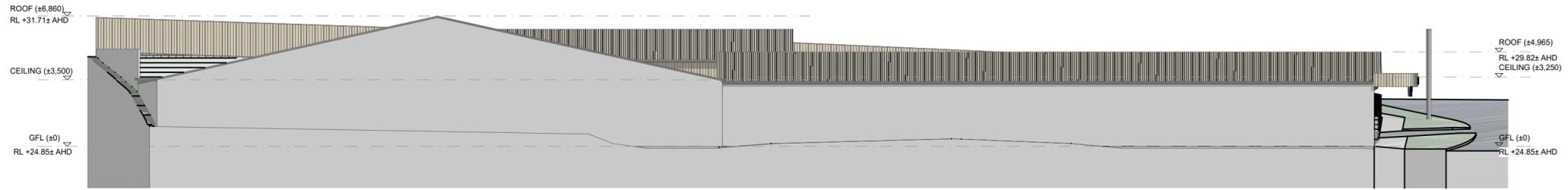
GROUND FLOOR PLAN - PROPOSED (SUPERMARKET)  
1:100

PROJECT <b>PROPOSED SUPERMARKET &amp; ALTERATION</b> 111-113 MAIN ST. BRIDPORT TAS 7262	DATE 29/01/2025	SCALE As shown @ A2 1:100	DRAWING TITLE <b>PROPOSED FLOOR PLAN (SUPERMARKET)</b>
CLIENT MACREADIE REALTY PTY LTD	CONTACT Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DRAWING <b>DA06</b>
DESIGNER T. WILKIN	ACCREDITATION NO. CC678X		JOB NO. 1407

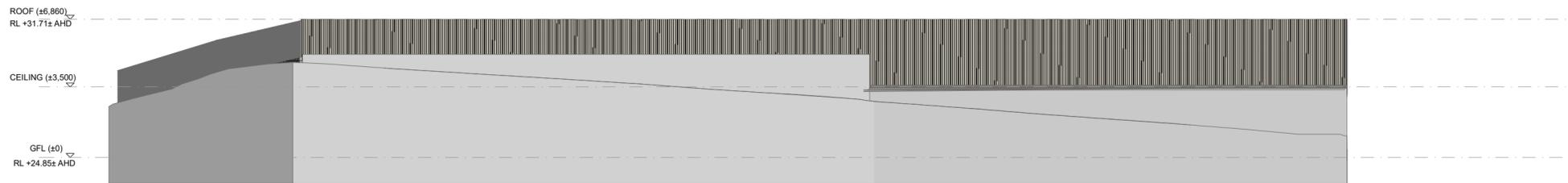




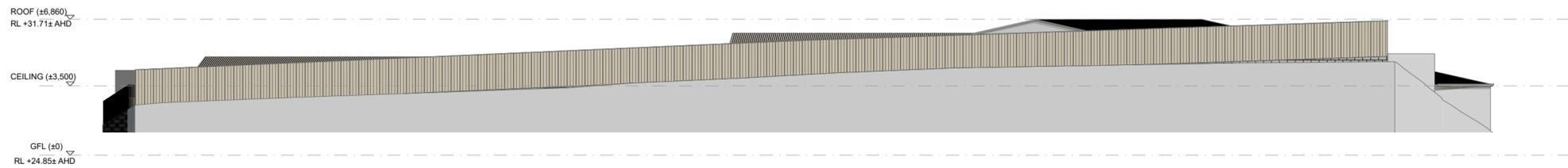
NE1 North East Elevation (SITE) 1:200



SE1 South East Elevation (SITE) 1:200



SW1 South West Elevation (SITE) 1:200



NW1 North West Elevation (SITE) 1:200

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PROPOSED SUPERMARKET & ALTERATION

PROJECT <b>PROPOSED SUPERMARKET &amp; ALTERATION</b> 111-113 MAIN ST. BRIDPORT TAS 7262	DATE 29/01/2025	SCALE As shown @ A2	DRAWING TITLE <b>PROPOSED SITE ELEVATIONS</b>
CLIENT MACREADIE REALTY PTY LTD	DESIGNER T. WILKIN	ACCREDITATION NO. CC678X	CONTACT Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250
			DRAWING <b>DA07</b>
			JOB NO. 1407

**MATERIALS**



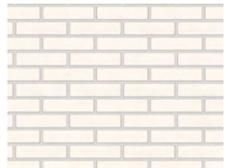
**TIM:**  
VERTICAL TIMBER CLADDING  
CEMINTEL  
Territory Woodlands Birch



**FCS:**  
FIBRE CEMENT SHEET  
CEMINTEL  
Surround Whiteish Marl



**MC:**  
ROOF SHEET SHEETING  
Custom Orb Dune



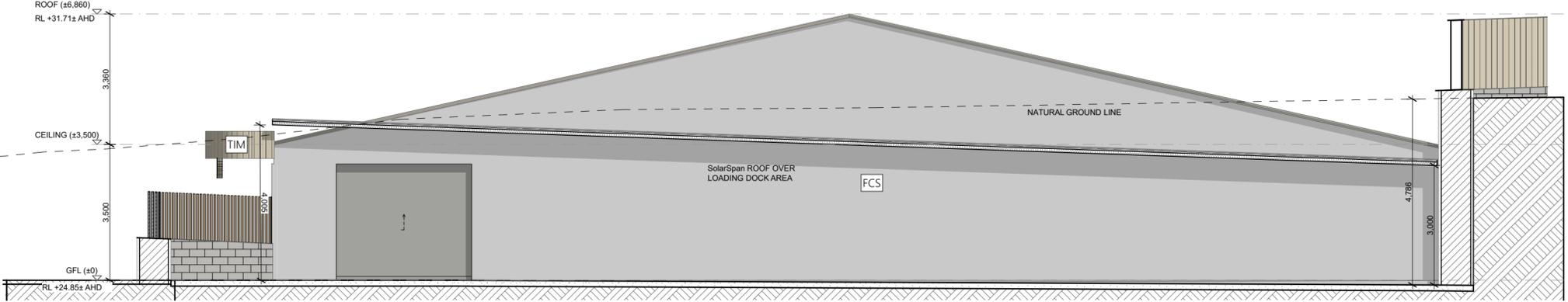
**BR:**  
BRICK  
Island Block & Paving Pearl Eco Smooth

INDICATIVE OF DEEMED TO SATISFY BUILDING HEIGHT ENVELOPE OF 8.5m

CONCEPTUAL REPRESENTATION OF PROPOSED BUILDING IF LOCATED AT NATURAL GROUND LEVEL



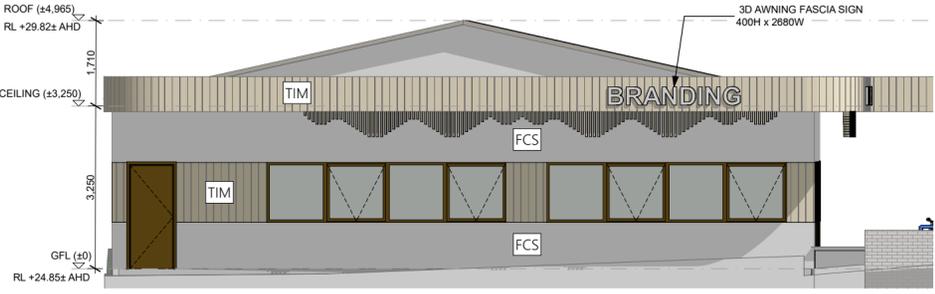
NE3 North East Elevation (SUPERMARKET) 1:100



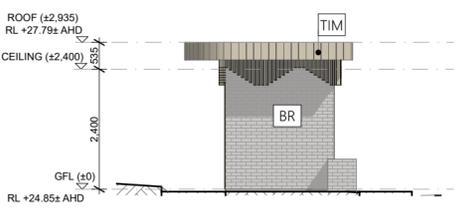
NW3 North West Elevation (SUPERMARKET) 1:100



NW2 North West Elevation (SHOPS) 1:100



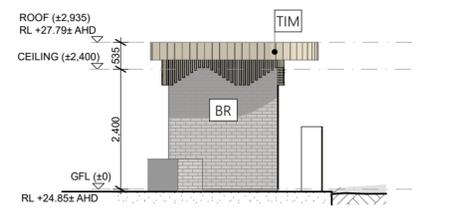
NE2 North East Elevation (SHOPS) 1:100



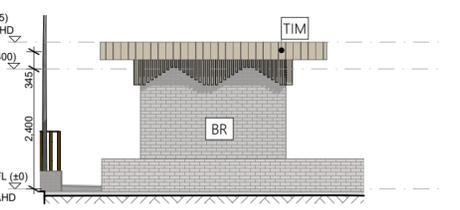
NE4 North East Elevation (PUBLIC WC) 1:100



SE2 South East Elevation (PUBLIC WC) 1:100



SW2 South West Elevation (PUBLIC WC) 1:100



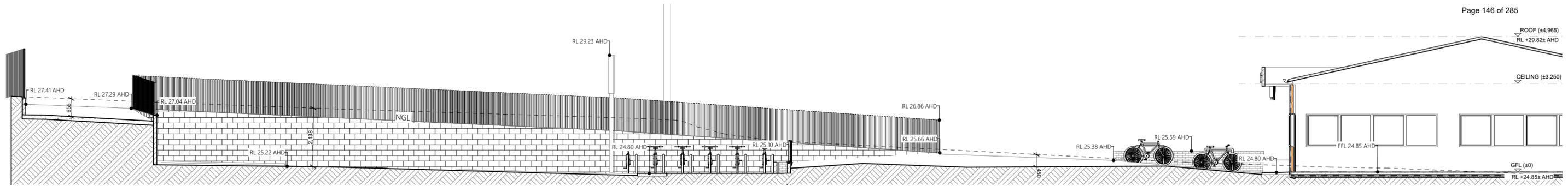
NW4 North West Elevation (PUBLIC WC) 1:100

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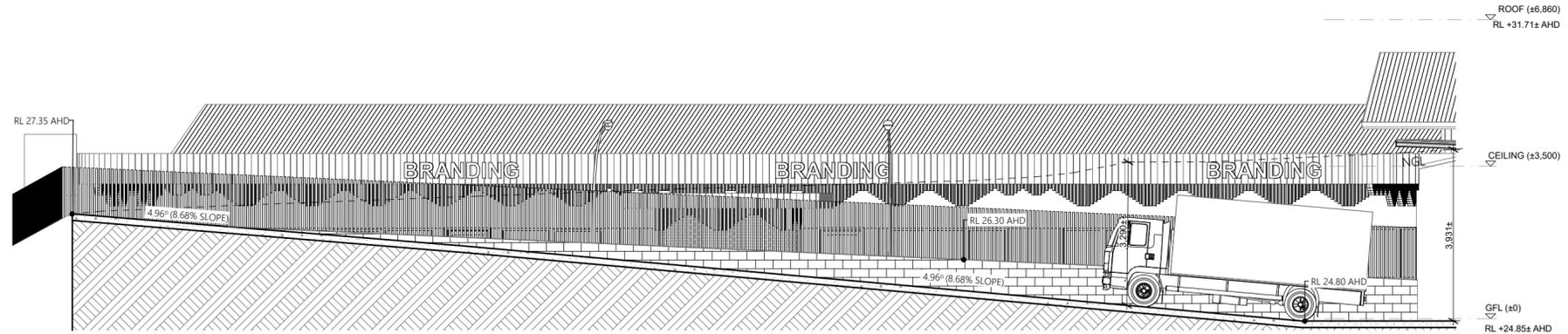


**PROPOSED SUPERMARKET & ALTERATION**

PROJECT <b>PROPOSED SUPERMARKET &amp; ALTERATION</b> 111-113 MAIN ST. BRIDPORT TAS 7262	DATE 29/01/2025	SCALE As shown @ A2 1:3.23, 1:10.24	DRAWING TITLE <b>PROPOSED ELEVATIONS</b>	NORTH
CLIENT MACREADIE REALTY PTY LTD	CONTACT Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DRAWING <b>DA08</b>	
DESIGNER T. WILKIN	ACCREDITATION NO. CC678X		JOB NO. 1407	



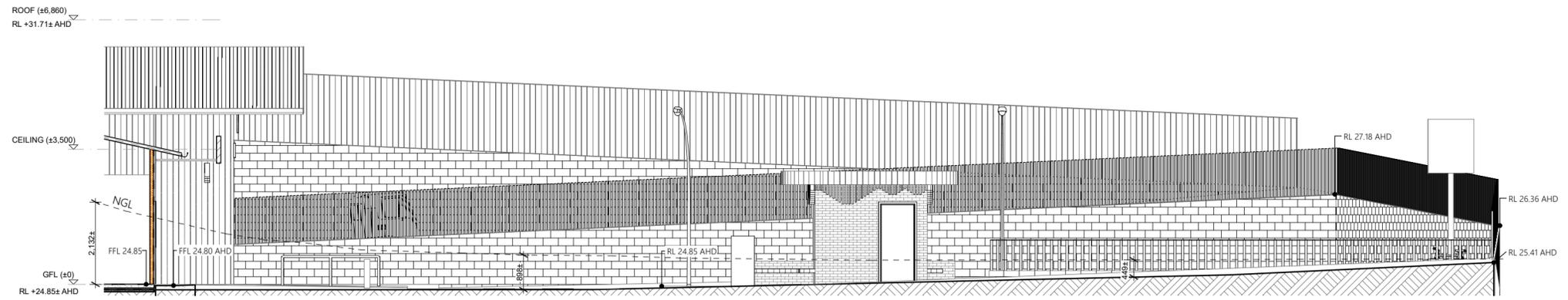
AA SECTION AA  
1:100



BB SECTION BB  
1:100



CC SECTION CC  
1:100



DD SECTION DD  
1:100

DEVELOPMENT APPLICATION ONLY  
[NOT FOR CONSTRUCTION]



PROPOSED SUPERMARKET & ALTERATION

PROJECT <b>PROPOSED SUPERMARKET &amp; ALTERATION</b> 111-113 MAIN ST. BRIDPORT TAS 7262	DATE 29/01/2025	SCALE As shown @ A2	DRAWING TITLE <b>PROPOSED RETAINING WALLS &amp; EXCAVATION</b>	NORTH
CLIENT MACREADIE REALTY PTY LTD	CONTACT Email: <a href="mailto:laura@wilkindesign.com.au">laura@wilkindesign.com.au</a> Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DRAWING <b>DA09</b>	
DESIGNER T. WILKIN	ACCREDITATION NO. CC678X		JOB NO. 1407	

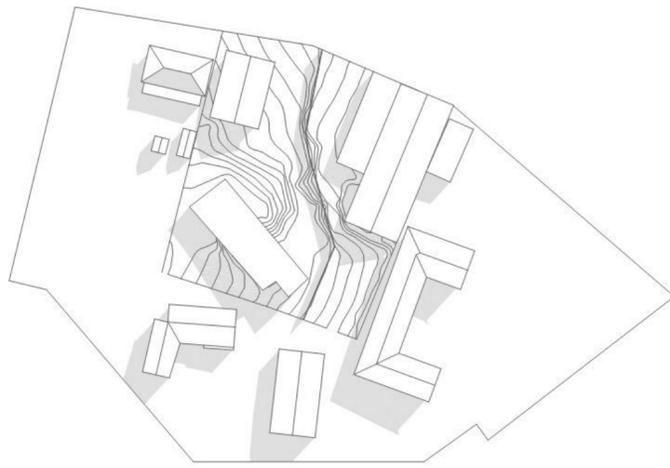


DEVELOPMENT APPLICATION ONLY  
[NOT FOR CONSTRUCTION]

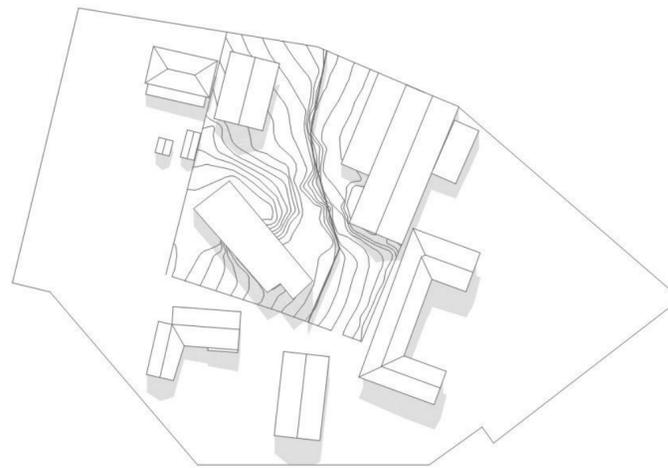


# PROPOSED SUPERMARKET & ALTERATION

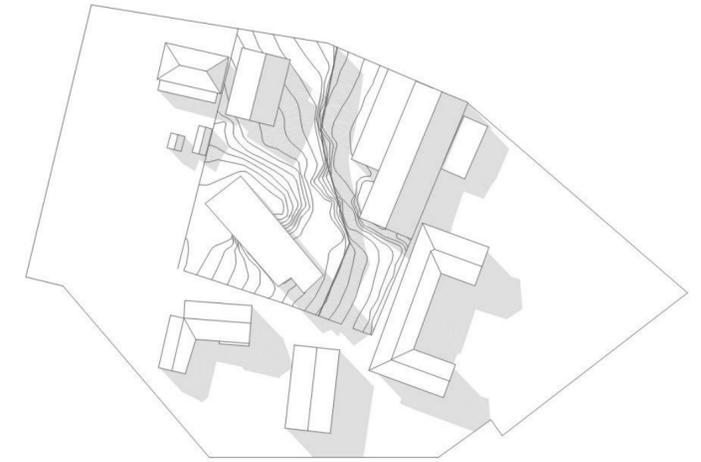
PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
PROPOSED SUPERMARKET & ALTERATION 111-113 MAIN ST. BRIDPORT TAS 7262	29/01/2025	As shown @ A2	3D VIEWS	
CLIENT	CONTACT		DRAWING	
MACREADIE REALTY PTY LTD	Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DA10	
DESIGNER	ACCREDITATION NO.		JOB NO.	
T. WILKIN	CC678X		1407	



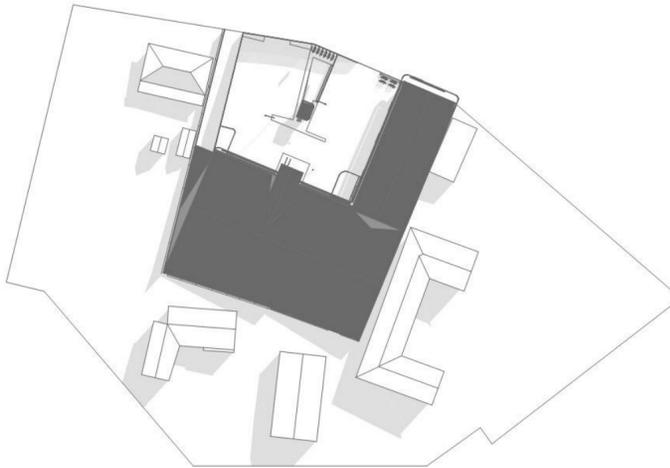
Shadow Study 21 June at 9am - EXISTING  
1:0.82



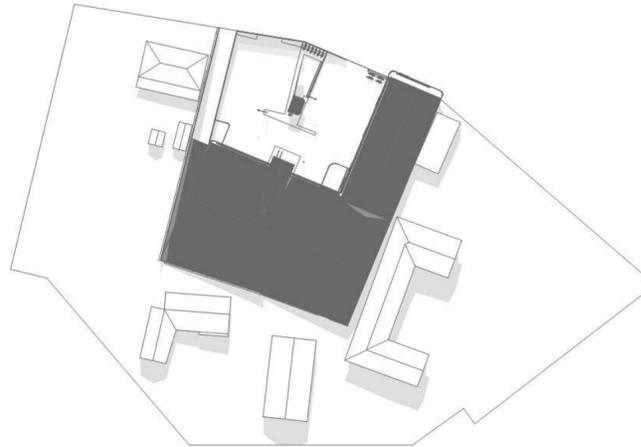
Shadow Study 21 June at 12pm - EXISTING  
1:0.94



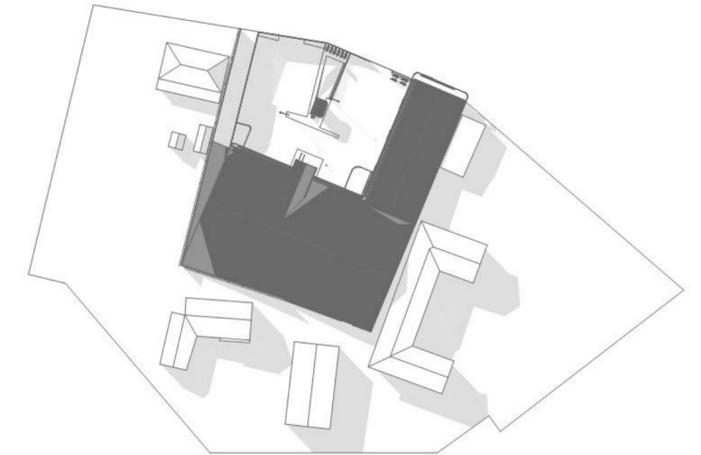
Shadow Study 21 June at 3pm - EXISTING  
1:1



Shadow Study 21 June at 9am - PROPOSED  
1:0.97



Shadow Study 21 June at 12pm - PROPOSED  
1:0.98



Shadow Study 21 June at 3pm - PROPOSED  
1:0.84

DEVELOPMENT APPLICATION ONLY  
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# PROPOSED SUPERMARKET & ALTERATION

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
PROPOSED SUPERMARKET & ALTERATION 111-113 MAIN ST. BRIDPORT TAS 7262	29/01/2025	As shown @ A2	SHADOW DIAGRAMS	
CLIENT	CONTACT		DRAWING	
MACREADIE REALTY PTY LTD	Email: laura@wilkindesign.com.au Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250		DA11	
DESIGNER	ACCREDITATION NO.		JOB NO.	
T. WILKIN	CC678X		1407	

**PLANNING APPLICATION ASSESSMENT OVERVIEW**

PLA NUMBER:	<b>PLA/2025/39</b>
DESCRIPTION:	<b>Additions and Alterations to a Single Dwelling</b>
PROPERTY ADDRESS:	24 William Street Bridport
APPLICANT:	Measured Design
TITLE NO:	181564/2
PROPERTY ID:	9701453
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	General Residential
APPLICABLE CODE(S):	Parking and Sustainable Transport Attenuation
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 additions and alterations to a single dwelling (**'the site'**<sup>1</sup> - refer to Figure 1).

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



<sup>1</sup> 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***1.1 Site Description**

<b>Address:</b>	24 William Street Bridport		
<b>Title No:</b>	181564/2		
<b>Dimensions:</b>	<b>Area</b>	<b>Average Width</b>	<b>Average Depth</b>
	615.9m <sup>2</sup>	-	-
<b>Slope:</b>	<b>Grade</b>	<b>Elevation</b>	<b>Direction</b>
	9.7%	Downslope	north-east
<b>Existing Use or Development:</b>	Residential (single dwelling).		
<b>Vegetation:</b>	Trees scattered around property boundaries.		
<b>Services:</b>	<b>Water</b>	<b>Sewer</b>	<b>Stormwater</b>
	Serviced Area	Serviced Area	Serviced Area
	<b>Connection</b>	<b>Connection</b>	<b>Connection</b>
	Existing	Existing	Existing
<b>Vehicle Access:</b>	<b>Road</b>	<b>Access Type</b>	<b>Vehicle Crossing</b>
	William Street	Direct Frontage	Existing
<b>Surrounding Use and Development</b>	<b>North</b>	One lot that contains a single dwelling.	
	<b>South</b>	William Street	
	<b>East</b>	One lot that contains a single dwelling.	
	<b>West</b>	Parks and Wildlife Wildflower Reserve	

**1.2 Description of Proposal**

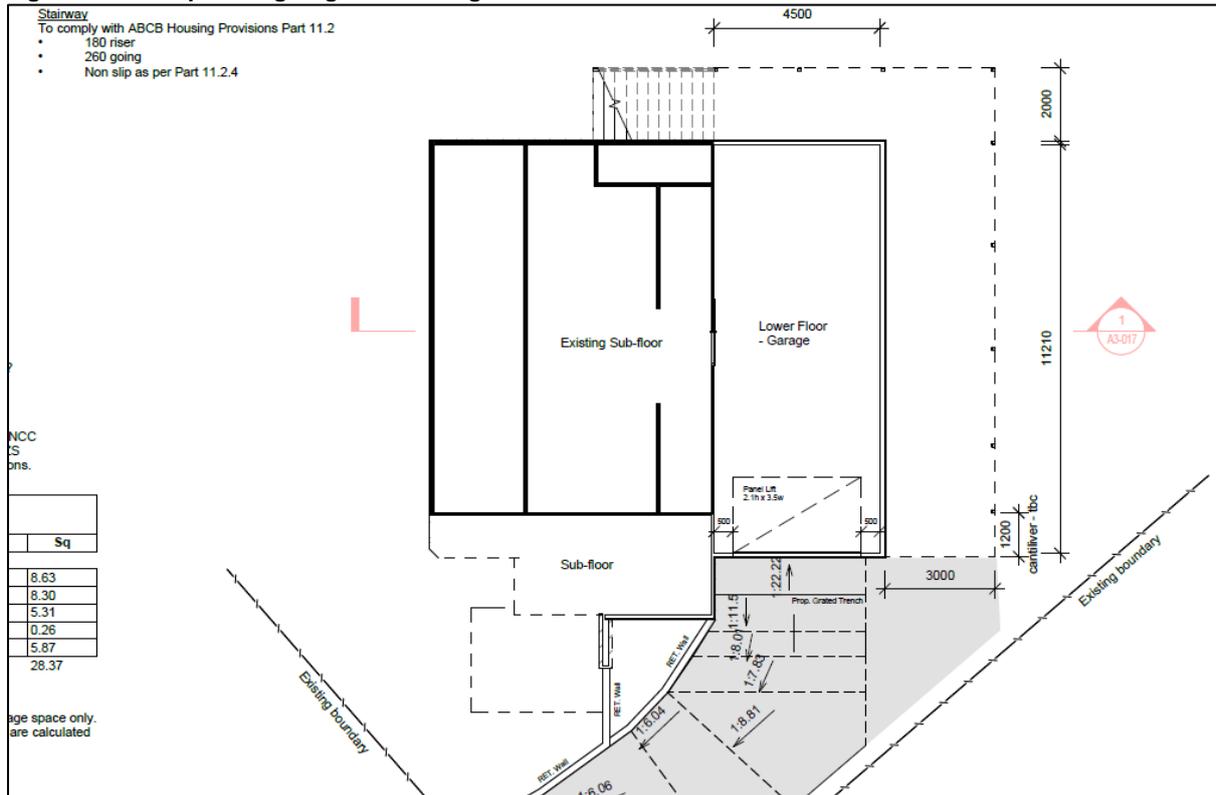
The application involves additions and alteration of a single dwelling. The proposal is to extend the original dwelling to the north and east and includes a north-east facing deck. The site plan, including new floor plan for the dwelling, with the added and altered floor area, is shown in Figure 2. The floor plan for the proposed additions and alterations of the habitable rooms is shown in Figure 3 and the plans for the garage and storage area are shown in Figure 4.



# PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

**Figure 4 - Floor plan of garage and storage area.**



## 2 Consultation Process

### 2.1 Public Exhibition

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	24/05/2025	7/06/2025
<b>Representations Received:</b>	Yes	

### 2.2 Representation Assessment

During the public exhibition period one (1) representation was received. The representation was from the adjoining land owner to the north (70 Walter Street).

The following table provides identifies key issues that were raised within the representation along with a planning response.

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.

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

It is within this context that the following responses have been provided to the key issues raised within the representations.

Key Issue	Town Planning Response
<p>1. Concern relating to privacy along the shared boundary between 24 William Street and 70 Walter Street requesting that the trees along the boundary be removed and replaced with a new fence and for the deck to be setback off the boundary to satisfy the acceptable solution distance of 4m.</p>	<p>Council are unable to require removal of the boundary trees or the installation of a new fence. It is noted that these contribute to the privacy solution proposed and which has been conditioned as part of the recommendation for the grant of any permit. In this regard, a site inspection indicates that the existing trees provide some privacy protection between the two adjoining dwellings and should be maintained in the current location. A condition has been recommended requiring this, or in the event trees within the privacy screen die, for the trees to be replaced. Alternatively, if the trees are to be removed, a second part of the condition requires a privacy screen to be erected along the sides of the deck that are located within 4m of the southern (rear) boundary. On this basis, the proposed deck is deemed to be reasonable from a privacy perspective.</p>

### 2.3 Statutory Referrals

<b>TasNetworks:</b>	Referral pursuant to section 44L of the <i>Electricity Supply Industry Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	<b>Summary of Response</b>	
<b>TasWater:</b>	Referral pursuant to section 56O of the <i>Water and Sewerage Industry Act 2008</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	<b>SPAN Reference:</b>	
	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.	
<b>Recommendation</b>	No Action Required	
<b>EPA:</b>	Referral pursuant to section 25(1)(b) of the <i>Environmental Management and Pollution Control Act 1994</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

	<b>Recommendation</b>	Choose an item.
<b>Heritage Tasmania:</b>	Referral pursuant to section 36(1) of the <i>Historic Cultural Heritage Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	
	<b>Recommendation</b>	Choose an item.

### 3 Statutory Assessment Process

<b>Applicable Zone:</b>	Choose an item. General Residential	
<b>Use Categorisation:</b>	<b>Use Class</b>	<b>Sub-Use</b>
	Residential	NA
<b>Use Status:</b>	Discretionary	
<b>General Provisions:</b>	Not Applicable	
<b>Applicable Codes:</b>	C2.0 Carparking and sustainable transport Attenuation Code	
<b>Specific Area Plan:</b>	Not Applicable	

#### 3.1 General Provisions

No General Provisions were identified as being applicable to the proposed development.

#### 3.2 Zone Assessment

##### 3.2.1 8.0 General Residential Zone

8.0 General Residential Zone			
8.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
8.3.1 Discretionary uses			
A1	Hours of operation of a use listed as Discretionary, excluding Emergency Services, must be within the hours of 8.00am to 6.00pm.	Proposed use is residential.	Not Applicable
A2	External lighting for a use listed as Discretionary:  (a) must not operate within the hours of 7.00pm to 7.00am, excluding any security lighting; and  (b) security lighting must be baffled to ensure direct light does not	Proposed use is residential.	Not Applicable
			Not Applicable

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

<b>8.0 General Residential Zone</b>			
<b>8.3 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	extend into the adjoining property.		
A3	Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of:  (a) 7.00am to 5.00pm Monday to Friday;  (b) 9.00am to 12 noon Saturday; and  (c) nil on Sunday and public holidays.	Proposed use is residential.	Not Applicable  Not Applicable  Not Applicable
A4	No Acceptable Solution.	Proposed use is residential.	Not Applicable
<b>8.3.2 Visitor Accommodation</b>			
A1	Visitor Accommodation must:  (a) accommodate guests in existing habitable buildings; and  (b) have a gross floor area of not more than 200m <sup>2</sup> per lot.	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

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>8.4.1 Residential density for multiple dwellings</b>			
A1	Multiple dwellings must have a site area per dwelling of not less than 325m <sup>2</sup> .	Proposed development is for extensions to a single dwelling.	Not Applicable
<b>8.4.2 Setbacks and building envelope for all dwellings</b>			
A1	Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is:  (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	The proposal is for extensions to an existing dwelling with no alteration to setback from the primary frontage.	Complies

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

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	<p>primary frontage, of any existing dwelling on the site;</p> <p>(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;</p> <p>(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</p> <p>(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.</p>	<p>The site only has one frontage noting that the unmade Walter Street boundary on the western side of the site is not a road within the meaning of the Scheme.</p> <p>There is an existing dwelling on the site. The proposed development is for extensions to this dwelling.</p> <p>The proposed development is for a single dwelling that will be entirely for residential use.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
A2	<p>A garage or carport for a dwelling must have a setback from a primary frontage of not less than:</p> <p>(a) 5.5m, or alternatively 1m behind the building line;</p> <p>(b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.</p>	<p>A2 (b) is satisfied.</p> <p>The proposed development places the garage under the gross floor area.</p> <p>A2 (b) is satisfied.</p>	<p>Not Applicable</p> <p>Complies</p> <p>Not Applicable</p>
A3	<p>A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:</p> <p>i. a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and</p>	<p>The proposed alterations do not extend beyond the building envelope except for two protrusions less than 0.9m.</p> <p>Existing dwelling is 4.527m from primary frontage.</p>	<p>Complies</p> <p>Complies</p>

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

8.0 General Residential Zone			
8.4 Development Standards for Dwellings			
Clause	Acceptable Solution	Assessment	Compliance
	<ul style="list-style-type: none"> <li>ii. projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and</li> </ul>	Submitted plans show proposed alterations and additions are within the building envelope with two protrusions.	Complies
	(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:	All setbacks are either existing or over 1.5m from side or rear boundaries.	Not Applicable
	<ul style="list-style-type: none"> <li>i. does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</li> </ul>		Not Applicable
	<ul style="list-style-type: none"> <li>ii. does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</li> </ul>		Not Applicable
8.4.3 Site coverage and private open space for all dwellings			
A1	Dwellings must have:	Proposed additions and alterations will result in site coverage of 209m <sup>2</sup> .	
	(a) a site coverage of not more than 50% (excluding eaves up to 0.6m wide); and	The proposed site coverage is less than 50% of the 615.9m <sup>2</sup> of the site.	Complies
	(b) for multiple dwellings, a total area of private open space of not less than 60m <sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer).	Proposed development is for a single dwelling.	Not Applicable
A2	A dwelling must have private open space that:		
	(a) is in one location and is not less than:		Complies
	<ul style="list-style-type: none"> <li>i. 24m<sup>2</sup>; or</li> </ul>	The dwelling occupies a block in the middle of the site, with open space all around it.	Complies
	<ul style="list-style-type: none"> <li>ii. 12m<sup>2</sup>, 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);</li> </ul>	The proposal is for additions and alterations to a single dwelling.	Not Applicable

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<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	(b) has a minimum horizontal dimension of not less than: <ul style="list-style-type: none"> <li>i. 4m; or</li> <li>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);</li> </ul>	Complies with 8.4.3 A2 (b)(i).  Multiple locations on the site meet the minimum requirement.	Complies  Complies
	(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	The proposal is for additions and alterations to a single dwelling.  The frontage is on the southern side of the site.	Not Applicable  Not Applicable
	(d) has a gradient not steeper than 1 in 10.	The deck and other ground level private open space will be level of not steeper than 1:10 (9.7% gradient at ground level).	Complies
<b>8.4.4 8.4.4 Sunlight to private open space of multiple dwellings</b>			
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): <ul style="list-style-type: none"> <li>(a) the multiple dwelling is contained within a line projecting (see Figure 8.4): <ul style="list-style-type: none"> <li>i. at a distance of 3m from the northern edge of the private open space; and</li> <li>ii. vertically to a height of 3m above existing ground level and then at an angle of 45 degrees from the horizontal;</li> </ul> </li> <li>(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</li> <li>(c) this Acceptable Solution excludes that part of a multiple dwelling consisting of:</li> </ul>	Proposed development is for extensions to a single dwelling.	Not Applicable  Not Applicable  Not Applicable  Not Applicable

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<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	<ul style="list-style-type: none"> <li>i. an outbuilding with a building height not more than 2.4m; or</li> <li>ii. protrusions that extend not more than 0.9m horizontally from the multiple dwelling.</li> </ul>		<p>Not Applicable</p> <p>Not Applicable</p>
<b>8.4.5 Width of openings for garages and carports for all dwellings</b>			
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).	Openings of the individual car parking spaces will each be less than 6m.	Complies
<b>8.4.6 Privacy for all dwellings</b>			
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;	Proposed deck will have a setback of more than 3m from the side boundary.	Complies
	(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	Proposed deck will have a setback of 1.7m from the rear boundary and will not be provided with a screen.	<b>Does not Comply</b>
	(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is not less than 6m:	There are no other dwellings on the same site.	Not Applicable
	<ul style="list-style-type: none"> <li>i. from a window or glazed door, to a habitable room of the other dwelling on the same site; or</li> <li>ii. from a balcony, deck, roof terrace or the private open space of the other dwelling on the same site.</li> </ul>		<p>Not Applicable</p> <p>Not Applicable</p>

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8.0 General Residential Zone			
8.4 Development Standards for Dwellings			
Clause	Acceptable Solution	Assessment	Compliance
A2	<p>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):</p> <p>(a) the window or glazed door:</p> <p style="margin-left: 20px;">i. is to have a setback of not less than 3m from a side boundary;</p> <p style="margin-left: 20px;">ii. is to have a setback of not less than 4m from a rear boundary;</p> <p style="margin-left: 20px;">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</p> <p style="margin-left: 20px;">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.</p> <p>(b) the window or glazed door:</p> <p style="margin-left: 20px;">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;</p> <p style="margin-left: 20px;">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</p> <p style="margin-left: 20px;">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%.</p>	<p>Complies with 8.4.6 A2 (b)(iii).</p> <p>Complies with 8.4.6 A2 (b)(iii).</p> <p>Complies with 8.4.6 A2 (b)(iii).</p> <p>Proposed development is for a single dwelling.</p> <p>Proposed development is for a single dwelling.</p> <p>Complies with 8.4.6 A2 (b)(iii).</p> <p>Complies with 8.4.6 A2 (b)(iii).</p> <p>Proposed windows 14 and 15 will have louvre windows although these will not be fixed.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Choose an item.</p> <p>Not Applicable</p> <p>Not Applicable</p> <p><b>Does not Comply</b></p>
A3	<p>A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a</p>	<p>Proposed development is for a single dwelling.</p>	

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<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	<p>window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of not less than:</p> <p>(a) 2.5m; or</p> <p>(b) 1m if:</p> <p>i. it is separated by a screen of not less than 1.7m in height; or</p> <p>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.</p>		<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
<b>8.4.7 Frontage fences for all dwellings</b>			
A1	No Acceptable Solution.	No references to fencing are made by the applicant.	Not Applicable
<b>8.4.8 Waste storage for multiple dwellings</b>			
A1	<p>A multiple dwelling must have a storage area, for waste and recycling bins, that is not less than 1.5m<sup>2</sup> per dwelling and is within one of the following locations:</p> <p>(a) an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</p> <p>(b) a common storage area with an impervious surface that:</p> <p>i. has a setback of not less than 4.5m from a frontage;</p> <p>ii. is not less than 5.5m from any dwelling; and</p> <p>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.</p>	Proposed development is for extensions to a single dwelling.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

**3.3 Code Assessment**

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

1. Parking and Sustainable Transport Code

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## 2. Attenuation Code

The following sections provide an assessment of the applicable standards of the code.

**3.3.1 Parking and Sustainable Transport Code**

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.5.1 Car parking numbers</b>			
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.	Two (2) parking spaces are proposed, meeting requirements in Table C2.1.	Complies
<b>C2.5.2 Bicycle parking numbers</b>			
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 single dwellings.	Not Applicable Not Applicable
<b>C2.5.3 Motorcycle parking numbers</b>			
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 single dwellings.	Not Applicable Not Applicable
<b>C2.5.4 Loading bays</b>			
A1	A loading bay must be provided for uses with a floor area of more than 1000m <sup>2</sup> in a single occupancy.	No requirement for single dwellings.	Not Applicable

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.6.1 Construction of parking areas</b>			
A1	All parking, access ways, manoeuvring and circulation spaces must: (a) be constructed with a durable all weather pavement;	Design response states the proposed pavement will comply.	Complies

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	(b) be drained to the public stormwater system, or contain stormwater on the site; and	Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and parking area to be constructed to an adequate standard.  A stormwater system is available and a grated trench is proposed to manage stormwater on the site.	Complies
	(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 spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.	Design response states the proposed pavement will comply. Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and parking area to be constructed to an adequate standard.	Complies
C2.6.2 Design and layout of parking numbers			
A1	<p>Parking, access ways, manoeuvring and circulation spaces must either:</p> <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p> <p>(iii) have an access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p> <p>(v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3</p>	<p>Driveway gradients have been provided, and the exact nature of the driveway are to be decided. Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and parking area to be constructed to an adequate standard.</p> <p>Two parking spaces are provided.</p> <p>Proposed development indicates access will be widened. Notwithstanding this, a condition has been recommended requiring the proposed vehicle access and parking area to be constructed to an adequate standard.</p> <p>Proposed parking spaces will have dimensions greater than the requirements in Table C2.3.</p> <p>Two parking spaces are provided.</p>	<p>Complies</p> <p>Complies</p> <p>Complies</p> <p>Complies</p> <p>Not Applicable</p>

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	<p>where there are 3 or more car parking spaces;</p> <p>(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and</p> <p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p> <p>(b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6</i>.</p>	<p>Proposed vertical clearance will be 2.1m or greater.</p> <p>Proposed development is for a single dwelling.</p> <p>The application relies upon subclause A1(a) for compliance with the standard.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Not Applicable</p>
A1.2	<p>Parking spaces provided for use by persons with a disability must satisfy the following:</p> <p>(a) be located as close as practicable to the main entry point to the building;</p> <p>(b) be incorporated into the overall car park design; and</p> <p>(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>.</p>	<p>Accessible parking spaces are not required for a single dwelling.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
C2.6.3 Number of accesses for vehicles			
A1	<p>The number of accesses provided for each frontage must:</p> <p>(a) be no more than 1; or</p> <p>(b) no more than the existing number of accesses,</p> <p>whichever is the greater.</p>	<p>One (1) frontage, with one (1) existing access.</p>	<p>Complies</p> <p>Complies</p>
A2	<p>Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.</p>	<p>The site is not assigned to the Central Business Zone.</p>	<p>Not Applicable</p>
C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone			
A1	<p>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</p>	<p>The site is not assigned to the General Business or Central Business zones.</p>	<p>Not Applicable</p>

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
	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>		
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.	Two (2) parking spaces will be provided.	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
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

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C2.0 Parking and Sustainable Transport Code			
C2.6 Development Standards			
Clause	Acceptable Solution	Assessment	Compliance
C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone			
A1.1	<p>Bicycle parking for uses that require 5 or more bicycle spaces in Table C2.1 must:</p> <p>(a) be accessible from a road, cycle path, bicycle lane, shared path or access way;</p> <p>(b) be located within 50m from an entrance;</p> <p>(c) be visible from the main entrance or otherwise signed; and</p> <p>(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>.</p>	The site is not assigned to the General Business or Central Business zones.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
A2	<p>Bicycle parking spaces must:</p> <p>(a) have dimensions not less than:</p> <p>(i) 1.7m in length;</p> <p>(ii) 1.2m in height; and</p> <p>(iii) 0.7m in width at the handlebars;</p> <p>(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</p> <p>(c) include a rail or hoop to lock a bicycle that satisfies <i>Australian Standard AS 2890.3-2015 Parking facilities - Part 3: Bicycle parking</i>.</p>	The site is not assigned to the General Business or Central Business zones.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
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	The site is in a General Residential Zone.	Not Applicable

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<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	located behind the building line of buildings, excluding if a parking area is already provided in front of the building line.		
A2	<p>Within the Central Business Zone, on-site parking at ground level adjacent to a frontage must:</p> <p>(a) have no new vehicle accesses, unless an existing access is removed;</p> <p>(b) retain an active street frontage; and</p> <p>(c) not result in parked cars being visible from public places in the adjacent roads.</p>	The Central Business zone is not used in the Scheme.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

**3.3.2 Attenuation Code**

<b>C9.0 Attenuation Code</b>			
<b>C9.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C9.5.2 Sensitive use within an attenuation area</b>			
A1	No Acceptable Solution.	Proposed development does not meet the exemption 9.4.1(b).	<b>Does not Comply</b>

**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.<sup>2</sup>

**3.4.1 8.4.6 Privacy for all dwellings**

<b>8.4 Development Standards for Dwellings</b>	
<b>8.4.6 Privacy for all dwellings</b>	
Objective:	To provide a reasonable opportunity for privacy for dwellings.
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
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,	

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

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<p>must be screened, or otherwise designed, to minimise overlooking of:</p> <p>(a) a dwelling on an adjoining property or its private open space; or</p>	<p>Trees currently provide screening between the proposed deck and 70 Walter Street. Notwithstanding this, a condition has been recommended requiring screening of either trees or screening on the deck within 4m of the rear (northern) boundary of the site to ensure privacy for the neighbouring dwellings (refer to Image 2 below). It is noted that the area of the proposed deck that will be located within 4m of the rear (northern) boundary of the site will predominately comprise the stairs and transition area from the stairs with the more frequently used parts of the deck (including the area adjacent to the sliding door from the living room and adjacent alfresco area) will be setback greater than 4m (refer to image below illustrating the spatial extent of the non-compliant deck in yellow).</p>
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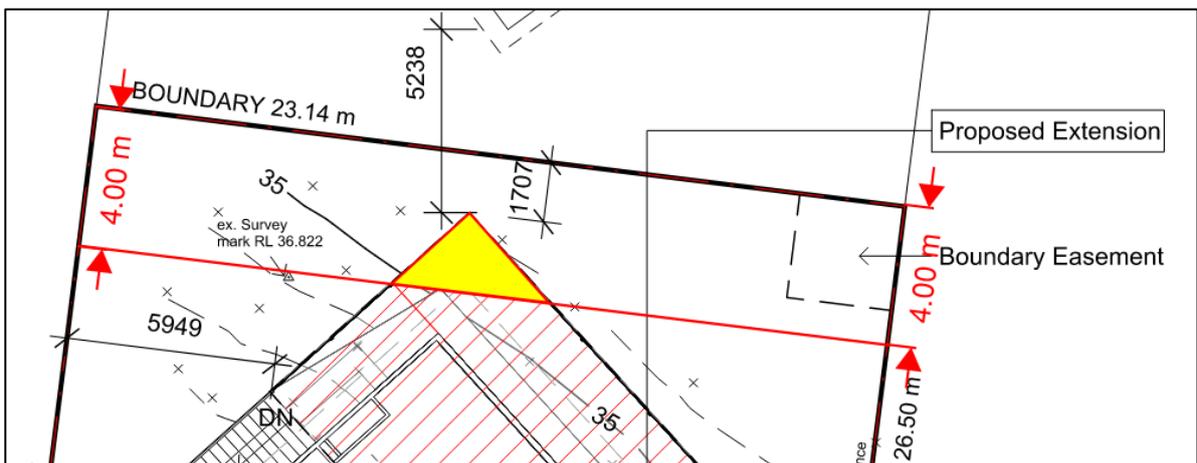
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**Image 1 - existing row of trees along a portion of the northern (rear) boundary of the site to be retained (by way of condition) for the purposes of maintaining privacy between the two properties.**



**Image 2 - section of deck that is non-compliant (yellow) with respect to the 4m setback required by the acceptable solution.**



(b) another dwelling on the same site or its private open space.

