

COUNCIL MEETING
MONDAY 17 JUNE 2024

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BUSINESS TO BE CONDUCTED AT THIS MEETING IS TO BE CONDUCTED IN THE ORDER IN WHICH IT IS SET OUT IN THIS AGENDA UNLESS THE COUNCIL BY ABSOLUTE MAJORITY DETERMINES OTHERWISE

COUNCIL MEETINGS, NOT INCLUDING CLOSED MEETING, ARE AUDIO-VISUALLY RECORDED AND PUBLISHED TO COUNCIL’S WEBSITE

1. ACKNOWLEDGEMENT OF COUNTRY

The Mayor will:

- make the following statement:

“Before proceeding, I pay my respects to the Mumirimina people as the traditional and original custodians of the lands on which we meet, and I acknowledge the continuing connection of the Tasmanian Aboriginal people to the skies, land and waterways.

I pay respect to Elders past and present.”

- invite those present to pause for a moment of quiet reflection and respect before commencing the council meeting.
- advise the Meeting and members of the public that Council Meetings, not including Closed Meeting, are livestreamed, audio-visually recorded and published to Council’s website. The meeting is not protected by privilege. A link to the Agenda is available via Council’s website.

2. APOLOGIES

Cr Warren (Leave of Absence)

3. DECLARATIONS OF INTERESTS OF COUNCILLORS OR CLOSE ASSOCIATE

In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2015 and Council’s adopted Code of Conduct, the Mayor requests Councillors to indicate whether they have, or are likely to have a pecuniary interest (any pecuniary benefits or pecuniary detriment) or conflict of interest in any item on the Agenda.

4. OMNIBUS ITEMS**4.1 CONFIRMATION OF MINUTES****RECOMMENDATION:**

That the Minutes of the Council Meeting held on 27 May 2024, as circulated, be taken as read and confirmed.

4.2 MAYOR'S COMMUNICATION**4.3 COUNCIL WORKSHOPS**

In addition to the Councillor's Meeting Briefing (workshop) conducted on Friday immediately preceding the Council Meeting the following workshops were conducted by Council since its last ordinary Council Meeting:

PURPOSE	DATE
Budget – Fees and Charges	
Customer Service Charter	
Confidential Briefing – Derwent Ferries	
Rates Modelling	3 June

RECOMMENDATION:

That Council notes the workshops conducted.

4.4. TABLING OF PETITIONS

(Note: Petitions received by Councillors are to be forwarded to the Chief Executive Officer within seven days after receiving the petition).

Petitions are not to be tabled if they do not comply with Section 57(2) of the Local Government Act, or are defamatory, or the proposed actions are unlawful.

4.5 REPORTS FROM OUTSIDE BODIES

This agenda item is listed to facilitate the receipt of both informal and formal reporting from various outside bodies upon which Council has a representative involvement.

REPORTS FROM SINGLE AND JOINT AUTHORITIES

Provision is made for reports from Single and Joint Authorities if required.

Council is a participant in the following Single and Joint Authorities. These Authorities are required to provide quarterly reports to participating Councils, and these will be listed under this segment as and when received.

- **COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY**

Representative: Cr James Walker

Quarterly Reports

March Quarterly Report pending.

Representative Reporting

- **TASWASTE SOUTH**

Representative: Cr Warren (Mayor's nominee)
Cr Hunter (Proxy)

- **TASWATER CORPORATION**

- **GREATER HOBART COMMITTEE**

REPORTS FROM COUNCIL AND SPECIAL COMMITTEES AND OTHER REPRESENTATIVE BODIES

4.6 WEEKLY BRIEFING REPORTS

The Weekly Briefing Reports of 27 May and 3 and 10 June 2024 have been circulated to Councillors.

RECOMMENDATION:

That the information contained in the Weekly Briefing Reports of 27 May and 3 and 10 June 2024 be noted.

5. PUBLIC QUESTION TIME

Public question time at ordinary Council meetings will not exceed 15 minutes. An individual may ask questions at the meeting. Questions may be submitted to Council in writing on the Friday 10 days before the meeting or may be raised from the Public Gallery during this segment of the meeting.

The Chairman may request a Councillor or Council officer to answer a question. No debate is permitted on any questions or answers. Questions and answers are to be kept as brief as possible.

5.1 PUBLIC QUESTIONS ON NOTICE

(Seven days before an ordinary Meeting, a member of the public may give written notice to the Chief Executive Officer of a question to be asked at the meeting). A maximum of two questions may be submitted in writing before the meeting.

Questions on notice and their answers will be included in the minutes.

Mr David Griggs of Risdon Vale has given notice of the following questions:

1. CARPARK BEHIND ROSNY POST OFFICE

Non suitable tree species have been removed from this area. I am asking for suitable deciduous tree species to be replanted in this area. There are many species suitable for this location. With protection around planted trees using water points for these trees to help with establishment, the spots are already available. This area is real heat bank in the summer months.

2. PASS ROAD NORTH OF GLEBE HILL

In the 2023 - 2024 Council Budget, money was allocated for reconstruction of section of Pass Road north of Glebe Hill, to date no work has started, has this been abandoned, what is happening, as no information has put out there?

M/s Shannon Heard of Bellerive has given notice of the following questions:

1. COUNCILLOR'S CONFLICT OF INTEREST AFL HIGH PERFORMANCE CENTRE

Please advise if any Clarence City Councillor has previously declared a conflict of interest in relation to voting on the motion in December 2023 to locate the AFL High Performance Centre at the Charles Hand Memorial Park and Rosny Park sites, or if any Councillor holds a financial interest (such as land/property within 1.5km or work affiliation) in the choice of location of the AFL HPC in those sites?

/ contd on Page 9...

PUBLIC QUESTIONS ON NOTICE /contd...**2. SPREAD OF ENVIRONMENTAL WEEDS**

The spread of environmental weeds can cause major damage to primary producers in the Clarence LGA. Particularly Chilean Needle Grass which can be easily spread on the tyres of vehicles and underfoot, and which can affect livestock such as cattle and in particular, sheep. It is my understanding that Chilean Needle Grass was introduced to the top edges of the Rosny Park (The old Rosny Golf Course) as a result of poor bio-security in the course of the construction of the A3 Tasman Highway in the area above the Rosny Park.

Can Council please advise what mitigation strategy it intends to use to stop the spread of the Chilean Needle Grass currently located in contained patches at the top of the Rosny Parkland area when engaging contractors to work in the park? Particularly in the future for any earth or construction work related to the City Heart Plan?

Mr Bradley Walker of Howrah has given notice of the following questions:

1. NATURAL AREAS VOLUNTEER COORDINATOR

Since Council's previous natural areas volunteer coordinator left on 16th June 2023, has council appointed a new person for this role and if not, why not?

2. LANDCARE GROUPS

Does council see Landcare groups that actively assist with the upkeep, restoration, and management of natural areas within Clarence City Council local government area as stakeholders for future council works, development applications and area management or master plans etc that are within or adjacent to their designated areas. If so, does council contract the groups for such involvement/input or does council expect Landcare groups to make submissions the same was as individual community members could?

5.2 ANSWERS TO QUESTIONS ON NOTICE

The Mayor may address Questions on Notice submitted by members of the public.

5.3 ANSWERS TO PREVIOUS QUESTIONS TAKEN ON NOTICE

The Chief Executive Officer provides the following answers to Questions taken on Notice from members of the public at previous Council Meetings.

At Council's Meeting of 27 May Mr Michael Figg asked the following question.

STORMWATER SYSTEM LAUDERDALE

Last meeting, I asked a question on how long it takes to answer a question from the public when it is formally registered as a question from the public to the council and I was informed that they would try to respond within 10 days. That must have spiked a bit of energy because I got an answer from a question that I raised in January just in the last week. The question that I was talking about was raised three months ago and I still haven't got an answer to that. Can either one of those please tell me the answer when I'm going to get a successful answer to the question I raised.

(Chief Executive Officer) I think you need to be a bit more specific and tell us which question you are referring to so that I know precisely what I'm looking for.

(Mr Figg) I asked the question; I've had a number of responses that told me to go to sites on the internet to find out. The question related to what heights do council have to rely upon for the land in Lauderdale and I specifically showed an area, which you in the past have called the basin and I have asked for the latest surveyed heights that you have on record and rely on.

ANSWER

Council has replied twice to the enquiry providing Lidar data of the central Lauderdale area and site specific survey for an individual property.

In relation to drainage of the central Lauderdale area, Council has engaged consultants in 2014 to undertake design work to address the 2012 Lauderdale Structure Plan. Permission was obtained from the consultants and the survey information from this project was previously provided.

In 2020/2021 flood modelling for the Lauderdale Stormwater System Management Plan was undertaken by GHD using Lidar and their obtained survey data. Release of the consultants detailed terrain model which includes survey data involves a process to obtain and release.

5.4 QUESTIONS WITHOUT NOTICE

The Chairperson may invite members of the public present to ask questions without notice.

Questions are to relate to the activities of the Council. Questions without notice will be dependent on available time at the meeting.

Council Policy provides that the Chairperson 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 relates to any item listed on the agenda for the Council meeting (note: this ground for refusal is in order to avoid any procedural fairness concerns arising in respect to any matter to be determined on the Council Meeting Agenda.

When dealing with Questions without Notice that require research and a more detailed response the Chairman may require that the question be put on notice and in writing. Wherever possible, answers will be provided at the next ordinary Council Meeting.

Council's Public Question Time Policy can be found on Council's website at [Public Question Time - City of Clarence : City of Clarence \(ccc.tas.gov.au\)](https://www.ccc.tas.gov.au/public-question-time)

6. DEPUTATIONS BY MEMBERS OF THE PUBLIC

(In accordance with Regulation 38 of the Local Government (Meeting Procedures) Regulations 2015 and in accordance with Council Policy, deputation requests are invited to address the Meeting and make statements or deliver reports to Council)

7 PLANNING AUTHORITY MATTERS

In accordance with Regulation 25 (1) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor advises that the Council intends to act as a Planning Authority under the Land Use Planning and Approvals Act 1993, to deal with the following items:

7.1 PLANNING APPLICATION PDPLANPMTD-2024/043711 – 21 GELLIBRAND LANE, OPOSSUM BAY – DWELLING**EXECUTIVE SUMMARY****PURPOSE**

The purpose of this report is to consider the application made for a Dwelling at 21 Gellibrand Lane, Opossum Bay.

RELATION TO PLANNING PROVISIONS

The land is zoned Low Density Residential and subject to the Car Parking and Sustainable Transport Code, the Natural Assets Code, the Coastal Erosion Hazard Code, the Coastal Inundation Hazard Code, the Flood-Prone Areas Hazard Code and the Landslip Hazard Code under the Tasmanian Planning Scheme - Clarence (the Scheme). In accordance with the Scheme the proposal is a Discretionary development.

LEGISLATIVE REQUIREMENTS

The report on this item details the basis and reasons for the recommendation. Any alternative decision by Council will require a full statement of reasons in order to maintain the integrity of the Planning approval process and to comply with the requirements of the Judicial Review Act and the Local Government (Meeting Procedures) Regulations 2015.

Council is required to exercise a discretion within the 42-day period which expires on 19 June 2024.

CONSULTATION

The proposal was advertised in accordance with statutory requirements and three representations were received raising the following issues:

- Visual bulk;
- Overshadowing; and
- Loss of access.

RECOMMENDATION:

A. That the Planning Application for a Dwelling at 21 Gellibrand Lane, Opossum Bay (C1 Ref PDPLANPMTD-2024/043711) be approved subject to the following conditions and advice.

1. GEN AP1 – ENDORSED PLANS.
2. The proposed works are to be undertaken in accordance with environmental best practice guidelines in the *Wetlands and Waterways Works Manual* and *Tasmanian Coastal Works Manual*.
3. ENG A1 – NEW CROSSOVER [Replace “Each” with “The”. Replace “3.0m” with “3.6m”. Remove “or TSD-R03 (Rural)”].

4. ENG A7 – REDUNDANT CROSSOVER (Replace “All redundant crossovers must be removed and kerb and guttering with footpath reinstated to match with the existing in a smooth and continuous fashion” with “The redundant crossover/unformed access must be removed and reinstated to match with the existing in a smooth and continuous fashion”).
5. ENG S1 – INFRASTRUCTURE REPAIR.
6. ENG M5 – EROSION CONTROL (Replace “*Hobart Regional Soil and Water Management on Building and Construction Sites*” with “*Derwent Estuary Program Soil & Water Management on Building & Construction Sites*”. Replace “Head of Infrastructure and Natural Assets” with “CEO or Delegate”. After “works” add “/ prior to the issue of a certificate of likely compliance (CLC) for building works, (whichever occurs first). All debris/construction materials must be contained within the property. All works must be carried out in compliance with the approved erosion and sediment control plan or to the satisfaction of Council’s CEO or Delegate prior to the commencement of works.”

ADVICE

- a. This Permit will lapse after two years from the date on which it is granted unless the development / use has been substantially commenced. Upon request, under Section 53(5A) of the Land Use Planning and Approvals Act 1993, Council may grant an extension of time for a further two years. A further two years may be granted upon request under Section 53(5B) of the Land Use Planning and Approvals Act 1993. Any such requests must be made in writing and within six months of the day on which the permit has lapsed.
- b. This is a town planning permit only. Please be aware that a building permit and / or a plumbing certificate of likely compliance or plumbing permit may be required before the development can proceed. It is recommended that you contact Council’s Building Department on (03) 6217 9580 to discuss the requirement for any additional permits or certification.
- c. Non-compliance with this permit is an offence under Section 63 of the Land Use Planning and Approvals Act 1993 and may result in enforcement action under Division 4A of the Land Use Planning and Approvals Act 1993 which provides for substantial fines and daily penalties.

- d. The property is within a mapped Coastal Erosion Hazard prone area, as such the works are at minimum Category 3 Notifiable Building Work under the Directors Determination. Notifiable Building Work requires a Building Surveyor to be engaged to create & certify an Application for Building Approval. Please provide a Hazard Report for Coastal Erosion from a suitably qualified person that meets the requirements of the Determinations and *Building Act 2016*. This report must form part of the certified documents issued by the Building Surveyor for the building application.
- B. That the details and conclusions included in the Associated Report be recorded as the reasons for Council’s decision in respect of this matter.

ASSOCIATED REPORT

1. BACKGROUND

No relevant background.

2. STATUTORY IMPLICATIONS

- 2.1.** The land is zoned Low Density Residential under the Scheme.
- 2.2.** The proposal is discretionary because it does not meet the Acceptable Solutions under the Scheme.
- 2.3.** The relevant parts of the Planning Scheme are:
- Section 5.6 – Compliance with Applicable Standards;
 - Section 6.10 – Determining Applications;
 - Clause 10 – Low Density Residential Zone;
 - Clause C2.0 – Parking and Sustainable Transport Code;
 - Clause C7.0 – Natural Assets Code;
 - Clause C10.0 – Coastal Erosion Hazard Code;
 - Clause C11.0 – Coastal Inundation Code;
 - Clause C12.0 – Flood-Prone Areas Hazard Code; and
 - Clause C.15 – Landslip Hazard Code.

- 2.4.** Council’s assessment of this proposal must consider the issues raised in any representations received, the outcomes of the State Policies and the objectives of Schedule 1 of the *Land Use Planning and Approvals Act, 1993* (LUPAA).

3. PROPOSAL IN DETAIL

3.1. The Site

The site is a 749m² block with a primary frontage to Gellibrand Lane. The site is oriented from east to west. The site has a moderate declining slope from the Gellibrand Lane frontage to the rear of the property, until a depth of approximately 37m, where it steeply drops off towards the river Derwent. The site has a gate providing vehicular access to the site, although, no formal crossover appears to be established.

The site is not serviced by TasWater for potable water and reticulated sewerage, nor for council stormwater infrastructure.

The site is located within an established residential area, with adjoining properties typically developed with single dwellings. The area is predominantly Low Density Residential zoning. However, the majority of the lots are sub minimal sized within this zone. As such, the development characteristics are akin to those typically seen within the General Residential Zone. The site is adjacent to the river Derwent, which lies to the west.

3.2. The Proposal

The proposal is for the demolition of an existing dwelling and the construction of a new dwelling. The proposed dwelling will have a single bedroom and bathroom, with an open plan living and kitchen area. The proposed dwelling will have a maximum height of 4.626m , which is similar in height to the property to the south.

The proposed dwelling is aligned, on the water side, with the dwellings to the north and the south and is compatible in scale and height with these properties.

A bath house is also proposed along the northern boundary of the site and will have a maximum height of 4.055m at its highest point.

Two car parking spaces are proposed on-site at the street frontage, and access will be via a newly established crossover. A condition requiring the sealing of the crossover is recommended.

4. PLANNING ASSESSMENT

4.1. Compliance with Applicable Standards [Section 5.6]

“5.6.1 A use or development must comply with each applicable standard in the State Planning Provisions and the Local Provisions Schedules.”

4.2. Determining Applications [Section 6.10]

“6.10.1 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 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.”*

References to these principles are contained in the discussion below.

4.3. General Provisions

The Scheme contains a range of General Provisions relating to specific circumstances not controlled through the application of Zone, Code or Specific Area Plan provisions.

The proposal involves the demolition of an existing dwelling. *General Provision 7.9 - Demolition* does not apply as the demolition is considered part of the proposed development, not as a separate application. However, demolition does not trigger a discretion in this instance.

4.4. Compliance with Zone and Codes

While the application proposes development within the Coastal Erosion Hazard Overlay, the development is exempt from this code as it is within the low hazard band and will require authorisation under the *Building Act 2016*.

The site is partially covered by the Coastal Inundation Hazard Code. However, there is no development proposed within the overlay area and therefore the code is not applicable to the development.

While the site is partially covered by the Flood-Prone Areas Hazard Code, the code does not apply to land subject to the Coastal Inundation Hazard Code and is not applicable to the development.

There are buildings and works proposed within the low hazard band of the Landslip Hazard Code, however, the development is exempt under the code as the works will require authorisation under the *Building Act 2016*.

The proposal meets the Scheme’s relevant Acceptable Solutions of the Low Density Residential Zone, the Car Parking and Sustainable Transport Code the Natural Assets Code with the exception of the following.

Low Density Residential Zone

- **Clause 10.4.3 Setback – P1** – the proposal cannot meet the acceptable solution given that some structures are not setback more than 8m from the site frontage.

The proposal must be assessed against the Performance Criteria P1 of clause *10.4.3 Setback* as follows.

Clause	Performance Criteria	Assessment
10.4.3 – P1	<i>“The siting of a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to:</i>	The application is considered to meet the performance criteria in that the siting of the dwelling is compatible with the streetscape and character of development existing on established properties in the area and is assessed as complying with the performance criteria, having regard to the following.

	<i>(a) the topography of the site;</i>	<p>The site is relatively level to a depth of around 37m from the frontage. From there it drops off quickly, sloping steeply downwards toward the river Derwent.</p> <p>The topography hinders development towards the rear of the site. As such, the proposed dwelling is situated closer to the property frontage, with a proposed setback of less than a metre. It is worth noting, that the primary structure of the dwelling is setback 13.255m and it is an associated retaining wall and water tanks which are located proximate to the frontage.</p>
	<i>(b) the setbacks of surrounding buildings;</i>	<p>Buildings on surrounding sites can be observed with similarly reduced setbacks, similar to that which is proposed for the subject site. For example, to the south at 23 Gellibrand Lane, there is an outbuilding located on the site frontage. The primary structure of the dwelling is in line with the established building line along Gellibrand Lane.</p> <p>It is also noted that the reduced setback allows a rear extension of the dwelling to be aligned with the rear of the dwellings to the north and south, thus preventing significant impact of view lines and ensuring a compatible character of development.</p>
	<i>(c) the height, bulk and form of existing and proposed buildings;</i>	<p>The proposal is for a relatively modest single dwelling, with one bedroom, and an associated bath house. The proposed maximum height is 4.626m. The proposed height, bulk and form is assessed as being consistent with the development existing on surrounding properties.</p>

	<p><i>(d) the appearance when viewed from roads and public open space adjacent to the site; and</i></p>	<p>The main form of the dwelling is setback 13.255m. The maximum height of the dwelling is 4.626m and the dwelling has been sited to compliment the topography of land. This means that when viewed from the road, the dwelling will appear to have a maximum height of 2.615m, similar to surrounding properties.</p>
	<p><i>(e) the safety of road users.”</i></p>	<p>There is sufficient area within the site for on-site parking and manoeuvring between the proposed dwelling and the frontage ensuring the safety of road users in this context.</p>

- Clause 10.4.3 Setback – P2** – the proposal cannot meet the acceptable solution given the dwelling is not setback more than 5m from the side boundaries.

The proposal must be assessed against the Performance Criteria P2 of clause 10.4.3 *Setback* as follows.

Clause	Performance Criteria	Assessment
<p>10.4.3 – P2</p>	<p><i>“The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to:</i></p> <p><i>(a) the topography of the site;</i></p>	<p>The application is considered to meet the performance criteria in that the siting of the dwelling is assessed as not causing an unreasonable loss of amenity to adjoining properties and is taken to comply with the performance criteria, having regard to the following.</p> <p>The site is relatively level to a depth of around 37m from the frontage. From there it drops off quickly, sloping steeply downwards towards the river Derwent.</p> <p>Additionally, the site is relatively narrow, with a width of around 15m.</p>

		Accordingly, the site is constrained and demonstrating 5m setbacks, as required by the acceptable solution is not practical. Reduced side setbacks are demonstrated consistently on surrounding properties, which deal with the same topographical constraints.
	<i>(b) the size, shape and orientation of the site;</i>	The site is subminimal in size within the context of the Low Density Residential zone, with an approximate width of 15m. The site is oriented from east to west, meaning that some level of overshadowing to the southern site is inevitable and is compatible with the general pattern of development in the area, in particular with the property to the north which has a garage built to the boundary.
	<i>(c) the setbacks of surrounding buildings;</i>	The proposed setbacks are compatible with those of surrounding buildings. To the north, at 19 Gellibrand Lane, there is a 10m wall along the boundary while to the south, at 23 Gellibrand Lane the dwelling is setback less than 2m from the side boundary.
	<i>(d) the height, bulk and form of existing and proposed buildings;</i>	The existing dwelling on-site is proposed to be demolished and replaced with a relatively modest single dwelling, with one bedroom, and an associated bath house. The proposed maximum height is 4.626m. The proposed height, bulk and form of the new dwelling will be marginally more than the existing outcome on the site; however, is similar to those seen on sites within the surrounding area.

		The bath house reaches a maximum height of 4.055m, which is more than 1m below the maximum height of the dwelling located on adjoining 19 Gellibrand Lane.
	<i>(e) the existing buildings and private open space areas on the site;</i>	The application proposed to demolish the existing structure on-site and construct a new dwelling. The proposal will allow for a similar provision of private open space to that which is existing.
	<i>(f) sunlight to private open space and windows of habitable rooms on adjoining properties; and</i>	<p>Shadow diagrams were provided as part of the application. The shadow diagrams demonstrate that at least 50% of private open space at 23 Gellibrand Lane will receive a minimum of three hours of sunlight on 21 June. Additionally, it is noted that the area of private open space, likely to be utilised the most, the deck, would not be significantly impacted by shadows cast from the proposal.</p> <p>There is only one small window on the northern elevation of 23 Gellibrand Lane. This window is for a bathroom, which is not defined as a habitable room within the Tasmanian Planning Scheme – Clarence. Habitable windows on the west and southern elevations of the dwelling at 23 Gellibrand Lane will experience minimal overshadowing.</p>
	<i>(g) the character of development existing on established properties in the area.”</i>	The proposed dwelling demonstrates a siting which has been carefully designed to be compatible with the character of development existing on established properties in the area. Variations to the acceptable setback is a characteristic evident on virtually all the Low Density Residential sites within Opossum Bay.

		This is due to historical zoning creating the existing pattern of development within the area.
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Car Parking and Sustainable Transport Code

- **Clause C2.6.1 Construction of parking areas – P1** – the proposal cannot meet the acceptable solution given the access ways and parking areas are not proposed to be surfaced by spray seal, asphalt, concrete, pavers or an equivalent material.

The proposal must be assessed against the Performance Criteria P1 of clause *C2.6.1 Construction of parking areas* as follows.

Clause	Performance Criteria	Assessment
C2.6.1 – P1	<i>“All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to:</i>	The application is considered to meet the performance criteria in that the proposed driveway and parking areas will be constructed of compacted gravel. The proposed parking areas, driveway, manoeuvring and circulation spaces are readily identifiable and constructed so that it is useable in all weather conditions, having regard to the following.
	<i>(a) the nature of the use;</i>	The use is for a single dwelling and the vehicular traffic will be consistent with a residential use.
	<i>(b) the topography of the land;</i>	The site is relatively level to a depth of around 37m from the frontage. From there it drops off quickly, sloping steeply downwards towards the river Derwent. Where car parking and access areas are proposed to be located is relatively flat.
	<i>(c) the drainage system available;</i>	The proposed driveway surface of compacted gravel will be a permeable material. Any stormwater will be absorbed into the surface and will not place additional load on any stormwater systems.

	<i>(d) the likelihood of transporting sediment or debris from the site onto a road or public place;</i>	Many of the crossovers along Gellibrand Lane are gravel. However, a condition is recommended for the crossover to be sealed to the property boundary. Sealing the crossover will reasonably ensure the transportation of sediment or debris from the site onto the road or public place will be minimised.
	<i>(e) the likelihood of generating dust; and</i>	The likelihood of dust being generated from the parking and access areas is expected to be incredibly low, given the size and nature of the parking areas.
	<i>(f) the nature of the proposed surfacing.”</i>	The proposed parking and access surfacing is considered a durable and suitable outcome, given the size and nature of the use. Additionally, the surfacing is in keeping with the established character of the area.

Natural Assets Code

- **Clause C7.6.1 Buildings and works within a waterway and coastal protection area or coastal refugia area – P1.1** –the proposal includes buildings and works within the waterway and coastal protection overlay area.

The proposal must be assessed against the Performance Criteria P1.1 of clause *C7.6.1 Buildings and works within a waterway and coastal protection area or coastal refugia area.*

Clause	Performance Criteria	Assessment
C7.6.1 – P1.1	<i>“Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:</i>	The application is considered to meet the performance criteria. The building and works proposed within the waterway and coastal protection overlay area minimise adverse impacts on natural assets, having regard to the following.

	<i>(a) impacts caused by erosion, siltation, sedimentation and runoff;</i>	The proposed development is not likely to cause any significant erosion, siltation, sedimentation, and runoff. However, a condition is recommended to affect adequate erosion control. This will be required in the form of an erosion and sedimentation control plan. The erosion and sedimentation control plan will assist in preventing the inadvertent falling of rocks and vegetation onto the adjacent foreshore.
	<i>(b) impacts on riparian or littoral vegetation;</i>	There would be no impacts to riparian or littoral vegetation, given the site has already been cleared. Future landscaping will assist in preventing soil erosion.
	<i>(c) maintaining natural streambank and streambed condition, where it exists;</i>	Not applicable - There are no streambanks or streambed conditions located onsite.
	<i>(d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;</i>	The proposed development is located well above the high-water mark. Any site buildings works are modest and will not have an impact on the waterway.
	<i>(e) the need to avoid significantly impeding natural flow and drainage;</i>	The development will not significantly impede natural flow or drainage.
	<i>(f) the need to maintain fish passage, where known to exist;</i>	Not applicable - no fish passages located on land.
	<i>(g) the need to avoid land filling of wetlands;</i>	Not applicable – there are no wetlands located on the site.
	<i>(h) the need to group new facilities with existing facilities, where reasonably practical;</i>	The development includes a dwelling and bath house. The buildings and works are in reasonable proximity to one another forming a cluster of buildings onsite.
	<i>(i) minimising cut and fill;</i>	The proposed dwelling is sited in a way, which compliments the site topography, minimising the need for cut and fill.

	<i>(j) building design that responds to the particular size, shape, contours or slope of the land;</i>	The building is designed and well situated to respond to the topography, size, shape, contours, and slope of the land and ultimately minimises adverse impacts on natural assets.
	<i>(k) minimising impacts on coastal processes, including sand movement and wave action;</i>	Due to the proposed works being located on a cliff top, the coastline (including banks and beds of waterways) will not be adversely impacted.
	<i>(l) minimising the need for future works for the protection of natural assets, infrastructure and property;</i>	The need for future works to protect natural assets, infrastructure and property will be minimal.
	<i>(m) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and</i>	The development will not conflict with the guidelines contained in the <i>Wetlands and Waterways Works Manual</i> .
	<i>(n) the guidelines in the Tasmanian Coastal Works Manual.”</i>	The proposed development will not conflict with the guidelines in the <i>Tasmanian Coastal Works Manual</i> .

- Clause C7.6.1 Buildings and works within a waterway and coastal protection area or coastal refugia area – P1.1** – the proposal includes a new stormwater point discharge into a watercourse.

The proposal must be assessed against the Performance Criteria P1.1 of clause *C7.6.1 Buildings and works within a waterway and coastal protection area or coastal refugia area*.

Clause	Performance Criteria	Assessment
C7.6.1 – P3	<i>“Development within a waterway and coastal protection area or a future coastal refugia area involving a new stormwater point discharge into a watercourse, wetland or lake must avoid or minimise adverse impacts on natural assets, having regard to:</i>	The application is considered to meet the performance criteria in that the proposed stormwater discharge point is designed to minimise adverse impacts on natural assets, having regard to the following.

	<i>(a) the need to minimise impacts on water quality; and</i>	Overflow from the proposed rainwater tanks will discharge onto the cliffs, which are located within the property boundary, and overflow to the waterway during high rainfall events. The rainwater overflow will not adversely impact the water quality of the adjacent estuary.
	<i>(b) the need to mitigate and manage any impacts likely to arise from erosion, sedimentation or runoff.”</i>	Potential impacts from erosion, sedimentation or runoff will be mitigated by the inclusion of a rocky bund. The bund will slow the flow of water, minimising any potential for erosion.

5. REPRESENTATION ISSUES

The proposal was advertised in accordance with statutory requirements and three representations were received. The following issues were raised by the representors.

5.1. Visual Bulk

Representors have raised concerns about visual bulk, specifically relating to the extended bath house, retaining wall and water tanks along the northern elevation. Representors highlight the 4m plus height of the bath house wall, suggesting it is unreasonably bulky, visually intrusive and will result in a loss of outlook. Representors state that the proposal is not reflective of the character of development within the area and suggest an approval will set an unwanted precedent of development. Representors also state that the bath house wall will create a wind tunnel along the northern boundary of the site.

- **Comment**

The proposal is considered to be sensitively designed and very compatible with surrounding development. The dwelling, bath house, retaining structures and water tanks are not unreasonably bulky, and maintain a character of development similar to that observed in the area. Specifically, to the north, at 19 Gellibrand Lane, an almost 10m wall is located on the boundary. Elevation drawings demonstrate that the proposed bath house wall, which reaches a maximum height of 4.055m is below the maximum height seen on both adjoining properties to the north and south.

While loss of views is not a planning consideration and has no determining weight, it is noted that the development is very respectful of existing sightlines.

5.2. Overshadowing

Representors state that the proposal will result in a loss of sunlight. Representors additionally highlight that the proposal may impact the access of sunlight to solar installations.

- **Comment**

Overshadowing caused by the proposal is considered to be reasonable, particularly given the size and scale of the development, given the site constraints and considering the size and scale of adjacent development. All existing windows to habitable rooms (excluding bedrooms) on adjoining properties are assessed as being able to receive adequate access to sunlight throughout the day on 21 June. Similarly, at least 50% of the private open space on all adjoining properties is to receive a minimum of three hours of sunlight between 9am and 3pm.

Within the Low Density Residential zone, overshadowing of solar installations is not directly assessed through an applicable standard. However, given the proposed dwelling is the same height or lower than both dwellings on adjoining properties, solar installations will not be overshadowed at any time during the day.

5.3. Loss of Access

Representors are concerned about the loss of access to their garage wall, currently located on a shared boundary to the subject site. Representors state that the proposal rammed earth wall along the boundary will prevent them from maintaining their garage wall.

- **Comment**

While this is not a planning matter and has no determining weight regarding the planning decision, it is noted that current access arrangements require owner’s consent or formal notification through the provisions of the *Building Act 2016*. Adjacent boundary walls are a common situation for building control.

6. EXTERNAL REFERRALS

No external referrals were required or undertaken as part of this application.

7. STATE POLICIES AND ACT OBJECTIVES

7.1. The proposal is consistent with the outcomes of the State Policies, including those of the State Coastal Policy.

7.2. The proposal is consistent with the objectives of Schedule 1 of LUPAA.

8. COUNCIL STRATEGIC PLAN/POLICY IMPLICATIONS

There are no inconsistencies with Council’s adopted Strategic Plan or any other relevant Council policy.

9. CONCLUSION

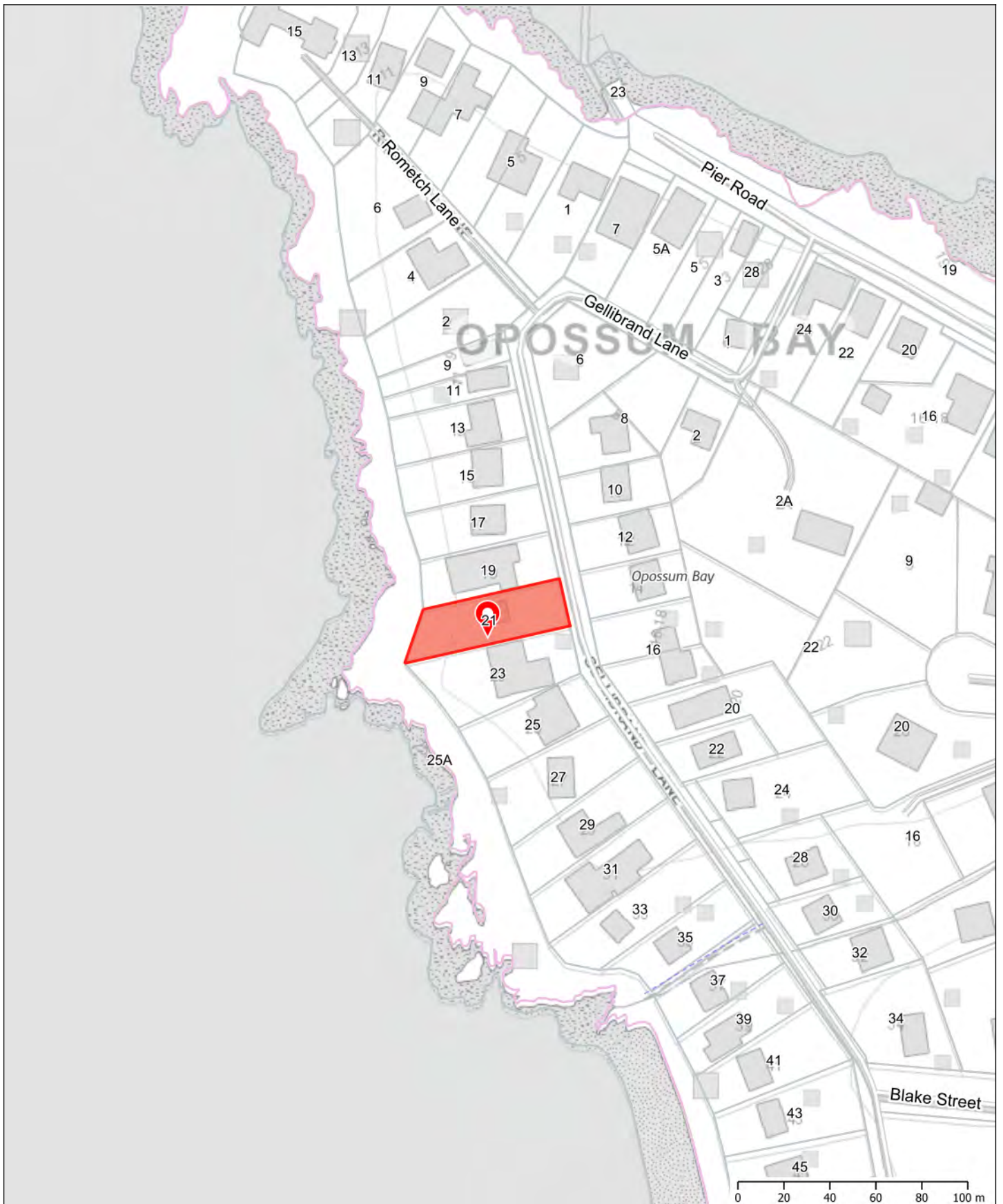
The assessment of the proposal concludes that it complies with the applicable standards of the scheme, and is recommended for approval, subject to conditions.

Attachments: 1. Location Plan (1)
2. Proposal Plan (12)
3. Site Photo (1)

Daniel Marr
HEAD OF CITY PLANNING

Council now concludes its deliberations as a Planning Authority under the Land Use Planning and Approvals Act, 1993.

Attachment 1



This map has been produced by Clarence City Council using data from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no liability for its use by other parties.

04/06/2024
1:2257



21 Gellibrand Lane, Opossum Bay, TAS

Attachment 2

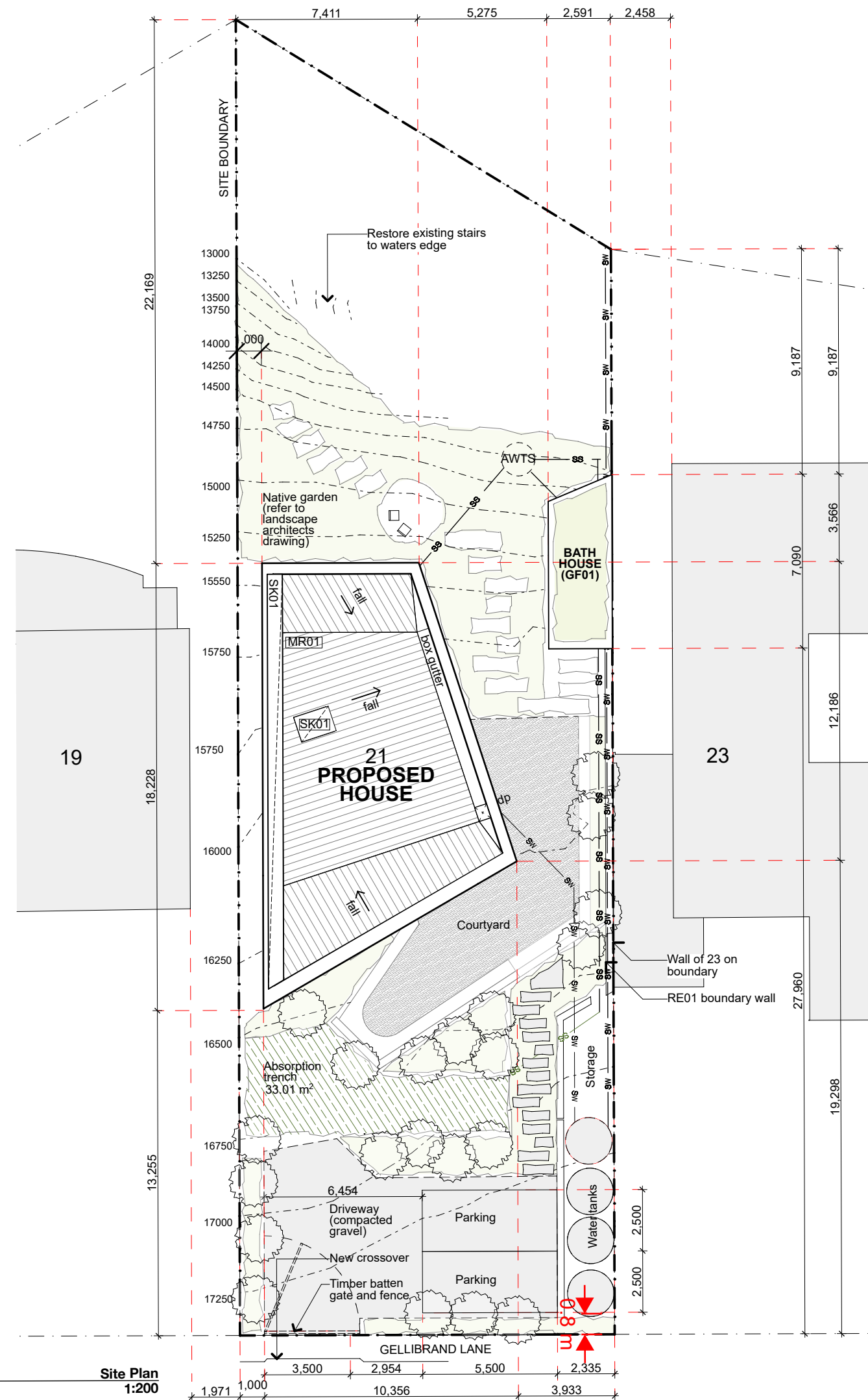
TITLE: 68590/24
 PLANNING SCHEME: Tasmanian Planning Scheme – Clarence
 ZONE: Low Density Residential Zone
 USE: Residential
 SITE AREA : 759 m²
 PROPOSED HOUSE FOOTPRINT: 130m²
 PROPOSED BATHHOUSE FOOTPRINT: 17m²
 SITE RATIO:19%
 PARKING: 2 Car Parks
 ARCHITECT: Liz Walsh - 817743610

DRAWING LIST

Layout ID	Drawing title	Rev ID
A.100	SITE	A
A.101	DEMOLITION	A
B.100	FLOOR PLAN	A
C.100	ELEVATIONS	A
C.101	ELEVATIONS	A
C.102	ELEVATION	A
N.100	SUN DIAGRAM MARCH	A
N.101	SUN DIAGRAM JUNE	A
N.102	SUN DIAGRAM SEP	A
N.103	SUN DIAGRAM DEC	A



Location Plan



Key

- GR01:** Green planted roof
- MR01:** Colorbond roof sheeting, colour TBC
- SK01:** Double glazed skylight
- RE01:** Rammed earth walls colour TBC
- FG01:** Fixed glazing
- TC01:** Timber cladding
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- SH:** Shower

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stage:
Development Application

project:
GELLIBRAND LANE

SITE

original size
A3
drawing n°
Wed, 15 April 2024
issue

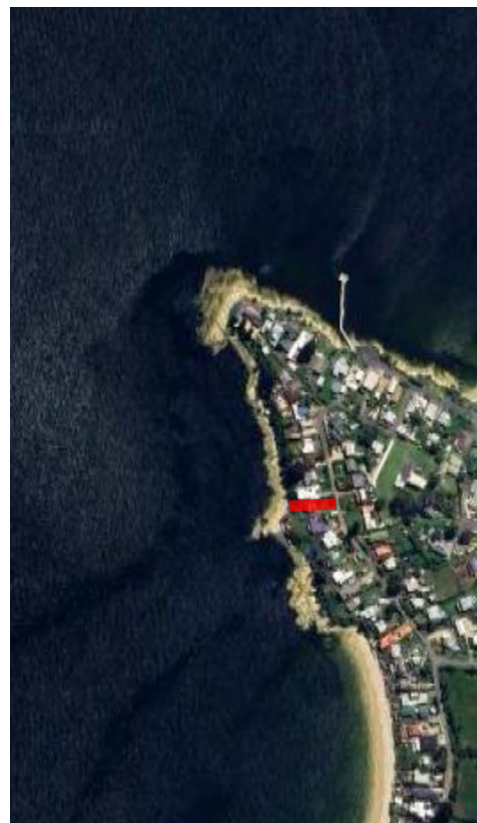
2023-A.100 REV A
 Agenda Attachments - 21 Gellibrand Lane, Opossum Bay Page 2 of 14

21 Gellibrand Lane, Opossum Bay, TAS

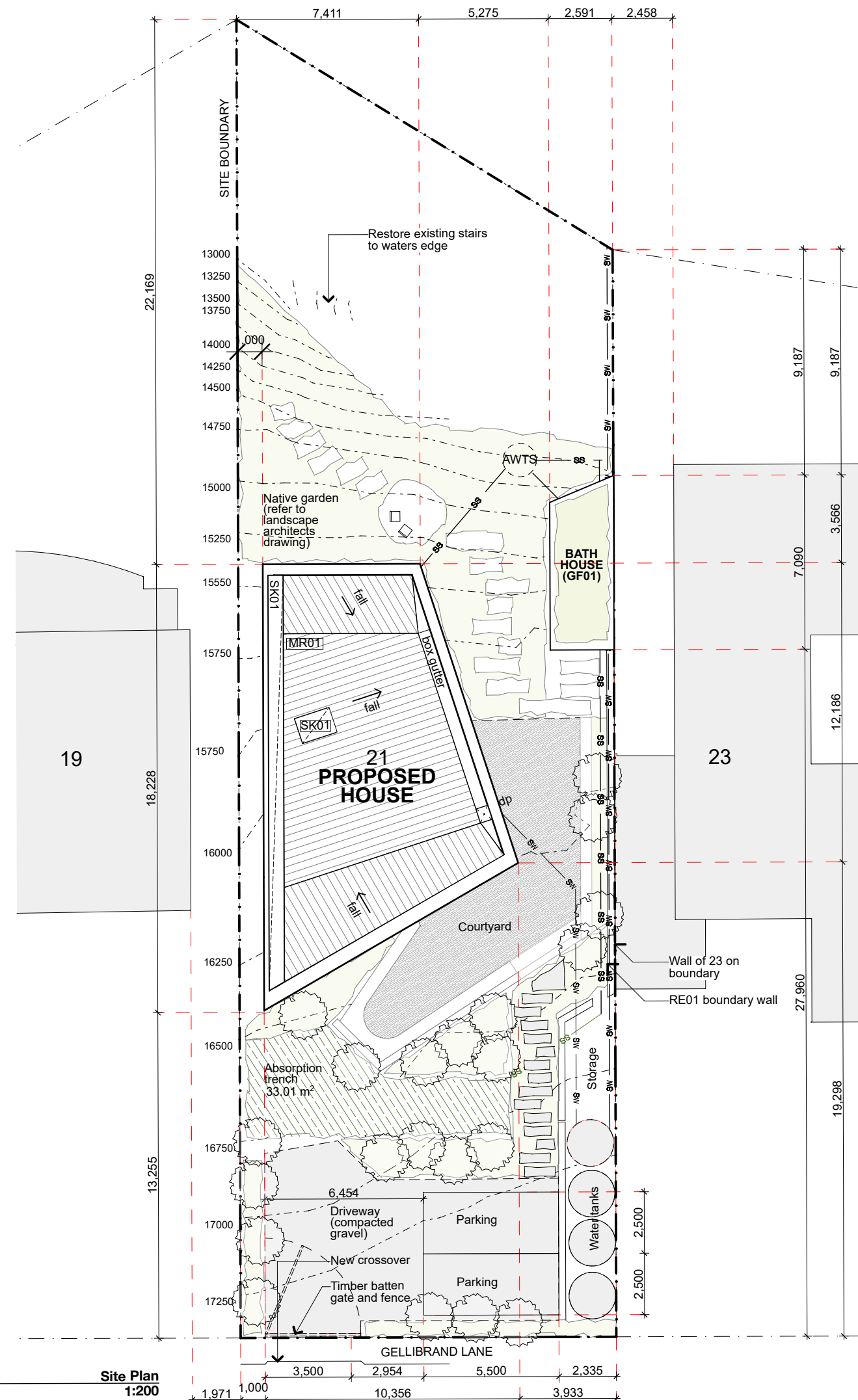
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A.100	SITE	A
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B.100	FLOOR PLAN	A
C.100	ELEVATIONS	A
C.101	ELEVATIONS	A
C.102	ELEVATION	A
N.100	SUN DIAGRAM MARCH	A
N.101	SUN DIAGRAM JUNE	A
N.102	SUN DIAGRAM SEP	A
N.103	SUN DIAGRAM DEC	A



Location Plan



2.

Site Plan
1:200

Key

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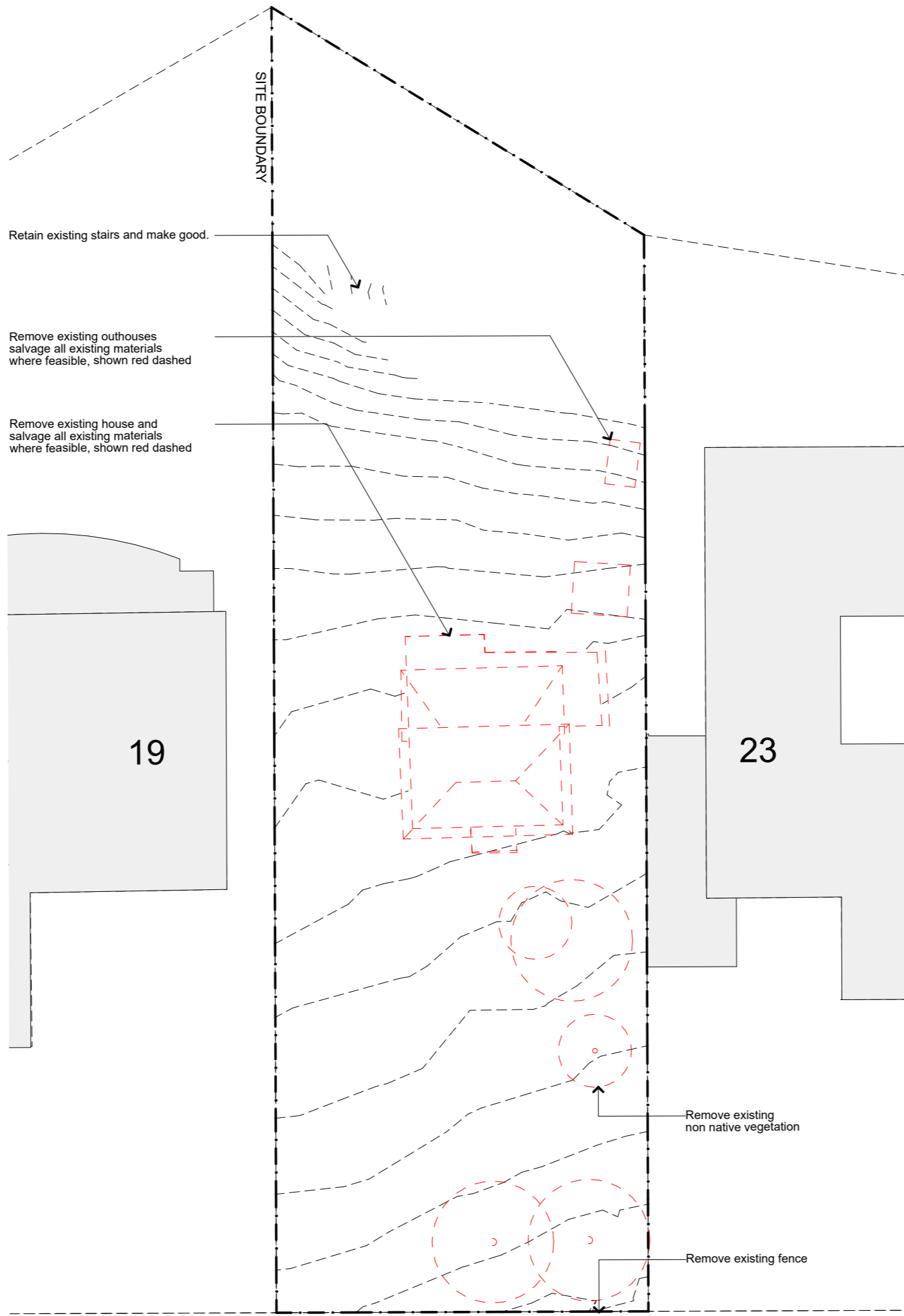
project:
GELLIBRAND LANE

SITE



original size
A3
drawing n°
Wed, 15 April 2024
issue

2023-A.100 REV A



1
-
Demolition Plan
1:200

GELLIBRAND LANE

Key

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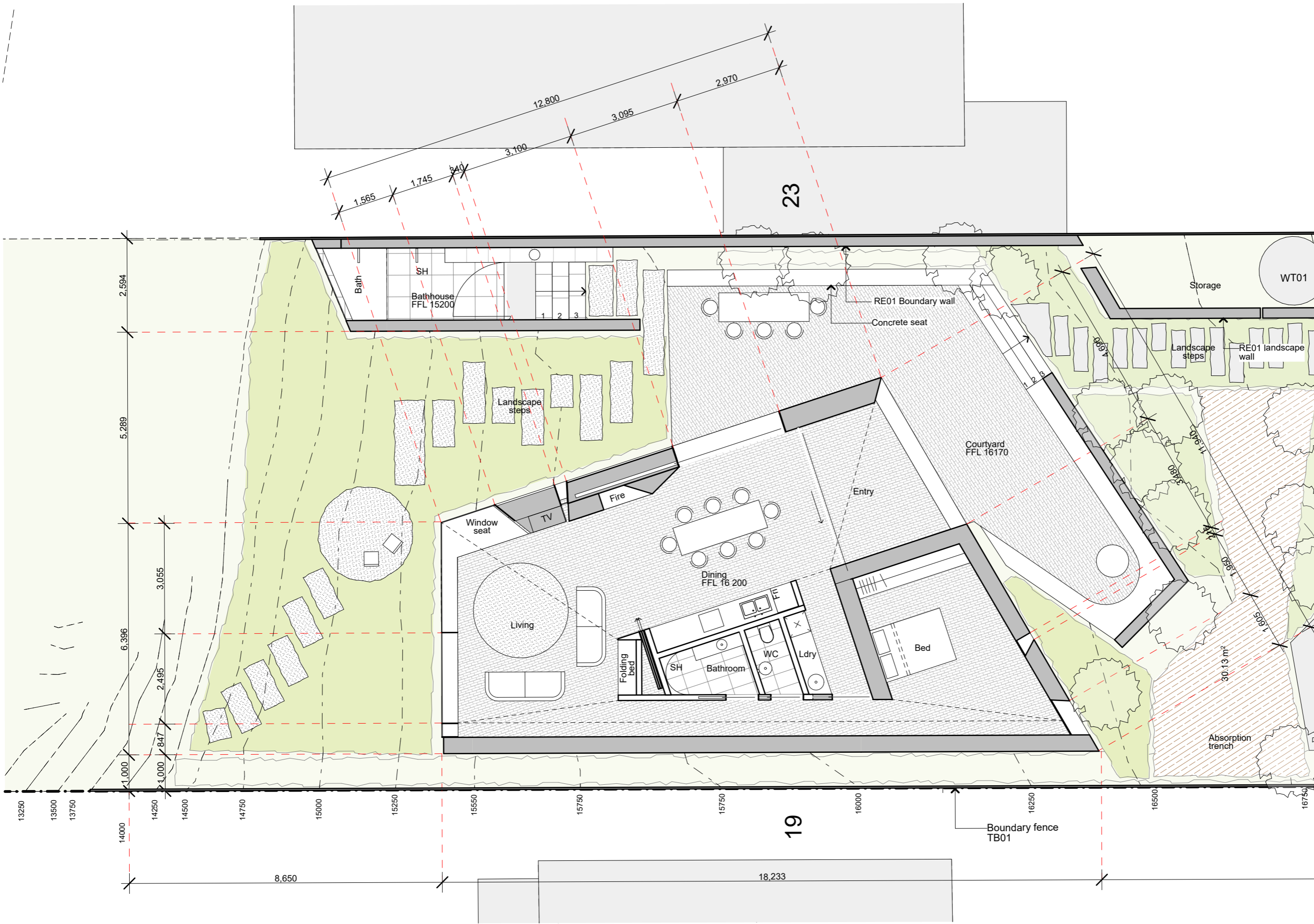
stage:
Development Application

project:
GELLIBRAND LANE

DEMOLITION

original size
A3
drawing n°
Wed, 13 MAR 2024
issue

2023-A.101 REV A
Agenda Attachments - 21 Gellibrand Lane, Opossum Bay Page 4 of 14



- Key**
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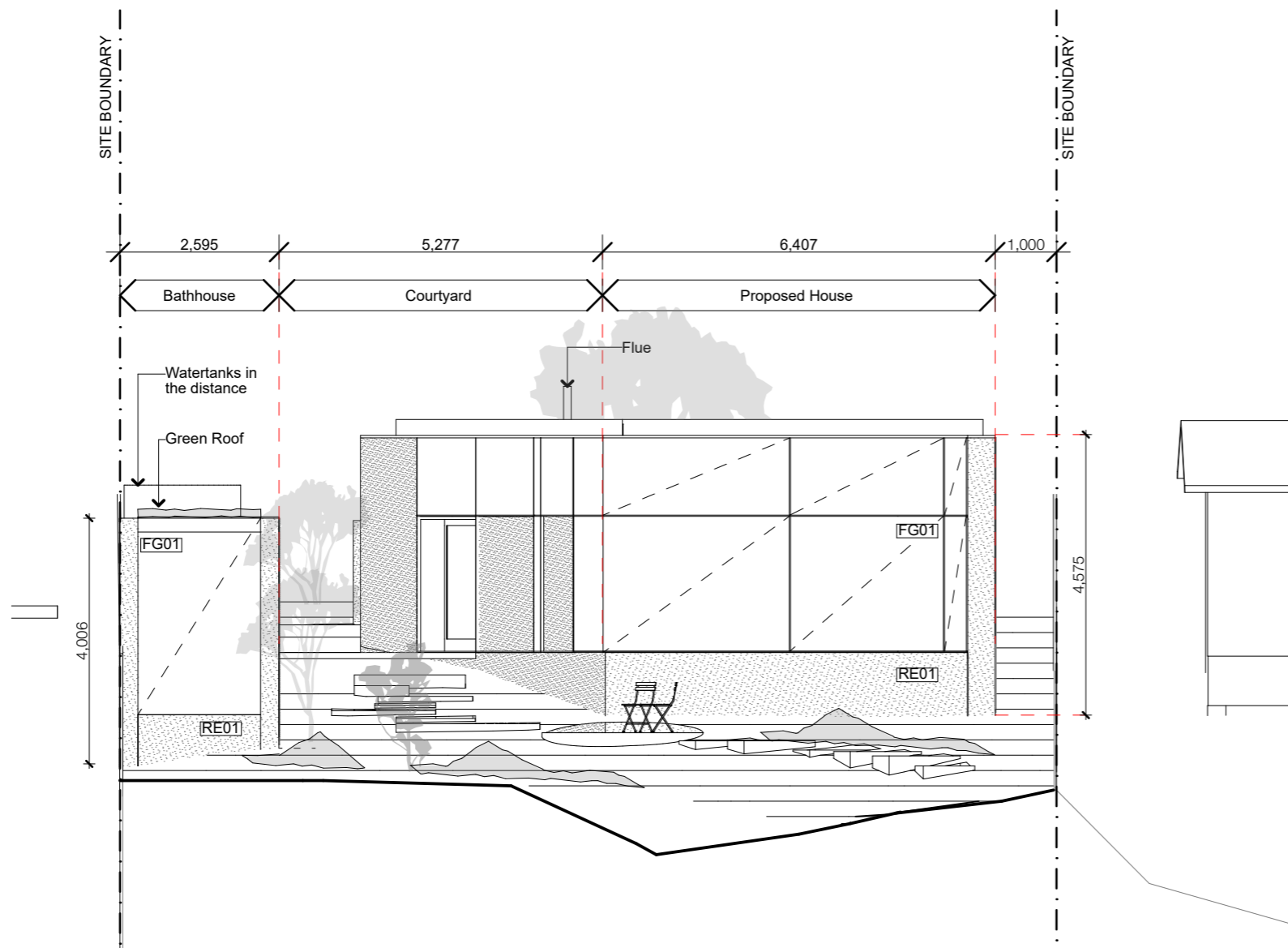
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project: **GELLIBRAND LANE**

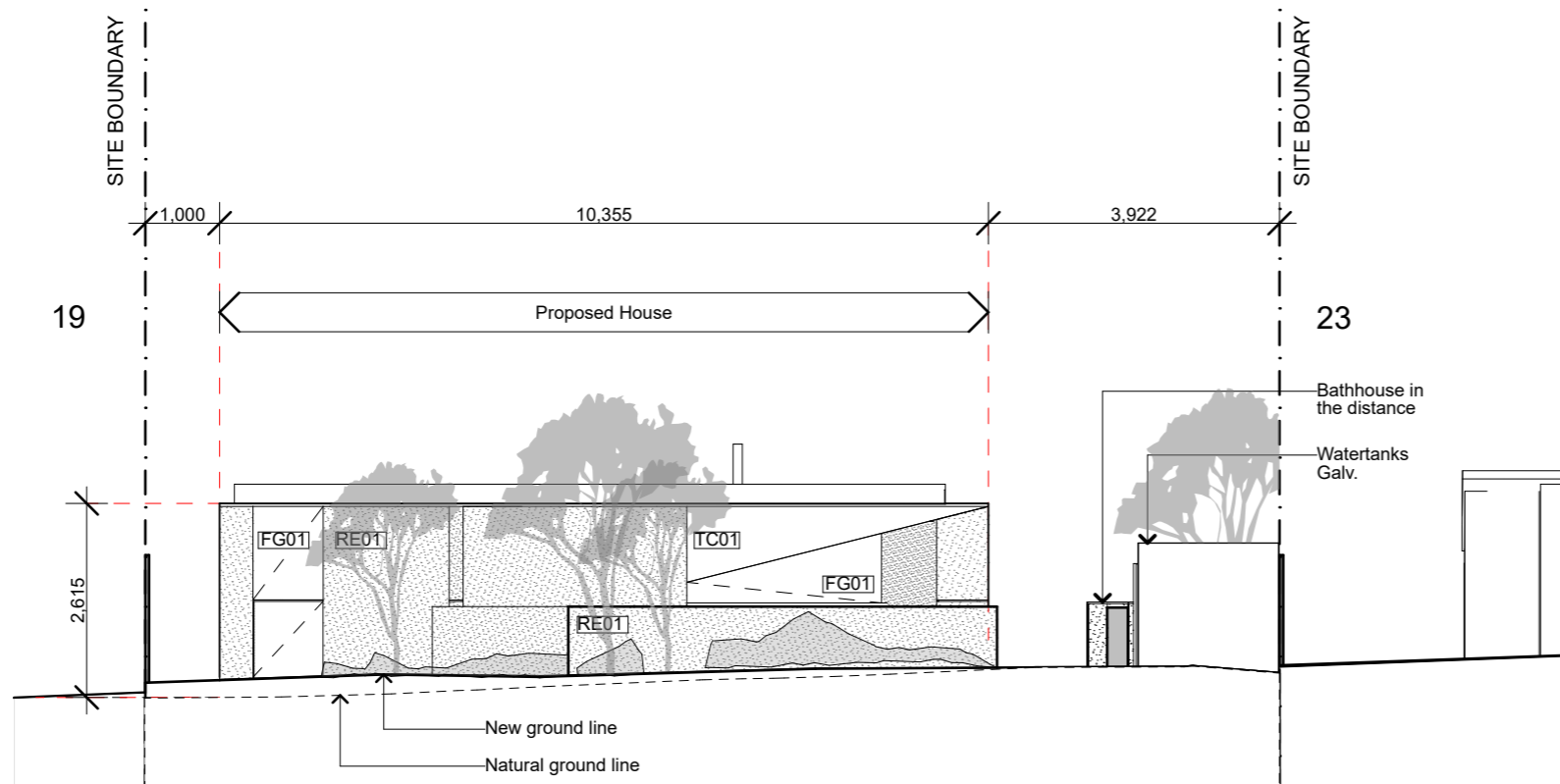
FLOOR PLAN

original size A3
 drawing n° Wed, 13 MAR 2024
 issue

1
Floor Plan
1:100



1 - West Elevation
1:100



2 - East Elevation
1:100

Key

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project: **GELLIBRAND LANE**

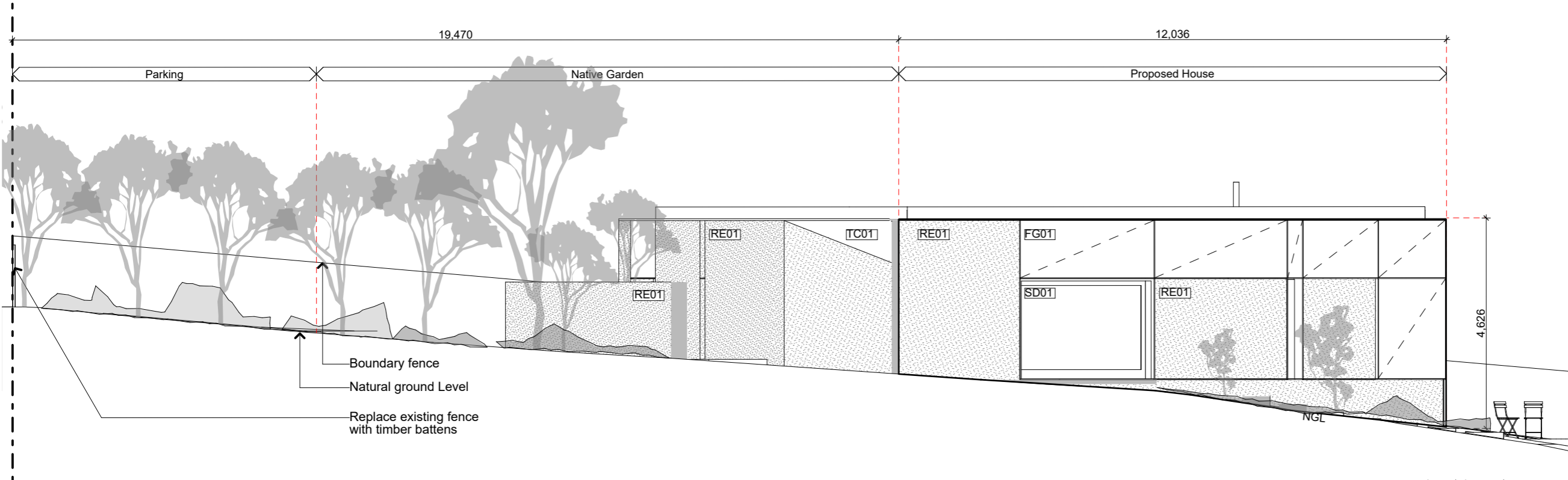
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drawing n°: Wed, 13 MAR 2024
issue

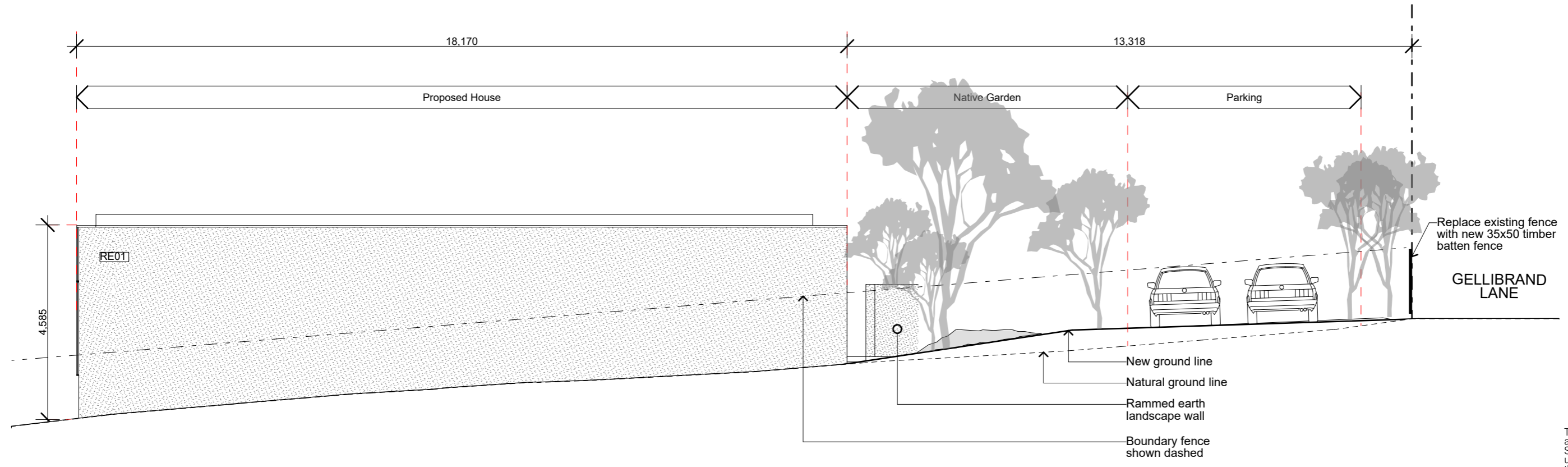
2023-C.100 REV A

Key

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1 - North Elevation 1:100



2 - South Elevation 1:100

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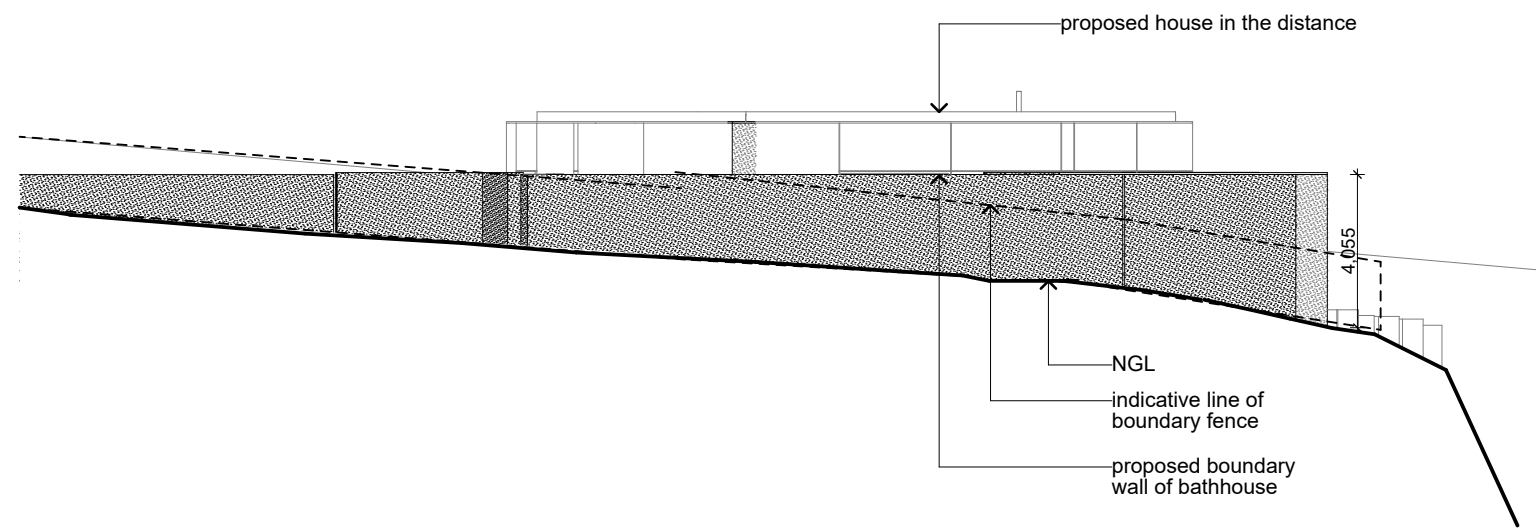
project: **GELLIBRAND LANE**

ELEVATIONS

original size A3 Wed, 13 MAR 2024
drawing n° issue

Key

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01
-

130 Boundary Elevation
1:200

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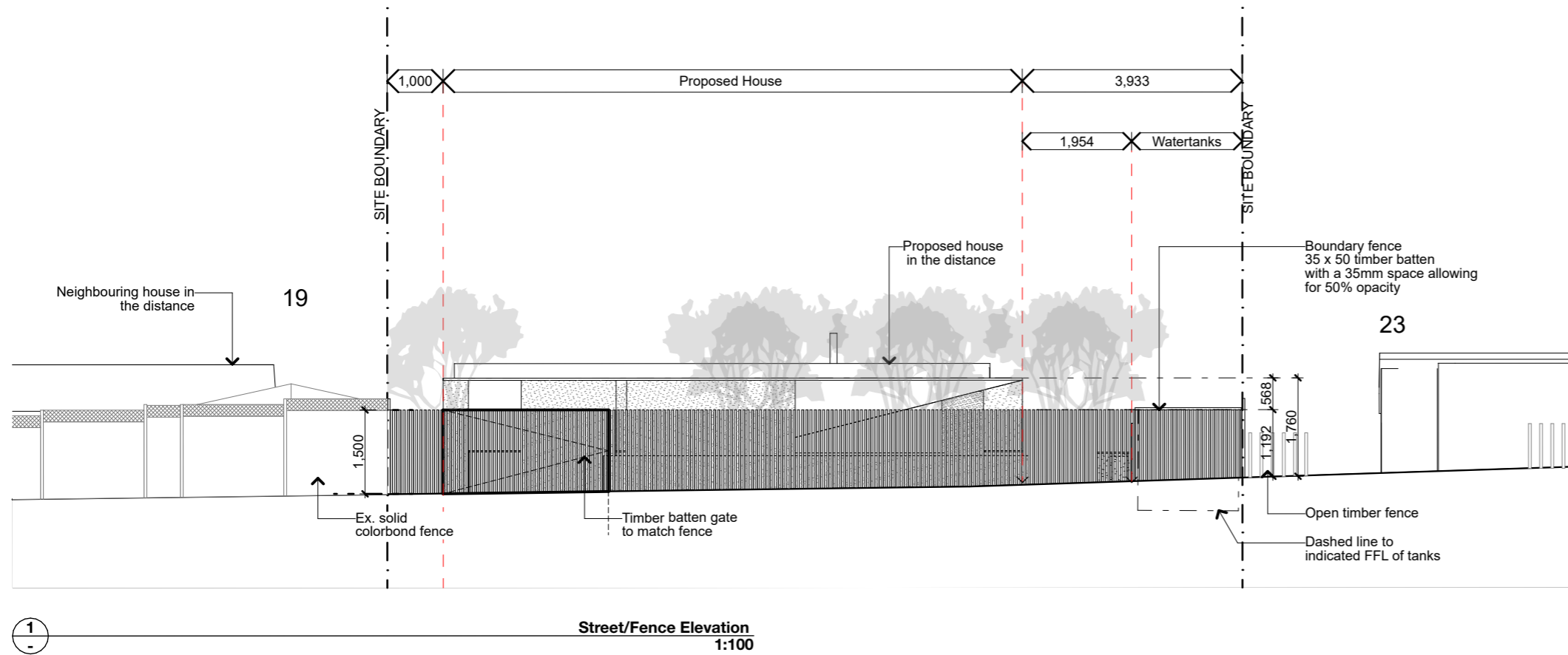
project:
GELLIBRAND LANE

ELEVATION

original size
A3
drawing n° Wed, 15 April 2024 issue

Key

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project:
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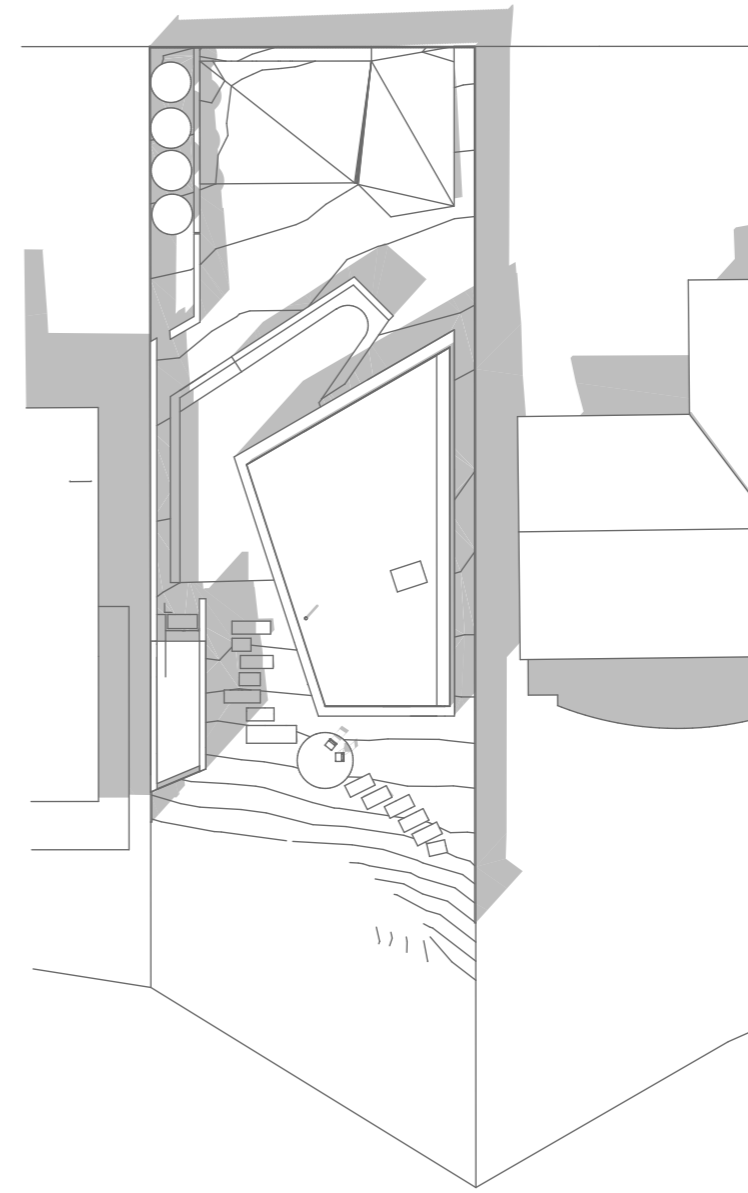
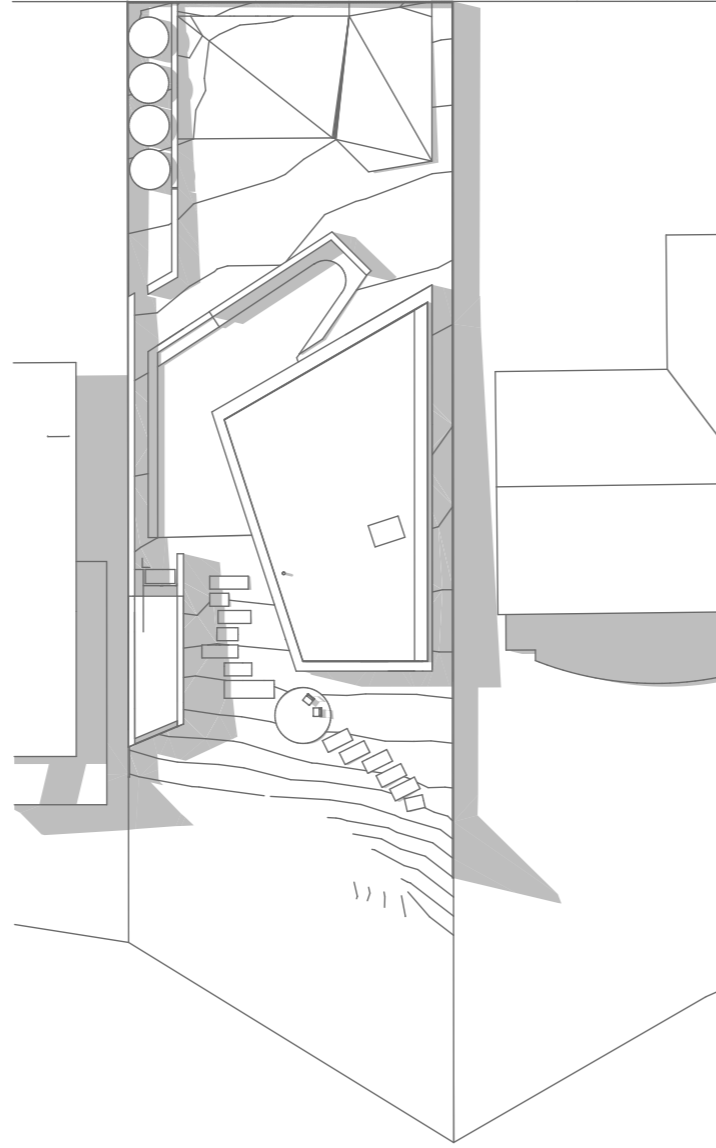
ELEVATION

original size
A3
drawing n° Wed, 13 MAR 2024 issue

2023-C.102 REV A

Key

- GR01:** Green planted roof
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01 - 01 Shadow Study 21 March at 0900h

02 - 02 Shadow Study 21 March at 1200h

03 - 03 Shadow Study 21 March at 1500h

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Development Application

project:
GELLIBRAND LANE

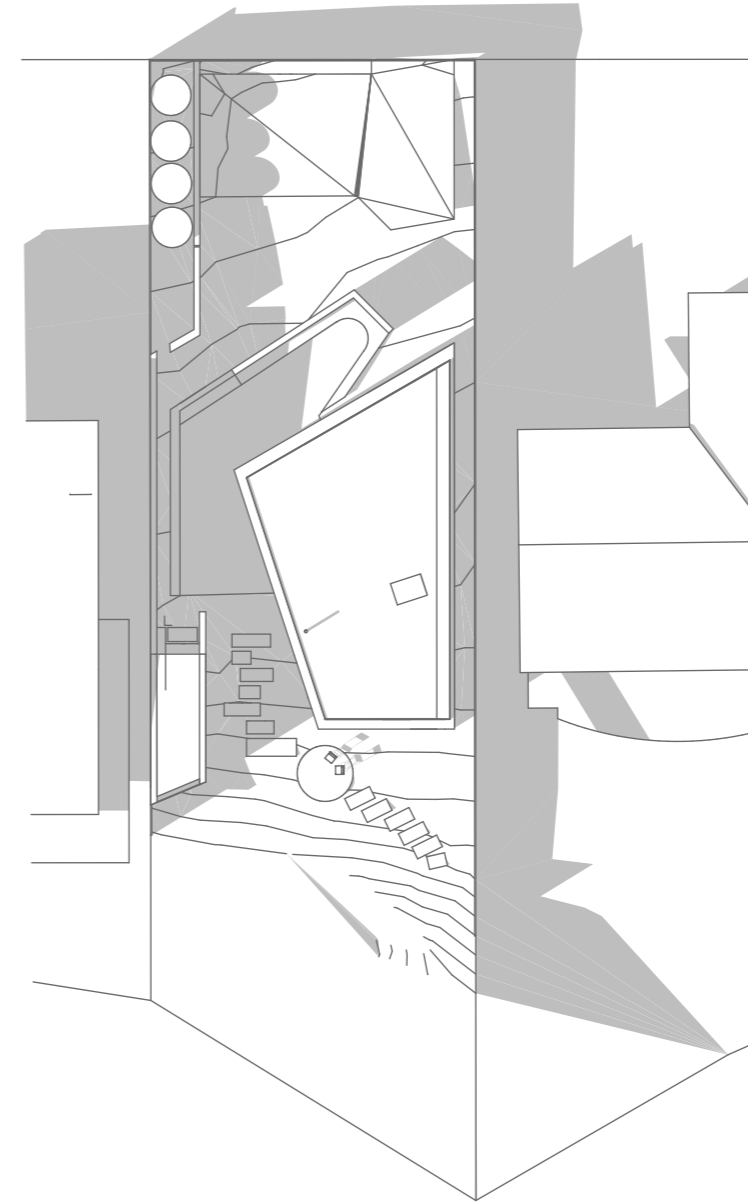
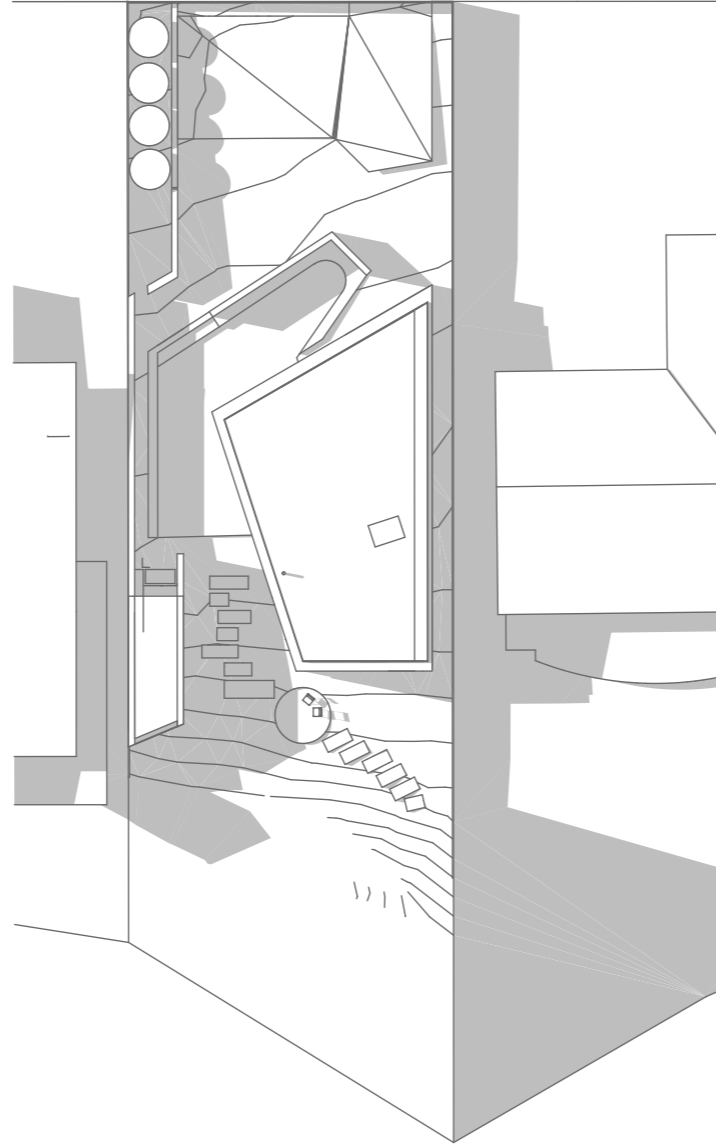
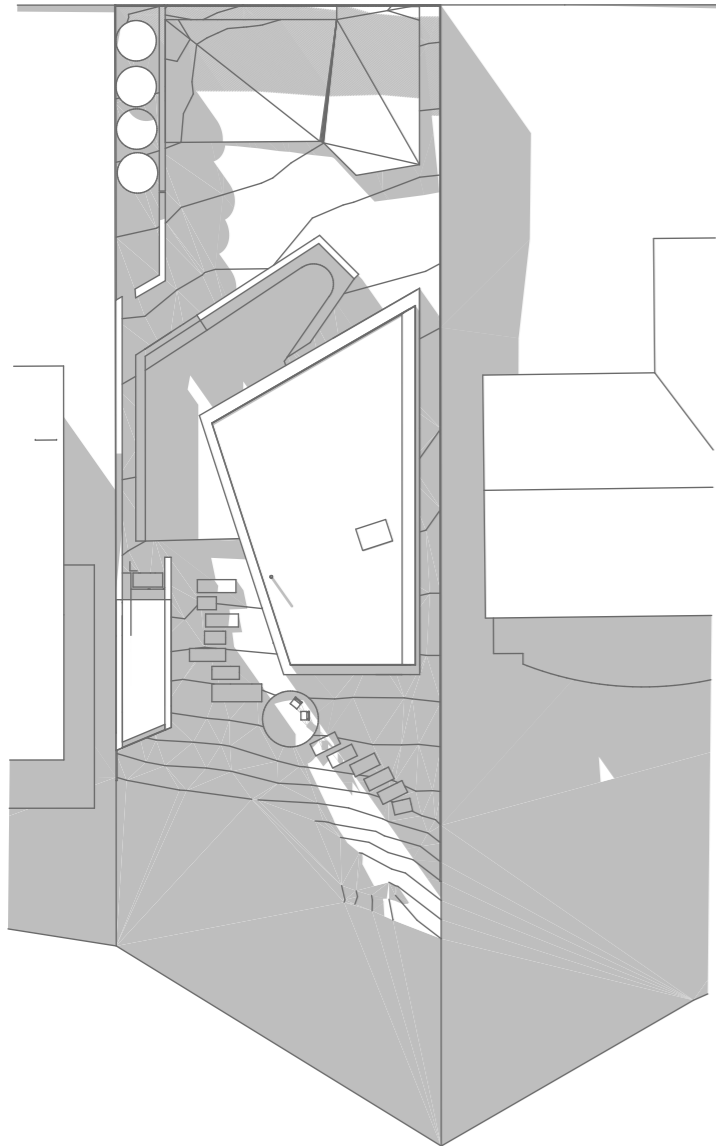
SUN DIAGRAM MARCH

original size
A3 Wed, 13 MAR 2024
drawing n° issue

2023-N.100 REV A

Key

- GR01:** Green planted roof
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01
-

Shadow Study 21 June at 0900h

02
-

Shadow Study 21 June at 1200h

03
-

Shadow Study 21 June at 1500h

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Development Application

project:
GELLIBRAND LANE

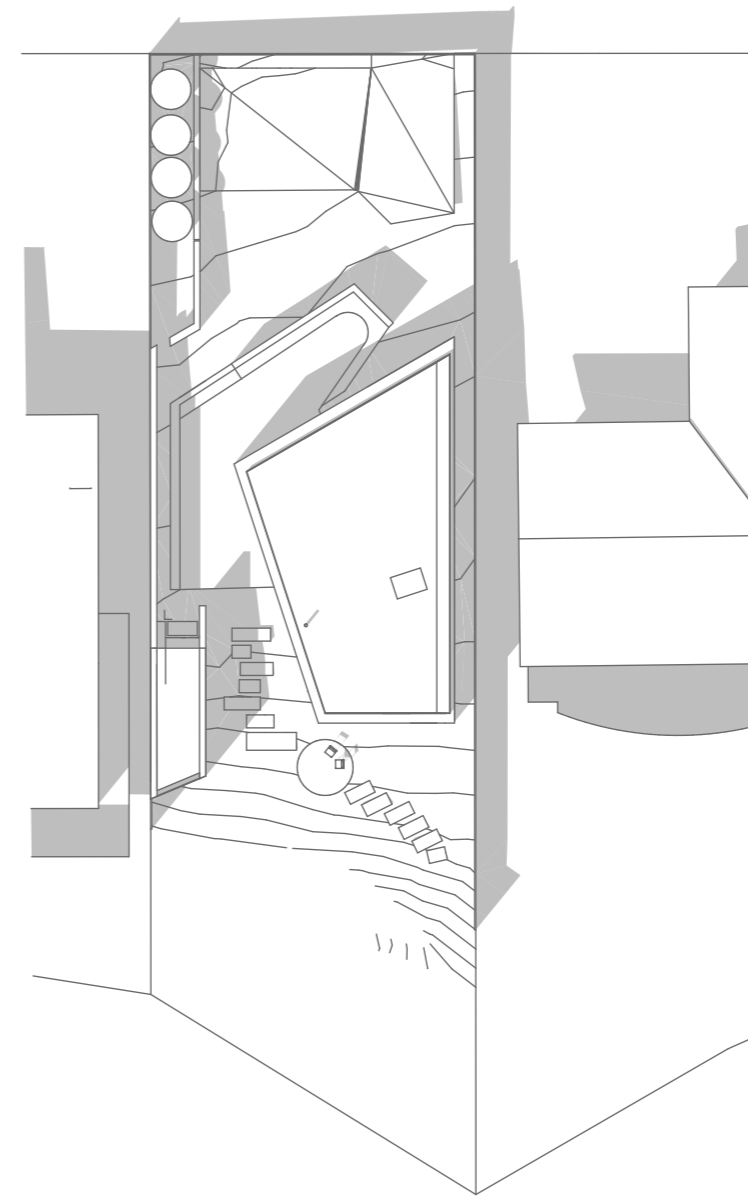
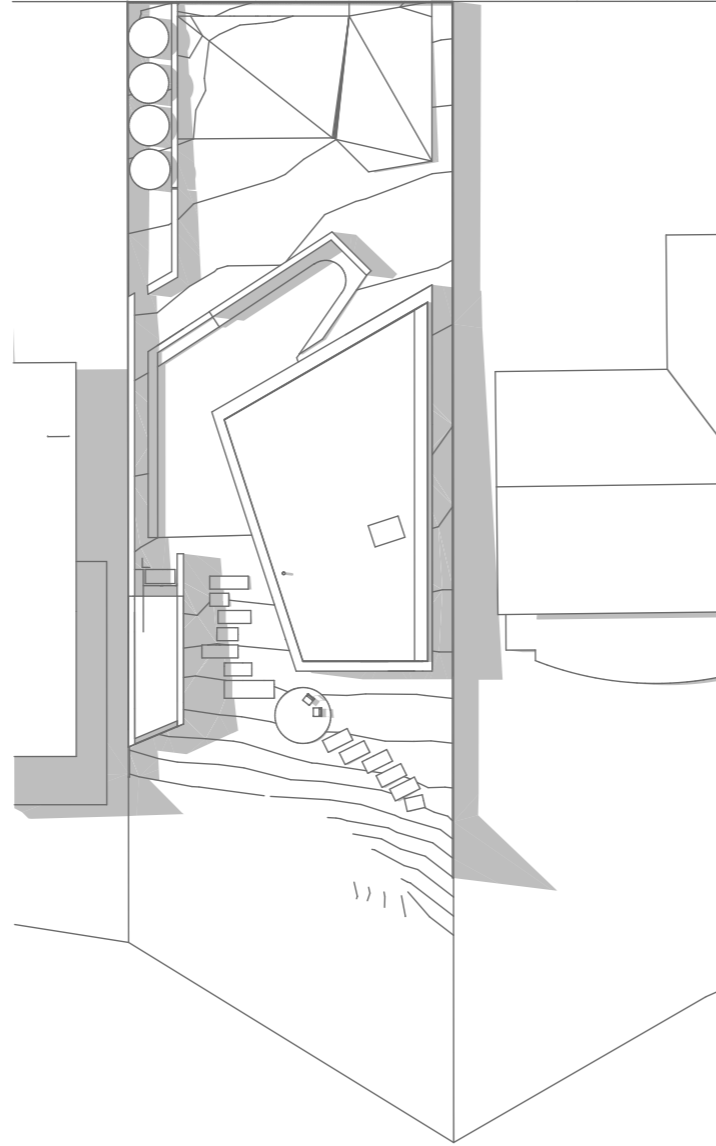
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original size
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drawing n° issue

2023-N.101 REV A

Key

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01 - Shadow Study 22 Sept at 0900h

02 - Shadow Study 22 Sept at 1200h

03 - Shadow Study 22 Sept at 1500h

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Development Application

project:
GELLIBRAND LANE

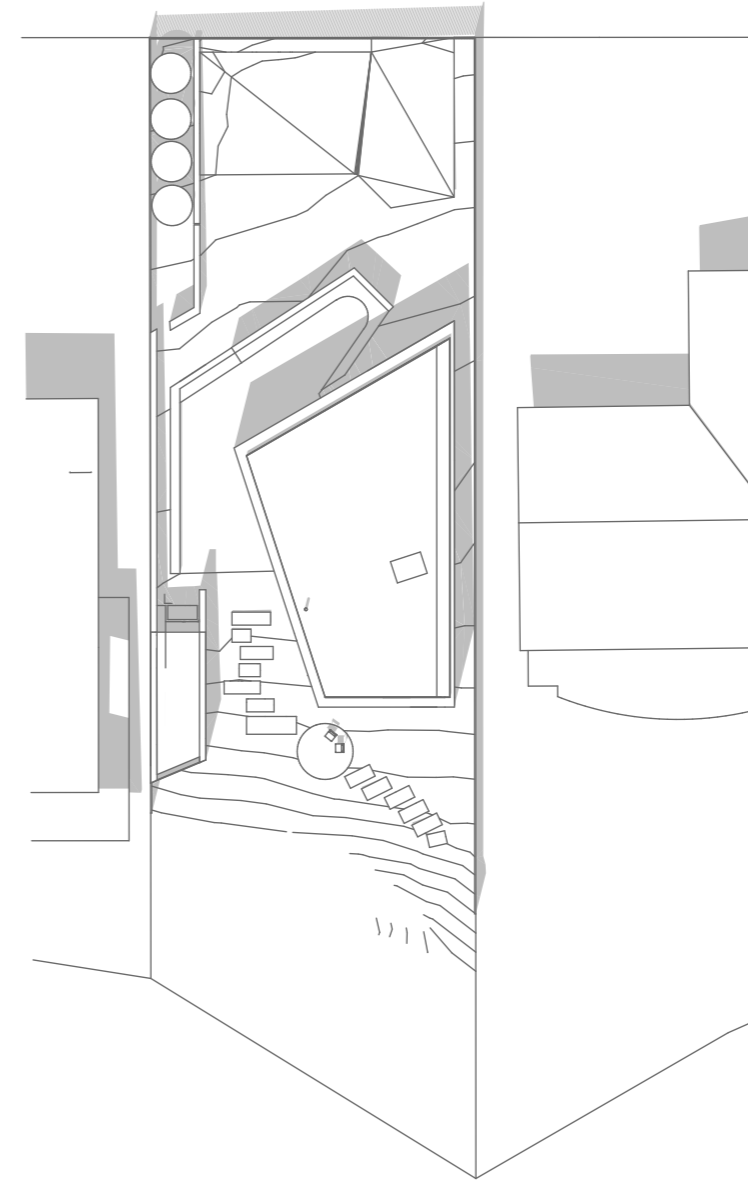
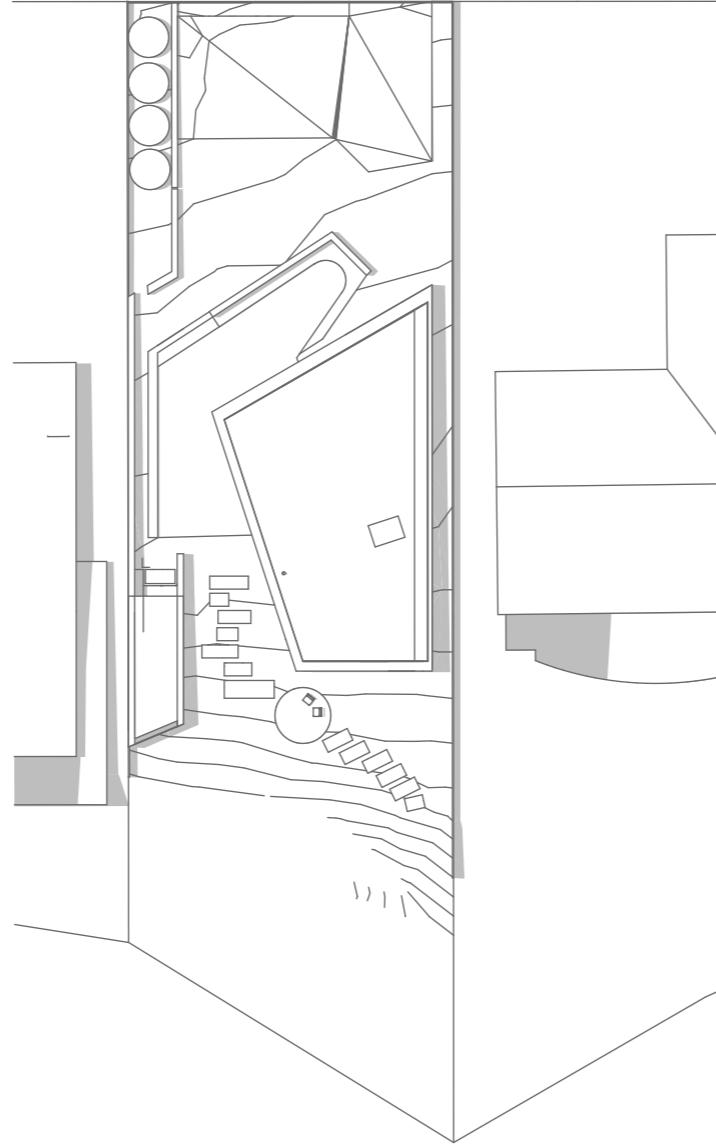
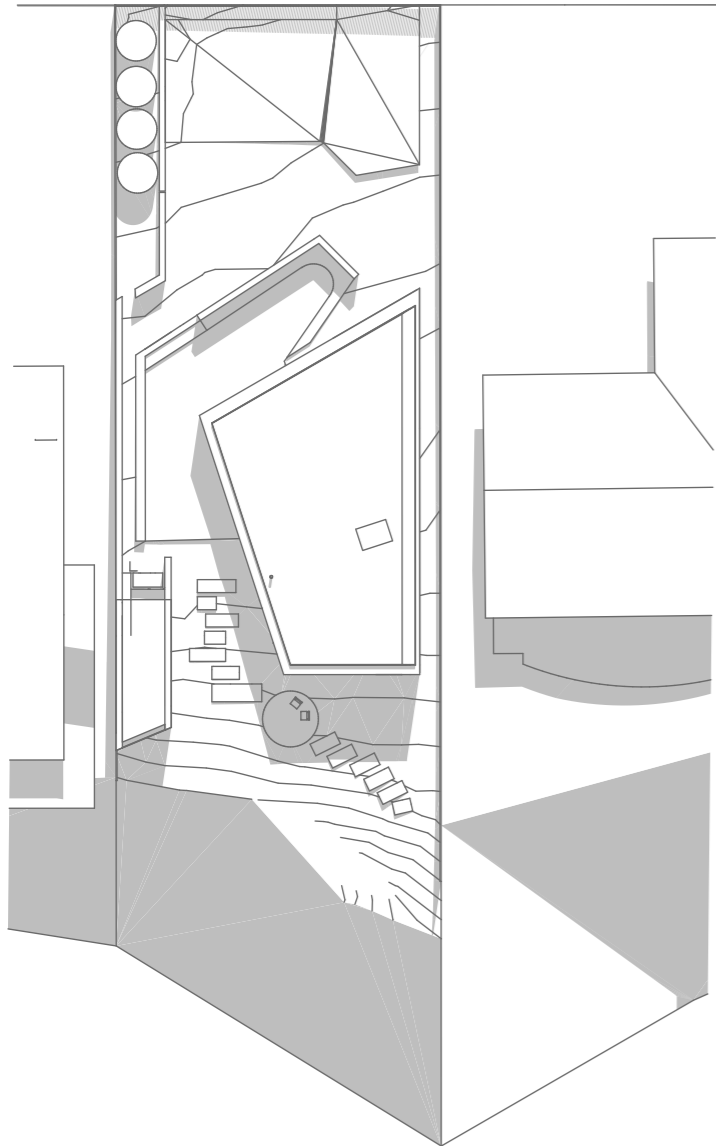
SUN DIAGRAM SEP

original size
A3 Wed, 13 MAR 2024
drawing n° issue

2023-N.102 REV A

Key

- GR01:** Green planted roof
- MR01:** Colorbond roof sheeting, colour TBC
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01 - 10 Shadow Study 21 Dec at 0900h

02 - 11 Shadow Study 21 Dec at 1200h

03 - 12 Shadow Study 21 Dec at 1500h

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stage:
Development Application

project:
GELLIBRAND LANE

SUN DIAGRAM DEC

original size
A3 Wed, 13 MAR 2024
drawing n° issue

2023-N.103 REV A

Attachment 3



Image One: Shared boundary between 21 and 23 Gellibrand Lane, western elevation.



Image Two: Site frontage at 21 Gellibrand Lane, western elevation.

8. REPORTS OF OFFICERS

8.1 DETERMINATION ON PETITIONS TABLED AT PREVIOUS COUNCIL MEETINGS

Nil Items.

8.2 ASSET MANAGEMENT

Nil Items.

8.3 FINANCIAL MANAGEMENT

Nil Items.

8.4 GOVERNANCE**8.4.1 CUSTOMER SERVICE CHARTER REVIEW****EXECUTIVE SUMMARY****PURPOSE**

To adopt a new Customer Service Charter 2024.

RELATION TO EXISTING POLICY/PLANS

Consistent with Council's Strategic Plan 2021-2031

LEGISLATIVE REQUIREMENTS

In accordance with the *Local Government Act 1993*, Section 339F(4), a review of the Customer Service Charter is required to be undertaken within 12 months of the last council election. Council received approval from the Acting Director Local Government for an extension to 30 June 2024 to undertake this review.

CONSULTATION

Discussions were undertaken with the Executive Leadership Group and a Councillor Workshop was held to consider the new Customer Service Charter.

FINANCIAL IMPLICATIONS

There will be some costs associated with the production of a new brochure, which will be funded within the current budget allocation.

RECOMMENDATION:

That Council adopts the Customer Service Charter 2024.

ASSOCIATED REPORT**1. BACKGROUND**

- 1.1.** In accordance with the *Local Government Act 1993*, the Council is to review its Customer Service Charter within 12 months of each Local Government election.
- 1.2.** Due to resourcing constraints an extension was granted to undertake this review by the Acting Director Local Government to 30 June 2024.
- 1.3.** A Councillor workshop was held on 3 June 2024 to present and discuss the new Customer Service Charter.

2. REPORT IN DETAIL

- 2.1.** The Customer Service Charter outlines Council’s values and commitments to our customers. It is a commitment to each customer to deliver the best experience in every interaction with council.
- 2.2.** The development of the new Customer Service Charter has been informed by the:
- Draft Customer Experience Strategy 2024.
 - Living in Clarence community survey 2023.
 - Clarence business survey 2023.
 - Clarence City Council staff customer experience survey 2024.
- 2.3.** The Charter details Council’s service commitment to customers including:
- Service delivery timeframes.
 - Contact information for Council and key external organisations.
 - Complaint process details.
 - Service expectations of our customers.
 - How to provide feedback, compliments and engage with council.
- 2.4.** The 2024 Customer Service Charter is a high-level commitment to our customers on what they can expect from Council when they contact us and how council staff can provide seamless and consistent customer service to the community in every interaction.
- 2.5.** Supporting the Customer Service Charter are several policies and strategies that outline activities and processes undertaken by Council in more detail including:
- Community Engagement Policy 2020.
 - Engagement Code of Conduct.
 - Draft Communications Strategy 2024.
 - Draft Engagement Strategy 2024.
- 2.6.** The Customer Service Charter 2024 has been internally reviewed and was presented at a Councillor workshop on 3 June 2024.

2.7. The framework and layout of the Customer Service Charter has changed from the adopted 2019 Charter. This change has been undertaken to streamline response times with the aim of providing seamless, authentic, and consistent customer service across the organisation.

3. CONSULTATION

3.1. Community Consultation

Not applicable.

3.2. State/Local Government Protocol

Not applicable.

3.3. Other

Internal consultation has occurred.

3.4. Future Community Consultation

The Customer Service Charter will be made available to the public via Council's offices and website.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

No implication for existing strategies or policies.

5. EXTERNAL IMPACTS

No significant impacts.

6. RISK AND LEGAL IMPLICATIONS

Nil.

7. FINANCIAL IMPLICATIONS

There will be some costs associated with the production of a new brochure, which will be funded within the current budget allocation.

8. ANY OTHER UNIQUE ISSUES

No other relevant issues

9. CONCLUSION

That Council endorses and adopts the Customer Service Charter 2024.

Attachments: 1. Customer Service Charter 2024 (6)

Ian Nelson

CHIEF EXECUTIVE OFFICER

CUSTOMER SERVICE CHARTER 2024

1. PURPOSE

The Customer Service Charter outlines the Clarence City Council's values and commitments to our customers. It's a promise we make to each customer to deliver the best experience in every interaction.

Customer queries help us understand and respond to community needs – we encourage you to reach out to us. Working together, we can shape a vibrant future for Clarence.

2. OUR MISSION

To respond to the needs of the community through a commitment to excellence in leadership, advocacy, best practice governance and service delivery (Strategic Plan 2021-2031).

3. OUR CUSTOMER EXPERIENCE GUIDING PRINCIPLES

- **Accountable** – We will be accountable to our customers ensuring the highest level of service is provided at each interaction.
- **Collaborative** – We acknowledge the importance of customer service both externally and internally. We will work collaboratively with all customers.
- **Authentic** – We are committed to authenticity in our interactions with customers, fostering genuine connections built on trust and sincerity. Our communication is honest, transparent, and reflective of our values, ensuring that every interaction has an aim to help the customer.
- **Seamless** – Provide simple and seamless experiences that ensure a smooth and hassle-free experience with straight forward processes focused on good customer outcomes.
- **Consistent** – Consistency is key to delivering exceptional customer experiences. We strive to maintain consistency in the quality and accessibility of our services, communication, and interactions across all touchpoints and channels.

4. OUR COMMITMENT TO YOU

We aim to provide exemplary customer service that is seamless, authentic, and consistent across the organisation.

We are committed to:

- Being caring and empathetic when speaking to you.
- Understanding your needs.
- Helping you quickly to find the right information or person to talk to the first time.
- Being authentic and setting honest expectations.
- Keep you up to date.
- Taking ownership of your enquiry and ensuring it is resolved.
- Being curious and willing to learn so we can unlock opportunities and better ways to help you.

5. RESPONSE TIMES – OUR SERVICE COMMITMENTS TO OUR CUSTOMERS

You can expect the following responses from us:

- We will answer your phone call promptly and where possible resolve general enquires. If specialised assistance is required, we will direct you to the appropriate department and outline our next steps.
- We will reply to your correspondence, including emails within 10 businesses days.
- If the nature of your enquiry or request is not straightforward, we will keep you informed of our progress and expected timeframes.
- In person – we aim to resolve your enquiry immediately. Where this is not possible, we will contact you with a response using your preferred communication method within 10 business days.
- There are some processes within Council that are subject to statutory timeframes that are legislated.
- Website – we will provide current, accurate and timely information that is easily understood and accessible.
- Social media (comments, messages, and requests) – social media is a channel for distribution of information and comments, not a formal customer service portal for responses and requests.
- While it is the council’s aim to satisfy our customers, circumstances will, at times, necessitate outcomes that may not be to the satisfaction of all our customers. When this happens, we will explain why.

6. HOW YOU CAN HELP US

To help us deliver the best experience to you, we ask that you:

- Let us know when your contact details or circumstances change so we can keep our information up to date.
- Be polite and respectful towards our employees and other customers. Clarence City Council supports a safe working environment, including the use of appropriate language and behaviour, free from discrimination or harassment.
- Understand that we will not tolerate behaviour that is likely to put someone in physical danger or make them feel anxious, threatened, or disrespected. Our employees are trained to report inappropriate conduct immediately and we reserve the right to end a call or ask you to leave, and we may contact the police if you refuse to comply.

7. FEEDBACK

We seek and welcome all customer feedback to understand if you are satisfied or dissatisfied with our services, and why. We use this customer feedback to monitor and improve our services.

8. COMMUNITY ENGAGEMENT

Clarence City Council recognises your right to be informed and have input into decisions which shape our city.

The Clarence City Council Your Say website is where you can find information and provide feedback on important projects that are shaping our future.

At times we will engage in a range of other ways to inform, consult, or collaborate with you. The way we engage with our community will be tailored to achieve the greatest input and feedback in relation to specific projects or programs that we are working on.

Council's community engagement and consultation activities are covered by the Community Engagement Policy.

9. COMPLIMENTS

We want to recognise and celebrate our staff and the work they do to make Clarence the special place that it is. Please let us know if you think someone has done an outstanding job or a project or event has impressed you.

10. COMPLAINTS

We take complaints seriously and attempt to identify issues and resolve them as soon as possible.

If your experience with Clarence City Council didn't meet your expectations, please take the time to let us know.

A complaint can be made by phone, in person, in writing to the Chief Executive Officer or by email. We will endeavour to resolve the complaint as quickly as possible and get back to you by your preferred method of response.