The proposed development is for a single dwelling.

### 3.4.2 8.4.6 Privacy for all dwellings

<b>8.0 General Residential Zone</b>	
<b>8.4.6 Privacy for all dwellings</b>	
Objective:	To provide a reasonable opportunity for privacy for all dwellings.
<b>Performance Criteria P2</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
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 be screened, or otherwise located or designed, to minimise direct views to:	Proposed windows 14 and 15 (located at the western end of the deck which will provide openings to an alfresco area) will be louvered although they will not be fixed. The louvre windows have been designed to minimise direct views:

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<b>8.0 General Residential Zone</b>	
<b>8.4.6 Privacy for all dwellings</b>	
(a) a window or glazed door, to a habitable room of another dwelling; and	to the windows of the adjoining dwelling to the east by way of incorporating louvres which can be adjusted to control privacy levels along with angling the windows away from direct orientation into the adjoining dwelling.
(b) the private open space of another dwelling.	to the private open space of the adjoining dwelling to the east by being located away from the primary area of open space of this dwelling (which is to the north of the dwelling behind the building relative to proposed windows 14 and 15) and incorporating louvres which can be adjusted to control privacy levels.

**3.4.3 C9.5.2 Attenuation Code**

<b>C9.0 Attenuation Code</b>	
<b>C9.5.2 Sensitive use within an attenuation area</b>	
Objective:	That sensitive use located within an attenuation area does not interfere with or constrain the operation of an existing activity listed in Tables C9.1 or C9.2.
<b>Performance Criteria P1</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
Sensitive use within an attenuation area, must not interfere with or constrain an existing activity listed in Tables C9.1 or C9.2, having regard to:	The attenuation area applies to the Bridport sewerage treatment plant. The attenuation area extends 700m from the treatment plant.
(a) the nature of the activity with potential to cause emissions including:	
i. operational characteristics of the activity	The sewerage plant treats wastewater in anaerobic lagoons.
ii. scale and intensity of the activity; and	The plant treats <1375kL/day or <5000pe sewerage.
iii. degree of hazard or pollution that may be emitted from the activity;	The degree of hazard is deemed acceptable as there is established residential use within the attenuation area.
(b) the nature of the sensitive use;	The residential use of the site is consistent with neighbouring sites.
(c) the extent of encroachment by the sensitive use into the attenuation area;	The proposed development does not encroach into the attenuation area. Rather, it is in line with existing sensitive use in the attenuation area.
(d) measures in the design, layout and construction of the development for the sensitive use to eliminate, mitigate or manage effects of emissions of the activity;	No relevant design measures are specified. It should be noted that the majority of the deck and all food preparation areas are on the side of the dwelling furthest from the sewerage treatment plant.
(e) any advice from the Director, Environment Protection Authority; and	No advice was requested.
(f) any advice from the Director of Mines.	The attenuation area does not relate to a mine site.

**PLANNING APPLICATION ASSESSMENT REPORT***Land Use Planning and Approvals Act 1993***3.4.4 Internal Referrals**

<b>Infrastructure:</b>	<b>Referral Required</b>	No
	<b>Comments</b>	NA
	<b>Conditions</b>	None
	<b>Notes</b>	NA
	<b>Planning Comments</b>	Nil
<b>Environmental Health</b>	<b>Referral Required</b>	No
	<b>Comments</b>	NA
	<b>Conditions</b>	None
	<b>Notes</b>	NA
	<b>Planning Comments</b>	Nil

## 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 **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:

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

- 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*

**4 Review**

<b>Report Controller</b>	<b>Author</b>	<b>Date</b>	<b>Authorisation</b>
<b>Prepared By:</b>	Kamala Roberts	11/07/2025	

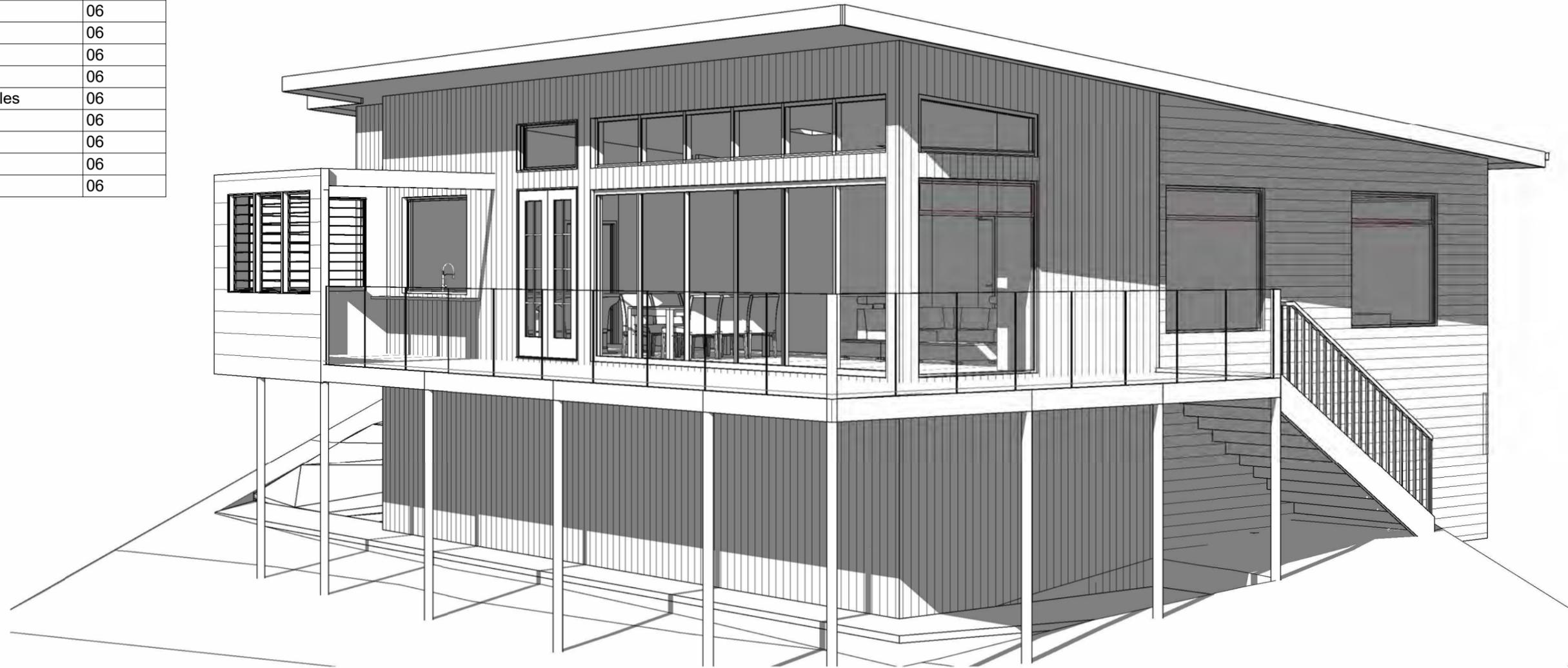
# PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

<b>Reviewed By:</b>	George Walker	14/07/2025	
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**DRAWING LIST**

NUMBER	NAME	REVISION
A3-000	Cover Page	06
A3-001a	Perspectives	06
A3-001b	Perspectives	06
A3-003	Land Survey Plan	06
A3-004	Site Plan	06
A3-007	Demolition Plan	06
A3-008	Floor plan	06
A3-009	Lower Floor Plan	06
A3-010	Door and Window Schedules	06
A3-011	Elevations	06
A3-012	Elevations	06
A3-013	Roof Plan	06
A3-020	Building Envelope details	06



**Proposed Extension & Renovation. 24 William Street, Bridport**

**Area Schedule**

Name	Area	Sq
Existing Floor / Reno area	80 m <sup>2</sup>	8.63
Proposed Extension area	77 m <sup>2</sup>	8.30
Proposed Deck area	49 m <sup>2</sup>	5.31
Proposed Porch area	2 m <sup>2</sup>	0.26
Lower floor area	55 m <sup>2</sup>	5.87
Total area	264 m <sup>2</sup>	28.37

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**SITE INFORMATION**

title reference	181564/2	site area	613m2
council	Dorset Council	zone	General Residential
soil classification	Class S	wind classification	N2
climate zone	7	alpine area	n/a
bal level	tbc	corrosive environment	Yes
other hazards	Bushfire-prone areas		

project name

**Proposed Extension & Renovation**

project address

**24 William Street, Bridport**

client

**P. Beechey & G. Burke**

project stage

**Planning Approval**

project number

**2024.013**

issue date

**30 April 2025**

designer

**Stephen Wallen**

accreditation

**290407766**

contact

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revision

**06**

drawing number

**A3-000**



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06	Planning Approval	30/04/25

project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Perspectives**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**123456789**

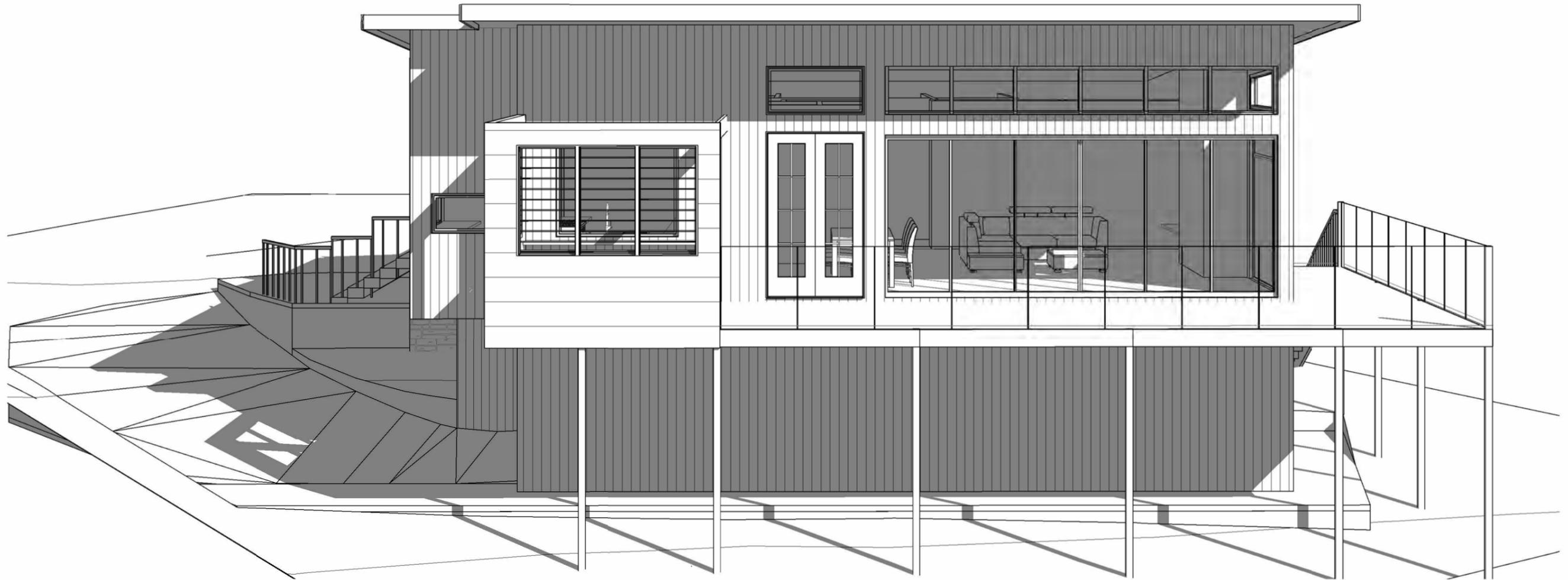
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stage  
**Planning Approval**

revision  
**06**

scale

drawing number  
**A3-001a**



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project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Perspectives**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Author**

accreditation  
**Checker**

contact  
**hello@measureddesign.com.au**

stage  
**Planning Approval**

revision  
**06**

scale

drawing number  
**A3-001b**

notes:

1. This note forms an integral part of the survey data and should be read in conjunction with any use or presentation of the data.
2. Survey undertaken 25/10/2024.
3. The purpose of the survey is for residential dwelling design and should not be used for any other purpose.
4. Location: 24 William Street, Bridport.
5. Title reference: CT. 181564/2.
6. Underground assets not located.
7. Radian Surveying accepts no responsibility for any loss or damage caused by interference with, or conflicting design over, underground services, whether shown in this data, or not.
8. Coordinate datum plane based on MGA2020 coords at SPM 9840.
9. Level datum AHD83 per connection to SPM 9840 (RL 35.604).
10. Contour interval 0.25m, index interval 1.00m.
11. Boundaries & any easements compiled only from SP.181564.
12. Boundaries are indicative only and are subject to remark survey where proposed works are close to, or along boundaries.
13. Adjoining house levels to ridge lines, gutter heights or top of window openings where shown.



## Existing Survey Plan

SCALE: 1 : 200



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06	Planning Approval	30/04/25

project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Land Survey Plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**123456789**

contact  
**hello@measureddesign.com.au**

stage  
**Planning Approval**

revision  
**06**

scale  
**1 : 200**

drawing number  
**A3-003**

**Important Notes:**

- These plans and drawings have been prepared by Measured Design and all dimensions are in millimeters, frame to frame only unless noted otherwise. If the construction design vary from the drawing set and other associated documents, builder (or owner builder) and contractors are to contact and notify the designer.
- Dimension do not allow for wall linings unless noted otherwise.
- Do not scale of drawings and written dimension to take preference
- Check and verify on-site all dimensions and levels prior to commencement of any work.
- When carrying out Building works to be in accordance to the NCC 2022 and housing provisions 2022, AS codes and local Council authority.
- It is the builder's (or owner builder) or contractors responsibility to have Planning Permit, stamped Building/Plumbing approval drawings and permits prior to commencement of works and kept on-site.
- When carrying out Building works, it is the builder's (or owner builder) or contractors responsibility to comply with all planning conditions.
- Floor areas to be confirm prior to commencement of work.
- Windows and Glazing to comply with A.S.1288 & A.S.2047
- Builder and Plumber to make adequate fall to site connection points in accordance with A.S.3500 for stormwater and sewer before construction commences.
- Plumbing works to be strictly in accordance with A.S.3500, NCC 2022 & approved by council plumbing inspector.
- Setout of buildings works to be carried out by a registered land surveyor and to be checked prior to construction.
- These Plans and drawing are to be read in conjunction with the engineer's structural drawings
- Note: If in a bushfire prone area, construction to be compliant with the nominated bushfire attack level (BAL) under A.S.3959 and must refer to the bushfire assessment report.



**Site Plan**

SCALE: 1 : 200

**Notes:**

- The details shown / recorded,
- May only be correct at the date of survey.
- Is not a complete representation of all surface and underground detail.
- Should only be used for the purposes intended.
- the locations of underground services are approximate only as indicated by surface features.
- prior to any construction refer to relevant authorities for detailed location of all services.



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project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Site Plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**123456789**

contact  
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stage  
**Planning Approval**

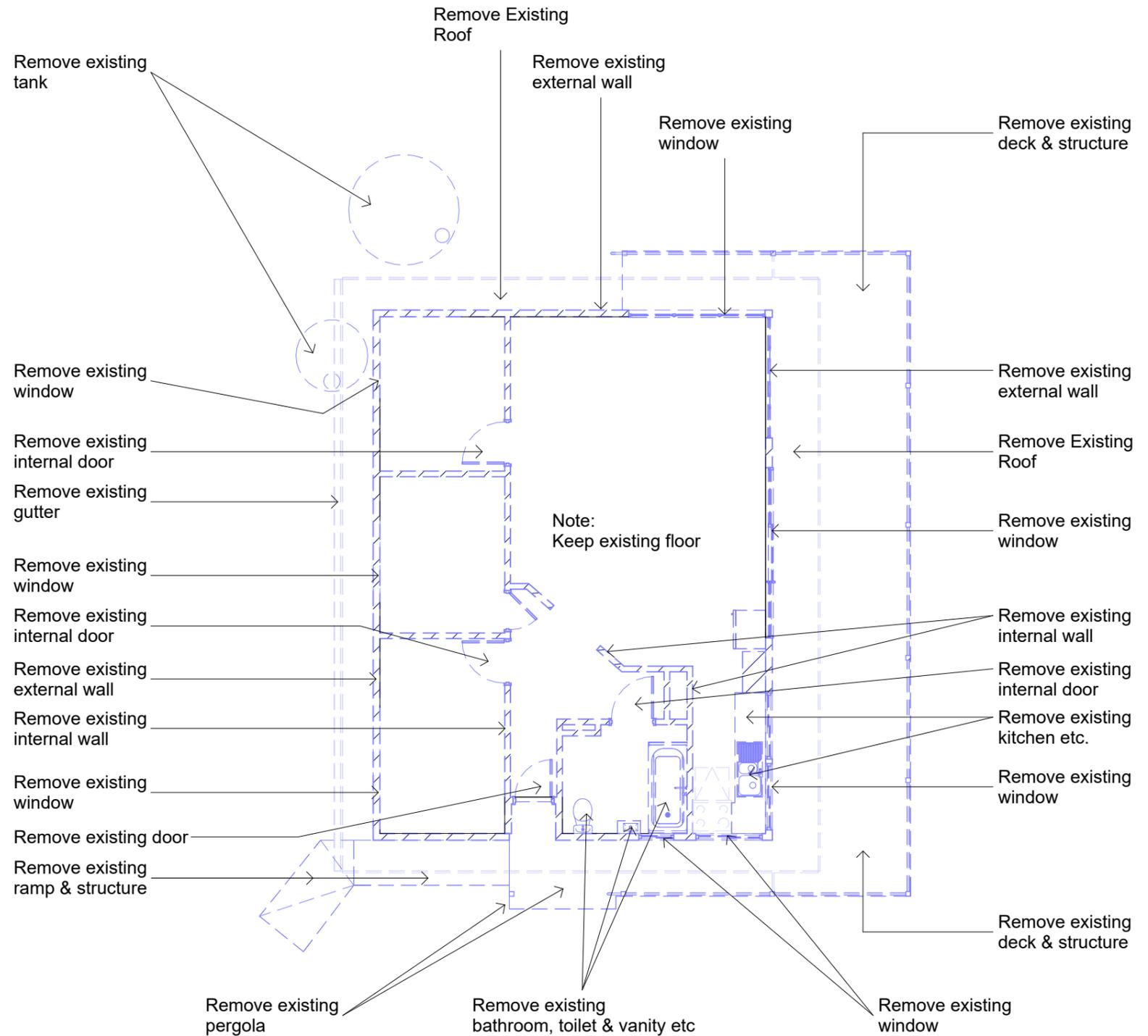
revision  
**06**

scale  
**1 : 200**

drawing number  
**A3-004**

**Demolition note:**

- All demolition works to be undertaken in accordance with A.S.2601 - Demolition of structures
- Demolition plan to be read in conjunction with existing associated plans.
- Demolition works to be completed in association with Structural Engineer drawings.
- Prior to Demolition, Builder or Contractor to locate existing services, main board, underground power, water, sewer and stormwater that services the existing dwelling
- All disconnected services to be capped off and terminated below the finished surface are not be re-used or relocated.
- Builder or contractor to have site inspected or tested for asbestos prior to any works and dispose in accordance with the safe work Australia guidelines.
- If required, where services to the existing dwelling are to remain in working order, the owner is to be notified.



Note: Keep lower subfloor & structure - (to be assessed and confirm on-site)

# Demolition Plan

SCALE: 1 : 100



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project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Demolition Plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Author**

accreditation  
**Checker**

contact  
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stage  
**Planning Approval**

revision  
**06**

scale  
**1 : 100**

drawing number  
**A3-007**



# LEGEND

-  240v Smoke alam
-  Exhaust Fan, to Vent outside air
-  Sound Insulation
-  Floor Waste
-  Cavity Sliding Door
-  Sliding Door
-  Hot Water Cylinder
-  Glass Screen
-  Grated Trench
-  Range hood - Vent to outside air
-  Bulkhead
-  Square stop
-  Hand rail
-  Towel rail
-  Retaining wall
-  S.K. Skylight - refer to Window Schedule p.??  
or Velux Skylight, c/w plaster lined shaft

### Stairway

To comply with ABCB Housing Provisions Part 11.2

- 180 riser
- 260 going
- Non slip as per Part 11.2.4

### Area Schedule

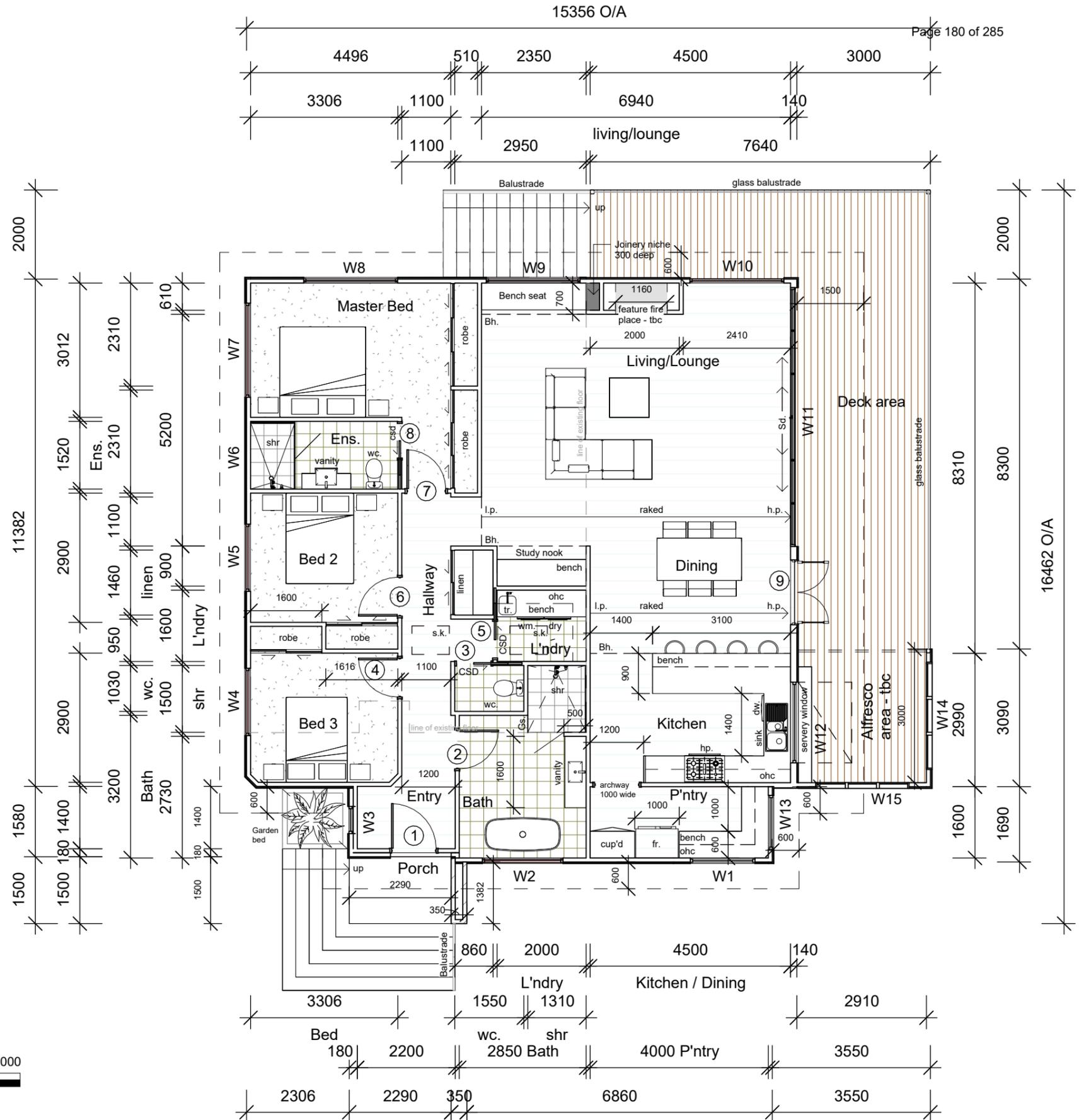
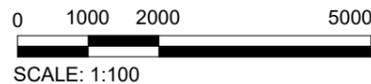
Name	Area	Sq
Existing Floor / Reno area	80 m <sup>2</sup>	8.63
Proposed Extension area	77 m <sup>2</sup>	8.30
Proposed Deck area	49 m <sup>2</sup>	5.31
Proposed Porch area	2 m <sup>2</sup>	0.26
Lower floor area	55 m <sup>2</sup>	5.87
Total area	264 m <sup>2</sup>	28.37

### Note:

Floor areas to external face of building and garage space only. Outdoor spaces, Porch, Alfresco & Deck areas are calculated separately.

## Floor Plan

SCALE: 1 : 100



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project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Floor plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**123456789**

contact  
**hello@measureddesign.com.au**

stage  
**Planning Approval**

revision  
**06**

scale  
**1 : 100**

drawing number  
**A3-008**



# LEGEND

-  240v Smoke alarm
-  Exhaust Fan, to Vent outside air
-  Sound Insulation
-  Floor Waste
-  Cavity Sliding Door
-  Sliding Door
-  Hot Water Cylinder
-  Glass Screen
-  Grated Trench
-  Range hood - Vent to outside air
-  Bulkhead
-  Square stop
-  Hand rail
-  Towel rail
-  Retaining wall
-  Skylight - refer to Window Schedule p.??  
or Velux Skylight, c/w plaster lined shaft

- Stairway**  
To comply with ABCB Housing Provisions Part 11.2
- 180 riser
  - 260 going
  - Non slip as per Part 11.2.4

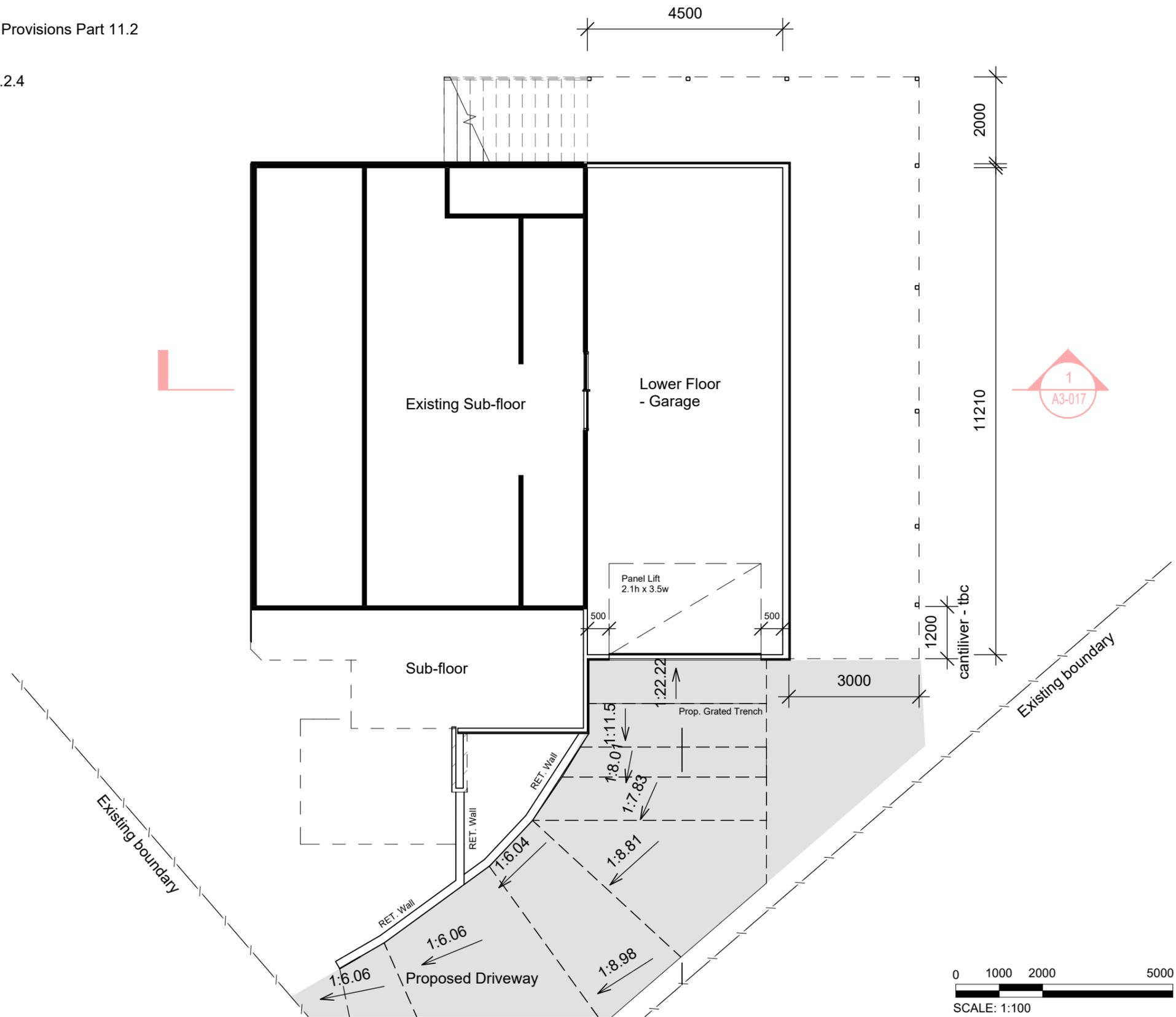
**Fireplaces, Chimneys & Flues - incl hearth**  
installation of heating appliance to comply with NCC 2022 H7D5, installed in accordance with AS/NZS 2918 or Part 12.4 of the ABCB Housing Provisions.

Area Schedule		
Name	Area	Sq
Existing Floor / Reno area	80 m <sup>2</sup>	8.63
Proposed Extension area	77 m <sup>2</sup>	8.30
Proposed Deck area	49 m <sup>2</sup>	5.31
Proposed Porch area	2 m <sup>2</sup>	0.26
Lower floor area	55 m <sup>2</sup>	5.87
<b>Total area</b>	<b>264 m<sup>2</sup></b>	<b>28.37</b>

**Note:**  
Floor areas to external face of building and garage space only. Outdoor spaces, Porch, Alfresco & Deck areas are calculated separately.

## Lower Floor Plan

SCALE: 1 : 100



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06	Planning Approval	30/04/25

project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Lower Floor Plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**290407766**

contact  
**hello@measureddesign.com.au**

stage  
**Planning Approval**

revision  
**06**

scale  
**1 : 100**

drawing number  
**A3-009**



DOOR SCHEDULE			
MARK	WIDTH	TYPE	REMARKS
1	1000	External Front Entry Door	
2	870	Internal Single Swing Door	
3	770	Internal Cavity Door	
4	870	Internal Single Swing Door	
5	820	Internal Cavity Door	
6	870	Internal Single Swing Door	
7	870	Internal Single Swing Door	
8	770	Internal Cavity Door	
9	1440	External French Door	

**Door Notes**

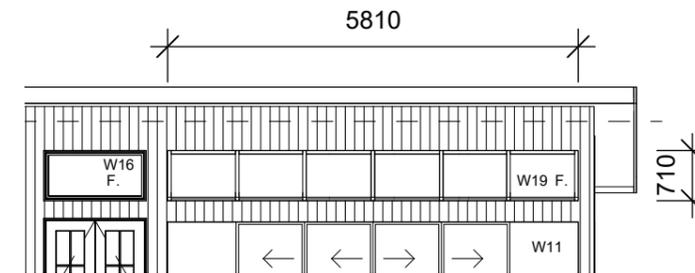
All door measurements to be check and confirm on-site prior to ordering.

All Robe doors to be as per Builders or contractors inclusion list.

Entry Door as per Builders or contractors inclusion list. To BAL-?? compliant

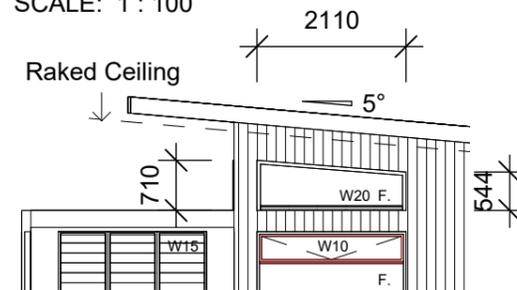
Garage door to have remote control panel lift door as per noted on the plan.

WINDOW SCHEDULE				
MARK	HEIGHT	WIDTH	TYPE	REMARKS
W1	600	1450	Fixed Window	
W2	1650	1810	Awning Window	Opaque
W3	2400	610	Fixed Window	
W4	1800	1510	Awning Window	
W5	1800	1510	Awning Window	
W6	450	1210	Awning Window	Opaque
W7	1950	2110	Awning Window	
W8	1950	2110	Awning Window	
W9	1950	2110	Awning Window	
W10	2400	2110	Awning Window	
W11	2400	5810	Fixed Window	
W12	1500	1810	Fixed Window	
W13	600	1210	Awning Window	
W14	1464	2410	Louver Window	
W15	1464	2100	Louver Window	
W16	710	1450	Fixed Window	
W17	775	572	Fxied Skylight	
W18	775	572	Fixed Skylight	



**Custom Window - W19**

REFER: A3-013  
SCALE: 1 : 100



**Custom Window - W20**

REFER: A3-013  
SCALE: 1 : 100

**Window Notes**

All window measurements to be check and confirm on-site prior to ordering. Windows are aluminium double glaze complete with fly screens. To BAL-?? compliant.



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project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title			
<b>Door and Window Schedules</b>			
project number	<b>2024.013</b>	stage	<b>Planning Approval</b>
issue date	<b>30 April 2025</b>	revision	<b>06</b>
designer	<b>Stephen Wallen</b>	scale	<b>1 : 100</b>
accreditation	<b>290407766</b>	drawing number	<b>A3-010</b>
contact	<b>hello@measureddesign.com.au</b>		

**Roof Framing**  
 Roof Trusses - to manufactures spec  
 @ 900 crs max  
 Bracing by others

**Windows**  
 To be in accordance with ABCB housing provisions Part 8.2, AS 1288 and AS 2047. Aluminium powder coated window. All flashings and fixings to manufactures specifications.



**Northeastern Elevation**

REFER: A3-013  
 SCALE: 1 : 100

**Wall Cladding**  
 Scyon Axon 133 Vertical (On Battens)  
 Install and coat to manufacturers specifications. To BAL-??? compliant

**Roof Cladding**  
 Colorbond Custom Orb  
 To client specification.  
 Installed as per manufactures spec.

**Roof Framing**  
 Rafters - to Engineered spec.  
 @ 900 crs max  
 Bracing by others

**Wall Cladding**  
 Scyon Axon 133 Vertical (On Battens)  
 Install and coat to manufacturers specifications. To BAL-??? compliant

**Fascia and Gutter**  
 Colorbond metal Fascia & Guttering. Install as per manufactures specifications.



**Northwestern Elevation**

REFER: A3-013  
 SCALE: 1 : 100

**Wall Cladding**  
 Scyon Linea Weatherboards (On Battens)  
 Install and coat to manufacturers specifications. To BAL-?? compliant



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Rev.	Description	Date
01	Conceptual Design	28/11/24
02	Conceptual Design	17/01/25
03	Design Development	26/02/25
04	Design Development	19/03/25
	Design Develop - OPTION	20/03/25
05	Planning Approval	10/04/25
06	Planning Approval	30/04/25

project name  
**Proposed Extension & Renovation**

project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title		Elevations	
project number	2024.013	stage	Planning Approval
issue date	30 April 2025	revision	06
designer	Stephen Wallen	scale	1 : 100
accreditation	290407766	drawing number	A3-011
contact	hello@measureddesign.com.au		



**Roof Notes:**

Installation of Gutters

Eaves gutters must be installed with a fall of not less than 1:500. Supported by brackets, fixed at stop ends, corners and not more than 1.2m centres. To be fitted with overflow measures to be in accordance with ABCB Housing Provisions Part 7.4.4

Valley Gutters must

- be installed on a roof with a pitch more than 12.5° degrees
- have dimensions in accordance with 7.4.4c
- have a side angle of not less than 12.5 degrees.

Downpipes - Indicated on this plan are nominal only. Number of Down Pipes (D.P.) and exact location req. are to be in accordance with ABCB Housing Provisions Part 7.4.5

- Not serve more than 12m of gutter length;
- be located as close as possible to valley gutters.

Overflow measures for Gutters

- Slotted Gutter;
- a min. slot opening area of 1200 mm<sup>2</sup> per metre of gutter.
  - the lower edge of the slots installed a min. of 25mm below the top of fascia
- Controlled back gap Gutter;
- a permanent min. 10mm spacer installed between gutter backand fascia
  - one spacer per bracket with not more than 50mm wide
  - back of gutter installed a min. 10mm below top of fascia
- To be in accordance with ABCB Housing Provisions Part 7.4.6

Important Note: To avoid moisture build up and condensation, provide roof space ventilation;

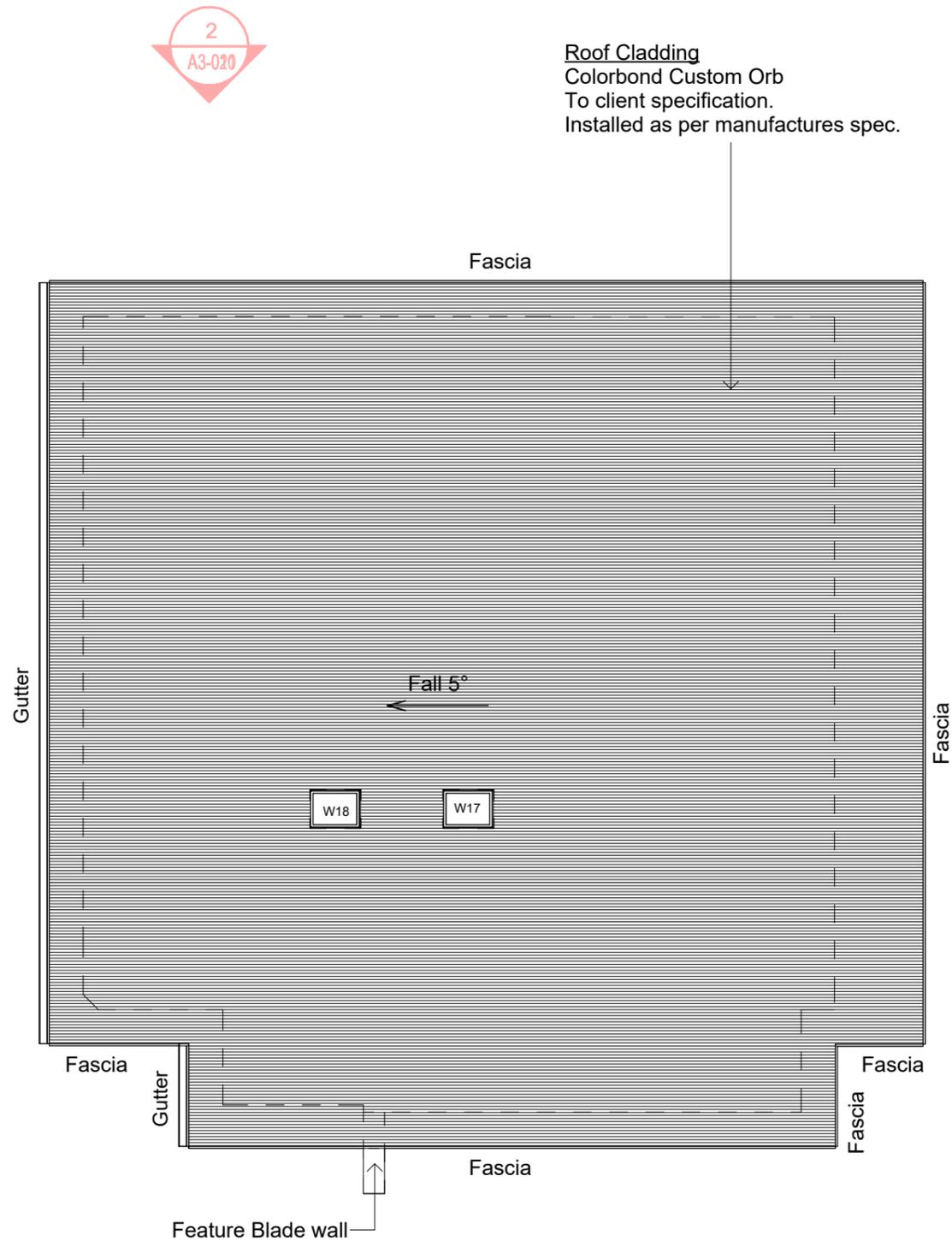
- Eave Vents
- Roof Ventilator (Wind Driven or Powered)

Please refer to: CONDENSATION IN BUILDINGS (CBOS)  
- Tasmanian Designers' Guide. Version 2

**Roof Plan**

SCALE: 1 : 100

Roof Cladding  
Colorbond Custom Orb  
To client specification.  
Installed as per manufactures spec.



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drawing title  
**Roof Plan**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
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**06**

scale  
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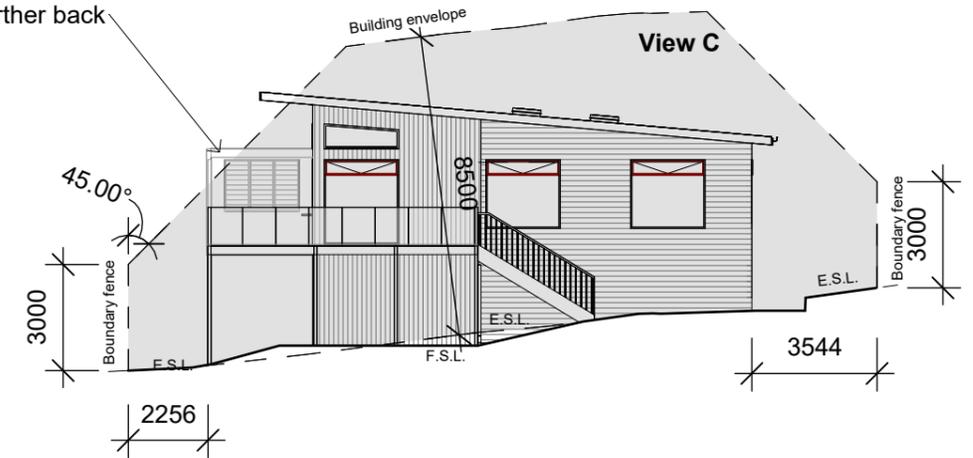
drawing number  
**A3-013**



### Building Envelope - View details

SCALE: 1 : 200

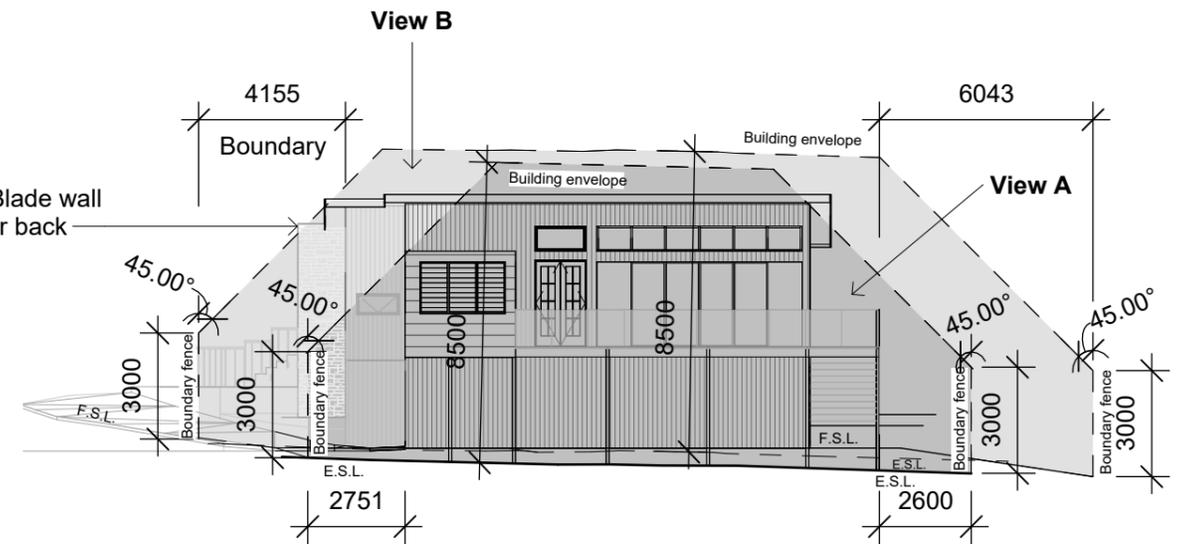
Note:  
Alfresco wall - further back



### Building Envelope - NW Elev.

SCALE: 1 : 200

Note:  
Feature Blade wall set further back



### Building Envelope - NE Elev.

SCALE: 1 : 200



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project name  
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project address  
**24 William Street, Bridport**

client  
**P. Beechey & G. Burke**

drawing title  
**Building Envelope details**

project number  
**2024.013**

issue date  
**30 April 2025**

designer  
**Stephen Wallen**

accreditation  
**290407766**

contact  
**hello@measureddesign.com.au**

stage  
**Planning Approval**

revision  
**06**

scale  
**1 : 200**

drawing number  
**A3-020**

**PLANNING APPLICATION ASSESSMENT OVERVIEW**

PLA NUMBER:	<b>PLA/2025/48</b>
DESCRIPTION:	<b>Construction of a Single Dwelling</b>
PROPERTY ADDRESS:	5 Elvie Court, Bridport
APPLICANT:	Mr M Hartley
TITLE NO:	166283/5
PROPERTY ID:	3251462
PLANNING INSTRUMENT:	<i>Tasmanian Planning Scheme - Dorset</i>
ZONE:	General Residential
APPLICABLE CODE(S):	Parking and Sustainable Transport Road and Railway Assets
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 a single dwelling on land located at 5 Elvie Court, Bridport (**‘the site’**<sup>1</sup> - refer to Figure 1).

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



<sup>1</sup> 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***1.1 Site Description**

<b>Address:</b>	5 Elvie Court, Bridport		
<b>Title No:</b>	166283/5		
<b>Dimensions:</b>	<b>Area</b>	<b>Average Width</b>	<b>Average Depth</b>
	658.1m <sup>2</sup>	~19.5m	~32m
<b>Slope:</b>	<b>Grade</b>	<b>Elevation</b>	<b>Direction</b>
	~9.8%	Upslope	south-west
<b>Existing Use or Development:</b>	Vacant lot with an assortment of containers fences and vehicle trailers.		
<b>Vegetation:</b>	Predominately maintained lawn.		
<b>Services:</b>	<b>Water</b>	<b>Sewer</b>	<b>Stormwater</b>
	Serviced Area	Serviced Area	Serviced Area
	<b>Connection</b>	<b>Connection</b>	<b>Connection</b>
	Existing	Existing	Existing
<b>Vehicle Access:</b>	<b>Road</b>	<b>Access Type</b>	<b>Vehicle Crossing</b>
	Elvie Court	Direct Frontage	Existing
<b>Surrounding Use and Development</b>	<b>North</b>	Elvie Court	
	<b>South</b>	Two lots that each contain single dwellings accessed off Mary Street.	
	<b>East</b>	One lot containing a single dwelling.	
	<b>West</b>	One lo containing a single dwelling.	

**1.2 Description of Proposal**

The application is seeking planning approval for the construction of a single dwelling on the site (refer to Figure 2).

The proposed single dwelling will comprise two storeys.

The ground floor will comprise two (2) internal garages, games room, laundry, toilet and underfloor storage. An entry foyer and hall will connect the front door to a stairwell which will provide internal access to the first floor (refer to Figure 3).

The first floor will comprise three (3) bedrooms (with Bed 1 containing an ensuite and walk in-robe), toilet and bathroom, lounge room and an open plan kitchen and family (dining and entertainment) room. A roofed deck will wrap around the north-eastern corner of the first floor and will be accessible from the family by a side sliding door. An external stair case will connect the ground floor to the first floor deck (refer to Figure 4).

A new concrete driveway is proposed to connect the Elvie Court vehicle crossing to the two garages. The balance area of the site will comprise private open space in the form of lawn and (likely future) landscaping.

The proposed dwelling will have an overall height of approximately 7.6m measured at the northern end adjacent to the internal driveway.

# PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

**Figure 2 - aerial image of the site with an excerpt of the Site Plan overlaid illustrating the location of the proposed single dwelling within the context of the site boundaries and adjoining properties.**



**Figure 3 - aerial image including an excerpt of the Lower Floor Plan overlaid illustrating the configuration of the floor plan within the context of the site.**



# PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

**Figure 4 - aerial image including an excerpt of the Upper Floor Plan overlaid illustrating the configuration of the floor plan within the context of the site.**



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

## 2 Consultation Process

### 2.1 Public Exhibition

<b>Development Control Status:</b>	Discretionary - s.57 LUPA Act	
<b>Public Exhibition Required:</b>	Yes	
<b>Public Exhibition Period:</b>	<b>Commenced</b>	<b>Concluded</b>
	11/06/2025	25/06/2025
<b>Representations Received:</b>	Yes	

### 2.2 Representation Assessment

During the public exhibition period one (1) representation was received. The representation was from the adjoining land owner to the west (6 Elvie Court) who objected to the proposed dwelling.

The following table provides identifies key issues that were raised within the representation along with a planning response.

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 following responses have been provided to the key issues raised within the representations, noting that the sole discretion which has been enlivened relates to the location of window W21 to Bed 3 relative to the western (side) boundary of the site.

Key Issue	Town Planning Response
1. The position of dwelling will severely reduce and impact visual outlook and views to the north-east toward the bay, water, beach and rural landscape further afield.	<p>Positioning of the dwelling within the site and consideration of subsequent visual impacts relating to the apparent scale, bulk or proportions of a dwelling are controlled by clause 8.4.2 A3 and P3 within the General Residential zone. Consideration of visual impacts within the context of the clause is only enlivened where the proposed dwelling does not satisfy the acceptable solution and relies upon the corresponding performance criteria for compliance with the standard.</p> <p>In this instance, the proposed single dwelling has been assessed as satisfying the acceptable solution of clause 8.4.2 A3. In this regard, the proposed dwelling will:</p> <ul style="list-style-type: none"> <li>• have a setback greater than 4.5m from the Elvie Court frontage;</li> <li>• have wall heights and boundary setbacks that enable the proposed dwelling to fit within the building envelope prescribed by Figure 8.1 of the General Residential zone;</li> </ul>

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

Key Issue	Town Planning Response
	<ul style="list-style-type: none"> <li>• have a maximum building height less than 8.5m; and</li> <li>• have a boundary setback of greater than 1.5m from all side and rear boundaries.</li> </ul> <p>On this basis, the proposed dwelling satisfies the requirements of the Scheme with respect to the siting and scale of a dwelling on a lot within the General Residential zone and no weight can be given to visual impacts or the loss of views pursuant to clause 6.10.1 of the Scheme.</p>
<p>2. The location of the proposed dwelling will obstruct early morning sunlight entering the front deck and living area particularly in winter months.</p>	<p>Likewise with respect to the response to Key Issue 1 above, matters relating to obstruction of sunlight to a habitable room window or deck, or overshadowing of an adjoining residential lot is only enlivened where the proposed dwelling does not satisfy acceptable solution 8.4.2 A3 and relies upon the corresponding performance criteria (P3). In this instance, the proposed single dwelling has been assessed as satisfying the acceptable solution of clause 8.4.2 A3. On this basis, the proposed dwelling satisfies the requirements of the Scheme with respect to the siting and scale of a dwelling on a lot within the General Residential zone and no weight can be given to obstruction of sunlight and overshadowing of an adjoining residential lot pursuant to clause 6.10.1 of the Scheme.</p>
<p>3. The proposed dwelling would benefit from:</p>	
<p>a. repositioning the dwelling further south within the site;</p>	<p>The proposed dwelling satisfies the requirements of the Scheme with respect to the siting and scale of a dwelling on a lot within the General Residential zone and there is no ability to require changes to the position of the proposed dwelling.</p>
<p>b. lowering the roof profile and peak of the roof;</p>	<p>The proposed dwelling satisfies the requirements of the Scheme with respect to the siting and scale of a dwelling on a lot within the General Residential zone and there is no ability to require changes to roof profile of the proposed dwelling.</p>
<p>c. locating heat pumps and fans to the back of the dwelling.</p>	<p>Exemption clause 4.6.11 regulates the location and positioning of heat pumps and air conditioners. It exempts heat pumps and air conditioners for residential uses where they are attached or located to the side or rear of a building. The exemption includes separation distances where heat pumps or air conditioners are associated with non-residential uses, which is not the case in the instance of this application. Subsequently, there are not controls within the Scheme that regulate the positioning of residential heat pumps or air conditioners within the context of adjoining dwellings.</p>

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

### 2.3 Statutory Referrals

<b>TasNetworks:</b>	Referral pursuant to section 44L of the <i>Electricity Supply Industry Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	<b>Summary of Response</b>	
<b>TasWater:</b>	Referral pursuant to section 56O of the <i>Water and Sewerage Industry Act 2008</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	<b>SPAN Reference:</b>	Not Applicable
	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.	
	<b>Recommendation</b>	Choose an item.
<b>EPA:</b>	Referral pursuant to section 25(1)(b) of the <i>Environmental Management and Pollution Control Act 1994</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	
	<b>Recommendation</b>	Choose an item.
<b>Heritage Tasmania:</b>	Referral pursuant to section 36(1) of the <i>Historic Cultural Heritage Act 1995</i> .	
	<b>Referral Required</b>	No
	<b>Referral Date</b>	<b>Date Response Received</b>
	Click or tap to enter a date.	Click or tap to enter a date.
	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.	
	<b>Recommendation</b>	Choose an item.

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

<b>Applicable Zone:</b>	General Residential	
<b>Use Categorisation:</b>	<b>Use Class</b>	<b>Sub-Use</b>
	Residential	Single dwelling
<b>Use Status:</b>	No Permit Required	
<b>General Provisions:</b>	Not Applicable	
<b>Applicable Codes:</b>	Parking and Sustainable Transport	
	Road and Railway Assets	
<b>Specific Area Plan:</b>	Not Applicable	

**3.1 General Provisions**

There are no applicable General Provisions.

**3.2 Zone Assessment****3.2.1 8.0 General Residential Zone**

<b>8.0 General Residential Zone</b>			
<b>8.3 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>8.3.1 Discretionary uses</b>			
A1	Hours of operation of a use listed as Discretionary, excluding Emergency Services, must be within the hours of 8.00am to 6.00pm.	The application does not involve a Discretionary use.	Not Applicable
A2	External lighting for a use listed as Discretionary:	The application does not involve a Discretionary use.	Not Applicable
	(a) must not operate within the hours of 7.00pm to 7.00am, excluding any security lighting; and (b) security lighting must be baffled to ensure direct light does not extend into the adjoining property.		Not Applicable
A3	Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of: (a) 7.00am to 5.00pm Monday to Friday; (b) 9.00am to 12 noon Saturday; and (c) nil on Sunday and public holidays.	The application does not involve a Discretionary use.	Not Applicable Not Applicable Not Applicable

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

<b>8.0 General Residential Zone</b>			
<b>8.3 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
A4	No Acceptable Solution.	The application does not involve a Discretionary use.	Not Applicable
<b>8.3.2 Visitor Accommodation</b>			
A1	Visitor Accommodation must: <ul style="list-style-type: none"> <li>(a) accommodate guests in existing habitable buildings; and</li> <li>(b) have a gross floor area of not more than 200m<sup>2</sup> per lot.</li> </ul>	The application does not involve Visitor Accommodation use.	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.	The application does not involve Visitor Accommodation use.	Not Applicable

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>8.4.1 Residential density for multiple dwellings</b>			
A1	Multiple dwellings must have a site area per dwelling of not less than 325m <sup>2</sup> .	The application does not involve multiple dwellings.	Not Applicable
<b>8.4.2 Setbacks and building envelope for all dwellings</b>			
A1	Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is: <ul style="list-style-type: none"> <li>(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;</li> <li>(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;</li> <li>(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</li> </ul>	The proposed dwelling will have a minimum frontage setback of 6.65m.  The site only has one frontage.  The application relies upon subclause A1(a) for compliance with the standard.	Complies  Not Applicable  Not Applicable

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

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	<p>equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(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.</p>	The application does not involve a non-residential use at ground floor.	Not Applicable
A2	<p>A garage or carport for a dwelling must have a setback from a primary frontage of not less than:</p> <p>(a) 5.5m, or alternatively 1m behind the building line;</p> <p>(b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.</p>	<p>The closest garage will be setback approximately 12.6m from the frontage.</p> <p>The application relies upon subclause A2(a) for compliance with the standard.</p> <p>The application relies upon subclause A2(a) for compliance with the standard.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Not Applicable</p>
A3	<p>A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:</p> <p>i. a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and</p> <p>ii. projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and</p> <p>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <p>i. does not extend beyond an existing building built on or</p>	<p>The applicable building envelope is described in Figure 8.1.</p> <p>The proposed dwelling will have a minimum frontage setback of 6.65m.</p> <p>The proposed dwelling will be setback adequate distances from applicable side and rear boundaries enabling the dwelling to fit within the prescribed building envelope. The proposed dwelling will have a maximum building height of 7.6m.</p> <p>The proposed dwelling will be setback greater than 1.5m from all side and rear boundaries.</p>	<p>Complies</p> <p>Complies</p> <p>Not Applicable</p> <p>Not Applicable</p>

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

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	<p>within 0.2m of the boundary of the adjoining property; or</p> <p>ii. does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</p>		Not Applicable
<b>8.4.3 Site coverage and private open space for all dwellings</b>			
A1	<p>Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m wide); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer).</p>	<p>The site has an area of 658.1m<sup>2</sup> and the proposed dwelling will have a roofed area of 186.6m<sup>2</sup>. The proposed site coverage will therefore be 28.35%.</p> <p>The application does not involve multiple dwellings.</p>	<p>Complies</p> <p>Not Applicable</p>
A2	<p>A dwelling must have private open space that:</p> <p>(a) is in one location and is not less than:</p> <p>i. 24m<sup>2</sup>; or</p> <p>ii. 12m<sup>2</sup>, 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);</p> <p>(b) has a minimum horizontal dimension of not less than:</p> <p>i. 4m; or</p> <p>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);</p>	<p>An area greater than 24m<sup>2</sup> will be provided at the rear of the proposed dwelling for private open space purposes.</p> <p>The proposed dwelling is not a multiple dwelling.</p> <p>The horizontal dimensions of the area of private open space will each exceed 4m.</p> <p>The proposed dwelling is not a multiple dwelling.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

8.0 General Residential Zone			
8.4 Development Standards for Dwellings			
Clause	Acceptable Solution	Assessment	Compliance
	(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	The private open space will be located to the rear of the dwelling away from the frontage of the site.	Complies
	(d) has a gradient not steeper than 1 in 10.	The natural gradient of the rear yard is approximately 9.6% which is not steeper than 1:10 (which equates to 10%).	Complies
8.4.4 8.4.4 Sunlight to private open space of multiple dwellings			
A1	<p>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):</p> <p>(a) the multiple dwelling is contained within a line projecting (see Figure 8.4):</p> <ol style="list-style-type: none"> <li>i. at a distance of 3m from the northern edge of the private open space; and</li> <li>ii. vertically to a height of 3m above existing ground level and then at an angle of 45 degrees from the horizontal;</li> </ol> <p>(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</p> <p>(c) this Acceptable Solution excludes that part of a multiple dwelling consisting of:</p> <ol style="list-style-type: none"> <li>i. an outbuilding with a building height not more than 2.4m; or</li> <li>ii. protrusions that extend not more than 0.9m horizontally from the multiple dwelling.</li> </ol>	The application does not involve multiple dwellings.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
8.4.5 Width of openings for garages and carports for all dwellings			
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	The closest garage will be located greater than 12m from the frontage boundary of the site.	Not Applicable

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

8.0 General Residential Zone			
8.4 Development Standards for Dwellings			
Clause	Acceptable Solution	Assessment	Compliance
	width of the frontage (whichever is the lesser).		
8.4.6 Privacy for all 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:	The roofed deck on the upper floor will have a finished floor level greater than 1m above existing (and finished) ground level).	
	(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;	The proposed upper floor deck will have a minimum setback of 3.8m from the eastern (side) boundary and 10m from the western (side) boundary.	Complies
	(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	The proposed upper floor deck will have a minimum setback of 13.9m from the southern (rear) boundary.	Complies
	(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is not less than 6m: <ul style="list-style-type: none"> <li>i. from a window or glazed door, to a habitable room of the other dwelling on the same site; or</li> <li>ii. from a balcony, deck, roof terrace or the private open space of the other dwelling on the same site.</li> </ul>	The application involves a single dwelling with no other dwelling to be located on the site.	Not Applicable  Not Applicable  Not Applicable
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):	The upper floor level includes habitable rooms and associated windows with a finished floor level greater than 1m above existing (and finished) ground level.	
	(a) the window or glazed door: <ul style="list-style-type: none"> <li>i. is to have a setback of not less than 3m from a side boundary;</li> <li>ii. is to have a setback of not less than 4m from a rear boundary;</li> </ul>	All but Window 21 on the western elevation of Bed 3 will be setback greater than 3m from the western and side boundaries.  All upper floor windows will be setback greater than 4m from the southern (rear) boundary).	Does not Comply  Complies

## PLANNING APPLICATION ASSESSMENT REPORT

*Land Use Planning and Approvals Act 1993*

8.0 General Residential Zone			
8.4 Development Standards for Dwellings			
Clause	Acceptable Solution	Assessment	Compliance
	<p>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</p> <p>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.</p> <p>(b) the window or glazed door:</p> <p>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;</p> <p>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</p> <p>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%.</p>	<p>The application involves a single dwelling with no other dwelling to be located on the site.</p> <p>The application involves a single dwelling with no other dwelling to be located on the site.</p> <p>The application relies upon subclause A2(a) for compliance with the standard.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
A3	<p>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:</p> <p>(a) 2.5m; or</p> <p>(b) 1m if:</p> <p>i. it is separated by a screen of not less than 1.7m in height; or</p> <p>ii. the window, or glazed door, to a habitable room has a</p>	<p>The application does not involve a shared driveway.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

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

<b>8.0 General Residential Zone</b>			
<b>8.4 Development Standards for Dwellings</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	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.		
<b>8.4.7 Frontage fences for all dwellings</b>			
A1	No Acceptable Solution.	The application does not involve a frontage fence.	Not Applicable
<b>8.4.8 Waste storage for multiple dwellings</b>			
A1	<p>A multiple dwelling must have a storage area, for waste and recycling bins, that is not less than 1.5m<sup>2</sup> per dwelling and is within one of the following locations:</p> <p>(a) an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</p> <p>(b) a common storage area with an impervious surface that:</p> <p>i. has a setback of not less than 4.5m from a frontage;</p> <p>ii. is not less than 5.5m from any dwelling; and</p> <p>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.</p>	The application does not involve multiple dwellings.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>

**3.3 Code Assessment**

The following Codes have been assessed as being applicable to the application:

1. Parking and Sustainable Transport Code; and
2. Road and Railway Code.

The following sections provide an assessment of the applicable standards of each code.

**3.3.1 Parking and Sustainable Transport Code**

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.5.1 Car parking numbers</b>			

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

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
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 2 car parking spaces per (single) dwelling within the General Residential Zone. In this instance, a minimum of 2 car parking spaces will be provided in each of the single car garages.	Complies
<b>C2.5.2 Bicycle parking numbers</b>			
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.	Table C2.1 does not set a requirement for the provision of bicycle parking spaces for single dwellings.	Not Applicable  Not Applicable
<b>C2.5.3 Motorcycle parking numbers</b>			
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.	Clause C2.5.3 is not applicable to single dwellings pursuant to clause C2.2.2.	Not Applicable  Not Applicable
<b>C2.5.4 Loading bays</b>			
A1	A loading bay must be provided for uses with a floor area of more than 1000m <sup>2</sup> in a single occupancy.	Clause C2.5.4 is not applicable to single dwellings pursuant to clause C2.2.3.	Not Applicable

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.6.1 Construction of parking areas</b>			
A1	All parking, access ways, manoeuvring and circulation spaces must:  (a) be constructed with a durable all weather pavement;	The proposed internal driveway and parking spaces will be constructed of a concrete pavement.	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
	(b) be drained to the public stormwater system, or contain stormwater on the site; and	The proposed driveway will be drained to the public stormwater system within Elvie Court.	Complies
	(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 spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.	The proposed internal driveway and parking spaces will be constructed of a concrete pavement.	Complies
C2.6.2 Design and layout of parking numbers			
A1	<p>Parking, access ways, manoeuvring and circulation spaces must either:</p> <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p> <p>(iii) have an access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p> <p>(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;</p> <p>(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and</p> <p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p>	<p>The gradient of the driveway will be approximately 9.8% which is allowable under <i>AS 2890 - Parking facilities, Parts 1-6</i> for domestic units (25%).</p> <p>Less than 4 car parking spaces are required.</p> <p>The minimum width of the proposed driveway will be 3.7m which satisfies the requirements of Table C2.2 (3m).</p> <p>Each car parking space (within respective garages) will have a minimum width of 3m and minimum length of 6m, satisfying the requirements of Table C2.3.</p> <p>Less than 3 car parking spaces are required.</p> <p>Each proposed garage will have a vertical clearance of approximately 2.2m.</p> <p>The application involves a single dwelling.</p>	<p>Complies</p> <p>Not Applicable</p> <p>Complies</p> <p>Complies</p> <p>Not Applicable</p> <p>Complies</p> <p>Not Applicable</p>

# PLANNING APPLICATION ASSESSMENT REPORT

Land Use Planning and Approvals Act 1993

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	(b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6.</i>	The application relies upon subclause A1(a) for compliance with the standard.	Not Applicable
A1.2	<p>Parking spaces provided for use by persons with a disability must satisfy the following:</p> <p>(a) be located as close as practicable to the main entry point to the building;</p> <p>(b) be incorporated into the overall car park design; and</p> <p>(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></p>	The application is not required to provide an accessible parking space.	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
<b>C2.6.3 Number of accesses for vehicles</b>			
A1	<p>The number of accesses provided for each frontage must:</p> <p>(a) be no more than 1; or</p> <p>(b) no more than the existing number of accesses,</p> <p>whichever is the greater.</p>	<p>The site will retain an (single) existing access.</p> <p>The site will retain an (single) existing access.</p>	<p>Complies</p> <p>Not Applicable</p>
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
<b>C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone</b>			
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
<b>C2.6.5 Pedestrian access</b>			
A1.1	Uses that require 10 or more car parking spaces must:	The proposed single dwelling does not require 10 or more parking spaces.	

## 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
	(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: <ul style="list-style-type: none"> <li>(i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or</li> <li>(ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and</li> </ul> (b) be signed and line marked at points where pedestrians cross access ways or parking aisles.		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.	The application is not required to provide an accessible parking space.	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	The application is not required to provide loading bays.	Not Applicable
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> .	The application is not required to provide loading bays.	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: <ul style="list-style-type: none"> <li>(a) be accessible from a road, cycle path, bicycle lane, shared path or access way;</li> <li>(b) be located within 50m from an entrance;</li> </ul>	The site is not assigned to the General Business or Central Business zones.	Not Applicable  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
	<p>(c) be visible from the main entrance or otherwise signed; and</p> <p>(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></p>		<p>Not Applicable</p> <p>Not Applicable</p>
A2	<p>Bicycle parking spaces must:</p> <p>(a) have dimensions not less than:</p> <p style="padding-left: 40px;">(i) 1.7m in length;</p> <p style="padding-left: 40px;">(ii) 1.2m in height; and</p> <p style="padding-left: 40px;">(iii) 0.7m in width at the handlebars;</p> <p>(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</p> <p>(c) include a rail or hoop to lock a bicycle that satisfies <i>Australian Standard AS 2890.3-2015 Parking facilities - Part 3: Bicycle parking.</i></p>	<p>The site is not assigned to the General Business or Central Business zones.</p>	<p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p> <p>Not Applicable</p>
C2.6.8 Siting of parking and turning areas			
A1	<p>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.</p>	<p>The site is not assigned to the Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone or General Business Zone.</p>	<p>Not Applicable</p>
A2	<p>Within the Central Business Zone, on-site parking at ground level adjacent to a frontage must:</p> <p>(a) have no new vehicle accesses, unless an existing access is removed;</p>	<p>The Central Business zone is not used in the Scheme.</p>	<p>Not Applicable</p>

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

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.6 Development Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	(b) retain an active street frontage; and		Not Applicable
	(c) not result in parked cars being visible from public places in the adjacent roads.		Not Applicable

<b>C2.0 Parking and Sustainable Transport Code</b>			
<b>C2.7 Parking Precinct Plan</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C2.7.1 Parking precinct plan</b>			
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 located within a parking precinct plan.	Not Applicable  Not Applicable

**3.3.2 Road and Railway Code**

<b>C3.0 Road and Railway Code</b>			
<b>C3.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
<b>C3.5.1 Car parking numbers</b>			
A1.1	For a category 1 road or a limited access road, vehicular traffic to and from the site will not require:  (a) a new junction;  (b) a new vehicle crossing; or  (c) a new level crossing.	Elvie Court is not a category 1 road or a limited access road.	Not Applicable  Not Applicable  Not Applicable
A1.2	For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority.	The application does not involve a new vehicle crossing.	Not Applicable
A1.3	For the rail network, written consent for a new private level crossing to serve the use and development has been issued by the rail authority.	The application does not involve a new private level crossing.	Not Applicable
A1.4	Vehicular traffic to and from the site, using an existing vehicle crossing or		

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<b>C3.0 Road and Railway Code</b>			
<b>C3.5 Use Standards</b>			
<b>Clause</b>	<b>Acceptable Solution</b>	<b>Assessment</b>	<b>Compliance</b>
	private level crossing, will not increase by more than:  (a) the amounts in Table C3.1; or  (b) allowed by a licence issued under Part IVA of the <i>Roads and Jetties Act 1935</i> in respect to a limited access road.	The proposed single dwelling will not generate greater than 40 AADT vehicle movements per day at the existing access.  Elvie Court is not a limited access road.	Not Applicable  Not Applicable
A1.5	Vehicular traffic must be able to enter and leave a major road in a forward direction.	Elvie Court is not a major road.	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.<sup>2</sup>

**3.4.1 8.4.6 Privacy for all dwellings**

<b>8.0 General Residential Zone</b>	
<b>8.4.6 Privacy for all dwellings</b>	
Objective:	To provide a reasonable opportunity for privacy for all dwellings.
<b>Performance Criteria P2</b>	
<b>Performance Criteria</b>	<b>Assessment</b>
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 be screened, or otherwise located or designed, to minimise direct views to:	It has been identified that W21 which is the western facing window of Bed 3 located on the upper floor level (which will have a finished floor level greater than 1m above existing and finished ground level of the site) will be located within 3m of the western (side) boundary (minimum setback 2.5m and a maximum setback of 2.8m).  The Window Schedule Plan specifies that W21 will be installed with obscure glass which will impede visibility to and from Bed 3 (refer to Figure 5). The window schedule indicates that the window will be a sliding window. It is therefore recommended that a condition be applied to any permit requiring W21 to be installed with obscure or opaque glazing and for the window to be fixed.

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

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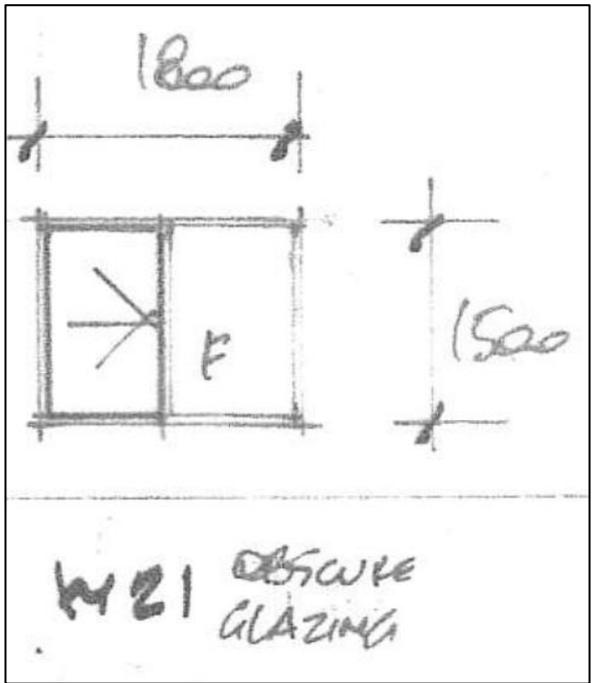
**8.0 General Residential Zone**

**8.4.6 Privacy for all dwellings**

(a) a window or glazed door, to a habitable room of another dwelling; and

(b) the private open space of another dwelling.

Figure 5 - excerpt of W21 indicating obscure glazing.



Subject to the recommended condition, W21 will be screened and designed to minimise direct views to:

any windows or glazed doors to habitable room windows of the adjoining dwelling to the west (6 Elvie Court); and

the private open space of the adjoining dwelling to the west (6 Elvie Court).

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## Internal Referrals

<b>Infrastructure:</b>	<b>Referral Required</b>	No
	<b>Comments</b>	NA
	<b>Conditions</b>	NA
	<b>Notes</b>	NA
	<b>Planning Comments</b>	Nil
<b>Environmental Health</b>	<b>Referral Required</b>	No
	<b>Comments</b>	NA
	<b>Conditions</b>	NA
	<b>Notes</b>	NA
	<b>Planning Comments</b>	Nil

## 4 Recommendation

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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;

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- 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*

**GENERAL NOTES**

ALL WORKMANSHIP & MATERIALS TO COMPLY WITH MCC 2022 COUNCIL REQUIREMENTS & AS CODES

CONCRETE 3600 & 2870  
 MASONRY 3700 PLUMBING 3900  
 TIMBER 1684 & TABLE 9 TIE DOWN  
 WINDOWS 2047 GLAZING 1288  
 ROOFING 1562 STEELWORK 4100  
 ELECTRICAL 3000

**WET AREAS**

TO ALL BCA DESIGNATED WET AREAS WATERPROOF TO AS 3740  
 PROVIDE MEMBRANE SHEETING - FIBRE GLASS OF EQUAL - AS REQUIRED WITH DISHED FLOORS TO OUTLETS AS INDICATED  
 SHEET WALLS IN WALL BOARD OR WATER RESISTANT PLASTER BOARD & LINE TO FITTINGS WITH IMPERVIOUS SHEETING - LAMINATE - TILES OF EQUAL - SILICOM ALL JOINTS & JUNCTIONS MIN HEIGHT 1800 TO SHOWERS & 150 HIGH SPLASH BACKS

**PROJECT DETAILS**

TITLE REFERENCE	Volume	166283
	Folio	5
SITE AREA		659 m <sup>2</sup>
WIND RATING		M3
SOIL CLASSIFICATION		M5 S
ZONE		7
BAL		H.A.
FLOOR AREA	LOWER	158.64
	UPPER	158.64
	TOTAL	317.28 m <sup>2</sup>

PROJECT NUMBER **2073**

**SCHEDULE OF DRAWINGS**

TITLE PAGE - SITE PLAN	4
FOOTINGS - FOUNDATION PLAN	5
LOWER FLOOR PLAN	6
UPPER FLOOR PLAN	7
ELEVATIONS	8
ROOF PLAN - SECTIONS - ENERGY DETAILS	9
LOWER FLOOR PLAN - STRUCTURAL	10
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WINDOW - LIGHT - VENTILATION SCHEDULE	12
LOWER FLOOR PLAN - DRAINAGE	13
UPPER FLOOR PLAN DRAINAGE	14
LOWER FLOOR PLAN - LIGHT ENERGY PLAN	15
UPPER FLOOR PLAN - LIGHT ENERGY PLAN	16

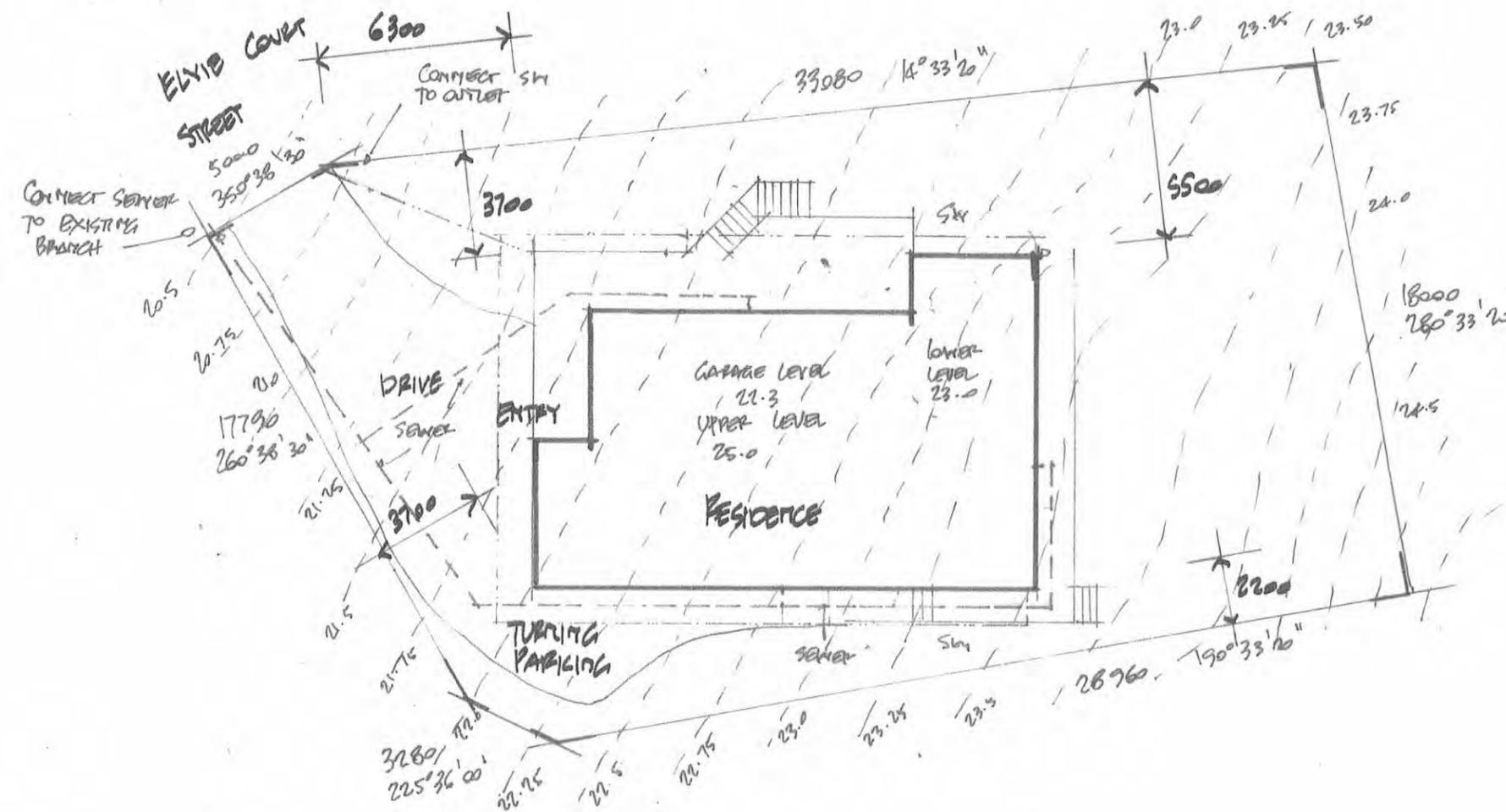
STANDARD DRAWINGS	
WET AREAS - CONSTRUCTION	W1
SITE SAFETY	S1
ROOF SPACE - CONDENSATION DETAILS	V1
CONSTRUCTION DETAILS	C1

**PROPOSED BRICK VENEER RESIDENCE**  
 5 ELVIE COURT BRIDPORT  
 FOR: MR M. P. HARTLEY

ANDREW SHELDON ARCHITECT CC 56710  
 BUILDING DESIGN SERVICE  
 47 ELLENOR STREET SCOTTSDALE 048803917

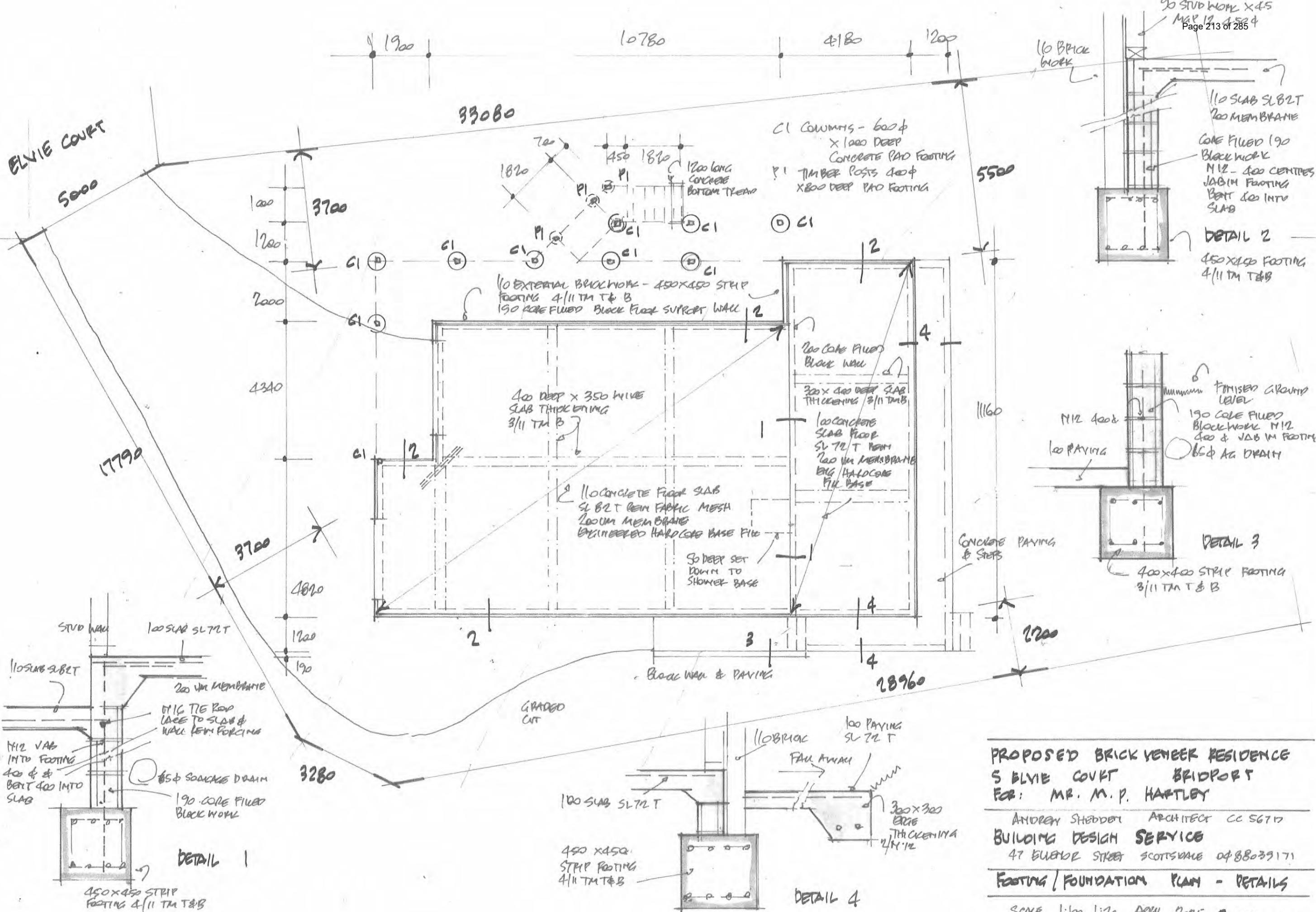
TITLE PAGE SITE PLAN

SCALE 1:200 APRIL 2025 2073-4



**SITE PLAN**  
 SCALE 1:200





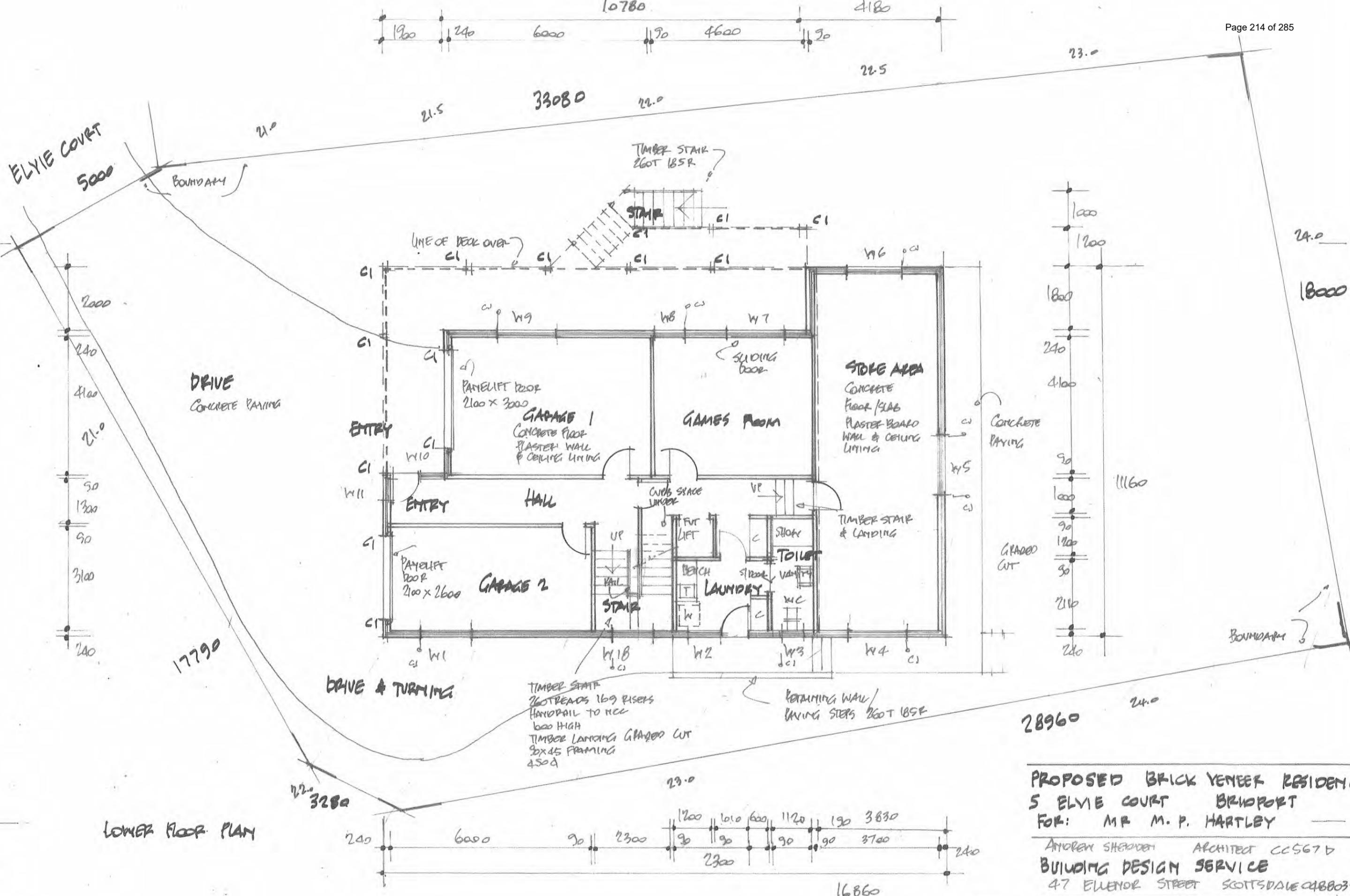
**PROPOSED BRICK VENEER RESIDENCE**  
**S ELVIE COURT BRIDPORT**  
**FOR: MR. M. P. HARTLEY**

---

ANDREW SHEPHERD ARCHITECT CC 56710  
**BUILDING DESIGN SERVICE**  
 47 ELVIE STREET SCOTTSVALE 0488039171

---

**FOOTING / FOUNDATION PLAN - DETAILS**



**PROPOSED BRICK VENEER RESIDENCE**  
**5 ELYIE COURT BRIDPORT**  
**FOR: MR M. P. HARTLEY**

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ANDREW SHEPHERD ARCHITECT CC567D  
**BUILDING DESIGN SERVICE**  
 47 ELLIENOR STREET SCOTTSDALE Q1880391

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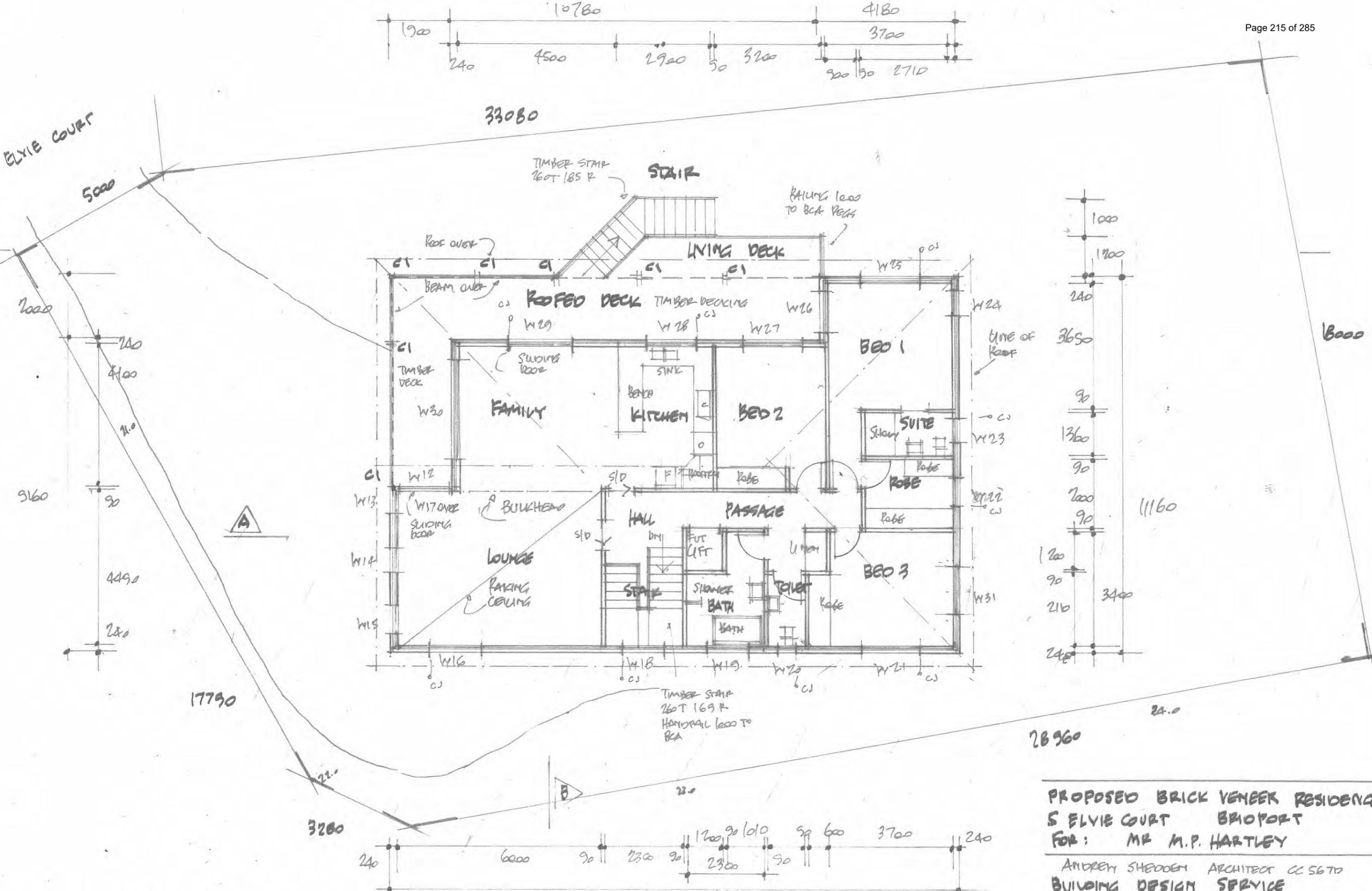
**LOWER FLOOR PLAN**