While most problems can usually be resolved quickly, there are times when a detailed investigation is required. If this takes some time, we will keep you informed of the progress of your complaint.

If your complaint is of a serious matter or is a complex one, please put it in writing and address it to the Chief Executive Officer, who will arrange for the appropriate department to address it.

If you are not satisfied with the outcome, you can ask for a review of your complaint by the Chief Executive Officer who will investigate the matter and contact you about it.

You may seek advice of a Councillor who may take up the matter on your behalf.

If you are still not satisfied with council's resolution to your complaint, there are other external avenues available:

- The Ombudsman
Level 6, 86 Collins Street
Hobart TAS 7000
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au

- Office of the Anti-Discrimination Commissioner
Level 1, 54 Victoria Street
Hobart TAS 7000
Phone: (03) 6233 4841 or 1300 305 062
Email: office@equalopportunity.tas.gov.au
- Director, Division of Local Government
Department of Premier and Cabinet
Level 5, 15 Murray Street
Hobart TAS 7000
Phone: (03) 6232 7022
Email: lgd@dpac.tas.gov.au

While you can refer your complaint directly to these bodies at any time, we strongly encourage you to approach council to investigate your complaint first.

Any administration decision where council has a statutory decision-making role may be subject to a further review under the Judicial Review Act 2000.

11. HOW TO MAKE A COMPLAINT OR GIVE A COMPLIMENT

You can make a complaint or compliment by visiting us in person, via phone or email, in writing to the Chief Executive Officer or by contacting a Councillor.

12. HOW TO CONTACT US

Visit us in person at:

38 Bligh Street, Rosny Park (Monday to Friday – excluding public holidays)

- General enquiries - 8:30am – 5:15pm
- Payment enquires – 8:45am – 5:00pm
- Building, Planning, Health, and Plumbing enquires – 8:00am – 5:15pm

By Phone:

(03) 6217 9500 (as per business hours above)

Write to us:

Clarence City Council
PO Box 96
Rosny Park TAS 7018

Contact a Councillor

Contact details for all Councillors can be found on our website at <https://www.ccc.tas.gov.au/your-council/how-council-works/councillors/>

Website:

<https://www.ccc.tas.gov.au/>

Online General Request Form

<https://www.ccc.tas.gov.au/contact-us/>

Email us:

clarence@ccc.tas.gov.au

Visit our social media pages for information:

Facebook: <https://www.facebook.com/ClarenceCityCouncil>

Instagram: <https://www.instagram.com/clarencecitycouncil/>

Linkin: <https://www.linkedin.com/company/clarence-city-council/>

Further Help:

If you are deaf or have a speech impairment, contact us through the National Relay Service website <https://nrschat.nrscall.gov.au/nrs/internetrelay>

If you would like the support of translating or interpreting services, contact the Australian Government's Translating and Interpreting Service using their website www.tisnational.gov.au or by phone 131 450.

13. ADMINISTRATIVE ARRANGEMENTS

COUNCIL APPROVAL DATE	
REVIEW	Within 12 months of each Local Government election.
RESPONSIBLE POSITION	Head Strategic Development, Communications and Engagement
ECM REFERENCE	

8.4.2 COPPING REFUSE SITE JOINT DISPOSAL AUTHORITY - PROPOSED RULE CHANGES**EXECUTIVE SUMMARY****PURPOSE**

The purpose of this report is to seek the endorsement of Council to advertise proposed amendments to the Copping Refuse Site Joint Disposal Authority (Authority) rules.

RELATION TO EXISTING POLICY/PLANS

The proposed amended Rules are consistent with existing policies and plans.

LEGISLATIVE REQUIREMENTS

The amendment of the Rules must comply with the certification requirements set out at Sections 31 and 32 of the Local Government Act, 1993 (Tas).

CONSULTATION

To progress the amendment of the Rules the endorsement of participating councils to advertise the proposed amendment is required. If approval is obtained to advertise the amendment a public advertising process will commence and continue for 21 days. Following the advertising period, the Authority will consider any submissions received before referring to the participating councils for final endorsement of the amended Rules.

FINANCIAL IMPLICATIONS

There are no adverse financial implications arising from the proposed amendment to the Rules.

RECOMMENDATION:

That Council

- A. Endorses the proposed amendment to the Rules of Copping Refuse Disposal Site Joint Authority as agreed by the Authority at its meeting on 23 May 2024, and
- B. Approves advertising the proposed amendment to the rules in accordance with the requirements of the *Local Government Act 1993 (Tas)*.

ASSOCIATED REPORT**1. BACKGROUND**

- 1.1. Under sub-Rule 232, the Authority is required to review its Rules at least every five years. The last review of this nature was finalised in March 2023, with a minor Rule change in relation to dividends in September 2021.

- 1.2. At its meeting on 23 May 2024, the Authority approved, by special resolution, its intention to amend the Rules.
- 1.3. The proposed amendments aim to provide flexibility within the Rules to permit the separation of the roles of Authority Secretary and the Board Secretary of Southern Waste Solutions. This involves a considerable number of changes throughout the Rules. At the Authority’s request, the proposed amendments retain safeguards for the Authority if it was to consider a proposal from the Board to separate the roles.

2. **REPORT IN DETAIL**

- 2.1. The Authority has conducted a review of its Rules in accordance with Rule 232. At its meeting on 23 May 2024, the Board resolved to amend the rules as they apply to the roles of Authority Secretary and the Board Secretary of Southern Waste Solutions.
- 2.2. **Attachment 1** summarises the amendments and explains the reasons for them. Consultation to date on these amendments has included the General Managers/Chief Executive Officers of Participating Councils. **Attachment 2** is a draft copy of the amended Rules with proposed changes tracked.
- 2.3. The collective scale of the amendments is considered material and so requires the full process prescribed under sections 31 and 32 of the *Local Government Act 1993* (Tas) (the Act). A summary of the process is provided below.
 - **Step 1**
 - A resolution of the Authority’s participating councils is required to approve advertising of the proposed rule change. One participating council is to act as the “Nominated Council” to perform the roles required to undertake the actions to change the Rules. Council’s Chief Executive Officer has agreed that Clarence City Council will act as the Nominating Council. This is consistent with past practice.

- **Step 2**

If the resolution to advertise is approved by the four Participating Councils, the Nominating Council is to:

 - publish the complying notice in a local daily newspaper;
 - display the complying notice at its premises for at least 21 days;
 - provide a copy of the proposed Rule amendment to the Director of Local Government; and
 - make the proposed amendment available for inspection or purchase at its public offices.

- **Step 3**
 - After publication and any submissions are received, a general meeting of the Authority is convened to consider, and deal with, any submissions.
 - Subject to any changes to the proposed amendments, Participating Councils approve the proposed amendments to the Rules before further steps are taken in accordance with the Local Government Act requirements.

- **Step 4**

The proposed amended Rules are then to be certified by both a legal practitioner and the Chief Executive Officer of the Nominating Council before being provided to the participating councils for final approval.

- **Step 5**

Once approved by the participating councils, the amended Rules are to be certified again by both a legal practitioner and the Chief Executive Officer of the Nominating Council as prescribed in the Act.

- **Step 6**
 - A copy of the new Rules is to be provided to the Director of Local Government.
 - Anyone who made a submission on the proposed amendment is to be advised of the final decision.

- **Step 7**
 - The amendment comes into effect.

3. CONSULTATION

3.1. Community Consultation Undertaken

Nil.

3.2. State/Local Government Protocol

The Nominating Council is to provide a copy of the proposed Rule amendment to the Director of Local Government.

3.3. Other

Nil.

3.4. Further Community Consultation

If approved by the participating councils of the Authority, the Nominating Council is to:

- publish a notice of the proposed amendment in a local daily newspaper;
- display the notice at its premises for at least 21 days; and
- make the notice available for inspection or purchase at its public offices.

Following a decision by each Participating Council to approve the amended Rules, any person who made a submission is to be advised of the outcome.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

There are no strategic plan implications arising from the proposed rule amendment.

5. EXTERNAL IMPACTS

Nil.

6. RISK AND LEGAL IMPLICATIONS

Nil.

7. FINANCIAL IMPLICATIONS

There are no adverse financial implications arising from the proposed amendments to the Rules.

8. ANY OTHER UNIQUE ISSUES

Not applicable.

9. CONCLUSION

Approval is being sought from Participating Councils to advertise the proposed amendment which is the first step in the amendment process.

Attachments: 1. Proposed Rule Amendments Summary (11)
2. Draft Amended Rules with Tracked Changes (47)

Ian Nelson
CHIEF EXECUTIVE OFFICER

Proposed amendments to the Rules 2024: Role of the Secretary

May 2024

Purposes

1. Enable flexibility in appointment of the Secretary
2. Correct minor typographical (or similar) errors identified in Rules 172, 180 and 190.

Proposed amendments

Black text = existing Rule wording

Red text = proposed change

Rule #	Proposed amendments	Reason/Notes/Comments
	Definitions	
6 AMEND (add new Definition)	<p>“Secretary” means a person appointed as Secretary of the Authority under Rule 204;</p> <p>ADD: “Board Secretary” means a person appointed as the Secretary of the Board of Southern Waste Solutions under Rule 204(b) and where no Board Secretary has been appointed means the person appointed as Secretary under Rule 204(a).</p>	<p>Retain the current Definition of Secretary but add a further definition for Board Secretary. DMA extended the wording of the new definition to clarify who is the Board Secretary if no separate appointment is made.</p>
15 AMEND	<p>The Board may delegate to the Chief Executive Officer or an individual director, a committee of the Board or the Board Secretary in their capacity as Secretary to the Board, with or without conditions:</p> <p>(a) any of the functions and powers delegated to it by the Authority in writing (including any specified power of on-delegation of those functions and powers); and</p> <p>(b) any of the functions and powers conferred upon it under these Rules.</p>	<p>Board needs to have authority to delegate to the Board Secretary. Cannot delegate to the Authority Secretary (but, of course, may request assistance or support) No need for the Authority to have capacity to delegate to the Board Secretary.</p>
15A NEW	<p>By written agreement between the Board, the Chief Executive Officer and Board Secretary, the Secretary may delegate responsibilities</p>	<p>In the current Rules, the [Authority] Secretary has particular responsibilities. This new Rule is proposed as an alternative to changing all the individual applicable Rules to permit delegation.</p>

	prescribed in these Rules to the Board Secretary.	<p>Some of these may be better managed by the Board Secretary when the appointee is an employee of SWS, eg the obligation to maintain the corporate registers of the Authority under Rule 96.</p> <p>Options for delegations include those under Rules 93, 94, 96, 107, 113, 161, 230.</p> <p>Regardless of any delegation, the Authority Secretary retains the statutory responsibility under the Rules. The Secretary needs to accept the risk and be suitable empowered to manage the risk.</p>
	Membership of the Board	
79 AMEND	<p>The office of a Director is vacated if the Director:</p> <p>(a)....(f)</p> <p>(g). resigns office by notice in writing to the Secretary of the Authority;</p> <p>(h)...</p> <p>(i) is elected as a Councillor of a Member or is appointed as the Chief Executive Officer, the Secretary, Board Secretary, or an employee of the Authority or of a Member or provides remunerated services to the Authority (other than the performance of the duties and responsibilities of Director).</p>	<p>Most can be retained as is, except for the following.</p> <p>Re (g) - Directors are appointed by the Authority, so it is appropriate that notification of vacation of Director's role should be provided to the Authority Secretary.</p> <p>Re (i) – In small and closely-held proprietary limited companies, it is permissible for a Director to be appointed as Company Secretary. However, it is anticipated that appointment to the separate role of SWS's Board Secretary would likely be through an executive management position. Therefore, if a Director was to be appointed to the Board Secretary role, it would mean becoming an employee of the Authority, which would terminate the Director's role anyway.</p> <p>It is clearer to simply include the Board Secretary role in the list in (i)</p>
	Disclosure of Interests	
89 AMEND SPLIT INTO (a) and (b)	<p>89(a) A Member, Representative, or Proxy or Director shall, in accordance with the Act, advise the Secretary in writing of the details of any interest declared in accordance with these Rules within 7 days of that declaration.</p>	<p>Splitting the Rule into two parts is the easiest and clearest way to separate out which secretary deals with what.</p> <p>Preferable to trying to weave into the one Rule.</p>

	89(b) A Director, member of a Board committee, the Chief Executive Officer or the Secretary shall, in accordance with the Act, advise the Board Secretary in writing of the details of any interest declared in accordance with these Rules within 7 days of that declaration.	(b) captures member of Board Committee, CEO and the [Authority] Secretary's declarations.
90 AMEND SPLIT INTO (a) and (b)	90(a) The Secretary is to ensure that any declaration of interest is recorded in the Minutes of the Authority meeting at which the declaration is made. 90(b) The Board Secretary is to ensure that any declaration of interest is recorded in the Minutes of the Board or Board committee meeting at which the declaration is made.	Split into (a) and (b) for same reason as 89 (above). 90(b) Have included members of Committees in case any external members are appointed in the future
92 AMEND	The Chief Executive Officer shall advise the Board Secretary of any interest of any employee that has been declared or notified to the Chief Executive Officer.	Amended to allow for changes to Rule 93
93 AMEND and ADD (b)	93(a) The Board Secretary shall keep a Register of Interests of the Members, Representatives, Proxies, or Directors, members of Board committees, Secretary and of any employees of the Authority that have been declared or notified to the Chief Executive Officer or the Board Secretary. 93(b) The Board Secretary shall advise the Secretary and provide access to, or a copy of, the Register of Interests kept under Rule 93(a) as soon as the Register is amended.	While Rule 96(e) prescribes the [Authority] Secretary shall cause the register of interests to be kept, changes to Rule 93 (a) propose that the Board Secretary administers this. Reasons: <ul style="list-style-type: none"> - most of the changes/amendments to the Register occur through Directors' updates to which the Board Secretary has immediate access; and - the safest place to keep the register is in SWS's IT system 93(b) added so that the Secretary has constant access to the register as updated, both for Authority purposes and to satisfy requirement of Rule 96(e).

94 AMENDED	The Secretary shall advise the Chief Executive Officer and Board Secretary of any interest of any Member, Representative or , Proxy that has been declared or notified to the Secretary.	To facilitate the Board Secretary maintaining the currency of the Register under Rule 93(a).
Notice of General Meetings of the Authority and Meetings of the Board		
107 AMEND	Fourteen days' notice of the Annual and any other General Meeting of the Authority shall be given by the Secretary to: (a). each Member, Representative and Proxy; (b). the Directors and the Board Secretary ; (c). the General Manager of any Member who is not a Representative; (d). the Chief Executive Officer; (e). the Comptroller, and (f). the auditor.	It would be useful to add the Board Secretary as a practical support to the Directors ; to maintain coordination and consistency between Board and Authority; and same level of coordination between Board Secretary and Authority Secretary. Distribution of papers may well be a responsibility delegated from Authority Secretary to Board Secretary under proposed Rule 15A so permitting access to papers by Board Secretary would ensure consistency within the Rules. Also, add apostrophe after days'
111 AMEND	Seven days' notice of any meeting of the Board shall be given by the Board Secretary to: (a). each Director, and (b). the Chief Executive Officer.	Board meeting notice would be a responsibility of the Board Secretary, not the Secretary. Also, add apostrophe after days'
Resolution in Writing or by Electronic Means		
150 AMEND SPLIT INTO (a) and (b)	150 (a) A resolution in writing signed by a Simple Majority of Representatives or Directors entitled to vote on a resolution or a resolution transmitted to the Secretary by electronic mail or other electronic means is taken to have been passed at a duly called and constituted General Meeting of the Authority or meeting of the Board . The resolution is taken to have been determined on the day upon which it is transmitted by the Secretary to the Representatives or Directors . 150 (b) A resolution in writing signed by a Simple Majority of Directors entitled to vote on a resolution or a resolution transmitted to the Board Secretary by electronic mail or other electronic means	Splitting the Rule into two parts is the easiest and clearest way to separate out who responds to whom for circulating resolution of the Authority or the Board. This provides a better outcome than trying to weave into the one Rule which body deals with which Secretary.

	is taken to have been passed at a duly called and constituted meeting of the Board. The resolution is taken to have been determined on the day upon which it is transmitted by the Board Secretary to the Directors.	
151 AMEND SPLIT INTO (a) and (b)	151(a) A resolution of the type referred to in Rule 150(a) may consist of several documents in the same form, each signed by one or more Representatives or Directors provided the resolution is identically worded. 151(b) A resolution of the type referred to in Rule 150(b) may consist of several documents in the same form, each signed by one or more Representatives or Directors provided the resolution is identically worded.	Split into two parts for same reason as Rule 150 (above)
152 AMEND SPLIT INTO (a) AND (b)	152(a) If a majority of Representatives or Directors do not agree to the procedure in Rule 150(a), no resolution can be passed in this manner. 152(b) If a majority of Representatives or Directors do not agree to the procedure in Rule 150(b), no resolution can be passed in this manner.	Split into two parts for same reason as Rule 150 (above)
Minutes and Papers		
155 AMEND SPLIT INTO (a) and (b)	155(a). The Authority and the Board are is to ensure that Minutes of their its meetings are duly recorded by the Secretary. 155(b). The Authority and the Board are is to ensure that Minutes of their its meetings are duly recorded by the Board Secretary.	Split into two parts for same reason as Rule 150 (above)
159 AMEND SPLIT INTO (a) and (b)	159(a) The Minutes of Authority and Board meetings and all papers and reports considered by the Authority and by the Board are to be classified (in whole or in part) by the Secretary as “Open” or “Commercial-in-Confidence”. 159(b) The Minutes of Authority and Board meetings and all papers and	Split into two parts for same reason as Rule 150 (above) 159(b) allows for Board papers to be classified as needed, despite Board meeting protocols being different from those of Council and Authority meetings.

	reports considered by the Authority and by the Board are to may be classified (in whole or in part) by the Board Secretary as “Open” or “Commercial-in-Confidence”.	
161 AMEND	<p>161(a) The Secretary will provide: (a) in respect of each Authority meeting:</p> <p>(i). prior to each meeting, a copy of all papers and reports to be considered by the Authority; and</p> <p>(ii).as soon as practicable after each meeting, a copy of the draft Minutes;</p> <p>to:</p> <ul style="list-style-type: none"> A. Representatives and Proxies; B. Directors and Board Secretary; C. General Managers of Members for the information of Councillors and relevant Member employees; D. the auditor; E. the Chief Executive Officer. <p>161(b). The Board Secretary will provide in respect of each Board meeting:</p> <p>(i). prior to each meeting, a copy of all papers and reports to be considered by the Board; and</p> <p>(ii). as soon as practicable after each meeting, a copy of the draft Minutes;</p> <p>to:</p> <ul style="list-style-type: none"> A. Directors; and B. the Chief Executive Officer. 	<p>Split in two parts for clarity and ease of understanding.</p> <p>Re part (a) and consistent with proposed amendment to Rule 107 (re the AGM), it is helpful to add the Board Secretary as support to the Directors ; to maintain coordination and consistency between Board and Authority, and same level of coordination between Board Secretary and Authority Secretary.</p> <p>Distribution of Authority papers could be a responsibility delegated from Secretary to Board Secretary under proposed Rule 15A so permitting access to papers by Board Secretary would ensure consistency within the Rules.</p>
Exclusion of Chief Executive Officer and Others from Certain Deliberations		
162 AMEND	162 (a) A person under consideration by the Authority for appointment or re-appointment as the Secretary, or by the Board for appointment or re-appointment as Chief Executive Officer, shall not be present during any deliberation of the Authority or	<p>Split in two parts for clarity and ease of understanding.</p> <p>(b) Board Secretary included.</p>

<p>SPLIT INTO (a) AND (b)</p>	<p>the Board or at the time the Authority or Board makes a decision, in relation to:</p> <ul style="list-style-type: none"> (ai). the appointment or re-appointment; or (bii). the determination or application of any terms or conditions on which the Secretary or the Chief Executive Officer holds office; or (ciii). the approval of the Chief Executive Officer engaging in paid employment outside the duties of the office of Chief Executive Officer; or (div). the termination of the appointment of the Secretary or the Chief Executive Officer. <p>162 (b) A person under consideration by the Authority Board for appointment or re-appointment as the Secretary, or by the Board for appointment or re-appointment as Chief Executive Officer or Board Secretary, shall not be present during any deliberation of the Authority or the Board or at the time the Authority or Board makes a decision, in relation to:</p> <ul style="list-style-type: none"> (ai). the appointment or re-appointment; or (bii). the determination or application of any terms or conditions on which the Secretary or the Chief Executive Officer or Board Secretary holds office; or (ciii). the approval of the Chief Executive Officer engaging in paid employment outside the duties of the office of Chief Executive Officer; or (div). the termination of the appointment of the Secretary or the Chief Executive Officer or the Board Secretary. 	
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163 AMEND	At its discretion, the Board may in its discretion request the Chief Executive Officer and/or the Board Secretary to leave the meeting at other times.	Enabling the Board to meet without the Board Secretary as appropriate.
	General Powers and Responsibilities of Chief Executive Officer	
172 AMEND	The Chief Executive Officer is responsible to the Board for the general administration and management of the Authority's business activities and, in particular, for the determination of the number and types of employees and the terms and conditions of employment, consistent with the approved budget. On behalf of the Board, the Board Chair is the primary contract contact with the Chief Executive Officer.	Correct minor typographical error
	Particular Responsibilities [of the CEO]	
180 AMEND	The Chief Executive Officer shall undertake the following responsibilities to the satisfaction of the Board: (a)....(l).. (m) implement and monitor the organisation's ork Work Health and Safety policies environmental policies, procedures and programs; (n)....(p).. (q) in conjunction with the Secretary, Secretary, provide induction training for newly appointed Representatives and Proxies; and in conjunction with the Board Secretary, provide induction training for newly appointed Directors;	Re (m) - correct minor typographical error Re (q) – to separate roles and responsibilities for the induction of Representatives sand Proxies, and Directors; and correct minor typographical error.
	Strategic and Business Plans	
188 AMEND	Once approved by the Board, the Business Plan shall be provided by the Secretary-Board Secretary to the Authority at its next meeting for review and approval.	Remove the reference to the Secretary altogether. As the first approver, it is far simpler to require the Board to present the Business Plan to the Authority meeting. DMA prefers that this should be the Board Secretary as the Board's 'arms and legs' to enact their responsibility.
190 AMEND	Once approved by the Authority; (a). and subject to any commercially sensitive aspects being separated into a separate section and marked	Remove to be consistent with Rule 98.

	<p>'commercial in confidence', the Business Plan shall be provided to each Member. and (b). — the Strategic Plan and the Business Plan shall be submitted to the Annual General Meeting for noting.</p>	<p>It appears that the reference in Rule 190(b) was not similarly removed in 2023. It should be removed now to retain the internal consistency of the Rules.</p> <p>Rule 190(b) should align with the requirements of Rule 98. Rule 98 addresses the content of the AGM agenda. In the 2023 review of the Rules, the need to present the Strategic and Business Plans at the AGM was removed because it was seen to be redundant given the AGM could be held up to 5+ months into the new financial year.</p>
	<p>Secretary</p>	
<p>204 AMEND</p> <p>ADD FURTHER SUB-RULES</p>	<p>204(a) The Authority is to appoint a person to be Secretary of the Authority, and that person shall may also be appointed as the Board Secretary of the Board.</p> <p>204(b) The Authority may authorise the Board to appoint a Board Secretary who is not also the Secretary.</p> <p>204(c) If the Board is authorised under Rule 204(b) to appoint a Board Secretary, the Board shall determine the remuneration, terms and conditions of that appointment and manage the performance of the Board Secretary.</p> <p>204(d) At its discretion, the Authority may review the separate appointment of the Board Secretary and, subject to the conditions of the Board Secretary's employment, revoke the authority granted to the Board under Rule 204(b).</p> <p>204(e) The Authority will not appoint, review or revoke the authority to appoint a Board Secretary under Rule 204(b) during the period that commences two months before and ends four months after scheduled</p>	<p>(a) Provides flexibility for separate appointment to Board Secretary.</p> <p>Remaining changes in this Rule are required to support a separate appointment.</p> <p>(b) Authority can approve a request to appoint separate Board Secretary</p> <p>(c) If the Board does appoint separate role, it needs authority to determine terms and conditions etc, and responsibility to manage performance. This applies regardless of whether the appointee is an external contracted appointee or an employee.</p> <p>(d) Provides option for Authority to review the separate appointment and revoke if it decides to. Revoking the Board's authority to appoint Board Secretary needs to be subject to the appointment/employment contract of the appointed person.</p>

	Local Government elections that are applicable to all Participating Councils.	(e) Avoiding the period around the LG elections is to avoid the (remote) risk of inappropriate decision making or leveraging an inexperienced Authority. Unlikely, but a safeguard.
205 AMEND ADD FURTHER SUB-RULE	205(a) The Secretary may be the Chief Executive Officer or an employee of the Authority or a Member. 205(b) The Board Secretary may be an employee of the Authority.	Clarifying that the Authority Secretary could be an employee beyond only allowing it to be the CEO. This opens up the option of Board Secretary being the Acting Secretary (under Rule 207) as well as the possibility of an employee being appointed to both Authority and Board Secretary roles. Also allows for the Board Secretary to be appointed on contract, but not as an employee.
206 AMEND ADD FURTHER SUB-RULE & RENUMBER	Subject to Rule 207: (a). the Chair may appoint a person as Acting Secretary, if the Secretary is absent or otherwise unable to perform the functions of Secretary, for the period the Secretary is absent or unable to perform the functions of Secretary; and (b) the Board Secretary may be appointed as Acting Secretary under sub-Rule (a); (b) (c) the Acting Secretary has the powers and functions of the Secretary for the period of the appointment.	(b) Allows the Board Secretary to act in Secretary role, at Authority Chair/Authority's discretion, which provides a natural continuity option.
	Immunity from Liability	
226 AMEND	In Rules 224, 225 and 227 "officer" includes a Representative, a Director, the Chief Executive Officer, the Secretary, the Board Secretary, the auditor, the Comptroller, and any other person employed by the Authority.	Include Board Secretary, which is consistent with the COMMON LAW classification of the Board or Company Secretary as an 'officer' of the relevant corporate entity. Note: Reference to Rule 227 relates to the ability of the Authority to organise insurance to cover officers against liability.



NOTICE OF PROPOSED AMENDMENT OF THE RULES OF THE COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY

The Copping Refuse Disposal Site Joint Authority ('the Authority') has resolved to amend its Rules under the *Local Government Act 1993*.

The Authority was established to operate the Copping Refuse Disposal Site in accordance with the Principal Objectives and Goals set out in the Rules. It also operates the Lutana waste transfer station.

The Authority comprises four Participating Councils: Clarence City Council, Sorell Council, Tasman Council and Kingborough Council.

The proposed amendments aim to introduce flexibility within the Rules to separate the roles of Authority Secretary and Board Secretary of Southern Waste Solutions. This involves a considerable number of changes throughout the Rules.

A copy of the proposed Rules of the Authority is available for inspection or purchase at \$5 a copy from the Clarence City Council Offices at 38 Bligh Street, Rosny Park until ...[at least 21 days after publication]... 2024. Alternatively, a copy of the proposed Rules can be requested via email to the Secretary of the Authority at secretary@swstas.com.au

Written submissions in respect of the Rule changes will be received up until 5.00 pm on ...[one week after inspection period closes]...2024 and should be addressed to:

The General Manager
Clarence City Council
PO Box 96
ROSNY PARK TAS 7018

Ian Nelson
GENERAL MANAGER

**Rules
of the
Copping Refuse Disposal Site Authority**

as amended March 2023
with proposed amendments 23 May 2024

Legal practitioner's certification to go in here

PROPOSED AMENDMENTS

GM's certification to go in here

PROPOSED AMENDMENTS

RULES of the COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY

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PART 1 - PRELIMINARY

Name

1. The name of the Authority is Copping Refuse Disposal Site Joint Authority.

Establishment and Commencement of the Authority

2. The Authority is established as a joint authority under the Act.
3. These Rules come into effect on and from the commencement date agreed to by resolution of the Authority as constituted immediately before the coming into effect of these Rules.
4. These Rules replace the initial Rules of the Authority that came into effect with the publication of a notice in the Tasmanian Government Gazette on 21 March 2001, and that were amended on 19 March 2008, 1 July 2009, 23 August 2012 and 8 October 2015.

Body Corporate

5. The Authority is a body corporate and has the powers and functions specified in these Rules.

Definitions

6. In these Rules the following words and expressions have the following meaning unless there is something in the subject or context of use inconsistent with that meaning.

“Act” means the *Local Government Act 1993* (Tas);

“Adjoining Land-Owner” means the owner of any land which immediately adjoins the Land;

“Annual Share of Municipal Waste Register” means the Register with that name maintained by the Authority in accordance with these Rules;

“Auditor” means the auditor of the Authority;

“Authority” means the Copping Refuse Disposal Site Joint Authority;

“Balance Area” has the meaning set out in the Lease;

“Board” means the Board of Directors appointed by the Authority;

“Board Chair” means the person appointed by the Authority as chair of the Board under Rule 72;

“Board Secretary” means a person appointed as the Secretary of the Board of Southern Waste Solutions under Rule 204(b) and where no Board Secretary has been appointed means the person appointed as Secretary under Rule 204(a).

“Business Plan” means the Business Plan referred to in Rules 181 and 182;

“Chair” means the Chair of the Authority elected by the Members under Rule 98 or Rule 132;

“Chief Executive Officer” means the Chief Executive Officer of the Authority appointed under Part 6;

“Close Associate” has the meaning set out in Section 51 of the Act;

“Competitive Neutrality Principles” means the competitive neutrality principles referred to in the Act;

“Comptroller” means the person appointed by the Authority under Rule 98, 99, 100 and 178 to administer income tax equivalents, guarantee fees and other relevant matters on behalf of Members and in accordance with Part 3A of the Act;

“Council” means a Council established under Section 18 of the Act;

“Councillor” means a person elected to a Council and includes the mayor, deputy mayor and alderman;

“Director” means a person appointed under these Rules as the Board Chair or as a member of the Board;

“EMP” means the Development Proposal and Environmental Management Plan for the Sub-regional Refuse Disposal Facility at Copping, Tasmania, and any other Environmental Management Plan approved by the EPA or the relevant planning authority in relation to the Land;

“Environmental Approval” means all permits, licences, approvals and authorities issued in relation to the Land from time to time, authorising any activities carried out on the Site for the purposes of waste treatment, disposal, resource recovery, energy generation and transmission off the Site to the grid and/or any other purposes, and includes:

- (a). an EMP approved by a planning authority or the EPA or both;
- (b). a Permit issued by the planning authority;
- (c). an EPN or other notice, direction or directive issued by the EPA Director, issued in relation to the Land including any amendments, amended conditions or approved changes made from time to time and the associated conditions as modified or amended from time to time;

“EPA” means the Environment Protection Authority Tasmania;

“EPA Director” means the director appointed under section 18 of the *Environmental Management and Pollution Control Act 1994*;

“EPN” means the Environment Protection Notice 690/1 and any subsequent environmental protection notices issued by the EPA Director in relation to the Land, and any amended conditions or approved changes made from time to time to the EPNs;

“Equity Interest Register” means the Register with that name maintained by the Authority in accordance with these Rules;

“General Manager” means the General Manager or Chief Executive Officer or equivalent position of a Council or the General Manager’s nominee;

“General Meeting” means a meeting of Members;

“Independently Verified Annual Share of Municipal Waste” means the applicable Member’s PCFAW as a proportion of the total of all Members PCFAW;

“Interest” has the meaning set out in the Act;

“Infrastructure” has the meaning set out in the Lease;

“Land” means all that land comprised in Certificates of Title Volume 126073 Folios 1, 3, and 4 excluding that part of Folio 4 leased to Robert Bruce Downie as set out in registered lease B996834;

“Lease” means lease registered number C837468 entered into by the Authority and the Owner Councils as amended by any deed of variation;

“Lease Administrator” has the meaning set out in the Lease;

“Member” means a Participating Council;

“Minister” means the Minister responsible for the administration of the Act;

“Municipal Area” has the meaning set out in the Act;

“Municipal Waste” means waste arising from:

- (a). kerbside domestic waste (household solid and inert waste placed out for kerbside collection);
- (b). other domestic waste (residential solid and inert wastes);
- (c). residual domestic waste (non-recyclables) from Council operated or Council contracted waste transfer stations operated for the purpose of receiving waste from local residents within a relevant Member municipality;
- (d). other Council waste (Council generated solid and inert waste arising from street sweepings, litter bins, incidental green waste material), and includes:
 - (i). household domestic garbage set aside for kerbside collection;
 - (ii). food waste from industrial or commercial sources such as restaurants, food markets, supermarkets and the like set aside for kerbside collection;
 - (iii). paper and cardboard included as part of household collection of household domestic garbage; and
 - (iv). green waste included as part of household collection of household domestic garbage;

“Office” means the principal business office of the Authority;

“Owner Councils” means the Councils that own the Land;

“Ownership Interest Register” means the Register with that name maintained by the Authority in accordance with these Rules;

“Participating Councils” means those Councils that established the Authority in accordance with the Act or were admitted to the Authority after its establishment in accordance with these Rules but does not include a Council that has withdrawn from the Authority or has been expelled from the Authority in accordance with these Rules;

“PCFAW” means a Member’s forecasted annual Municipal Waste which is to be calculated as follows:

- (a). for a new Member admitted in accordance with Rule 18 it is to be an

independently verified estimate of the new Member's annual Municipal Waste that will be received at the Site until that Member's PCIVAMW for a complete financial year is available; and

(b). for a Member where there has been a variation in that Member's gazetted Municipal Area of 10% or more of total land area it is to be an independently verified estimate of that Member's annual Municipal Waste that will be received at the Site until that Member's PCIVAMW for a complete financial year following the variation is available; and

(c). for all other Members it is to be the most recent PCIVAMW;

"PCIVAMW" means a Member's independently verified annual Municipal Waste received at the Site for a financial year;

"Permit" means any planning permit issued in relation to the Land under the *Land Use Planning & Approvals Act 1993* and the associated conditions as amended from time to time;

"Principal Objectives and Goals" means those objectives and goals set out in Rule 8;

"Proportionate Payments" means any financial contributions required to be made by Members to the operational and/or capital costs and expenses of the Authority calculated in accordance with their current Independently Verified Annual Share of Municipal Waste recorded in the Annual Share of Municipal Waste Register;

"Proxy" means a natural person appointed by a Member to act as its representative, with the same powers and functions as its Representative, when its Representative is absent, in accordance with Rule 61;

"Representative" means a natural person appointed by a Member to be the Representative of the Member in accordance with Rule 61;

"Register" means a register referred to in these Rules;

"Rules" means these Rules as altered or added to from time to time;

"Seal" means the common seal of the Authority;

"Secretary" means a person appointed as Secretary of the Authority under Rule 204;

"Simple Majority" means more than half of the total number of votes cast by Directors present at the meeting, each Director having one vote, or Members represented at the meeting by their Representative, a Member having the number of votes determined in accordance with Rule 63;

"Site" means that portion of the Land used or reserved for waste treatment, landfill disposal, resource recovery and/or energy generation and transmission off the Site into the grid and other related purposes;

"Special Resolution" means a resolution of Members under Rules 153 and 154;

"Strategic Plan" means the Strategic Plan referred to in Rule 181; and

"Treasurer" means the Treasurer for the State of Tasmania.

Interpretation

7. In these Rules except to the extent that the context requires otherwise or the contrary intention appears:
 - (a). words and phrases which are defined in the Act have the same meaning in these Rules;
 - (b). words in the singular include the plural and vice versa;
 - (c). words importing a gender include the other gender;
 - (d). a reference to the Act or any other statute or regulations or to any section or clause of the Act or any other statute or regulations is to be read as though the words “as modified or substituted from time to time” were added to the reference;
 - (e). headings do not affect the construction of these Rules; and
 - (f). where a word or a phrase is given a particular meaning other cognate parts of speech and grammatical forms of that word or phrase shall have a corresponding meaning.

PART 2 - PRINCIPAL OBJECTIVES, FUNCTIONS AND POWERS

Principal Objectives and Goals of the Authority

8. The Principal Objectives and Goals of the Authority are:
 - (a). to manage and operate the Site for the purposes of waste treatment, landfill disposal, resource recovery, and/or energy generation and for related purposes and in a manner which conforms to the Environmental Approvals and to manage the Balance Area;
 - (b). to manage successfully the operation of the Site and Balance Area, which may be by or involve third parties by:
 - (i). operating efficiently in accordance with sound commercial practice;
 - (ii). maximising the net worth of the Authority’s assets; and
 - (iii). operating and managing both to maximise benefits to Members; and
 - (c). to perform such other functions and provide such other services and facilities either on or off the Site as are necessary for achieving the Principal Objectives and Goals, which may be by or involve third parties, including but not limited to waste transfer stations and waste transport services.
9. In pursuing its Principal Objectives and Goals, the Authority shall concentrate the exercise of its powers and duties on:
 - (a). representing the best interests of all Members;
 - (b). the approval of the Strategic Plan and the Business Plan and Budget;
 - (c). the setting of the terms of office and the remuneration of Directors; and
 - (d). the periodic review of the performance of the Board and of individual Directors.

Functions of the Authority and of the Board

10. The Authority has the following functions:

- (a). to set the goals and objectives of the Authority in pursuing the Principal Objectives and Goals referred to in Rule 8;
- (b). the establishment, maintenance and operation of the Site for the purposes of waste treatment, landfill disposal, resource recovery and/or energy generation, which may be by or involve third parties, in accordance with the Environmental Approvals and other relevant laws and statutes;
- (c). to facilitate the operation of the Site and the Balance Area in accordance with the Principal Objectives and Goals of the Authority;
- (d). to perform waste management functions outside the boundaries of the Municipal Areas of the Members which are consistent with these Rules and which are to be exercised in accordance with the Competitive Neutrality Principles;
- (e). to perform any function specified in the Act or any other act or in these Rules consistent with the Principal Objectives and Goals of the Authority;
- (f). to perform any function duly granted to, or imposed on any municipal, regional or public authority by any Act or Regulation (Federal or State) with respect to the treatment of waste, disposal of waste, resource recovery and/or energy generation from waste in Tasmania consistent with the Principal Objectives and Goals of the Authority;
- (g). to have regard to the obligations of Members in relation to national competition agreements and their impact on future policies, procedures and practices concerning the waste management industry;
- (h). to provide a copy of the annual report of the Authority to Members before the end of November in each year. The annual report is to include the following information and documents:
 - (i). a statement of the activities of the Authority during the preceding year;
 - (ii). a statement of the performance of the Authority in relation to the Principal Objectives and Goals set for the preceding financial year;
 - (iii). the financial statements of the Authority for the preceding financial year;
 - (iv). a copy of the audit opinion for the preceding financial year;
 - (v). any other information the Authority considers appropriate or necessary to inform Members of its performance and progress during the financial year; and
 - (vi). reports of the Chair and of the Board Chair;
- (i). to notify the Members as soon as practicable after becoming aware of any development which, in the opinion of the Authority, may:
 - (i). significantly affect the financial viability or operating ability of the Authority;
or
 - (ii). significantly affect the Authority in an adverse manner;

- (j). to provide Members with quarterly reports as soon as practicable after the end of March, June, September, and December in each year which comply with the requirements set out in Rules 193 to 197;
- (k). to provide Members with a report by 30 September in each financial year containing an audit by a qualified waste management specialist of each Member's PCIVAMW and their Independently Verified Annual Share of Municipal Waste as required under Rule 26;
- (l). to consult with the Board and with Members on the strategic direction to be taken by the Authority; and
- (m). to comply with the Environmental Approvals, all applicable legislation, standards and codes, and the requirements of the Business Plan.

11. The Board has the following functions:

- (a). to ensure that the business and affairs of the Authority and that the functions and powers of the Authority that the Authority has delegated to be carried out by the Board are conducted and performed in a manner that is:
 - (i). in accordance with sound commercial practice;
 - (ii). consistent with the approved Strategic and Business Plans of the Authority and the Principal Objectives and Goals set out in Rule 8; and
 - (iii). in accordance with the Environmental Approvals, and all other permits, licences and governing legislation;
- (b). to provide such advice, information and assistance to the Authority concerning its specified functions and powers as the Authority may require;
- (c). to carry out any necessary schemes, works and undertakings;
- (d). to provide both on and off the Site all manner of facilities and services incidental to the Authority's Principal Objectives and Goals including, but not limited to waste transfer stations and transport services;
- (e). to have regard to the economic and social well-being of its customers, employees and the community generally;
- (f). to follow environmentally sound principles in its development and resource management activities;
- (g). to prepare a Strategic Plan and a Business Plan for the Authority in accordance with Rules 181 and 182;
- (h). to provide the Authority with quarterly reports as soon as practicable after the end of March, June, September, and December in each year which comply with the requirements set out in Rules 193 to 197;
- (i). to be responsible for the employment of the Chief Executive Officer and the determination of the terms and conditions of that employment;
- (j). to manage the resources of the Authority;
- (k). to ensure appropriate policy frameworks are in place; and

- (l). to provide a briefing at any reasonable time in respect to the performance of the Board's functions to one or more General Managers of Members upon request.

Powers of the Authority

12. In carrying out its objectives and functions the Authority has the following powers:
 - (a). to acquire, hold, lease, licence, dispose of and otherwise deal with real property;
 - (b). to acquire, hold, lease, licence, dispose of and otherwise deal with personal property;
 - (c). to enter into contracts provided that any contract that is entered into does not extend beyond the term of the Lease, or give rise to any contractual responsibilities or commitments of Members or Owner Councils after the date of the termination or expiration of the Lease;
 - (d). to appoint employees, agents and attorneys;
 - (e). to enter into contracts for the performance or exercise of any of its functions or powers jointly with another person or body;
 - (f). to set fees, charges, terms and conditions relating to work done, or services, goods or information supplied by it except any fee or charge referred to in section 205(2) of the Act or any rate or charge referred to in Part 9 of the Act;
 - (g). to engage consultants and provide consultancy services;
 - (h). subject to these Rules to raise loans and other financial accommodation;
 - (i). to give security for loans and financial accommodation;
 - (j). to transfer assets and liabilities from the Authority to a Council, or from a Council to the Authority;
 - (k). to transfer employees and the rights of employees from a Council to the Authority, or from the Authority to a Council;
 - (l). to exercise any power specified in the Act or any other act or in these Rules consistent with its Principal Objectives and Goals and functions;
 - (m). to make by-laws under Part 11 of the Act as if it were a Council;
 - (n). to do all things necessary or convenient to be done in connection with, or incidental to, the performance and exercise of its functions and powers;
 - (o). to perform its powers outside the boundaries of the municipal area of the Members which are consistent with these Rules and which are to be exercised in accordance with national competition principles; and
 - (p). to require the Board to carry out specified powers of the Authority.

Powers of the Board

13. (a) The Board may exercise all powers and functions delegated to it by the Authority in writing.
- (b) The Board may access independent, expert advice, at the Authority's expense, as it determines necessary to exercise its powers and functions and satisfy the duties of directors.

Delegations

14. Except for the power under Rule 12(a) and as provided in Rule 213(b), the Authority may delegate to the Chair, Board or Secretary, with or without conditions, any of the functions and powers that are within the power of the Authority (including any specified power of on-delegation of those functions and powers) and are not by these Rules or by legislation directed or required to be exercised or done by the Authority in General Meeting.
15. The Board may delegate to the Chief Executive Officer, an individual director, a committee of the Board or the Board Secretary (~~in their capacity as secretary to the Board~~), with or without conditions:
 - (a). any of the functions and powers delegated to it by the Authority in writing (including any specified power of on-delegation of those functions and powers); and
 - (b). any of the functions and powers conferred upon it under these Rules.
- 15A By written agreement between the Board, the Chief Executive Officer and Board Secretary, the Secretary may delegate responsibilities prescribed in these Rules to the Board Secretary.

PART 3 - COMPOSITION OF THE AUTHORITY AND OF THE BOARD

Members

16. Each Member may use the Site as its sole or principal landfill refuse disposal site for its Municipal Waste subject to the Member entering into a written agreement with the Authority.
17. Intentionally Omitted.
18. Other Councils may be admitted to the Authority as Members:
 - (a). if approved by a Simple Majority of the then current Members;
 - (b). subject to the applicant Council meeting any requirements that are specified by the then current Members; and
 - (c). in accordance with the provisions of these Rules.
19. Any new Member shall be permitted to purchase the share/interest in equity in the Authority only up to its Independently Verified Annual Share of Municipal Waste at the date of its admission to the Authority.
20. The Authority must as soon as possible after determining the permitted share/interest in equity under Rule 19 for a new Member give notice (“the Purchase Notice”) to all other Members inviting each of them to state in writing within 60 days from the date of the Purchase Notice whether they are willing to sell part of the share/interest in equity referred to in the Purchase Notice.
21. At the expiration of 60 days from the date of the Purchase Notice the Authority must allocate the share/interest in equity referred to in the Purchase Notice to or amongst the other Members who have expressed a willingness to sell and (if more than one) so far as possible pro rata according to the Member’s equity interest in the Authority provided that no Member is obliged to dispose more than the share/interest in equity they have indicated

a willingness to sell.

22. If the whole of the new Member's share/interest in equity referred to in the Purchase Notice is not satisfied by sales under Rule 21 the new Member's share/interest in equity is to be reduced by the amount not sold.
23. All changes to the share/interest in equity of the Members shall be recorded in the Equity Interest Register.
24. Any additional operational and/or capital costs that arise as a result of an increase in the volume of Municipal Waste deposited at the Site arising from the admission of a new Member shall, subject to the provisions of Rule 210 be met by way of a Proportionate Payment from all Members, including the newly admitted Council.
25. An applicant Council's decision to purchase a share/interest in equity in the Authority less than its Independently Verified Annual Share of Municipal Waste shall not affect or reduce that Council's liability to make any Proportionate Payment required to be made by Members with respect to the operational and/or capital costs and expenses of the Authority, with all Proportionate Payments to be based on a Member's Independently Verified Annual Share of Municipal Waste.
26. The Authority shall ensure that by 30 September in each year it obtains and submits for the information of each Member a report from the Board in accordance with the provisions of Rule 10(k).
27. The Independently Verified Annual Share of Municipal Waste shall form the basis of any Proportionate Payments charged to each Member at the relevant time.
28. The Act in so far as it applies to a joint authority established under the Act applies to Members of the Authority and to the responsibilities of Members and Representatives of Members unless otherwise provided for in these Rules.

Cessation and Withdrawal of Participation – Members

29. Subject to any requirements of the Act and of these Rules, a Member may cease to participate in the Authority and withdraw as a Member.
30. A Member that intends to withdraw from the Authority ("Withdrawing Member") is to give the Authority not less than 12 months written notice of its intention to withdraw from the Authority in which it shall advise a date from which it no longer wishes to be a Member ("the Member's Termination Date").
31. By giving a notice to the Authority under Rule 30 the Withdrawing Member appoints the Authority as its agent for the sale of their share/interest in the equity of the Authority ("WPC Equity") in one or more lots at the discretion of the Authority at a price to be agreed between the Withdrawing Member and the Authority or failing agreement as to such price, at a price determined by valuation by a valuer appointed by mutual agreement between the Withdrawing Member and the Authority. If the Withdrawing Member and the Authority fail to agree to the appointment of a valuer, then the valuation will be undertaken by a valuer appointed by the president for the time being of the Law Society of Tasmania or that person's nominee at the request of either the Withdrawing Member and the Authority. The Withdrawing Member and the Authority will bear the cost of the valuation equally.

32. The Authority must as soon as possible, after determination of the price for the WPC Equity in accordance with Rule 31 (“Sale Price”), give written notice (“the Sale Notice”) to all other Members inviting each of them to state in writing within 60 days from the date of the Sale Notice whether they are willing to purchase any, and if so, what maximum part of the WPC Equity referred to in the Sale Notice.
33. At the expiration of 60 days from the date of the Sale Notice the Authority must allocate the WPC Equity referred to in the Sale Notice or amongst the other Members who have expressed a willingness to purchase and (if more than one) so far as may be possible pro rata according to the Withdrawing Member’s equity interest in the Authority provided that no Member is obliged to take more than the share/interest in equity they have indicated a willingness to purchase. The Withdrawing Member is bound on payment of the Sale Price fixed to transfer the WPC Equity to the purchaser or purchasers and, in default, the Authority may receive and give a good discharge for the purchase money on behalf of the Withdrawing Member and enter the name of the purchaser or purchasers in the Equity Interest Register as holder by transfer of the share/interest in equity purchased by the purchaser or purchasers.
34. If the whole of the WPC Equity is not sold under Rule 33 then, subject to these Rules, at any time before the Member’s Termination Date the Authority may transfer any part of the WPC Equity not sold, to a Council approved by the other Members acting reasonably and who meets the admission criteria for a Member, at a price determined by a valuer appointed by mutual agreement between the Withdrawing Member and the Authority. If the Withdrawing Member and the Authority fail to agree on the appointment of a valuer, then the valuation will be undertaken by a valuer appointed by the president for the time being of the Law Society of Tasmania or that person’s nominee at the request of either the Withdrawing Member or the Authority. The Withdrawing Member and the Authority will bear the cost of the valuation equally, and in the event of any such sale the Authority must note in the Equity Interest Register the transfer of the share/interest in equity so sold.
35. If the whole of the WPC Equity is not sold under Rules 33 and 34, the Withdrawing Member will continue to be a Member with a share/interest in equity in the Authority reduced by the amounts sold.
36. The Authority may in their absolute and uncontrolled discretion refuse to register any proposed transfer of share/interest in equity in the Authority without assigning any reason for such refusal.
37. Subject to Rule 35, the Member giving notice pursuant to Rule 30 shall be deemed to have withdrawn from the Authority with effect from the Member’s Termination Date. Such withdrawal will be without prejudice to any obligations on the part of the Member up to, and the rights or entitlements due to it under these Rules following, the Member’s Termination Date.
38. A Member that withdraws from the Authority pursuant to Rule 37 is not entitled to a refund of any Proportionate Payments made prior to the Member’s Termination Date or return of any other capital or assets it has provided to the Authority after the Member’s Termination Date.
39. In the event of a withdrawal from the Authority pursuant to Rule 37, the Council which has

withdrawn remains liable to contribute in respect of any liabilities of the Authority incurred while it was a Member for a period of 12 months after the Member's Termination Date such liability calculated using the Withdrawing Member's Independently Verified Annual Share of Municipal Waste at the Member's Termination Date.

Disciplinary Action – Members

40. The Authority may take disciplinary action against a Member if a Simple Majority of Representatives determine there has been either:
 - (a). a material and persistent breach of a requirement(s) of these Rules by the Member; or
 - (b). a repudiation of the principles, objectives or goals of the Authority, as provided in Rule 8, by the Member.
41. Where the Authority has made a determination under Rule 40, the Authority must determine to either:
 - (a). reprimand the Member;
 - (b). suspend the participation of the Member for a specified period; or
 - (c). expel the Member.
42. The disciplinary action against a Member under Rule 41 does not take effect until the later of the following:
 - (a). the fourteenth day after the day on which a written notice is served on the Member of the decision under Rule 43; or
 - (b). if the Member exercises their right of appeal under Rule 45, the General Meeting convened to hear the appeal confirms the disciplinary action decision then the date of that meeting.
43. If the Authority makes a disciplinary action determination against a Member, the Chair, without undue delay, is to cause to be served on the Member a notice in writing:
 - (a). stating the disciplinary action determination under Rule 41 against the Member;
 - (b). specifying the grounds for the disciplinary action determination; and
 - (c). informing the Member of the right to appeal the decision under Rule 45.
44. Where the Authority suspends the participation of a Member under Rule 41 all rights and benefits of being a Member under these Rules are suspended for the specified period but the Member's obligations continue.
45. A Member may appeal against a disciplinary action determination under Rule 41 as follows:
 - (a). by serving on the Chair, within fourteen days after the service of a notice under Rule 43, a requisition in writing demanding the convening of a General Meeting for the purpose of hearing the appeal;
 - (b). on receipt of a requisition, the Chair is to immediately notify the Authority of the receipt;

- (c). the Authority is to cause a General Meeting to be held within 14 days after the day on which the requisition is received;
 - (d). at a General Meeting convened for the purpose of hearing an appeal under this Rule:
 - (i). no business other than the question of the disciplinary action determination is to be transacted;
 - (ii). the Authority may place before the meeting details of the grounds of the disciplinary action determination and the Authority's reason for the disciplinary action determination;
 - (iii). the disciplined Member must be given an opportunity to be heard;
 - (iv). the disciplined Member's Representative has no votes; and
 - (v). subject to Rule 45(d)(iv) the Representatives of the Members who are present are to vote by secret ballot on the question of whether the disciplinary action determination should be lifted or confirmed;
 - (e). if at the General Meeting a Simple Majority of the Representatives present and entitled to vote, vote in favour of:
 - (i). the lifting of the disciplinary action determination:
 - (A) the disciplinary action is to be lifted; and
 - (B) the disciplined Member is entitled to continue as a Member of the Authority;
 - (ii). the confirmation of the disciplinary action determination:
 - (A) the disciplinary action takes effect; and
 - (B) where the disciplinary action determination is to expel the Member, the expelled Member ceases to be a Member of the Authority.
46. The Authority is deemed to be the expelled Member's agent for the sale of their share/interest in the equity of the Authority in one or more lots at the discretion of the Authority at a price to be determined by independent valuation.
47. The Authority must as soon as possible after the expulsion of a Member give notice ("the Expulsion Notice") to all other Members inviting each of them to state in writing within 60 days from the date of the Expulsion Notice whether they are willing to purchase any, and if so, what maximum part of the share/interest referred to in the Expulsion Notice.
48. At the expiration of 60 days from the date of the Expulsion Notice the Authority must allocate the share/interest in the equity referred to in the Expulsion Notice to or amongst the other Members who have expressed a willingness to purchase and (if more than one) so far as may be possible pro rata according to the Member's share/interest in the equity of the Authority provided that no Member is obliged to take more than the share/interest in equity they have indicated a willingness to purchase. The expelled Member is bound on payment of the price determined by independent valuation in accordance with Rule 46 to transfer its equity interest to the purchaser or purchasers and, in default, the Authority may receive and give a good discharge for the purchase money on behalf of the expelled

Member and enter the name of the purchaser or purchasers in the Equity Interest Register as the holder by transfer of the share/interest purchased by the purchaser or purchasers.

49. If the whole of the expelled Member share/interest in equity is not sold under Rule 48 then, subject to these Rules, the Authority may transfer that share/interest in equity not sold to the Members pro rata according to the Member's equity interest in the Authority at that time and in the event of any such transfer the Authority must note in the Equity Interest Register the transfer of the share/interest in equity so transferred.