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LOWER FLOOR PLAN

ELYIE COURT



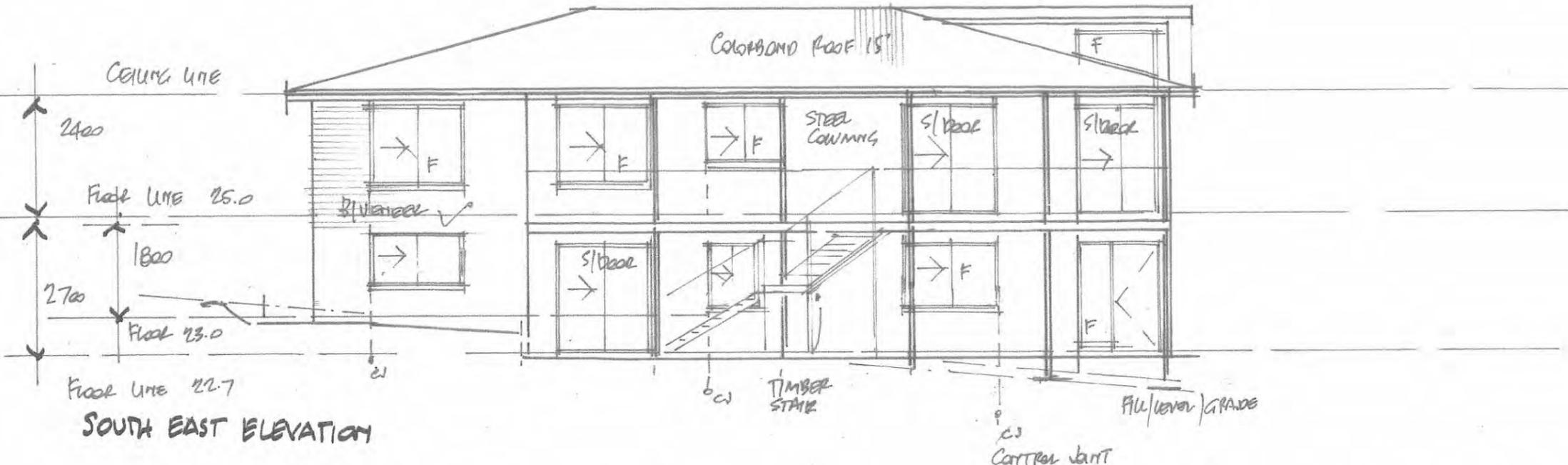
UPPER FLOOR PLAN

PROPOSED BRICK VENEER RESIDENCE  
 5 ELYIE COURT BRIDPORT  
 FOR: MR M.P. HARTLEY

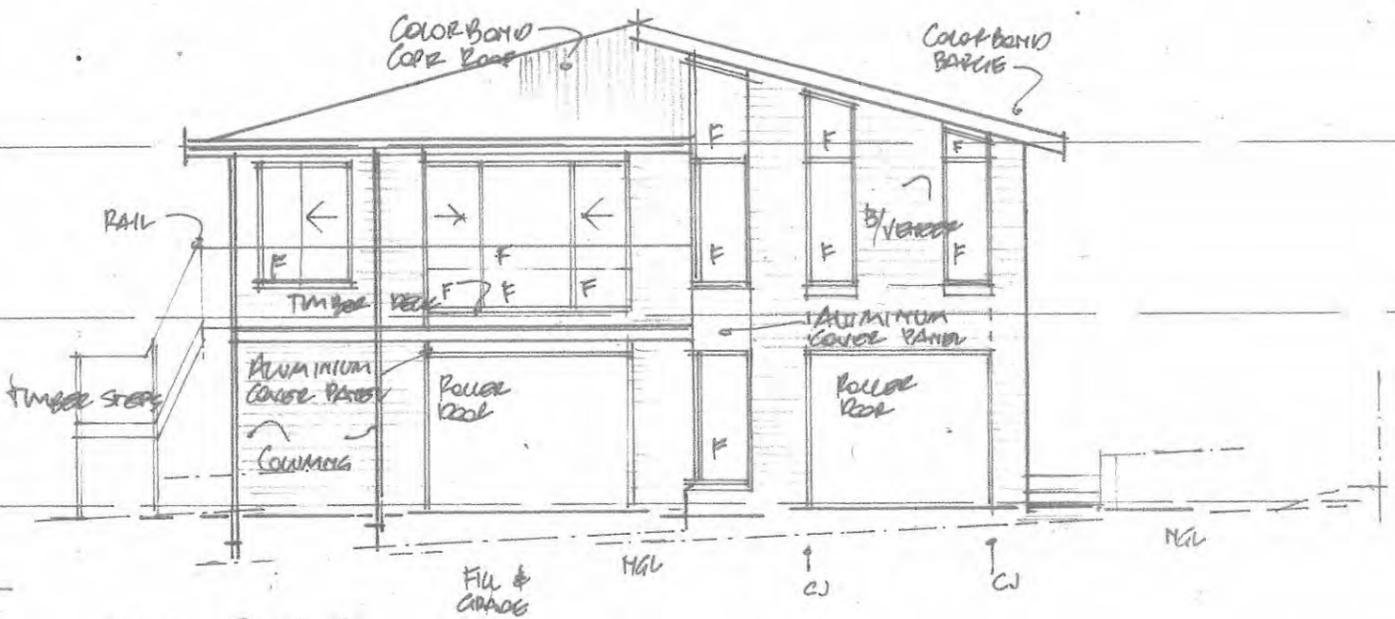
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 BUILDING DESIGN SERVICE  
 47 ELLEROR STREET SCOTTSDALE 048803317

UPPER FLOOR PLAN

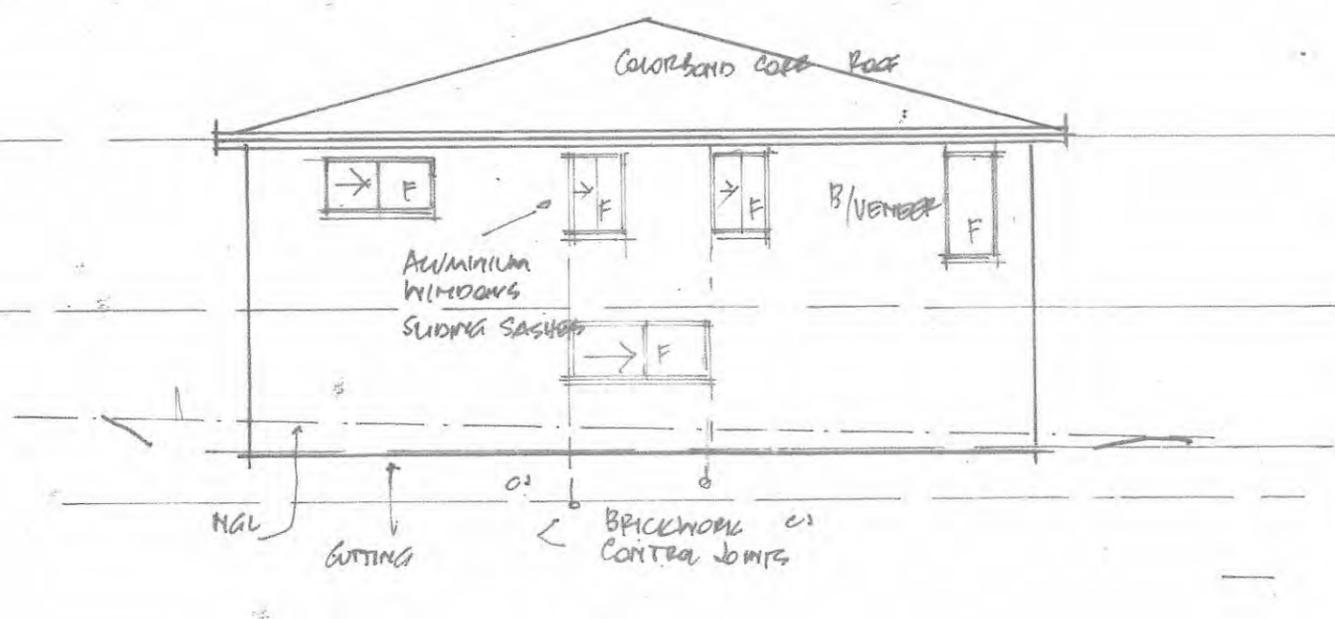
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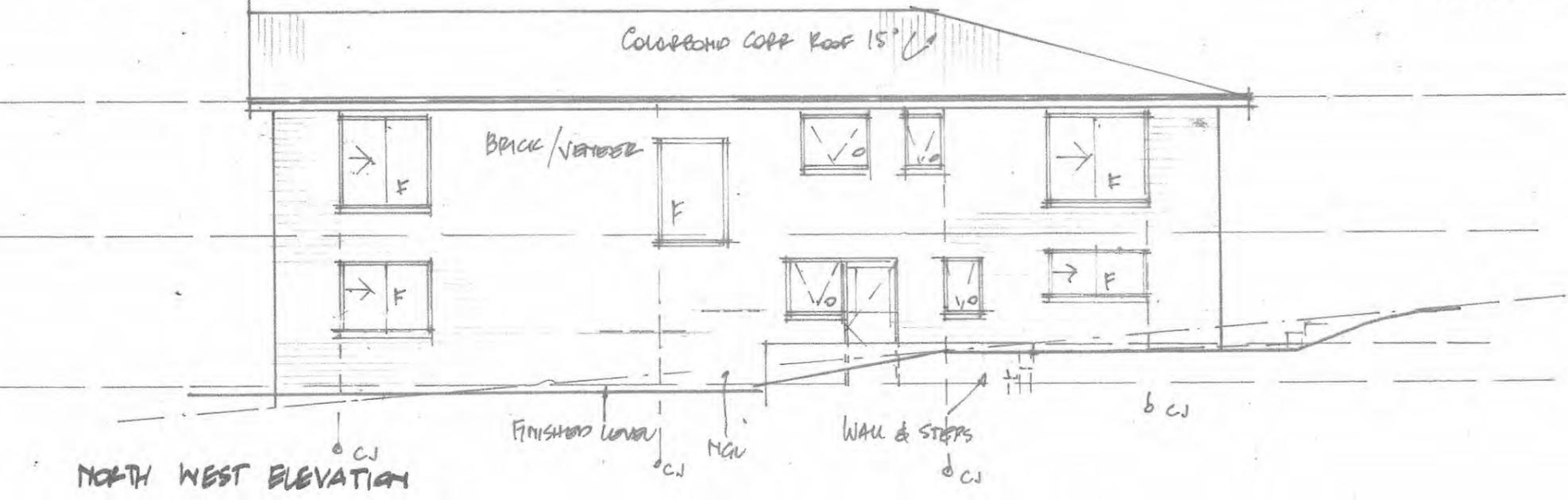
SOUTH EAST ELEVATION



NORTH EAST ELEVATION



SOUTH WEST ELEVATION



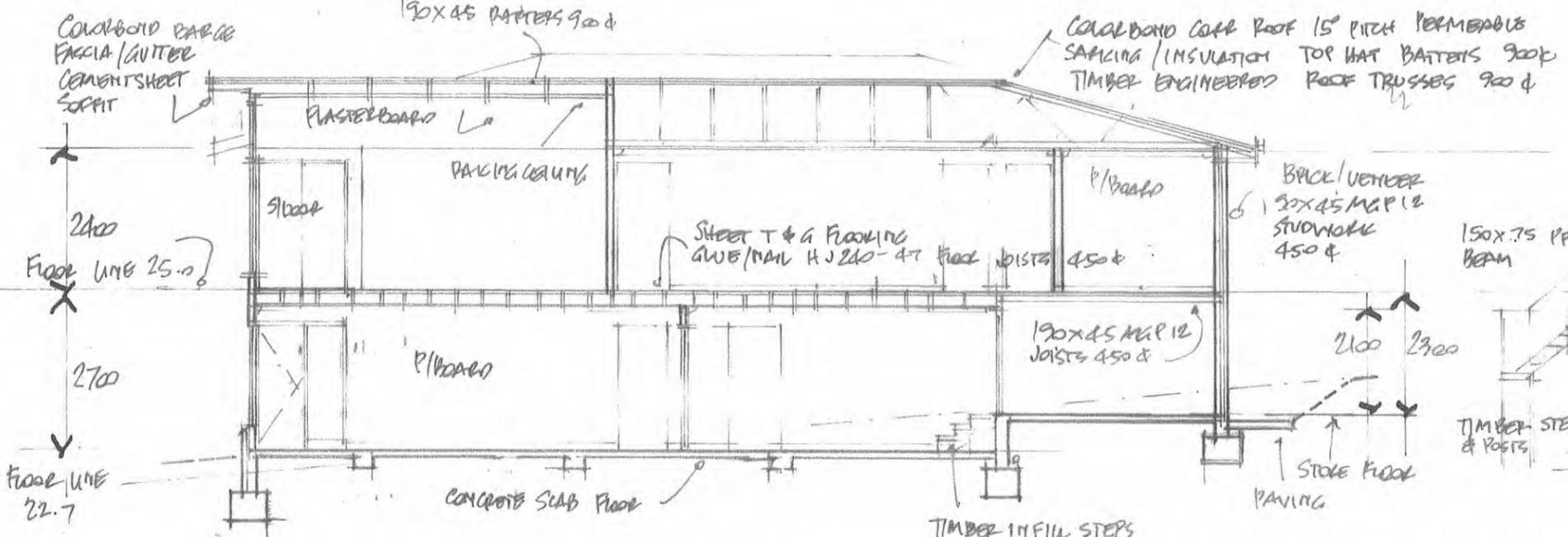
NORTH WEST ELEVATION

PROPOSED BRICK VENER RESIDENCE  
 5 ELYIE COURT BRIDPORT  
 FOR: MR M.P. HARTLEY

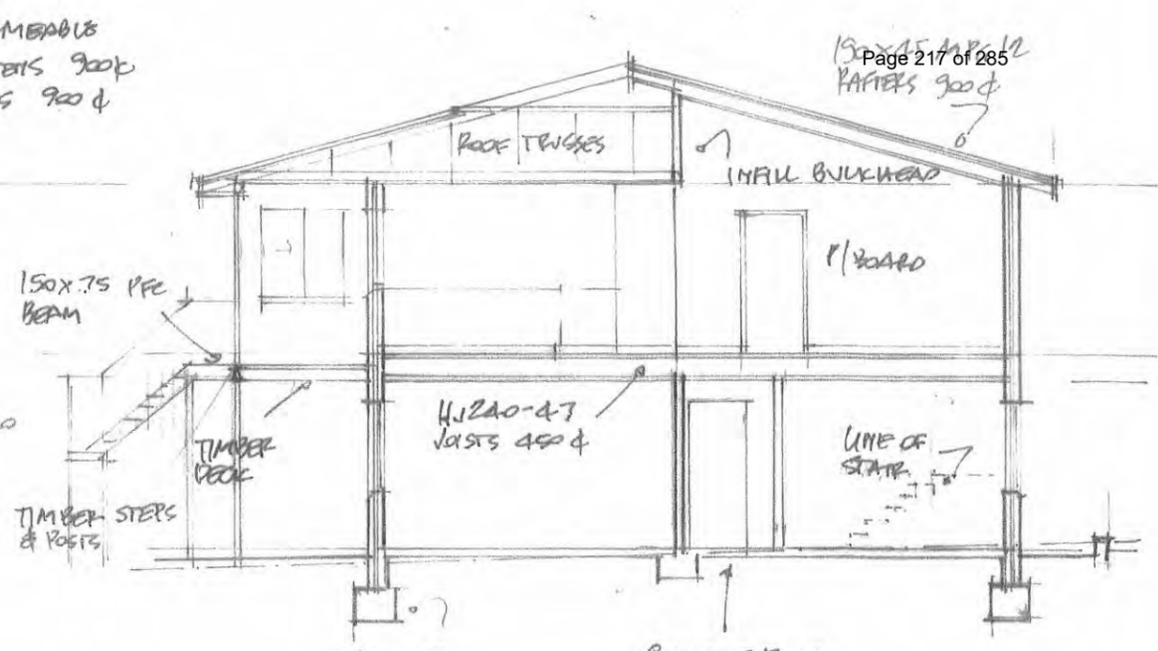
ANDREW SHELDON ARCHITECT CC 5670  
 BUILDING DESIGN SERVICE  
 47 ELLERIE STREET SCOTTSDALE 0488039171

ELEVATIONS

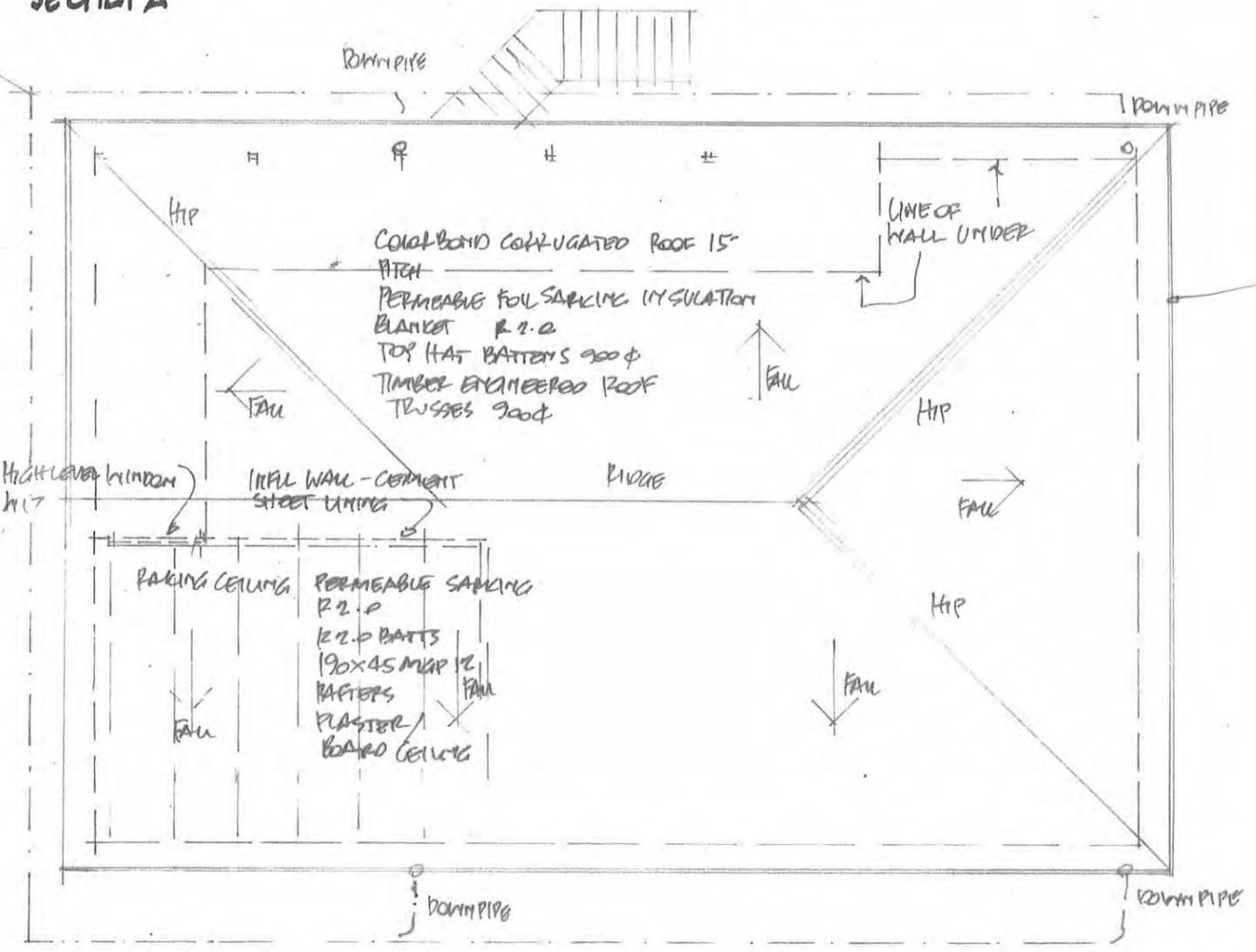
SCALE 1:100 APRIL 2025 2073-8



SECTION A



SECTION B



ROOF PLAN

**ENERGY REQUIREMENTS**

ZONE 7 MCC 2022

**INSULATION**

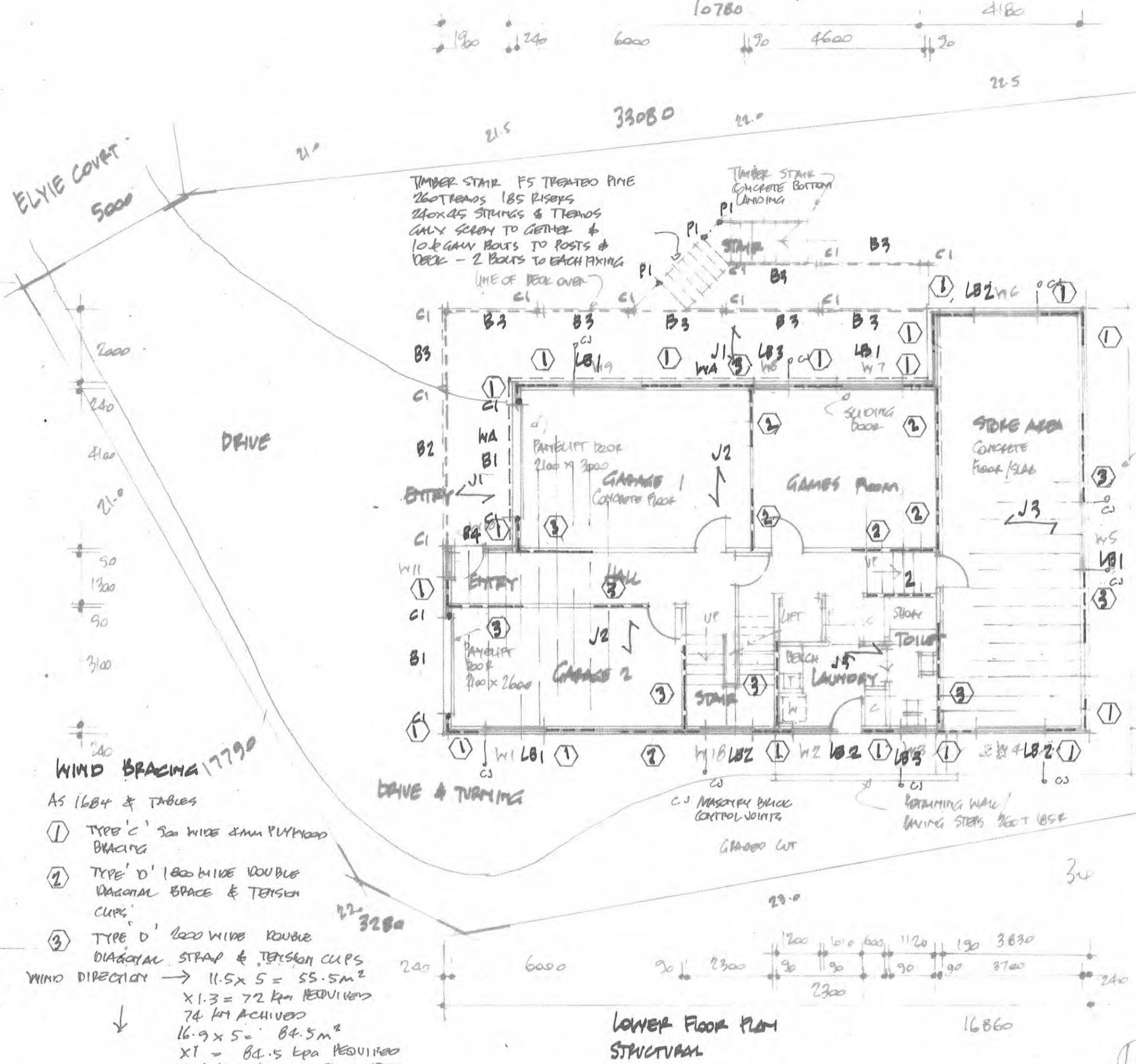
- UNDER ROOF SHEETING
- COMPOSITE FOIL/SARKING
- R2.0 BLANKET
- ABOVE CEILING USING
- R4.0 BATT
- EXTERNAL WALLS
- PERMEABLE BUILDING PAPER
- R2.5 INSULATION BATT
- HOT WATER TO CYLINDER OUTLET
- 1000 MM LENGTH R0.2 LAGGING
- ALL CEILING VENTS/OUTLET TO HAVE
- CLOSING LOUVER VENTS TO AIR
- DISCHARGE

**PROPOSED BRICK VENEER RESIDENCE**  
**5 ELVIE COURT BRIDPORT**  
**FOR: MR. M. P. HARTLEY**

ANDREW SHEDDEN ARCHITECT CC 5670  
**BUILDING DESIGN SERVICE**  
 47 ELLERER STREET SCOTTSDALE 0488 039171

**ROOF PLAN SECTION**

STRUCTURAL SCHEDULE



- C1 90x90x6 SHS COLUMN GAW  
100x100x10 BASE PLATE CAST  
INTO FOOTING/SLAB 4/M12  
COILED TIES JL (DURALUM)
- P1 90x90 TP POSTS 2/M12 GAW  
BOLTS TO GAWY STRIP CAST  
INTO PAD FOOTING
- B1 200x90 PFC & DURALUM  
100x100x10 TO SUPPORT  
FLOOR JOISTS & BRICKWORK
- B2 200x90 PFC WELD TO  
COLUMNS TO SUPPORT DECK  
DURALUM
- B3 150 PFC - WELD TO COLUMNS  
DURALUM
- B4 150x100x10 ANGLE HEAD  
DURALUM
- J1 140x45 F5 TP JOISTS 450 φ
- J2 HIRBEAM HJ 240-47  
JOISTS AT 450 φ
- J3 190x45 MGP12 JOISTS  
AT 450 φ  
TRIM FOR PLUMBING FITTINGS  
& SET DOWNING
- WA 100x70x6 GAWY - DURALUM  
ANGLE 12 φ GAWY BOLTS TO  
STUDWORK
- LB1 170x45 F17 HM LINTEL  
125x100x10 ANGLE GAWY.
- LB2 120x45 F17 HM LINTEL  
125x100x10 GAWY
- LB3 70x45 LINTEL  
100x75x10 GAWY ANGLE

WIND BRACING 17790

AS 1684 & TABLES

- ① TYPE 'C' 90 WIDE 4MM PLYWOOD BRACING
- ② TYPE 'D' 180 WIDE DOUBLE DIAGONAL BRACE & TENSION CLIPS
- ③ TYPE 'D' 180 WIDE DOUBLE DIAGONAL STRAP & TENSION CLIPS

WIND DIRECTION → 11.5 x 5 = 55.5 m<sup>2</sup>  
 x 1.3 = 72 km REQUIRVED  
 74 km ACHIVED  
 16.9 x 5 = 84.5 m<sup>2</sup>  
 x 1 = 84.5 kpa REQUIRVED  
 72.6 km ACHIVED PLUS STEEL GARAGE PORTAL FRAME

PROPOSED BRICK VENEER RESIDENCE  
 5 ELYIE COURT BRIMBORO  
 FOR: MR M. P. HARTLEY

ANDREW SHARPEY ARCHITECT C05670  
 BUILDING DESIGN SERVICE  
 47 ELLENOR STREET SCOTTSDALE Q4800391

LOWER FLOOR PLAN - STRUCTURAL

SCALE 1:100 APRIL 2025 2019-10

**STRUCTURAL SCHEDULE**

**TIE DOWN SCHEDULE**

- C1 90x90x6 SHS  
8CAP PLATE  
WELD TO BASE COLUMN
- B5 170x45 MGP 12
- B6 180x75 PFC
- F1 190x45 MGP 12  
RANGING RAFTERS 900φ  
LIMTEL SCHEDULE
- LB4 120x45 FIT HW
- LB5 140x45 FIT HW
- LB6 120x45 FIT HW

- MINI RATING M3  
AS 1684 & TABLES
- BATTENS TO RAFTERS/  
TRUSSES  
TABLE 9.25C  
1/75 LONG SCREW
- RAFTERS/TRUSSES/BEAMS  
TO PLATES  
TABLE 9.21C  
1/30x1.0 C.I. STRAP  
LOOPEO - 3-2.8φ  
NAILS EACH END
- TOP & BOTTOM PLATES TO STUDS  
TABLE 19.19C  
1/20x1.0 C.I. STRAP  
4/2.8φ NAILS EACH  
END 1800φ &  
JAMBS

**WIND BRACING**  
AS 1684 WIND RATING M3  
WIND DIRECTION  
↑ 16.9 x 2.5 = 41.25m<sup>2</sup>  
x .79 = 34 kpa  
REQUIRED  
55 kN ACHIEVED

→ 11.1 x 2.5 = 27.75m<sup>2</sup>  
x 1 = 27.75 kpa  
REQUIRED  
59 kN ACHIEVED

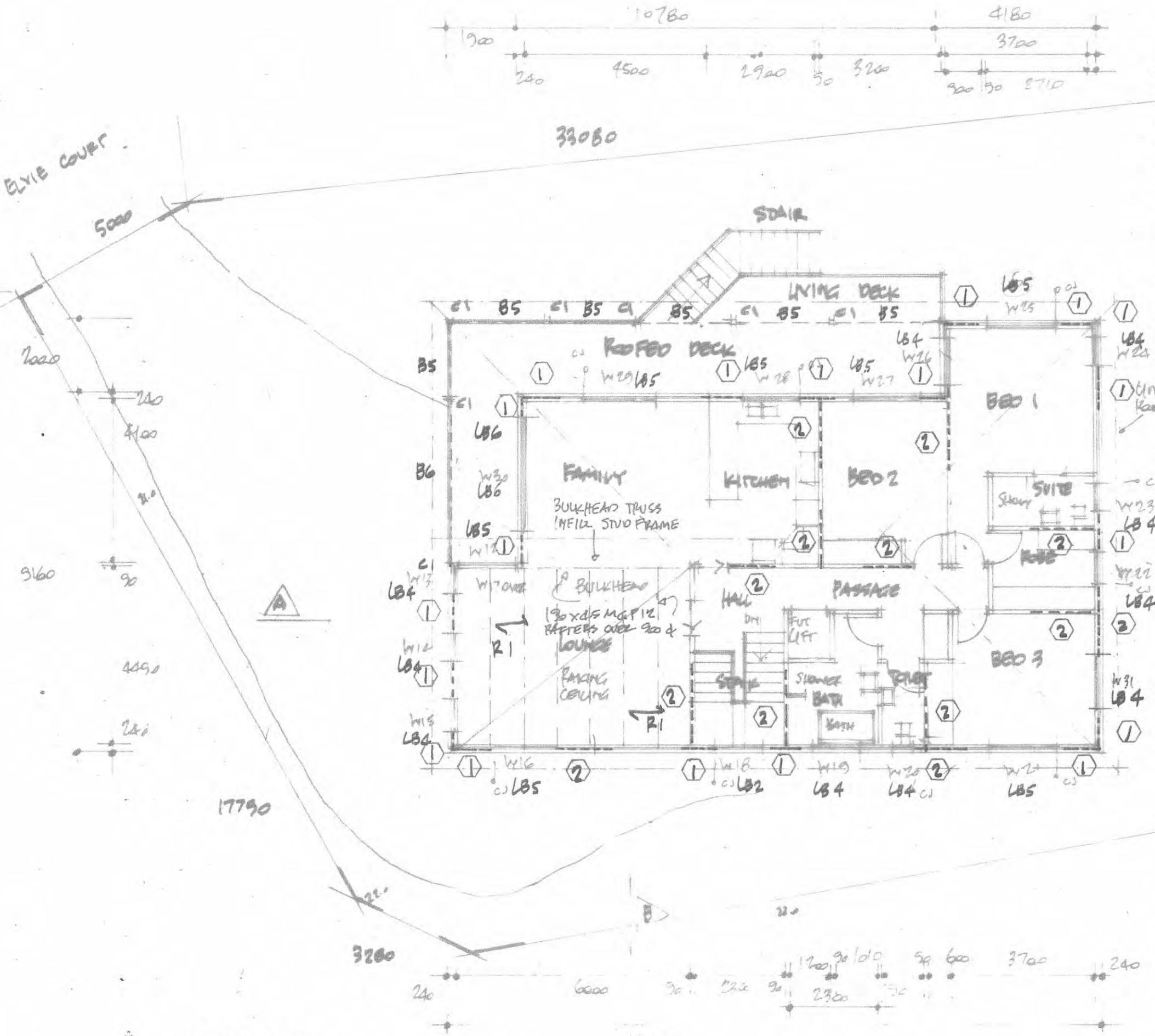
- 1 TYPE 'C' 4mm  
PLY SHEETING 900
- 2 TYPE 'B' 1800 WIRE  
DOUBLE DIAGONAL  
STRAP & TENSION  
CUTS

**PROPOSED BRICK VENEER RESIDENCE**  
5 ELVIE COURT BRADFORD  
FOR: MR M.P. HARTLEY

ANDREW SHEDDEN ARCHITECT CC 5670  
BUILDING DESIGN SERVICE  
47 ELLERRE STREET SCOTTSDALE 048803317

**UPPER FLOOR PLAN - STRUCTURAL**

SCALE 1:100 APRIL 2025 2073-11



UPPER FLOOR PLAN  
STRUCTURAL SCHEDULE

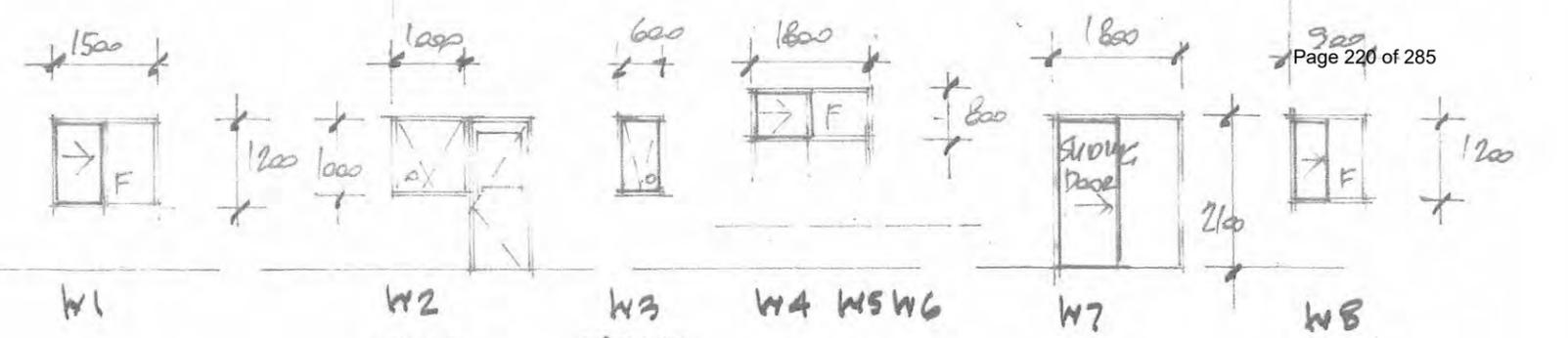
**LIGHT & VENTILATION SCHEDULE**

**LOWER FLOOR LEVEL**

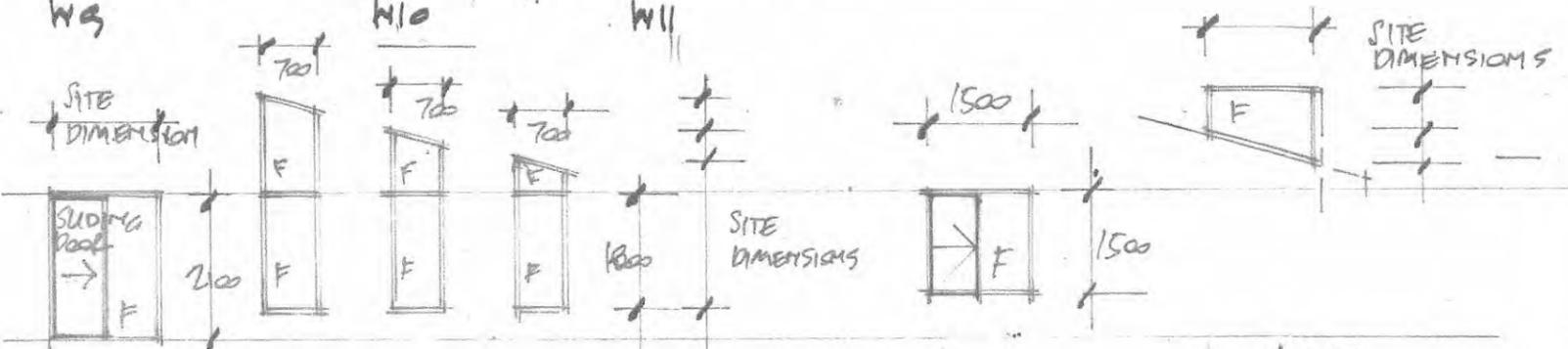
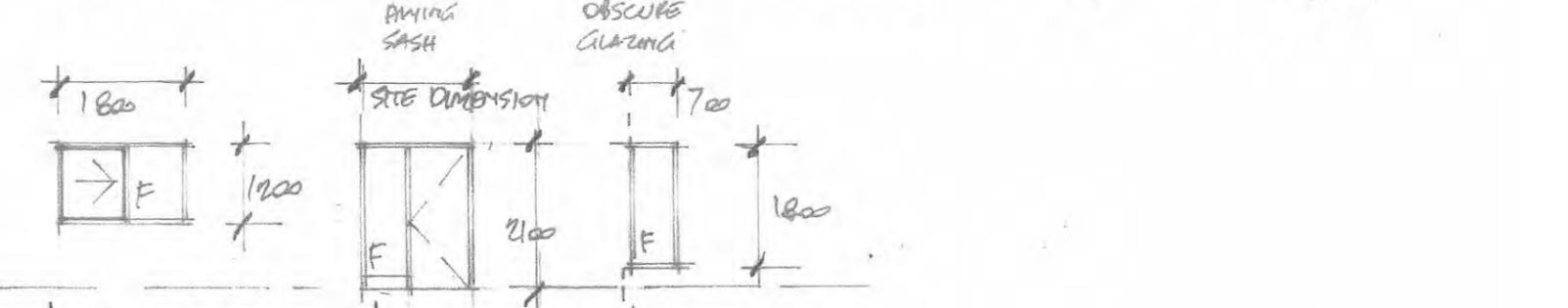
Room	Floor	Windows	Light 10% FA	Ventilation 5% FA
Area	No	Size	Required	Achieved
GARAGE 1	18.6	W1	1.8	1.8
LAUNDRY	4.8	W2	0.48	1.0
TOILET	3.5	W3	0.35	0.6
STORE	38.0	W4	3.8	4.3
		W5		
		W6		
GAMES	18.86	W7	1.8	4.3
		W8		
GARAGE 2	24.6	W9	2.46	2.16
ENTRY/HALL	9.5	W10	0.95	2.9
		W11		

**UPPER FLOOR LEVEL**

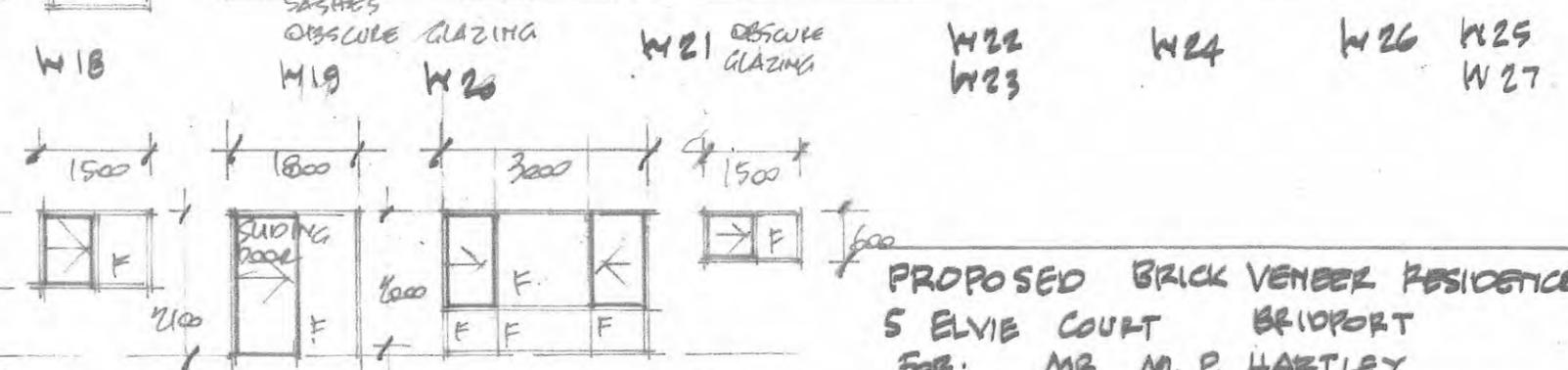
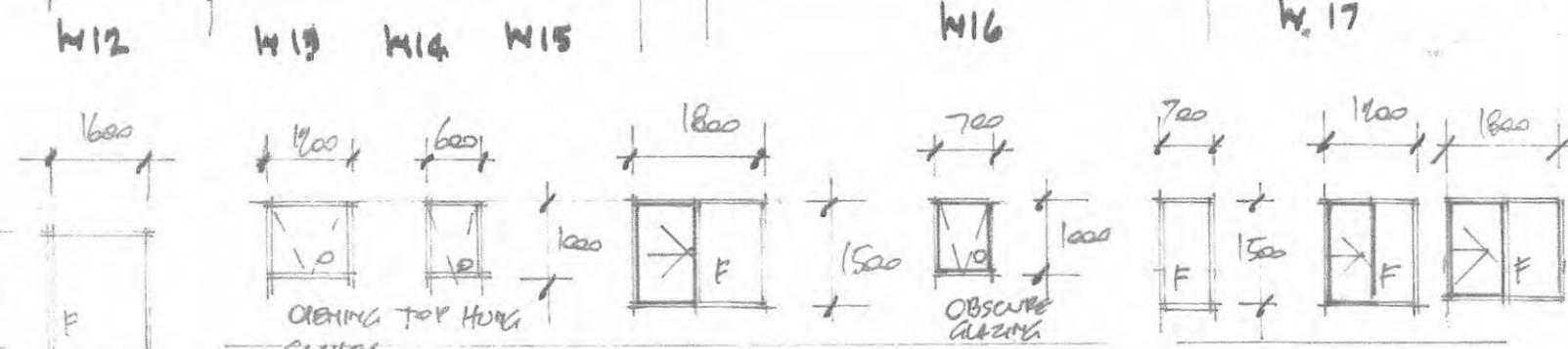
LOUNGE	27.0	W12	2.7	10.37
		W13		
		W14		
		W15		
		W16		
		W17		
STAIR	W18	1.816		
BATH ROOM	5.8	W19	0.58	1.2
TOILET	2.31	W20	0.23	0.6
BEDROOM 3	12.5	W21	1.25	3.6
		W31		
POBE	5.4	W22	0.54	0.7
SUITE	3.7	W23	0.37	0.7
BEDROOM 1	14.0	W24	1.4	5.5
		W25		
		W26		
BEDROOM 2	13.12	W27	1.3	2.7
		W28		
KITCHEN/FAMILY	30.75	W29	3.07	11.28
		W30		
		W30		



LOWER LEVEL



UPPER LEVEL



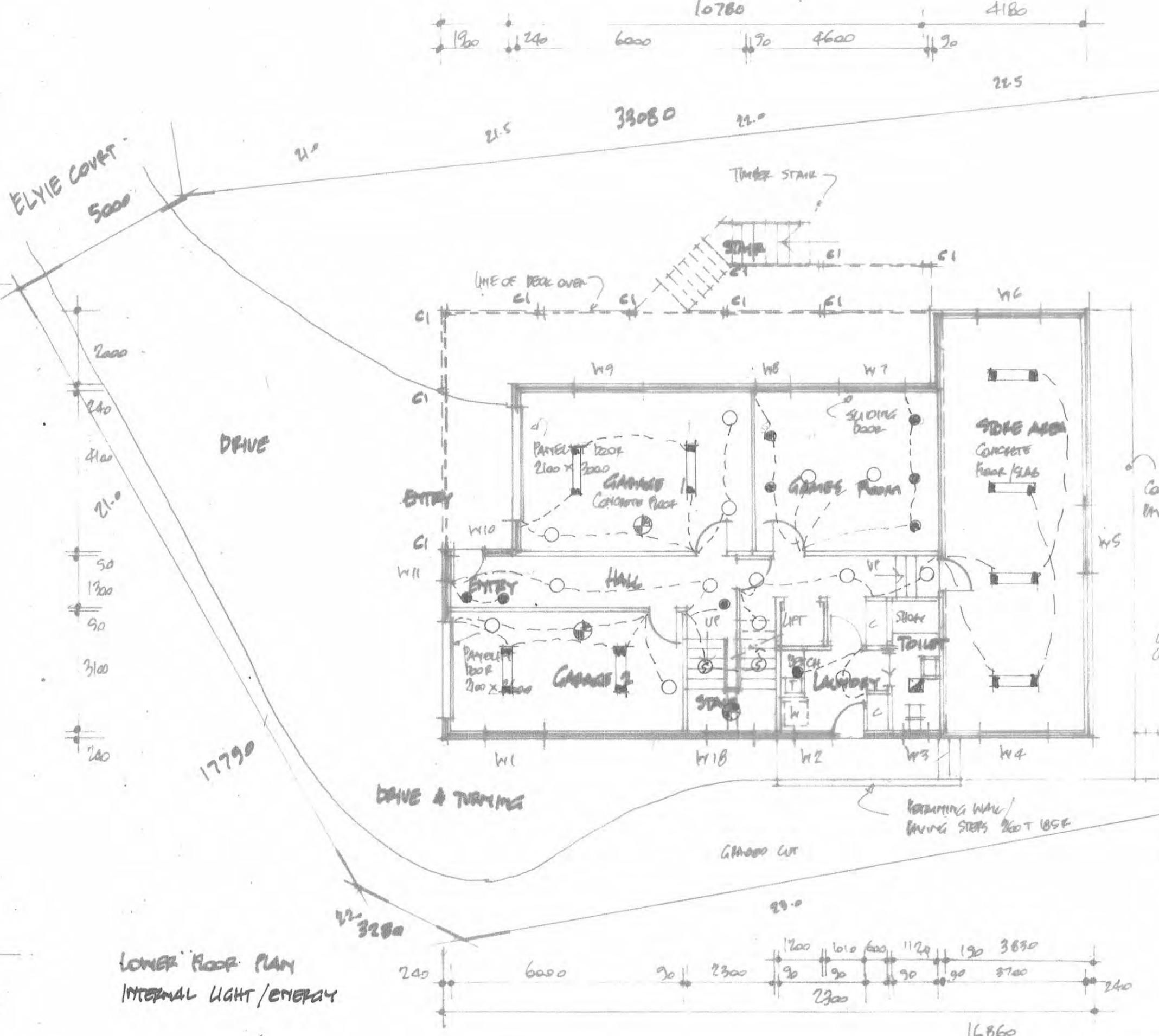
**WINDOW SCHEDULE**  
 ALUMINIUM DOUBLE GLAZED WINDOW UNIT  
 SLIDING & AWNING SASHES  
 FIT FLY SCREENS TO ALL OPERATING SASHES

**PROPOSED BRICK VENEER RESIDENCE**  
 5 ELVIE COURT BRIDPORT  
 FOR: MR M. P. HARTLEY

ANDREW SHEDDEN ARCHITECT CC 5670  
 BUILDING DESIGN SERVICE  
 47 ELLENOR STREET SCOTTSDALE 04880391

**WINDOW SCHEDULE LIGHT & VENTILATION**  
 SCALE 1:100 APRIL 2025 2023-12





**LIGHT SCHEDULE**  
 LIGHT / ENERGY LOAD  
 ADDITIONAL EXTERNAL LIGHTING  
 AS DIRECTED  
 ALL WORK TO AS 3000

- CEILING MOUNTED BATTERY LIGHT FITTING 11 W LED LAMP 24.0
- RECESSED DOWN LIGHT 11 W LED LAMP
- ▣ BATH ROOM TASTIC FITTING 11 W LED LAMP 1/ HEATER LAMP EXHAUST FAN UNIT DISCHARGE TO OUTSIDE
- ▬ FLUORESCENT LIGHT FITTING 1/38 W LAMP
- ⊕ SMOKE DETECTOR / ALARM CONNECT TO POWER SUPPLY WITH BATTERY BACK UP ALL UNITS INTERCONNECTED

LOWER FLOOR PLAN  
 INTERNAL LIGHT/ENERGY

**PROPOSED BRICK VENEER RESIDENCE**  
 5 ELYIE COURT BRIDPORT  
 FOR: MR M. P. HARTLEY

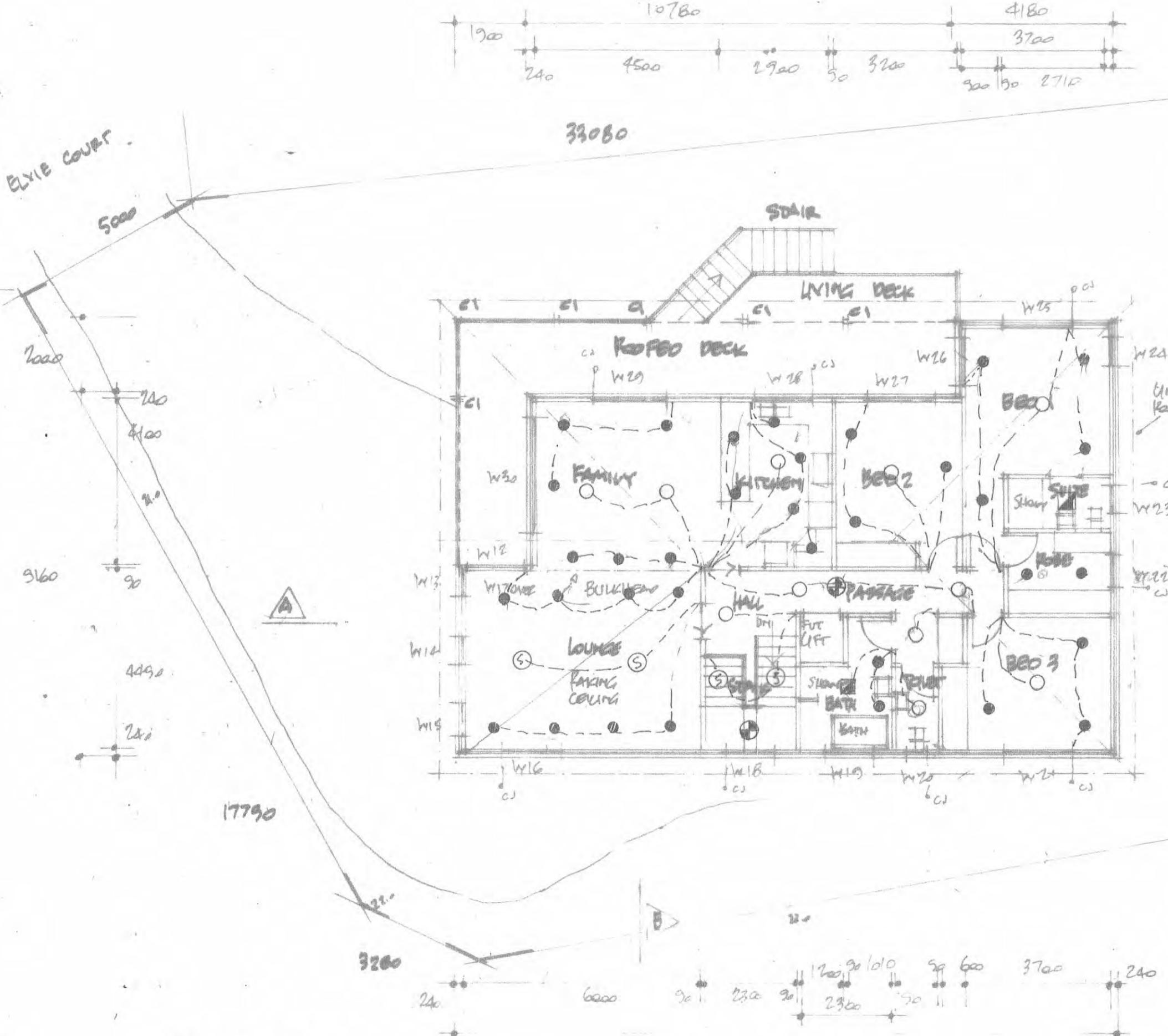
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ANDREW SHAWDEN ARCHITECT CCS676  
**BUILDING DESIGN SERVICE**  
 47 ELLERBE STREET SCOTTSDALE Q1800391

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**LOWER FLOOR PLAN - LIGHT/ENERGY PLAN**  
 SCALE 1:100 APRIL 2025 2019-15





UPPER FLOOR PLAN  
INTERNAL LIGHT/ENERGY

**LIGHT SCHEDULE**

LIGHT/ENERGY LOAD  
INTERNAL LIGHTING  
ADDITIONAL EXTERNAL LIGHTING  
AS DIRECTED  
ALL WORK TO AS 3000

- CEILING MOUNTED BATTERY FITTING  
11 W LED LAMP
- ⊙ CEILING MOUNTED BATTERY FITTING  
SUSPENDED FITTING 2/11 W LED LAMPS
- RECESSED DOWN LIGHT  
11 W LED LAMP
- BATHROOM TASTIC FITTING  
11 W LED LAMP  
2 HEATER LAMP  
EXHAUST FAN TO OUTSIDE
- ⊕ SMOKE DETECTOR/ALARM  
HARD WIRE TO BUILDING SUPPLY  
WITH BACK UP BATTERY  
ALL UNITS (BOTH LEVELS)  
TO BE INTER CONNECTED

**PROPOSED BRICK VENDOR RESIDENCE**  
5 ELVIE COURT BRIDPORT  
FOR: MR M.P. HARTLEY

ANDREW SHERDEN ARCHITECT CC 5670  
BUILDING DESIGN SERVICE  
47 ELLEROR STREET SCOTTSDALE 048803917

**UPPER FLOOR PLAN LIGHT/ENERGY PLAN**

SCALE 1:100 APRIL 2025 2073-16



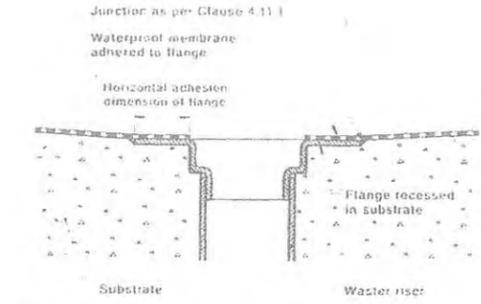


Figure 4.3.1(A) - Typical membrane termination at leak control flange

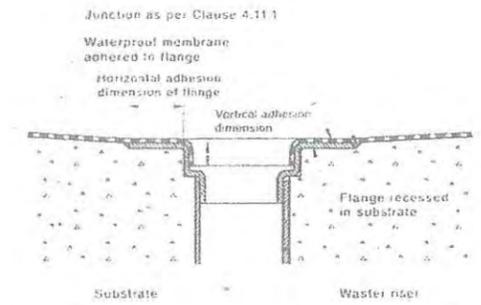


Figure 4.3.1(B) - Typical membrane termination at leak control flange with down leg

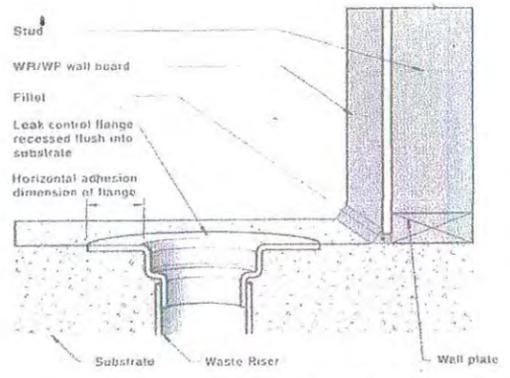


Figure 4.3.1(C) - Generic leak control flange adjacent to a wall

For Type 1 and Type 2 unenclosed showers, the waterstop shall have the vertical leg finish flush with the finish surface of the floor and, where the waterstop intersects with or joins a wall, the junction shall be waterproof.

NOTE 5 See Figure 4.8.2(A), Figure 4.8.2(B), Figure 4.8.2(C), and Figure 4.8.2(D) for examples of shower waterstops.

NOTE 6 If absorbent types of stone are used for flooring, they may discolour from shower water out to 1 500 mm waterstop. Efflorescence may also form in tile joints outside the shower area, and building elements such as vanity skirtings on the floor within the waterstop area may deteriorate.

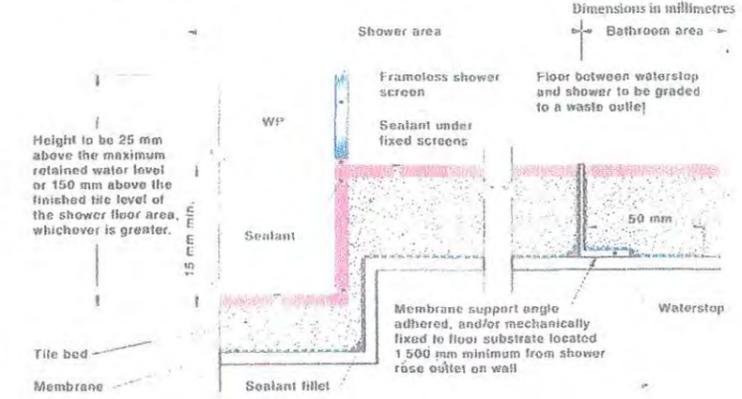


Figure 4.8.2(A) - Unenclosed shower - Membrane below tile bed

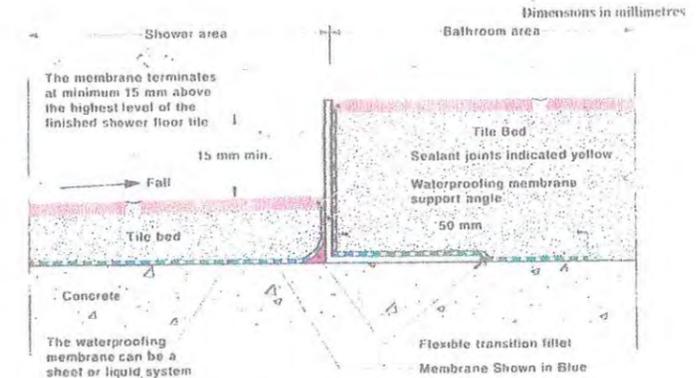


Figure 4.8.2(B) - Step-down shower waterstop and cover channel liquid membrane

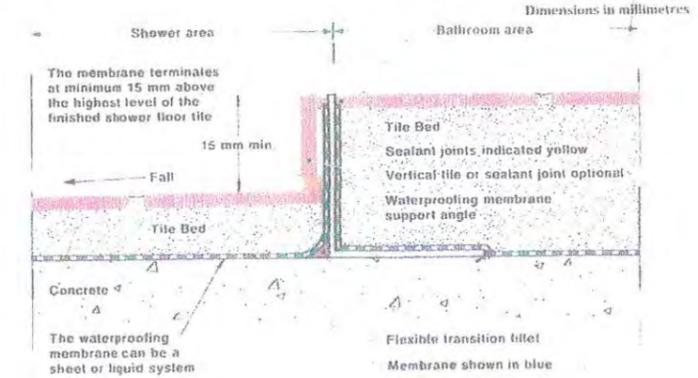
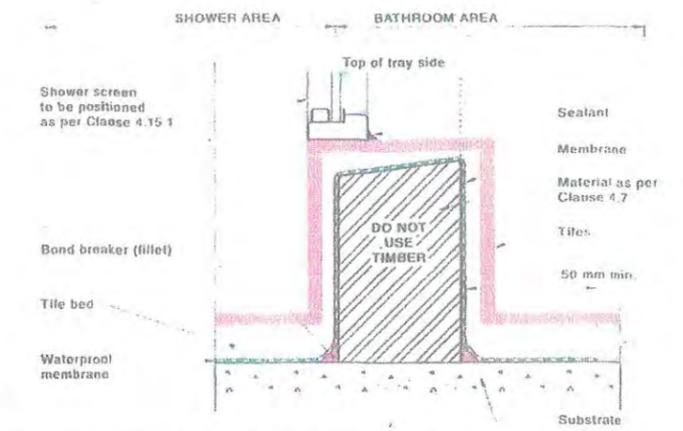
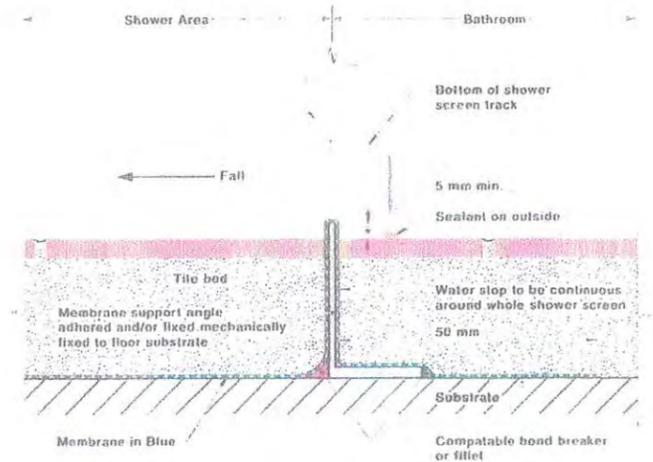


Figure 4.8.2(C) - Step-down shower waterstop and cover angle



NOTE 1 The area outside the shower area should be designed as a Category 3.  
NOTE 2 If the area outside the shower area is a Category 2 wet area, consideration should be given to extending the membrane across the whole of the floor.

Figure 4.6.2 - Shower with a hob liquid membrane



NOTE 1 Some shower screen extrusions do not permit the waterstop extending into a rebate. A channel section may be needed to be installed over the waterstop angle with the shower screen placed on top of the channel including return panels.

NOTE 2 The application of sealant is intended to prevent water from leaving the shower area. The application may be on the inside and/or outside face.

Figure 4.8.4 - Typical hobless construction

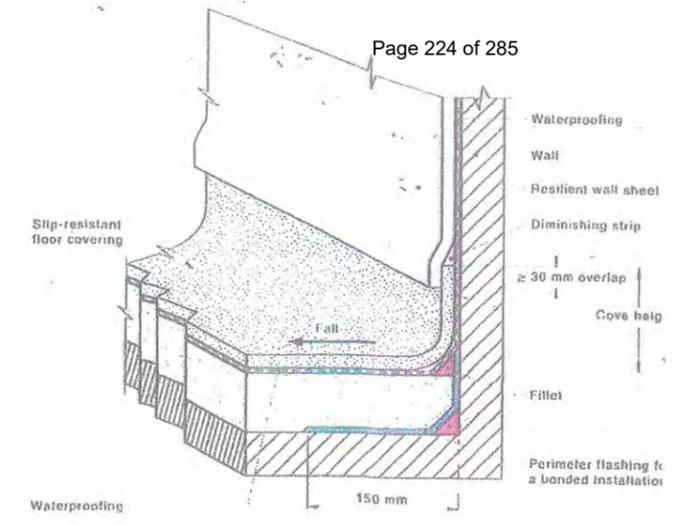


Figure 4.16(A) - Vinyl installation - Overlap method

[SOURCE: AS 1884:2021 Figure 5.1 amended to include waterproofing.]

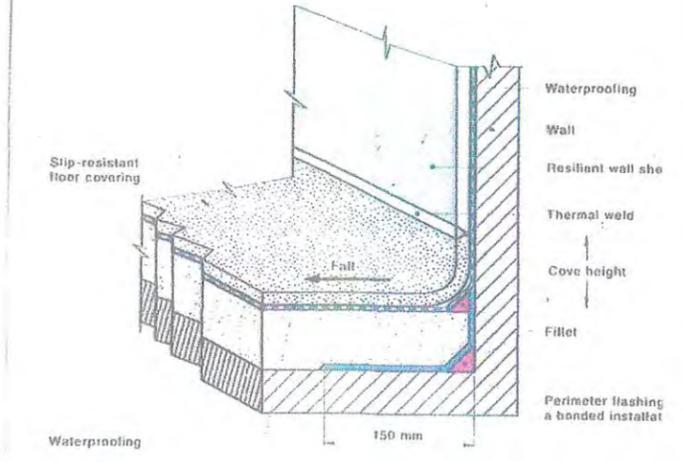


Figure 4.16(B) - Vinyl installation - Welded method

[SOURCE: AS 1884:2021 Figure 5.2 amended to include waterproofing.]

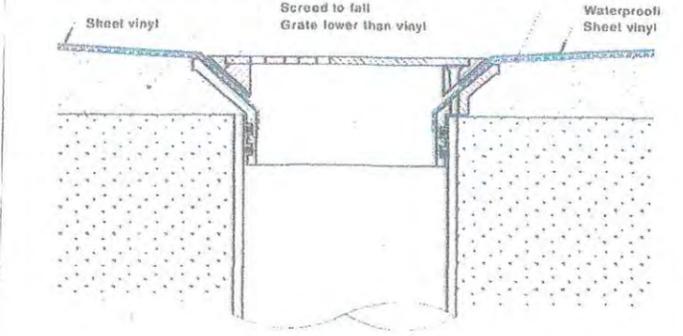


Figure 4.16(C) - Vinyl installation - Push-in vinyl sheet waste

ALL WET AREAS TO COMPLY WITH AS 3740 & NCC 10.11  
ALL WATER-PROOF MATERIALS TO BE SIBA & COMPATIBLE  
WATER STOP ALL TAP & SPOT OUTLETS  
& SILICON ALL JOINTS & JUNCTIONS

NET AREA CONSTRUCTION DETAILS

BUILDING DESIGN SERVICE  
ANDREW SHEDDEN ARCHITECT CC 5670  
47 BUNNIP ST SCOTTSDALE QLD 4003 9171  
DMG. W L

## 1. FALLS, SLIPS AND TRIPS

### 1.1 WORKING AT HEIGHTS

#### 1.1.1 DURING CONSTRUCTION

WHEREVER POSSIBLE, COMPONENTS FOR THIS BUILDING SHOULD BE PREFABRICATED OFF SITE OR AT GROUND LEVEL TO MINIMISE THE RISK OF WORKERS FALLING MORE THAN TWO METRES. HOWEVER, CONSTRUCTION OF THIS BUILDING WILL REQUIRE WORKERS TO BE WORKING AT HEIGHTS WHERE A FALL IN EXCESS OF TWO METRES IS POSSIBLE AND INJURY IS LIKELY TO RESULT FROM SUCH A FALL. THE BUILDER SHOULD PROVIDE A SUITABLE BARRIER WHEREVER A PERSON IS REQUIRED TO WORK IN A SITUATION WHERE FALLING MORE THAN TWO METRES IS A POSSIBILITY.

#### 1.1.2 DURING OPERATION OR MAINTENANCE

HOUSES OR OTHER LOW-RISE BUILDINGS WHERE SCAFFOLDING IS APPROPRIATE: CLEANING AND MAINTENANCE OF WINDOWS, WALLS, ROOFS OR OTHER COMPONENTS OF THIS BUILDING WILL REQUIRE PERSONS TO BE SITUATED WHERE A FALL FROM A HEIGHT IN EXCESS OF TWO METRES IS POSSIBLE. WHERE THIS TYPE OF ACTIVITY IS REQUIRED, SCAFFOLDING, LADDERS AND TRESTLES SHOULD BE USED IN ACCORDANCE WITH RELEVANT CODES OF PRACTICE, REGULATIONS OR LEGISLATION.

BUILDINGS WHERE SCAFFOLDING, LADDERS AND TRESTLES ARE NOT APPROPRIATE:

CLEANING AND MAINTENANCE OF WINDOWS, WALLS, ROOFS OR OTHER COMPONENTS OF THE BUILDING WILL REQUIRE PERSONS TO BE SITUATED WHERE A FALL FROM A HEIGHT IN EXCESS OF TWO METRES IS POSSIBLE. WHERE THIS TYPE OF ACTIVITY IS REQUIRED, FALL BARRIERS OR PERSONAL PROTECTIVE EQUIPMENT (PPE) SHOULD BE USED IN ACCORDANCE WITH RELEVANT CODES OF PRACTICE, REGULATIONS OR LEGISLATION.

#### 1.1.3 ANCHORAGE POINTS (NON-RESIDENTIAL ONLY)

ANCHORAGE POINTS FOR PORTABLE SCAFFOLD OR FALL ARREST DEVICES HAVE BEEN INCLUDED IN THE DESIGN FOR USE BY MAINTENANCE WORKERS. ANY PERSONS ENGAGED TO WORK ON THE BUILDING AFTER COMPLETION OF CONSTRUCTION WORK SHOULD BE INFORMED ABOUT THE ANCHORAGE POINTS.

### 1.2 SLIPPERY OR UNEVEN SURFACES

#### 1.2.1 FLOOR FINISHES - SPECIFIED

IF FINISHES HAVE BEEN SPECIFIED BY THE DESIGNER, THESE HAVE BEEN SELECTED TO MINIMISE THE RISK OF FLOORS AND PAVED AREAS BECOMING SLIPPERY WHEN WET OR WHEN WALKED ON WITH WET SHOES/FEET. ANY CHANGES TO THE SPECIFIED FINISH SHOULD BE MADE IN CONSULTATION WITH THE DESIGNER OR, IF THIS IS NOT PRACTICAL, SURFACES WITH AN EQUIVALENT OR BETTER SLIP RESISTANCE SHOULD BE CHOSEN.

#### 1.2.2 FLOOR FINISHES - BY OWNER

IF THE DESIGNER HAS NOT BEEN INVOLVED IN THE SELECTION OF SURFACE FINISHES, THE OWNER IS RESPONSIBLE FOR THE SELECTION OF SURFACE FINISHES IN THE PEDESTRIAN-TRAFFICABLE AREAS OF THE BUILDING. SURFACES SHOULD BE SELECTED IN ACCORDANCE WITH AS HB 197:1999 AND AS/NZS 4586:2004.

#### 1.2.3 STEPS, LOOSE OBJECTS AND UNEVEN SURFACES

DUE TO THE DESIGN REQUIREMENTS FOR THE BUILDING, STEPS AND/OR RAMPS ARE INCLUDED IN THE BUILDING THAT MAY BE A HAZARD TO WORKERS CARRYING OBJECTS OR OTHERWISE OCCUPIED. STEPS SHOULD BE CLEARLY MARKED WITH BOTH VISUAL AND TACTILE WARNINGS DURING CONSTRUCTION, MAINTENANCE, DEMOLITION, AND AT ALL TIMES WHEN THE BUILDING OPERATES AS A WORKPLACE. BUILDING OWNERS AND OCCUPIERS SHOULD MONITOR THE PEDESTRIAN ACCESS WAYS AND, IN PARTICULAR, ACCESS TO AREAS WHERE MAINTENANCE IS ROUTINELY CARRIED OUT, TO ENSURE THAT SURFACES HAVE NOT MOVED OR CRACKED SUCH THAT THEY BECOME UNEVEN AND PRESENT A TRIP HAZARD. SPILLS, LOOSE MATERIAL, STRAY OBJECTS OR ANY OTHER MATTER THAT MAY CAUSE A SLIP OR TRIP SHOULD BE CLEANED OR REMOVED FROM ACCESS WAYS.

CONTRACTORS SHOULD BE REQUIRED TO MAINTAIN A TIDY WORK SITE DURING CONSTRUCTION, MAINTENANCE OR DEMOLITION TO REDUCE RISK OF TRIPS AND FALLS AT THE WORKPLACE. MATERIALS FOR CONSTRUCTION OR MAINTENANCE SHOULD BE STORED IN DESIGNATED AREAS AWAY FROM ACCESS WAYS AND WORK AREAS.

## 2. FALLING OBJECTS

### 2.1 LOOSE MATERIALS OR SMALL OBJECTS

CONSTRUCTION, MAINTENANCE OR DEMOLITION WORK ON OR AROUND THE BUILDING IS LIKELY TO INVOLVE PERSONS WORKING ABOVE GROUND LEVEL OR ABOVE FLOOR LEVELS WHERE THIS OCCURS. ONE OF THE FOLLOWING MEASURES SHOULD BE TAKEN TO AVOID OBJECTS FALLING FROM THE AREA WHERE WORK IS BEING CARRIED OUT ONTO PERSONS BELOW.

1. PREVENT OR RESTRICT ACCESS TO AREAS BELOW WHERE THE WORK IS BEING CARRIED OUT.
2. PROVIDE TOE BOARDS TO SCAFFOLDING AND WORK PLATFORMS.
3. PROVIDE A PROTECTIVE STRUCTURE BELOW THE WORK AREA.
4. ENSURE THAT ALL PERSONS BELOW THE WORK AREA HAVE PERSONAL PROTECTIVE EQUIPMENT.

### 2.2 BUILDING COMPONENTS

DURING CONSTRUCTION, RENOVATION OR DEMOLITION OF THE BUILDING, PARTS OF THE STRUCTURE INCLUDING FABRICATED STEEL WORK, HEAVY PANELS AND MANY OTHER COMPONENTS WILL REMAIN STANDING PRIOR TO OR AFTER SUPPORTING PARTS ARE IN PLACE. CONTRACTORS SHOULD ENSURE THAT TEMPORARY BRACING OR OTHER REQUIRED SUPPORT IS IN PLACE AT ALL TIMES WHEN COLLAPSE, WHICH MAY INJURE PERSONS IN THE AREA, IS A POSSIBILITY.

MECHANICAL LIFTING OF MATERIALS AND COMPONENTS DURING CONSTRUCTION, MAINTENANCE OR DEMOLITION PRESENTS A RISK OF FALLING OBJECTS. CONTRACTORS SHOULD ENSURE THAT APPROPRIATE LIFTING DEVICES ARE USED, THAT LOADS ARE PROPERLY SECURED, AND THAT ACCESS TO AREAS BELOW THE LOAD IS PREVENTED OR RESTRICTED.

## 3. TRAFFIC MANAGEMENT

BUILDINGS ON A MAJOR ROAD, NARROW ROAD OR STEEPLY INCLINED ROAD

PARKING OF VEHICLES OR LOADING/UNLOADING OF VEHICLES ON THE ROADWAY MAY CAUSE A TRAFFIC HAZARD. DURING CONSTRUCTION, MAINTENANCE OR DEMOLITION OF THE BUILDING, DESIGNATED PARKING FOR WORKERS AND LOADING AREAS SHOULD BE PROVIDED. TRAINED TRAFFIC MANAGEMENT PERSONNEL SHOULD BE RESPONSIBLE FOR SUPERVISION OF THESE AREAS.

BUILDINGS WHERE ON-SITE LOADING/UNLOADING IS RESTRICTED:

CONSTRUCTION OF THE BUILDING MAY REQUIRE LOADING AND UNLOADING MATERIALS ON THE ROADWAY. DELIVERIES SHOULD BE WELL PLANNED TO AVOID CONGESTION OF LOADING AREAS AND TRAINED TRAFFIC MANAGEMENT PERSONNEL SHOULD BE USED TO SUPERVISE LOADING/UNLOADING AREAS.

ALL BUILDINGS:

BUSY CONSTRUCTION AND DEMOLITION SITES PRESENT A RISK OF COLLISION WHEN DELIVERIES AND OTHER TRAFFIC ARE MOVING WITHIN THE SITE. A TRAFFIC MANAGEMENT PLAN SUPERVISED BY TRAINED TRAFFIC MANAGEMENT PERSONNEL SHOULD BE IMPLEMENTED FOR THE WORK SITE.

## 4. SERVICES

GENERAL:

RUPTURE OF SERVICES DURING EXCAVATION FOR OTHER ACTIVITY CREATES A VARIETY OF RISKS INCLUDING RELEASE OF HAZARDOUS MATERIAL. EXISTING SERVICES MAY BE LOCATED ON OR AROUND THE BUILDING SITE. WHERE KNOWN, THESE ARE IDENTIFIED ON THE DRAWINGS, BUT THE EXACT LOCATION AND EXTENT OF SERVICES MAY VARY FROM THAT INDICATED. SERVICES SHOULD BE LOCATED USING AN APPROPRIATE SERVICE (SUCH AS DIAL BEFORE YOU DIG, TELSTRA, ETC.), APPROPRIATE EXCAVATION PRACTICE SHOULD BE USED AND, WHERE NECESSARY, SPECIALIST CONTRACTORS SHOULD BE ENGAGED.

LOCATIONS WITH UNDERGROUND POWER LINES:

UNDERGROUND POWER LINES MAY BE LOCATED IN OR AROUND THE SITE. ALL UNDERGROUND POWER LINES MUST BE DISCONNECTED OR ACCURATELY LOCATED AND ADEQUATE WARNING SIGNS USED PRIOR TO ANY CONSTRUCTION, MAINTENANCE OR DEMOLITION WORK COMMENCING.

LOCATIONS WITH OVERHEAD POWER LINES:

OVERHEAD POWER LINES MAY BE LOCATED ON OR NEAR THE SITE. THESE POSE A RISK OF ELECTROCUTION IF STRUCK OR APPROACHED BY LIFTING DEVICES OR OTHER PLANT AND PERSONS WORKING ABOVE GROUND LEVEL. WHERE THERE IS A DANGER OF THIS OCCURRING, POWER LINES SHOULD BE, WHERE PRACTICAL, DISCONNECTED OR RELOCATED WHERE THIS IS NOT PRACTICAL. ADEQUATE WARNING IN THE FORM OF BRIGHT-COLOURED TAPE OR SIGNAGE SHOULD BE USED, OR A PROTECTIVE BARRIER PROVIDED.

## 5. MANUAL TASKS

COMPONENTS WITHIN THIS DESIGN WITH A MASS IN EXCESS OF 25 KG SHOULD BE LIFTED BY TWO OR MORE WORKERS OR BY A MECHANICAL LIFTING DEVICE WHERE THIS IS NOT PRACTICAL. SUPPLIERS OR FABRICATORS SHOULD BE REQUIRED TO LIMIT THE COMPONENT MASS.

ALL MATERIAL PACKAGING, BUILDING AND MAINTENANCE COMPONENTS SHOULD CLEARLY SHOW THE TOTAL MASS OF PACKAGES AND WHERE PRACTICAL ALL ITEMS SHOULD BE STORED ON SITE IN A WAY THAT MINIMISES BENDING BEFORE LIFTING. ADVICE SHOULD BE PROVIDED ON SAFE LIFTING METHODS IN ALL AREAS WHERE LIFTING MAY OCCUR.

CONSTRUCTION, MAINTENANCE AND DEMOLITION OF THE BUILDING WILL REQUIRE THE USE OF PORTABLE TOOLS AND EQUIPMENT. THESE SHOULD BE FULLY MAINTAINED IN ACCORDANCE WITH THE MANUFACTURERS' SPECIFICATIONS AND NOT USED WHERE FAULTY OR, IN THE CASE OF ELECTRICAL EQUIPMENT, NOT CARRYING A CURRENT ELECTRICAL SAFETY TAG.

ALL SAFETY GUARDS AND DEVICES SHOULD BE REGULARLY CHECKED AND PERSONAL PROTECTIVE EQUIPMENT SHOULD BE USED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATION.

## 6. HAZARDOUS SUBSTANCES

### 6.1 ASBESTOS

FOR ALTERATIONS TO OR DEMOLITION OF A BUILDING CONSTRUCTED PRIOR TO 1990, IF THE BUILDING WAS CONSTRUCTED PRIOR TO:

1980 - IT MAY CONTAIN ASBESTOS

1986 - IT IS LIKELY TO CONTAIN ASBESTOS

EITHER IN CLADDING MATERIAL OR IN FIRE-RETARDANT INSULATION MATERIAL. IN EITHER CASE, THE BUILDER SHOULD CHECK AND, IF NECESSARY, TAKE APPROPRIATE ACTION BEFORE DEMOLISHING, CUTTING, SANDING, DRILLING OR OTHERWISE DISTURBING THE EXISTING STRUCTURE.

### 6.2 POWDERED MATERIALS

MANY MATERIALS USED IN CONSTRUCTION OF THIS BUILDING CAN CAUSE HARM IF INHALED IN POWDERED FORM. PERSONS WORKING ON OR IN THE BUILDING DURING CONSTRUCTION, OPERATIONAL MAINTENANCE OR DEMOLITION SHOULD ENSURE GOOD VENTILATION AND WEAR PERSONAL PROTECTIVE EQUIPMENT, INCLUDING PROTECTION AGAINST INHALATION WHILE USING POWDERED MATERIAL OR WHEN SANDING, DRILLING, CUTTING OR OTHERWISE DISTURBING OR CREATING POWDERED MATERIAL.

### 6.3 TREATED TIMBER

THE DESIGN OF THE BUILDING MAY INCLUDE PROVISION FOR INCLUSION OF TREATED TIMBER WITHIN THE STRUCTURE. DUST OR FUMES FROM THIS MATERIAL CAN BE HARMFUL. PERSONS WORKING ON OR IN THE BUILDING DURING CONSTRUCTION, OPERATIONAL MAINTENANCE OR DEMOLITION SHOULD ENSURE GOOD VENTILATION AND WEAR PERSONAL PROTECTIVE EQUIPMENT INCLUDING PROTECTION AGAINST INHALATION OF HARMFUL MATERIAL WHEN SANDING, DRILLING, CUTTING OR USING TREATED TIMBER IN ANY WAY THAT MAY CAUSE HARMFUL MATERIAL TO BE RELEASED. DO NOT BURN TREATED TIMBER.

### 6.4 VOLATILE ORGANIC COMPOUNDS

MANY TYPES OF GLUES, SOLVENTS, SPRAY PACKS, PAINTS, VARNISHES AND SOME CLEANING MATERIALS AND DISINFECTANTS HAVE DANGEROUS EMISSIONS. AREAS WHERE THESE ARE USED SHOULD BE KEPT WELL VENTILATED WHILE THE MATERIAL IS BEING USED AND FOR A PERIOD AFTER INSTALLATION. PERSONAL PROTECTIVE EQUIPMENT MAY ALSO BE REQUIRED. THE MANUFACTURERS' RECOMMENDATIONS FOR USE MUST BE CAREFULLY CONSIDERED AT ALL TIMES.

### 6.5 SYNTHETIC MINERAL FIBRE

GLASS FIBRE, ROCK WOOL, CERAMIC AND OTHER MATERIAL USED FOR THERMAL OR ACOUSTIC INSULATION MAY CONTAIN SYNTHETIC MINERAL FIBRE WHICH MAY BE HARMFUL IF INHALED, OR IF IT COMES INTO CONTACT WITH THE SKIN, EYES OR OTHER SENSITIVE PARTS OF THE BODY. PERSONAL PROTECTIVE EQUIPMENT, INCLUDING PROTECTION AGAINST INHALATION OF HARMFUL MATERIAL, SHOULD BE USED WHEN INSTALLING, REMOVING OR WORKING NEAR BULK INSULATION MATERIAL.

### 6.6 TIMBER FLOORS

THE BUILDING MAY CONTAIN TIMBER FLOORS THAT HAVE AN APPLIED FINISH. AREAS WHERE FINISHES ARE APPLIED SHOULD BE KEPT WELL VENTILATED DURING SANDING AND APPLICATION, AND FOR A PERIOD AFTER INSTALLATION. PERSONAL PROTECTIVE EQUIPMENT MAY ALSO BE REQUIRED. THE MANUFACTURER'S RECOMMENDATIONS FOR USE MUST BE CAREFULLY CONSIDERED AT ALL TIMES.

## 7. CONFINED SPACES

### 7.1 EXCAVATION

CONSTRUCTION OF THE BUILDING AND SOME MAINTENANCE ON THE BUILDING MAY REQUIRE EXCAVATION AND INSTALLATION OF ITEMS WITHIN THE EXCAVATION. WHERE PRACTICAL, INSTALLATION SHOULD BE CARRIED OUT USING METHODS THAT DO NOT REQUIRE WORKERS TO ENTER THE EXCAVATION. WHERE THIS IS NOT PRACTICAL, ADEQUATE SUPPORT FOR THE EXCAVATED AREA SHOULD BE PROVIDED TO PREVENT COLLAPSE. WARNING SIGNS AND BARRIERS TO PREVENT ACCIDENTAL OR UNAUTHORISED ACCESS TO ALL EXCAVATIONS SHOULD BE PROVIDED.

### 7.2 ENCLOSED SPACES

FOR BUILDINGS WITH ENCLOSED SPACES WHERE MAINTENANCE OR OTHER ACCESS MAY BE REQUIRED:

ENCLOSED SPACES WITHIN THE BUILDING MAY PRESENT A RISK TO PERSONS ENTERING FOR CONSTRUCTION, MAINTENANCE OR ANY OTHER PURPOSE. THE DESIGN DOCUMENTATION CALLS FOR WARNING SIGNS AND BARRIERS TO UNAUTHORISED ACCESS. WHERE WORKERS ARE REQUIRED TO ENTER ENCLOSED SPACES, AIR TESTING EQUIPMENT AND PERSONAL PROTECTIVE EQUIPMENT SHOULD BE PROVIDED.

### 7.3 SMALL SPACES

FOR BUILDINGS WITH SMALL SPACES WHERE MAINTENANCE OR OTHER ACCESS MAY BE REQUIRED:

SOME SMALL SPACES WITHIN THE BUILDING MAY REQUIRE ACCESS BY CONSTRUCTION AND MAINTENANCE WORKERS. THE DESIGN DOCUMENTATION CALLS FOR WARNING SIGNS AND BARRIERS TO UNAUTHORISED ACCESS. THESE SHOULD BE MAINTAINED THROUGHOUT THE LIFE OF THE BUILDING. WHERE WORKERS ARE REQUIRED TO ENTER SMALL SPACES, THEY SHOULD BE SCHEDULED SO THAT ACCESS IS FOR SHORT PERIODS. MANUAL LIFTING AND OTHER MANUAL ACTIVITY SHOULD BE RESTRICTED IN SMALL SPACES.

## 8. PUBLIC ACCESS

PUBLIC ACCESS TO CONSTRUCTION AND DEMOLITION SITES AND TO AREAS UNDER MAINTENANCE CAUSES RISK TO WORKERS AND THE PUBLIC. WARNING SIGNS AND SECURE BARRIERS TO UNAUTHORISED ACCESS SHOULD BE PROVIDED WHERE ELECTRICAL INSTALLATIONS, EXCAVATIONS, PLANT OR LOOSE MATERIALS ARE PRESENT. THEY SHOULD BE SECURED WHEN NOT FULLY SUPERVISED.

## 9. OPERATIONAL USE OF BUILDING

RESIDENTIAL BUILDINGS

THE BUILDING HAS BEEN DESIGNATED AS A RESIDENTIAL BUILDING. IF THE BUILDING AT A LATER DATE, IS USED OR INTENDED FOR USE AS A WORKPLACE, THE PROVISIONS OF THE WORK HEALTH AND SAFETY ACT 2011 OR SUBSEQUENT REPLACEMENT LEGISLATION SHOULD BE APPLIED TO THE NEW USE.

NON-RESIDENTIAL BUILDINGS

NON-RESIDENTIAL BUILDINGS WHERE THE END-USE HAS NOT BEEN IDENTIFIED: THE BUILDING HAS BEEN DESIGNED TO REQUIREMENTS OF THE CLASSIFICATION IDENTIFIED ON THE DRAWINGS. THE SPECIFIC USE OF THE BUILDING IS NOT KNOWN AT THE TIME OF THE DESIGN AND A FURTHER ASSESSMENT OF THE WORKPLACE HEALTH AND SAFETY ISSUES SHOULD BE UNDERTAKEN AT THE TIME OF FIT-OUT FOR THE END USER.

NON-RESIDENTIAL BUILDINGS WHERE THE END-USE IS KNOWN:

THE BUILDING HAS BEEN DESIGNED FOR THE SPECIFIC USE AS IDENTIFIED ON THE DRAWINGS. WHERE A CHANGE OF USE OCCURS AT A LATER DATE, A FURTHER ASSESSMENT OF THE WORKPLACE HEALTH AND SAFETY ISSUES SHOULD BE UNDERTAKEN.

10. OTHER HIGH-RISK ACTIVITY

ALL ELECTRICAL WORK SHOULD BE CARRIED OUT IN ACCORDANCE WITH CODE OF PRACTICE: MANAGING ELECTRICAL RISKS AT THE WORKPLACE, AS/NZS 3012 AND ALL LICENSING REQUIREMENTS.

ALL WORK USING PLANT SHOULD BE CARRIED OUT IN ACCORDANCE WITH CODE OF PRACTICE: MANAGING RISKS OF PLANT AT THE WORKPLACE.

ALL WORK SHOULD BE CARRIED OUT IN ACCORDANCE WITH CODE OF PRACTICE: MANAGING NOISE AND PREVENTING HEARING LOSS AT WORK.

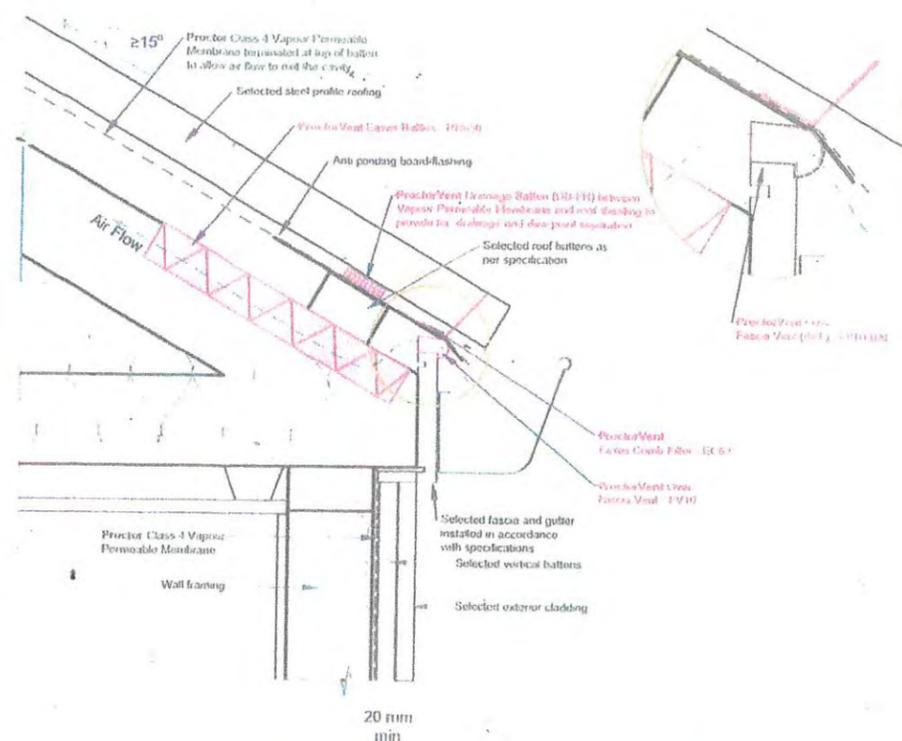
DUE TO THE HISTORY OF SERIOUS INCIDENTS, IT IS RECOMMENDED THAT PARTICULAR CARE BE EXERCISED WHEN UNDERTAKING WORK INVOLVING STEEL CONSTRUCTION AND CONCRETE PLACEMENT. ALL THE ABOVE APPLIES.