Cessation and Withdrawal of Land Ownership - Owner Councils

50. If an Owner Council ("the Withdrawing Owner Council") wishes to dispose of its interest in the Land, it shall provide the other Owner Councils and the Authority not less than 15 months prior written notice of its decision that it no longer wishes to be an Owner Council including the date from which it wishes this to apply ("the Owner Council's Termination Date").
51. The Withdrawing Owner Council shall transfer its legal and equitable interest in the Land to the remaining Owner Councils prior to or on the Owner Council's Termination Date.
52. The Withdrawing Owner Council shall transfer its legal and equitable interest in the Land free of any encumbrance, mortgage, lien, caveat, dealing or any other restriction on the title of the Land it has created or a person on its behalf has created, and which has been registered on the title of the Land and which the other Owner Councils require to be removed prior to the Owner Council's Termination Date.
53. On or before the effective date of the transfer of the Withdrawing Owner Council's interest in the Land to the other Owner Councils in accordance with these Rules ("the Transfer Date"), the remaining Owner Councils shall pay to the withdrawing Owner Council a sum of money ("the Reimbursement Sum") that represents the fair market value (or such other value agreed to by the parties in writing) of the legal and equitable interest in the Land of the Withdrawing Owner Council at the Transfer Date.
54. The Reimbursement Sum is to be calculated as follows:
- (a). if the Tasman Council withdraws from the Authority then the Clarence City Council is to pay two thirds of the Reimbursement Sum and Sorell Council is to pay one third;
 - (b). if the Sorell Council withdraws from the Authority then the Clarence City Council is to pay six sevenths of the Reimbursement Sum and Tasman Council is to pay one seventh; and
 - (c). if the Clarence City Council withdraws from the Authority then the Sorell Council is to pay three quarters of the Reimbursement Sum and Tasman Council is to pay one quarter.
55. If the Owner Councils are not able to agree on the amount of the Reimbursement Sum within 15 months of the date of the notice given pursuant to Rule 50, the amount is to be determined by an independent valuer ("the Valuer") who is either agreed to by the Owner Councils or in default of agreement, appointed by the President of the Law Society of Tasmania.

56. The determination of the Valuer is to be final as between the Owner Councils in relation to the amount of the Reimbursement Sum, and the Owner Councils shall pay to the Withdrawing Owner Council the Reimbursement Sum so determined within two months (or such other period of time agreed in writing by all the Owner Councils) of the date of the Valuer's determination. The Valuer's fee and costs are to be shared equally between the Owner Councils.

Amalgamation of Councils

57. If any of the Member's share/interest in equity in the Authority is transferred to another Council as a result of any change or amalgamation of Municipal Areas, including but not limited to a transfer under Part 12A of the Act, the Authority must note in the Equity Interest Register the share/interest in equity so transferred.
58. Where the transferee under Rule 57 is not a Member at the time immediately before the transfer date the transfer is subject to the admission of the transferee as a Member under Rule 18.
59. Intentionally Omitted.
60. If any of an Owner Council's interest in the Land is transferred to another Council as a result of any change or amalgamation of Municipal Areas, including but not limited to a transfer under Part 12A of the Act, the Authority must note in the Ownership Percentage Register the interest so transferred.

Membership of the Authority - Representatives

61. Subject to Rules 63 to 70, each Member will appoint, which may be a reappointment, within 60 days of ordinary Council elections or being admitted as a Member:
- (a) a Representative, who may be either an elected Councillor or a Council employee; and
 - (b) a Proxy who may be either an elected Councillor or a Council employee, to act in place of the Representative during any absence of the Representative.
62. References to a Representative in these Rules include a Proxy appointed to act in the Representative's place in accordance with the Rules during the period of their absence.
63. Each Member is entitled to exercise the number of votes determined in accordance with the following table:

Member's share/interest as recorded in the Equity Interest Register	Votes
Greater than 0 – 15%	1
Greater than 15% – 25%	2
Greater than 25% - 40%	3

Greater than 40% - less than 50%	4	
50% and over	Where there are 3 or more Members	Number of Votes equal to the sum of votes of all other Members minus 1
	Where there are 2 Members	Number of votes equal to that of the other Member and where both have 50% 4 votes each
	Where there is 1 Member	9

64. Intentionally Omitted
65. No Representative or Proxy may be a Director or hold any remunerated position with the Authority.
66. Intentionally omitted.
67. A Member may, subject to the provisions of Rule 61, apart from the obligation to make the appointment within 60 days of ordinary Council elections or being admitted as a Member, remove a Representative or Proxy and appoint a replacement Representative or Proxy at any time for the remainder of the term of the original appointment.
68. Written notice shall be given by each Member to the Authority and to each other Member at the time of the appointment, removal or replacement of any Representative or Proxy by the notifying Member.
69. Representatives and Proxies are not entitled to any remuneration from the Authority other than the Chair who may be remunerated subject to the following:
- (a) notwithstanding Rule 65, Representatives, on the advice of the Secretary, may approve the payment of remuneration for the role of Chair;
 - (b) if Representatives approve any payment under Rule 69(a), the decision will be recorded in the minutes of the general meeting at which it was approved and the Secretary will advise Participating Councils in the Quarterly Report to Participating Councils; and
 - (c) any payments approved under Rule 69(a) will not be paid to any Council employee appointed or acting temporarily as the Chair.
70. Any Proxy not acting in the place of an appointed Representative who is absent, at the relevant time, may attend any meeting of the Authority, but shall not be entitled to vote at any meeting of the Authority.

Membership of the Board

71. The Board of Directors shall consist of:
 - (a). the Board Chair; and
 - (b). at least two and no more than four other Directors.
72. The Board Chair and the other Directors shall be appointed by the Authority at a General Meeting.
73. The Authority shall, in the appointment of the Board Chair and other Directors, take into account the powers, functions and responsibilities of the Board and shall appoint persons who collectively have the skills and expertise to carry out those powers, functions and responsibilities, drawn from persons with expertise and/or experience in one or more of the following relevant fields:
 - (a). financial management, business management and administration;
 - (b). engineering, project management or related disciplines;
 - (c). waste management;
 - (d). transport;
 - (e). environmental management;
 - (f) any other fields relevant to the business strategy or Principal Objectives and Goals of the Authority.
74. A Director shall be appointed for a term of office not exceeding three years.
75. The Authority shall ensure that in appointment of Directors, terms of office shall be set so as to ensure that the term of office of at least one Director concludes in each calendar year.
76. A Director whose term is due to expire may be reappointed provided that no Director shall be appointed for more than nine consecutive years.
77. The Authority may by special resolution at a general meeting remove a Director from office and may appoint another person in place of the Director so removed, and that person shall be appointed for the residual term of office of the removed Director.
78. Intentionally Omitted.
79. The office of a Director is vacated if the Director:
 - (a). is convicted on indictment of an offence that concerns the making, or participation in making, of decisions that affect the whole or a substantial part of the business of the Authority, or concerns an act that has the capacity to affect significantly the Authority's financial standing;
 - (b). is convicted of an offence that is punishable by imprisonment for a period greater than 12 months or involves dishonesty and is punishable by imprisonment for at least 3 months;
 - (c). is an undischarged bankrupt under the law of Australia, its external territories or another country;
 - (d). has executed a personal insolvency agreement under Part X of the *Bankruptcy Act 1966* (Cth) or a similar law of an external Territory or a foreign country, and the

terms of the agreement have not been fully complied with;

- (e). is removed from office under Rule 77;
 - (f). is absent from meetings of the Board for three consecutive meetings without leave of absence from the Board;
 - (g). resigns office by notice in writing to the Secretary of the Authority;
 - (h). is prohibited from being a director of a company under the *Corporations Act 2001* (Cth); or
 - (i). is elected as a Councillor of a Member or is appointed as the Chief Executive Officer, the Secretary, **Board Secretary**, or an employee of the Authority or of a Member or provides remunerated services to the Authority (other than the performance of the duties and responsibilities of Director).
80. The Board Chair and the Directors shall be paid such remuneration as the Authority in General Meeting from time to time determines.
81. In making such determination, the Chair and any Representative may consult with the Board Chair and such other persons as it considers appropriate.
82. Each Director is entitled to be reimbursed from Authority funds for all reasonable travel, accommodation and other expenses incurred by the Director while engaged on the business of the Authority.

PART 4 - DUTIES OF MEMBERS, REPRESENTATIVES, PROXIES AND DIRECTORS

Duties of Members, Representatives, Proxies and Directors

83. A Member, Representative, Proxy or Director shall, in the exercise of the functions and powers of a Member, Representative, Proxy or Director as applicable:
- (a). act honestly;
 - (b). exercise a degree of care and diligence that a reasonable person in a like position would exercise in the circumstances;
 - (c). not make improper use, in Tasmania or elsewhere, of information acquired because of his or her office on the Authority to gain directly or indirectly, an advantage for himself or herself or another person, or to cause damage to the Authority or any other person, or to avoid, directly or indirectly, a disadvantage; and
 - (d). avoid conflict of interest.

Duty to Prevent Insolvent Trading

84. A Member, Representative, Proxy or Director shall take all reasonable steps to prevent the Authority from incurring a debt if:
- (a). at the time the debt is incurred, or by incurring the debt, the Authority is or will not be able to pay all its debts as and when they become due and payable; or
 - (b). at the time the debt is incurred, the Member, Representative, Proxy or Director is aware, or a person in the Member's, Representative's, Proxy's or Director's position

should be aware, that there are reasonable grounds for suspecting that the Authority is not able to pay all its debts as and when they become due and payable.

Disclosure of Interests

85. A Member, Representative or Director, as soon as practicable after becoming aware of the same, and a Proxy while acting as a Representative in accordance with Rule 62 at the start of the applicable meeting, shall disclose to the Authority any of the following:
- (a). a direct or indirect pecuniary or other interest in a matter being considered, or about to be considered, by the Authority; and/or
 - (b). an interest of the Member, Representative, Proxy or Director in a matter that may conflict with the proper performance of the Member's, Representative's, Proxy's or Director's duties on a matter.
86. At any meeting of the Authority or of the Board, a Representative, Proxy or Director shall not participate in any discussion, or vote on any matter in respect of which the Representative, Proxy or Director:
- (a). has an interest; or
 - (b). is aware or ought to be aware that a Close Associate has an interest.
87. A Member, Representative, Proxy or Director shall declare any interest in a matter before any discussion on that matter commences.
88. On declaring an interest, a Representative, Proxy or Director is to leave the room in which the meeting is being held until the matter in which the Representative, Proxy or Director has an interest has been concluded. The Representative, Proxy or Director may thereafter return to the meeting.
89. (a) A Member, Representative, ~~Proxy or Director~~ shall, in accordance with the Act, advise the Secretary in writing of the details of any interest declared in accordance with these Rules within 7 days of that declaration.
- (b) A Director, member of a Board committee, the Chief Executive Officer or the Secretary shall, in accordance with the Act, advise the Board Secretary in writing of the details of any interest declared in accordance with these Rules within 7 days of that declaration.
90. (a) The Secretary is to ensure that any declaration of interest is recorded in the Minutes of the Authority meeting at which the declaration is made.
- (b) The Board Secretary is to ensure that any declaration of interest is recorded in the Minutes of the Board or Board committee meeting at which the declaration is made.
91. The Chief Executive Officer shall ensure that an employee of the Authority notifies him or her, in writing, of any interest of the employee in any matter in respect of which he or she:
- (a). provides advice to the Authority or to the Board;
 - (b). makes a decision or determination; or
 - (c). makes a recommendation to the Authority or to the Board.
92. The Chief Executive Officer shall advise the Board Secretary of any interest of any employee that has been declared or notified to the Chief Executive Officer.

93. (a) The **Board** Secretary shall keep a Register of Interests of the Members, Representatives, Proxies, ~~or~~ Directors, **members of Board committees, Secretary** and of any employees of the Authority that have been declared or notified to the Chief Executive Officer or the **Board** Secretary.
- (b) **The Board Secretary shall advise the Secretary and provide access to, or a copy of, the Register of Interests kept under Rule 93(a) as soon as the Register is amended.**
94. The Secretary shall advise the Chief Executive Officer **and Board Secretary** of any interest of any Member, Representative, Proxy or **Director Proxy** that has been declared or notified to the Secretary.

Adverse Developments

95. The Board shall immediately notify the Authority if the Board becomes aware of any development that may:
- (a). significantly affect the financial viability or operating ability of the Authority; or
 - (b). significantly affect the Authority in an adverse manner.

Authority Registers

96. The Secretary must cause the Authority to keep and maintain the following registers:
- (a). a register of each Member's share/interest in the equity of the Authority ("Equity Interest Register"), with each Member's share/interest being recorded as a percentage share of the Authority's total equity;
 - (b). a register of each Owner Council's percentage share in the Land ("Ownership Percentage Register"), with each Owner Council's percentage share being recorded as a percentage share of the Land;
 - (c). a register of each Member's Independently Verified Annual Share of Municipal Waste ("Annual Share of Municipal Waste Register");
 - (d). a register of each Member's membership voting entitlement ("Voting Rights Register"), with the total number of voting entitlements allocated to Members on the basis determined in Rule 63; and
 - (e). the register required by Rule 93.

PART 5 - MEETINGS OF THE AUTHORITY AND OF THE BOARD

Annual General Meeting of the Authority

97. An Annual General Meeting of the Authority shall be held in every calendar year between the months of July and 15 December (inclusive).
98. The Annual General Meeting is to:
- (a). receive the financial statements and reports of the Directors, the Chief Executive Officer, the auditor and the Comptroller for the last financial year;

- (b). elect the Chair in accordance with Rule 130;
- (c). appoint and fix the remuneration of the auditor;
- (d). appoint and fix the remuneration of the Comptroller.

General Meetings of the Authority

99. A General Meeting of the Authority may:
- (a). transact any business specified in the notice;
 - (b). appoint the Directors and fix or review their terms and conditions of appointment;
 - (c). review the performance of the Board and the Directors;
 - (d). review any of its functions and powers that have been specified to be carried out by the Board or any other person;
 - (e). declare a dividend subject to the provisions of Rules 219 and 220; and
 - (f). appoint a comptroller.
100. The Chair and any Representative may consult with such other persons as is considered appropriate in relation to the obligations of the Authority regarding the appointment of a comptroller. If a comptroller is appointed, the Comptroller is to be required to carry out those matters referred to in the Act that relate to the Comptroller.
101. In addition to the Annual General Meeting and subject to Rule 135, there will be held such other General Meetings in each year as the Members determine necessary.
102. The Chair or a majority of Members may convene a General Meeting of the Authority at any reasonable time by providing appropriate notice in accordance with these Rules.

Meetings of the Board

103. The Board shall meet at such times and places, which includes by electronic mail or other electronic means, as are determined by the Board as often as is necessary to properly discharge its responsibilities and functions under these Rules, and shall meet at least quarterly in each year.
104. The Board Chair, after giving each Director reasonable notice of a meeting, may convene a meeting at any time.
105. The Board Chair shall convene a meeting when requested to do so by two or more Directors.
106. A Board member may participate in a meeting of the Board by telephone, electronic mail or other electronic means, or any other means of communication provided by the Board. A Board Member who participates by such means shall be taken to have been present at the meeting.

Notice of General Meetings of the Authority and Meetings of the Board

107. Fourteen days' notice of the Annual and any other General Meeting of the Authority shall be given by the Secretary to:
- (a). each Member, Representative and Proxy;

- (b). the Directors **and the Board Secretary**;
- (c). the General Manager of any Member who is not a Representative;
- (d). the Chief Executive Officer;
- (e). the Comptroller, and
- (f). the auditor.

108. The notice shall specify the place, the day, and the hour of the meeting and the general nature of the business to be transacted at the meeting of the Authority.
109. The Authority may call the Annual General Meeting and any other General Meeting on shorter notice if all Representatives entitled to attend and vote at the meeting agree to the shorter notice before the meeting.
110. Directors, Proxies, and General Managers of a Member who are not a Representative or a Proxy acting as a Representative shall be provided with Agendas, Minutes and papers relating to Authority meetings, and be invited to attend all meetings of the Authority, but shall not be entitled to vote at any meeting of the Authority.

Notice of meetings of the Board

111. Seven days' notice of any meeting of the Board shall be given by the Secretary to:
- (a). each Director, and
 - (b). the Chief Executive Officer.
112. The notice shall specify the place, the day, and the hour of the meeting and the general nature of the business to be transacted at the meeting of the Board.

Notices and Material to be Provided to Adjoining Landowners

113. Unless the owner advises the Secretary that the owner does not require the notice and/or material to be provided
- (a). the Secretary shall provide to each Adjoining Land-Owner, a copy of the agenda for the annual and any other General Meeting of the Authority; and
 - (b). the Chief Executive Officer (or a person delegated by the Chief Executive Officer) shall provide to each Adjoining Land-Owner:
 - (i) a copy of the results of all sampling analysis referred to in condition M1(d) of Attachment 1 to the permit issued by Sorell Council on 7 September 1999 in relation to the Land as modified by the Resource Management and Planning and Appeal Tribunal on 10 December 1999, not including the records described in condition M1(c), at the time that they are submitted to the EPA Director; and
 - (ii) a copy of the annual volumetric surveys of the Landfill referred to in condition G7 of Attachment 1 to the permit issued by Sorell Council on 7 September 1999 in relation to the Land as modified by the Resource Management and Planning and Appeal Tribunal on 10 December 1999 at the time that they are submitted to the EPA Director; and

- (iii). a copy of all other information required to be provided to the Adjoining Land-Owner under any Environmental Approval or other relevant permit, licence or notice or for the purpose of complying with an Environmental Approval or any other relevant permit, licence or notice.

Committees of the Authority or of the Board

- 114. The Authority may establish such committees as they consider appropriate and determine the requirements for the membership of those committees.
- 115. The Board may establish such committees as it considers appropriate.
- 116. A committee may consist of any persons the Authority or the Board considers appropriate.
- 117. A committee shall conform to any requirements imposed by the Authority or the Board including any reporting or other functions that are required by the Authority or the Board.
- 118. The meetings and proceedings of committees shall be governed by these Rules as far as applicable and not superseded by any requirements imposed by the Authority or the Board under these Rules.

Convening of Meetings

- 119. Meetings of the Authority are to be held at the times and places determined by the Authority subject to Rules 139 and 150.
- 120. Meetings of the Board are to be held at the times and places determined by the Board.

Attendance

- 121. (a). The Board Chair shall attend meetings of the Authority and shall provide information as required.
- (b). The auditor and the Comptroller are entitled to attend General Meetings of the Authority and be heard on any part of the business of the meeting which relates to their responsibilities.
- (c). The Authority may request the Chief Executive Officer attend any meeting, or any part of a meeting, of the Authority and provide information as requested. The request may be a standing invitation.
- 122. Any Councillor or General Manager of a Member who is not a Representative or Proxy and any employee of a Member and any Director is entitled to attend the Annual General Meeting of the Authority but is not entitled to vote.
- 123. A General Meeting of the Authority and a meeting of the Board will not be open to the public.
- 124. The Chief Executive Officer shall attend meetings of the Board and shall provide information as required.

Quorum

- 125. There is a quorum at a General Meeting of the Authority if:
 - (a). where the total number of Representatives is four or more, a minimum of three Representatives are present in person at the meeting and who collectively are entitled

- to exercise 50% or more of the votes; or
- (b). where the total number of Representatives is three or fewer, all Representatives are present at the meeting.
126. There is a quorum at a meeting of the Board if:
- (a). where the total number of Directors is four or less, at least two Directors are present at the meeting; or
 - (b). where the total number of Directors is five, more than half of the members of the Board are present at the meeting.
127. The only business that may be transacted at a meeting if the requisite quorum is not present is:
- (a). the election of a person to chair the meeting if the Chair or Board Chair, as appropriate, is absent; and
 - (b). the adjournment of the meeting.
128. If within 30 minutes after the time specified for a General Meeting of the Authority or for a meeting of the Board a quorum is not present, the meeting is to be adjourned to a date, time and place as determined by the Chair or Board Chair, as appropriate, within 14 days of the adjourned meeting. If, at the adjourned meeting, a quorum is not present within 30 minutes after the time specified for holding the meeting, the meeting is to be dissolved.
129. If a Representative, Proxy or Director is excluded under Rule 88 from being present at a meeting of the Authority or of the Board and taking part in the consideration and decision of the Authority or the Board in relation to a matter, a quorum for the purposes of considering and making a decision in relation to that matter is constituted by the number of Members votes or Directors specified as constituting a quorum less the number of Members votes or Directors so excluded.

Chair

130. (a). Subject to subrule (b), the Chair holds office for a term commencing at one Annual General Meeting and concluding at the Annual General Meeting in the calendar year two years after the appointment unless the Members at a General Meeting earlier remove the Chair by special resolution.
- (b). The Chair may be appointed at any time other than as provided in subrule (a), with the appointment concluding at the second Annual General Meeting after the appointment.
131. The Chair is entitled to chair every General Meeting of the Authority.
132. If the Chair is not present for the meeting, the meeting is to elect a chair for that meeting with authority to conduct the meeting as if they were the Chair.

Board Chair

133. The Board Chair is entitled to chair every meeting of the Board.
134. If the Board Chair is not present for the meeting, the meeting is to elect a chair for that meeting with authority to conduct the meeting as if they were the Board Chair.

Conduct of Meetings of the Authority

135. At least one General Meeting of the Authority is to be held in each quarter of the year.
136. Subject to the provisions of these Rules, the Chair is to determine the general conduct of and procedure at General Meetings of the Authority.
137. If the Chair considers it necessary or desirable for the proper and orderly conduct of the meeting, the Chair may demand the cessation of debate or discussion on any business, question, motion or resolution being considered by the meeting and require the business, question, motion or resolution to be put to a vote.
138. The Representatives are to adopt procedures which are considered necessary or desirable for the proper and orderly conduct of meetings including the proper and orderly casting or recording of votes at any General Meeting of the Authority. In the absence of such procedures the Chair may require the adoption of any procedures which the Chair considers necessary or desirable for the proper and orderly casting or recording of votes at any General Meeting of the Authority.
139. A Representative may participate in a meeting of the Authority by telephone, electronic mail or other electronic means, or any other means of communication provided by the Authority. A Representative who participates by such means shall be taken to have been present at the meeting.
140. The Authority may allow a person who is not a Representative to attend and participate in (but not to vote at) a meeting of the Authority for the purpose of advising or informing it on any matter.

Adjournment of a Meeting of the Authority

141. The Chair during the course of a General Meeting of the Authority may, with the approval of a majority of the Representatives present, adjourn the meeting to another time or place.
142. The Chair may, with the approval of a majority of the Representatives present, adjourn or defer any business, motion, question or resolution being considered or remaining to be considered by the meeting or any debate or discussion and may adjourn any business, motion, question, resolution, debate or discussion either to a later time at the same meeting or to an adjourned meeting.
143. No business may be transacted at any adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
144. Any adjourned meeting shall be held within 14 days of the adjourned meeting unless the majority of Representatives present agree otherwise. If the adjournment is for more than 30 days, notice shall be given of the adjourned meeting.

Voting at Meetings of the Authority and of the Board

145. Each:
 - (a). particular Member by its Representative is entitled to cast the number of votes determined in accordance with Rule 63 on each matter considered at meetings of the Authority;
 - (b). Director is entitled to cast one vote on each matter considered at meetings of the Board.

146. A question arising at a meeting is determined by a Simple Majority of the votes of Representatives or Directors present and able to vote at the meeting unless otherwise specified in the Rules.
147. A tied vote results in the question being determined in the negative.
148. A vote is to be taken in such manner as the Chair or the Board Chair directs.

Declaration of Vote

149. The Chair or the Board Chair may declare that a resolution has been carried or lost by:
- (a). a declaration by the Chair or the Board Chair that a resolution has been carried, carried by a specified majority, or lost; and
 - (b). an entry to that effect in the Minutes of the meeting,
- which is conclusive evidence of the fact without proof of the number or proportion of the votes in favour of or against the resolution.

Resolution in Writing or by Electronic Means

150. (a) A resolution in writing signed by a Simple Majority of Representatives ~~or Directors~~ entitled to vote on a resolution or a resolution transmitted to the Secretary by electronic mail or other electronic means is taken to have been passed at a duly called and constituted General Meeting of the Authority ~~or meeting of the Board~~. The resolution is taken to have been determined on the day upon which it is transmitted by the Secretary to the Representatives. ~~or Directors~~
- (b) A resolution in writing signed by a Simple Majority of Directors entitled to vote on a resolution or a resolution transmitted to the Board Secretary by electronic mail or other electronic means is taken to have been passed at a duly called and constituted meeting of the Board. The resolution is taken to have been determined on the day upon which it is transmitted by the Board Secretary to the Directors.
151. (a) A resolution of the type referred to in Rule 150(a) may consist of several documents in the same form, each signed by one or more Representatives ~~or Directors~~ provided the resolution is identically worded.
- (b) A resolution of the type referred to in Rule 150(b) may consist of several documents in the same form, each signed by one or more Directors provided the resolution is identically worded.
152. (a) If a majority of Representatives ~~or Directors~~ do not agree to the procedure in Rule 150(a), no resolution can be passed in this manner.
- (b) If a majority of Directors do not agree to the procedure in Rule 150(b), no resolution can be passed in this manner.

Special Resolutions

153. The Authority shall resolve a matter by special resolution if required by these Rules.
154. A matter may be resolved by special resolution only if:
- (a). it is passed at a General Meeting of the Authority, of which at least 14 days written notice has been given specifying the intention to propose the resolution as a special

resolution; and

- (b). it is passed by a majority of at least 75% of the votes which may be cast at the meeting.

Minutes and Papers

- 155. (a) The Authority ~~and the Board are~~ is to ensure that Minutes of their meetings are duly recorded by the Secretary.
 - (b) The Board is to ensure that Minutes of its meetings are duly recorded by the Board Secretary.
- 156. The Minutes are to include:
 - (a). the names of the Representatives or Directors present at General Meetings or meetings of the Board; and
 - (b). the persons present at any committee meeting.
- 157. The Minutes are to also include a record of:
 - (a). resolutions and proceedings of General Meetings of the Authority and meetings of the Board; and
 - (b). meetings of any committee.
- 158. The Minutes of any meeting, signed by the chair of the relevant meeting or by the chair of the next succeeding meeting, is evidence of the matters stated in the Minutes.
- 159. (a) The Minutes of Authority ~~and Board~~ meetings and all papers and reports considered by the Authority ~~and by the Board~~ are to be classified (in whole or in part) by the Secretary as “Open” or “Commercial-in-Confidence”.
 - (b) The Minutes of Board meetings and all papers and reports considered by the Board may be classified (in whole or in part) by the Board Secretary as “Open” or “Commercial-in-Confidence”.
- 160. Minutes, papers and reports marked “Commercial-in-Confidence” are, unless the Authority or the Board agrees otherwise, to be made available only to Representatives, Proxies and Directors and, through the ‘closed agenda’, to Members.
- 161. (a) The Secretary will provide: ~~(a).~~— in respect ~~to~~ of each Authority meeting:
 - (i). prior to each meeting, a copy of all papers and reports to be considered by the Authority; and
 - (ii). as soon as practicable after each meeting, a copy of the draft Minutes, to:
 - A. Representatives and Proxies;
 - B. Directors ~~and Board Secretary~~;
 - C. General Managers of Members for the information of Councillors and relevant Member employees;
 - D. the auditor;

- E. the Chief Executive Officer.
- (b). **The Board Secretary will provide** in respect to each Board meeting:
 - (i). prior to each meeting, a copy of all papers and reports to be considered by the Board; and
 - (ii). as soon as practicable after each meeting, a copy of the draft Minutes,
 - to:
 - A. Directors; and
 - B. the Chief Executive Officer.

Exclusion of Chief Executive Officer and Others from Certain Deliberations

162. (a) A person under consideration by the Authority for appointment or re-appointment as the Secretary ~~or by the Board for appointment or re-appointment as Chief Executive Officer~~ shall not be present during any deliberation of the Authority ~~or the Board~~ or at the time the Authority ~~or Board~~ makes a decision, in relation to:
- ~~(a).~~ (i) the appointment or re-appointment; or
 - ~~(b).~~—(ii) the determination or application of any terms or conditions on which the Secretary ~~or the Chief Executive Officer~~ holds office; or
 - ~~(c).~~ ~~the approval of the Chief Executive Officer engaging in paid employment outside the duties of the office of Chief Executive Officer; or~~
 - ~~(d).~~ (iii) the termination of the appointment of the Secretary. ~~or the Chief Executive Officer.~~
- (b) A person under consideration by the Board for appointment or re-appointment as the Chief Executive Officer or Board Secretary shall not be present during any deliberation of the Board or at the time the Board makes a decision, in relation to:
- ~~(a).~~ (i) the appointment or re-appointment; or
 - ~~(b).~~—(ii) the determination or application of any terms or conditions on which the Chief Executive Officer or Board Secretary holds office; or
 - ~~(c).~~ (iii) the approval of the Chief Executive Officer engaging in paid employment outside the duties of the office of Chief Executive Officer; or
 - ~~(d).~~ (iv) the termination of the appointment of the Chief Executive Officer or Board Secretary.
163. The Board may ~~in its discretion~~ request the Chief Executive Officer ~~and/or the Board Secretary~~ to leave the meeting at other times.

Validity of Proceedings

164. An act or proceeding of the Authority or the Board or of any person acting under any direction of the Authority or the Board is not invalid by reason only that at the time the act or proceeding was done, taken or commenced, there was a vacancy in the membership of the Authority or the Board.
165. Any act and proceeding of the Authority or the Board or of any person acting under any

direction of the Authority or the Board is valid even if:

- (a). the appointment of a Representative, Proxy or Director was defective; or
- (b). any person appointed as a Representative, Proxy or Director was disqualified from acting as, or incapable of being, a Representative, Proxy, Director as applicable.

PART 6 - CHIEF EXECUTIVE OFFICER AND OTHER EMPLOYEES

Appointment and Removal of Chief Executive Officer

- 166. The Board may appoint a person to be Chief Executive Officer.
- 167. The Chief Executive Officer is to be appointed by the Board at a duly constituted meeting.
- 168. The Chief Executive Officer may be an employee of a Member.
- 169. The office of the Chief Executive Officer is vacated upon the Chief Executive Officer:
 - (a). being convicted on indictment of an offence that concerns the making, or participation in making, of decisions that affect the whole or a substantial part of the business of the Authority, or concerns an act that has the capacity to affect significantly the Authority's financial standing;
 - (b). being convicted of an offence that is punishable by imprisonment for a period greater than 12 months or involves dishonesty and is punishable by imprisonment for at least 3 months;
 - (c). becoming an undischarged bankrupt under the law of Australia, its external territories or another country;
 - (d). executing a personal insolvency agreement under Part X of the *Bankruptcy Act 1966* or a similar law of an external Territory or a foreign country, and the terms of the agreement have not been fully complied with;
 - (e). resigning office by notice in writing to the Board Chair;
 - (f). being prohibited from being a director of a company under the *Corporations Act 2001* (Cth); or
 - (g). being elected as a Councillor of a Council.

Remuneration of Chief Executive Officer

- 170. The Chief Executive Officer will be paid such remuneration as the Board at a duly constituted meeting from time to time determines.

Travel and Other Expenses

- 171. The Chief Executive Officer is entitled to be paid from Authority funds all reasonable travel, accommodation and other expenses incurred by the Chief Executive Officer while engaged on the business of the Authority.

General Powers and Responsibilities of Chief Executive Officer

- 172. The Chief Executive Officer is responsible to the Board for the general administration and management of the Authority's business activities and, in particular, for the determination

of the number and types of employees and the terms and conditions of employment, consistent with the approved budget. On behalf of the Board, the Board Chair is the primary ~~contract~~ contact with the Chief Executive Officer.

173. The Board may delegate to the Chief Executive Officer, with or without conditions, any of the functions and powers that are within the power of the Board or that have been delegated to the Board by the Authority (including any specified power of on- delegation of those functions and powers) and are not by these Rules or by legislation directed or required to be exercised or done by the Authority in General Meeting.
174. The Chief Executive Officer is to exercise, subject to any conditions imposed, all powers and functions delegated by the Board in writing to be performed by the Chief Executive Officer.
175. The Chief Executive Officer may delegate any of his or her functions and powers as authorised by the Board, together with any relevant conditions imposed by the Board, to any person that has been appointed to assist the Board in performing and exercising its functions and powers.
176. The Chief Executive Officer shall ensure that the business and affairs and those functions and powers of the Board that the Board has specified are to be carried out by the Chief Executive Officer are managed and conducted in a manner that is in accordance with the Principal Objectives and Goals set out in Rule 8, with the Business Plan of the Authority, and with sound commercial practice.
177. The Chief Executive Officer shall provide advice information and assistance to the Board concerning its specified functions and powers (including any functions and powers delegated to it by the Authority), including such assistance as the Board may require with preparation of the Business Plan.
178. The Chief Executive Officer is to manage the resources of the Authority, and may be appointed as Comptroller.
179. The Board may require the Chief Executive Officer to attend all meetings of the Board.

Particular Responsibilities

180. The Chief Executive Officer shall undertake the following particular responsibilities to the satisfaction of the Board:
 - (a). provide advice to the Board with respect to its functions and powers;
 - (b). coordinate and implement the objectives, policies, programs and decisions of the Authority and of the Board;
 - (c). prepare or assist in the preparation of strategic, business, marketing and operational plans for the Board;
 - (d). identify, pursue and implement development and commercial opportunities to the betterment of the organisation;
 - (e). manage the day-to-day trading activities of the Authority;
 - (f). prepare or oversee preparation of financial and other reports and maintain records/reports requested by the Board;

- (g). subject to any relevant policies approved by the Authority or Board, provide public or media statements on matters relating to the organisation;
- (h). represent the organisation on State or Regional committees regarding waste treatment and management and other matters related to the Authority's trading activities;
- (i). initiate, develop and promote policies, practices and processes for the effective and efficient allocation and control of resources (human and financial) for the Board's operational activities;
- (j). undertake risk management, environmental management and community liaison;
- (k). establish, and review and update where necessary, preventative maintenance programs for all machinery, plant and infrastructure associated with the organisation;
- (l). provide leadership and management of employees and contractors involved, manage performance, and provide support for employees supervised;
- (m). implement and monitor the organisation's ~~ork~~ Work Health and Safety policies environmental policies, procedures and programs;
- (n). adhere to all policies and procedures;
- (o). ensure that environmental management is established and maintained in accordance with relevant legislation, Environmental Approvals, and other permits, licences and notices;
- (p). review and report on the performance of environmental management, including recommendations for improvement and compliance with relevant legislation, Environmental Approvals, and other permits, licences and notices;
- (q). in conjunction with the Secretary, provide induction training for newly appointed Representatives ~~and~~ Proxies; and **in conjunction with the Board Secretary, provide induction for newly appointed** Directors;
- (r). report to the Board on operations and performance against the Business Plan and Strategic Plan in general terms and on specific current initiatives; and
- (s). perform other duties that are within the limits of his or her skill, competence and training.

Strategic and Business Plans

181. Under the direction of the Board:

- (a). the Chief Executive Officer shall, by 31 May in each year, prepare and annually update a Strategic Plan that sets out the strategic priorities of the Authority for the forthcoming five years for the approval of the Authority by 30 June in each year;
- (b). the Chief Executive Officer shall, by 31 May in each year, prepare a draft Business Plan for the financial year commencing on the following 1 July for the approval of the Authority by 30 June in each year.

182. The Business Plan shall:

- (a). contain a summary of the projected financial results of the Authority in respect of the current financial year and the financial year covered by the Plan;
- (b). include a draft budget for the financial year covered by the Plan;
- (c). include an estimate of any dividend that is likely to be recommended in respect of the current financial year;
- (d). specify the undertakings and assets that are the main undertakings of the Authority, and include a list of all major current contracts and proposed tenders and major contracts;
- (e). include an estimate of any financial commitments likely to be required from Participating Councils in the financial year following the year covered by the Plan which is to be supplied to Participating Councils by 28 February of each financial year;
- (f). be in a form and contain all such information that a reasonable Authority would require to be contained in a Business Plan in respect of a business of similar size and nature; and
- (g). be consistent with the Principal Objectives and Goals.

183. The Business Plan shall include performance measures, and reflect these measures in reporting the achievement of strategic outcomes and objectives for the year.

184. Intentionally Omitted.

185. If a current, enforceable waste services contract that includes the calculation of gate fees for the next financial year has not been agreed between the Authority and each Member, the Chief Executive Officer shall provide the draft budget to Members before 31 March in each year for information, comment and feedback prior to the preparation of the final Business Plan for submission to the Board.

186. If a draft budget is provided to Members under Rule 185 and comments are subsequently provided from Members, the Chief Executive Officer shall, if necessary, revise the draft Business Plan and shall present the revised Business Plan to the Board for consideration.

187. The Chief Executive Officer shall review the draft Business Plan in accordance with any comments from the Board prior to its submission to the Authority for approval.

188. Once approved by the Board, the Business Plan shall be provided by the Board Secretary to the Authority at its next meeting for review and approval.

189. A General Meeting of the Authority shall review the Business Plan prepared by the Chief Executive Officer for the succeeding financial year before 30 June in each year.

190. Once approved by the Authority: ~~(a).~~ and subject to any commercially sensitive aspects being separated into a separate section and marked 'commercial in confidence', the Business Plan shall be provided to each Member. ~~;~~ and

~~(b).~~ the Strategic Plan and the Business Plan shall be submitted to the Annual General Meeting for noting.

191. Intentionally omitted.

192. The Authority's Annual Reports shall be made available to the public on the Authority's website.

Quarterly and Other Reports

Quarterly Report to Authority

193. The Chief Executive Officer is to provide the Board with a quarterly report which includes, in relation to the Authority:
- (a) a report on general performance;
 - (b) a report on financial performance;
 - (c) a statement of statutory, environmental and contractual compliance;
 - (d) a report on performance in meeting the Principal Objectives and Goals;
 - (e) a report on performance under its Business Plan; and
 - (f) a report on any matters specifically identified by the Authority or significant issues arising from delegated functions.
194. Once approved by the Board, the Quarterly Report shall be provided to the Authority at its next meeting for endorsement.
195. Intentionally omitted.
196. Quarterly financial reporting shall include a comparison of actual performance against the budget.
197. The Chief Executive Officer is required to submit to the Board the report referred to in Rule 193 as soon as practicable after the end of March, June, September, and December in each year.
198. Intentionally omitted.

Contractual Obligations

199. The Chief Executive Officer shall prepare, maintain and adhere to guidelines and negotiating parameters approved by the Authority or by the Board for the conduct of contract negotiations.
200. Intentionally omitted.

Policy Development

201. In the development of strategic policy, the Authority, through the Secretary, shall provide draft papers for consideration and comment by Members with any comment received being taken into account in the preparation of final proposals for endorsement by the Authority.

Employees of the Authority

202. The Chief Executive Officer may if authorised by the Authority appoint a person or persons to assist the Authority and the Board in performing and exercising their functions and powers.
203. The Chief Executive Officer is to establish and maintain appropriate policies and procedures

related to employees of the Authority.

Secretary

204. (a) The Authority is to appoint a person to be Secretary of the Authority, and that person ~~shall~~ **may also be appointed as the Board Secretary of the Board.**
- (b) ~~The Authority may authorise the Board to appoint a Board Secretary who is not also the Secretary.~~
- (c) ~~If the Board is authorised under Rule 204(b) to appoint a Board Secretary, the Board shall determine the remuneration, terms and conditions of that appointment and manage the performance of the Board Secretary.~~
- (d) ~~At its discretion, the Authority may review the separate appointment of the Board Secretary and, subject to the conditions of the Board Secretary's appointment, revoke the authority granted to the Board under Rule 204(b).~~
- (e) ~~The Authority will not appoint, review or revoke the authority to appoint a Board Secretary under Rule 204(b) during the period that commences two months before and ends four months after scheduled Local Government elections that are applicable to all Participating Councils.~~
205. (a) The Secretary may be the Chief Executive Officer or an employee of ~~the Authority~~ **or a Member.**
- (b) ~~The Board Secretary may be an employee of the Authority.~~
206. Subject to Rule 207:
- (a). the Chair may appoint a person as Acting Secretary, if the Secretary is absent or otherwise unable to perform the functions of Secretary, for the period the Secretary is absent or unable to perform the functions of Secretary; ~~and~~
- (b) ~~the Board Secretary may be appointed as Acting Secretary under sub-Rule (a);~~
- (c). the Acting Secretary has the powers and functions of the Secretary for the period of the appointment.
207. If the Secretary is absent or intends to be absent for more than a calendar month the Chair's decision to appoint an Acting Secretary in accordance with Rule 206 is to be ratified at the next meeting of the Authority.

Duty to Notify Authority of Adverse Developments and Reports

208. The Chief Executive Officer shall immediately notify the Board after the Chief Executive Officer becomes aware of any development that may:
- (a). significantly affect the financial viability or operating ability of the Authority; or
- (b). significantly affect the Authority in an adverse manner.

PART 7 - FINANCIAL ARRANGEMENTS, ACCOUNTS & AUDIT

Authorised deposit taking institution accounts

209. The Board may open and operate any authorised deposit taking institution accounts it considers necessary, provided that:

- (a). those authorised deposit taking institution accounts comply with the requirements in Section 81 of the Act; and
- (b). the opening of the authorised deposit taking institution account is reported to the next General Meeting of the Authority.

Financial Contributions and Revenue

210. Other than payments for gate fees based on tonnage for waste or refuse disposal at the Site, Members are not required to make any Proportionate Payment to the Authority, unless the Authority on the advice of the Board directs that this is necessary for the operational needs of the Authority.

Investment

211. The Board may invest money in accordance with an investment policy approved by the Authority:
- (a). in any manner in which a trustee is authorised by law to invest trust funds;
 - (b). in any investment the Treasurer approves; or
 - (c). in any other manner or investment that satisfies the provisions of the Act for the investment of money by Councils.

Borrowing

212. The Authority may not raise a new loan in any financial year exceeding any amount the Treasurer determines for that financial year.
213. (a). The Authority shall not raise a loan or obtain any form of financial accommodation unless the proposed loan or financial accommodation is first approved by special resolution.
- (b). The Board may not raise any loan or obtain any form of financial accommodation without the express consent of the Authority.

Accounting records

214. The Board shall keep accounting records in accordance with the *Financial Management and Audit Act 1990* (Tas).
215. The Board shall keep such accounting records that correctly record and explain its transactions and financial position and keep those records in a manner that:
- (a). allows true and fair accounts of the Authority to be prepared from time to time;
 - (b). allows the Authority's accounts to be conveniently and properly audited or reviewed; and
 - (c). complies with Australian Accounting Standards and other mandatory professional reporting requirements.

Financial statements

216. Within 60 days after the end of each financial year the Chief Executive Officer shall prepare the financial statements of the Authority relating to that financial year including:

- (a). an operating statement for the financial year; and
- (b). a statement of financial position as at the end of the financial year; and
- (c). a statement of cash flows for the financial year; and
- (d). statements, reports and notes attached to or intended to be read with the financial statements.

Audit

- 217. The accounts and financial reports of the Authority are subject to the *Financial Management and Audit Act 1990* (Tas).
- 218. The accounts and financial reports of the Authority are to be audited in accordance with the *Financial Management and Audit Act 1990* (Tas).

PART 8 - DIVIDENDS AND OTHER PAYMENTS

Declaration of Dividend

- 219. The Representatives in General Meeting may, on the advice of the Board, declare a dividend in respect of the results of the financial transactions of the Authority during each financial year that is to be distributed to the Members. The Authority may not declare a dividend in excess of the amount recommended by the Board. The dividend is to be paid by the end of each following financial year.
- 220. The dividend may be paid only out of profits in accordance with the principle of real capital maintenance and after payment of guarantee fees and tax equivalents.

Distribution of Dividends

- 221. The dividend shall be distributed only to the Members in proportion to their respective shares or interest in the equity of the Authority as set out in the Equity Interest Register.

Distribution of Other Payments

- 222. Any payments the Authority receives from the Treasurer or the Comptroller are to be distributed in accordance with Rule 223 after deduction therefrom of any amount of such payment to which the Authority is entitled.
- 223. If any payment referred to in Rule 222 can reasonably be categorized as being referable to the Land, the balance of the payment, after any entitlement due to the Authority, is to be distributed between the Owner Councils in proportion to their respective interests in the Land set out in the Ownership Interest Register. If such payments can reasonably be categorized as being referable to the operations of the Authority, the balance of the payment, after any entitlement due to the Authority, is to be distributed between the Members in the same proportions to their respective shares/interest in equity set out in the Equity Interest Register.

PART 9 - MISCELLANEOUS

Immunity from Liability

224. The Authority shall, to the extent permitted by law, indemnify a person who is, or has been, an officer against any liability incurred by that person in his or her capacity as an officer to a person other than the Authority.
225. To the extent permitted by law, the Authority indemnifies each officer against:
- (a). liability incurred by the officer in his or her capacity as an officer of the Authority to a person other than the Authority unless the liability arises out of conduct on the part of the officer which involves a criminal act, lack of good faith, or a malicious act or omission; and
 - (b). any liability for costs and expenses incurred by the officer in his or her capacity as an officer of the Authority:
 - (i). in defending any proceedings in which judgment is given in favour of the person or in which the person is acquitted; or
 - (ii). in connection with an application, in relation to those proceedings, in which a court granted relief to the person,
except where such proceedings or application arises out of or is connected with conduct of the type referred to in Rule 225(a).
226. In Rules 224, 225 and 227 “officer” includes a Representative, a Director, the Chief Executive Officer, the Secretary, **the Board Secretary**, the auditor, the Comptroller, and any other person employed by the Authority.

Insurance Premiums

227. The Authority may, on the advice of the Board, pay a premium on a contract insuring a person who is, or has been, an officer against liability other than a liability arising out of the type referred to in Rule 225(a).

Notices

228. Any notice required to be given to a person under these Rules is effectively given and is taken to be received if it is:
- (a). delivered by hand to the person; or
 - (b). left at, or sent by post to, the person’s postal or residential address or place of business or employment last known to the giver of the document; or
 - (c). sent by way of electronic mail to the person’s electronic mail address last known to the giver of the document.
229. Any notice required to be given to a Member under these Rules is effectively given and taken to be received if it is:
- (a). left at, or sent by post to, the Council Offices of that Member; or
 - (b). sent by way of electronic mail to that Member’s electronic mail address.

Seal and Execution of Sealed Documents

230. (a). The seal of the Authority is to be in the form of a rubber stamp, inscribed with the name of the Authority and the words “Common Seal”.

- (b). The seal shall remain in the custody of the Secretary.
- (c). The seal of the Authority shall not be affixed to any instrument except by resolution of the Authority.
- (d). Documents that are sealed by the Authority are to be attested by:
 - (i). the signatures of one Representative appointed for that purpose by the Authority and of the Secretary; or
 - (ii). if the Secretary is a party to the document to be sealed, two Representatives of the Authority appointed for that purpose by the Authority,and that attestation is sufficient for all purposes that the seal was affixed by resolution of the Authority.

Amendment of Rules

- 231. (a). These Rules may only be amended by a special resolution of Representatives and subsequently by a majority of Members.
- (b). In addition to the requirements in sub-rule (a) the Authority must comply with the requirements of sections 31 and 32 of the Act unless the amendments are:
 - (i). of a technical or administrative nature; and
 - (ii). do not significantly alter the purpose or objectives of the Authority; and
 - (iii). do not significantly alter the interaction between the Authority and the public.
- 232. The Rules shall be subject to a review at least every five years and be updated to reflect contemporary best practice and the requirements of Members.

Winding Up

- 233. The Authority may be wound up:
 - (a). as provided in the Act; or
 - (b). if no provision is made in the Act, where a General Meeting resolves by special resolution that it be wound up.

Surplus

- 234. On the winding up of the Authority, the person appointed to administer the winding up shall distribute any assets or proceeds between the Members that remain after payment of the expenses of the Authority.
- 235. The assets to be distributed to Members are to be apportioned according to their share/interest in equity set out in the Equity Interest Register.

Insolvency

- 236. In the event of the insolvency of the Authority, the Members are responsible for the liabilities of the Authority. The liability of each Member to be calculated using their Independently Verified Annual Share of Municipal Waste disposed of at the Site at the earlier date of:

- (a). the resolution or decision to wind up;
- (b). the decision, direction or approval of the Minister for the winding up.

Liabilities of the Authority

237. Each Member is responsible for any liabilities of the Authority apportioned according to their Independently Verified Annual Share of Municipal Waste at the date when the liability was incurred.

Rates

238. The Authority is to pay to the Sorell Council the rates and charges associated with the Land whether or not it leases all of the Land and whether or not all the Land is used as a landfill disposal site.

Ownership and Lease of the Copping Refuse Disposal Site

239. The Owner Councils are to lease to the Authority the Land on the following terms:
- (a). for an initial term of fifty (50) years;
 - (b). at a rental (determined, if necessary, by an independent qualified valuer) representing the fair market rental for the Site; and
 - (c). such other usual terms and conditions as would be usual and appropriate for such a lease.

Documentation

240. All of the Authority's and the Board' electronic and hardcopy documentation ("documentation") shall be adequately secured by appropriate means including appropriate back-up arrangements off site in a location agreed by the Authority and Lease Administrator to ensure the information is safely secured and may be retrieved if for any reason it is not available from other business records. If the parties are not able to agree on a suitable location then, the documentation is to be stored at the Clarence City Council's offices.
241. The Authority grants the Members a licence to copy, reproduce and distribute in whole or in part to any person acting on behalf of the Members any documentation that is provided to the Members by the Authority.

Business Name of the Authority

242. The Authority and the Board are to use a business name for the Authority (the "approved business name"), and shall not use any other name for the Authority other than that name.
243. Until determined otherwise by special resolution of the Authority, the approved business name shall be 'Southern Waste Solutions'.
244. The approved business name is to be used by the Authority and the Board on formal documentation, and in advertising, promotion, sponsorship, marketing of the Authority and related activities.
245. The approved business name is to be registered by the Authority (whether as a business name, domain name, or other registered name) in the name of the Authority or the Members as required by the Lease Administrator.

246. The Authority and the Board shall not sub-license, sub-let, transfer or otherwise enter into any commercial arrangement or understanding with any other person regarding the approved business name, without the prior written approval of the Lease Administrator.

PROPOSED AMENDMENTS

SCHEDULE 1: PROPORTIONATE PAYMENTS AND SHARES

Proportionate Payments

- 1 Each Member will on the Authority's request pay their applicable Proportionate Payments calculated in accordance with their Independently Verified Annual Share of Municipal Waste disposed at the Site.

Interests

At 1 July 2017 the relevant interest of Members are as follows:

Equity Interest Register

Member	Share/Interest
Clarence City Council	48%
Sorell Council	24%
Tasman Council	8%
Kingborough Council	20%

Ownership Percentage Register

Owner Council	Percentage/Share
Clarence City Council	60%
Sorell Council	30%
Tasman Council	10%

Annual Share of Municipal Waste Register

Member	Share/Interest
Clarence City Council	50%
Sorell Council	16%
Tasman Council	5%
Kingborough Council	29%

Voting Rights Register

Member	Votes
Clarence City Council	4
Sorell Council	2
Tasman Council	1
Kingborough Council	2

EXECUTION BY THE SUBSCRIBING COUNCILS

<p>The Common Seal of the CITY OF CLARENCE was affixed this day of _____ 202_ pursuant to a resolution of the Council made the _____ day of _____ 202_ in the presence of:</p>	<p>Corporate Secretary and/or Mayor and/or Chief Executive Officer</p>
<p>The Common Seal of the KINGBOROUGH COUNCIL was affixed this _____ day of _____ 202_ pursuant to a resolution of the Council made the _____ day of _____ 202_ in the presence of:</p>	<p>Corporate Secretary and/or Mayor and/or General Manager</p>
<p>The Common Seal of the SORELL COUNCIL was affixed this _____ day of _____ 202_ pursuant to a resolution of the Council made the _____ day of _____ 202_ in the presence of:</p>	<p>Corporate Secretary and/or Mayor and/or General Manager</p>
<p>The Common Seal of the TASMAN COUNCIL was affixed this _____ day of _____ 202_ pursuant to a resolution of the Council made the _____ day of _____ 202_ in the presence of:</p>	<p>Corporate Secretary and/or Mayor and/or General Manager</p>

8.4.3 DERWENT RIVER FERRY EXPANSION**EXECUTIVE SUMMARY****PURPOSE**

The purpose of this report is to provide detail on the development of infrastructure to enable the expansion of the ferry service operating on the Derwent River, to seek approval in-principle for the location of the proposed new passenger ferry terminals, including at Lindisfarne Bay, and to undertake community consultation in respect to the Lindisfarne Bay location.

RELATION TO EXISTING POLICY/PLANS

Council's Strategic Plan is relevant.

LEGISLATIVE REQUIREMENTS

There are no relevant legislative requirements.

CONSULTATION

The community has expressed strong support for the expansion of ferry services on the Derwent River to provide alternative transportation opportunities for commuters and to help reduce traffic congestion on Greater Hobart highways and main roads.

The Greater Hobart Councils are working collaboratively on this project as a component of the Greater Hobart City Deal. Broad community consultation will be undertaken once preferred sites are confirmed. This consultation will seek to identify specific community concerns, including in relation to traffic and parking, as well as opportunities associated with the proposed location/s being investigated. The findings of this consultation will be used to inform design and other considerations before further consultation by the Department of State Growth.

FINANCIAL IMPLICATIONS

The Australian Government has provided funding of \$20M to develop infrastructure at key locations to enable the expansion of the ferry service to proceed.

The report also details investment by the Tasmanian Government and its commitment to the operation of an expanded ferry service.

RECOMMENDATION:

That Council:

- A. Notes the report detailing the development of infrastructure to enable the expansion of the ferry service operating on the Derwent River (Attachment 1 of the Associated Report).
- B. Notes that Australian Government grant funding of \$20M has been secured to develop infrastructure at key locations to enable the expansion of the ferry service to proceed.

- C. Provides in-principle support for the establishment of the proposed new passenger ferry terminal at or near the Lindisfarne Sailing Club (LSC) site in Lindisfarne Bay, with an alternative, secondary site at the end of Natone Street also supported should the LSC site ultimately not be viable.
- D. Notes the proposed establishment of additional ferry terminals outside of the municipality, at Wilkinsons Point and Sandy Bay.
- E. Authorises the Chief Executive Officer to:
 - a. Progress the development of plans, identification of P90 cost estimates and any additional stakeholder engagement required for the ferry terminal to be located at the LSC site in Lindisfarne Bay.
 - b. Undertake community consultation in respect to the proposed Lindisfarne Bay ferry terminal at LSC and, in the alternative, Natone Street, in accordance with the attached Consultation Plan (Attachment 2 to the Associated Report), to report the findings of that consultation to council, and to consider those findings in any detailed planning undertaken in preparation to lodge applications for development approval as required.
 - c. Undertake an advocacy campaign (in conjunction with other Greater Hobart Councils) to strongly encourage the Tasmanian Government to develop systems to enable direct connectivity between Metro Tasmania and Derwent River passenger ferry terminals.
 - d. Investigate the imposition of time limited parking restrictions in the proximity of existing or future passenger ferry terminals, with the aim of effectively limiting all day parking in those areas.

ASSOCIATED REPORT

1. BACKGROUND

- 1.1. This project is being progressed as a component of the Greater Hobart City Deal. Governance arrangements are in place with the establishment of a Steering Committee comprising of the CEOs of the City of Hobart, Clarence City Council and the Kingborough Council along with the General Manager of the Glenorchy City Council. The Steering Committee reports directly to the Hobart City Deal Implementation Board.

- 1.2. Hobart commuter ferry services commenced as a one-year trial to establish demand. To date, over 200,000 passengers have used the service, with around 10,000 passengers using it during the January 2022 Ashes Test alone. Due to the high uptake of this trial service, a second vessel was deployed from the end of November 2021 to run an additional four services a day, bringing the total daily services to 19 and catering for an additional 400 passengers a day.
- 1.3. In December 2021, a limited trial of Saturday services commenced to support summer access to the Hobart CBD, subsidised by the Hobart City Council. The additional services ran on Saturdays from mid-December 2021, carrying an average of over 700 visitors each Saturday. The trial is widely regarded as a success and there is strong community support.