THESE NOTES MUST BE READ AND UNDERSTOOD BY ALL INVOLVED IN THE PROJECT. THIS INCLUDES, BUT IS NOT LIMITED TO: OWNER, BUILDER, SUB-CONTRACTORS, CONSULTANTS, OPERATORS, RENOVATORS, MAINTAINERS AND DEMOLISHERS.

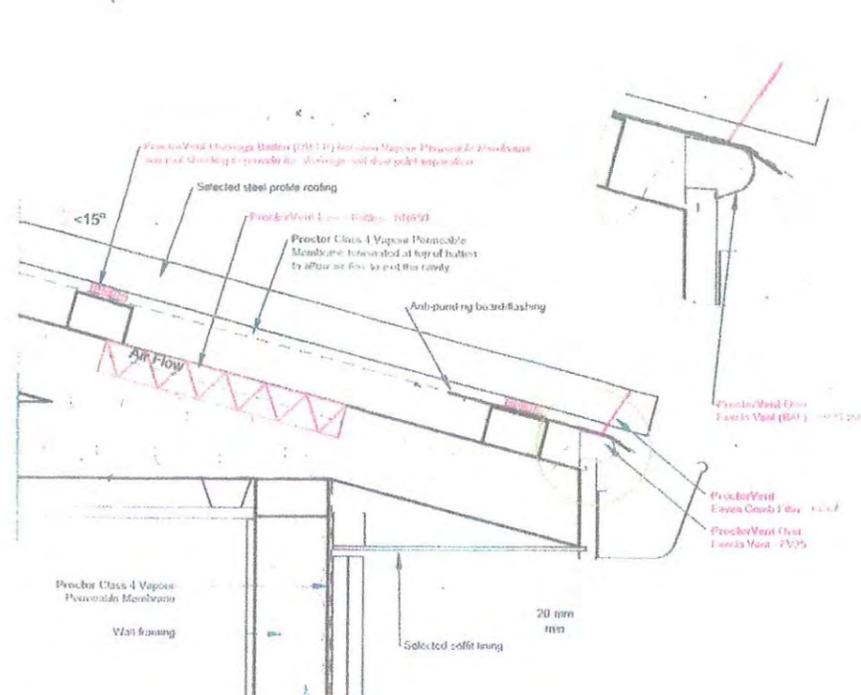
ANDREW SHELDON ARCHITECT CC 5670  
BUILDING DESIGN SERVICE  
47 ELLERAY STREET SCOTTSDALE 0488095171

SITE SAFETY DETAILS

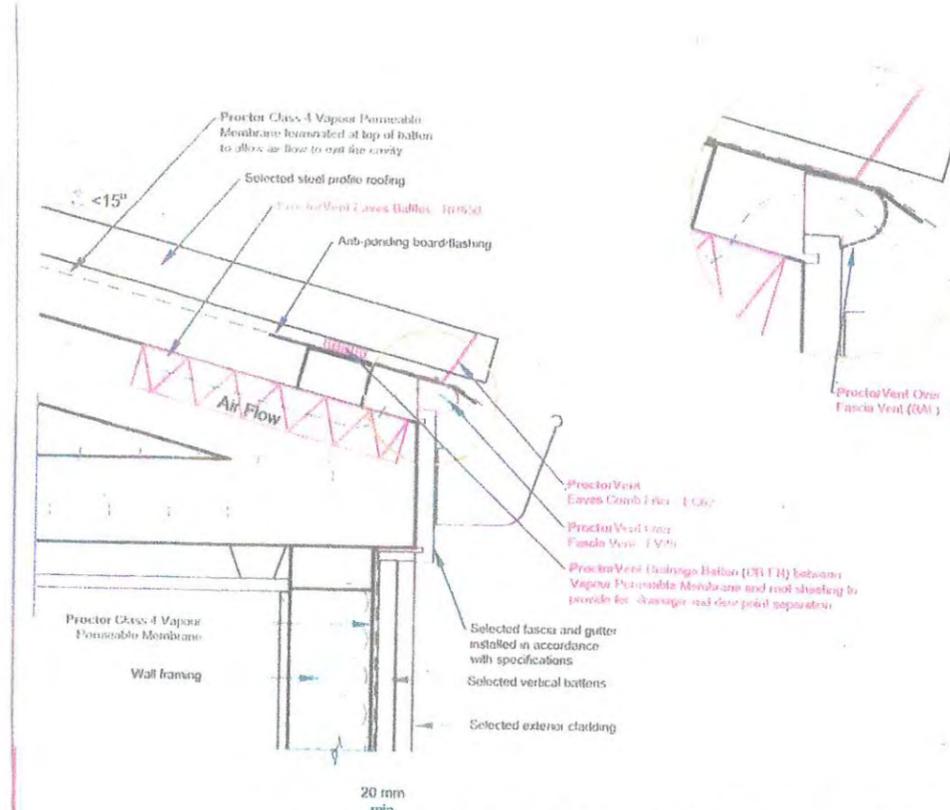
# PROCTOR VENT OVER FASCIA VENTS FV10 / FV25



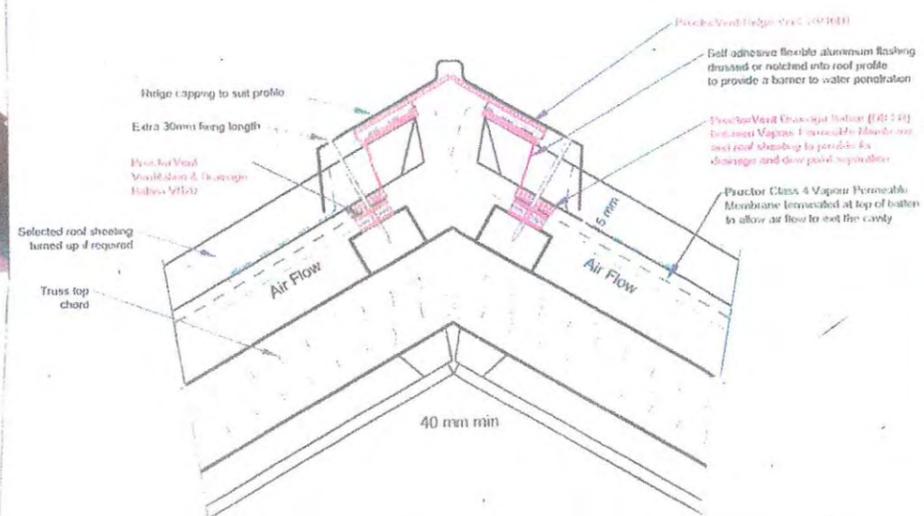
# PROCTOR VENT EAVES BAFFLE ROLL PANEL VENT RR650



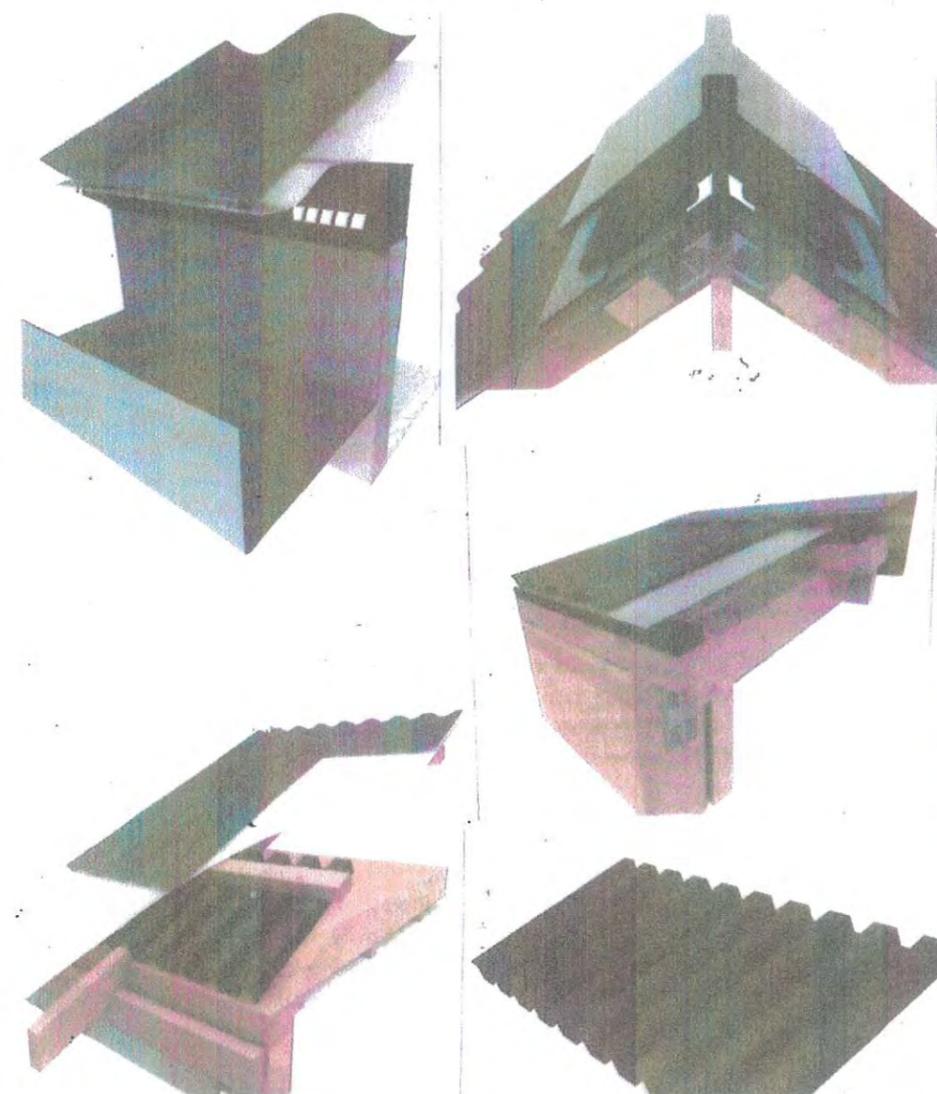
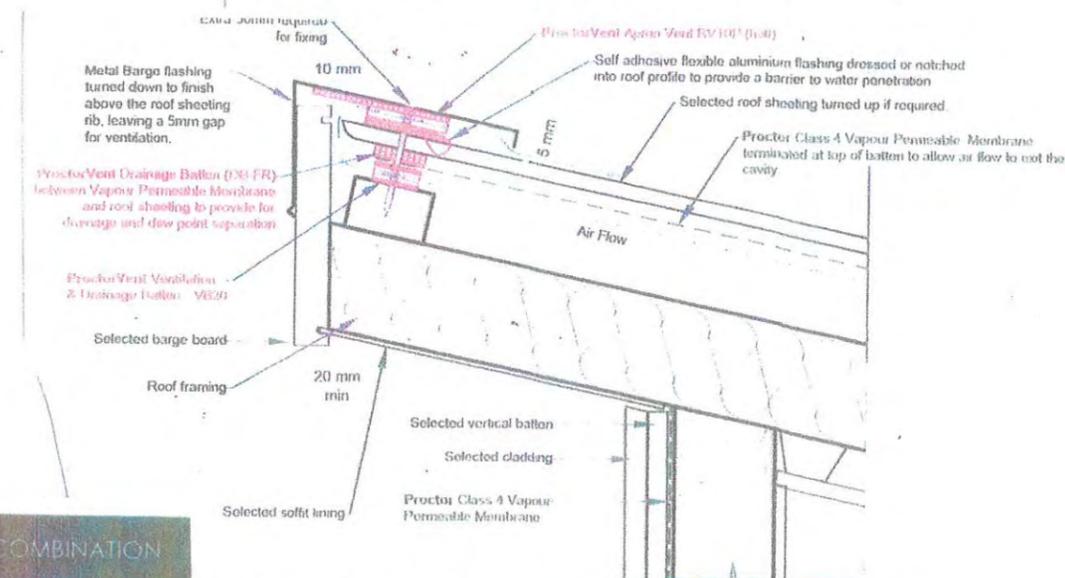
# PROCTOR VENT VENTILATED CAVITY BATTEN VB20 ROOF



# PROCTOR VENT RIDGE VENT



# PROCTOR VENT APRON VENT RV10P HALF / RV10DT HALF



TYPE	REQUIREMENT OF AIRFLOW	PRODUCT COMBINATION
NATIONAL CONSTRUCTION CODE 2022 VOL 1 F8D5 / ABCB HOUSING PROVISIONS STANDARD 10.8.3		
CONTROL OF CONDENSATION AND MOULD IN TASMANIAN HOMES (CBOS VER. 2):		
Roof Pitches <16°	25,000mm <sup>2</sup> /Lm at eaves 5,000mm <sup>2</sup> / Lm at ridge/high level	FV25, RR650 RV10P/DT or RV10P/DT HALF
Roof Pitches >16°	10,000mm <sup>2</sup> /Lm at eaves 5,000mm <sup>2</sup> / Lm at ridge/high level	FV10, RR650 RV10P/DT or RV10P/DT HALF
Cathedral Roof	25,000mm <sup>2</sup> / Lm at eaves 25,000mm <sup>2</sup> / Lm above insulation 5,000mm <sup>2</sup> / Lm at ridge/high level	FV25 VB20 RV10P/DT or RV10P/DT HALF

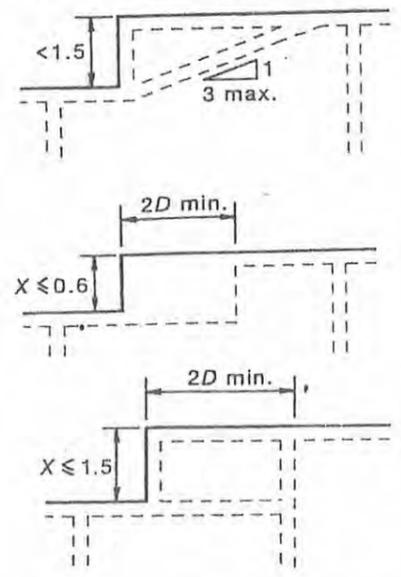
## ROOF SPACE CONDENSATION REQUIREMENTS

CONTROL OF CONDENSATION TO ROOFS TO COMPLY WITH MCC 2022 & CBOS STANDARD REQUIREMENTS  
BOOK #  
PROCTOR VENT DESIGN DOCUMENTS

ENG VI

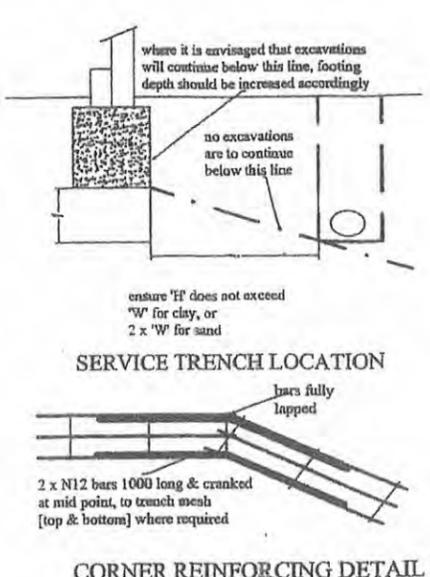
BUILDING DESIGN SERVICE  
ANTHONY SHEPPARD ARCHITECT CC 5670

- The foundation material is to be approved for a bearing capacity of 100kPa prior to covering with 100mm of concrete.  
 Slab sub-base is to be prepared to the following:  
 - Strip off all topsoil and vegetable matter.  
 - Where required fill with approved granular material, compacted in 150 max layers to requirements of AS2870.  
 - Install all plumbing and other services below slab base level.  
 - Place and level 30mm sand blinding layer prior to placing DCM 'fortecon' plastic.  
 Concrete is to be ready mixed to the requirements of AS1379.  
 Concreting is to be carried out in accordance with S19 of AS3600.  
 Minimum concrete strength is to be N25 [preferably N32] MPa, with a max slump of 60 unless noted otherwise.  
 Reinforcing cover is to be min 30mm for slab and 50mm for footings [where no plastic], unless otherwise specifically stated.  
 Reinforcing is to be lapped and tied as per detailed drawings on this page.  
 Ensure a suitable 'slip' joint between brickwork supporting concrete slab.  
 All reinforcing is to be correctly supported during placing of concrete with propriety bar chairs, spacers or supports.  
 Bondek or similar is to be supported as per manufacturers specifications.  
 Ensure the concrete footings are suitable drained with a means of preventing 'pooling' or 'damming' of water behind the footing on the 'lower' part of the building.



CONTINUITY OF FOOTING BEAMS

LEGEND:  
 D = depth of beam  
 X = offset of re-entrant corner



SERVICE TRENCH LOCATION

CORNER REINFORCING DETAIL [NOT RIGHT ANGLE]

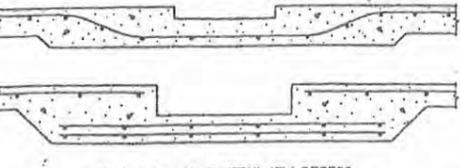
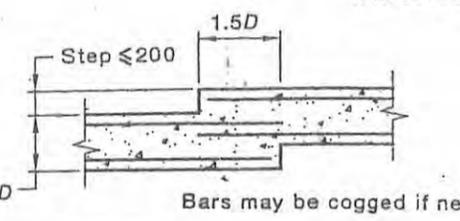
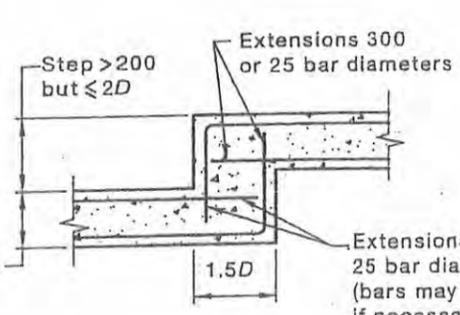


FIGURE 5.3 SLAB DETAIL AT A RECESS



REINFORCING DETAIL LAPPING

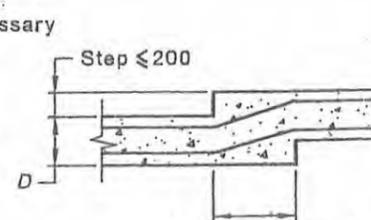
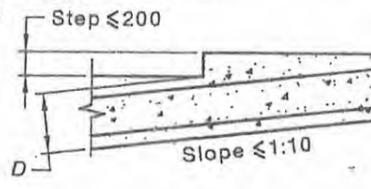
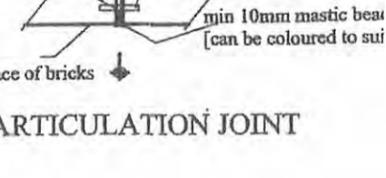
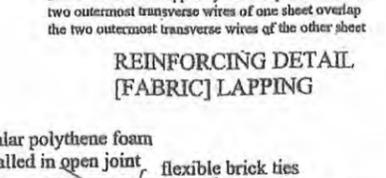
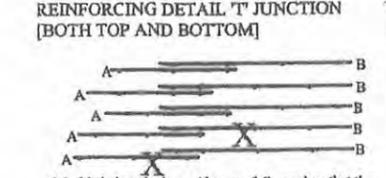
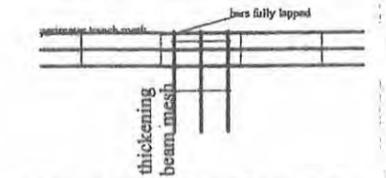
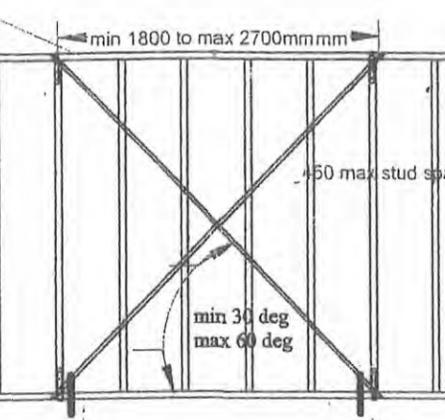


FIGURE 5.3 SLAB DETAIL AT A RECESS

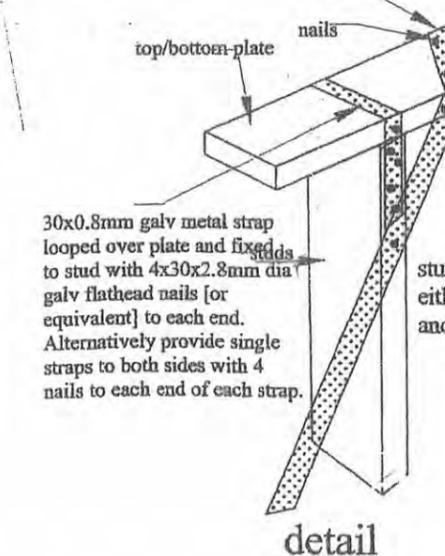


CONCRETE DETAILS

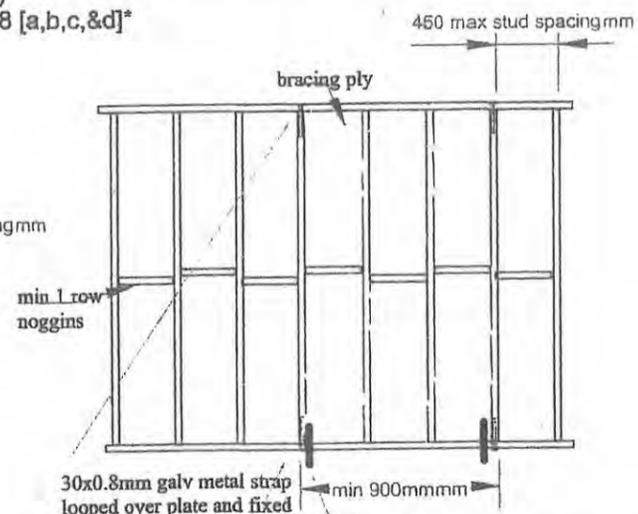
double diagonal tension or metal strap bracing unit  
 3 kN/m [5.4 - 8.1 kN capacity].  
 (without plate straps capacity is 50% of this)  
 \*for further details see s 8.3.6 and table 8.18 [a,b,c,&d]\*



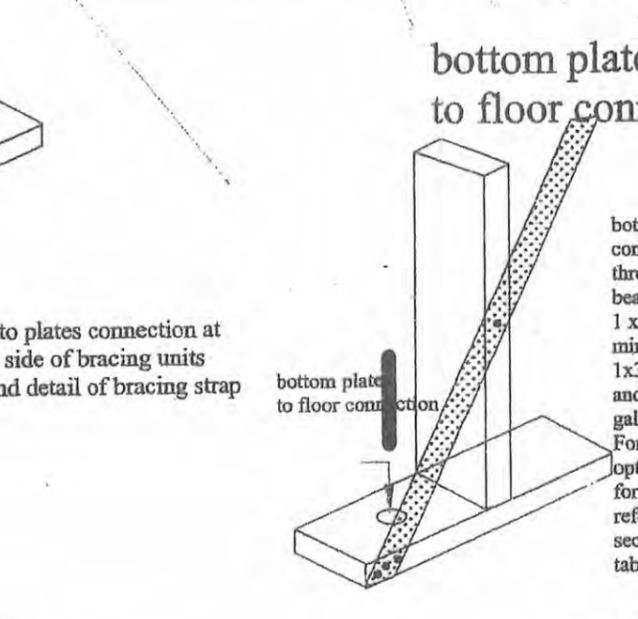
30x0.8 mm galv tensioned straps nailed to plates with min 4x30x2.8 dia galv flat head nails [or equivalent] to each end.



The framing, bracing and tiedowns in these drawings have been designed to comply with the requirements of the BCA and Australian Standard 1684.2 for a wind classification of N3 [41m/s]. All workmanship, materials and fixings are to be in accordance with the requirements of the above standard.



30x0.8mm galv metal strap looped over plate and fixed to stud with 4x30x2.8mm dia galv flathead nails [or equivalent] to each end. Alternatively provide single straps to both sides with 4 nails to each end of each strap.



bottom plate to floor/floor structure connections 1 x m10 bolt fixed through plate, flooring and into joist bearer or suitable blocking, or 1 x m10 concrete anchor embedded min 50mm into concrete floor, or 1x30x0.8 galv strap fixed to studs and floor frame with min 4x30x2.8 galv flat head nails. For further details on the above options or alternative options for bottom plate tie down refer to AS1684.2 - section 8.3.6.10, table 8.24, and table 8.18.

BRACING DETAILS

BRACING DETAILS

ANIKOEN SHEDDEN ARCHITECT 02 5670  
 BUILDING DESIGN SERVICE  
 47 ELLENOR STREET SCOTTSDALE 6352316

CONSTRUCTION DETAILS

STANDARD DRAWING SHEET



## Policy No.69 – Managing Conflicts of Interest – Council Related Planning Applications

CM Ref:	DOC/25/8659
Adopted:	July 2025
Minute:	xxxxxx
Version:	1
Reviewed Date:	-
Author	Consultant Town Planner
Responsible Officer	Director –Development Services
Statutory Authority	<i>Local Government Act 1993 (TAS)</i> <i>Land Use Planning and Approvals Act 1993</i>

### 1. Background

- 1.1. The Dorset Council is the Planning Authority for the municipal area of Dorset.
- 1.2. In some circumstances, the Council can also be the developer, landowner or hold a commercial interest in the land it regulates. Where Council holds this dual role, a conflict can arise. Identifying these conflicts of interest early and finding ways to address them is crucial to good governance, transparency and accountability.
- 1.3. Following a Board of Inquiry into Dorset Council, the Minister for Local Government issued Ministerial Directions to Council on 22 January 2025 pursuant to section 225(2) of the *Local Government Act 1993 (Act)*.
- 1.4. The Ministerial Directions relevant to this Policy are:

*Direction 1: implement a policy and procedure... to address the conflict of interest that arises where Council is the applicant and/or developer in respect of a planning application, and at the same time is the planning authority determining the application; and*

*Direction 2: for the term of the Council, refer all discretionary development applications within the meaning of section 57 of Land Use Planning and Approvals Act 1993 with a financial value of \$500,000 and above in respect of which Council is the applicant and/or developer to external consultants for assessment and recommendation to Council as the planning authority.*

(collectively **Ministerial Directions**).

### 2. Purpose

- 2.1. The purpose of this Policy is to address and satisfy the Ministerial Directions whilst additionally ensuring the Council manages its obligations both under the Act and the *Land Use Planning and Approvals Act 1993 (LUPAA)*.
- 2.2. The Policy specifically relates to planning applications where the Council is the applicant, and seeks to address any conflict of interest which may arise where Council is the applicant/proponent in respect of a planning application made under LUPAA, and at the same time is the planning authority tasked with determining that planning application under LUPAA.
- 2.3. Due to the complimentary nature of both directions 1 and 2 of the Ministerial Directions, this Policy collectively addresses the requirements of each.
- 2.4. The scope of the Policy has been extended beyond the Ministerial Directions to include all planning applications made under LUPAA (i.e. both sections 57 and 58) of any monetary value.

### 3. Objective

- 3.1. To provide a framework for the Council to best deal with any conflict of interest which may arise where Council is the applicant/proponent in respect of a planning application made under LUPAA, while at the same time is the planning authority tasked determining the application under LUPAA.

### 4. Scope

- 4.1. This policy applies to all planning applications where:
  - (a) Council is the applicant in respect of a planning application made under LUPAA; and/or
  - (b) Council is the underlying developer or proponent in respect of a planning application made under LUPAA, but may not be the applicant.

### 5. Responsibilities and Actions

- 5.1. Council recognises that in situations where it is the applicant/proponent for a planning application, whilst also being the Planning Authority responsible for determining the planning application, situations of conflict of interest will arise.
- 5.2. Upon the lodgement by Council as the applicant/proponent of any planning application made under LUPAA, Council's ~~Manager-Director~~ - Development Services must prepare a brief and refer the assessment of the planning application to an external third-party planning consultant (**Consultant**).
- 5.3. The Consultant is to be engaged for the express purpose of providing an assessment and consideration of the planning application's compliance with the provisions of the applicable planning scheme.
- 5.4. The ~~Manager-Director~~ - Development Services is to ensure that the Consultant does not themselves have a conflict of interest when considering the planning application.
- 5.5. The Consultant is to be responsible for:
  - (a) the assessment of the planning application against the provision of the applicable planning scheme;

- (b) the content of any requests for additional information from the Planning Authority to the Council as the applicant;
  - (c) consideration of any representations received by the Planning Authority in the case of discretionary planning applications; and
  - (d) the preparation of the necessary report (delegated or planning authority report to a Council meeting), including recommendation(s) to the Planning Authority and the drafting of any conditions.
- 5.6. Council's Development Services officers shall provide the Consultant with any necessary assistance during the Consultant's engagement to complete its tasks.
- 5.7. The standard administrative functions associated with the planning application assessment process of the planning application, include but are not limited to: internal and external third-party referrals, distribution of requests for additional information, notice of discretionary planning applications and general communication between applicants and representors, and are to be conducted by Council's Development Services Department under the guidance and direction of the Consultant.
- 5.8. The Consultant's engagement by Council is to cease upon an approval or refusal of that planning application by the Planning Authority.

## 6. Legislation

- 6.1. *Land Use Planning and Approvals Act 1993 (Tas)*
- 6.2. *Local Government Act 1993 (Tas)*

## 7. Related Council Documents

- 7.1. Operational Procedure – Monitoring of Planning Conditions and Restrictions.

## 8. Review

- 8.1. The first review of this policy is to occur following the election of a new Council in 2026, and unless required sooner, every five (5) years thereafter.

## DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/25/8659	July 2025	George Walker	Policy established



## Operational Procedure –Monitoring Conditions and Restrictions on Permits under the *Land Use Planning and Approvals Act 1993*

Ref: DOC/25/8660

Endorsed: **Insert date**  
**Minute No.**

Version: 1

Reviewed Date:

Council Minute No:

Statutory Authority: *Land Use Planning and Approvals Act 1993*  
*Local Government Act 1993*

### 1. Objective

1.1. To provide a procedure:

- (a) to establish the process Council will take to ensure that conditions and restrictions on planning permits issued under the *Land Use Planning and Approvals Act 1993 (Act)* are complied with;
- (b) to ensure conditions and restrictions on planning permits issued by Council as the planning authority under the Act are monitored and complied with; and
- (c) to ensure Council's obligations under section 63A of the Act are met.

### 2. Definitions

- 2.1. 'Act' means the *Land Use Planning and Approvals Act 1993*.
- 2.2. All words as defined under the Act have the same meaning within this procedure.

### 3. Purpose

- 3.1. The purpose of this procedure is to establish clear guidelines for actions to be taken by Council's Development Services Department staff to ensure all conditions and restrictions on planning permits issued under the Act are complied with and to ensure all obligations pursuant to section 63A of the Act are met.
- 3.2. The purpose of the procedure is to compliment the requirements of the Act and is not to repeat the statutory requirements and preconditions to the exercise of any functions or power of the Planning Authority. To the extent of any inconsistency between this procedure and the Act, the Act prevails.
- 3.3. This procedure aims to ensure that matters relating to compliance with conditions and restrictions on permits issued under the Act and obligations under section 63A of the Act are managed in a consistent and transparent manner with the principles of procedural fairness and natural justice being followed.
- 3.4. This procedure will assist Council officers when acting under the Act to do so consistently and effectively in response to allegations of unlawful conduct and non-compliance, whilst providing options for dealing with breaches and determining whether enforcement proceedings under the Act are warranted.

- 3.5. Council's enforcement of the requirements of the Act, including the condition of a permit, will be consistent, prompt and impartial having regard to the following principles:
- (a) Proportionality - the actions being scaled to the seriousness of the breach.
  - (b) Fairness & Consistency - Council will carry out its duties fairly, with consistency and be impartial in its approach. Whilst decisions on enforcement steps require the use of professional judgement and discretion, officers will take any steps in such a way to ensure fair, equitable and non-discriminatory treatment.
  - (c) Public interest - the public interest in taking enforcement steps must be weighed and includes an assessment of the costs to the Council. It involves consideration of not only the strength of the evidence, but also whether it is best for the community for the step to be taken against the background of the requirements of the Act.
  - (d) Transparency - Council will be open and transparent about the way it undertakes its enforcement activities.
  - (e) Effectiveness - Enforcement action, must be directed to be effective in achieving the desired enforcement outcome without unnecessary escalation and providing opportunities for voluntary compliance where possible.

#### 4. Scope

- 4.1. Potential breaches of the Act within the context of non-compliance with permit conditions or restrictions may come to the attention of Council through several avenues. These include complaints received from members of the public, through Council officer inspections or routine investigative triggers (such as the request for a council certificate pursuant to section 337 of the *Local Government Act 1993*).
- 4.2. The scope of the procedure is intended to encourage high levels of voluntary compliance with the requirements of the Act by individuals and corporations within the community.
- 4.3. The Council, as the Planning Authority, has a statutory obligation to enforce the requirements of the Act.

#### 5. Procedure

- 5.1. Council staff must assist the Planning Authority to ensure that all conditions and restrictions on a planning permit issued under the Act are complied with in the following ways:
  - (a) referring all building and/or plumbing applications to the Town Planner to crosscheck with any endorsed plans, conditions or restrictions of a corresponding planning permit;
  - (b) referring all Final Plan(s) of Subdivision and Strata Plans to the Town Planner to crosscheck with endorsed plans, conditions and restrictions of the corresponding planning permit;
  - (c) ~~keeping a record and being aware~~ monitoring of any triggers under a planning permit ~~for that~~ require certain steps to be taken or approvals to be subsequently granted prior to or throughout any period of construction, prior to the commencement of any use or activity, or during the life of any use or activity; and

(d) when asserted non-compliance is raised by members of the public (for example by way of a notice of suspected contravention), through Council officer inspections, or routine investigative triggers, they are properly investigated and acted up.

5.2. Council staff must actively engage within Council and across their respective areas of operations to assist the Planning Authority to comply with its statutory obligation to enforce the planning scheme and the Act. When suspected non-compliance is identified, it must be reported to the Town Planner, and the Town Planner must then properly investigate and take appropriate action.

5.3. Where any non-compliance matters are identified, or as the case may be where it has been identified that a planning permit is required but does not exist (e.g. in the case of notification or any application under the *Building Act 2016*), the Town Planner is to contact the person to inform them of the asserted non-compliance matter and/or the need to obtain a planning permit under the Act as well as any steps needed to be taken to rectify the matter.

5.4. The Planning Authority may apply the following options to achieve compliance in response to known breaches or failures to comply with the requirements of the Act, including non-compliance with conditions or restrictions on planning permits issued under the Act:

No Action:

5.5. No action may be taken when, after an investigation, the Planning Authority is satisfied that no breaches of the Act are discovered. It may also be appropriate to take no action when:

- (a) the complaint is frivolous, vexatious or trivial in nature;
- (b) the alleged offence is outside the Planning Authority's area of authority; or
- (c) taking action may prejudice other major investigations.

Informal Action:

5.6. Informal action to achieve compliance with the Act may include verbal or written warnings or requests for action. The circumstances in which informal action may be appropriate include:

- (a) where the breach is not serious enough to lead to formal action;
- (b) it is anticipated that as a consequence of a history of previous compliance, that informal action will secure ultimate compliance with the Act;
- (c) the consequences of non-compliance pose a limited risk; or
- (d) where it is anticipated that informal action may prove to be as effective as a formal approach.

5.7. File notes of any verbal warnings or requests for action must be made and include detail of the steps required to be taken to achieve compliance with the Act.

Formal Action - Service of Notices

5.8. Formal enforcement action may take the form of the service of the various notices under Part 4, Division 4A the Act.

5.9. The Act variously provides for the issuance of notices or orders to remedy breaches of the Act.

5.10. Notably, various notices or orders provided under the Act include:

- (a) Infringement notice – section 65A of the Act;
- (b) Notice of Intention to Issue an Enforcement Notice - section 65B of the Act; and
- (c) Enforcement notice – section 65C of the Act.

5.11. The Act only permits the issuance of the relevant notices or orders where certain preconditions are met. These notices or orders must only issue if the relevant preconditions of the Act are satisfied. The issuance of these notices or orders are the primary initial formal mechanism for the enforcement of the requirements of the Act, save for prosecution before the Magistrates Court.

## 6. REVIEW CYCLE

6.1. This procedure will be subject to review by both the Director – Development Services and Council's Permit Authority every three (3) years and/or otherwise in conjunction with amendments/review of provisions of the *Land Use Planning and Approvals Act 1993*.

Updated

Direction #	Detail	Legislation Ref	Timeframe	Responsible Officer	Deadline	Status	Reported / Adopted by Council	Notes
1	Pursuant to section 225(2)(d) of the Act, <b>implement a policy and procedure</b> , within 180 days, <b>to address the conflict of interest</b> that arises <b>where Council is the applicant and/or developer in respect of a planning application</b> , and at the same time is the <b>planning authority</b> determining that application.		180 days	John Marik	22-Jul-25	Draft Policy and Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be adopted 21.07.2025 Council Meeting	Council has already implemented an approach whereby a consultant Town Planner assesses any planning application for which Council is the applicant/developer of the proposal. This process has been in place for over 12 months. A policy and procedure has been drafted that recognises this approach.
2	Pursuant to section 225(2)(d) of the Act, for the term of the Council, <b>refer all discretionary development applications within the meaning of section 57 of the Land Use Planning and Approvals Act 1993 with a financial value of \$500 000 and above in respect of which Council is the applicant and/or developer</b> to external consultants for assessment and recommendation to Council as the <b>planning authority</b> .	<a href="#">LUPAA Sec.57</a>	Term of Current Council	John Marik	31-Oct-26	Included in Draft Policy and Operational Procedure outlined in Direction #1	Presented to Council to be adopted 21.07.2025 Council Meeting	See notes for Direction #1.
3	Pursuant to section 225(2)(a) of the Act, within 90 days, <b>review all service rates and charges made under sections 93 and 94 of the Act for the financial year 2024/2025</b> , and <b>table a report at an ordinary meeting of Council</b> that clarifies the extent to which such monies raised are being invested in, or expended through, the delivery of the relevant services.	<a href="#">LGA Sec. 93 &amp; 94</a>	90 days	Lauren Tolputt	30-Sep-25	Preparation of report to occur post preparation of Council's Financial Statements in September Quarter.		<b>Email from Andrei Norris - OLG 11.03.2025:</b> MD 3 – Report on expenditure of service rates and charges. This MD is due for completion by 23 April 2025. This appears to be an oversight as the MD relates to reviewing all s93 & s94 service rates and charges for the 2024/25 financial year and tabling a report at an ordinary meeting clarifying the extent to which monies raised are being invested in/expended through the delivery of the relevant services. Given that the MD relates to reporting on the treatment of monies raised during the 2024/25 FY, the report should actually be prepared/tabled following the conclusion of the 2024/25 FY. The Minister is being made aware of this reporting anomaly and I anticipate that there may be some flexibility regarding the date for completion of this MD to enable it to be properly implemented. It would be appreciated if you could please confirm when you anticipate that Council might reasonably be able to prepare/table the required report, following conclusion of the 2024/25 FY. <b>Response sent by GM 12.03.2025:</b> In relation to MD 3, Council's preference would be a due date of 30 September 2025, with the intent that it would be presented at the September Council Workshop/ Council Meeting. The reason being, while Council will not have an audit opinion finalised by then, Council will have submitted the financials to TAO and we would not be expecting any material movement. <b>Email from Andrei Norris - OLG 8.4.2025:</b> Can confirm that the Minister has approved an extension of the completion date for MD3 to Council to 30 September 2025. Anticipate that the Minister will write to Council regarding the matter, however please note that the extension has been approved in the meantime and this can be communicated to the Council.
4	Pursuant to section 225(2)(d) of the Act, <b>facilitate training to be delivered by the Department of Natural Resources and Environment Tasmania (NRE Tas) for all Council staff responsible</b> for overseeing or undertaking works on Crown land in their obligations under the Crown Lands Act 1976, the Aboriginal Heritage Act 1975 and the Nature Conservation Act 2002, <b>within 60 days of notification by NRE Tas.</b>		60 days	John Marik	15-Aug-25	Notification received from General Manager Heritage with contact details for 3 x module leaders to deliver training to relevant Council staff. <b>03.07.2025</b> Aboriginal Heritage Tasmania Training session confirmed for 04.08.2025 on site in Dorset		<b>Email from Andrei Norris - OLG 06.02.2025:</b> Direction 4 requires Council to facilitate the relevant training within 60 days of notification by NRE Tas. The intent of the direction is that NRE design/confirm the availability of the training and then notify Council. Council is then required to facilitate it within the 60 period, commencing on notification by NRE. Until such time as NRE provides notification, the 60-day period does not commence. <b>Email from Andrei Norris OLG 11.03.2025:</b> With respect to MD 4, please note that OLG is liaising with NRE Tas to clarify the likely timing of the training required under this MD. OLG and/or NRE Tas will be in further contact with Council regarding this MD. I will contact NRE to clarify when they are likely to be in a position to convene the training and how they would like to approach this direction in terms of engagement with the Council. <b>16.06.2025 Notification received from Will Joscelyne (General Manager Heritage)</b> with intent for NRE Tas training delivery to Council employees - 3 modules to be undertaken (2 x online, 1 x in-person). Executive Assistant to liaise with relevant officers / module contacts for suitable training dates <b>26.06.2025 Email to relevant agencies</b> with proposed dates for training provided - awaiting response with internal participant list identified.
5	Pursuant to section 225(2)(d) of the Act, <b>implement a procedure</b> , within 180 days, to ensure that <b>conditions and restrictions on permits issued by council as planning authority</b> under the Land Use Planning and Approvals Act 1993 are <b>complied</b> with and to ensure that Council's obligations under section 63A of that Act are met.	<a href="#">LUPAA Sec. 63A</a>	180 days	John Marik	22-Jul-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 21.07.2025 Council Meeting	A draft procedure has been developed and will be presented at the July Council Meeting for endorsement
6	Pursuant to section 225(2)(a) of the Act, <b>implement a procedure</b> , within 120 days, to ensure that <b>Council's functions and obligations</b> under Division 5 of Part 3 of the Local Government (Building and Miscellaneous Provisions) Act 1993 are conducted according to law.	<a href="#">LG (Bld &amp; Misc Provisions) Act 1993 - Part 3 / Div 5</a>	120 days	John Marik	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	<b>IMPLEMENTED</b>
7	Pursuant to section 225(2)(a) and (b) of the Act, for the term of the Council, ensure that <b>no additional work under the contract with World Trail Pty Ltd for Stage 2 of the North East Mountain Bike Trails</b> , executed on 17 July 2017, are undertaken and that procurement of any additional works on the trails is undertaken in compliance with the tendering and contract requirements of the Act and the Local Government (General) Regulations 2015.	<a href="#">LG (General) Regs 2015</a>	Term of Current Council	John Marik	31-Oct-26	Enacted.		Council's operational teams have been instructed that any works on the Blue Derby Mountain Bike Trails post release of the Ministerial Directions are to be procured in compliance with the tendering and contract requirements of the Local Government Act 1993 and Local Government (General) Regulations 2015. It is not anticipated that any further works will be procured for the Blue Derby Mountain Bike Trails in 2024/25. Council is also reviewing and refining its operational procurement procedures.

8	Pursuant to section 225(2)(d) of the Act <b>implement a procedure</b> , within 120 days, to ensure that any actions taken by Council under Part 18 of the Building Act 2016 are undertaken lawfully.	<a href="#">Building Act 2016 - Part 18</a>	120 days	Rohan Willis	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	<b>IMPLEMENTED</b>
9	Pursuant to section 225(2)(d) of the Act, <b>implement a procedure</b> , within 120 days, to ensure that the requirements for the <b>issue of infringement notices under the Building Act 2016</b> are satisfied.	<a href="#">Building Act 2016</a>	120 days	Rohan Willis	23-May-25	Operational Procedure completed post legal review by Simmons Wolfhagen	Presented to Council to be received and noted 19.05.2025 Council Meeting	<b>IMPLEMENTED</b>
10	Pursuant to section 225(2)(d) and/or section 225(3)(a) of the Act, <b>report quarterly</b> to the Minister for Local Government on the progress of actions to implement these directions for the <b>first 12 months</b> , and then <b>every six months for the term of the current Council</b> , until all of the directions are completed.	<a href="#">LGA Sec. 225(2)(d) and / or (3)(a)</a>	Quarterly	John Marik	See notes	Second report being tabled at 08.07.2025 Briefing Workshop, and 21.07.2025 Council Meeting.	Presented to Council to be received and noted 21.07.2025 Council Meeting	<b>Email from Andrei Norris - OLG 06.02.2025:</b> Minister has approved quarterly reporting dates, as provided by Council Report 1: 23 Jan - 31 Mar 2025   Council Meeting 14 Apr 2025 Report 2: 1 Apr - 30 Jun 2025   Council Meeting 21 Jul 2025 Report 3: 1 Jul - 30 Sep 2025   Council Meeting 20 Oct 2025 Report 4: 1 Oct - 31 Dec 2025   Council Meeting TBC Jan 2026 Report 5: 1 Jan - 30 Jun 2026   Council Meeting TBC Jul 2026



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

CM Ref:	DOC/25/7818
Adopted:	
Version:	1
Reviewed Date:	June 2025
Author	Executive Assistant
Responsible Officer	General Manager

*This Policy has been adapted from the template prepared by the Local Government Association of Tasmania (Version: December 2024)*

### OBJECTIVE

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The purpose of the Policy is to establish the principles and procedures for dispute resolution with, and between, Councillors related to matters outlined under the Code of Conduct in accordance with *Local Government Act 1993* Section 28JA, and the *Local Government (General) Regulations 2025*.

### SCOPE

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This Policy applies to disputes with, and between, Councillors. Matters of dispute include those under the Code of Conduct and behaviour of Councillors towards each other, Council employees and community members more broadly.

### RELATIONSHIP TO THE CODE OF CONDUCT

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This Policy is to support the resolution of disputes with, and between, Councillors before a Code of Conduct complaint is lodged.

Where a Code of Conduct complaint is lodged, the *Local Government Act 1993* requires that a complainant details why the outcome from the dispute resolution process was not satisfactory<sup>1</sup>, or if the process was not used, why the dispute resolution process was not appropriate for the circumstances<sup>2</sup>. An exception is where the dispute resolution process is not appropriate to resolve the dispute.

### WHEN THIS POLICY MAY NOT BE APPROPRIATE

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A Code of Conduct complaint may be required where either party is unable, or unwilling to participate in some, or all, of the dispute resolution process, such as mediated discussions. These reasons will be documented by the Dispute Resolution Officer.

Other matters such as, but not limited to, health and safety risks, criminal misconduct, discrimination, breaches of the *Local Government Act 1993* are to be addressed outside this Policy.

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<sup>1</sup> *Local Government Act 1993*, Section 28V (fc).

<sup>2</sup> *Local Government Act 1993*, Section 28V (fd).

## DEFINITIONS

The definitions of terms used in this Policy are set out below.

Term	Definition
<b>Complainant</b>	The person raising the dispute about a relevant matter.
<b>Respondent</b>	The Councillor(s) that are subject to a dispute.
<b>Mayor</b>	The Mayor as Chairperson of the Council may ask for parties to engage in the dispute resolution process.
<b>General Manager</b>	<p>The General Manager is responsible for identifying a Council Officer to act as the Dispute Resolution Officer. Where the Dispute Resolution Officer has an actual or perceived conflict of interest with the parties in dispute, the General Manager may appoint an alternative officer. The General Manager may appoint themselves where no other person is able to perform this role, and they can meet the requirements of this Policy.</p> <p>The General Manager is to identify a panel of Dispute Resolution Advisors for use under this Policy. Alternatively, Councils may access the provider panel developed by the Local Government Association of Tasmania (LGAT).</p>
<b>Dispute Resolution Officer</b>	The Dispute Resolution Officer manages the process, is responsible for maintaining the records of the process and appoints the Dispute Resolution Advisor. The Dispute Resolution Officer does not have a role in assessing the dispute.
<b>Dispute Resolution Advisor (the Advisor)</b>	The Advisor is a person external to the Council who undertakes the dispute resolution process with the parties in dispute.
<b>Support Person</b>	The support person is a person who may support the complainant or respondent as part of the dispute resolution process.

## PRINCIPLES

Principle	Definition
<b>Procedural Fairness</b>	<p>The principles of procedural fairness, or natural justice, will apply when dealing with a dispute under this Policy.</p> <p>In particular:</p> <ul style="list-style-type: none"> <li>(i) the parties in the dispute will be afforded equitable opportunities to be heard;</li> <li>(ii) any recommendations, or dispute resolution plans will be based on genuine consideration of the circumstances and evidence; and</li> <li>(iii) the roles in the process will support procedural fairness.</li> </ul>
<b>Personal and Shared Responsibility</b>	<p>Councillors represent the views of the community, so at times they may hold and express views that are different, and opposing, to their fellow Councillors. The democratic process means that there may be active debate that should be considered and respectful.</p> <p>However, this debate may become a conflict or dispute. Where this happens, the parties should</p>

	<p>use their best endeavour to resolve the issue or dispute in an informal and courteous manner.</p> <p>Where the parties have been unable to resolve the issue or dispute themselves, or it is not appropriate, then the dispute resolution process can then be applied. The process is to be approached by the parties in good faith to find a resolution.</p>
<b>Confidentiality</b>	<p>All parties will take all reasonable steps to maintain confidentiality when dealing with the dispute, to protect both the complainant and respondent.</p> <p>With the mutual agreement of the complainant and respondent a closed meeting of Council may be advised that the parties are participating in dispute resolution process.</p>
<b>Accessibility</b>	<p>The Council will ensure that information on how to lodge a dispute, including this Policy, is available via its customer service team and on the Council's website. The Council will make information available in accessible formats if requested. Any person wishing to lodge a dispute may contact the Dispute Resolution Officer if they require assistance in completing the dispute resolution form or otherwise navigating the dispute resolution process.</p>
<b>Equitable Access</b>	<p>This Policy and process is designed to address the different needs and priorities of all persons, including of different genders. It provides measures that address different levels and types of experiences, power, information and influence. These measures include:</p> <ul style="list-style-type: none"> <li>• Addressing power imbalances with an external neutral Dispute Resolution Advisor to support dispute resolution and providing for support person(s), detailing access to information, and maintaining accurate, clear records.</li> <li>• Providing a safe environment through confidentiality and neutral party lodgement.</li> <li>• Requiring Dispute Resolution Advisors with appropriate training for inclusiveness, gender responsiveness and trauma.</li> </ul>

## POLICY

### 1 LODGING AND WITHDRAWING DISPUTES

Any person may lodge a dispute regarding a Councillor's behaviour.

The Dispute Resolution Form must be completed in full to lodge a dispute. Completed forms must include the name and contact details of the complainant. A dispute must specify the part(s) of the Code of Conduct that the behaviour relates to.

Anonymous disputes cannot be accepted. Where an individual wishes to remain anonymous or does not want to put their complaint in writing the Dispute Resolution Officer may direct them to alternative avenues outside this Policy.

Where a Dispute Resolution Form omits required details, the Dispute Resolution Officer will invite the complainant to provide this information for the dispute to be progressed.

The dispute lodgement fee is 25 fee units. Separate costs and processes apply to Code of Conduct complaints.

Disputes may be withdrawn by the complainant by writing to the Dispute Resolution Officer. The Dispute Resolution Officer will provide written notice of the withdrawal to the respondent. Notice will not be provided if the withdrawal is prior to the respondent being notified of a dispute being lodged.

## 2 NOTICE TO COMPLAINANT

Within 10 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the complainant that:

- (i) confirms receipt of the dispute
- (ii) outlines the process that will be followed
- (iii) notes the confidentiality requirements of this Policy
- (iv) includes a copy of this Policy.

## 3 NOTICE TO RESPONDENT

Within 15 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the respondent that:

- (i) advises that a dispute has been made in accordance with this Policy
- (ii) includes a completed Dispute Resolution Form
- (iii) outlines the process that will be followed
- (iv) notes the confidentiality requirements of this Policy
- (v) includes a copy of this Policy.

## 4 APPOINTMENT OF DISPUTE RESOLUTION ADVISOR

The Dispute Resolution Officer is to engage a Dispute Resolution Advisor (Advisor) to conduct dispute resolution. The Advisor must:

- not be an employee of Council;
- not have any direct relationship to the parties;
- must be objective and impartial, with no real or perceived bias;
- must be able to demonstrate that their practice is gender and trauma aware; and
- be accredited under the National Mediator Accreditation System (NMAS), or its successor, the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS); or have a minimum of a Diploma in Mediation or Dispute Resolution.

In selecting a person to act in the capacity of the Advisor, the Dispute Resolution Officer will consider the nature of the issue under discussion, knowledge / experience of local government and interpersonal skills that can most likely assist in resolving matters of conflict.

The Dispute Resolution Officer will provide written notice of the appointment of the Advisor to the complainant and the respondent.

The parties may object to the Dispute Resolution Officer if they believe that the Advisor does not meet the requirements detailed in this section and will provide evidence to substantiate their view. The Officer will consider an objection and determine whether an alternate Advisor is to be appointed.

It is expected that there be no conflicts of interest between the Advisor and the complainant or respondent. If during the review process a conflict of interest arises between any party, the party must notify the Dispute Resolution Officer promptly. Where the Dispute Resolution Officer determines there is an actual conflict of interest, an alternative Advisor is to be appointed.

## 5 DISPUTE RESOLUTION PROCESS

### 5.1 Commencement

In commencing the dispute resolution process, the Advisor will bring together the parties to conduct an initial facilitated discussion or mediation. Where needed they may also undertake initial individual interviews with the parties and others.

The initial discussion is to provide a general picture of the dispute and to allow the Advisor to provide an estimate of the timeframe for the process based on the parties' willingness and availability. This discussion will support the Advisor's consideration of the appropriateness of undertaking the process including:

- the parties' willingness to participate in the process
- health and safety risks to the parties, or others.

The Advisor may determine that the process cannot continue due to:

- the risk that the process may cause harm to the health and safety of either of the parties; or
- one of the parties is unwilling or unable to participate; or
- initial engagement reveals circumstances that must be addressed through a different process.

Where the Advisor has determined the process cannot continue, they will provide a report to the Dispute Resolution Officer. The report will provide their reasons and state their determination that the dispute will need to be resolved through alternative avenues. The Advisor may make recommendations regarding these avenues.

### 5.2 Process

The Advisor will determine the appropriate resolution processes based on their expertise and experience. This may include, but not be limited to, approaches such as mediation and facilitated restorative processes.

Resolutions may include, but not be limited to:

- a commitment to changing behaviours
- a commitment to cease the behaviour
- a commitment to apologise
- counselling
- undertaking professional development.

The Advisor may also make a recommendation to the Council that it review a policy, procedure, or other document related to the dispute.

The parties must represent themselves.

The maximum timeframe for a dispute resolution process is three months. At this time the Advisor is to provide a report to the Dispute Resolution Officer and close the dispute. This timeframe may be extended on the Advisor's recommendation and with the mutual agreement of the parties.

### **5.3 Information requests**

Councillors and Council staff are to respond to the Advisor's reasonable requests for information about the dispute. Information pertaining to a third party will require their consent for the information to be released.

The Advisor may request the Dispute Resolution Officer to search for any relevant records or information in the Council's Record Management System. The Advisor must provide the complainant and respondent with a copy of any records that are identified.

In addition, where a clarification or additional information has been sought from the complainant by either the Dispute Resolution Officer or the Advisor, copies must also be provided to the complainant and respondent.

## **6 ORDER OF DISPUTES**

Disputes will normally be dealt with in the order in which they are received. If more than one dispute is received that relates to the same alleged breach, the Dispute Resolution Officer may progress those disputes concurrently, provided confidentiality can be maintained.

## **7 SUPPORT PERSON**

Complainants and respondents may include a support person as part of the dispute resolution process.

The role of the support person is to observe and provide emotional support. They are not to provide views on the process or on legal context. The support person must not be an Australian lawyer.

The parties are to provide written notice to the Dispute Resolution Officer of their intention to include a support person in the dispute resolution process. This notice is to include the person's name, occupation and relationship to the party.

The Advisor is to consider, before and during the process, the impact of the support person's participation on the principles in this Policy. The Advisor has absolute discretion to remove, or not to allow the person to participate in some, or all, of the process. The Advisor's determination will be provided in writing to the parties and to the Dispute Resolution Officer.

## REPORTING OBLIGATIONS

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### 8 REPORT FROM DISPUTE RESOLUTION ADVISOR

The Advisor must include in the confidential report to the Dispute Resolution Officer and to the parties:

- (i) the process and methods that were used;
- (ii) outcomes of the process including commitments made by one or more of the parties; and
- (iii) the views of the parties regarding the outcomes of the process.

### 9 COUNCIL

In accordance with *Local Government (General) Regulations 2025*, Regulation 37, Council is required to maintain a record of the number of disputes, including whether they were determined, withdrawn or underway, and their total costs. This information is to be reported in its Annual Report.

## IMPLEMENTATION AND REVIEW

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The General Manager is responsible for the implementation of this Policy in accordance with responsibilities outlined. This Policy will be reviewed every 4 years following the Local Government election cycle, or earlier if required.

## DOCUMENT INFORMATION

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Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/25/7818	June 2025	Sarah Forsyth	Policy established based on LGAT model template

## APPENDIX A

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**dorset**  
C O U N C I L

### Dispute Resolution Form

#### Instructions for Use

This form is for lodging a dispute under Dorset Council's Policy No. 67 - Dispute Resolution (Elected Members).

This form has been provided to ensure that you include all the information required under the *Dispute Resolution Policy* in your dispute. You will need to complete all the sections in this form.

To make a valid dispute, you will need to:

- Complete this form.
- Lodge the dispute with the General Manager of Council within two months of the alleged behaviour by the Councillor or Councillors.
- Pay the fee for lodging a complaint to the relevant Council, being 25 fee units. The Complainant is to pay either in person or via phone with a valid credit card.

The fee may be waived if the applicant can demonstrate to the satisfaction of the General Manager that they would find it difficult to pay the fee, for example they are receiving income support or are in financial hardship.

**Contact Details** (of person lodging the dispute – the complainant)

Name:	Telephone (mobile):
Address (Residential):	Telephone (work):
Address (Postal):	Telephone (home):
Email address:	Preferred mode of contact:

**Summary of dispute**

Name of Councillor(s) who you are in dispute with (the respondent):	
Part(s) of the Code of Conduct that you believe have been infringed:	
Date(s) of incident(s):	
Location(s) of incident(s):	

**Details of the dispute (FURTHER INFORMATION MAY BE ATTACHED)**

**Witnesses (INCLUDE ANYONE WITH KNOWLEDGE OF WHAT HAPPENED)**

**Have you previously made a dispute about this matter?**

- Yes                       NO

If yes, when and to whom did you make the dispute?

## Have you made any efforts to resolve the dispute directly with the respondent?

(Note: this section is compulsory. Incomplete forms will be returned)

Yes

Briefly describe the efforts that you have made  
(Note: You must complete this section)

No

Include a brief statement explaining why you have not made any efforts to resolve the issue with the respondent.

## Desired outcome of dispute

Please explain what you would like to happen because of lodging this dispute.

## Please sign and date

Signature:

Date:

### Privacy Statement

1. Council is committed to upholding your right to privacy.
2. Personal information collected by Dorset Council is used in the provision of services.
3. Information collected will be retained confidentially and disposed of in accordance with requirements of the *Personal Information Protection Act 2004*.
4. You have the right to access your own personal information on request.



## **REVIEWED** Policy No. 41 – Council Meeting Procedures

CM Ref:	DOC/25/7976
Adopted:	20 September 2021 Minute 158/21
Version:	2
Reviewed Date:	June 2025
Author	Executive Assistant
Responsible Officer	General Manager

Statutory Authority *Local Government (Meeting Procedures) Regulations 2025*  
*Local Government Act 1993 – Section 72B*

### OBJECTIVE

The purpose of the Policy is to set out rules and procedures for Council Meetings and Council Committee Meetings which apply in addition to the procedures prescribed in the *Local Government (Meeting Procedures) Regulations 2025 (the Regulations)*, and to ensure that participation in Council Meetings is undertaken in a respectful and open manner.

### SCOPE

This Policy applies to Council Meetings, Annual General Meeting and Council Committee Meetings. Regulation 44 (Other Procedures) permits Council to determine 'any other procedures relating to meetings it considers appropriate'. The following additional meeting procedures should be read in conjunction with the Regulations.

It does not apply to any other meeting held by Council (including a meeting of a special committee) unless the body conducting the meeting has expressly resolved to adopt all or part of it.

### DEFINITIONS

The definitions of terms used in this Policy are set out below.

Term	Definition
<b>Allocated Time</b>	Defined period for questions from the public or councillors – being 15 minutes.
<b>Annual General Meeting</b>	A meeting held annually by Council on a date that is not later than 15 December in each year, as defined in Section 72B of the <i>Local Government Act 1993 (the Act)</i> .
<b>Chairperson</b>	Is the Mayor, or in the Mayor's absence, the Deputy Mayor. If both the Mayor and Deputy Mayor are not present, then the Chairperson is the Councillor that is elected by Councillors present at that Meeting.
<b>Closed Meeting / Session</b>	A part of a Meeting which is closed to the public under Regulation 17.
<b>Council Committee</b>	A 'Council Committee' established under section 23 of the Act.
<b>Council Committee Meeting</b>	A meeting of a 'Council Committee' convened in accordance with Regulation 6 of the <i>Local Government (Meeting Procedures) Regulations 2025</i> .

<b>Council Meeting / Meeting</b>	<ul style="list-style-type: none"> <li>a. An ordinary meeting of Council convened in accordance with Regulations 5(2)(a), (3), (4) or (6), other than Council's Annual General Meeting, or</li> <li>b. A special meeting of Council convened in accordance with Regulation 5(2)(b) or (7).</li> </ul>
<b>General Manager</b>	The General Manager appointed under the Act, or delegate.
<b>General Terms</b>	<p>In addition to the above, in this Policy a reference to:</p> <ul style="list-style-type: none"> <li>a. A 'Regulation' is to a provision in the Regulations, and</li> <li>b. A 'Meeting' is to a Council Meeting and / or a Council Committee Meeting.</li> </ul>
<b>Minutes</b>	Are the written minutes of a Meeting prepared in accordance with Regulation 39
<b>Period of Notification</b>	<p>A period of notification referred to within this Policy includes Saturdays, Sundays and statutory holidays, but does not include:</p> <ul style="list-style-type: none"> <li>a. The day on which the notice is given; or</li> <li>b. The day of the Meeting.</li> </ul>
<b>Question</b>	<p>A question is:</p> <ul style="list-style-type: none"> <li>a. A public question without notice; or</li> <li>b. A public question on notice; or</li> <li>c. A question without notice (Councillor); or</li> <li>d. A question on notice (Councillor).</li> </ul>
<b>Relevant Entity</b>	<p>In relation to refusing a question, means:</p> <ul style="list-style-type: none"> <li>a. If the question is a question without notice or a public question without notice, the Chairperson of the Meeting; or</li> <li>b. If the question asked is a question on notice or public question on notice, the General Manager.</li> </ul>

## POLICY

### 1 GENERAL PROCEDURES

The frequency, dates and times of Council Meetings will be determined annually prior to the end of the calendar year, for the following calendar year. The Mayor and / or General Manager may arrange for Special Meetings, as required throughout the year, in accordance with Regulation 5.

Councillors and members of the public are reminded that Council Meetings are open forums and unlike State and Commonwealth parliaments, these Meetings do not have protection from parliamentary privilege. This means any questions or statements made or documents produced are subject to the laws of defamation.

At Meetings, Councillors and members of the public are to ensure that any question or statement made or document produced is not deliberately misleading, is not defamatory, does not disclose any confidential or personal information and does not disclose any commercial-in-confidence information.

Should a question or statement made, or document produced be defamatory, disclose confidential or personal information or disclose commercial-in-confidence information, then the Councillor or member of the public asking the question or making the statement are fully responsible for any issues which follow from the question or statement.

If a member of the public –

- a. hinders or disrupts a Meeting; or
- b. tries to hinder or disrupt a Meeting; or
- c. fails or refuses to leave a Closed Meeting; or
- d. exhibits threatening behaviour -

the Chairperson may take reasonable steps to remove the person from the Meeting or Closed Meeting, including requesting the assistance of a Police Officer in removing the person.

In accordance with Regulation 8, the Chairperson of a Meeting is to make a verbal statement at the beginning of each Meeting advising (but not limited to) the following:

- An audio recording is being made of the meeting;
- All persons attending the meeting are to be respectful of, and considerate towards other persons attending the meeting;
- Workplace Health and Safety requirements; and
- Language and conduct at the Meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

## 2 PUBLIC QUESTION TIME

Public Question Time provides an opportunity for members of the community to ask questions relating to Council's activities, not make statements. Anyone wishing to address Council and make a statement may do so under the Invitation to Address Council section of the Meeting.

Regulations 33, 36, 37 and 38 provides rules in relation to Public Question Time. In accordance with Regulation 44, the following procedures will also apply.

### 2.1 Asking a question

Any member of the public may ask a question. A person may ask a maximum of four questions per Meeting. Questions may be submitted in two ways:

- a. Two questions can be submitted in writing and be 'received on notice' before the Meeting.
- b. Two questions may be raised from the public gallery 'without notice' during Public Question Time.
- c. The Chairperson reserves the right to consider whether questions above this limit will be accepted or treated as correspondence and answered in accordance with Council's Customer Service Charter timeframes.

### 2.2 Putting a Question on Notice

- a. Members of the public are encouraged to submit a question(s) in writing and be put on notice to address the Council in the next ordinary Meeting. Council recommends this option as it will enable Council to provide a considered and complete response.
- b. A maximum of two questions may be submitted in writing before the Meeting.
- c. Members of the public can submit a question(s) in writing by any of the following methods:

Email: [gm@dorset.tas.gov.au](mailto:gm@dorset.tas.gov.au) or [dorset@dorset.tas.gov.au](mailto:dorset@dorset.tas.gov.au)

Via online submission form available at [www.dorset.tas.gov.au/council-meetings](http://www.dorset.tas.gov.au/council-meetings)

In Person: 3 Ellenor Street, Scottsdale

Mail: PO Box 21, Scottsdale TAS 7260

- with all questions clearly marked for the attention of the General Manager and be in the format of the registration form.
- d. Any question(s) on notice must be received at least 7 days before a Meeting and in accordance with the period of notification.
- e. Questions receive 'on notice' in writing to be answered will be listed on the agenda for the next ordinary Meeting.

### 2.3 Questions without Notice

- a. Members of the public wishing to ask Questions without Notice will be required to register their intent with Council's Executive Assistant prior to the commencement of the Meeting.
- b. Questions without Notice are required to be provided in writing to Council's Executive Assistant for inclusion in the minutes of the Meeting either at the Meeting, or within 24 hours of the Meeting concluding.
- c. Questions without Notice will be dependent on available time at the Meeting within the allocated time. This allocated time may be extended at the discretion of the Chairperson to a maximum of 30 minutes.

### 2.4 Refusal of Questions

The relevant entity may refuse to allow a question on notice to be listed or refuse to respond to a question put at a Meeting without notice that:

- i. Relates to any item listed on the agenda for the Meeting<sup>1</sup>.
- ii. Is unlawful in any way.
- iii. Contains defamatory remarks, offensive or improper language.
- iv. Questions the competency of Council employees or Councillors.
- v. Relates to the personal affairs or actions of Council employees or Councillors.
- vi. Relates to confidential matters, legal advice or actual or possible legal proceedings.
- vii. Relates to any matter which would normally be discussed in Closed Session of the Meeting.
- viii. Is, in the reasonable opinion of the Chairperson, proffered to advance a particular point of view rather than to make a genuine enquiry.
- ix. Is vague in nature or irrelevant to Council.
- x. Is not related to Council activities.
- xi. Is a question that has been substantively asked at a previous Meeting.

### 2.5 At a Council Meeting

The following rules and procedures apply to Public Question Time:

- a. Members of the public are to stand (if able) and announce their name and the suburb / town they reside before asking a question (all of which will be recorded in the minutes).
- b. Questions are to be put succinctly and in the form of a question, not a comment.
- c. Where a member of the public asks a question that is inappropriate, defamatory, offensive or constitutes bullying behaviour of Councillors or Council employees, the Chairperson may give the individual a warning that if they persist, they will be asked to leave the Council Meeting. The Chairperson may then take

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<sup>1</sup> This ground for refusal is in order to avoid any procedural fairness concerns arising in respect to any matter to be determined on the Meeting agenda.

reasonable steps to remove the person from the Meeting, including requesting the assistance of a Police Officer in removing the person.

- d. If more than one person wishes to ask a question, the Chairperson is to determine the order in which those questions are asked.
- e. Questions relating to planning applications that are to be decided at that Meeting, or a future Meeting will be taken on notice.
- f. Questions must be directed to the Chairperson who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is known, otherwise taken on notice and responded to in the next ordinary Meeting agenda and in writing to the member of the public who asked the question.

### 3 INVITATIONS TO ADDRESS A COUNCIL MEETING<sup>2</sup>

Regulation 46(1) gives persons the opportunity to address a Council Meeting. Council has determined that that the following procedures will apply to any person when addressing a Meeting:

- a. A statement is an address or report to Council; it is not a question or discussion time with Councillors. Statements by members of the public and questions asked by Councillors are not to be debated.
- b. 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. The notification can be made by any of the following methods:

Email: [gm@dorset.tas.gov.au](mailto:gm@dorset.tas.gov.au) or [dorset@dorset.tas.gov.au](mailto:dorset@dorset.tas.gov.au)

In Person: 3 Ellenor Street, Scottsdale

Mail: PO Box 21, Scottsdale TAS 7260

- clearly marked for the attention of the General Manager. The Mayor and General Manager may exercise discretion on this notification deadline in exceptional circumstances.
- c. All proposed statements are to be provided in writing prior to the Meeting to allow for circulation to Councillors and inclusion in the minutes of the Council Meeting.
- d. Council will allow a maximum of 15 minutes for public statements at Meetings.
- e. A person(s) seeking to make a statement to Council 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.
- f. Prior to making a statement, members of the public are to stand (if able) and announce their name and the suburb / town they reside (all of which will be recorded in the minutes).
- g. The subject of any statement can relate to a matter currently before, or at some future stage to come before the Council, or any other matter of general relevance to the interest of Dorset.
- h. Statements in relation to planning applications that are to be decided at that Meeting, or a future Meeting are:
  - i. not to exceed 5 minutes in duration.
  - ii. only to be made by the applicant or a valid representor.

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<sup>2</sup> Invitations to address Council Meetings were called 'Deputations' in earlier versions of this Policy.

- iii. limited to statements supporting the content of representations made during the statutory advertising period of the planning application and cannot introduce new information pertaining to the application.
- iv. A maximum of five presentations will be permitted on any one planning application. The Chairperson has the right to refuse or cease an address where the statement is a repetition of a previous public address.
- i. Comments and statements are not to be defamatory, offensive or abusive, or be designed to embarrass any person, including Council employees or Councillors.
- j. Statements are not to be repetitive of points already made. Several people repeating a common position should nominate a single speaker on their behalf.

## 4 COUNCILLOR QUESTION TIME

Regulations 33, 34 and 35 provides rules in relation to questions from Councillors. In accordance with Regulation 44, the following procedures will also apply to Councillor Question Time.

### 4.1 Submitting a Question on Notice

Any Councillor may ask a question at any ordinary Council Meeting. Questions may be submitted in two ways:

- a. Unlimited questions can be submitted in writing and be received 'on notice' before the Meeting.
- b. Two questions may be raised 'without notice' during Councillor Question Time.
- c. The Chairperson reserves the right to consider whether questions above this limit will be accepted or treated as correspondence and answered in accordance with Council's Customer Service Charter timeframes.

### 4.2 Putting a Question on Notice

- a. Councillors can submit a question(s) in writing to the General Manager by emailing [gm@dorset.tas.gov.au](mailto:gm@dorset.tas.gov.au)
- b. Any question(s) on notice must be received at least 7 days before a Council Meeting and in accordance with the period of notification.
- c. Questions received 'on notice' in writing along with answers will be listed in the agenda for the next ordinary Meeting.

### 4.3 Questions without Notice

- a. Council will allow a maximum of 15 minutes for Councillor Questions without Notice at a Meeting.
- b. Councillors wishing to ask a Question without Notice will be required to register their intent with Council's Executive Assistant prior to the commencement of the Meeting.
- c. Questions without Notice are required to be provided in writing to Council's Executive Assistant for inclusion in the minutes of the Meeting either at the Meeting, or within 24 hours of the Meeting concluding.

### 4.4 Refusal of Questions

- a. The relevant entity may refuse to allow a question on notice to be listed, or may refuse to respond to a question put at a Meeting without notice that:
  - i. Relates to any item listed on the agenda for the Council Meeting<sup>3</sup>.

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<sup>3</sup> This ground for refusal is to avoid any procedural fairness concerns arising in respect to any matter to be determined on the Meeting agenda.

- ii. Is unlawful in any way.
- iii. Contains defamatory remarks, offensive or improper language.
- iv. Questions the competency of Council employees or Councillors.
- v. Relates to the personal affairs or actions of Council employees or Councillors.
- vi. Relates to confidential matters, legal advice or actual or possible legal proceedings.
- vii. Relates to any matter which would normally be discussed in Closed Session of the Meeting.
- viii. Is, in the reasonable opinion of the Chairperson, proffered to advance a particular point of view rather than to make a genuine enquiry.
- ix. Is vague in nature or irrelevant to Council.
- x. Is not related to Council activities.
- xi. Is a question that has been substantively asked at a previous Meeting.

#### **4.5 At a Council Meeting**

The following rules and procedures apply to Councillor Question Time:

- a. A Councillor may ask a question without notice of the Chairperson, or through the Chairperson of another Councillor or the General Manager.
- b. In asking a question, a Councillor must not offer an argument or opinion or draw any inferences or make any imputations. The exception to this is where explanation of the question is necessary.
- c. Questions are to be put succinctly and in the form of a question, not a comment, with no debate permitted on the question or the answer provided.
- d. The Chairperson, Councillor or General Manager who is asked a question without notice at a Meeting may decline to answer the question.
- e. Where a Councillor asks a question that is inappropriate, defamatory, offensive or constitutes bullying behaviour of Councillors or Council employees, the Chairperson may give the individual a warning that if they persist, they will be asked to leave the Meeting. The Chairperson may then take reasonable steps to remove the person from the Meeting, including requesting the assistance of a Police Officer in removing the person.
- f. If more than one Councillor wishes to ask a question, the Chairperson is to determine the order in which those questions are asked.
- g. Questions must be directed to the Chairperson who shall answer or direct the question to the appropriate Councillor, or the General Manager. A question will be answered if the information is known otherwise taken on notice and responded to in the next ordinary Meeting agenda and in writing to the Councillor who asked the question.
- h. The Chairperson may refuse to accept a question without notice if it does not relate to the activities of the Council.

## **5 ANNUAL GENERAL MEETING**

Section 72B of the Act provides rules relating to Council holding an Annual General Meeting each year. Council has determined that the following guidelines will apply.

The Annual General Meeting will be conducted as far as practicable in a manner like an ordinary Council Meeting and generally align with processes in the Regulations.

### 5.1 Procedures Applicable to the Annual General Meeting

- a. All discussion will be addressed through the Chairperson of the Meeting.
- b. For minute taking purposes, speakers are asked to identify themselves to the Meeting before speaking.

### 5.2 Moving a Motion

- a. A Councillor or a member of the public who is an elector of the Dorset Council municipal area, may move or second a motion.
- b. All motions must be seconded before any debate can commence on that motion.
- c. Only one motion and one amendment may be before the Chairperson at any time.
- d. Councillors and electors of the Dorset municipal area may vote on motions and amendments.
- e. Voting will be by show of hands.
- f. A resolution is passed by half plus one of the Councillors and electors present voting in favour of a motion or amendment.
- g. In speaking to a motion, individuals may speak only once and for a maximum of 3 minutes.

### 5.3 General Procedures

- a. A motion passed at the Annual General Meeting will be considered at the next ordinary Council Meeting.
- b. No person may:
  - i. Move more than two motions.
  - ii. Make any personal reflection of any Councillors, Council employees or any member of the public.
  - iii. Disrupt the Meeting.
  - iv. In the opinion of the Chairperson, use any offensive expression.

## 6 VOTING PROCEDURE

In accordance with Regulation 31 and 32, a vote at a Meeting will be taken as follows:

- a. The Chairperson will ask all those in favour of the motion to indicate their affirmative vote.
- b. The Chairperson will ask all those against the motion to indicate their negative vote.
- c. If necessary, the Chairperson will advise the name of any Councillor who has abstained<sup>4</sup> from the vote. The name of any Councillor who abstains from a vote is to be recorded in the minutes as having voted in the negative and listed as 'abstaining' from the vote.
- d. A motion at a Council Meeting is determined by a simple majority of votes unless an absolute majority is required under the Act or any other regulations made under the Act.<sup>5</sup>
- e. A tied vote at a Meeting will result in the motion being determined in the negative.

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<sup>4</sup> As required under Regulation 32(3) – abstention from a vote, is a vote in the negative.

<sup>5</sup> A simple majority is the majority of numbers present at the Meeting where the motion is being determined. An absolute majority is the majority of Councillors as elected, whether present at the Meeting or not.

## 7 AUDIO RECORDING OF MEETINGS

In accordance with Regulation 43, an audio recording<sup>6</sup> is to be made of all ordinary and Special Meetings of Council and the Annual General Meeting, including both the open and closed part of Council Meetings. Only the recording relating to the open session of a Meeting will be made available to the public. Audio recordings are to be made available to the public within five business days after the Meeting via Council's website and social media channels.

A recording may be edited, in full or in part, however a statement must be included with the audio advising that the recording has been edited and the reason for the edit in accordance with Regulation 43(8). Council must retain an unedited version of all audio recordings for the required 12 month period.

Where a recording of a Meeting is not possible for technical reasons, the Chairperson will advise those present that the Meeting is not being recorded. If a recording is not made, or if an audio file becomes damaged or unreadable for any reason, this information will be noted on Council's website and social media channels.

In accordance with Regulation 8, at the commencement of all Meetings being recorded, the Chairperson will announce to all present that:

- a. An audio recording of the meeting has commenced and will last the length of the open session of that meeting, unless otherwise directed by the Chairperson.
- b. Unauthorised filming or recording of the Meeting is not permitted.

## IMPLEMENTATION AND REVIEW

The General Manager is responsible for the implementation of this Policy in accordance with responsibilities outlined. This Policy will be reviewed every 4 years following the Local Government election cycle, or earlier if required.

## DOCUMENT INFORMATION

Version	Doc Ref	Date Reviewed	Author	Comments
V1	DOC/21/10802	September 2021	Sarah Forsyth	Policy established based on LGAT model template
V2	DOC/25/7976	June 2025	Sarah Forsyth	Policy review required due to the remaking of the Local Government (Meeting Procedures) Regulations, which came into effect on 24 June 2025.

<sup>6</sup> For the purposes of Regulation 43(2), a Council that makes an audio-visual recording of a Meeting is taken to have made an audio recording of that Meeting.



## Policy 41 – Council Meeting Procedures

File Ref: **DOC/21/10802**

Adopted: **20 September 2021**  
**Minute 158/21**

Version: **1**

Reviewed Date:

Council Minute No:

Statutory Authority: **Local Government (Meeting Procedures) Regulations 2015 – Regulations 31 & 38**  
**Local Government Act 1993 – Section 72B**

### OBJECTIVE

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To ensure members of the community are able to participate in Council Meetings and express their views and ask questions in a respectful and open manner.

### POLICY

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#### GENERAL PROCEDURES

The Chair retains the right to refuse a question or statement if it has already been made, is unclear, irrelevant, insulting, improper or relates to any matter normally discussed in the closed portion of a Council Meeting.

Where a member of the public asks a question or makes a statement that is inappropriate, defamatory, offensive or constitute bullying behaviour of Councillors or Council employees, the Chair may give the individual a warning that if they persist they will be asked to leave the Meeting. The Chair may then take reasonable steps to remove the person from the Meeting, including requesting the assistance of a Police Officer in removing the person.

If a member of the public –

- (a) hinders or disrupts a Meeting; or
- (b) tries to hinder or disrupt a Meeting; or
- (c) fails or refuses to leave a Closed Meeting; or
- (d) exhibits threatening behaviour -

the Chair may take reasonable steps to remove the person from the Meeting or closed Meeting, including requesting the assistance of a Police Officer in removing the person.

Members of the public are reminded that Council Meetings are open forums and unlike State and Commonwealth parliaments, these Meetings do not have protection from parliamentary privilege. This means any questions or statements made or documents produced are subject to the laws of defamation.

At Meetings, a member of the public is fully responsible to ensure that the question or statement made or document produced is not deliberately misleading and is not defamatory,

does not disclose any confidential or personal information and does not disclose any commercial-in-confidence information.

Should a question or statement made or document produced be defamatory, disclose confidential or personal information or disclose commercial-in-confidence information, then the member of the public asking the question or making the statement agrees that they will be fully responsible for any issues which follow from the question or statement.

## ORDINARY COUNCIL MEETING

### Public Question Time

Public question time provides an opportunity for members of the community to ask questions relating to Council's activities, not make statements. Anyone wishing to address Council and make a statement may do so under the Deputations section of the Council agenda.

Regulation 31 of the Local Government (Meeting Procedures) Regulations 2015 provides rules in relation to public question time. In accordance with Regulation 31 (7), Dorset Council has determined the following procedures will also apply to public question time:

- A person seeking to ask a question shall:
  - stand (if able to do so);
  - state their name;
  - state the area in which they live;
  - read the question; and
  - (if available) hand a copy of question to the Chair.
- If more than one person wishes to ask a question, the Chair is to determine the order in which those questions are asked.
- Priority will be given to questions on notice over questions without notice during public question time.
- Where a person proposes more than one question at a Meeting, and there are a number of persons wishing to lodge questions, the Chair may take the questions in such order so as to hear as many members of the public as practical during the time allocated.
- Questions upon planning applications that are to be decided at that ordinary Meeting or a future ordinary Meeting will be taken on notice.
- Questions that relate to any business of Council, other than questions upon planning applications that are to be decided at that ordinary Meeting or a future ordinary Meeting, are to be discussed in the open part of the Meeting.
- Questions must be directed to the Chair who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is

known otherwise taken on notice and responded to in the next ordinary Meeting agenda and in writing to the member of the public who asked the question.

- Questions submitted on notice can be dropped off to the Council Office, 3 Ellenor Street, Scottsdale, posted to PO Box 21, Scottsdale 7260 or emailed to [gm@dorset.tas.gov.au](mailto:gm@dorset.tas.gov.au) or [dorset@dorset.tas.gov.au](mailto:dorset@dorset.tas.gov.au) and clearly marked for the attention of the General Manager and must be received in the timeframe listed in Regulation 31(1) and subject to Regulation 31(8) of the Local Government (Meeting Procedures) Regulations 2015.

### Deputations

Regulation 38(2) of the Local Government (Meeting Procedures) Regulations 2015 gives members of the public the opportunity to address a Council Meeting, with Dorset Council determining that the following procedures will apply:

- Council will allow a maximum of fifteen minutes for deputations at ordinary Council Meetings.
- A person(s) seeking to make a deputation shall:
  - stand (if able to do so)
  - state their name
  - state the area in which they live
  - read out their deputation
- A person(s) seeking to make a deputation to Council may speak for a period up to 3 minutes, but may be extended at the discretion of the Chair to a maximum of 5 minutes.
- The subject of any deputation can relate to a matter currently before, or at some future stage to come before the Council, or any other matter of general relevance to the interest of Dorset.
- Deputations in relation to planning applications that are to be decided at that ordinary meeting or a future ordinary meeting are:
  - not to exceed 5 minutes in duration;
  - only to be made by the applicant or a valid representor; and
  - limited to statements supporting the content of representations made during the statutory advertising period of the planning application and cannot introduce new information pertaining to the application.
  - A maximum of five deputations will be permitted on any one planning application. The Chair has the right to refuse or cease a deputation where the deputation is a repetition of a previous deputation.
- Any member of the public wishing to make a deputation at a Council Meeting shall indicate his/her desire and subject matter, in writing to the General Manager by 10am on the Friday prior to the ordinary meeting. Notification of the desire to make a deputations can be dropped off to the Council Office, 3 Ellenor Street, Scottsdale, posted to PO Box 21,

Scottsdale 7260 or emailed to [gm@dorset.tas.gov.au](mailto:gm@dorset.tas.gov.au) or [dorset@dorset.tas.gov.au](mailto:dorset@dorset.tas.gov.au) The Mayor and General Manager may exercise discretion on this condition in exceptional circumstances.

- All deputations are to be provided in writing prior to the ordinary Meeting to allow for circulation to Councillors and inclusion in the minutes of the Meeting.
- A deputation is an address, statement or report to Council; it is not a question or discussion time with Councillors.
- Deputations by members of the public and questions asked by Councillors are not to be debated.
- Comments and statements are not to be defamatory, offensive or abusive, or be designed to embarrass any person, including Councillors or Officers.
- Deputations are not to be repetitive of statements or points already made. Several people repeating a common position should nominate a single speaker on their behalf.

## ANNUAL GENERAL MEETING

Section 72B of the *Local Government Act 1993* provides rules relating to Council holding an Annual General Meeting each year. Dorset Council has determined that the following guidelines will apply:

1. The Annual General Meeting will be conducted as far as practicable in a manner similar to an ordinary Council Meeting and generally align with processes in the Local Government (Meeting Procedures) Regulations 2015.
2. The procedures which will apply to this meeting include:
  - i. All discussion will be addressed through the Mayor (or in their absence the Deputy Mayor) as the Chair of the meeting;
  - ii. For minute taking purposes, speakers are asked to identify themselves to the Meeting before speaking.
3. In relation to the moving of motions, the following procedures apply:
  - i. An elected member or, a member of the public who is an elector of the Dorset Council municipal area, may move or second a motion;
  - ii. All motions must be seconded before any debate can commence on that motion;
  - iii. Only one motion and one amendment may be before the Chair at any time;
  - iv. Elected members and electors of the Dorset Council municipal area may vote on motions and amendments;
  - v. Voting will be by show of hands;
  - vi. A resolution is passed by half plus one of the elected members and electors present voting in favour of a motion or amendment; and
  - vii. In speaking to a motion, individuals may speak only once and for a maximum of 3 minutes.
4. A motion passed at the Annual General Meeting will be considered at the next ordinary Council Meeting.
5. No person may:
  - i. Move more than a maximum of two motions;
  - ii. Make any personal reflection on any Councillors, Council Employee or any member of the public;
  - iii. Disrupt the meeting; or
  - iv. In the opinion of the Chair, use any offensive expression.



*dorset*  
C O U N C I L

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2024/25

Annual Plan

June FINAL Update

## Introduction

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Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

The Annual Plan outlines Council's high level actions for the year and is directly linked to Department Plans that identify tasks associated with meeting the Actions outlined in the Annual Plan and strategies identified in the Strategic Plan.

The Annual Plan Quarterly Update provides Council and the community with an update on progress with the Annual Plan. Where tasks (50 in total) have been identified for a quarter, a status of Achieved, In Progress or Not Achieved are assigned.

As at 30 June 2025, the following results were achieved:

	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
<b>Complete</b>	1	8	12	42	42
<b>In Progress</b>	20	26	28	8	8 <sup>1</sup>
<b>Not Achieved</b>	-	-	-	-	-
<b>Total Actions</b>	50	50	50	50	50
<b>Carried Forward</b>	-	-	-	8	8

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<sup>1</sup> All actions in progress are activities that have commenced however, have been carried forward and included in the 2025/26 Annual Plan.

## 2024/25 Action Plan

The following pages of the Annual Plan provide details on additional goals, outcomes and objectives that the Council is seeking to undertake and complete as activities in addition to its annual business.