2. REPORT IN DETAIL

- 2.1. Greater Hobart is seeing population, employment, and tourism growth which is increasing the demand for space and placing pressure on existing transport infrastructure. Even accounting for slowing population growth into the future there is a need to provide more transport options for the Greater Hobart area to ease existing and future traffic congestion issues.
- 2.2. Ferries reduce road congestion and are competitive against other modes of transport where they provide a clear journey time advantage. Across the Greater Hobart Region, a ferry network will assist in reducing road traffic congestion.
- 2.3. International evidence is clear that public transport is most successful when it caters for all people partaking in a wide range of societal activities. A connected multi-modal network providing connections – directly and via interaction – is critical to achieving this. In Greater Hobart’s case, a modern ferry network fills a gap in public transport provision.
- 2.4. Notably, ferries are an established part of the transport system for other river-based capital cities in Australia, such as Brisbane and Sydney.

- 2.5.** Work commissioned by the Greater Hobart councils during 2022/23 confirmed the viability of an expanded passenger ferry service on the Derwent River. The work also confirmed the need (as an initial priority) for new (or upgraded) terminals at Lindisfarne, Wilkinsons Point and Sandy Bay. The report also identified the locations of Regatta Point, Kingston Beach and Geilston Bay as priorities for development of the infrastructure in a subsequent round.
- 2.6.** The Tasmanian Government developed the draft River Derwent Ferry Service Master Plan. This plan considered over 30 potential locations for new passenger ferry infrastructure on the Derwent River and shortlisted areas identified as a priority for development. The prioritised locations identified align with the Councils' priorities.
- 2.7.** The Master Plan, however, differs in identifying Howrah Point, rather than Geilston Bay as a second-round priority. The draft plan is being finalised and will be presented to the new Minister for Transport in the near future.
- 2.8.** Following the initial investigations, local engineering firm Burbury Consulting was engaged by the Councils to undertake a detailed assessment of each locality to identify the specific site, develop concept plans and P90 costings for the proposed infrastructure.
- 2.9.** Burbury Consulting has also been engaged by the Tasmanian Government to undertake the design development of the upgraded ferry terminal at Bellerive. The use of this local firm provides the benefit of extensive local knowledge and consistency of the design for all terminals.
- 2.10.** Numerous sites in each of the locations identified by the Councils were assessed against established criteria. A report detailing each of the sites, the assessment process and the proposed site in each area is attached (**Attachment 1**).

2.11. The proposed locations are:

Lindisfarne Sailing Club

The assessment of the sites at Lindisfarne was complex with the assessment of two sites (Lindisfarne Sailing Club and Natone Street) very close. The following two factors resulted in the Lindisfarne Sailing Club being proposed as the best location:

- a) The Sailing Club is particularly supportive of the proposed development and keen to work with the Councils to develop the proposed infrastructure.
- b) The Tasmanian Government, who will operate the passenger ferry network, favour the Sailing Club location.

Development of the new terminal may also provide some facilities that can be used to support the Sailing Club's ongoing operation.

Natone Street

The option of establishing a new passenger ferry terminal in the area off the end of Natone Street was assessed as having merit. The area currently comprises of a gravel carpark and open space, it has convenient access to the catchment and space to enable the possible establishment of a small carpark or bus terminus. The site is somewhat exposed to prevailing weather conditions but provides ease of vessel access, as there are no moorings or maritime restrictions that would apply to a ferry.

Wilkinsons Point

The existing Council owned jetty at Wilkinsons Point has been assessed as the most appropriate site for development within the City of Glenorchy. The jetty will require significant upgrade with improved connectivity to adjacent developments in the area.

Sandy Bay

Four sites in Sandy Bay were assessed with two sites being shortlisted for more detailed consideration.

2.12. Car Parking at or near Ferry Terminals

Concerns have been raised regarding a proliferation of car parking by ferry users in close proximity to the new passenger terminals. The Tasmanian Government has been very clear that the new facilities will not be supported by car parking.

2.13. To address this issue, and to recognise that long day parking has been an issue of concern regarding the Bellerive ferry terminal, it is proposed that:

- a) Community consultation in relation to the proposed new ferry terminal in Lindisfarne Bay include opportunities to provide feedback in relation to traffic and parking concerns in the immediate area.
- b) Subject to consultation outcomes, Council consider undertaking a parking survey of the local area pre-terminal installation, to assist with future parking demand reviews which may recommend implementation of time limited parking restrictions in the proximity of any new terminal.
- c) Greater Hobart Councils lobby the Tasmanian Government to improve seamless connectivity of Metro Tasmania bus services with the newly established ferry terminals, plus the Bellerive ferry service.

3. CONSULTATION**3.1. Community Consultation Undertaken**

The community has previously expressed strong support for the expansion of ferry services on the Derwent River to provide alternative transportation opportunities for commuters and help reduce traffic congestion on the roads.

3.2. State/Local Government Protocol

The Greater Hobart Councils are working collaboratively on this project as a component of the Greater Hobart City Deal. The Councils are also collaborating closely with the Tasmanian Government via officers in the Department of State Growth on all aspects of this project.

3.3. Other

Through the Greater Hobart City Deal, councils and the Tasmanian Government have engaged with the Australian Government in relation to funding of expansion options, resulting in \$20M grant being awarded.

The Tasmanian Government undertook a high level of consultation when releasing the draft River Derwent Ferry Service Masterplan. This plan detailed each of the sites now proposed for establishment by the Councils.

An area in close proximity to the Lindisfarne Sailing Club was identified with the expansion to this site noted to be a priority.

3.4. Further Community Consultation

In respect to the proposal to locate a ferry terminal in Lindisfarne Bay or Natone Street, further community consultation is proposed. This consultation will seek to identify specific concerns and opportunities associated with the proposed location/s, including in relation to traffic and parking. A consultation plan is included with this report (**Attachment 2**).

4. STRATEGIC PLAN/POLICY IMPLICATIONS

Council's Strategic Plan 2021-2031 within the Strategic Goal Area *A Well-Planned Liveable City* contains the following Strategy:

“2.2 Developing and implementing a comprehensive transport strategy for the city”.

5. EXTERNAL IMPACTS

The grant funding awarded by the Australian Government to the Greater Hobart Councils contains particular timelines and obligations that must be met. These requirements have been addressed elsewhere within the report.

6. RISK AND LEGAL IMPLICATIONS

6.1. The Greater Hobart Councils, with the City of Hobart as the recipient council, have entered into a grant agreement with the Australian Government for receipt of granting funding for the design, development and construction of the public ferry terminals.

- 6.2.** The grant agreement provides for funding payments in accordance with achievement of milestones. If those milestones are not reached in accordance with the grant agreement, the Australian Government can terminate the grant agreement.

7. FINANCIAL IMPLICATIONS

- 7.1.** In April 2022, in the lead up to the Federal Election, the Labor Party announced a funding commitment of \$20M to develop infrastructure that would facilitate the expansion of a ferry service on the Derwent River. After winning the election, the Federal Labor Government confirmed the availability of the capital funding in the October 2022 Federal budget.
- 7.2.** Following a protracted application process, the Australian Government funding has now been secured and a grant deed has been executed accordingly.
- 7.3.** The Tasmanian Government also made a commitment to the enhancement of the existing ferry service (from the CBD to Bellerive) with a commitment of \$19.5M to upgrade facilities at Bellerive and operate the service.
- 7.4.** More recently (during the Tasmanian Election campaign) the Tasmanian Liberal Party committed an additional investment of \$20M to help develop infrastructure to support an expanded ferry service, which has recently been expanded to include weekend sailings.
- 7.5.** While there is no direct investment to be provided by Local Government for the operation of the service, it will be incumbent on the Councils to invest in shore-based transport facilities (walkways, cycleways etc) to ensure the ferry service is well connected to existing services and centres. To this end, each Council will contribute \$500,000 over a two year period. No funds have been budgeted in the FY2024/25 financial year, however, if required, these funds (\$250,000) can be allocated via a separate council decision.
- 7.6.** It is also intended that investment be leveraged from third parties to help develop and optimise the shore-based facilities at each location.

- 7.7.** The work undertaken to date has confirmed that the available budget will be adequate to develop the terminals in each location as proposed. This will be validated following the development of concept designs and the associated identification of cost estimates.
- 7.8.** A condition of the funding provided by the Australian Government is that the Councils own and maintain the terminals for a minimum of five years.
- 7.9.** The Councils will, however, work collaboratively to negotiate the longer-term transfer of ownership of the new terminals to the Tasmanian Government.
- 7.10.** As the Council will not be planning for the replacement of the terminals, a future report will be prepared that recommends that annual depreciation not be recognised for the infrastructure.
- 7.11.** During the period that the terminals will be within council control, it is expected that some operating costs may impact on each council’s budget. With this in mind, a basic annual operational budget has been developed, with the aim of utilising any commercial activity at each site against basic expenses:

Revenue

Kiosk rental	\$20,000
Advertising at terminal	\$ 5,000

Expenses

Insurance	\$ 3,000
Electricity	\$ 2,000
Maintenance & Repair	\$20,000

- 7.12.** At this stage these estimates are very indicative but suggest expenses associated with the terminals could be offset by income derived from their operation.

8. ANY OTHER UNIQUE ISSUES

No other issues.

9. CONCLUSION

9.1. Work commissioned by the Greater Hobart Councils during 2022/23 confirmed the viability of an expanded passenger ferry service on the Derwent River. The work also confirmed the need (as an initial priority) for new (or upgraded) terminals at Lindisfarne, Wilkinsons Point and Sandy Bay.

9.2. The report seeks approval in principle for the location of the proposed new passenger ferry terminals, with Lindisfarne Bay being the preferred location for the next terminal in Clarence.

Attachments: 1. Report on Proposed Site Locations and Assessment Process (60)
2. Consultation Plan (8)

Ian Nelson
CHIEF EXECUTIVE OFFICER



Burbury
CONSULTING

PROJECT

HCC Derwent Ferries
Site Appraisal Investigation

CLIENT

Hobart City Council

DATE

June 2024

▲ CIVIL ▲ STRUCTURAL ▲ MARITIME ▲ PROJECT MANAGEMENT

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1. Introduction

The Greater Hobart region is experiencing rapid growth in population, employment, and tourism, putting pressure on existing transport infrastructure. The Derwent River has historically played a vital role in supporting the area's development, with ferry services dating back to 1818. The recent success of the Derwent Ferry trial service, which began in August 2021 and has transported over 140,000 passengers, has led to the Tasmanian Government extending the trial into its second year. With a commitment of an additional \$18.5 million over four years, the government aims to establish a permanent ferry service between Hobart and Bellerive, along with necessary permanent infrastructure upgrades. In addition, the Federal Government has also pledged \$20 million through the Priority Community Infrastructure Program (PCIP) to expand the ferry network as part of their 2022 election commitment.

A Steering Committee, formed with representation from four greater Hobart councils (Hobart City Council, Glenorchy City Council, Clarence City Council and Kingborough Council) was commissioned to conduct a proof-of-concept study. The proof-of-concept report, completed by Stantec dated June 2023, provides an understanding of the feasibility of an expanded ferry network that not only accommodates the region's rapid growth but also serves as a catalyst for achieving transport sustainability.

Leveraging the success of the current ferry service and insights from prior studies on expanding the Derwent ferry network, the Steering Committee identified several potential locations for new additional terminals:

- Lindisfarne
- Wilkinsons Point / MyState Bank Arena
- Sandy Bay (Wrest Point)
- Regatta Ground
- Geilston Bay
- Kingston Beach

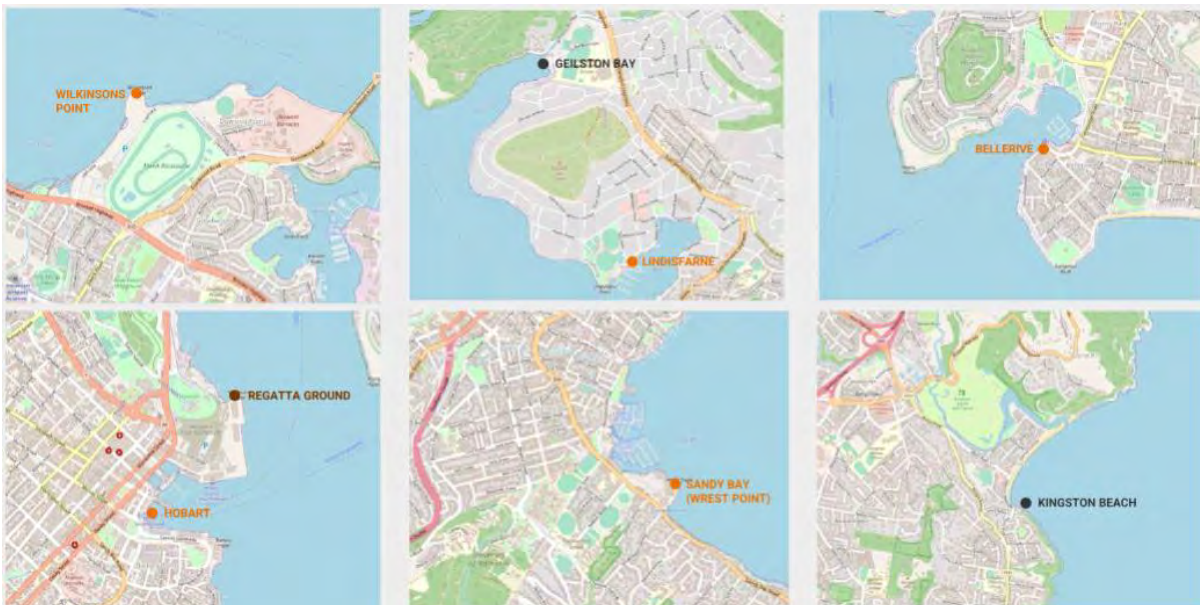


Figure 1-1 Approximate Location of additional terminals

The study revealed a 'reference case' demand for approximately 1,100-1,200 commuter boardings per day from these locations, projected to increase to 1,650 with Travel Demand Management measures. This estimate, comparable to the Bellerive-Hobart CBD route, doesn't account for potential demand from education trips and visitors.

While the expanded network would significantly benefit Greater Hobart Communities, constraints were identified, including waterside issues like wave-climate and moorings, impacting locations at Kingston Beach and Geilston Bay. At this stage of the project, there is no requirement of a 'park and sail' options for any site.

The Steering Committee has identified three development regions listing in order of priority being:

1. Lindisfarne,
2. Wilkinsons Point and
3. Sandy Bay (Wrest Point)

A staged infrastructure study for each of the above sites has been proposed including:

- Stage 1 – rapid site appraisal of ferry terminal sites for each region (this report).
- Stage 2 – site investigations for preferred sites.
- Stage 3 – preliminary design and costings of ferry infrastructure for sites.

1.1 Purpose

This report provides a summary for Stage 1 work rapid site appraisal and identifies the priority development site for each of the three general locations based on the multi criteria analysis presented in Appendix A.

Following agreement on each of the development sites, we will progress with Stage 2 and Stage 3 of the project being the physical site investigations and 30% design and costing respectively. Stage 2 and 3 will be reported on separately.

1.2 Reference Documents

The following references have been reviewed in preparation of this report.

ID	Document Title	Date	Author
R1.	Phase 1 – Review of Existing Ferry Service and Definition of Requirement Future Service	November 2022	Thompson Clarke Shipping Pty Ltd
R2.	Principal's Requirements for the Professional design Services of the Derwent Ferry Pontoon Wharves	-	HCC
R3.	Derwent Ferry Expansion Proof of Concept Report	June 2023	Stantec
R4.	Stakeholder Engagement	Live Document	Burbury Consulting

2. Existing Facilities

There are two existing ferry services in Hobart, the privately owned and tourist-oriented CBD to Museum of Old and New Art (MONA), and the commuter-oriented Derwent Ferries from Bellerive to CBD

2.1 MONA Ferry

MONA is located 11km North of Hobart. The ferry journey provides both locals and tourists a unique and scenic travel experience along the Derwent River. This service is operated by the Roach Brothers (Navigators) whom has the longest history in Hobart providing water-based transport commercial and tourist service. The design vessel for this service is MONA ROMA 1 (MR-I) which carries 240 passengers at a service speed of 24.9 knots, and a slightly smaller vessel (MR-II) during peak time.

2.2 Bellerive to Hobart

The Bellerive to Hobart commuter service commenced back in August 2021 by the State Government. This has been a success with over 140,000 passengers embarking on the commuter service, especially when there is an event at the Blundstone Stadium (i.e. Ashes Test). This service is operated by Tasmanian owned Derwent Ferries that have commissioned the Navigators Group to run the service. MV Excella is the primary vessel used with a capacity of 107 passengers and 15 bicycles.

2.3 Other Hobart Ferry Networks

Other public charter vessel networks within the Hobart region include:

- Bespoke charters:
 - Events based charters do operate from Wrest Point Casino, Brooke Street Terminal and/or Bellerive Wharf.
- Peppermint Bay Cruises:
 - Departs Brooke Street Terminal for Peppermint Bay (Woodbridge) Fridays and Sundays or events-based charter.
- Pennnicott Wilderness Journeys:
 - Departs daily from Elizabeth Street Pier MAST Floating Dock.
- Hobart Historic Cruises (Spirit of Hobart):
 - Departs Franklin Wharf with river cruise only.


3. Ferry terminal Functional User Requirements

Table 3.1 and Table 3.2 outlines the Functional User Requirements which have been developed and used as the basis of site assessment. These criteria have been developed as part of the Rapid Site Appraisal to support the assessment but should be regularly updated as the project progresses through the design stages or community consultation processes.

Table 3.1 Design Vessel Preliminary FUR

Description	Value	Source / Comment
Vessel length	approximately 30m	20m value provided in PPR, however discussion with key stakeholders during rapid site assessment suggests that 30m may be more appropriate as an upper limit design length.
Vessel Draft	1.4m	To match existing Derwent Ferry vessel (provided by Navigators).
Minimum Under Keel Clearance	0.5m	Typical for wharf design but subject to site specific conditions (seabed material and wave exposure).
Vessel Freeboard	Up to 1.2m	To match existing Derwent ferries. This is potentially higher than other ferries such as the Brisbane/Sydney cats but deemed appropriate due to the Derwent's increased wave exposure.
Vessel Capacity	107 passenger & 15 bicycles	To match existing Derwent Ferry vessel.
Preferred Navigation Channel Width	30m	Design to meet AS 3962
Minimum Vessel turning circle requirements	45m	Design to meet AS 3962 (1.5x Vessel Length)

Table 3.2 Ferry Terminal Preliminary FUR

Description	Criteria	Comments
Terminal	Floating or fixed structure	To be developed in the 30% design but currently preference is for a fixed link span structure as seen at Wilkinson's Point 
Terminal Dimensions	To be determined in the 30% design phase	Suitable to accommodate design vessel FUR.

Minimum Terminal Water Depth	1.9m CD + 0.5 x site design wave height	To accommodate maximum vessel draft of 1.4m and UKC requirements
Terminal freeboard	1m (maximum), 0.95m (minimum) under self-weight including gangway load without live loading	This is based on the PPR and assumes a floating terminal only. Not achievable for a fixed structure and should be revisited during the 30% design stage.
Gangway	DDA compliant	Design to meet AS 3962
Number of berths	2 berths for new structure 1 berth for existing structure	To allow for expansion and/or variable prevailing wind/wave conditions.
Design Life	30 years	Provided in the PPR
Environmental limits	Wind, Sea level rise, current, maximum water levels, flooding, etc.	To be confirmed in Stage 2 works. Not provided in PPR


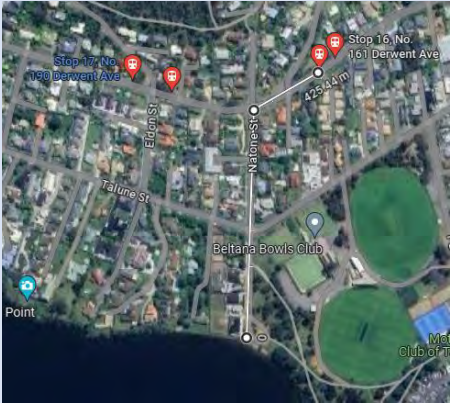
4. Selection Criteria

A set of selection criteria has been developed to form the basis of a Multi Criteria Analysis (MCA) for nominated sites within the three priority development locations. All selection criteria are rated from 0 to 10 with 10 being the best solution (i.e. rating of 10 for the cheapest construction cost, rating of 10 for the most residential dwellings within a kilometre radius of the proposed site, etc.).

This report provides results of Burbury's preliminary MCA assessment and will be reviewed with Hobart City Council.

Table 4.1 Assessment Criteria

Criteria	Weight	Descriptions
Navigable Water Depth (easy access to terminal without seabed intervention)	11%	Access to minimum required water depth as detailed in Table 3.2. Consideration has been given to both the length of terminal required to access sufficient water linkspan, gangway or jetty length) if possible as well as to potential requirement for dredging. A rating of 10 is given to each site if achieve the design water depth without any seabed intervention.
Environmental exposure (wind, wave, current)	11%	High level assessment of exposure to wind and wave effects. It does not include an assessment of environmental conditions on transit routes on the Derwent River. The Sites are assessed based on "as-is" conditions without any additional wave attenuation structures.
Coastal dynamics (erosion, sediment transport etc.)	11%	Desktop assessment of historical change in shoreline position (erosion / accretion) over time based on the coastal dataset provide by Digital Earth Australia (DEA) or observed natural processes.

Criteria	Weight	Descriptions
<p>Pick up and drop off facility and/or space</p>	<p>9%</p>	<p>Review of the following within a kilometer of the site:</p> <ul style="list-style-type: none"> • Current infrastructure to allow drop off & pick up. • Usable space that would allow for drop-off / pick up facilities to be constructed. <p>This is based on our preliminary site visits and desktop review. Further review of landholder ownership may be required (i.e. if MYCT were to be used).</p>  <p>Figure 4-1 Example of catchment area for potential pick up & drop off facility at Natone Street</p>
<p>Public transport interconnectivity</p>	<p>9%</p>	<p>Proximity of closest bus stop to the site options. The frequency of buses to the existing bus stop was not considered.</p> <p>A rating of 0 is given if the bus stop is located more than 1km walking distance away from the likely terminal location.</p>  <p>Figure 4-2 Example of bus stop interconnectivity (source: Google Map)</p>





Criteria	Weight	Descriptions
Proximities to public amenities (Toilet block etc)	9%	<p>Ratings were prepared based on the assessment of the proximity of existing public amenities to the proposed site. Consideration has been given to the potential use of clubs (i.e. MYCT and Lindisfarne Sailing Club) amenities via negotiation.</p> <p>Score are calculated based on:</p> $Score = 10 \times \left(1 - \frac{site\ distance}{maximum\ overall\ site\ distance} \right)$
Proximity to commercial businesses	4%	<p>Considers existing businesses within 1km radius. In addition, it also considers land classified as a commercial business district obtained from Tasmanian Planning Scheme (TPS) within 1km radius of the terminal for future proofing.</p>  <p>The image is an aerial photograph of a coastal town. A specific area in the upper right quadrant of the town is highlighted with a semi-transparent blue overlay, representing commercial business districts. The surrounding area shows residential buildings, green spaces, and a marina with several boats docked along the waterfront.</p>
Proximity to Education Institutions (public and Private Schools, Uni)	3%	<p>The number of education institutions within 1km radius</p>

Figure 4-3 Example of Lindisfarne commercial business identified in Blue (source: LISTmap)

Criteria	Weight	Descriptions
<p>Proximity to recreational facilities (sporting grounds, clubs etc.)</p>	<p>3%</p>	<p>Considers existing recreational facilities as well as land classified as recreational land obtained from the Tasmanian Planning Scheme (TPS) within 1km radius.</p>  <p>Figure 4-4 Example of Lindisfarne recreational space identified in Green (source: LISTmap)</p>

Criteria	Weight	Descriptions
<p>Potential commuter catchment area (assumed 1km)</p>	<p>4%</p>	<p>Considers a 1km radius (or approx. 10 minutes walking) as a rule of thumb for potential users to utilise the ferry.</p> <p>Score are calculated based on:</p> $Score = 10 \times \left(\frac{site\ dwellings}{maximum\ overall\ site\ dwelling} \right)$  <p>Figure 4-5 Example of catchment area in Lindisfarne Sailing Club</p>
<p>Commuter Time Saving (ferry vs Driving)</p>	<p>5%</p>	<p>Assessment of commuter time saving was completed to compare car and ferry travel time between terminals during rush hour. A vessel transit speed of 25 knots has been used to calculate the travel time via ferry time with additional of 11 minutes total berthing time at each location which corresponds to the current Derwent ferry operations. Additional time has been considered for site with a 5 knots speed restriction (i.e. Lindisfarne Bay).</p> <p>For car travel the time has been calculated based on the Google Maps estimated travel time from the new ferry terminal to the Brooke St Pier. In reality this may not provide a realistic comparison as it is unlikely that car travel would be from ferry terminal to ferry terminal. However, given the multitude of potential travel scenarios Burbury believe that this approach provides for a reasonable comparison for the purposes of the Rapid Site Appraisal.</p>

Criteria	Weight	Descriptions
<p>Private Acquisitions/Ownership Consent (Mooring relocation, jetty lease agreements or procurement etc.)</p>	<p>8%</p>	<p>Requirement for private acquisitions for the terminal:</p> <ul style="list-style-type: none"> • MAST moorings • Acquiring private jetties for use • Co-use of existing club or business facilities (parking, land for terminal abutments etc) <p>Marine and Safety Tasmania (MAST) has developed a web-based mooring mapping system to identify the mooring approved vessel length and position. Consideration has been given to both navigable width and vessel turning circle as described in Section 3.</p>  <p>Figure 4-6 MAST moorings within Lindisfarne Baty (source: LISTmap)</p> <p>In addition, consideration is given to where land or infrastructure access requires landowner consent or acquisition, and consultation provides for positive or negative response.</p>
<p>Construction Cost</p>	<p>9%</p>	<p>Assessment of likely construction cost based on required infrastructure and consideration for costs associated with mooring and land acquisition, potential of maintenance dredging, reusing existing infrastructure and landside works</p>

Criteria	Weight	Descriptions
Car parking	6%	<p>Assessment of the number of car parks within 1km radius.</p> <p>This assessment criteria has been included following discussion in the MCA workshop with the four councils.</p> <p>The number of on and off-street carparks was provided by the Clarence City Council for the various Lindisfarne sites while the Hobart City Council provided the information for the Sandy Bay sites. This information was not available for Wilkson Point and so Burbury Consulting has calculated the number of parked from aerial photography. This is considered a reasonable approach as Burbury performed the same photo interrogation exercise for the Lindisfarne and Sandy Bay locations and was within a small margin of error of the council provided information.</p> <p>It should be noted that this assessment criteria considers the number of spaces only and does not consider any public sentiment related to loss of parking or perceived loss of parking due to the terminal.</p> <p>Finally, the reader should be aware that all weighting for other assessment criteria have been adjusted to accommodate this new assessment criteria.</p>
Private Owners Support	-	<p>While this has not been used for ranking it has been included in the MCA to identify support or otherwise of the current owners / lease holders (i.e. Federal Group, MYCT). A “traffic light system” have been used with “Green” indicating full support from the stakeholder or council owned.</p>

The weighting for each criteria was developed using a pairwise comparison where each criterion is compared to all other criteria and ranked in terms of importance. The pairwise assessment is summarised below:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
	Accessible Water Depth (easy access to terminal without seabed intervention)	Environmental exposure (wind, wave, current)	Coastal dynamics (erosion, sediment transport etc.)	Pick up and drop off facility and/or space	Public transport interconnectivity	Proximities to public amenities (Toilet block etc)	Proximity to commercial businesses	Proximity to Education Institutions (public and Private Schools, Uni)	Proximity to recreational facilities (sporting grounds, clubs etc.)	Potential commuter catchment area (assumed 1km)	Commuter Time Saving (ferry vs Driving)	Private Acquisitions/Ownership consent (Mooring relocation, jetty lease agreements or procurement etc.)	Construction Cost	Car Parking	Calculated Weight
A		Same	Same	Same	Same	Same	More	More	More	More	More	Same	Same	More	11%
B			Same	Same	Same	Same	More	More	More	More	More	Same	Same	More	11%
C				Same	Same	Same	More	More	More	More	More	Same	Same	More	11%
D					Same	Same	More	More	More	More	Same	Same	Same	Same	9%
E						Same	More	More	More	More	Same	Same	Same	Same	9%
F							More	More	More	More	Same	Same	Same	Same	9%
G								Same	Same	Same	Same	Less	Same	Same	4%
H									Same	Same	Less	Less	Same	Same	3%
I										Same	Same	Less	Less	Same	3%
J											Same	Same	Less	Same	4%
K												Same	Less	Same	5%
L														Less	8%
M														Less	9%
N															6%

Figure 4-7 Pairwise assessment of criteria

The result of the qualitative assessment will indicate the ranking of each option in terms of their alignment with the identified criteria. This does not necessarily result in the preferred options, as the qualitative assessment will consider other factors that do not necessarily translate into the criteria identified.

4.1 Assumptions

The following assumptions apply which will need to be confirm:

- Burbury has appraised the sites based on existing car parks information within 1km radius, but not future carparking facility.
- Burbury has appraised the sites based on proximity to the nearest bus stop but not frequency of services. We assume that Metro may change their scheduling based on commission of and demand for the new ferry services.
- All appraisals have been completed on the bases that the require approvals are achievable i.e. DA, Crown Approvals etc.). Burbury has not identified any issues with any of the locations that would indicate otherwise.
- Burbury has considered commuting time saving based on the direct vessel transit distance from the site to Brooke Street Pier. However, it should be noted that the ferry transit time is dependent to the proposed ferry route(s). (i.e. Lindisfarne to Bellerive to Brooke Street Pier).
- While the PPR indicates that the Ferry Terminals must be floating the Rapid Site Appraisal has been completed on the basis that ferry terminal structures may be fixed or floating structures (i.e. design at Wilkinson’s Point is already fixed and may be adaptable to suit consistent design) which would be considered during the design stage and adapted to preferred site. The rankings would have to be adjusted if this is not the case.

- Aboriginal heritage sites have been identified at Lindisfarne (Aboriginal Heritage Item AH13429, AH1170, AH1172, AH1173 and AH1174). It has been assumed that the terminal can be built without direct impact of the sites this will have to be revisited once the 30% design is complete.

5. Expansion Site Options

This section outlines the local site option(s) for each of the three priority zones assessed as part of the Rapid Site Appraisal. There is a detailed summary of the preferred location as identified in the MCA with a brief overview of the remaining options given for information. The Benefits and drawbacks summary for each site are not presented in any order of importance. The full assessment and ranking for all sites can be seen in the Multi Criteria Assessment presented in Appendix A.

5.1 Bellerive Ferry Terminal (existing)

As part of the site appraisal process, we assessed the Bellerive Ferry Terminal against the MCA as a baseline to compare the scoring of each other preferred site. This provides a comparative assessment against the Bellerive terminal which has been successful to date through the ferry trial implementation.

The Bellerive terminal scored high on majority of criteria with an overall weighted score of 9.3.

5.2 Lindisfarne

The specific site options analysed as part of the Rapid Site Appraisal for Lindisfarne were:

1. Natone Street (next highest ranking in the MCA)
2. Rose Bay
3. Lindisfarne Sailing Club (highest ranked in MCA)
4. Motor Yacht Club of Tasmania (MYCT)
5. Alternative – Old Floating Bridge Abutment



Figure 5-1 Lindisfarne Options investigated as part of the Rapid Site Appraisal

5.2.1 Option 1 – Natone Street

The Natone Street site would see a terminal placed somewhere at the end of Natone Street. This area is currently a gravel carpark and parkland and has convenient access to both the shopping district, medical centres, social clubs, and sporting facilities. It is likely that a fixed linkspan structure (Figure 5-3) would be the preferred terminal structure here due to site conditions, but this would be considered further during the design phase. As the area at the end of Natone Street remains largely undeveloped, this option includes potential to include sealed carparking and/or additional pick/up drop off facilities subject to Development Application.

The site is generally well protected from prevailing N-NW winds and provides ease of vessel access in and out of the terminal as opposed to inner Lindisfarne which requires passing MYCT and through mooring with restricted vessel speeds.



Figure 5-2 Natone Street site with a 1km catchment area highlighted in red. The sports district is shown in yellow and the approximate shopping area in blue.

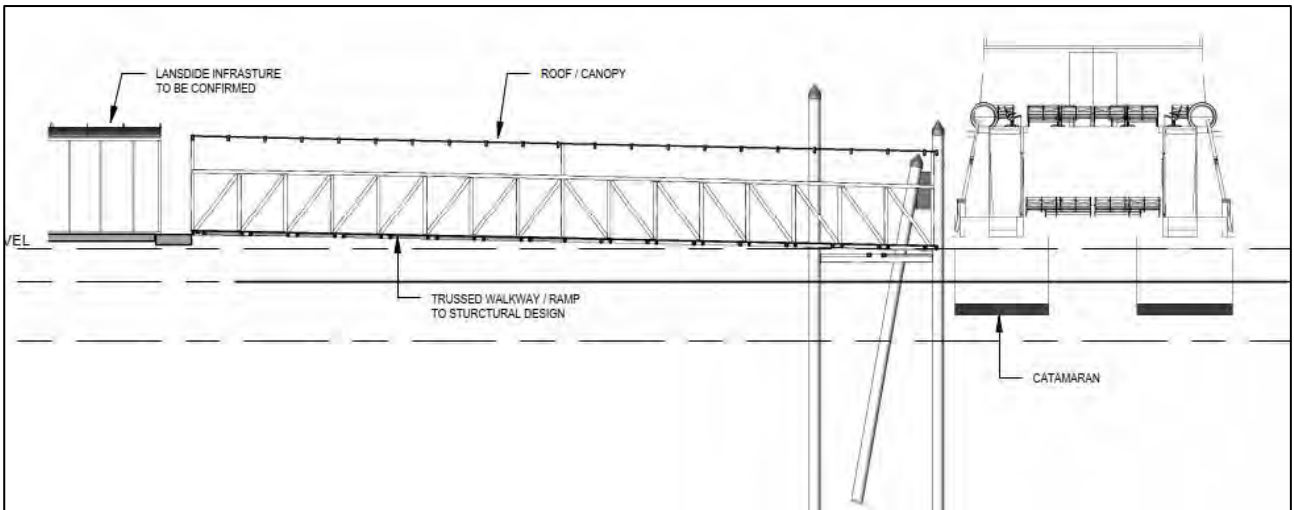


Figure 5-3 Fixed linkspan concept design for Natone Street

5.2.1.1 Benefits

- Large commuter catchment area with approximately 530 dwellings within 1km.
- An existing bus stop is located nominally 420m away.
- The site has significant landside area which would allow for construction of parking and pick-up and drop-off facilities.
- Close proximity to recreational areas including parks, sporting facilities and social clubs.
- Close proximity to commercial facilities including a shopping district and medical centres.
- Outside Lindisfarne Bay, eliminating the need for any mooring acquisition.
- Appears to have reasonable water depth within 25m of shore and so potential to reduce construction costs. To be confirmed during design phase.
- No ferry speed restriction required.
- Limited protection provided from northerly and nor westerly weather.

5.2.1.2 Drawbacks

- No existing facilities and so construction would need to account for landside works.
- Potentially more exposed from southerly and south westerly weather although the fetch will be limited due to the bridge.
- Foreshore residents may oppose location (preference to locate south of Natone away from private residences).
- Not on a current commuter route and proximity to key areas (schools, business area, etc.) greater than Bellerive as a comparison.

5.2.2 Option 2 – Rose Bay

Two locations in Rose Bay were considered as part of the Rapid Site Appraisal being the end of Lenna Street and the location of the old ferry jetty. These are shown in Figure 5-4 and the locations were appraised together due to their similarity. Rose Bay can be fairly expose in northerly weather conditions and this would impact both sites. Further, the water depth at the Lenna Street site would need to be investigated as some dredging may be required or the site would be tide limited.



Figure 5-4: Two Rose Bay Locations for Rapid Site Appraisal

5.2.2.1 Benefits

- Large commuter catchment area with approximately 530 dwellings within 1km.
- An existing bus stop is located nominally 200m away.
- Reasonable area for pick up / drop off facilities.
- No ferry speed restriction.
- No mooring acquisition or relocation required.
- Significant number of schools located within 1km.

5.2.2.2 Drawbacks

- No public amenities within the area.
- No existing facilities and so construction would need to account for landside works.
- Lenna Street site likely to require dredging or longer jetty (greater construction costs).
- No recreational areas including parks, sporting facilities and social clubs within 1km.
- No access to commercial facilities including a shopping district and medical centres within 1 km.
- No protection from northerly quadrant weather.

5.2.3 Option 3 – Lindisfarne Sailing Club (highest ranked in MCA)

The Lindisfarne Sailing Club is located on the northern bank of Lindisfarne Bay. There is a club house at the western end of the lease and dingy storage at the eastern entrance. The remainder of the lease is largely under-developed being a gravel hardstand. Initial assessment of this location considered both the sailing club and the existing jetty (green area in Figure 5-5 below). Further site investigation has discounted the existing

jetty due to potential for maintenance and repair issues. However, it should be noted that this was not a detailed review, and should the existing jetty be reconsidered then a full structural assessment would be required.



Figure 5-5: Lindisfarne Sailing club in Blue and Private Jetty in Green



Figure 5-6: Lindisfarne Sailing Club site with a 1km catchment area highlighted in red

We recommend a floating pontoon for access to the ferry with the terminal and amenities building being land based to reduce construction complexity and cost.

We understand that the Lindisfarne Sailing Club remains committed to the project and that there is a pathway for shared use of their club house and amenities and so we have not considered a location for these structures in our concept.



Figure 5-7: Approximate area available for ferry terminal in yellow

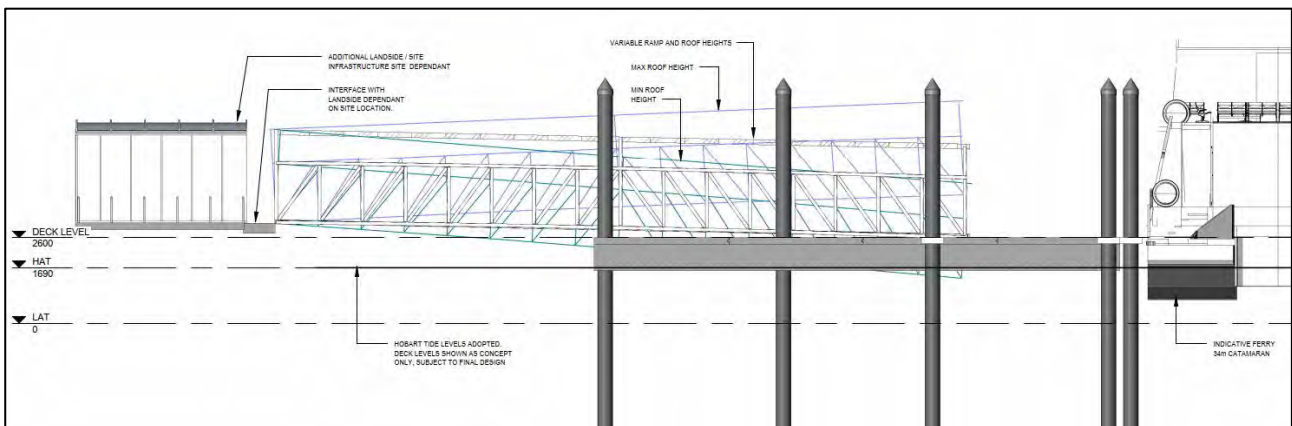


Figure 5-8 Floating terminal concept design for Sailing Club

5.2.3.1 Benefits

- Large commuter catchment area with approximately 900 dwellings within 1km.
- An existing bus stop is located nominally 600m away.
- Potential to create drop off / pick up area in the relinquished lease area.
- Strong support from the major stakeholder.
- Close proximity to recreational areas including parks, sporting facilities and social clubs.
- Close proximity to commercial facilities including a shopping district and medical centres.

- Appears to have reasonable water depth within 25m of shore and so potential to reduce construction costs. To be confirmed during design phase.
- Excellent protection from inclement weather.
- Potential for significant new car parking off Park Road.

5.2.3.2 Drawbacks

- No existing facilities and so construction would need to account for landside works unless an agreement could be reached with the club.
- Ferry transit speed would be limited to 5 knots from the mouth of Lindisfarne Bay increasing commuter travel time.
- Would require acquisition/relocation of nominal 15 moorings for suitable entrance channel and vessel manoeuvrability
- Would require negotiations and agreement with private lease holders.

5.2.4 Option 4 – Motor Yacht Club of Tasmania

The MYCT is located on the northern head of the Lindisfarne Bay. It encompasses an area of both free and lease hold with the approximate location shown in Figure 5-9 below. During stakeholder engagement the club has expressed strong support for the project but have concerns about parking and integration in the area without negative implications on their members.



Figure 5-9: Approximate location of the MYCT

The best location for a ferry terminal within the general area of the MYCT would be on the outer end of the bay. This would eliminate transit through areas with speed restrictions inside the bay whilst also providing good protection from inclement weather.

While ideally the area shown in light blue in Figure 5-10 would be used without impacting the club infrastructure this would require significant dredging as it is quite shallow. Alternatively, a terminal at the outer edge of the wave screen may offer better access although the construction costs would be significant to account for access jetty and walkway out to the terminal.

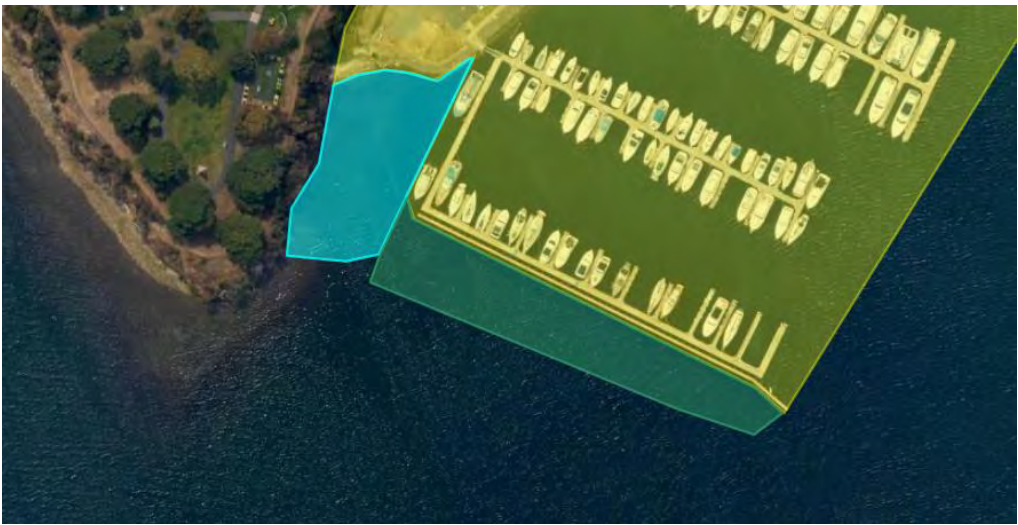


Figure 5-10: Potential terminal locations at MYCT

Access to the outer end of the MYCT without having detrimental impact on the club would be challenging. One potential option would be to provide access via ANZAC park with the potential to include new parking in the project on Park Road. There is a cliff face at the boundary between ANZAC park and the MYCT. Accessibility could be managed via ramps with switchbacks or an elevator. A representation of the possible layout is shown in Figure 5-11



Figure 5-11: Potential access from ANZAC park to MYCT ferry terminal

5.2.4.1 Benefits

- Large commuter catchment area with approximately 900 dwellings within 1km.
- An existing bus stop is located nominally 630m away walking.
- Potential to create drop off / pick up area in the club area.
- Support from the major stakeholder.
- Potential for significant new car parking off Park Road.
- Close proximity to recreational areas including parks, sporting facilities and social clubs.
- Close proximity to commercial facilities including a shopping district and medical centres.
- No speed restriction.
- No mooring acquisition/relocation required.
- Potential to use existing club amenities (by negotiation).
- Good protection from inclement weather.

5.2.4.2 Drawbacks

- High cost of access from ANZAC park via switchback ramps or elevator.
- Would require negotiations and agreement with private lease holder.
- Possible significant new ferry infrastructure costs due to location.
- Dredging would be required if landside access was preferred.

5.2.5 Alternative Option – Old Floating Bridge Abutment

The old floating bridge abutment is located on the northern end of the Tasman Bridge Lindisfarne. It encompasses an area with the approximate location shown in Figure 5-12 below. This location provides the obvious benefits of deep-water access and ample parking and pick-up/drop-off facilities but can be fairly exposed in northerly weather conditions. It should be noted that this was not identified as a priority location in the tender documentation, but Burbury believe that it presented a viable alternative location while still being encapsulated largely within the Lindisfarne general site.

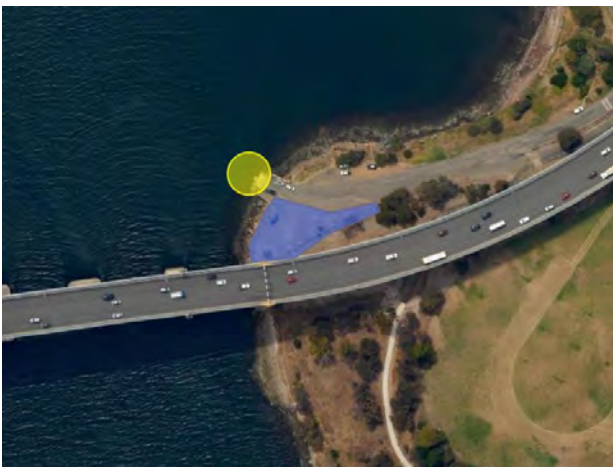


Figure 5-12 Potential location located at Old Floating Bridge abutment

5.2.5.1 Benefits

- Large commuter catchment area with approximately 820 dwellings within 1km.
- An existing bus stop is located nominally 350 away walking. But obvious potential to create a new stop as part of the works.
- The site has significant landside area which would allow for construction of parking and pick-up and drop-off facilities.
- The site is on the commuter route for pedestrians and cyclists using the Tasman Bridge.
- No speed restriction.
- No mooring acquisition/relocation required.
- Large number of car parks

5.2.5.2 Drawbacks

- No existing facilities and so construction would need to account for landside works.
- Potentially more exposed from northerly weather.
- No public amenities within the area. Could be built during construction.
- No access to recreational areas including parks, sporting facilities and social clubs within 1km.
- No access to commercial facilities including a shopping district and medical centres within.

5.3 Wilkinsons Bay

These site options include:

1. GASP Jetty (highest ranking in MCA)
2. Alternative – Montrose



Figure 5-13 Wilkinsons Point Site Options

5.3.1 Site 1 – GASP jetty (highest MCA ranking)

Wilkinson's Point site emerges as a comparatively straightforward selection. Our primary focus was on exploring the potential use of Glenorchy Art and Sculpture Park (GASP) jetty located furthest north. Following discussion with the Navigators Group and further confirmation from GCC, it has been revealed that the existing infrastructure is in good condition, requiring minimal cost for conversion into a dedicated ferry terminal. We understand the original design was based on the Mona ferry terminal and therefore readily adaptable to the proposed ferry FUR. We do need to confirm the operating conditions of the adjustable ramp structure for all tides and vessel freeboard as well as operating water depths. A suitable condition inspection of the structure should be undertaken to ensure that we can assess the load limits for ferry berthing operations (historical construction/design information will be important inputs to this work).



Figure 5-14 Wilkinson's Point GASP jetty and 1km catchment area highlight in red

5.3.1.1 Benefits.

- The site has significant landside area which would allow for construction of parking and pick-up and drop-off facilities.
- The existing GASP jetty appears in good condition which potentially reduces construction cost.
- Existing toilet block located at GASP.
- My State Arena Stadium within walking distance from the terminal for events-based usage (similar to Blundstone Arena initial ferry use at Bellerive).
- Appears to have reasonable water depth within 25m of the landside. To be confirmed during design phase.
- Strong support from the major stakeholder.

5.3.1.2 Drawbacks

- Insignificant commuter catchment area with approximately 65 dwellings within 1km.
- No existing bus stop within 1km radius.
- Commercial facilities including a shopping district outside of 1km.
- Unknown timeframe for the development of land to the north of MyState Arena.

5.3.2 Alternative – Montrose

An alternative location has been considered at a later stage of the site appraisal being Montrose Bay in the general area of either the park or yacht club shown in Figure 5-15. The bay is exposed in the northwest wave conditions and shallow in water depth at the site. The alternative location is still a similar walking distance to the sporting facilities as GASP while offering the obvious benefits of a larger catchment of residences and easier access from the Brooker Hwy. This location was not identified as a priority in the project brief.



Figure 5-15 Montrose and 1km catchment area highlight in red

5.3.2.1 Benefits

- Large commuter catchment area with approximately 400 dwellings within 1km.
- Close proximity to recreational area including parks and sporting facility.
- Similar walking distance to MyState Arena compared to GASP jetty.

- Existing toilet block located in the park.

5.3.2.2 Drawbacks

- No existing bus stop within 1km radius.
- No protection to north-westerly weather (wind waves).
- No access to commercial district including shopping district.
- Likely to require dredging or long access jetty and therefore higher construction costs.
- No existing facilities and so construction would need to account for landside works.

5.4 Sandy Bay

The options analysed as part of the Rapid Site Appraisal for Sandy Bay were:

1. Between Lords Beach (adjacent to Wrest Point Casino) and Red Chapel Beach (highest ranking in MCA)
2. Scout Hall / Rowing sheds (off Marieville Esplanade)
3. Lower Sandy Bay (near Long Beach area).
4. Wrest Point Casino existing ferry jetty.



Figure 5-16 Sandy Bay Site options

5.4.1 Option 1 – Between Lords and Red Chapel beach (highest rank in MCA)

The location between the two private jetty was considered as part of the Rapid site appraisal as shown in Figure 5-17. The water depth towards Red Chapel beach would need to be investigated as well as proximity to Manning Reef which may result in a requirement to locate the terminal well offshore (out past existing jetties). It is likely that a fixed structure would be the most suitable design for this site due to the exposed nature of the site to passing vessel wake and prevailing wind waves.



Figure 5-17 Two locations between Lord and Red Chapel Beach

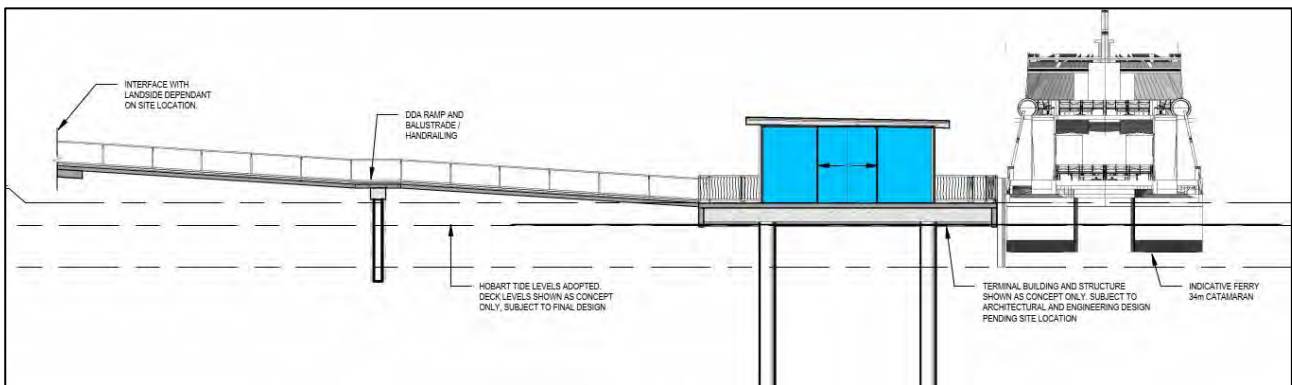


Figure 5-18 Fixed terminal concept design for Lords Beach

5.4.1.1 Benefits

- Large commuter catchment area with approximately 750 dwelling within 1km.
- Visible terminal for commuter access off Sandy Bay Road as well as linkages to cycleway.
- The site has street parking along Sandy Bay Road which would allow for pick-up and drop off area.
- Close proximity to recreational areas including University sporting facilities.

- Hutchins School and UTAS are within 1km walking distance.
- An existing bus stops is located nominally 150m away.

5.4.1.2 Drawbacks

- Shallow water will require longer jetty structure to suitable water depth.
- May require acquisition/relocation of nominally 8 moorings for site navigation access.
- No existing facilities and so construction cost would need to account for landside works such as public amenities, shelter, and connectivity to seawall.

5.4.2 Option 2 – Scout Hall

The scout hall groyne off Marieville Esplanade was considered for a new ferry terminal, presenting opportunity to serve Sandy Bay residential area as well as its commercial business district as an alternative to Wrest Point and other sites above. Although the requirement for water depth is met, there are a number of swing moorings needed to be acquired prior to the operation of the ferry at this location and limiting ferry navigation to the site. This site is located in close distance to the city meaning the benefits to the commuting to the CBD from this site is limited when compared to commuting to other proposed ferry terminal sites. The site is a busy rowing and recreational area so managing operations in such a site would be an impact on existing uses.



Figure 5-19 Scout Hall Site with 1km catchment area highlighted in red

5.4.2.1 Benefits

- Reasonable commuter catchment area with approximately 440 dwelling within 1km.
- Reasonable area for pick up / drop off facilities.

- Close proximity to recreational areas including parks, sporting facilities and social clubs.
- Close proximity to local businesses including shopping districts.
- Walking distance to educational institutions.

5.4.2.2 Drawbacks

- Northern end of the catchment area is within 1km from the city.
- Existing bus stop located 650m away walking.
- Narrow access road for pick up/ drop off facilities or buses.
- Congested parking and user area.
- Existing user area for recreational boating, school rowing and marina may result in significant stakeholder concerns on this site.
- Require acquisition / relocation of nominally 12 moorings.
- Reduced ferry speed on entering mooring area (longer travel time).
- Would require negotiations and agreement with private lease holders.

5.4.3 Option 3 – Lower Sandy Bay

Lower Sandy Bay has the potential to capture users from Taroona or a broader range of commuters that utilise Sandy Bay Road. This area currently has a park land and carparking as well as local businesses along Long Beach. It is likely that a fixed linkspan jetty would be the most suitable design for this site due to the exposed nature of the site to passing vessel wake and prevailing wind waves and to avoid the existing coastal processes along the foreshore.



Figure 5-20 Lower Sandy Bay with a 1km catchment area highlighted in red

5.4.3.1 Benefits

- Large commuter catchment area with approximately 600 dwelling within 1km.
- Reasonable area for pick up / drop off facilities.
- Close proximity to recreational areas including sporting facilities.
- Close proximity to local businesses of Lower Sandy Bay.
- Outside of ferry speed restriction zone and away from marinas.
- Existing bus stop located nominally 72m away.
- Existing public amenities as part of Long beach facility.

5.4.3.2 Drawbacks

- Existing littoral sand drift and coastal processes as well as exposure to north to south wave action.
- No access to educational institutions.
- Will require long jetty to suitable depth.

5.4.4 Option 4 – Wrest Point

It should be noted that the potential terminal location at Wrest Point is privately owned by the Federal Group. During stakeholder engagement Burbury met with the Executive General Manager of the group, Dr Daniel Hanna, who expressed significant concern from the owners with a public ferry expecting to utilise their private

jetty particularly around the loss of their parking facilities to ferry users. Burbury stated the benefits of the project and that there was opportunity to mitigate their concerns whilst potential for increased benefit of an upgraded terminal, particularly for events-based usage linking Wrest Point as opposed to another site within the region. The issues were subsequently discussed at the board level of the Federal Group who rejected the idea of a public ferry terminal at Wrest Point and do not support the project.

It should be noted by the Steering Committee that Wrest Point has been ranked lower in the MCA due to landowner consent and limited drop off and pick (parking). If landowner consent and use of the existing ferry jetty is supported, then Wrest Point ranks the highest of all sites for Sandy Bay. Burbury understand that further consultation between Hobart City Council and Federal Group is currently ongoing.