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>2</sup>
1	Dorset Strategic Plan 2023-2032	13.1	<ul style="list-style-type: none"> <li>Review Plan</li> <li>Strategic Plan progress report and status update</li> </ul>	Governance	June 2025	100% - Completed
					June 2025	100% - Completed
<p><b>Jun ¼ Notes:</b> <i>An annual review of the Strategic Plan 2023 – 2032 along with a progress report was presented to Council at the 23 June Council Meeting. An updated Strategic Plan was approved by Council at the 23 June 2025 Council Meeting.</i></p> <p><b>Mar ¼ Notes:</b></p> <ul style="list-style-type: none"> <li><u>Dorset Strategic Plan</u> will be presented and discussed with Councillors at the 4 April 2025 workshop. An updated Strategic Plan, including progress report and status update, will be further discussed and reviewed in a future workshop. The Strategic Plan will then be presented at the June 2025 Council Meeting.</li> </ul>						
2	Key Operational Deliverables	10.1	<ul style="list-style-type: none"> <li>Annual Report 2023/24</li> <li>Long Term Financial Plan</li> <li>Annual Plan 2025/26</li> <li>Budget Estimates 2025/26</li> <li>Rates Resolution 2025/26</li> <li>Fees and Charges 2025/26</li> <li>Council Quarterly Financials 2024/25</li> </ul>	Governance	December 2024	100% - Completed
				Corporate Services	June 2025	100% - Completed
				Governance	June 2025	100% - Completed
				Corporate Services	June 2025	100% - Completed
				Corporate Services	June 2025	100% - Completed
				Corporate Services	June 2025	100% - Completed
				Corporate Services	Quarterly	100% - Completed
<p><b>Jun ¼ Notes:</b></p> <ul style="list-style-type: none"> <li><i>The <u>Long Term Financial Plan, Annual Plan 2025/26, Budget Estimates 2025/26, Rates Resolution 2025/26 and Fees and Charges 2025/26</u> were adopted by Council at 23 June Council Meeting.</i></li> <li><i><u>Quarterly Financial Report for the period ended 31 March 2025</u> was received and noted by Council at 19 May Council Meeting.</i></li> </ul> <p><b>Mar ¼ Notes:</b> <u>Quarterly Financial Report</u> for the period ended 31 December 2024 was received and noted by Council at 17 February Council Meeting.</p> <p><b>Dec ¼ Notes:</b></p> <ul style="list-style-type: none"> <li><u>Annual Report 2023/24</u> was presented to community at 18 November 2024 Annual General Meeting.</li> <li><u>Quarterly Financial Report</u> for period ended 30 September 2024 was received and noted by Council at 18 November 2024 Council Meeting.</li> </ul> <p><b>Sep ¼ Notes:</b></p> <ul style="list-style-type: none"> <li><u>Annual Report 2023/24</u> financials signed off by the Tasmanian Audit Office with an unqualified opinion. Annual Report to be presented to community at November 2024 Annual General Meeting.</li> <li><u>Quarterly Financial Report</u> to be presented to Council at 18 November Council Meeting.</li> </ul>						

<sup>2</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>3</sup>
	Municipal Tourism Marketing Strategy	8.1	<ul style="list-style-type: none"> <li>▪ Review current Municipal Marketing Strategy and determine responsibilities</li> <li>▪ Match this Strategy to the Tourism Tasmania and Visit Northern Tasmania strategies and review roles and responsibilities</li> </ul>	Governance	December 2024	90% - In Progress
					March 2025	90% - In Progress
3	<p><b>Jun ¼ Notes:</b> <i>The marketing consultant has engaged the community via focus groups, interviews and surveys. The Strategy document is 90% complete and will be presented to Council in early 2025/26. This project has been carried forward into the 2025/26 Annual Plan.</i></p> <p><b>Mar ¼ Notes:</b> A marketing consultant has been engaged, and the intent is for the North East Marketing Strategy and Plan to be reviewed and updated in the June 2025 quarter by key stakeholders.</p> <p><b>Dec ¼ Notes:</b> Request for quote (RFQ) documentation has been developed by Visit Northern Tasmania (VNT). The RFQ will be provided to external marketing consultants in order for VNT to receive quotes for the update of the Dorset Municipal Marketing Plan. This Plan will provide the foundation for tourism marketing for the municipality into the future. The RFQ will be launched in January 2025. This project has been assessed as orange due to this likely having to be carried forward.</p> <p><b>Sep ¼ Notes:</b> VNT are leading the review of the current Dorset Municipal Marketing Strategy and Plan. VNT have formed a working group which includes key tourism operators and agencies, along with Council. The working group has met during the September quarter with the first task being the development of a scoping document for the updating of the Municipal Marketing Strategy and Plan. This scope document will form part of the tender process for the recruitment of a Marketing Consultant who will update the Plan. The working group has a draft scope developed.</p>					
4	Priority Projects Plan Reporting	9.3	Half-yearly reporting including project status	Governance	December 2024 June 2025	100% - Completed
	<p><b>Jun ¼ Notes:</b> <i>The Priority Projects Plan version 1.5 was presented and adopted by Council at 23 June Council Meeting.</i></p> <p><b>Mar ¼ Notes:</b> Priority Projects Plan will be presented and discussed with Councillors at the 4 April 2025 workshop. An updated Priority Projects Plan, including progress report and status update, will be further discussed and reviewed in a future workshop. The Plan will then be presented at the June 2025 Council Meeting.</p> <p><b>Dec ¼ Notes:</b> Half-yearly report presented to Council at 16 December 2024 Council Meeting.</p>					
5	Blue Derby Foundation Memorandum of Understanding (MoU) reporting	9.4	Quarterly progress reporting	Governance	Quarterly	100% - Completed
	<p><b>Jun ¼ Notes:</b> <i>Quarterly report presented to Council at the 19 May 2025 Council Meeting.</i></p> <p><b>Mar ¼ Notes:</b> Quarterly report presented to Council at the 17 February 2025 Council Meeting.</p> <p><b>Dec ¼ Notes:</b> Quarterly report presented to Council at 18 November 2024 Council Meeting.</p> <p><b>Sep ¼ Notes:</b> Quarterly report presented to Council at 19 August 2024 Council Meeting.</p>					

<sup>3</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>4</sup>
6	Future of Local Government Review	12.2	Half-yearly status of the project from a sector perspective / Council progress in relation to shared services	Governance	December 2024 June 2025	100% - Completed
						100% - Completed
<p><b>Jun ¼ Notes:</b> Councillors were updated in the 3 June Workshop as to status of project, including adherence to legislative changes and progress for shared services.</p> <p><b>Mar ¼ Notes:</b> Councillors were updated in the 4 February 2025 and 4 March 2025 Workshops as to status of the project.</p> <p><b>Dec ¼ Notes:</b> An update was provided to Council at 5 November 2024 Briefing Workshop, with the Minister for Local Government releasing the Final Report Recommendations on 27 November 2024, which were considered by Council at 3 December 2024 Briefing Workshop.</p>						
7	Information Technology (IT) Strategy	13.1	Progress report on IT Strategy and Plan	Corporate Services	December 2024 June 2025	100% - Complete
						<p><b>Jun ¼ Notes:</b> Councillors were provided with an update in the 3 June Workshop.</p> <p><b>Dec ¼ Notes:</b> An update on the nine key IT projects with the Strategy was provided to Council at 5 November 2024 Briefing Workshop and to the Audit Panel at the 26 November 2024 Audit Panel Meeting.</p>
8	Board of Inquiry requirements	13.2	Review findings, implement recommendations and develop action plan	Governance	Quarterly	100% - In Progress
						<p><b>Jun ¼ Notes:</b> As at 30 June 2025 Council has complied with Board of Inquiry Ministerial Directives 6, 7, 8, 9,10.</p> <p><b>Mar ¼ Notes:</b> Dorset Councillors were reinstated and resumed office from midnight 22 January 2025. Based on the Board of Inquiry Report, the Minister issued directions under the Local Government Act 1993. Council Officers will report to Council quarterly (as at 31 March, 30 June, 30 Sept, 31 Dec) in the next available Briefing Workshop after the end of the quarter and Council's quarterly progress report to the Minister and/or responses to the directions will be adopted by Council in the next available Council Meeting after the end of the relevant quarter. The first progress report for the March Quarter will be discussed at the 4 April 2025 Briefing Workshop and adopted at the 14 April 2025 Council Meeting before being submitted to the Minister. The directions will also be presented to the Audit Panel at its 8 April 2025 meeting.</p> <p><b>Dec ¼ Notes:</b> On 5 November 2024 Council received the Board of Inquiry Report from the Minister for Local Government whereby the Board of Inquiry reconsidered the Report following receipt of submissions from the Council on its draft findings and recommendations. Under section 225 (1) of the Local Government Act 1993 the Minister invited Council to make further submission on the Board's findings and recommendations. The Minister advised Council that any submissions must be received no later than 5pm on Wednesday, 20 November 2024. On the 20 November 2024, Council's submission was formally received and considered by the Commissioner at a Closed Session of Council, and a copy of Council's submission was provided to the Minister. Council now await further direction on this matter from the Minister.</p> <p><b>Sep ¼ Notes:</b> The Board of Inquiry submitted its report to the Minister on 30 April 2024, containing 71 findings and 23 recommendations. After reviewing the report, the Minister invited the Council to make a submission, which it did on 25 July 2024. In response, the Minister acknowledged concerns raised about procedural fairness not being afforded to the Council as a "body corporate" and directed the Board of Inquiry to reconsider its report. On the 19 September 2024, Council's submission was formally received and considered by the Commissioner at a Closed Session of Council, and a copy of Council's submission was provided to the Board of Inquiry. Council now await further direction on this matter from the Minister.</p>

<sup>4</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>5</sup>
9	Northern Tasmanian Alliance for Resilient Councils (NTARC)	16	Local government sector climate change initiatives progress report to Council	Governance	December 2024 June 2025	100% - Completed
						100% - Completed
<p><b>Jun ¼ Notes:</b> An update was provided to Council at 3 June Briefing Workshop.</p> <p><b>Dec ¼ Notes:</b> An update was provided to Council at 5 November 2024 Briefing Workshop.</p>						
10	Civil Infrastructure improved practices	10.3, 13.1	Update to Council on system and process improvements	Infrastructure	December 2024 June 2025	100% - Complete
						100% - Complete
<p><b>Jun ¼ Notes:</b> An update was provided to Council at 3 June Briefing Workshop.</p> <p><b>Dec ¼ Notes:</b> An update was provided to Council at 5 November 2024 Briefing Workshop.</p>						
11	Policy No.26 – Tree Management	10.1	Review, adopt and implement	Infrastructure	September 2024	100% - Completed
						<p><b>Sep ¼ Notes:</b> Policy was reviewed and adopted by Council at 22 July 2024 Council Meeting.</p>
12	Waste Strategy	14.2	<ul style="list-style-type: none"> <li>▪ Engage with Circular North in the development of a regional Waste Strategy</li> <li>▪ Progress report to Council on Green Waste Strategy</li> <li>▪ Container Refund Scheme implementation</li> </ul>	Infrastructure	Half – Yearly	100% - Complete
					Quarterly	100% - Complete
					Half-Yearly	100% - Complete
					<p><b>Jun ¼ Notes:</b> Council has engaged with <u>Circular North</u> (GM is the Chair of the Steering Committee, and a key Council Officer is on the technical committee) in the development of the now released regional waste strategy. The <u>Green Waste</u> and <u>Recycle Rewards</u> projects have been successfully implemented.</p> <p><b>Mar ¼ Notes:</b> The <u>Circular North</u> Steering Committee will be receiving the final regional Waste Strategy for adoption in April 2025. <u>Green Waste</u>: Scottsdale 390 m3 collected from 228 transactions with 100m3 collected at Branxholm, with \$555 of revenue. This represents a 60% reduction compared to anticipated volumes since introduction of Green Waste fee. Two thirds of payments for Green Waste have been made using Dorset Tip Vouchers, which has significantly increased since introduction of the fee. The first Green Waste processing will take place in May. <u>Container Refund Scheme</u>: RVM Reverse Vending Machine, “Recycle Rewards”, Agreement has been signed, Location agreed at Scottsdale Recreation Ground and Development Application has been approved. Construction commencing early April inline for a 1 May 2025 opening.</p> <p><b>Dec ¼ Notes:</b> An update was provided to Council at 5 November 2024 Briefing Workshop in relation to Council’s Waste Strategy. Council has engaged with Circular North and the regional waste strategy is completed to a draft stage – with completion expected in the March 2025 quarter. Council has completed the green waste strategy and it has been operationalised by the infrastructure team. Council has been working with the state government in relation to the container refund scheme to find an appropriate location in Scottsdale and the scheme is anticipated to go live mid-year 2025.</p> <p><b>Sep ¼ Notes:</b> Green Waste progress update provided to Council at 21 October 2024 Council Meeting.</p>	

<sup>5</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>6</sup>
13	New Events Policy	3.1	<ul style="list-style-type: none"> <li>▪ Develop Policy and consult with community</li> <li>▪ Consider feedback, adopt and implement</li> </ul>	Corporate Services	September 2024 December 2024	100% - Complete
	<p><b>Jun ¼ Notes:</b> <i>New Policy 63 – Event Funding was implemented into Council operations and utilised by the Events Funding Committee to allocate event funding for 2025/26 budget estimates.</i></p> <p><b>Dec ¼ Notes:</b> New Policy 63 – Event Funding adopted at 18 November 2024 Council Meeting. Adopted policy incorporated merited feedback received throughout the community consultation period.</p> <p><b>Sep ¼ Notes:</b> Endorsed for a 28-day community consultation period at the 16 September 2024 Council Meeting, with consultation concluding on 16 October 2024.</p>					
14	CCTV Project	4.1	Community consultation on camera locations / project progress report to Council	Corporate Services	December 2024 June 2025	75% - In Progress
	<p><b>Jun ¼ Notes:</b> <i>An update was provided to Council at 3 June Briefing Workshop. Current costings from LGAT suggest that the project will incorporate all existing Council infrastructure, however the budget will not extend to new locations. While this project is carried forward into 2025/26, it has not been included in the Annual Plan as it will be an operational project delivered by Council Officers.</i></p> <p><b>Mar ¼ Notes:</b> On 18 March 2025, Project Manager Wade Berry from LGAT and contractors from Degree C and Techquity, visited Dorset and toured our current CCTV infrastructure in Scottsdale and Bridport. Due to the size and maturity of Council’s current CCTV network, LGAT have stated that their funding would only allow the current CCTV infrastructure in Scottsdale and possibly Bridport to be moved to the new system. There will be new camera positions at this time, the contractors will respond to the tender which closes on 16 April, and solutions will go to the board on 1 May for approval. Once the board have a decision, Council can then analyse the proposal.</p> <p><b>Dec ¼ Notes:</b> An update on the CCTV Project was provided to Council at the 5 November 2024 Briefing Workshop and to the Audit Panel at the 26 November 2024 Audit Panel Meeting. This project has been rated orange as LGATs budget has been stretched and it is likely Council will need to part fund this project.</p> <p><b>Sep ¼ Notes:</b> The Local Government Association of Tasmania (LGAT) are facilitating a statewide CCTV project which aims to consolidate all 29 Tasmanian councils onto one IT platform. Council have submitted all municipal CCTV camera specifications to LGAT to gauge whether these assets will synchronise with the new IT platform. As part of the project, Council have also submitted 7 new camera site locations. The contractor engaged by LGAT has conducted onsite visits and is now formulating a set of recommendations for Council to consider, including full costings.</p>					
15	Municipal Weed Management Plan	8.3, 17.1, 17.2	Develop, consult with community, adopt and implement	Infrastructure	March 2025	100% - Complete
	<p><b>Jun ¼ Notes:</b> <i>The Dorset Weed Management Plan 2025-2030 was adopted by Council at 14 April Council Meeting.</i></p> <p><b>Mar ¼ Notes:</b> Final edit of Weed Management Plan to be presented at the April Council Meeting for endorsement.</p> <p><b>Dec ¼ Notes:</b> The draft Plan was endorsed for community consultation at the 16 December 2024 Council Meeting, with submissions closing in late January 2025. Any submissions received will be reviewed and potentially incorporated into the final draft Plan prior to being presented to a future Council Meeting for adoption.</p> <p><b>Sep ¼ Notes:</b> Draft Weed Management Plan prepared and currently under internal review prior to community consultation.</p>					

<sup>6</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>7</sup>
16	Austins Road residential development	7.2	Progress combined Scheme Amendment and development application for residential zoning of Council land at Austins Road, Scottsdale (CT 150049/1)	Community & Development	June 2025	5% - In Progress
	<p><b>Jun ¼ Notes:</b> Activities 16, 17, 18 have been carried forward into 2025/26. Request for quotes have been received with the successful tenderer to be awarded in early 2025/26.</p> <p><b>Mar ¼ Notes:</b> Due to imminent departure of the Assistant General Manager (and heavy reliance upon the role for project oversight and delivery), fresh quotes will be necessarily sought from consultancies that account for additional resourcing investment for successful delivery of the project. This remains rated as an orange as it is a likely carry forward project in part.</p> <p><b>Dec ¼ Notes:</b> Activity 16, 17 and 18 have been packaged together for consultancies to quote holistically to achieve scale and the best price for Council. This is rated as an orange as it is a likely carry forward project in part.</p> <p><b>Sep ¼ Notes:</b> Quote for planning consultancy work received. Pending acceptance of consultancy services, draft master plans for site to be prepared and considered by Council prior to formal submission of scheme amendment application.</p>					
17	Scottsdale light industrial rezoning	7.2	Progress combined Scheme Amendment and development application for light industrial zoning of Council land at 54 Ringarooma Road, Scottsdale (Scottsdale Depot balance land)	Community & Development	June 2025	5% - In Progress
	<p><b>Jun ¼ Notes:</b> Activities 16, 17, 18 have been carried forward into 2025/26. Request for quotes have been received with the successful tenderer to be awarded in early 2025/26.</p> <p><b>Mar ¼ Notes:</b> Due to imminent departure of the Assistant General Manager (and heavy reliance upon the role for project oversight and delivery), fresh quotes will be necessarily sought from consultancies that account for additional resourcing investment for successful delivery of the project. This remains rated as an orange as it is a likely carry forward project in part.</p> <p><b>Dec ¼ Notes:</b> Activity 16, 17 and 18 have been packaged together for consultancies to quote holistically to achieve scale and the best price for Council. This is rated as an orange as it is a likely carry forward project in part.</p> <p><b>Sep ¼ Notes:</b> Quote for planning consultancy work received. Pending acceptance of consultancy services, draft master plans for site to be prepared and considered by Council prior to formal submission of scheme amendment application.</p>					

<sup>7</sup> ● the project is on target for delivery by the end of the financial year

● the project likely to be partially delivered (75% or more delivered) by the end of the financial year, or is forecast to be 10% over budget, or both

● less than 75% of the project will be delivered, or the project is forecast to be 20% over budget, or both

Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>8</sup>
18	Bridport Structure Plan	7.2	Preparation of draft Structure Plan	Community & Development	March 2025	5% - In Progress
	<p><b>Jun ¼ Notes:</b> Activities 16, 17, 18 have been carried forward into 2025/26. Request for quotes have been received with the successful tenderer to be awarded in early 2025/26.</p> <p><b>Mar ¼ Notes:</b> Due to imminent departure of the Assistant General Manager (and heavy reliance upon the role for project oversight and delivery), fresh quotes will be necessarily sought from consultancies that account for additional resourcing investment for successful delivery of the project. This remains rated as an orange as it is a likely carry forward project in part.</p> <p><b>Dec ¼ Notes:</b> Activity 16, 17 and 18 have been packaged together for consultancies to quote holistically to achieve scale and the best price for Council. This is rated as an orange as it is a likely carry forward project in part.</p> <p><b>Sep ¼ Notes:</b> Quote for planning consultancy work received. Pending acceptance of consultancy services, draft master plans for site to be prepared and considered by Council prior to formal submission of scheme amendment application.</p>					
19	Bridport Foreshore	9.2, 9.3	<ul style="list-style-type: none"> <li>▪ Bridport Pier Working Group participation</li> <li>▪ Commence marine engineering design plans (and supporting information) for New Port / River Entrance and feasibility assessment of proposed Bridport Marina</li> </ul>	Community & Development	June 2025	100% - Completed
	<p><b>Jun ¼ Notes:</b> <u>Bridport Pier Development Application</u>; are awaiting Crown consent (PWS) to validate the planning application and commence statutory assessment process. With the <u>new River entrance in Bridport</u> this one is with MAST and Burbury. MAST are undertaking feasibility enquiries and diligence with key marine businesses to ascertain infrastructure needs and potential economic benefits.</p> <p><b>Dec ¼ Notes:</b> <u>Bridport Pier</u>: MAST are progressing the development application and accompanying site assessments and planning requirements.</p> <p><u>New River Entrance / Marina Feasibility</u>: Consultants engaged to deliver a project scope and plan however it has been rated an orange as a likely carry forward project in part.</p> <p><b>Sep ¼ Notes:</b> <u>Bridport Pier</u>: A strong working relationship has been established between MAST, the Bridport Pier Working Group and Council in facilitating a broad community consultation process to identify the preferred site of the Bridport Pier. This process has given all parties confidence that Croquet Lawn Beach has community support as the location for the proposal. While there has been a range of opinions, this consultation marks an important step in the evolution of the project, ensuring that robust community sentiment has informed the preferred location of the pier for development assessment. Upon receipt of a planning application for the pier, anticipated later this year, Council will assume its role as the planning authority and objectively assess the application against the Tasmanian Planning Scheme.</p> <p><u>New River Entrance / Marina Feasibility</u>: State government funding (via an election promise) of \$600K has been allocated to (i) investigate and prepare engineering design and construction (costed) plans for a new river entrance, and (ii) undertake a feasibility study for a proposed marina in the Trent Water vicinity (contingent upon viability of the new river entrance). Council, in collaboration with MAST, have now received a quote from a suitably qualified marine infrastructure consultant for project initiation and scoping work for the new river entrance feasibility and design. Pending confirmation of engagement, this project initiation step of the project will commence – which will include a preliminary community consultation phase. Following completion of the project initiation and scoping work, Council will progress to tendering for project management and technical oversight of the new river entrance (and marina) feasibility and design project.</p>					

<sup>8</sup> ● the project is on target for delivery by the end of the financial year

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Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>9</sup>
20	Derby Master Plan	7.2	Master Planning – scope and plan for funding	Community & Development and Governance	June 2025	100% - Complete
	<p><b>Jun ¼ Notes:</b> As part of the July 2025 State election the Labour Party have confirmed they will work with the Federal Government to fund the full Derby Master Plan. The Liberal Party have confirmed they will fund 50% of the Derby Master Plan.</p> <p><b>Mar ¼ Notes:</b> Council representatives have met with both major parties for the Federal election and as part of the Blue Derby Foundation round-table talks with the Tasmanian Premier to lobby for master planning funding.</p> <p><b>Dec ¼ Notes:</b> Council have completed the scoping and plan for funding and continues to advocate for \$520,000 in funding to deliver this master plan. Highlighted as an orange as Council have been unable to attain external funding to date.</p> <p><b>Sep ¼ Notes:</b> Council is working with various State and Federal Government agencies to attain funding for Derby Master Planning. Council has collaborated with the Northern Tasmanian Development Corporation (NTDC) to have project placed on the NTDC regional priority projects list. This list is used by the NTDC and Regional Development Australia to lobby and advocate for State and Federal Government funding.</p>					
21	Policy No.55 – Mobile Food Vendor	9.1, 10.1	Review, adopt and implement	Community & Development	December 2024	100% - Complete
	<p><b>Jun ¼ Notes:</b> The Policy was presented and adopted by Council at 14 April Council Meeting.</p> <p><b>Mar ¼ Notes:</b> Final edit of revised Mobile Food Vendor Policy to be presented at the April Council Meeting for endorsement.</p> <p><b>Dec ¼ Notes:</b> The draft reviewed Policy was presented to Council and endorsed at 18 November 2024 Council Meeting for a community consultation period of 21-days. Submissions received are currently being reviewed and potentially incorporated into the draft Policy, which will be discussed by Council at a Workshop early in 2025.</p>					
22	Council Delegations	13.2	Half-yearly review of Master Delegations Register	Community & Development and Governance	December 2024 June 2025	100% - Complete 80% - In Progress
	<p><b>Jun ¼ Notes:</b> Review of Master Delegations commenced with legal audit and compliance advice received from Simmons Wolfhagen via the Local Government Association of Tasmania in late May 2025. Due to the remaking of some legislation due in late June, the reviewed Master Delegations will be presented at the August 2025 Workshop and subsequent Council Meeting for endorsement.</p> <p><b>Dec ¼ Notes:</b> Master Delegations endorsed by Council at 21 October 2024 Council Meeting.</p> <p><b>Sep ¼ Notes:</b> Review of Master Delegations conducted in October 2024, with Register presented at 21 October 2024 Council Meeting for endorsement.</p>					

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Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>10</sup>
23	Rail Trail	8.2	Quarterly progress report to Council	Community & Development	Quarterly	100% - Complete
	<p><b>Jun ¼ Notes:</b> Council have been kept abreast of the Rail Trail with at least quarterly updates. In the 23 June 2025 Council meeting it was “resolved to continue to support and seek further funding for the North East Rail Trail – Stage 3 (Scottsdale to Lilydale Falls Reserve), subject to City of Launceston partnership and contribution towards Wyena to Lilydale Falls Reserve section.”</p> <p><b>Mar ¼ Notes:</b> The City of Launceston are currently reviewing the North East Rail Trail project. Dorset Council Officers are continuing to liaise with the funding body on the existing grant received.</p> <p><b>Dec ¼ Notes:</b> Council has been kept abreast of status of the Rail Trail through regular Council workshop updates. The key progress this quarter was community consultation in relation to the business case, update of the business case by the external consultants post community consultation and Council Officers presenting to City of Launceston in relation to partnering on the project. On 12 December City of Launceston decided that Council:</p> <ol style="list-style-type: none"> <li>1. Provides in-principle support of the North East Rail Trail Stage 3 being Lilydale Falls to Scottsdale in concept only;</li> <li>2. approves providing Dorset Council a letter of support outlining Council's in-principle support for the project; and</li> <li>3. be provided with a project report to better understand implications to Council, such as costs, ownership and technical challenges.</li> </ol> <p><b>Sep ¼ Notes:</b> Quarterly Report provided to Council via the Management Briefing Report 21 October 2024 Council Meeting.</p>					
24	Road Asset Management Plan	10.3	Review, adopt and implement	Corporate Services	June 2025	100% - Complete
	<p><b>Jun ¼ Notes:</b> The Roads Asset Management Plan 2025 was presented and adopted by Council at the 23 June Council Meeting.</p> <p><b>Mar ¼ Notes:</b> A draft is currently being prepared for internal review and a road revaluation has been undertaken. The Road Asset Management Plan is anticipated to be presented to Council during the June Quarter.</p>					
25	Land Improvement Asset Management Plan	10.3	Develop, adopt and implement	Corporate Services	March 2025	75% - In Progress
	<p><b>Jun ¼ Notes:</b> This activity has been carried forward and included in the 2025/26 Annual Plan for completion.</p> <p><b>Mar ¼ Notes:</b> A draft is currently being prepared for internal review. Due to the changeover of key personnel and officer's efforts being diverted to the Board of Inquiry, the finalisation of the Land Improvement Asset Management Plan will be carried forward into the 2025/26 Annual Plan. The Land Improvement Asset Management Plan is being established for the first time, so the project requires a larger investment of time than a regular review.</p>					
26	Building Asset Management Plan	10.3	Review, adopt and implement	Corporate Services	June 2025	75% - In Progress
	<p><b>Jun ¼ Notes:</b> This activity has been carried forward and included in the 2025/26 Annual Plan for completion.</p> <p><b>Mar ¼ Notes:</b> A draft is currently being prepared for internal review. Due to the changeover of key personnel and officer's efforts being diverted to the Board of Inquiry, the finalisation of the Building Asset Management Plan may be carried forward into the 2025/26 Annual Plan.</p>					

<sup>10</sup> ● the project is on target for delivery by the end of the financial year

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Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>11</sup>
27	Policy No. 33 – Asset Management	10.1	Review, adopt and implement	Corporate Services	June 2025	100% - Completed
	<b>Jun ¼ Notes:</b> Reviewed Policy adopted by Council at 23 June Council Meeting.					
28	Policy No. 43 – Cash Management	10.1	Review, adopt and implement	Corporate Services	September 2024	100% - Completed
	<b>Dec ¼ Notes:</b> Reviewed Policy adopted by Council at 21 October 2024 Council Meeting.					
	<b>Sep ¼ Notes:</b> Reviewed and presented to Audit Panel at the 24 September Meeting, and to Council at the 21 October 2024 Council Meeting.					
29	Policy No. 58 – Writing off Debts	10.1	Review, adopt and implement	Corporate Services	June 2025	100% - Completed
	<b>Mar ¼ Notes:</b> Reviewed Policy adopted by Council at 17 March 2025 Council Meeting.					
30	Audit Panel	10.2, 13.2	Review tenure and composition of Panel	Corporate Services	December 2024	50% - In Progress
	<b>Mar ¼ Notes:</b> Councillor members and an alternate member were appointed to the Audit Panel at the 17 March 2025 Council Meeting. A full review of the tenure and composition will be carried forward into the 2025/26 Annual Plan to be completed in preparation to appoint or reappoint an Audit Panel Chair at the end of the current term in November 2025.					
	<b>Dec ¼ Notes:</b> Update provided to the Dorset Council Audit Panel on 26 November 2024 and to Council at 3 December 2024 Briefing Workshop. Activity to be completed in consultation with Councillors when the Board of Inquiry concludes.					
31	Policy No. 42 – Rates and Charges	10.1	Review, adopt and implement	Corporate Services	June 2025	100% - Complete
	<b>Jun ¼ Notes:</b> Reviewed Policy adopted by Council at 23 June Council Meeting.					
32	Policy No. 51 – Work Health & Safety	10.1	Review, adopt and implement	Corporate Services	December 2024	100% - Complete
	<b>Dec ¼ Notes:</b> Revised Policy 51 – Work Health and Safety adopted at 16 December 2024 Council Meeting.					

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Activity	Focus Area	Strategic Reference	Actions / Initiatives / Deliverables	Responsible Team	Indicative Quarter	Progress and Status <sup>12</sup>
	Child and Youth Safe Organisations Framework	13.2	<ul style="list-style-type: none"> <li>▪ Quarterly reporting to Council</li> <li>▪ Review Policy No. 61 – Safeguarding Children and Young People</li> </ul>	Corporate Services	Quarterly	100% - Complete
					December 2024	100% - Complete
33	<p><b>Jun ¼ Notes:</b> An update was given to Councillors in the June briefing workshop.</p> <p><b>Mar ¼ Notes:</b> Council’s internal working group has continued to meet 6 weekly and progress the Action Plan. A quarterly report was not provided in March due to Briefing Workshops focusing on briefing Councillors about the status of key Council projects and documents. An update will be provided to Council at a Briefing Workshop during the June Quarter.</p> <p><b>Dec ¼ Notes:</b> Quarterly report (including Council’s finalised Action Plan and draft Working Group Terms of Reference) provided to Council at the 3 December 2024 Briefing Workshop. Revised Policy 61 – Safeguarding Children and Young People adopted at 16 December 2024 Council Meeting.</p> <p><b>Sep ¼ Notes:</b> Quarterly Report provided to Council via the Management Briefing Report at the 16 September 2024 Council Meeting. Council’s Child and Youth Safe Organisations Framework Action Plan was tabled at the 1 October 2024 Briefing Workshop.</p>					
34	Policy No. 60 – Dealing with Unreasonable Customer Conduct	10.1	Review upon adoption of Office of Local Government Model Policy	Corporate Services	June 2025	100% - Complete
						<p><b>Jun ¼ Notes:</b> Councillors were advised at 3 June Workshop that Officers performed a review of the Office of Local Government’s model policy and note the policy content is effectively like for like with the content from the NSW Ombudsman model policy which Council’s policy is based on. There are no changes recommended to the policy as a result of the review.</p>
35	Bridport Seaside Caravan Park	10.1, 13.1	<ul style="list-style-type: none"> <li>▪ Quarterly reporting to Council</li> <li>▪ Review Policy No. 56 – Annual Sites</li> </ul>	Corporate Services	Quarterly	100% - Complete
					December 2024	50% - In Progress
<p><b>Jun ¼ Notes:</b> This activity has been carried forward and included in the 2025/26 Annual Plan for completion.</p> <p><b>Mar ¼ Notes:</b> Quarterly Report provided to Council at the 17 February 2025 Council Meeting. An internal review of Policy 56 – Bridport Seaside Caravan Park Annual Sites is underway, with community consultation and finalisation of the reviewed Policy to be included as an action in the 2025/26 Annual Plan.</p> <p><b>Dec ¼ Notes:</b> Quarterly Report provided to Council at the 18 November 2024 Council Meeting. It is currently anticipated that a draft revised Policy 56 – Bridport Seaside Caravan Park Annual Sites will be presented to Council in the March Quarter for endorsement to allow consultation to take place.</p> <p><b>Sep ¼ Notes:</b> Quarterly Report provided to Council at the August 2024 Council Meeting. As a permanent operating model has now been implemented, all future quarterly reports will be delivered via Council’s Quarterly Financials.</p>						
36	People Management	11.1	Develop a new Policy	Corporate Services	December 2024	100% - Complete
	<p><b>Dec ¼ Notes:</b> New Policy 65 – People Management adopted at 16 December 2024 Council Meeting.</p>					

<sup>12</sup> ● the project is on target for delivery by the end of the financial year

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## ALGA National General Assembly - Conference Summary Report - June 2025

Prepared by: John Marik, Dorset Council General Manager | 28 June 2025

### What ALGA Does

The **Australian Local Government Association (ALGA)** represents the interests of local government at the national level. ALGA advocates to the Federal Government for funding, policy support, and recognition of the critical role local councils play in Australia's economic development, infrastructure delivery, social services, and environmental management.

Key functions include:

- Lobbying for financial support through untied funding such as Financial Assistance Grants.
- Advocating for regional development and resilience.
- Hosting national forums such as the **National General Assembly** and **Roads Congress** to share ideas and shape future policy.

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### Key Takeaways from the 2025 National General Assembly

#### Funding and Advocacy

- **Regional Australia Future Fund:** Proposed to boost economic opportunity in regional areas. Review for opportunities for Dorset.
- **Disaster Recovery Funding:** Advocating for funds to support clean-up efforts including regional assets like rail trails.
- **Roads to Recovery (R2R):** ALGA is lobbying to **increase the program from \$1 billion to \$1.5 billion.**
- **Financial Assistance Grants (FA Grants):** Strong push to **lift FA Grants to 1% of Federal taxation revenue**—a key structural change to improve sustainability of councils.
- As of the 2024–25 financial year, Financial Assistance Grants (FAGs) provided to Australian local governments constitute approximately **0.51%** of the Commonwealth's total taxation revenue. This marks a significant decline from 1996, when FAGs represented 1% of Commonwealth taxation revenue. The Australian Local Government Association (ALGA) continues to advocate for restoring FAGs to at least 1% of Commonwealth taxation revenue to enhance the financial sustainability of local councils.

#### Strategic Engagement & Local Government Sustainability

- **National LG Sustainability Review** underway to assess the long-term viability of councils, with an emphasis on cost pressures from infrastructure and depreciation.
- **Discussion with Dion Lester** (Local Government Association of Tasmania – LGAT, CEO) highlighted growing sectoral concern around **true infrastructure costs and rapidly increasing asset depreciation** - a topic of direct relevance to Dorset's long-term financial planning challenges.

## Social & Civic Engagement

- **Youth Engagement:** Governor-General Ms. Sam Mostyn highlighted a worrying statistic—**less than 25% of Year 10 students understand civics.**

## Urban & Regional Revitalisation

- **Revitalising Newcastle:** Case study in solving the issue of empty shops and urban activation - lessons applicable to Dorset's town centres – most notably Scottsdale and Officers will investigate this real world case study.

## Technology, AI & Data

- **AI as a “Licence to Play”:** Councils need to explore and experiment with AI tools. Examples include:
  - **Mylot AI for Planning.**
  - **Omniscient AI** to treat serious mental health issues.
- **AI-readiness** is essential for modern governance—this includes training staff, exploring use cases, and embedding ethical guidelines.
- **The leadership team will have licence to set aside time each week** to investigate how they, and their teams, can maximise AI within Council operations. An operational policy must be developed to ensure only public, non-confidential, non-proprietary data is fed into the AI machine learning models.

## KPMG & Economic Modelling Insights

- **KPMG Report – Top Business Risks 2024-2025:** Includes threats like rising populism, declining trust in institutions, and economic headwinds.
  - **Productivity:** Private consumption (70% of GDP) is falling—**8 of the last 12 quarters**—with productivity at a **global low.**
    - GDP growth is increasingly propped up by government spending.
  - **Unemployment:** RBA’s “full employment” goal is 4.5%.
  - **Inflation pressures:** Driven by low productivity and wage demands, not just interest rates.
  - Key message from **Mark Bouris:** We need to ask **better questions**—not just “what’s the problem?” but “who has solved it in other countries, and how?”
  - The above metrics should be the key elements Officers tasked with financial forecasting should be watching. I can confirm that Dorset Council do review these metrics and assess their impact on Long-Term Financial Plans.
-

## Recommendations for Dorset Councillors

### 1. Strengthen Advocacy

- Support ALGA's push for increased FA Grants and Roads to Recovery funding.
- Reinforce the importance of **equitable funding for regional councils**, particularly those with large asset bases and limited rate revenue.

### 2. Prepare for Dorset's Future

- Embed **Dorset – Future Ready** as a framework:
  - Dorset must work closely with our neighbours and agencies, the power of this forum was the “opening of doors” from networking.
  - Conduct structured **problem-mapping and priority reviews** (e.g. if we are adding new assets Dorset must review what, if anything, is removed i.e. community facility reviews, increases in rate income, fees and charges and reduction in service levels may be required in some areas).
  - Identify **projects to discontinue** to free up capacity for emerging needs.

### 3. Youth

- Create pathways for our young people to strive to work in Local Government, State government and Agencies. We want the best and brightest working in government.

### 4. Embrace Innovation and AI

- Trial AI tools like **Mybot** in planning or utilising AI bots for customer service.
- Encourage digital literacy and innovation within council teams.

### 5. Learn from Best Practice

- Investigate revitalisation models like Newcastle's for local implementation.
- Attend the **ALGA Roads Congress (Bendigo, 11–12 November)** to further engage in national transport and infrastructure planning discussions.

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## Conclusion

The ALGA Assembly provided valuable strategic insights that reaffirm the importance of forward planning, advocacy, innovation, and civic engagement. For Dorset, I would recommend we engage annually in the forum.

## DORSET COUNCIL – Planning Approvals

### June 2025

SUB-2025/1332	Cohen & Associates Pty Ltd 295 Valentine RD NABOWLA	Lodged 14/03/2025	Determined APPD on 13/06/2025
DEV-2025/31	Dorset Council 986 Ruby Flats RD BRANXHOLM	Lodged 10/04/2025 Construction of two new sheds to store waste oil and provide undercover storage at existing waste transfer station Value of Works - \$17,500	Determined APPD on 05/06/2025
DEV-2025/37	Mr M S Witcher 24 Gladstone RD HERRICK	Lodged 29/04/2025	Erection of single dwelling Determined APPD on 24/06/2025
DEV-2025/40	Winnaleah District High School 32 Main ST WINNALEAH	Lodged 07/05/2025 New shipping container/concrete slab and roofed-over building work Value of Works - \$17,900	Determined APPD on 04/06/2025
SUB-2025/1338	Michell Hodgetts Surveyors 110 George ST SCOTTSDALE	Lodged 06/05/2025 Subdivision (1 lot into 2 residential lots and one road lot) with new road access to Thomas Street	Determined APPD on 05/06/2025
DEV-2025/50	Mr P J Bingley 2/20A Frances ST BRIDPORT	Lodged 16/06/2025 Value of Works - \$400,000	Construction of a dwelling Determined APPD on 16/06/2025

## DORSET COUNCIL – Building Approvals

### June 2025

OTH-2025/32	Design to Live 49 William ST SCOTTSDALE	Lodged 03/06/2025 Value of Works - \$250,000	Dwelling Alterations & Additions Determined APPR on 03/06/2025
OTH-2025/26	Mr J C Burley Mrs K M Burley 16 Renison ST DERBY	Lodged 10/06/2025 Value of Works - \$350,000	New Visitor Accommodation Unit Determined APPR on 10/06/2025
OTH-2025/34	Woolworths Scottsdale 1-7 Victoria ST SCOTTSDALE	Lodged 10/06/2025 Value of Works - \$184,000	Internal Alterations Determined APPR on 10/06/2025
OTH-2025/33	MDC Design and Drafting 21 Northbourne AVE SCOTTSDALE	Lodged 17/06/2025 Value of Works - \$320,000	New Dwelling Determined APPR on 17/06/2025
OTH-2025/37	In Series Electrical and Solar 42 Elizabeth ST BRIDPORT	Lodged 24/06/2025 Value of Works - \$32,700	Solar Panel Installation Determined APPR on 24/06/2025

**DORSET COUNCIL – Plumbing Approvals****June 2025**

OTH-2025/32	Design to Live	Lodged 03/06/2025	Dwelling Alterations & Additions
	49 William ST SCOTTSDALE	Value of Works - \$250,000	Determined APPR on 03/06/2025
OTH-2025/33	MDC Design and Drafting	Lodged 17/06/2025	New Dwelling
	21 Northbourne AVE SCOTTSDALE	Value of Works - \$320,000	Determined APPR on 17/06/2025



## Customer Request Summary by Category

For period 01/06/2025 to 30/06/2025

Double click onto the Minor Category to access Request detail

Dorset A7 \*live\*

Report Created: 14/07/2025 1:39:48PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
<b>Animals</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>71%</b>	<b>0</b>	<b>0%</b>
Animal Enquiry	3	2	2	67%	0	0%
Dog Attack	1	1	1	100%	0	0%
Barking Dog	3	2	2	67%	0	0%
<b>Environmental Management and Health</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Fire Hazards	1	1	1	100%	0	0%
<b>Parks &amp; Reserves</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>67%</b>	<b>0</b>	<b>0%</b>
Parks & Reserves Maintenance	4	4	4	100%	0	0%
Playground Maintenance	2	0	0	0%	0	0%
<b>Public Amenities</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>
Public Amenities Maintenance	1	0	0	0%	0	0%
<b>Public Halls Buildings</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>33%</b>	<b>0</b>	<b>0%</b>
Public Halls Buildings Maintenance	3	1	1	33%	0	0%
<b>Roads</b>	<b>13</b>	<b>7</b>	<b>7</b>	<b>54%</b>	<b>0</b>	<b>0%</b>
Roads Rural - Kerb & Gutter Maintenance	1	1	1	100%	0	0%
Roads Rural - Maintenance	3	3	3	100%	0	0%
Roads Rural - Potholes/Patching Maintenance	1	1	1	100%	0	0%
Roads Rural - Tree/Vegetation Maintenance	1	1	1	100%	0	0%
Roads Urban - Footpath Maintenance	3	1	1	33%	0	0%
Roads Urban - Maintenance	2	0	0	0%	0	0%
Roads Urban - Spraying/Pest Plant Control	1	0	0	0%	0	0%

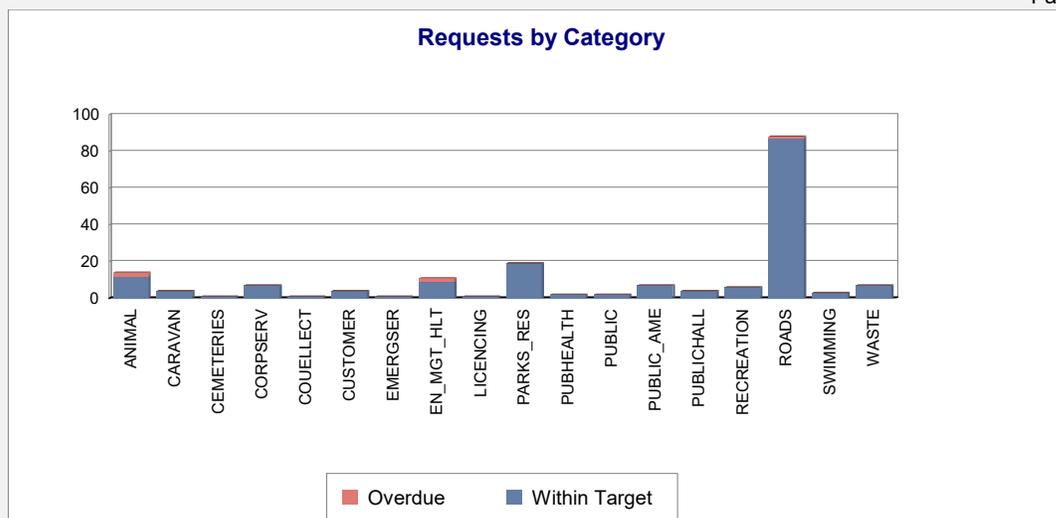
For period 01/06/2025 to 30/06/2025

*Double click onto the Minor Category to access Request detail*

Dorset A7 \*live\*

Report Created: 14/07/2025 1:39:48PM

<i>Major / Minor Category</i>	<i>New</i>	<i>Closed</i>	<i>Within Tgt</i>	<i>%</i>	<i>Overdue</i>	<i>%</i>
<b>Roads</b>	<b>13</b>	<b>7</b>	<b>7</b>	<b>54%</b>	<b>0</b>	<b>0%</b>
Roads Urban - Tree/Vegetation Maintenance	1	0	0	0%	0	0%
<b>Swimming Pools</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Swimming Pools Maintenance	1	1	1	100%	0	0%
<b>GRAND TOTAL</b>	<b>32</b>	<b>19</b>	<b>19</b>	<b>59%</b>	<b>0</b>	<b>0%</b>



## Customer Request Summary by Category

For period 01/01/2025 to 30/06/2025

Double click onto the Minor Category to access Request detail

Dorset A7 \*live\*

Report Created: 14/07/2025 1:45:49PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
<b>Animals</b>	<b>15</b>	<b>13</b>	<b>12</b>	<b>80%</b>	<b>2</b>	<b>13%</b>
Animal Enquiry	8	7	6	75%	2	25%
Dog Attack	1	1	1	100%	0	0%
Barking Dog	6	5	5	83%	0	0%
<b>Caravan Parks</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Caravan Parks Enquiries	1	1	1	100%	0	0%
Caravan Parks Maintenance	3	3	3	100%	0	0%
<b>Cemeteries</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Cemeteries Maintenance	1	1	1	100%	0	0%
<b>Corporate Services General</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
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	4	4	4	100%	0	0%
<b>Council Elections</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Council Elections Enquiries	1	1	1	100%	0	0%
<b>Customer Service</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Customer Service General Enquiries	4	4	4	100%	0	0%
<b>Emergency Services</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Emergency Services Enquiries	1	1	1	100%	0	0%

For period 01/01/2025 to 30/06/2025

Double click onto the Minor Category to access Request detail

Dorset A7 \*live\*

Report Created: 14/07/2025 1:45:49PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
<b>Environmental Management and Health</b>	<b>12</b>	<b>11</b>	<b>9</b>	<b>75%</b>	<b>2</b>	<b>17%</b>
Fire Hazards	10	9	7	70%	2	20%
Noise Pollution	2	2	2	100%	0	0%
<b>Licencing</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Food Premises Licences Enquiries	1	1	1	100%	0	0%
<b>Parks &amp; Reserves</b>	<b>22</b>	<b>19</b>	<b>19</b>	<b>86%</b>	<b>0</b>	<b>0%</b>
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%
<b>Public Health</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Pollution	2	2	2	100%	0	0%
<b>Public</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Online Enquiries	2	2	2	100%	0	0%
<b>Public Amenities</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>78%</b>	<b>0</b>	<b>0%</b>
Public Amenities General Enquiries	1	1	1	100%	0	0%
Public Amenities Maintenance	8	6	6	75%	0	0%
<b>Public Halls Buildings</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>67%</b>	<b>0</b>	<b>0%</b>
Public Halls Buildings Maintenance	6	4	4	67%	0	0%
<b>Recreation Grounds</b>	<b>9</b>	<b>6</b>	<b>6</b>	<b>67%</b>	<b>0</b>	<b>0%</b>
Recreation Grounds Maintenance	9	6	6	67%	0	0%
<b>Roads</b>	<b>109</b>	<b>87</b>	<b>87</b>	<b>80%</b>	<b>1</b>	<b>1%</b>
Roads Enquiries	3	1	1	33%	0	0%
Roads Rural - Kerb & Gutter Maintenance	4	4	4	100%	0	0%
Roads Rural - Maintenance	28	28	28	100%	1	4%
Roads Rural - Potholes/Patching Maintenance	6	4	4	67%	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	9	8	8	89%	0	0%
Roads Rural - Verge Mowing/Slashing	5	5	5	100%	0	0%
Stormwater Maintenance	9	5	5	56%	0	0%
Roads Urban - Footpath Maintenance	15	10	10	67%	0	0%
Roads Urban - Maintenance	12	8	8	67%	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%

For period 01/01/2025 to 30/06/2025

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Dorset A7 \*live\*

Report Created: 14/07/2025 1:45:49PM

Major / Minor Category	New	Closed	Within Tgt	%	Overdue	%
<b>Roads</b>	<b>109</b>	<b>87</b>	<b>87</b>	<b>80%</b>	<b>1</b>	<b>1%</b>
Roads Urban - Verge Mowing/Slashing	1	1	1	100%	0	0%
<b>Swimming Pools</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>50%</b>	<b>0</b>	<b>0%</b>
Swimming Pools Maintenance	6	3	3	50%	0	0%
<b>Waste Management</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
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%
<b>GRAND TOTAL</b>	<b>218</b>	<b>180</b>	<b>177</b>	<b>81%</b>	<b>5</b>	<b>2%</b>