Wrest Point also highlighted that the close proximity of the proposed terminal to the CBD seems to contradict the intended purpose of the project (in their view) given limited benefits to commuter travel time to CBD (unless it significantly contributes to expediting travel times for commuting to school from the eastern shore).

While existing jetties are present on-site, the condition of the existing timber jetty condition are poor and needing upgrade. The Wrest Point site would benefit from maintaining accessibility for ferries for events (i.e. Blundstone/Bellerive, Mystate/Wilkinson and Macquarie Point (future stadium)).



Figure 5-21 Wrest Point Existing Jetty with 1km catchment area highlighted in red

5.4.4.1 Benefits

- Adequate water depth.
- Reasonable commuter catchment area with approximately 570 dwellings within 1km.
- An existing bus stop is located nominally 350m away walking as well as city bus ride stops within Wrest Point.
- Close proximity to recreational areas including parks, sporting facilities and social clubs.
- Close proximity to schools and the university.
- No mooring acquisition/relocation required.

5.4.4.2 Drawbacks

- Exposed to weather from the Northwest through to Southeast.
- Existing facility condition is unknown and likely needing upgrade.
- Would require negotiations and agreement with private owner who has stated they do not want or support a public ferry terminal at Wrest Point.
- No pickup or drop off facility unless agreement could be reached with Wrest Point.
- No access to amenities nor opportunity to develop.

5.5 Multi Criteria Assessment Summary

The summary of the Rapid Site Appraisal including the existing Bellerive Terminal are presented below:

Location			Bellerive	Lindisfame					Sandy Bay				Wilkinson's Point		
ID	Criteria	Weight	Existing Terminal	Natone St	Rose Bay	Sailing Club	MYCT	Tasman Lookout	Bridge	between Lords to Red Chapel Beach	Scout Hall	Lower Sandy Bay (Seagrass Café)	Wrest Point	Existing GASP jetty	Montrose
1	Navigable Water Depth (easy access to terminal without seabed intervention)	11%	10.0	9.0	5.0	10.0	5.0	10.0		8.0	10.0	5.0	10.0	5.0	1.0
2	Environmental exposure (wind, wave, current)	11%	10.0	5.0	5.0	10.0	8.0	5.0		7.0	8.0	4.0	7.0	8.0	8.0
3	Coastal dynamics (erosion, sediment transport etc.)	11%	10.0	10.0	10.0	10.0	10.0	10.0		8.0	7.0	5.0	10.0	10.0	10.0
4	Pick up and drop off facility and/or space	9%	10.0	10.0	7.0	10.0	7.0	10.0		10.0	6.0	10.0	0.0	10.0	10.0
5	Public transport interconnectivity	9%	9.0	5.0	8.0	5.0	4.0	6.5		10.0	2.0	9.5	5.0	1.0	1.0
6	Proximities to public amenities (Toilet block etc)	9%	7.0	7.0	0.0	5.0	5.0	0.0		0.0	9.0	8.0	0.0	10.0	10.0
7	Proximity to commercial businesses	4%	10.0	8.0	4.0	10.0	10.0	4.0		8.0	10.0	8.0	8.0	6.0	5.0
8	Proximity to Education Institutions (public and Private Schools, Uni)	3%	7.0	0.0	10.0	0.0	0.0	7.0		10.0	4.0	2.0	10.0	0.0	7.0
9	Proximity to recreational facilities (sporting grounds, clubs etc.)	3%	9.0	10.0	0.0	10.0	10.0	5.0		10.0	6.0	8.0	10.0	1.0	8.0
10	Potential commuter catchment area (assumed 1km)	4%	8.0	7.0	7.0	10.0	10.0	9.0		10.0	5.0	7.5	6.0	1.0	5.0
11	Commuter Time Saving (ferry vs Driving)	5%	10.0	10.0	5.0	5.0	10.0	6.0		5.0	4.0	8.0	6.0	10.0	10.0
12	Private Acquisitions / ownership consent (Mooring relocation, jetty lease agreements or procurement etc.)	8%	10.0	8.0	10.0	6.0	7.0	10.0		4.0	6.0	8.0	0.0	10.0	10.0
13	Construction Cost	9%	10.0	5.0	2.5	2.5	1.0	5.0		2.5	2.5	2.5	7.5	10.0	2.5
14	Car Parking	6%	N/A	7.0	10.0	9.0	9.0	9.5		10.0	10.0	7.0	6.0	3.0	9.0
	Private owners Support														
Total Score			120	101	83.5	102.5	96	97		102.5	89.5	92.5	85.5	85.0	96.5
Weighted Score			8.8	7.4	6.0	7.5	6.6	7.1		6.9	6.5	6.5	5.8	6.9	6.8
Rank			N/A	2	5	1	4	3		1	2	3	4	1	2

6. Further Work

The Rapid Site Appraisal work to date has been focused on a high-level understanding of the sites, reviews of publicly available free information and discussions with key stakeholders to determine a ranking of the specific sites for ferry terminal. From this assessment, it can be seen that with the current criteria, ranking and weighting the Multi Criteria Analysis identifies the following highest ranked locations:

1. Lindisfarne –Sailing Club closely followed by Natone Street
2. Wilkinson Point – GASP Jetty
3. Sandy Bay – Lords Beach. Wrest Point is penalised by no public drop off or private acquisitions/ownership consent (both linked).

The site assessment identified limitations on some of the sites that may be addressed through design development (i.e. through sketch of typical ferry terminal arrangement) including:

- Navigable water depths.
- Environmental exposure.
- Pick up and drop off facilities.
- Public amenities.
- Stakeholder engagement for landowner consent.
- Construction costs.

Given the above it may be suitable to develop more than one preferred site in concept form before site specific studies to allow for consideration of preferred sites. It should be noted that Burbury have developed some concepts at Lindisfarne sites and Lords Beach in Appendix C. In addition, we note that the Department of State Growth has a concept design for both a fixed and floating terminal at Bellerive with intent to see how additional sites can be adapted with the design.

Once the preferred sites have been chosen by Steering Committee, Burbury recommends the following site-specific studies to facilitate the 30% concept design.

Concept design development – Development of site terminal infrastructure design based on Bellerive design development including options to integrate consistent design features into existing structures or as stand-alone structures (site specific). The design development will include integration with the following inputs.

Note: Burbury is working in conjunction with the Architect (Raum Studio) to provide a consistent concept design for all the locations.

Accessibility investigation – based on desktop review of each site for bathymetry, tide, and vessel.

Marine navigation assessment – This would be based on a representative design ferry noted in the FUR and assess navigable access to the site and impact on existing users or surrounds.

Wave climate and water level review – This would be done in desktop form based on known site information. If potential issues are identified, then physical measurements may be recommended or further site-specific studies (i.e. wave climate studies).

Geotechnical & site investigations. - One marine bore hole is recommended for the 30% design at the preferred site.

Note: Although the sites for Sandy Bay and Lindisfarne have not been chosen, geotechnical investigation works have been undertaken for Lords Beach and Lindisfarne Sailing Club due to time constraints and drillers availability.

Sites may also include structural inspections of existing structures that may be incorporated into the concept development or required for demolition so to identify the scope for construction estimates.

Engineering survey for landside will be completed by Veris where integration between land and sea for accessibility is critical.

It is expected that survey information will be available for the existing facilities and so this will be investigated with the council before performing any physical surveys.

Note: Veris have completed landside survey for Wilkinsons Point and Lindisfarne Sailing Club.

Planning assessment – To be performed by All Urban Planning with Burbury as a desktop review for each site based on the planning scheme as well as utilising any historical data of similar marine structures approvals in site specific area.

Aboriginal Heritage Assessment – Aboriginal heritage sites have been identified at Lindisfarne. While it has been assumed that the terminal will be able to be built without direct impact of the sites this will have to be revisited once the 30% design is complete (this will not be included in the 30% design review).

Marine Natural Values assessment – It is likely that this will be required for all sites that require any physical construction in the marine environment. Wilkinsons Point is an existing structure and therefore may not need additional works however this will be reviewed as part of the design development (i.e. may require additional piles for ferry loading, covered walkways, terminal buildings, etc.).

Structural inspection – To be performed in-house. Note only required for existing structures (e.g. Wilkinsons Point) and would be used to assess suitability for the proposed ferry terminal FUR.

Appendix A Site Option Multi Criteria Assessment

Concept Design: Preliminary Options Analysis

Project Title:	Derwent Ferries Terminal
Project No.:	1854
Compiled By:	K Mahandran & T Roe
Date:	7/06/2024
Revision:	D

Criteria	Weighting	Bellevue		Lindisfarne				Sandy Bay				Wilkinson's Point		Comment
		Existing Terminal	Option 1 Natone St	Option 2 Rose Bay	Option 3 Sailing Club	Option 4 MYCT	Alternative Old Floating Bridge Abutment	Option 1 between Lords to Red Chapel Beach	Option 2 Scout Hall	Option 3 Lower Sandy Bay (Seagrass Cafe)	Option 4 Wrest Point	Option 1 Existing GASP jetty	Alternative Montrose	
1 Navigable Water Depth (easy access to terminal without seabed intervention)	11%	Description												Design vessel draft is 1.4m and a 0.5m under keel clearance + 0.5 site design wave height. Assumed gangway to be maximum length at 25m pr segment and a terminal width of 12m.
		3m water depth	water depth between 0.5m to 1m	water depth between 0.5m to 1m	water depth between 5m to 5.5m	water depth between 0.5m to 1m	Water depth between 6m to 6.5m	water depth between 1m to 1.5m at distance to shore	water depth between 5m to 5.5m	water depth between 0.5m to 1m	water depth over 2m at existing	water depth between 0.5m to 1m	Water depth up to 0.5m	
		10.0	9.0	5.0	10.0	5.0	10.0	8.0	10.0	5.0	10.0	5.0	1.0	
2 Environmental exposure (wind, wave, current)	11%	Description												Assessment only considers likely ferry terminal location and not environmental conditions of transit routes. River currents not likely to impact ferry operations at any sites. Sites that are not fully protected (i.e. all but Bellevue and Lindisfarne Yacht Club) will experience difficult conditions under some wind/wave directions. Assessment has considered sites 'as-is' without any additional wave attenuation structures.
		Existing terminal protected from waves and current by wave screen. Relatively well sheltered from wind also.	Exposed to wind waves from the west through to south. Fetch typically around 2km but potentially up to 6km from SSE. In practice waves from the south are blocked somewhat by Tasman bridge pile caps. No swell wave exposure. Exposed to westerly winds.	Exposed to westerly wind waves, fetch around 2.5km. No swell wave exposure. Exposed to winds from westerly quadrant (more so than other Lindisfarne sites)	Protected from wind waves from MYCT wave screen. No swell waves. Relatively well sheltered from winds.	Assume outside of MYCT breakwater. Somewhat sheltered from westerly waves by Lindisfarne Point. Exposed to SW wind waves (fetch 1.5-2km). Sheltered from NW winds by Lindisfarne point. No swell wave exposure. Site subject to wave reflection from existing wave screen.	Exposed to westerly wind waves. No swell wave exposure. Exposed to winds from westerly quadrant (more so than other Lindisfarne sites)	Good protection from swell waves. Sheltered from SW winds. Exposed to wind waves from northwest through to east.	Exposed to NE, easterly & SE wind waves (fetch up to 6km) and potentially south east sea breeze conditions. Minimal swell wave exposure. Sheltered from NW and W winds.	Exposed to swell waves in extreme conditions. Exposed to wind waves from north through to southeast (typical fetch 4-5km) Exposed to typical SE sea breeze conditions in Summer. Protected from westerly and SW winds.	Exposed to wind waves from NW through to E. Fetch approx. 3-5km. Minimal swell wave exposure.	No swell waves. Small currents, likely stronger than other sites but limited impact on ferry operations. Exposed to wind waves from north west. Fetch of around 3km but waves may be depth limited at low tides. Exposed to winds from west through to north east.	Exposed to wind waves from north through to easterly. Max fetch around 3km. Exposed to winds from north west through to south east. Minimal current.	
		10.0	5.0	5.0	10.0	8.0	5.0	7.0	8.0	4.0	7.0	8.0	8.0	
3 Coastal dynamics (erosion, sediment transport etc.)	11%	Description												coastal mapping tool
		stable	stable	stable	stable	stable	Stable	Shoreline subject to wave erosion/reflection.	Stable with rock armour protection.	Shoreline subject to wave erosion/reflection and littoral sand movement.	stable	stable	stable	
		10.0	10.0	10.0	10.0	10.0	10.0	8.0	7.0	5.0	10.0	10.0	10.0	
4 Pick up and drop off facility and/or space	9%	Description												
		Existing terminal	Yes	Yes but minimal	Yes	Yes on Park Road (distance to walk)	Yes	Yes limited street parking only.	Yes, off street parking but busy area for public parking. There is potential to develop an adjacent park into car parking	Off street parking.	No public parking or street parking within 200m.	Yes	Yes	
		10.0	10.0	7.0	10.0	7.0	10.0	10.0	6.0	10.0	0.0	10.0	10.0	
5 Public transport interconnectivity	9%	Description												=10 - 10 x [distance/ max distance] walking distance
		closest bus stop 100m from terminal	bus stop 420m	bus stop 200m away	bus stop 600m	bus stop 630m	bus stop located nominally 350m away	bus stop 150m from private jetty closest to Wrest Point	closest bus stop located 650m	bus stop 72m from long beach carpark	bus stop 350m. City bus from Wrest Point.	closest bus stop 1000m	closest bus stop 1000m	
		9.0	5.0	8.0	5.0	4.0	6.5	10.0	2.0	9.5	5.0	1.0	1.0	
6 Proximities to public amenities (Toilet block etc)	9%	Description												
		Approx 200m	Yes, Approx 160m	No	Possible via negotiation with club	Possible via negotiation with club	No	No	Yes, approx. 100m	Yes, approx. 130m measured from Seagrass Cafe	No	Yes, located at GASP	Yes, Approximate 60m from Montrose Jetty	
		7.0	7.0	0.0	5.0	5.0	0.0	0.0	9.0	8.0	0.0	10.0	10.0	
7 Proximity to commercial businesses	4%	Description												
		Significant access to the Bellevue restaurant/cafe strip. Bellevue yacht club and waterfront hotel. In addition, the Blundstone area is within 1km walking distance for access to and from the stadium for events. Finally, Eastlands shopping centre can also be accessed within 1km of the terminal	The terminal would have access to the Lindisfarne village within 1km which includes restaurants, cafes, shops and medical centres. Also, very close proximity to the sporting district	Close proximity to housing but more than 1km distance to shops and the village. No easy access to the sporting district	The terminal would have access to the Lindisfarne village within 1km which includes restaurants, cafes, shops and medical centres. Also, very close proximity to the sporting district.	The terminal would have access to the Lindisfarne village within 1km which includes restaurants, cafes, shops and medical centres. Also, very close proximity to the sporting district.	Close proximity to housing area and Montagu Bay Primary School. No easy access to the sporting district of Lindisfarne village	Close proximity to Wrest Point Hotel and minor commercial.	Significant access to the Sandy Bay Shopping Village, Royal Yacht Club of Tasmania and Derwent Sailing Squadron. University of Tasmania is within 1km walking distance with Wrest Point Hotel a little further.	Walking distance to Aged Care facilities, cafes as well as local restaurants and shops.	Close to Wrest Point as isolated business only.	MyState Arena Stadium & Elwick Race-course within walking distance for major events / competition. This terminal will benefit as part of a long term Master Plan in developing the area. Glenorchy shopping area is within reachable distance for walking enthusiast	MyState Arena Stadium within walking distance for major events / competition. This terminal will benefit as part of a long term Master Plan in developing the area. Glenorchy shopping area is within 1km walking distance	
		10.0	8.0	4.0	10.0	10.0	4.0	8.0	10.0	8.0	8.0	6.0	5.0	
8 Proximity to Education Institutions (public and Private Schools, Uni)	3%	Description												
		Bellevue Primary School, Rosny College.	None located within 1km radius	Rose Bay High School, Montagu Bay Primary School, Lindisfarne Primary School	None located within 1km radius	None located within 1km radius	Rose Bay High School, Montagu Bay Primary School	UTAS, Hutchins School, Mt Carmel, Waimea all within proximity.	Closest to UTAS	Waimea Primary <500m	Mt Carmel, Hutchins School, UTAS	None located within 1km radius	Montrose Bay High school, Rosetta Primary School	
		7.0	0.0	10.0	0.0	0.0	7.0	10.0	4.0	2.0	10.0	0.0	7.0	
9 Proximity to recreational facilities (sporting grounds, clubs etc.)	3%	Description												
		Bellevue Yacht Club is located adjacent to the existing terminal.	The sporting district in Lindisfarne consist of cricket and football grounds, tennis court as well as Bowl Club. This district is very close proximity to the terminal	None within close proximity of the terminal	The sporting district in Lindisfarne consist of cricket and football grounds, tennis court as well as Bowl Club. This district is very close proximity to the terminal	The sporting district in Lindisfarne consist of cricket and football grounds, tennis court as well as Bowl Club. This district is very close proximity to the terminal	Clarence pool and gym	University sporting facility as well as public Ovals located within walking distance from the terminal	University/schools sporting facility as well as public Ovals located within walking distance from the terminal	Sandown Park is locate within long beach reserve	University sporting facility as well as public Ovals located within walking distance from the terminal	None within close proximity of the terminal	Montrose Bay Yacht Club, Skatepark and community Park are all within close proximity to the terminal	
		9.0	10.0	0.0	10.0	10.0	5.0	10.0	6.0	8.0	10.0	1.0	8.0	
10 Potential commuter catchment area (assumed 1km)	4%	Description												Residential area within 1km (10 minutes walk) radius - court houses
		Existing terminal covers Stadium and marina nominally 690 residential dwelling	This meet the brief for walking distance to Lindisfarne village nominally 530 residential dwelling up to Bay road as any further is out of ideal waking distance	This meet the brief for walking distance to Lindisfarne village nominally 530 residential dwelling up to Bay road as any further is out of ideal waking distance	close proximity to Lindisfarne village, nominally 900 residential dwelling	close proximity to Lindisfarne village, nominally 900 residential dwelling	Nominally 820 residential dwelling. This will cover Rosny Park area where it is just outside of the existing terminal at Bellevue	nominally 750 residential dwelling	nominally 440 residential dwelling	nominally 600 residential dwelling	nominally 570 residential dwelling	minimal residential real as area undeveloped Derwent entertainment centre and race course nominally 65 residential dwelling	nominally 400 residential dwelling	
		8.0	7.0	7.0	10.0	10.0	9.0	10.0	5.0	7.5	6.0	1.0	5.0	
11 Commuter Time Saving (ferry vs Driving)	5%	Description												Current Vessel travel time is 15 minutes at a distance of 3km. 400m speed restriction at Port of Hobart. All distance measured from Brooke Street Pier to Terminal (avoid walking time). Car drive time is estimated from Google Maps during peak hour (7:30am to 9am and 4pm - 5:30pm) Is there any speed restriction apply to location?
		Car - 20 minutes Ferry - 15 minutes, 3km	Car - 20 minutes Ferry - 17 minutes, 4.4km	Car - 15 minutes Ferry - 16 minutes, 4.16km	Car - 20 minutes Ferry - 20 minutes, 4.7km including 500m of 5 knots speed restriction	Car - 20 minutes Ferry - 16 minutes, 4.2km no speed restriction if located at the northern end of the bay	Car - 14 minutes Ferry - 15 minutes, 3.13 km	Car - 15 minutes Ferry - 14 minutes, 2.41km	Car - 15 minutes Ferry - 14 minutes, 2.1km Ranked down due to fact that this terminal is within walking distance and may not attract commuters.	Car - 20 minutes Ferry - 15.7 minutes, 3.6km to the northern end of Little Sandy Bay, speed restriction apply within the bay	Car - 16 minutes Ferry - 14 minutes, 2.51km	Car - 30 minutes Ferry - 24.5 minutes, 10.45km	Car - 30 minutes Ferry - 24.7 minutes, 10.6km	
		10.0	10.0	5.0	5.0	10.0	6.0	4.0	8.0	6.0	10.0	10.0		
12 Private Acquisitions/Ownership consent (Mooring relocation, jetty lease agreements or procurement etc.)	8%	Description												
		No	No	No	9 No of moorings	Issues with MYCT existing lease over landside.	No	12 No moorings	8 No mooring	Need to confirm with existing tenants	Wrest Point do not want service at their jetty.	No	No	
		10.0	8.0	10.0	6.0	7.0	10.0	4.0	6.0	8.0	0.0	10.0	10.0	
13 Construction Cost	9%	Description												10 - existing structure with minor remediation 7.5 - existing structure with moderate to high remediation 5 - new terminal 2.5 - new terminal + mooring acquisition / dredging 0 - new terminal + mooring acquisition + dredging
		Existing facility was able to be used with minor modification. New terminal currently in design by DSG.	new terminal and gangway	new terminal and 3 part gangway (total 75m) to achieve the design water depth	Land and mooring acquisitions, storage facilities for sailing club, new terminal and gangway	Land acquisition, access walkway around MYCT, potential modification to the seawall, new terminal and gangway	new terminal and gangway, public amenities	mooring acquisitions, new terminal and 3 part gangway	Land and mooring acquisitions, new terminal and gangway	Land acquisition, new terminal and gangway, may require routine seabed leveling due to sediment movement	potential use of existing facility with remediation	Potential to use existing facilities	New terminal and gangway, dredging required	
		10.0	5.0	2.5	2.5	1.0	5.0	2.5	2.5	2.5	7.5	10.0	2.5	
14 Car Parking	6%	Description												
		N/A	on street parking - 895 off-street - 184 total carpark - 1079	on street parking - 998 off-street - 496 total carpark - 1494	on street parking - 1189 off-street - 184 total carpark - 1373	on street parking - 1189 off-street - 184 total carpark - 1373	on street parking - 983 off-street - 496 total carpark - 1479	On-street parking - 149 Off-street - 184 total carpark - 2041	On-street parking - 1159 off-street - 933 total carpark - 2092	On-street parking - 1538 total carpark - 1538	on-street parking - 1230 Off-street - 35 total carpark - 1265	350 parking based on google map measurement	On street - 1068 Off street - 70 total carpark - 1138	
		7.0	10.0	9.0	9.0	9.5	10.0	10.0	7.0	6.0	3.0	9.0		
15 Private owners Support	N/A	Description												Unknown (difficulty in contacting owners of existing jetties) Only applicable is the existing jetties are used which is not preferred
		N/A	N/A	N/A	High	High with conditions around existing access for members	N/A	Unknown (not approached)	N/A	Low (Federal Group Resistive of ferry terminal at Wrest Point)	High	Unknown (location added late in project)		
		10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0		
Total Score		120.0	101.0	83.5	102.5	96.0	97.0	102.5	89.5	92.5	85.5	85.0	96.5	
Weighted Score		8.8	7.4	6.0	7.5	6.6	7.1	6.9	6.5	6.5	5.8	6.9	6.8	
Rank per site		N/A	2	5	1	4	3	1	2	3	4	1	2	

Appendix B Aboriginal Heritage Site Maps



Aboriginal Heritage Tasmania
Community Partnerships and Priorities

Department of Premier and Cabinet
134 Macquarie Street Hobart TAS 7000
GPO Box 123 Hobart TAS 7001
Phone: 1300 487 045

E: aboriginalheritage@dpac.tas.gov.au
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Legend:

- AH Item
- AH Instrument



AHDR7924 - Hobart City Council Derwent Ferry Expansion - Lindisfarne, Sandy

Lindisfarne Aboriginal Heritage Sites

Khishendran Mahendran
Created on 08/02/2024
Created by Joel Williams

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Aboriginal Heritage Tasmania
Community Partnerships and Priorities

Department of Premier and Cabinet
134 Macquarie Street Hobart TAS 7000
GPO Box 123 Hobart TAS 7001
Phone: 1300 487 045

E: aboriginalheritage@dpac.tas.gov.au
W: www.aboriginalheritage.tas.gov.au | www.dpac.tas.gov.au



Legend:

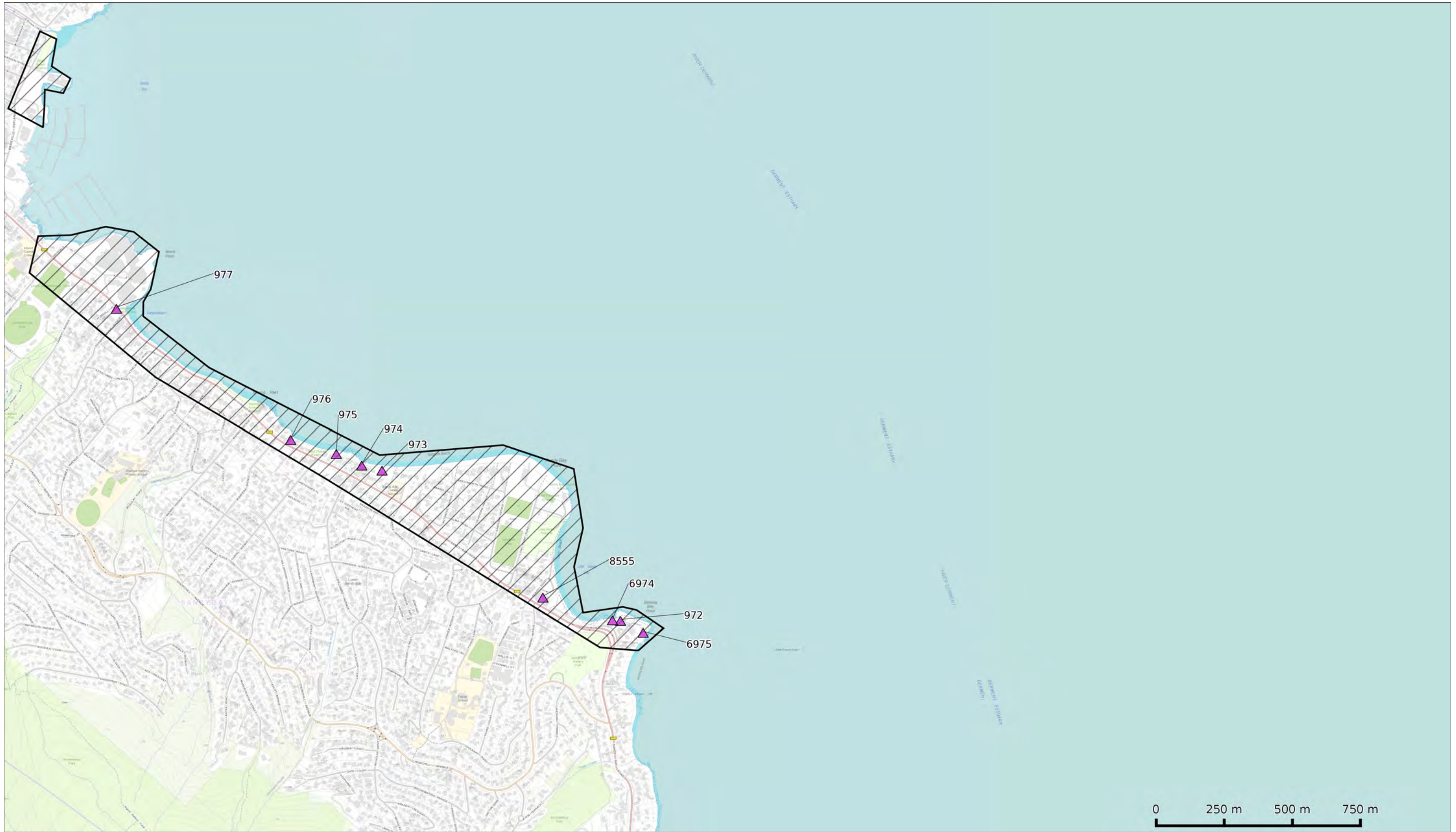
- AH Item
- AH Instrument



AHDR7924 - Hobart City Council Derwent Ferry Expansion - Lindisfarne, Sandy
Wilkinsons Point Aboriginal Heritage Sites

Khishendran Mahendran
Created on 08/02/2024
Created by Joel Williams

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Aboriginal Heritage Tasmania
Community Partnerships and Priorities

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Legend:

- AH Item
- AH Instrument



AHDR7924 - Hobart City Council Derwent Ferry Expansion - Lindisfarne, Sandy Bay Aboriginal Heritage Sites

Khishendran Mahendran
Created on 08/02/2024
Created by Joel Williams

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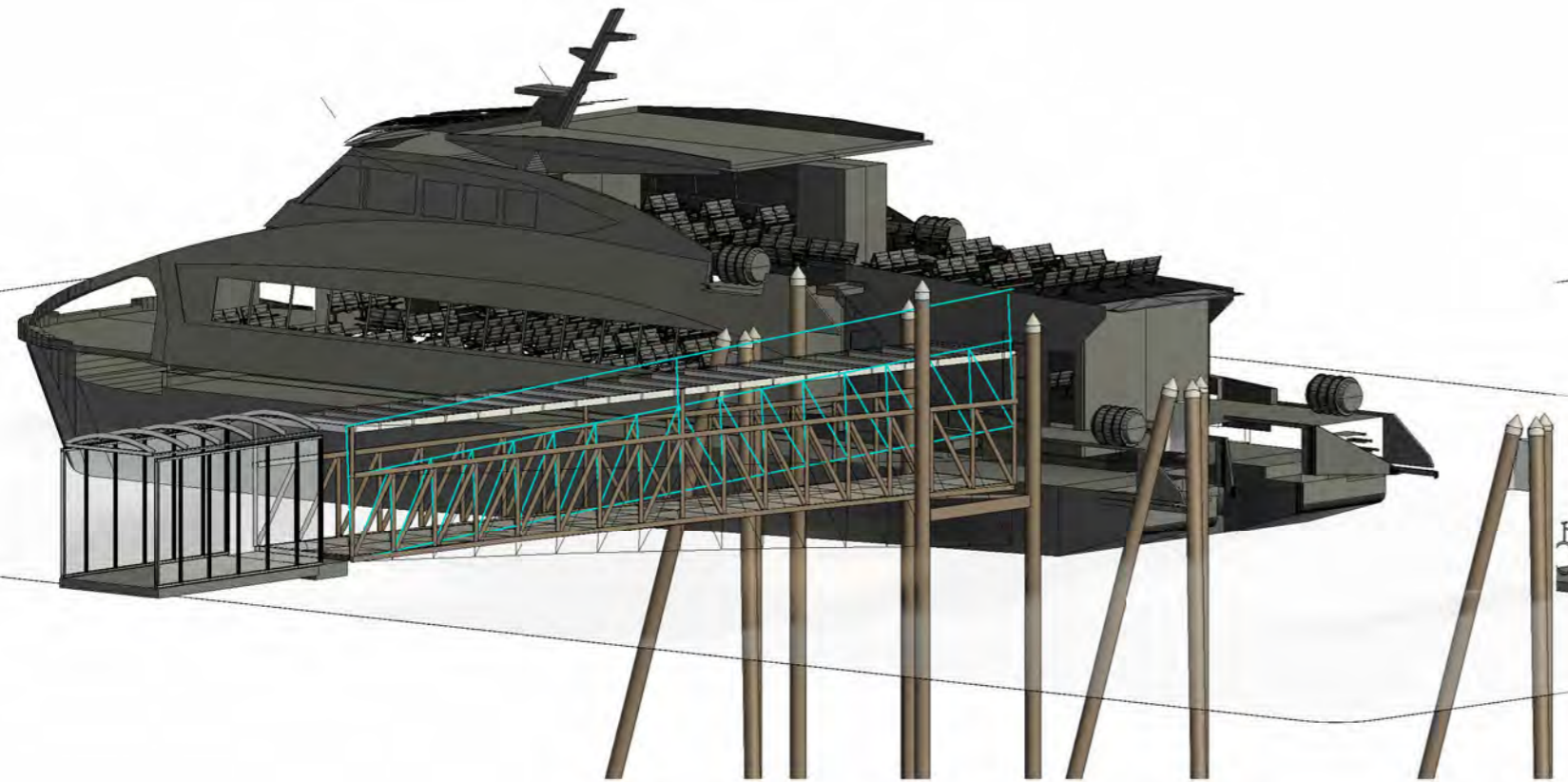
Appendix C Preliminary Concept Drawings for Lindisfarne and Sandy Bay

HOBART CITY COUNCIL DERWENT FERRIES CONCEPT OPTIONS COVER PAGE

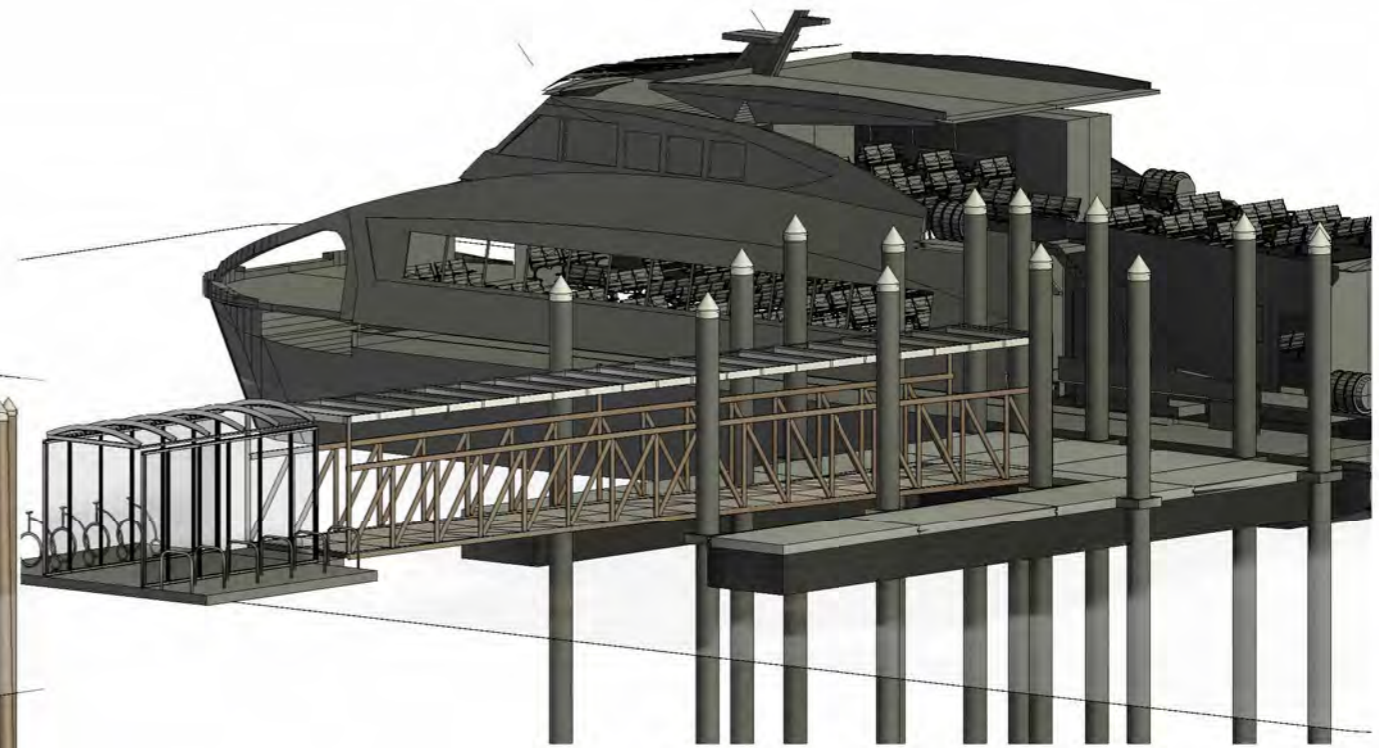
DRAWING LIST	
NUMBER	DRAWING NAME
1894 - A001	COVER PAGE
1894 - A005	SITE PLAN - LINDISFARNE OPTIONS
1894 - A007	SITE PLAN - SANDY BAY OPTIONS
1894 - A020	TYPICAL GENERAL ARRANGEMENT PLAN
1894 - A021	TYPICAL SECTIONS - SHEET 1 OF 2
1894 - A022	TYPICAL SECTIONS - SHEET 2 OF 2
1894 - A030	TYPICAL GENERAL ARRANGEMENT PLAN
1894 - A031	TYPICAL SECTIONS - SHEET 1 OF 2
1894 - A032	TYPICAL SECTIONS - SHEET 2 OF 2
1894 - A040	TYPICAL GENERAL ARRANGEMENT PLAN
1894 - A041	TYPICAL SECTIONS - SHEET 1 OF 2
1894 - A042	TYPICAL SECTIONS - SHEET 2 OF 2



3D VIEW - FIXED PLATFORM



3D VIEW - ARTICULATED RAMP



3D VIEW - FLOATING PONTOON

CONCEPT

Rev No	Revision note	Date	Checked	Approved
A	CONCEPT DESIGN. FOR INFORMATION ONLY	10.04.2024	KM	TR



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Approver	

Client	HOBART CITY COUNCIL		
Project	DERWENT FERRIES		
Title	CONCEPT OPTIONS COVER PAGE		
Scale	A3	Drawing No.	1894 - A001
Rev	A		

DISTANCE SCHEDULE	
COMMENTS	LENGTH
FROM NATONE TERMINAL TO MAIN SHOPPING AREA	675 m
FROM NATONE TERMINAL TO BUS STOP	415 m
FROM LINDISFARNE SAILING CLUB TERMINAL TO BUS STOP	483 m
FROM LINDISFARNE SAILING CLUB TERMINAL TO MAIN SHOPPING AREA	480 m

NEAREST BUS STOPS APPROX 415m FROM NATONE TERMINAL

- MAIN SHOPPING VILLAGE.**
1. APPROX 480m FROM LINDISFARNE SAILING CLUB TERMINAL.
 2. APPROX 675m FROM NATONE TERMINAL

NEAREST BUS STOPS APPROX 480m FROM LINDISFARNE SAILING CLUB TERMINAL



NATONE STREET TERMINAL

ARTICULATED RAMP WITH LANDING, REFER TO DRAWNGS A030-A031 FOR DETAILS

LANDSIDE BUILDING (WAITING AREA), SUBJECT TO ARCHITECTURAL DESIGN

CARPARK (TO CIVIL DESIGN)

LINDISFARNE SAILING CLUB TERMINAL

FLOATING PONTOON TERMINAL, REFER TO DRAWINGS A040-A041 FOR DETAILS

SITE PLAN - LINDISFARNE OPTION 1 AND OPTION 2

1 : 5000

CONCEPT

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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Title: CONCEPT DESIGN OPTIONS SITE PLAN - LINDISFARNE OPTIONS	Scale: A3	Drawing No: 1894 - A005	Rev: A
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DISTANCE SCHEDULE	
COMMENTS	LENGTH
FROM EXISTING WREST POINT JETTY TO MAIN SHOPPING AREA	1501 m
FROM EXISTING WREST POINT JETTY TO BUS STOP	376 m
FROM RED CHAPPEL TERMINAL TO MAIN SHOPPING AREA	1717 m
FROM RED CHAPPEL TERMINAL TO BUS STOP	56 m

- MAIN SHOPPING VILLAGE. (KING ST SANDY BAY)**
1. APPROX. 1715m FROM RED CHAPPEL BEACH TERMINAL.
 2. APPROX. 1500m FROM EXISTING WREST POINT TERMINAL



SITE PLAN - SANDY BAY OPTIONS
1: 5000

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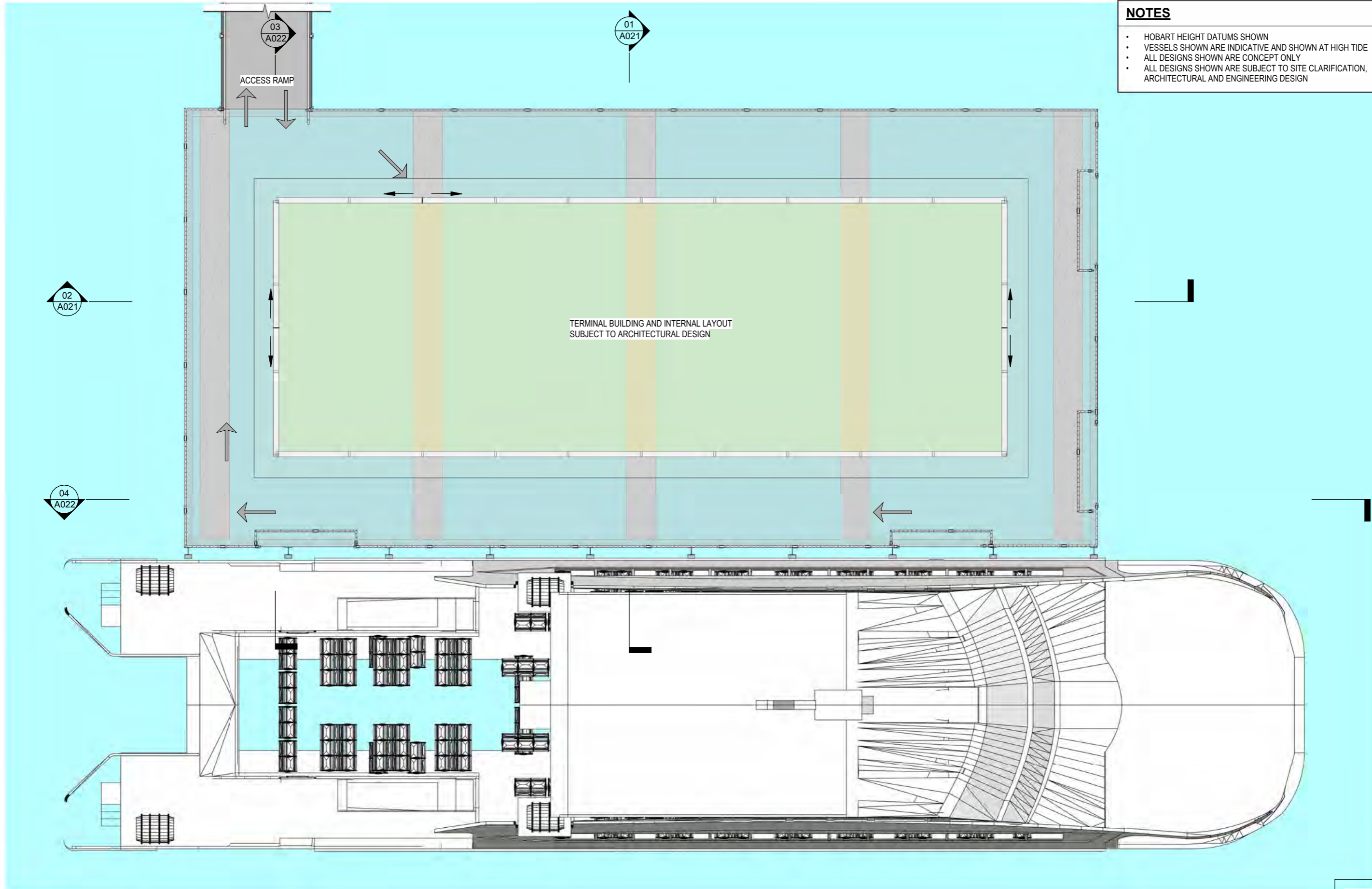
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Project	DERWENT FERRIES	
Title	CONCEPT DESIGN OPTIONS SITE PLAN - SANDY BAY OPTIONS	
Scale	A3	Drawing No. 1894 - A007
Rev	A	

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TYPICAL GENERAL ARRANGEMENT PLAN - FIXED PLATFORM

CONCEPT

1 : 100

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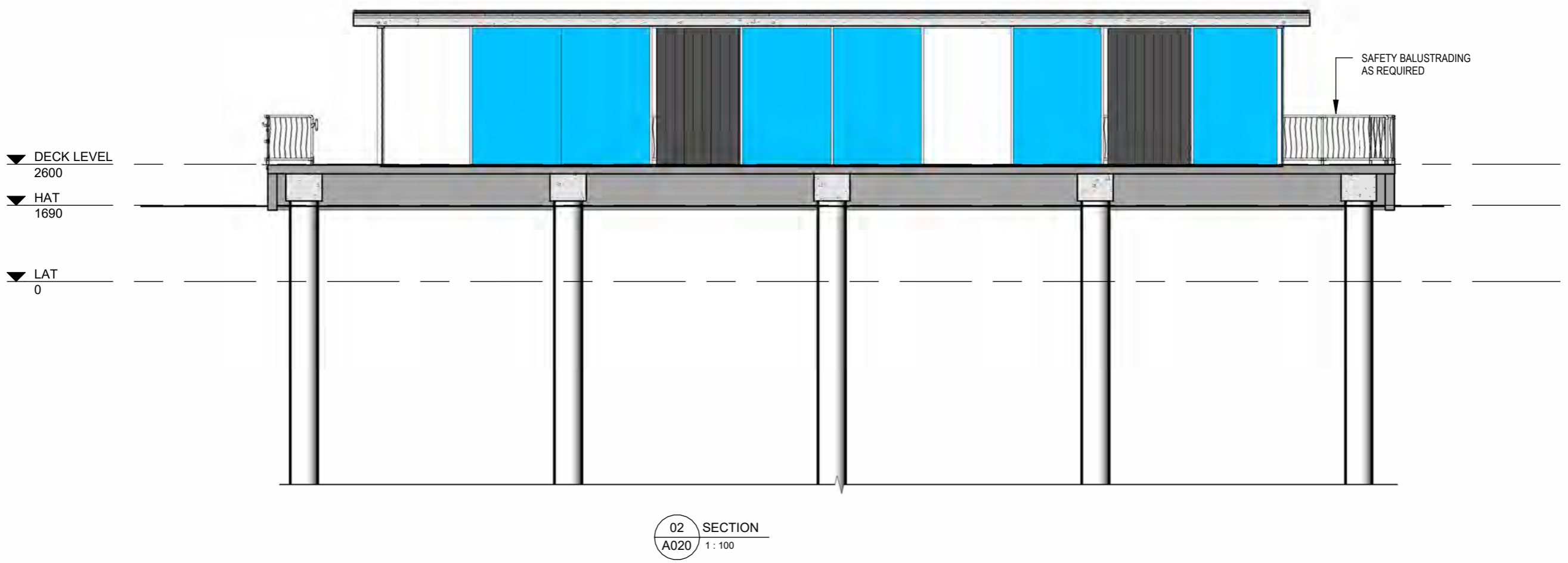
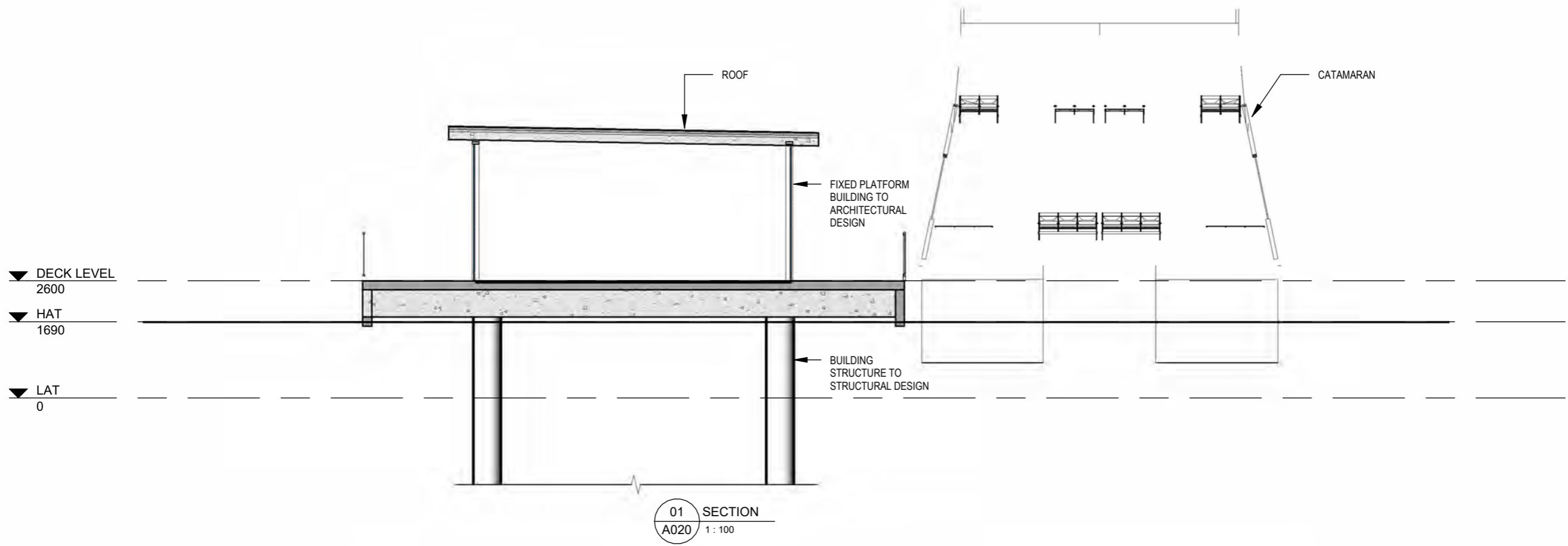
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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Title: CONCEPT DESIGN OPTIONS - FIXED PLATFORM TYPICAL GENERAL ARRANGEMENT PLAN	Scale: A3	Drawing No: 1894 - A020	Rev: A
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CONCEPT

Rev No	Revision note	Date	Checked	Approved
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02 SECTION
A020 1:100

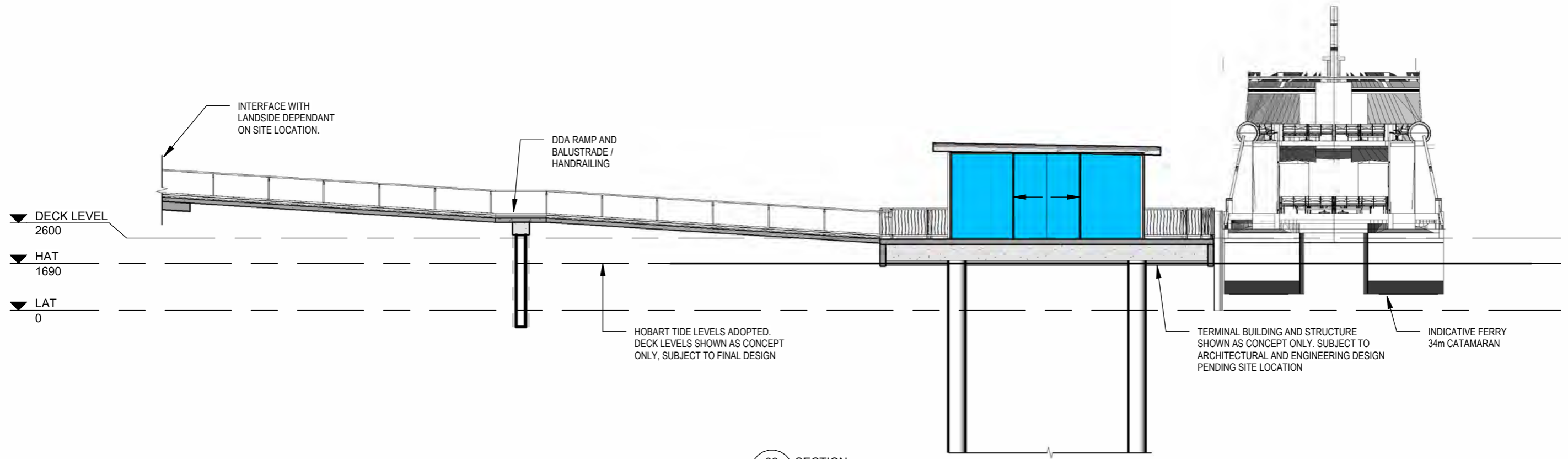


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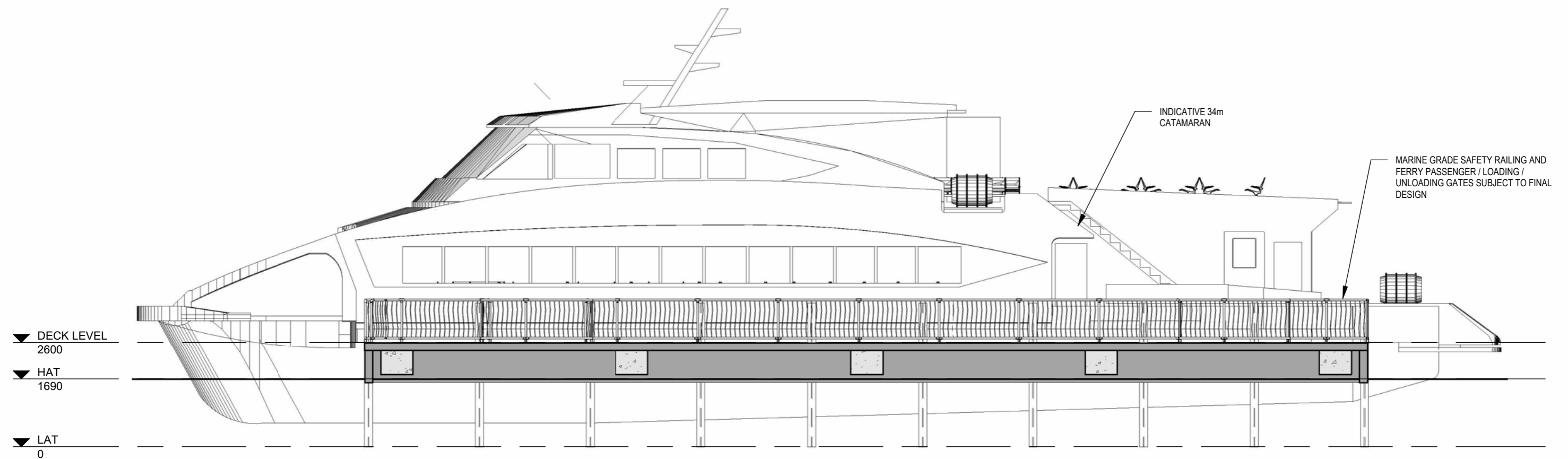
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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Title: CONCEPT DESIGN OPTIONS - FIXED PLATFORM TYPICAL SECTIONS - SHEET 1 OF 2	Scale: A3	Drawing No: 1894 - A021	Rev: A
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03 SECTION
A020 1 : 150



04 SECTION
A020 1 : 100

CONCEPT

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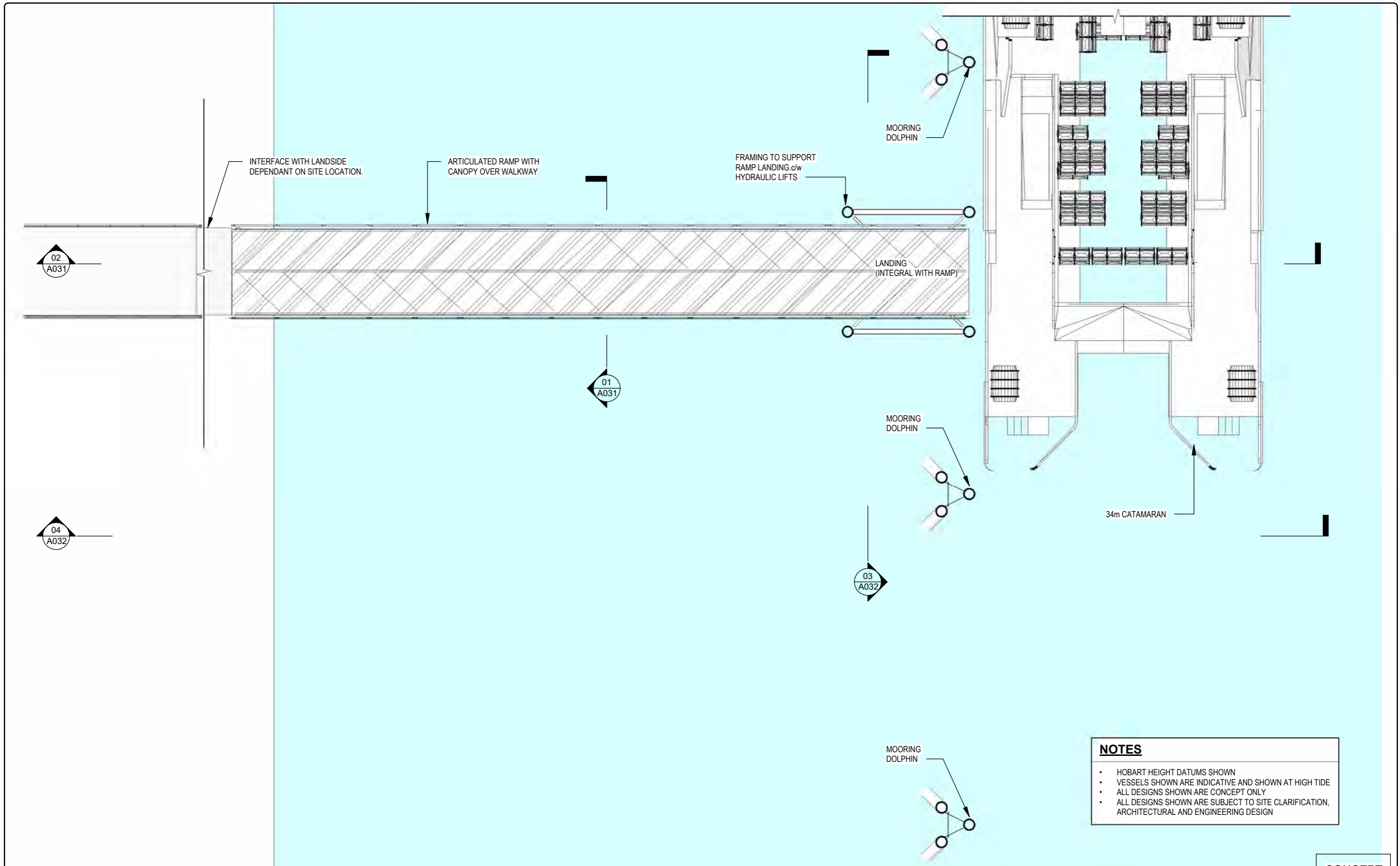


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Client	HOBART CITY COUNCIL		
Project	DERWENT FERRIES		
Title	CONCEPT DESIGN OPTIONS - FIXED PLATFORM TYPICAL SECTIONS - SHEET 2 OF 2		
Scale	A3	Drawing No.	1894 - A022
Rev	A		



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CONCEPT

TYPICAL GENERAL ARRANGEMENT PLAN

1 : 100

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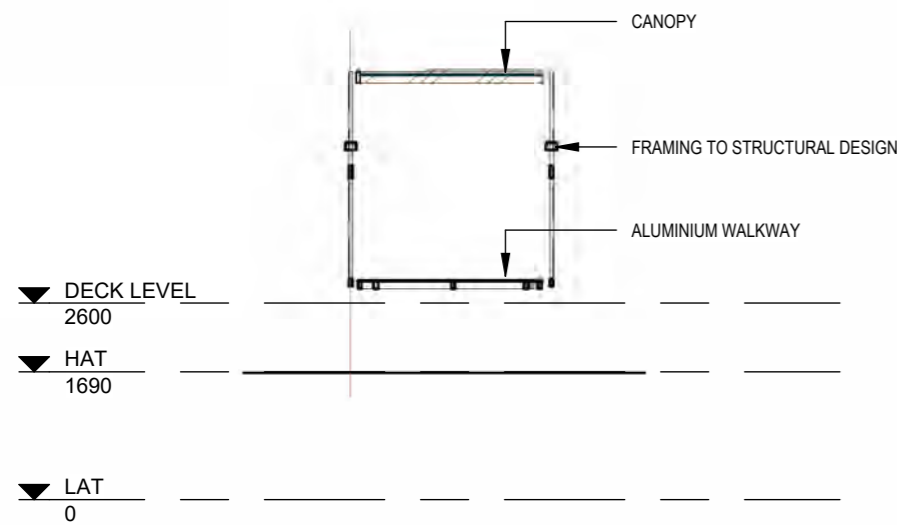
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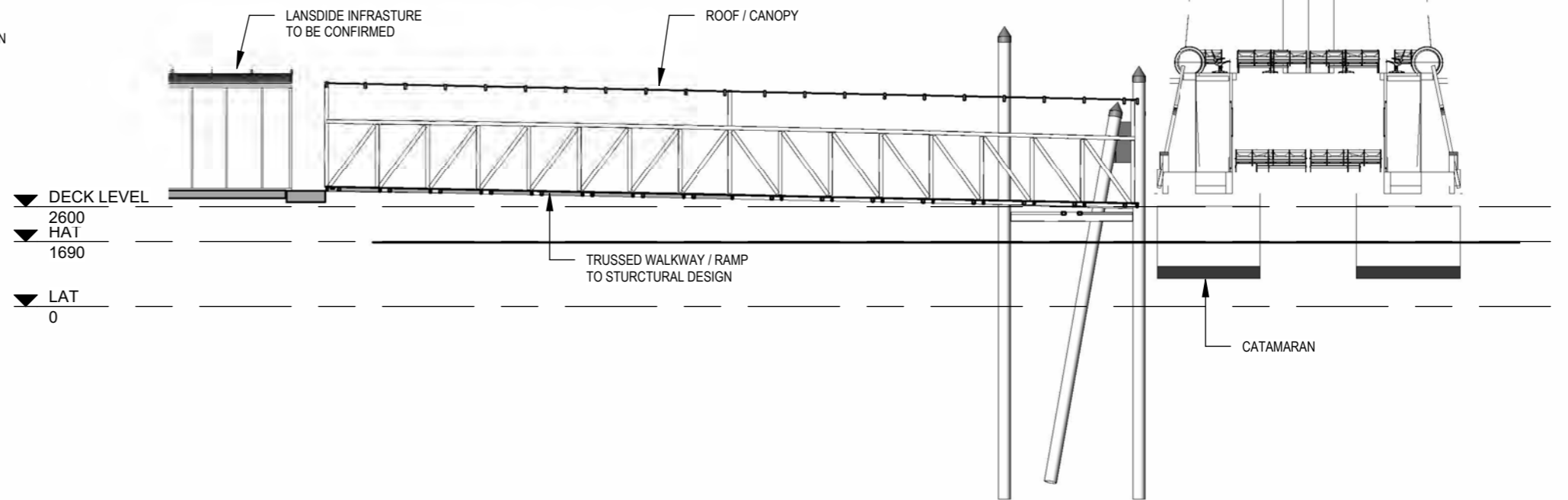
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01 SECTION
A030 1:100



02 SECTION
A030 1:150

CONCEPT

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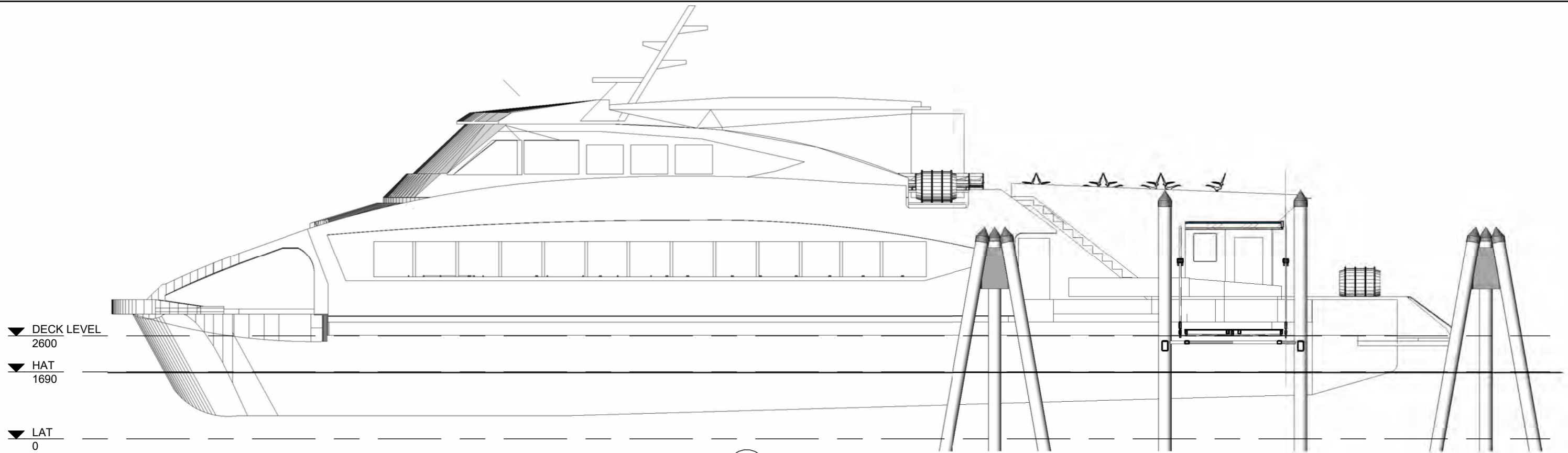
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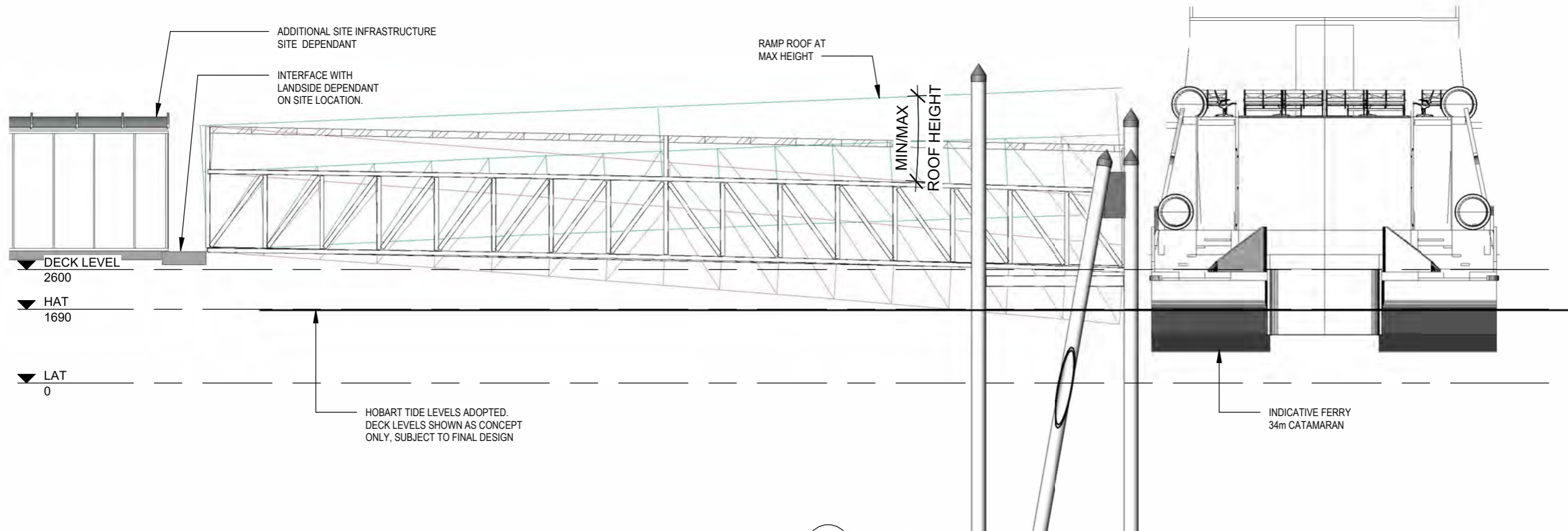
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Project	DERWENT FERRIES
Title	CONCEPT DESIGN OPTIONS - FIXED PLATFORM TYPICAL SECTIONS - SHEET 1 OF 2
Scale	A3
Drawing No.	1894 - A031

Rev A



03 SECTION
A030 1:100



04 SECTION
A030 1:100

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A	CONCEPT DESIGN. FOR INFORMATION ONLY	10.04.2024	KM	TR

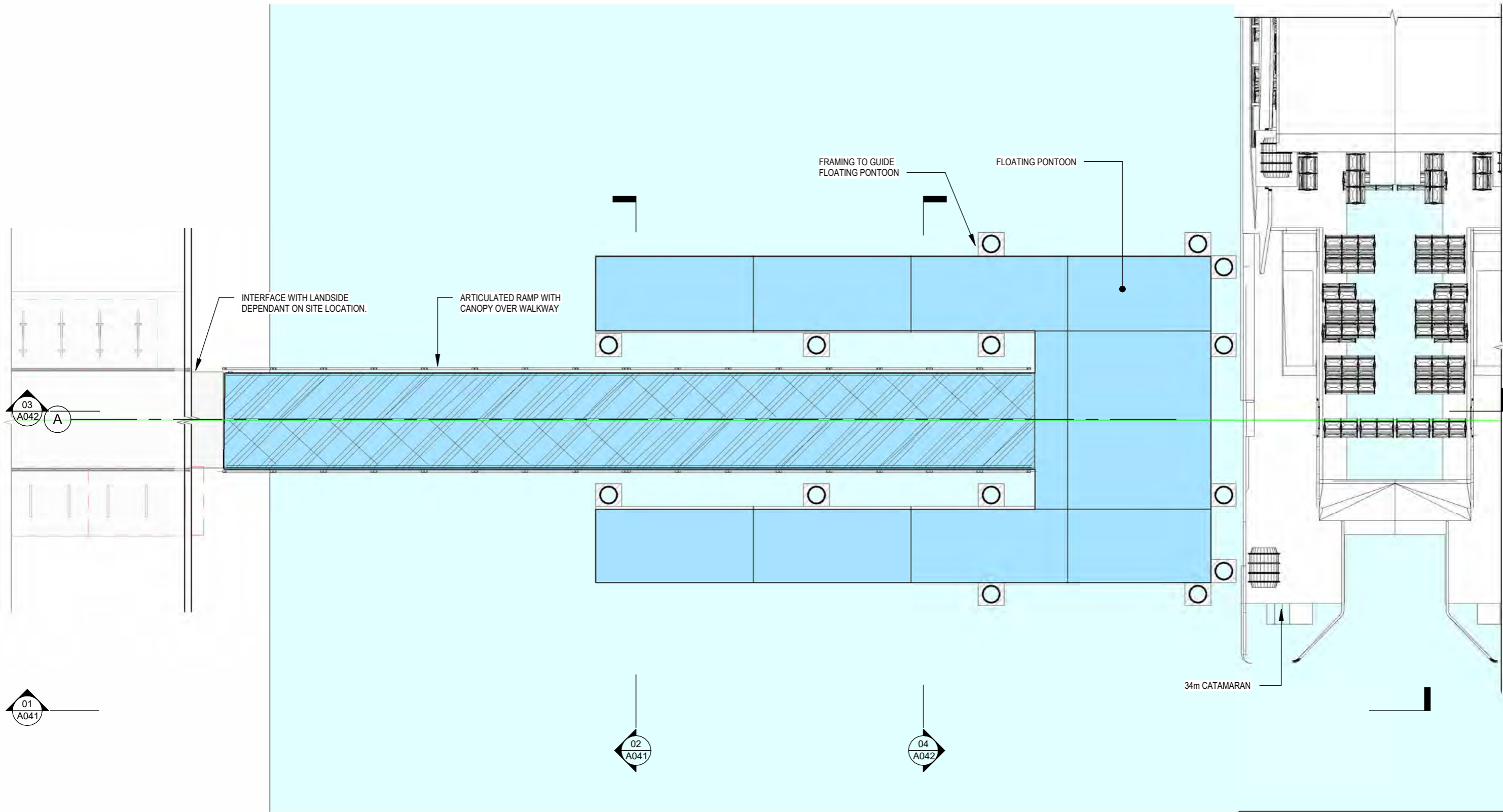


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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Scale: A3	Drawing No: 1894 - A032	Rev: A
Title: CONCEPT DESIGN OPTIONS TYPICAL SECTIONS - SHEET 2 OF 2				



TYPICAL GENERAL ARRANGEMENT PLAN

1: 100

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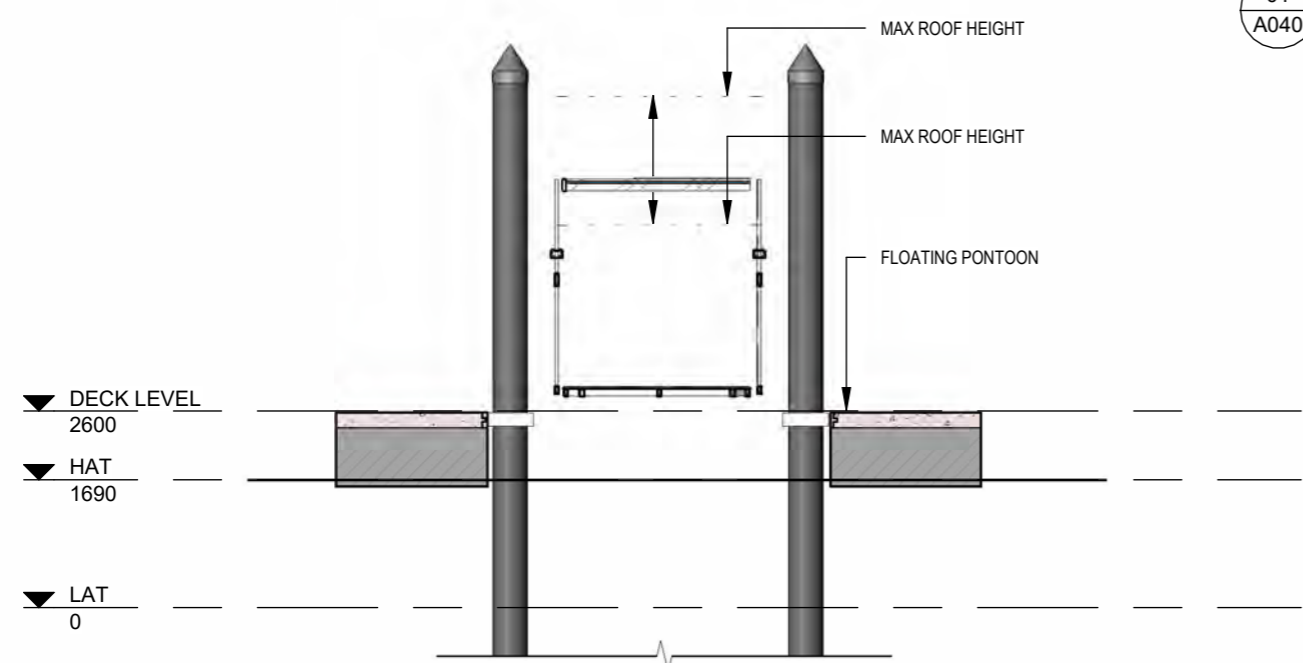
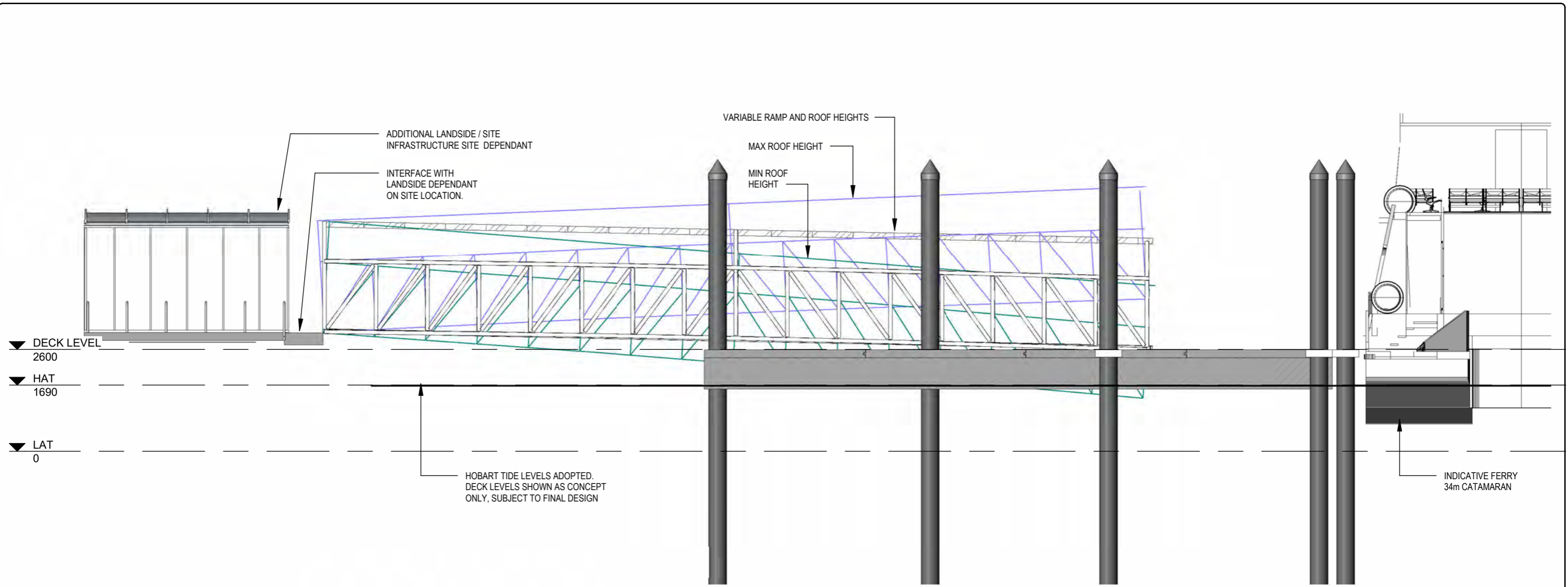


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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Scale: A3	Rev: A
Title: CONCEPT DESIGN OPTIONS - FLOATING PONTOON TYPICAL GENERAL ARRANGEMENT PLAN		Drawing No: 1894 - A040	



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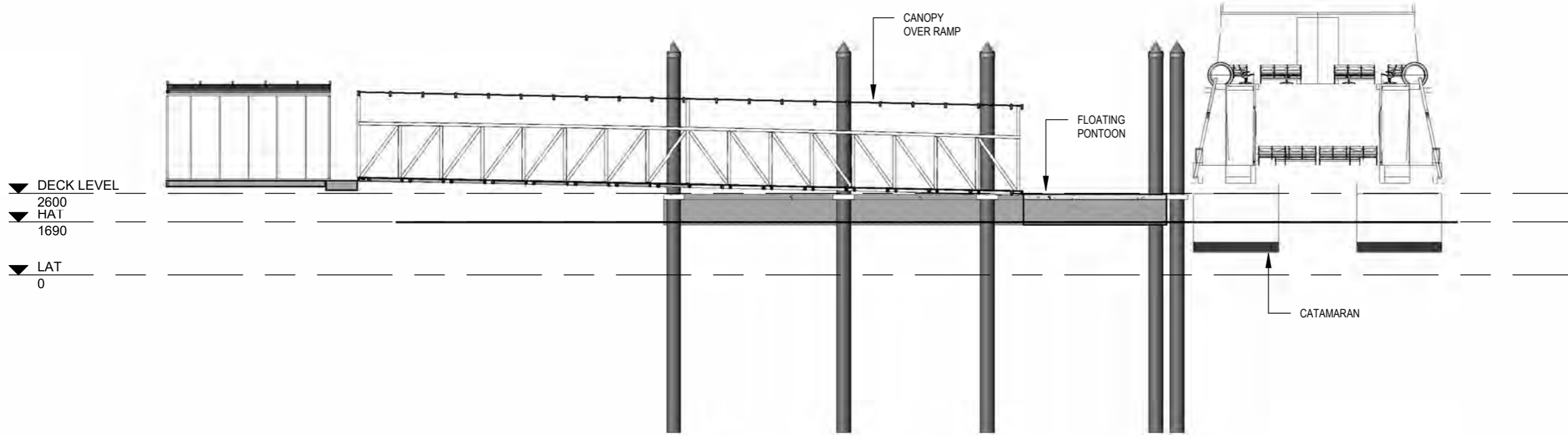
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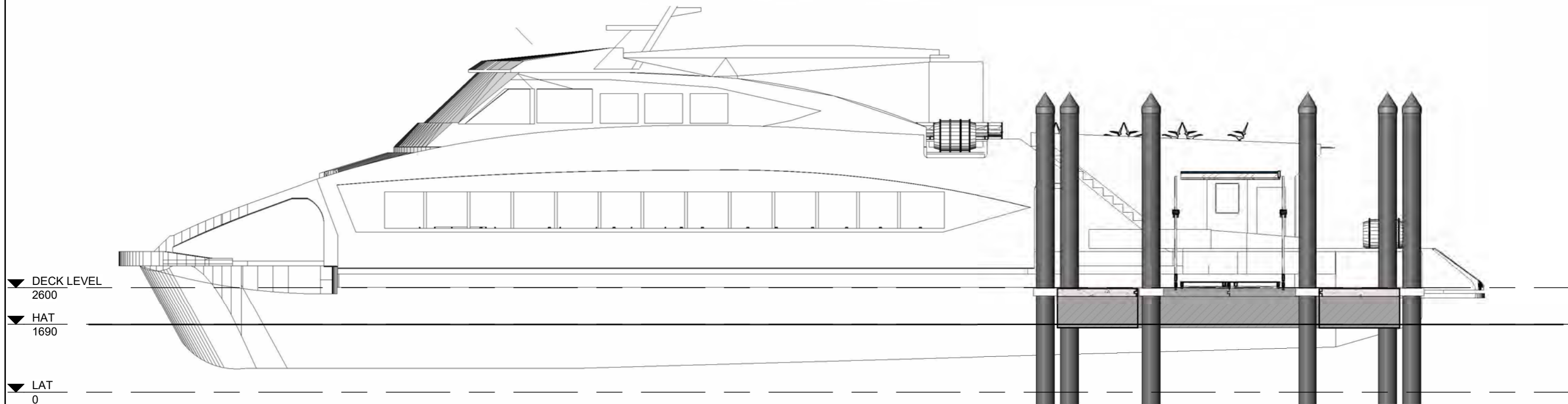
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Client: HOBART CITY COUNCIL	Project: DERWENT FERRIES	Title: CONCEPT DESIGN OPTIONS - FLOATING PONTOON TYPICAL SECTIONS - SHEET 1 OF 2	Scale: A3	Drawing No.: 1894 - A041	Rev: A
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03 SECTION
A040 1 : 150



04 SECTION
A040 1 : 100

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Project	DERWENT FERRIES
Title	CONCEPT DESIGN OPTIONS - FLOATING PONTOON TYPICAL SECTIONS - SHEET 2 OF 2
Scale	A3
Drawing No.	1894 - A042

Rev A



Clarence... a brighter place

Derwent River Ferry Expansion – Lindisfarne

A) Consultation Activity Plan & B) Consultation Promotion Plan

A) Consultation Activity Plan

Overall Background

There is a commitment to develop additional passenger ferry terminals around the River Derwent to enable the expansion of the passenger ferry service. There is an accepted need to provide more transport options for the Greater Hobart area to ease traffic congestion issues.

There is now an opportunity to consult with the community on the specific site for Lindisfarne.

Background - as provided by the Derwent River Expansion project manager.

The development of infrastructure to enable the expansion of the Derwent River Ferry Service is being progressed as a component of the Greater Hobart City Deal and includes the City of Hobart, Clarence City Council, Kingborough Council and Glenorchy City Council.

Hobart's commuter ferry services commenced as a one-year trial to establish demand. To date, over 200,000 passengers have used the service, with around 10,000 passengers using it during the January 2022 Ashes Test alone. There is a need to provide more transport options for the Greater Hobart area to ease traffic congestion issues.

Work commissioned by the Councils during 2022 / 23 confirmed the viability of an expanded passenger ferry service on the Derwent River. Initial priorities are for new (or upgraded) terminals at Lindisfarne, Wilkinsons Point and Sandy Bay.

The report also identified the locations of Regatta Point, Kingston Beach and Geilston Bay as priorities for development of the infrastructure in a subsequent round. Other locations are expected to also be considered in the future (drawing on the 30 initially proposed locations – details in the draft *River Derwent Ferry Service Master Plan*).

Specific sites in the priority locations have been assessed against established criteria. Wilkinson's Point was assessed as having one appropriate site, both Sandy Bay and Lindisfarne have two potential locations to consider and for each Council to provide a decision on the preferred site.

Wilkinsons Point

- The existing Council owned jetty at Wilkinsons Point has been assessed as the most appropriate site for development. The jetty will require significant upgrade with improved connectivity to adjacent developments in the area.

Sandy Bay

- A number of sites were assessed at Sandy Bay with two sites still under assessment. A final decision on the preferred site is required soon.

Lindisfarne

- The assessment of the sites at Lindisfarne is complex with the assessment of two sites (Lindisfarne Sailing Club and Natone Bay) very close. A final decision on the preferred site is required soon.

At this early stage the intent of engagement is to better understand the advantages and any perceived constraints of the sites under investigation on the Eastern Shore. The community feedback can then be considered along with the geotesting for a strong multi criteria analysis as this project progresses.

Timings

- *A four week community engagement period – dates to be confirmed*
- *Stakeholder interviews ideally during the same 4 weeks (may be before or after depending on their availability)*

Documents

Relevant documents to provide to the community alongside the survey and other engagement activities: eg

- Media statement – 21 May 2024 (Greater Hobart Councils start preliminary testing of possible site for Derwent ferry expansion.)
- Federal Government Grant announcement of \$20m
- State Government announcement of \$20m
- Links to the State Growth consultation already undertaken [River Derwent Ferry Service Masterplan consultation | Engage with the Department of State Growth](#)
- Include any other reports or strategies that are able to be shared in part or in full to help contextualise the engagement

FAQs 1. Who is leading the work?

Following the initial investigations, local engineering firm Burbury Consulting was engaged by the Councils to undertake a detailed assessment of each locality to identify the specific site, develop concept plans and costings of the proposed infrastructure.

Burbury Consulting has also been engaged by the Tasmanian Government to undertake the design development of the upgraded ferry terminal at Bellerive.

Local Architectural firm Raum Studio (Martin Schmidt) has been engaged by the Councils to undertake design work. Mr Schmidt has also been engaged by the Tasmanian Government to undertake the design of the new terminal proposed at Bellerive.

The use of these local firms provides the benefit of extensive local knowledge and consistency of the design for all terminals.

FAQs 2. Financial impacts

In April 2022, in the lead up to the Federal Election, the Labor Party announced a funding commitment of \$20M to develop infrastructure that would facilitate the expansion of a ferry service on the Derwent River. After winning the election, the Labor Government confirmed the availability of the capital funding in the October 2022 Federal budget.

The Tasmanian Government also made a commitment to the enhancement of the existing ferry service (from the CBD to Bellerive) with a commitment of \$19.5M to upgrade facilities at Bellerive and operate the service.

More recently (during the Tasmanian Election campaign) the Liberal Party committed an additional investment of \$20M to help develop infrastructure to support an expanded ferry service.

The work undertaken to date has confirmed that the available budget will be adequate to develop the terminals in each location as proposed. This will be validated following the development of concept designs and the associated identification of cost estimates.

Engagement/Consultation Plan

Outline the community engagement and the tools and activities that will be used. There is a focus on online information with in-person activities playing a supporting role.

Key elements

- A) Online Community survey to gain quantitative feedback and identify who is in support or not (their key demographics and reasons for interest)
- B) key authority and stakeholder interviews (see full list in appendix)
- C) any other activities

Stage 1: preparation and planning

Timing	Activities
W/C 04/06/2024	Briefing meetings (internal include customer contact)
	Development of engagement plan and select appropriate engagement tools
	Development of communications plan
	Stakeholder identification: community groups, key authorities etc
	Consideration of dates and times for activities
	Determine support materials (online and offline including short videos)
	FAQs /info created etc (online and offline)

Stage 2: key stakeholder interviews and activities

Timing	Activities
W/C 10/06/2024	Set up Your Say page, including survey
	Details for face-to-face sessions/forums/pop ups etc
	Determining who is responsible for each activity
W/C	Start reaching out to Stakeholders

Stage 3: Reporting

Timing	Activities
W/C Within a month of consultation closing	Sharing internally
	Sharing externally via Your Say and other forums
	Determining responsibility for key reporting
W/C	Memo or workshops to share back with Council

Key engagement tools, activities & main purpose

All consultations have a survey and then activities added as required:

Survey: (must include) the method likely to give us the highest volume of responses and is easy for many in the community to fit in with busy lives. The survey will focus on understanding the level of support for the concepts for each of the key sites. This will be available throughout the full time period of the consultation. We know from other recent engagements that the many members of the community are comfortable using our Your Say platform and find this simple and convenient. This survey will be made available in hard copies at Chambers and at activations. Individuals can also call and be taken through the survey to further reduce barriers to engage. It's also the clear preference in the recent Living in Clarence results.

Other tools to consider project by project: (also share the survey link at each of these)

Pop ups: (filling out online survey) pop ups in situ at each proposed location to reach a broad cross section and share postcards with survey link to fill in survey later. [dependant on availability of experts]

Individual interviews: key sites/landholders spoken to individually where needed (full list to be determined).

Submissions: All community members and stakeholders are able to provide submissions via email, in person or through the post.

Map: the map tool will be used to enable the provision of ideas or comments on specific spots at each site.

Video explainer: a simple recorded presentation to help explain the context, consultation approach and how feedback will be used. A short video to explain the project and encourage completion of the survey to ensure we hear from as many people as possible. Another way to share information before feedback is given.

Business Doorknocking: visiting businesses across the project area to encourage them to provide feedback via one of the engagement opportunities. We often encourage them to share postcards and host a poster in their window.

A) Survey outline – local community with a focus on commuters

Asking a range of questions specifically related to the key information needs for the project. Considering what we need to know from the community? Focusing on where they can have influence.

Questions and Topics for the survey

Key demographics:

- Suburb
- Proximity to the sites (within 500 metres, 1 km etc)
- Age

Site specific questions:

- Positives for each site
- Any issues or concerns for each site
- Suggestions for how to make each site better as a terminal
- Which site has the most positives and least issues in your opinion?
- Support for parking restrictions in the vicinity of the ferry (to encourage walking, riding, catching a bus being dropped off etc rather than driving)

Exiting commuter and visitor behaviour to Hobart:

- How often do you go to Hobart CBD?
- How do you get there? drive, bus, ride, walk

Potential Ferry usage questions:

- Would you use the ferry?
- How often would you use the ferry?
- Which site would you be more likely to use?
- How would you get to the ferry – walk, ride/scoot, bus connection, dropped off, car

Share next steps: We will review all the feedback we receive and use it to help inform the location proposed for the Lindisfarne ferry. Community feedback will be considered alongside expert advice and other relevant information.



Clarence... a brighter place

Derwent River Ferry Expansion – Lindisfarne Consultation Promotion Plan

B) Consultation Promotion Plan

Purpose

Provide a brief outline on the main purpose for undertaking this engagement and your expected outcomes. Please include your objectives, i.e. to obtain XX amount of responses.

Key Dates (TBC)

Consultation start date: DD MM YY

End Date: DD MM YY

**Consultations run for a minimum of 4 weeks*

Standard promotional activities

The below promotional activities can be arranged for all consultations in accordance with statutory requirements.

Cost associated with any digital or printed advertising, or the development and printing of materials will be charged to the project and are the responsibility of the project owner to pay.

Promotion tool	Platform	Y	Target audience	Proposed timing	Statutory requirement	Comments
Webpage	(Council homepage and Your Say)	y	Lindisfarne local residents		n	
Council publications (dependant on timing)	(City of Clarence News, Dog News)	y			n	
Advertisement (minimum as part of the monthly 'open consultations' ad)	Eastern Shore Sun	y			n	
Corflute signage (please specify location/s in the comments section)		y			n	At each proposed location
Social media (max of 2 posts on CCC Facebook page)	CCC Facebook page	y		Week 1 and 3	n	
	Facebook groups (please specify)	y			n	Lindisfarne Group, Rotary Group (via Councillor Hulme)

Promotion tool	Platform	Y	Target audience	Proposed timing	Statutory requirement	Comments
Staff/Internal	Onsite Insight feature	y	Staff	2 times	n	Staff living in or with connections to Lindisfarne

Extra/Extended promotional activities

These promotional options are available if the project is considered of high interest to the community, directly linked to Council's strategic objectives, or there is likely to be significant media interest.

Please allow a minimum of four weeks' notice for these additional promotions.

Please provide a detailed media pitch here and include talent/key stakeholders details.

These activities will need to be reviewed and approved by the Manager Communications, Media and Marketing

Promotion tool	Platform	Y	Target audience	Proposed timing	Comments
Media	Media release	y		Aligned to the online survey opening	
	Media event	n		[Day] [Time] [Location] [Speakers]	
Social media paid advertisement	CCC Facebook page	n			<i>Separate from standard posts – potential to geotarget</i>
Printed communication	Letter (if outside ESS distribution- see below)	n			
	Poster	n			
	Postcards	n			
Stakeholder engagement	(Medium required, e.g. letter, fact sheets)	n			
In person/onsite promotions	(event/location, time, resources)	y			To promote pop ups at each site
Stand-alone Print Advertising	(Eastern Shore Sun, Mercury)	n			

Distribution Map



8.4.4 ESTIMATES, CAPITAL EXPENDITURE PROGRAMME, FEES AND CHARGES 2024/2025**EXECUTIVE SUMMARY****PURPOSE**

To consider the Estimates, incorporating the Capital Expenditure Programme, for the 2024/2025 financial year, together with an updated List of Fees and Charges.

RELATION TO EXISTING POLICY/PLANS

Consistent with Council's adopted Strategic Plan 2021 - 2031.

LEGISLATIVE REQUIREMENTS

Section 82 of the *Local Government Act* requires the Chief Executive Officer to prepare Estimates of the Council's revenue and expenditure for each financial year.

CONSULTATION

Nil.

FINANCIAL IMPLICATIONS

The Estimates provide statutory authorisation for recurrent and capital expenditure for financial year 2024/2025. Based on the draft estimates, the required increase in rating effort to meet the proposed functional outcomes is 6.48% net of growth and the effects of the Tasmanian Government Fire Services Contribution and State Waste Levy.

RECOMMENDATION:

That Council:

- A. Adopts the Estimates for financial year 2024/2025 as set out at Attachment 1.
- B. Adopts the Capital Expenditure Programme for financial year 2024/2025 as set out at Attachment 2.
- C. Adopts the List of Fees and Charges for financial year 2024/2025 as set out at Attachment 3.

ASSOCIATED REPORT**1. BACKGROUND**

1.1. Draft Estimates, Capital Expenditure Programme, and List of Fees and Charges for financial year 2024/2025 have been prepared following a series of Council workshops, which considered a range of programs, projects, initiatives and issues likely to have an impact on the organisation in the coming year.

- 1.2. Council is required to adopt Estimates for each financial year.
- 1.3. Council's Strategic Plan 2021 – 2031 was adopted in April 2021 and the budget is framed in consideration of the goals and strategies embedded within it. The programs, projects and initiatives funded within the financial year 2024/2025 are reflected in the draft Annual Plan which is also provided for Council approval. The Annual Plan provides the high-level basis for monitoring delivery of services, projects and programs to the Clarence community during the year.
- 1.4. Council reviewed the Long-Term Financial Management Plan (LTFMP) during workshops with Councillors but saw no need to adopt a new LTFMP in 2024. In accordance with the Local Government Act 1993, Council is only required to review the LTFMP once every four years. Council will review the LTFMP again later this year after the new Long Term Asset Management Plans are adopted by Council.
- 1.5. However, the guiding principles, from the current LTFMP, are still incorporated into the framing of the 2024/25 Estimates and are reproduced below for ease of reference:

“GUIDING PRINCIPLES REVENUE, EXPENDITURE AND CASHFLOW

The guiding principles in relation to revenue, expenditure and cashflow include:

- *Ensuring that there is balance between ensuring capacity to maintain the delivery of council services that continue to meet community expectations and the relative rating effort required.*
- *Ensuring that cashflow is well understood and managed to support council operations, capital program and debt commitments.*
- *Ensuring that council's long-term financial plan is framed to effectively manage debt and the rating strategy in coming years.*

GUIDING PRINCIPLES CAPITAL, SERVICE AND ESTABLISHMENT

The guiding principles in relation to capital, service and establishment include:

- *That the capital budget adopts a focus on the long-term strategic asset management plans that balances renewal effort, risk mitigation and the development of new community infrastructure.*
- *Complete existing/iconic masterplans through continued community engagement, progressing to DA where possible.*
- *That council's service delivery be focussed on statutory, regulatory and core service requirements in the first instance.*
- *The budget Estimates have a focus on building and maintaining staffing and organisation capacity to ensure council continues to respond to the needs of a growing city.”*

2. REPORT IN DETAIL**Overview of Operational Estimates**

- 2.1.** The Estimates (**Attachment 1**) provide the high-level financial framework within which Council will operate for the 2024/2025 financial year. The financial plan principles set out above remain relevant, with the key aim of ensuring Council remains in a sound long-term financial position.
- 2.2.** The Estimates are consistent with the detailed programme budgets discussed by Councillors at a series of workshops over recent months.
- 2.3.** The Estimates require an increase in overall rating income of 6.48% on 2023/2024 levels net of growth and Tasmanian Government increases. Growth in the rates base during 2023/2024 is estimated at 1.58%.
- 2.4.** The Fire Services Contribution, which Council is obliged to pay to the Tasmania Fire Service (and over which Council has no control), has increased in aggregate by 5.0% against the 2023/2024 contribution. The contribution will be \$7.16 million, an increase of \$343,059. Within this, the urban area will increase by 5.0%, districts (Richmond, Cambridge, South Arm, etc) will increase by 5.9% and rural will increase by 4.5%.

- 2.5.** The Tasmanian Government introduced a Waste Levy in 2022/2023 that Council must collect on their behalf. The Levy is based on Council's refuse tonnage, a cost of \$44.88 per tonne which Council has estimated to be \$485,946 for the 2024/2025 financial year. This is an increase of \$23.52 per tonne from 2023/2024. This cost is applied to all properties in Clarence that have a refuse bin, the cost varies depending on size of bin. The Tasmanian Government has proposed that the Levy will increase by another \$20 plus CPI per tonne in the 2026/2027 financial year.
- 2.6.** The reduction in services, programs and containing employee costs in 2020/2021 to deliver a "zero bottom line" as well as increasing rates less than CPI in both 2022/2023 and 2023/2024 has once again presented Council with a challenging budget environment for the 2024/2025 financial year. Programs, activities, and services were again scrutinised in detail and opportunities for savings were factored into the budget to ease pressure on the rating requirement. These savings were balanced against the need to provide services, programs, and initiatives to the Clarence community across a wide range of activity areas.
- 2.7.** The proposed increase of 6.48% is above the March Consumer Price Index for Hobart, but less than the rate increase proposed in our current adopted 10 Year Plan (8.1%).
- 2.8.** The larger than anticipated CPI increases over the last two years is still placing significant pressure on the underlying cost base of Council's operations, with materials, contract services and other costs all increasing as a consequence. This is resulting in tendered project works being materially more expensive than budgeted expectations. The Enterprise Agreement applying to Council staff includes an increase to salary and wages that is linked to CPI. As employee costs are the largest expense category of Council, this too has a significant impact on the Budget Estimates.

- 2.9.** Regardless of measures of aggregate inflation, Council’s rating requirement has been adversely affected by the need for additional revenue to respond to the expectations and deliverables of a city that has experienced greater than average growth for almost a decade. According to ABS data, Clarence has experienced population growth of 12% from 2016 to 2021 (compared to 9% for Tasmania and 7.6% for Hobart City). This leads to expanding demand for waste management services, increased maintenance of roads, footpaths, tracks, trails, and other community infrastructure which has in turn influenced the budget outcome. Growth can also be seen from the amount of infrastructure council has taken on from subdivisions, during 2022/2023 we had contributed assets of 16 million dollars ranging from roads, stormwater and playgrounds which council must now maintain.
- 2.10.** As in previous Estimates, provision has once again been made for the portion of the 2024/2025 rates equivalents payable by the operators of the Hobart International Airport, which are considered doubtful. Legal action related to these amounts has now concluded, however discussion on future rates that will be payable by the Hobart International Airport, has not yet occurred. The provisions therefore continues to be made, to ensures that there is no adverse impact on these Estimates, or future Estimates.
- 2.11.** As part of the 2024/2025 budget Estimates process, Council has identified the following estimated Community Service Obligations (CSO) embedded within Council activities, which support the achievement of strategic goals and objectives of Council in relation to the affordable provision of services to residents:
- Recreational swimming and hire of swimming facilities at the Clarence Aquatic Centre, for which a net CSO amount of \$474,266 has been provided, and
 - Waste management activities undertaken at the Mornington Park Waste Transfer Station, for which CSO of \$339,157 has been provided.

2.12. Significant variations to operating items contained in the draft Estimates include:

- Increased electoral costs due to an elector poll required on the High-Performance Centre \$200,000.
- Increased unsealed road maintenance of \$133,515.
- Increased maintenance of table drains \$118,200.
- Additional street furniture maintenance \$47,600.
- Increased track maintenance for Mountain Bike Park \$60,000.
- New cleaning contracts for additional facilities \$52,700.
- Additional Oval maintenance \$45,000 Funding for Tracks and Trails Strategy \$20,000.
- Body cameras for staff due to safety concerns \$20,000.
- Maintenance funds to support new Nature Strip Policy \$35,000.
- Funding for Land & Coast Care Volunteer Group support \$15,000.
- New weeds management for Mountain Bike Park \$10,000.
- New funds for specialist IS support to enhance and implement TechOne systems, including organisational data storage \$182,000.
- Additional funds for Tranmere/Droughty Point structural Plan \$65,000.
- New project Settlement Strategy \$50,000.
- Clarence Community Facilities Strategy \$120,000.
- Funds for additional office space and alterations \$250,000.
- Increased water usage costs \$49,500.
- Waste levy state government charge increasing by \$232,546.
- Recycling collection and disposal costs increasing by \$174,976.
- New initiatives for the waste and sustainability program \$100,500.
- Communication Strategy Implementation \$60,000.
- Increase renewal funding in line with Long Term Financial Management Plan \$450,000.
- Increased IS software and contract costs due to parking sensor implementation and additional Microsoft licences required.
- Additional positions \$1,229,175, reflecting an increase in demand for services across the organisation, some positions are partly offset by increased revenue in associated programs.

- Asset Inspection Officer – position will ensure council’s growing number of assets is recorded accurately to help improve maintenance tracking.
- Emergency & Recovery Management Bushfire Lead - key coordinator, and planner for emergency and recovery management across council.
- Administrative Officer Governance – will allow senior legal staff more time to provide high level support to Council.
- Planner – ensure workloads and continuation of service delivery can be maintained.
- Team Leader Planning Assessment – to provide support to Manager of Planning so they can contribute to higher level planning applications.
- Parking Ranger and part time Administrative Officer Rangers to help with increased demand in parking enforcement.
- Cadet Environmental Officers moving to fully qualified Environmental Officers.
- Payroll Officer – required due to additional work loads and key person dependency.
- Business Systems Analyst and ICT Graduate – increase the Information Services ability to complete key projects within the organisation.
- Manager of Community Services to oversee the Community Services, Volunteer Services and Youth Services programs.
- Technical Officer – Trees – position required due to the unprecedented increase in tree related requests.

2.13. The overall rise in recurrent expenditure reflects substantial increased growth and activity throughout the city. Left unaddressed this will adversely impact Council’s service standards, risk management and result in inability to meet Council’s Strategic Plan goals. Additionally, as Council further invests in the capital program there will be a corresponding increase in recurrent expenditure in future years.

Overview of Capital Works

2.14. The capital program reflects Council’s continued commitment to the delivery of projects that reflect the strategic goals of Council and the needs of the city. The ongoing focus on renewal of Council infrastructure to provide a good level of service is consistent with the Long-Term Financial Management Plan key performance indicators.

2.15. A schedule of the proposed Capital Expenditure Programme is provided with this report (**Attachment 2**). The programme provides for works to the value of \$21.6 million, fully funded from a range of capital funding sources including State Grants Commission, infrastructure renewal funding, capital contribution from rates, road and specific purpose grants, specific purpose reserves and funds redistributed from projects no longer going ahead.

The proposed \$21.6 million capital program is a decrease of \$7.3 million on 2023/2024. Significant projects are mentioned below at paragraph 2.21.

2.16. The Estimates provide for infrastructure renewal expenditure (\$10.84 million). Council’s Long Term Financial Management Plan includes renewal funding requirements established under adopted Asset Management Plans and assumes the appropriation of TasWater dividend to infrastructure renewal.

2.17. Distributions from TasWater (comprising dividends, tax equivalents and loan guarantee fees) are expected to be \$2.2 million. Council’s strategy is to dedicate these funds for infrastructure renewal via a transfer to the Infrastructure Renewal Reserve. TasWater is currently paying a special dividend over five years to compensate for the dividend not received during Covid. This is currently \$440,000 per year and has been allocated to the capital program.

2.18. The total amount to be raised through rates for infrastructure renewal is \$9.5 million in 2024/2025 compared with \$9.08 million in 2023/2024.

- 2.19.** Closely related to Council’s strategy for funding infrastructure renewal is interest earned on investments. Any expected interest revenue above \$580,000 per year is applied to our renewal reserve. The mechanism for this is that the amount in interest revenue above \$580,000 is offset by the same amount appropriated to the Infrastructure Renewal Reserve, representing interest earnings on those funds. Through this mechanism the Infrastructure Renewal Reserve retains its value in real terms, assumptions made in long-term financial modelling are met and the net rating requirement is effectively insulated from the effect of cyclical movements in interest rates.
- 2.20.** Payments received from the State Grants Commission, which Council appropriates to support its capital expenditure programme, are expected to increase in line with inflation to around \$3.89 million. Roads to Recovery funding for the period 1 July 2024 to 30 June 2029 is expected to be \$5.7 million. This will not be paid evenly over the five years, so we have estimated to receive \$780,000 in 2024/2025.
- 2.21.** Major projects contained within this programme include:
- Road reseal programme \$3.7 million.
 - Major dig-outs reconstruction \$2.5 million.
 - Footpath/ kerb and gutter renewal \$1.4 million.
 - Footpath/ kerb and gutter reseal prep \$875,000.
 - Clarence Foreshore Trail – Rosny Point to Heskett Court \$1.0 million.
 - Parramore Street Stormwater Improvements \$730,000.
 - Risdon Vale Creek Stormwater Improvements \$300,000.
 - Clarendon Vale Oval Lighting \$440,000.
 - Cambridge Dog Park additional funds \$600,000.
 - Bayview Park Playground and Toilet Renewal/Upgrade \$750,000.
 - Richmond Village Green & Playground \$225,000.
 - Various Play Parks Renewal \$420,000.
 - Public Art Installations \$170,000.

- Clarendon Vale Oval Pavilion additional funds \$550,000.
- Sandford Hall upgrades \$205,000.
- City Heart Integrated Land Use and Transport Review \$550,000.

Economic Stimulus and Loan Funding

2.22. The loan of \$5.6 million for the Stormwater Upgrade in Bellerive, included in the 2021/2022 capital program, was taken up during the 2021/2022 financial year. The 2024/25 Estimates include the required yearly repayments on this loan, which will be recovered through property rates. At its meeting of 16 May 2023, Council approved another \$3M of funding for this project, it is anticipated these funds will not be taken up until late 2024/2025, so there will be no repayments required until 2025/2026. Council also approved another \$6.1 million in loan funds in the 2023/2024 Estimates. These funds will also be taken up in the latter half of 2024/2025 and therefore there will have no repayments required in these proposed estimates.

2.23. In December 2024, Council will fully extinguish the Tasmanian Government Economic Stimulus Loan through repayments from the Specific Purpose Reserve that was set aside in 2021/2022 for this purpose.

2.24. There are no new borrowings proposed in the 2024/2025 estimates.

Current Capital Program

2.25. Unspent 2023/24 capital funding will be carried forward into 2024/25.

List of Fees and Charges

2.26. Council fees and charges are reviewed annually as part of the budget process. Council staff consider various factors when determining the fees such as, but not limited to, cost of providing the service, community benefit, comparative market pricing and whether the good or service will assist in advancing the objective of Council's strategic and subsidiary plans.

2.27. The average proposed increase for council’s fees and charges is 6%, which is in align with Council’s overall budget increase.

2.28. Council’s List of Fees and Charges is provided for approval (**Attachment 3**).

3. CONSULTATION

3.1. Community Consultation Undertaken

Nil.

3.2. State/Local Government Protocol

Nil.

3.3. Other

Nil.

3.4. Further Community Consultation

Media releases and community advice will be provided to update the community on the Estimates, capital program and other relevant issues arising from the budget process. Council’s Annual Plan will provide the community with detail of Council’s programs for the coming year, with performance to be reported within each quarterly report. The Annual Plan is also submitted for approval by Council at this meeting.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

The *Local Government Act 1993 Section 82*, requires the adoption of Estimates each year, not to be adopted more than one month before the start of the financial year, but prior to 31 August in the particular financial year.

5. EXTERNAL IMPACTS

Nil.

6. RISK AND LEGAL IMPLICATIONS

There are no other issues to be addressed beyond meeting the statutory obligation to adopt annual budget Estimates.

7. FINANCIAL IMPLICATIONS

The budget Estimates provide statutory authorisation for recurrent and capital expenditure for the 2024/2025 financial year. Based on the Estimates, the required increase in rating effort will be on average 6.48% net of growth and excluding government charges.

8. ANY OTHER UNIQUE ISSUES

Following adoption of the Estimates, the draft Annual Plan has also been prepared for adoption at this meeting. Council is required to adopt an Annual Plan each year.

9. CONCLUSION

- 9.1.** The attached Estimates reflect a range of issues considered by Councillors.
- 9.2.** The overall increase in rating effort required to meet the proposed expenditure levels is 6.48% net of growth and government charges.
- 9.3.** The Estimates, Capital Expenditure Programme, amended List of Fees and Charges are recommended for approval.

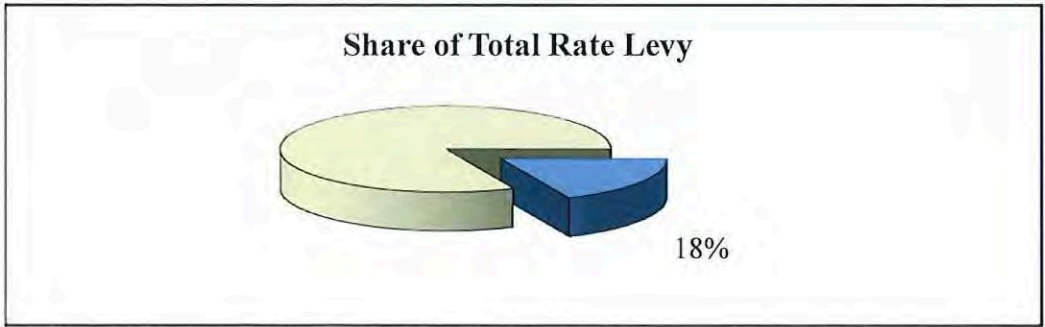
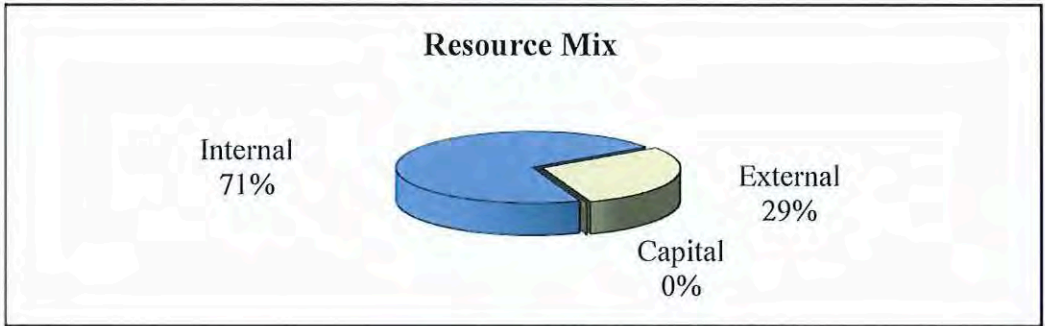
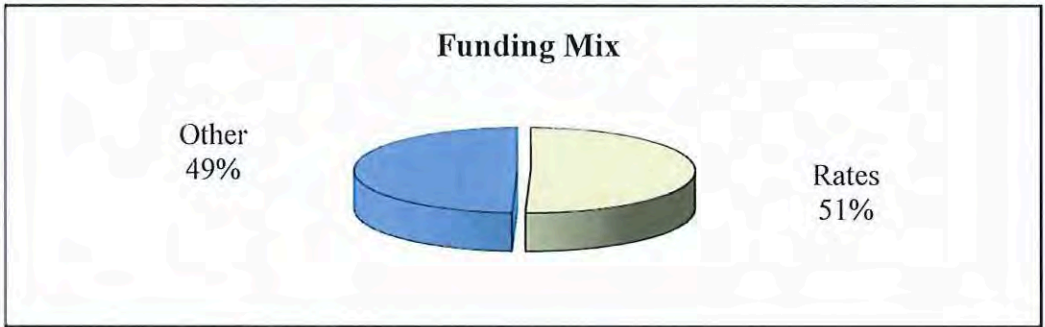
- Attachments:
- 1. Estimates 2024/2025 (11)
 - 2. Capital Expenditure Programme 2024/2025 (6)
 - 3. List of Fees and Charges for 2024/25 (34)

Ian Nelson
CHIEF EXECUTIVE OFFICER

Clarence City Council Annual Estimates 2024 / 2025

COMMUNITIES & PEOPLE

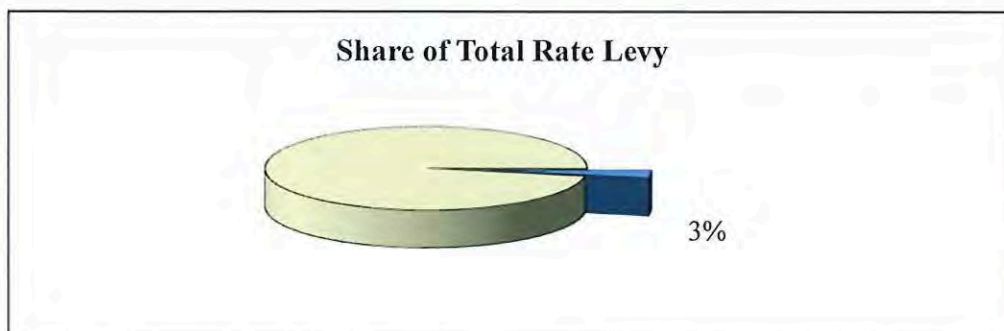
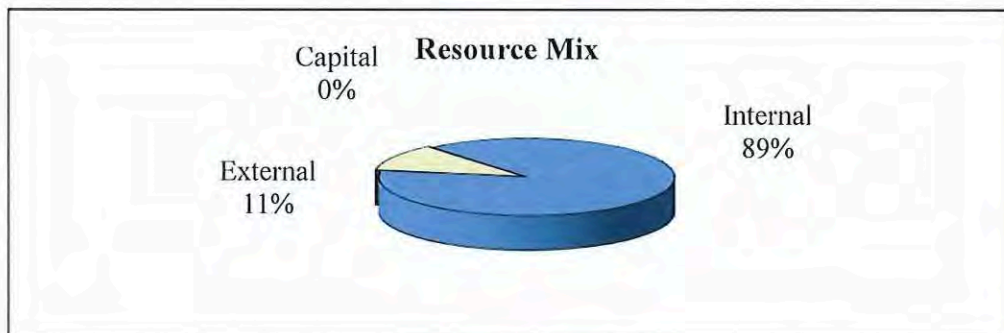
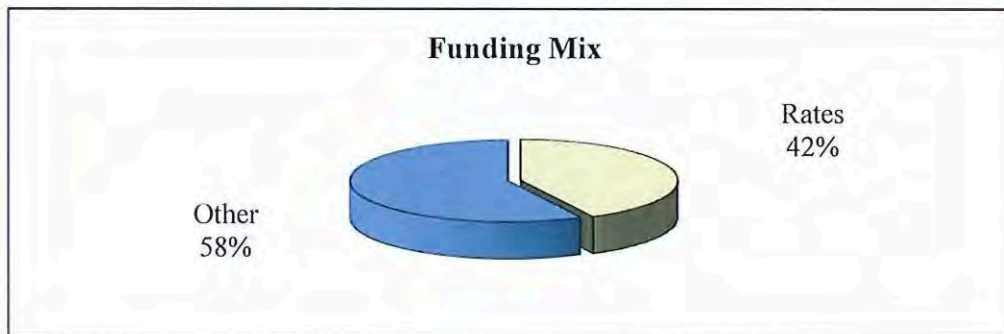
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		21,439
Total Revenues		11,248
Net Expenses		10,191
Less Expenses Capitalised		1,125
Net Operating Expenses		9,066
Net Asset Purchases		5,145
Borrowings		
Transfers to Reserves		0
Transfers from Reserves		1,347
Capital Financing Requirement		3,798
Net Rating Requirement		12,864



Clarence City Council Annual Estimates 2024 / 2025

CITY FUTURE

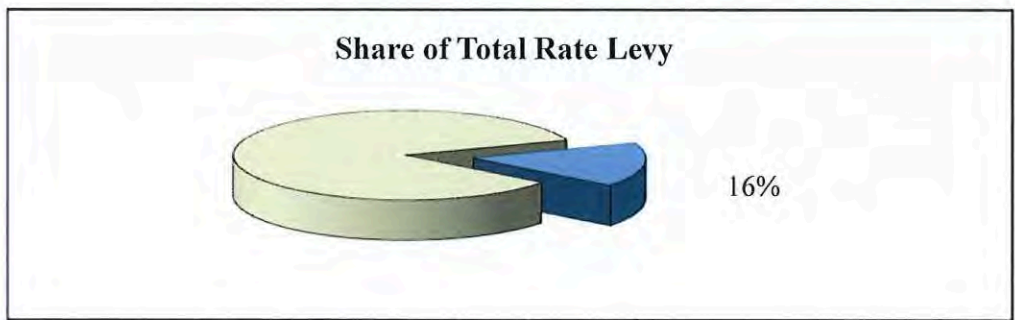
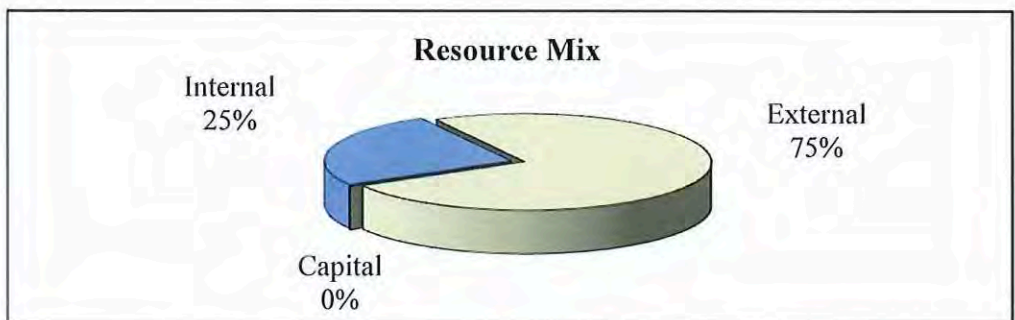
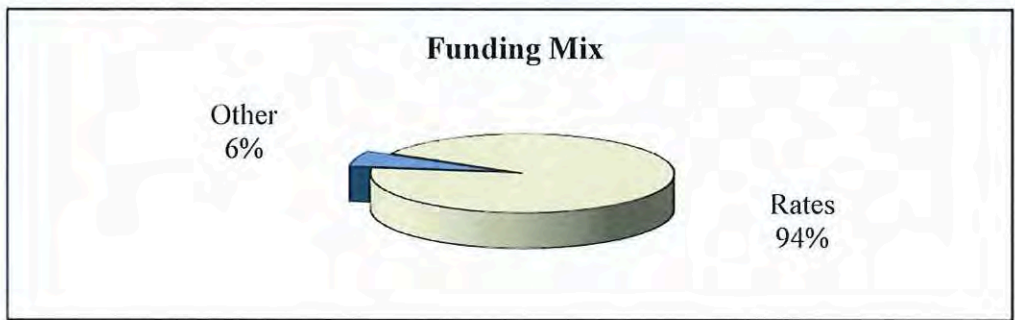
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		4,565
Total Revenues		2,903
Net Expenses		1,662
Less Expenses Capitalised		
Net Operating Expenses		1,662
Net Asset Purchases		
Borrowings		
Transfers to Reserves		473
Transfers from Reserves		0
Capital Financing Requirement		473
Net Rating Requirement		2,135



Clarence City Council Annual Estimates 2024 / 2025

NATURAL ENVIRONMENT

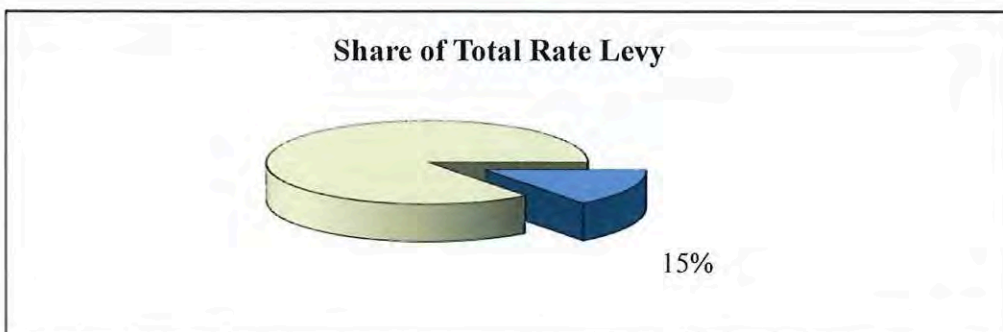
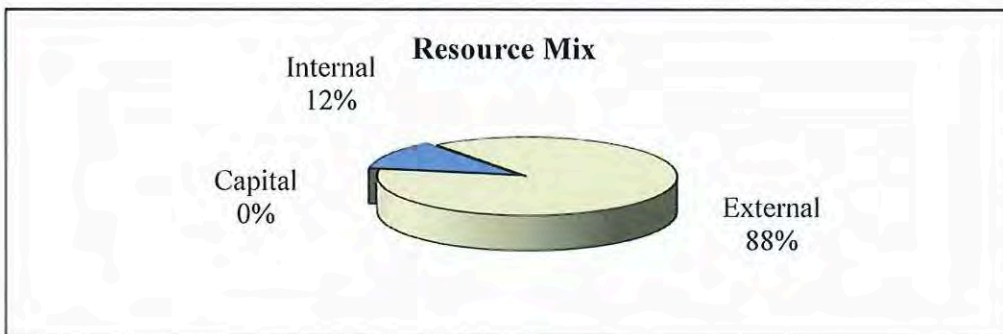
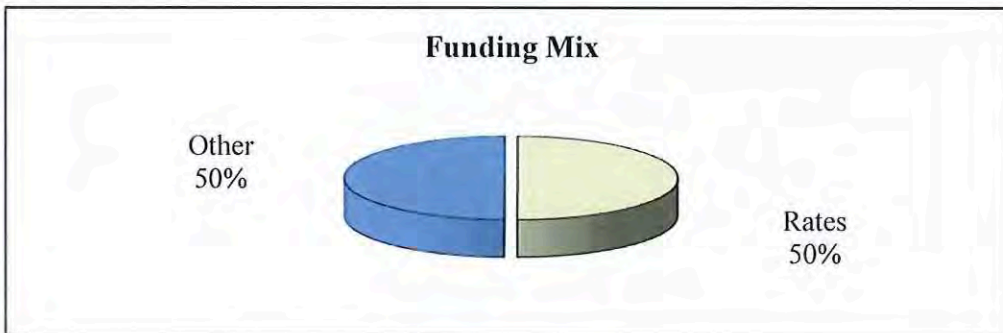
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		11,493
Total Revenues		496
Net Expenses		10,997
Less Expenses Capitalised		118
Net Operating Expenses		10,879
Net Asset Purchases		645
Borrowings		
Transfers to Reserves		
Transfers from Reserves		255
Capital Financing Requirement		390
Net Rating Requirement		11,269



Clarence City Council Annual Estimates 2024 / 2025

GOVERNANCE

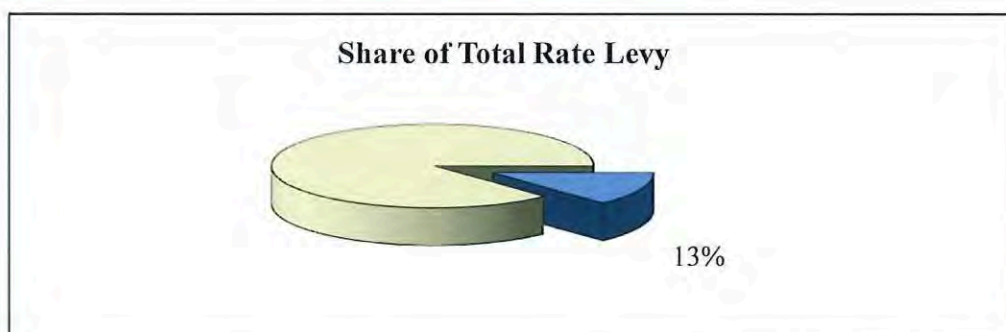
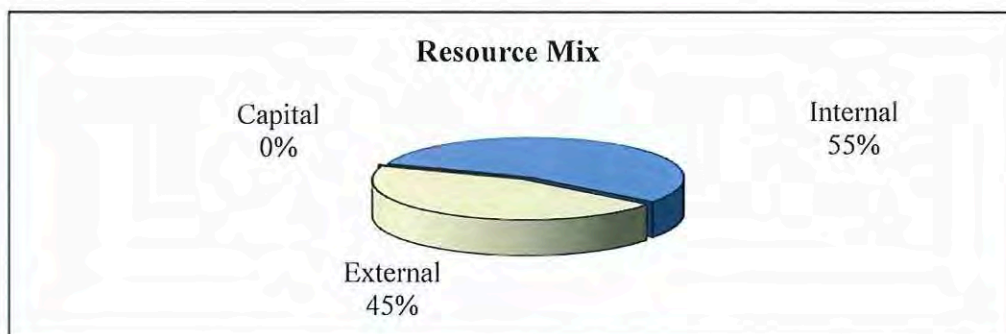
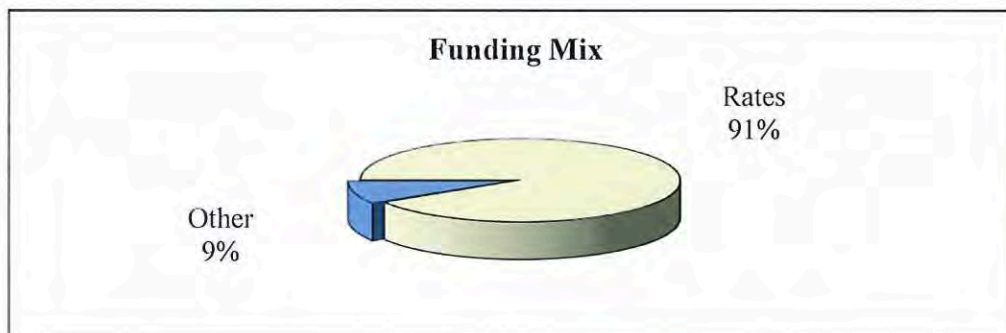
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		16,719
Total Revenues		9,921
Net Expenses		6,798
Less Expenses Capitalised		
Net Operating Expenses		6,798
Net Asset Purchases		
Borrowings		
Transfers to Reserves		3,827
Transfers from Reserves		340
Capital Financing Requirement		3,487
Net Rating Requirement		10,285



Clarence City Council Annual Estimates 2024 / 2025

CORPORATE SUPPORT

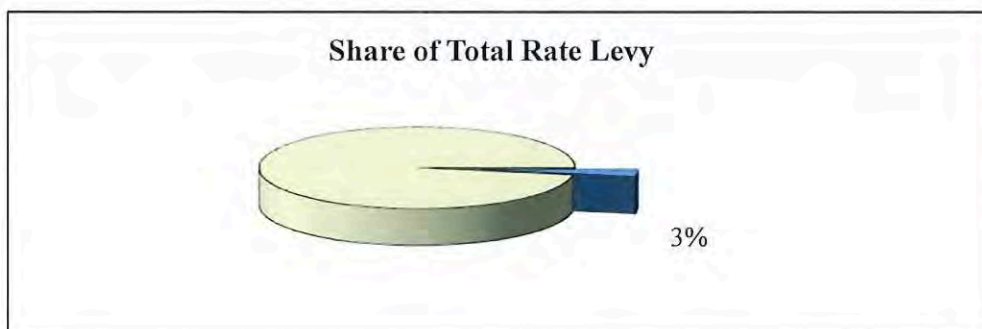
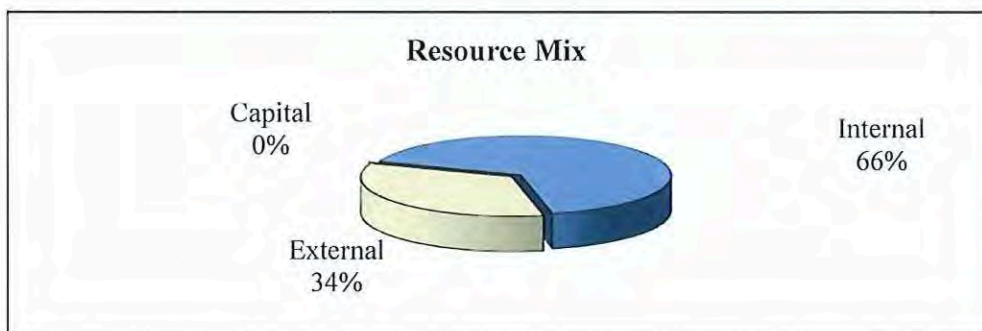
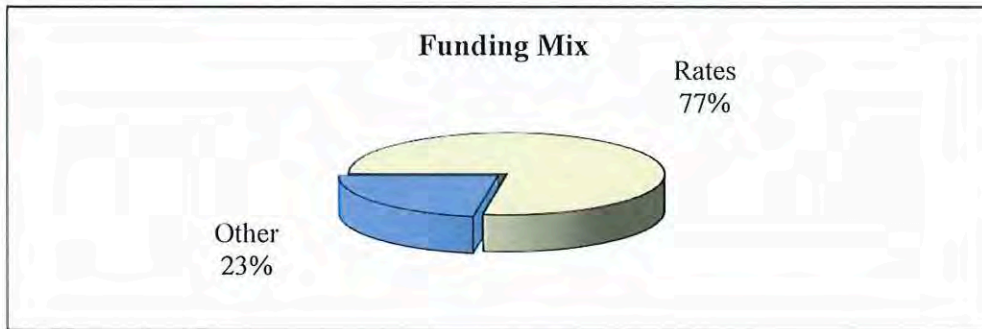
FINANCIAL RESOURCE REQUIREMENTS	\$'000
Total Expenses	9,725
Total Revenues	318
Net Expenses	9,407
Less Expenses Capitalised	
Net Operating Expenses	9,407
Net Asset Purchases	300
Borrowings	
Transfers to Reserves	
Transfers from Reserves	583
Capital Financing Requirement	-283
Net Rating Requirement	9,124



Clarence City Council Annual Estimates 2024 / 2025

STRATEGIC DEVELOPMENT, COMMUNICATION & ENGAGEMENT

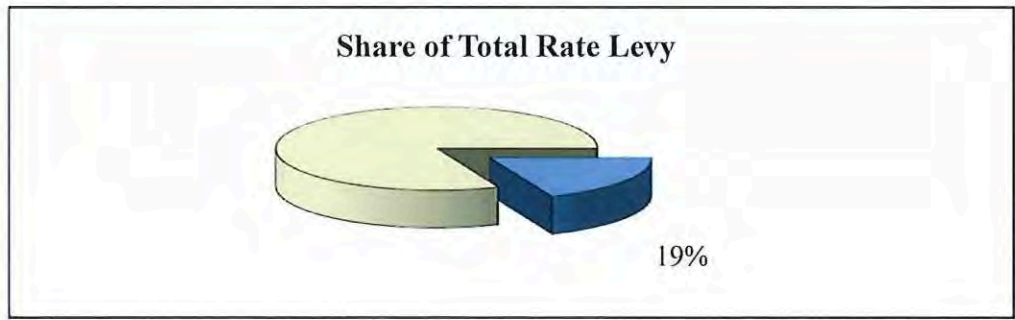
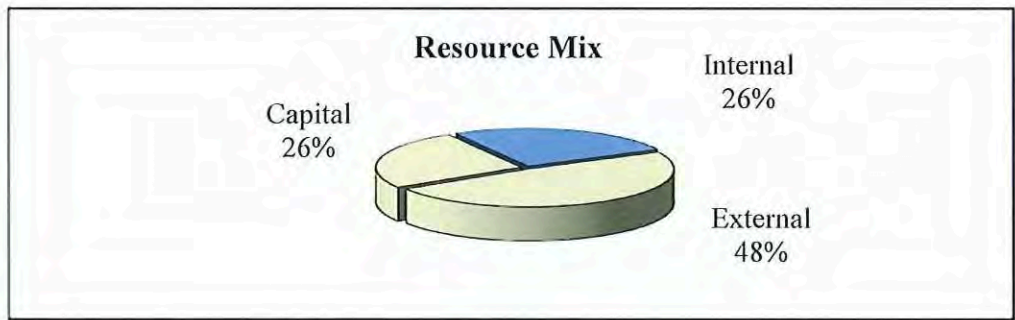
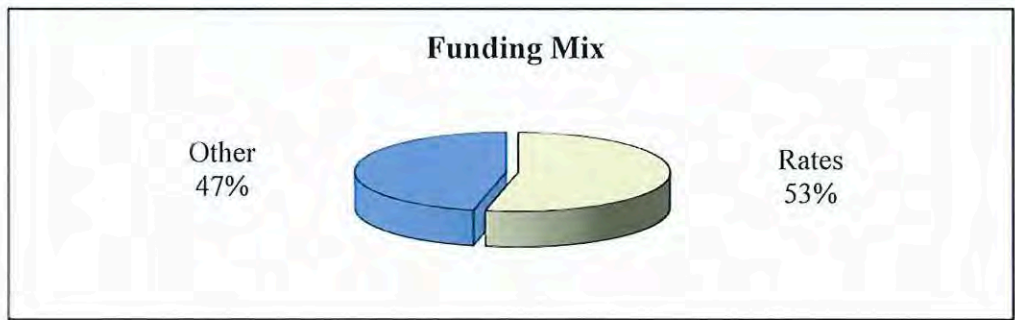
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		2,122
Total Revenues		550
Net Expenses		1,572
Less Expenses Capitalised		0
Net Operating Expenses		1,572
Net Asset Purchases		550
Borrowings		0
Transfers to Reserves		0
Transfers from Reserves		52
Capital Financing Requirement		498
Net Rating Requirement		2,070



Clarence City Council Annual Estimates 2024 / 2025

INFRASTRUCTURE - ROADS & TRANSPORT

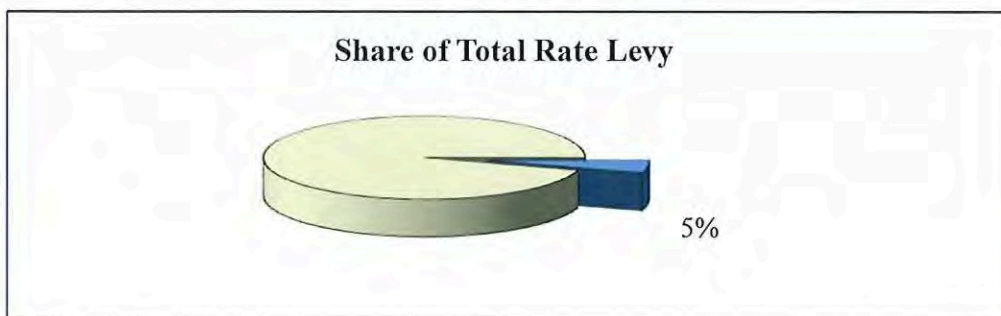
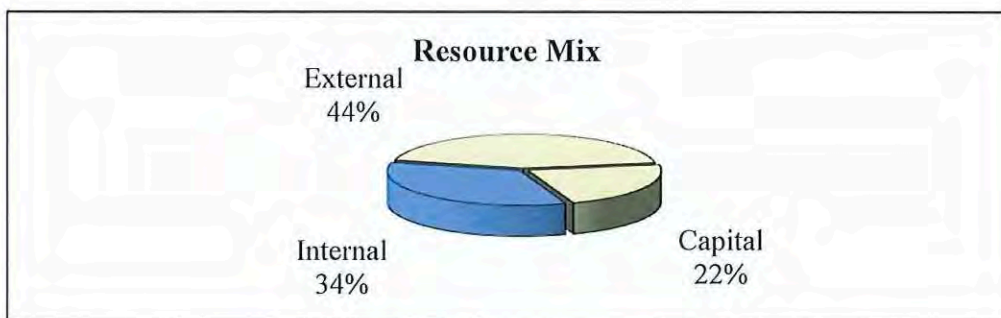
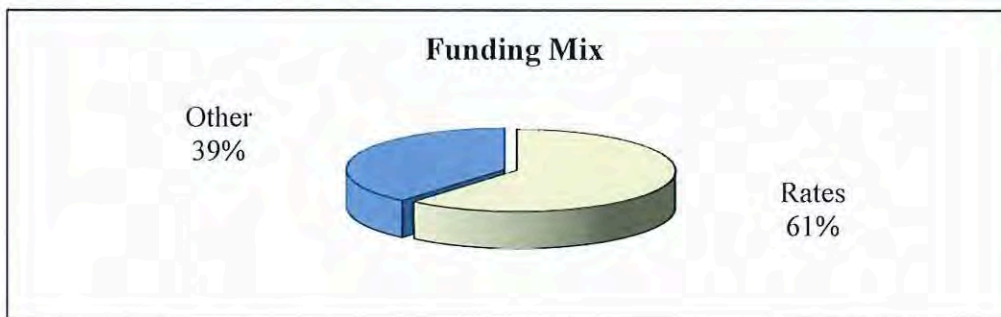
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		15,355
Total Revenues		2,004
Net Expenses		13,351
Less Expenses Capitalised		3,057
Net Operating Expenses		10,294
Net Asset Purchases		12,407
Borrowings		0
Transfers to Reserves		0
Transfers from Reserves		9,493
Capital Financing Requirement		2,914
Net Rating Requirement		13,208



Clarence City Council Annual Estimates 2024 / 2025

INFRASTRUCTURE - STORMWATER

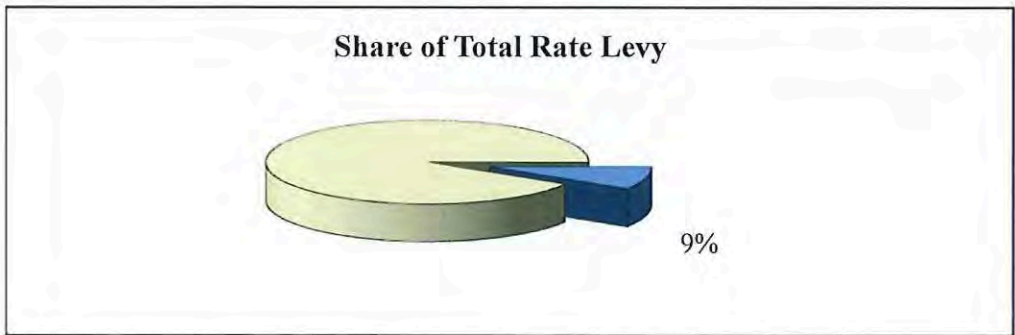
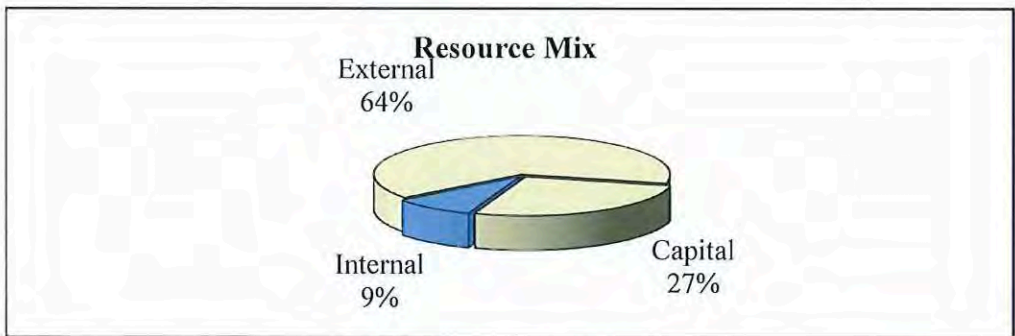
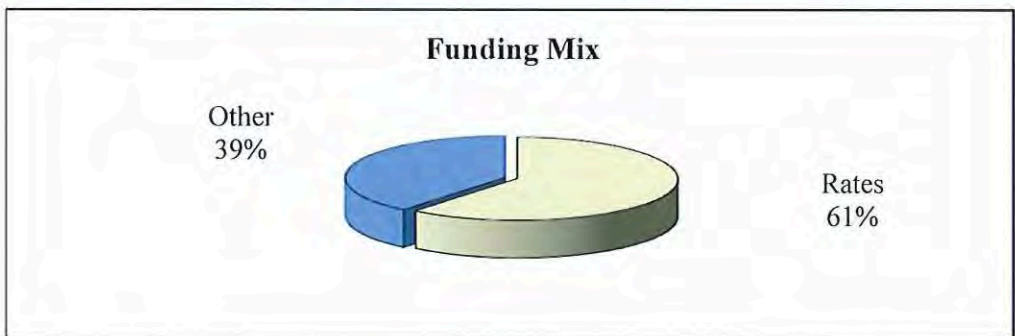
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		3,639
Total Revenues		702
Net Expenses		2,937
Less Expenses Capitalised		694
Net Operating Expenses		2,243
Net Asset Purchases		2,686
Borrowings		0
Transfers to Reserves		0
Transfers from Reserves		1,483
Capital Financing Requirement		1,203
Net Rating Requirement		3,446



Clarence City Council Annual Estimates 2024 / 2025

INFRASTRUCTURE - FACILITIES MANAGEMENT

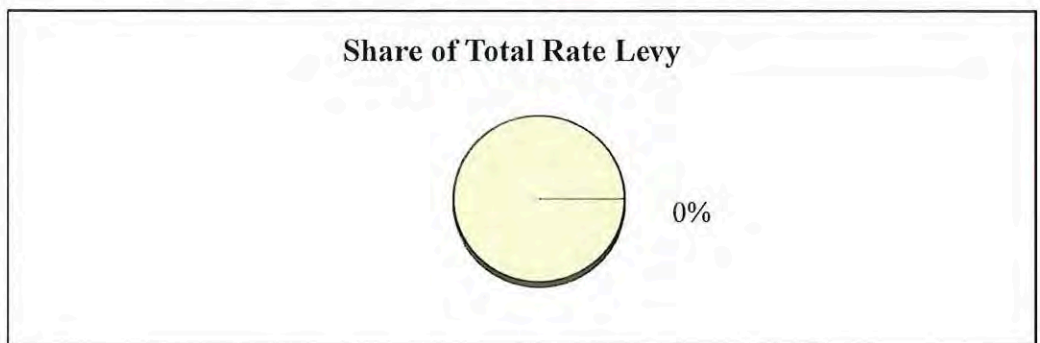
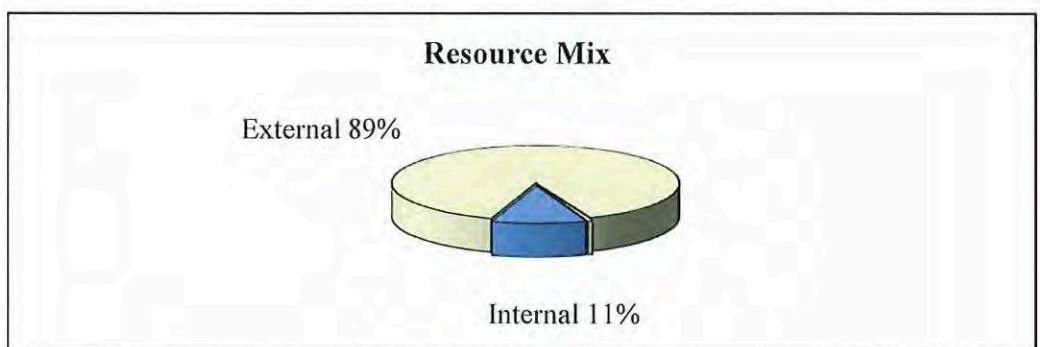
FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		7,505
Total Revenues		1,615
Net Expenses		5,890
Less Expenses Capitalised		207
Net Operating Expenses		5,683
Net Asset Purchases		2,891
Borrowings		0
Transfers to Reserves		0
Transfers from Reserves		2,368
Capital Financing Requirement		523
Net Rating Requirement		6,206



Clarence City Council Annual Estimates 2024 / 2025

PLANT

FINANCIAL RESOURCE REQUIREMENTS		\$'000
Total Expenses		3,269
Total Revenues		3,289
Net Expenses		-20
Less Expenses Capitalised		
Net Operating Expenses		-20
Net Asset Purchases		20
Borrowings		0
Transfers to Reserves		0
Transfers from Reserves		0
Capital Financing Requirement		20
Net Rating Requirement		0



ATTACHMENT 2

Clarence City Council
2024/2025 - Capital Programme Summary

\$000

Funding

State Grants Commission	3,889
Renewal reserve (renewal projects only)	10,183
Borrowings	-
Roads to Recovery	779
Local Road & Community Infrastructure	375
Special Grant funding - refer below	1,880
Projects on Hold funds redistributed	2,118
Interest earned on loan funds invested	121
Rates for resale prep transferred from recurrent	593
Financial Reform	1,023
Plant Reserve	170
Special Dividend Tas Water	442
Public Art Reserve	44
Car Parking Reserve	24
	21,641

Expenditure

Active Recreation	1,556
Passive Recreation	2,596
Environmental Management	450
Facilities Management	2,685
Roads	11,259
Waste	85
Plant	20
Economic Development	550
Information Technology	300
Stormwater	2,140
	21,641

Funds Variance (Shortfall)	0
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Special Grants

- Active Living Grant	330
- Better Active Transport	500
- Better Active Transport	75
- Vulnerable Road User Program	50
- Open Space Grants Program	50
- Disaster Ready Fund	35
- Community Energy Upgrade Funds Program	85
- State Election Promises	755
	1,880

Clarence City Council - Capital Expenditure Programme 2024-25

Project Description	Total Cost 2024-25
ROADS MANAGEMENT	
<i>Footpaths, Kerbs, Gutters, Pedestrian Refuge & Fencing</i>	
Footpath, Kerb & Gutter Renewal Priority Works - Annual Program	\$ 1,420,000
Footpath, Kerb & Gutter Renewal Reseal Prep Works - Annual Program	\$ 875,000
Footpaths Missing Links - Annual Program	\$ 200,000
Kerb & Footpath Accessibility - Annual Program	\$ 200,000
Street Furniture Replacement	\$ 200,000
Burtonia Street & Duntroon Drive - Pedestrian Refuge	\$ 45,000
Richmond Pedestrian Path to Caravan Park	\$ 40,000
South Arm Road - Footpath Widening	\$ 35,000
<i>Multi User Pathways & Cycling Infrastructure</i>	
Bicycle Parking Racks	\$ 4,000
Clarence Foreshore Trail - Connection Rosny Point to Hesket Court	\$ 1,000,000
Clarence Foreshore Trail - Topham Street to Rose Bay Esplanade	\$ 125,000
Queen Street Cycleway	\$ 150,000
<i>Parking Infrastructure</i>	
Accessible Car Parking Space Upgrades	\$ 30,000
Cambridge Oval Parking Detailed Design	\$ 50,000
East Derwent Highway Car Park	\$ 100,000
Jetty Road Car Park Bollards	\$ 10,000
Kangaroo Bay Drive - Install Wheel Stops	\$ 25,000
<i>Roads</i>	
Major Digouts Reconstruction - Annual Program	\$ 2,500,000
Road Resealing - Asphalt Works - Annual Program	\$ 1,300,000
Road Resealing - Reseal - Annual Program	\$ 730,000
Road Resealing - Slurry Seal - Annual Program	\$ 800,000
Road Resealing - Spray Seal - Annual Program	\$ 830,000
Engineering Investigations - Annual Program	\$ 20,000
Gravel Road Resheeting - Annual Program	\$ 100,000
Bellerive Pier Surface Upgrades	\$ 10,000
Blessington Street Turning Head	\$ 35,000
Dorans Road - Realignment	\$ 60,000
Fort Direction Road Upgrade	\$ 40,000
Hanslows Road - Road Safety Review & Design	\$ 50,000
Malunna & Beach Road Intersection Upgrades	\$ 20,000
Monaco Place - Rockfall Prevention	\$ 55,000
Pipe Clay Esplanade - Beach Turning Head	\$ 60,000
Richmond Master Plan - Traffic Management Trial	\$ 70,000
Wilga Road/Tecoma Road - Intersection Works	\$ 70,000
TOTAL ROADS MANAGEMENT	\$ 11,259,000

Clarence City Council - Capital Expenditure Programme 2024-25

Project Description	Total Cost 2024-25
STORMWATER MANAGEMENT	
<i>Major Projects</i>	
Parramore Street - Stormwater Improvements	\$ 730,000
Risdon Vale Creek - Stormwater Improvements	\$ 300,000
Derwent Avenue - New Stormwater System	\$ 120,000
Lauderdale Detention Basin Study	\$ 120,000
Anulka Street & Carella Street - Stormwater Upgrade	\$ 100,000
<i>Smaller Projects</i>	
Bridge Street - New Stormwater Connection	\$ 80,000
Buchanan Street - Stormwater Improvement	\$ 30,000
Clifton Beach - Open Drain	\$ 40,000
Clinton Road - Stormwater Investigation	\$ 80,000
Henley Street - Kerb Modification	\$ 30,000
Loinah Road - Drainage Alterations	\$ 80,000
Rokeby Road - Detention Basin	\$ 50,000
Seven Mile Beach (Winston Avenue) - Stormwater Investigation	\$ 50,000
Woodburn Close - Waterway Review	\$ 20,000
<i>Ongoing Programs</i>	
Bike Safe Stormwater Grate Replacement - Ongoing Program	\$ 50,000
Drainage Minor Construction - Ongoing Program	\$ 100,000
Soakage Trench Renewal - Ongoing Program	\$ 60,000
Urban Drainage Act - Stormwater System Management Plans	\$ 100,000
TOTAL STORMWATER MANAGEMENT	\$ 2,140,000
ACTIVE RECREATION ASSETS	
<i>Major Projects</i>	
Clarendon Vale Oval Lighting	\$ 440,000
Rosny Tennis Club Retaining Wall	\$ 280,000
Archery Centre Shooting Lines Renewal	\$ 185,000
Cambridge Oval Recreation Grounds Detail Design	\$ 175,000
Cricket Tasmania Grant Projects	\$ 130,000
Risdon Vale Oval Pavilion Shelter	\$ 100,000
<i>Smaller Projects</i>	
Clarence High School Ball Catching Fence	\$ 21,000
Disc Golf Course - Seven Mile Beach	\$ 50,000
Kangaroo Bay Oval - Boundary Fence	\$ 15,000
Montagu Bay Primary School Oval Minor Upgrade Works	\$ 50,000
Oval Irrigation Controllers 5G Upgrade	\$ 60,000
Preliminary Grant Investigations	\$ 50,000
TOTAL ACTIVE RECREATION ASSETS	\$ 1,556,000

Clarence City Council - Capital Expenditure Programme 2024-25

Project Description	Total Cost 2024-25
ENVIRONMENT & NATURAL ASSETS	
<i>Major Projects</i>	
Hazard Management Area Upgrades	\$ 145,000
<i>Smaller Projects</i>	
Bushland Reserve Entrance Landscaping	\$ 60,000
Eumatalla Street Beach Access	\$ 60,000
Greening Rokeby	\$ 75,000
Natural Areas Signage/Interpretation	\$ 20,000
Total Fire Ban Signage	\$ 20,000
Upgrading Fire Trails	\$ 70,000
TOTAL ENVIRONMENT & NATURAL ASSETS	\$ 450,000
PASSIVE RECREATION ASSETS	
<i>Major Projects</i>	
Cambridge Dog Park Construction - Additional Funding	\$ 600,000
Bayview Park Playground Renewals/Upgrade	\$ 500,000
Richmond Village Green & Playground	\$ 225,000
Meehan Range Mountain Bike Tracks 'Green Climb'	\$ 120,000
Clarendon Vale Youth Precinct Upgrade	\$ 100,000
Richmond Village Trail & Interpretive Signage	\$ 100,000
Tangara Trail North Boundary Track & Fence	\$ 100,000
<i>Parks & Playspaces</i>	
BBQ Tables & Seating - Ongoing Program	\$ 25,500
Park Furniture Replacement - Ongoing Program	\$ 30,000
Playspace Renewal & Upgrades - Ongoing Program	\$ 200,000
Skate Park Renewal & Upgrades Within Municipality - Ongoing Program	\$ 100,000
Mountain Bike Skills Park Renewal	\$ 15,000
South Arm Playground - New Shade Structure	\$ 50,000
<i>Public Art</i>	
Bellerive Public Art Installation	\$ 100,000
Richmond Public Art Installation	\$ 70,000
<i>Tracks & Trails</i>	
Tracks & Trails Signage Within the Municipality - Ongoing Program	\$ 20,000
Acton Creek Track	\$ 40,000
Clarence Mountain Bike Park Trail Hub	\$ 80,000
Meehan Range Safety / Accessibility Signs	\$ 70,000
Shag Bay Cultural Heritage Interpretation Trail - Stage 2	\$ 50,000
TOTAL PASSIVE RECREATION ASSETS	\$ 2,595,500

Clarence City Council - Capital Expenditure Programme 2024-25

Project Description	Total Cost 2024-25
FACILITIES MANAGEMENT	
<i>Major Projects</i>	
Clarendon Oval Pavilion Construction - Additional funding	\$ 550,000
Anzac Park Community Sports Pavilion - Additional funding	\$ 330,000
Bayview Park Toilet - Renewal	\$ 250,000
Sandford Hall & Evacuation Centre Upgrades	\$ 205,000
Rosny Early Learning Centre - Extension & Upgraded Amenities	\$ 200,000
EV Charging Station - Council Chambers	\$ 170,000
Rokeby Youth Centre Relocation - Minor Works	\$ 125,000
Edgeworth Street - Pavilion Upgrade Design	\$ 110,000
Council Office Alterations	\$ 100,000
Cambridge Hall Accessibility Upgrades	\$ 100,000
Changing Place Facility - Kangaroo Bay Toilets	\$ 100,000
<i>Smaller Projects</i>	
Aquatic Centre Facility Plan	\$ 70,000
Aquatic Centre Infrastructure Upgrades	\$ 35,000
Aquatic Centre Backwash Tank Upgrades	\$ 20,000
Bellerive Squash Centre Upgrades	\$ 25,000
Council Depot Storage Upgrades	\$ 40,000
Council Depot Toilet Upgrade	\$ 20,000
DDA Compliance Minor Works	\$ 20,000
Kangaroo Bay Ground Maintenance Storage Facility	\$ 20,000
Lauderdale Hall Public Toilet Renewal	\$ 35,000
Rokeby Youth Centre Relocation - Design & DA	\$ 45,000
Rosny Farm & Cultural Precinct Plan Review	\$ 50,000
Rosny Farm Schoolhouse Gallery Upgrades	\$ 25,000
Security System Upgrades	\$ 15,000
Warrane Basketball Stadium - Toilet Upgrade	\$ 25,000
TOTAL FACILITIES MANAGEMENT	\$ 2,685,000
PLANT MANAGEMENT	
GPS Data Collection Equipment Renewal	\$ 20,000
TOTAL PLANT MANAGEMENT	\$ 20,000
INFORMATION & DATA MANAGEMENT	
Digitise Aperture Cards (Microfiche)	\$ 150,000
Replacing Fleet Analogue 2 Way Radios	\$ 150,000
TOTAL INFORMATION & DATA MANAGEMENT	\$ 300,000

Clarence City Council - Capital Expenditure Programme 2024-25

Project Description	Total Cost 2024-25
STRATEGIC ECONOMIC DEVELOPMENT	
City Heart Integrated Land Use/Transport Review	\$ 550,000
TOTAL STRATEGIC ECONOMIC DEVELOPMENT	\$ 550,000
WASTE & SUSTAINABILITY MANAGEMENT	
Public Bins & Surrounds	\$ 60,000
Difficult to Recycle Stations	\$ 25,000
TOTAL WASTE & SUSTAINABILITY MANAGEMENT	\$ 85,000
TOTAL FUNDED CAPITAL EXPENDITURE PROGRAMME 2024 / 2025	
	\$ 21,640,500



Clarence City Council List of Fees and Charges Effective from 1 July 2024

List of Fees and Charges Index

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NB: Overdue miscellaneous invoices are subject to interest charges

Some users may be eligible to apply for waiving of fees. Please view policy and application form at:
<https://www.ccc.tas.gov.au/wp-content/uploads/2023/06/Grants-and-Sponsorship-Policy-2023.pdf>

Clarence City Council List of Fees and Charges Effective from 1 July 2024 Continued

List of Fees and Charges Index

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Clarence City Council List of Fees and Charges Effective from 1 July 2024 Continued

List of Fees and Charges Index

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NB: Overdue miscellaneous invoices are subject to interest charges

Some users may be eligible to apply for waiving of fees. Please view policy and application form at:
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PLANNING FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	% Change	GST Applied	Additional Information	Staff comments for council	Comparatives
Applications for Development / Use Development Applications (continued next page)										
Preliminary assessment		No Charge	No Charge		No Charge		NA			
Confirmation of NPR No Permit Required status for the purposes of s132(1)(c) Building Act 2016	per application	\$160.00	\$164.80	3.0%	\$170.00	6.3%	N	Suitable to satisfy s132(1)(c) Building Act 2016		
Advertising & Notification Fee (s57 LUPAA)	per application	\$411.30	\$423.60	3.0%	\$436.00	6.0%	N	Required for discretionary applications only		
Advertising & Notification Fee (Level 2 Activity s27G EMPCA)	per application	NEW	\$1,270.90	NEW	\$1,305.00	NEW	N	Required for discretionary Level 2 activities only (Schedule 2 EMPCA)	New fee for recovery of advertising costs = 3 x advertising & notification fee above	
Single Dwelling Assessment Fee	per assessment	\$264.00	DELETE		DELETE		N	Charged for new permitted dwellings & additions	DELETE - Combined with fee below. Rarely charged, but requires the same level of assessment as a discretionary application	
Single dwellings, and secondary dwellings-residences, additions and alterations and residential outbuildings (incl. additions & alterations) (class 10A) Assessment Fee	per application assessment	\$580.00	\$597.40	3.0%	\$615.00	6.0%	N	Charged for new discretionary dwellings and additions. Plus Advertising & Notification Fee (if required)	This is for all dwellings and not limited to discretionary applications.	
Permitted outbuildings and incidental residential structures <\$20,000 value	per application	\$219.50	DELETE		DELETE		N	Charged for separate applications only	DELETE - Combined with fee above. Rarely charged, but requires the same level of assessment as a discretionary application	
Request Application to extend permit (s53 LUPAA)	per application extension	\$202.50	\$208.60	3.0%	\$215.00	6.2%	N			
Multiple dwellings (incl. additions & alterations) Assessment	per application dwelling	\$286.20 with minimum fee of \$572.40 to maximum fee \$5,724.00	\$294.80 with minimum fee of \$589.60 to maximum fee \$14,740.00	3.0% 3.0% 38.84%	\$307.50 per new dwelling \$294.80 with (minimum fee \$615) of \$589.60 to maximum fee \$14,740.00	7.45% 7.45%	N	Charged for new discretionary dwellings and additions. Plus Advertising & Notification Fee (if required).	Minimum fee the same as minimum DA fee. Change maximum fee to reflect the minimum amount x 50 (50 multiple dwellings) Delete maximum fee in order to recover costs when very large multiple dwelling assessments are submitted	
Change of use to visitor accommodation (as per Reg.11A of LUPA Regs 2014 only)	per application	NEW	\$250.00	NEW	\$250.00	NEW	N	Change of use to which Regulation 11A of the Land Use Planning and Approvals Regulations 2014 applies	New fee - to reflect the visitor accommodation fee that is Fee set by regulations - set out in the Land Use Planning and Approvals Regulations 2014	
Permitted non residential change of use	per application	\$314.80	DELETE		DELETE	DELETE	N	Applies where no variations are required e.g. for car parking	DELETE - redundant fee replaced by the visitor accommodation fee above	
All other development/use (if not classified above) Non residential use/ development and residential use/ development other than single dwellings, ancillary or multiple dwellings or secondary residences										
Change of use and/or signs only \$0 to \$199,999	per application	\$507.00	\$522.20	3.0%	\$615.00	21.3%	N	Plus Advertising & Notification Fee (if required)	Minimum fee to match DAs	
Est. cost of works ≤ \$500K \$200,000 to \$499,999	per application	\$768.50	\$791.60	3.0%	\$1,000.00	30.1%	N	Plus Advertising & Notification Fee (if required)	Change in fee escalation to reflect increasing complexity and likelihood of appeal in large developments	
Est. cost of works ≤ \$1M \$500,000 to \$999,999	per application	\$1,230.00	\$1,266.90	3.0%	\$2,500.00	103.3%	N	Plus Advertising & Notification Fee (if required)		
Est. cost of works ≤ \$2M \$1,000,000 to \$2,999,999	per application	\$4,537.00	\$4,673.10	3.0%	\$5,000.00	10.2%	N	Plus Advertising & Notification Fee (if required)		
Est. cost of works ≤ \$5M \$3,000,000 to \$9,999,999	per application	\$5,756.00	\$5,928.70	3.0%	\$7,500.00	30.3%	N	Plus Advertising & Notification Fee (if required)		
Est. cost of works > \$5m-\$10M plus \$10,000,000 to 24,999,999	per application	\$10,547.00	\$10,863.40	3.0%	\$10,000 (base fee) + \$1 per \$1,000 (in excess of \$5M) Max \$100,000	Changed charging structure	N	Plus Advertising & Notification Fee (if required)		
\$25M plus	per application	NEW	\$21,727.00	NEW	\$21,727.00	DELETE			DELETE - New fee suggested in 1st draft. Now preferred to use suggested change to charging structure in the line above instead. New fee - significant jump in complexity of assessment. In line with Special Council meeting requirements.	

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* All fees and charges inclusive of GST where applicable

PLANNING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Applications for Development / Use Development Applications (continued)										
Cash in lieu of providing car parking space on development (unless specified otherwise in permit)										
Bellerive township	per space	\$10,000.00	\$10,300.00	3.0%	\$10,600.00	6.0%	N			
Rosny Park	per space	\$12,000.00	\$12,360.00	3.0%	\$12,720.00	6.0%	N			
Lindisfarne township	per space	\$8,000.00	\$8,240.00	3.0%	\$8,480.00	6.0%	N			
Richmond township	per space	\$5,500.00	\$5,665.00	3.0%	\$5,830.00	6.0%	N			
Other areas		As determined by council	As determined by council		As determined by council		N			
Landscaping Bond - residential development	per application	2.5% est cost of building works	2.5% est cost of building works	0.0%	2.5% est cost of building works	0.0%	N	Bond (cash or bank guarantee) may be charged to ensure works are carried out in accordance with approved plans. GST applies only on forfeiture of deposit		
Landscaping Bond - commercial development	per application	150% est cost of landscaping	150% est cost of landscaping	0.0%	150% est cost of landscaping	0.0%	N	Bond (cash or bank guarantee) charged to ensure works are carried out in accordance with approved plans. GST applies only on forfeiture of deposit		
Weed Management Bond	per application	150% est cost of weed management plan	150% est cost of weed management plan	0.0%	150% est cost of implementing weed management plan	0.0%	N	Bond (cash or bank guarantee) may be charged to ensure weed management plan is implemented in accordance with approved plan. GST applies only on forfeiture of deposit		
Amendments to Local Provisions Schedule of Tasmanian Planning Scheme - Clarence Planning Scheme Amendments										
Advertising & Notification Fee (s40G LUPAA)	per application amendment	\$1,462.80	\$1,694.60	15.8%	\$1,740.00	18.9%	N	100% refunded if council refuses to initiate. 30 40% refunded if amendment is refused by TPC	Fee increased for cost recovery - normal advertising fee x4. Change additional information wording for refund from 30% to 40%. Refund % increased to standardise with other application refunds.	
S.37 and S40T Application assessment fee for minor planning scheme amendments (i.e. minor zone boundary realignment) changes to the use table or a development standard	per application assessment	\$4,038.60	\$4,159.80	3.0%	\$4,281.00	6.0%	N	DA fees for S40T applications are additional and are listed above Plus DA/SD fees as specified for any accompanying permit application (under s40T LUPAA)	40% refund introduced rather than \$ refund amount in order to standardise with other application refunds.	
All other planning scheme amendment applications (S.37 and S40T LUPAA) assessment fee for rezoning and changes to ordinances, with or without a DA	per application assessment	\$20,087.00	\$20,689.60	3.0%	\$21,292.00	6.0%	N	DA fees for S40T applications are additional and are listed above Plus DA/SD fees as specified for any accompanying permit application (under s40T LUPAA)	40% refund introduced rather than \$ refund amount in order to standardise with other application refunds.	
Tasmanian Planning Commission Costs	per application amendment	\$356.00	Fee set by Tasmanian Planning Commission		\$374.00	5.1%	N	TPC may adjust this fee during the financial year. CCC List of Fees and Charges will be updated to reflect this if it occurs. Fee set by Tasmanian Planning Commission. Refunded in total if not initiated.	As advised by TPC	
Regional Strategy										
Request to seek amendment of Southern Tasmania Regional Land Use Strategy (STRLUS)	per request	\$18,450 plus postage costs and cost of expert reports if required by Minister for Planning	\$18,450 plus postage costs and cost of expert reports if required by Minister for Planning	Changed charging structure	\$19,557 plus postage costs and cost of expert reports if required by Minister for Planning	6.0%	N	Changed charging structure	Remove wording for postage costs and cost of expert reports	

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PLANNING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Strata Schemes										
Assessment and issuing of Certificate of Approval for Strata Scheme (including amendments etc.)- Strata Scheme Assessment	per application new strata lot	\$212.00	\$218.40	3.0%	\$225.00	6.1%	N		Wording for the 2 strata fees have been swapped over, in line with how applications are assessed and certificates are issued	
Strata Scheme Assessment Issuing of Certificate of Approval for new strata schemes, amendments, consolidations or cancellations	per application assessment certificate	\$455.80	\$469.50	3.0%	\$483.00	6.0%	N		Wording for the 2 strata fees have been swapped over, in line with how applications are assessed and certificates are issued	
Reinspections of works (where initial development fails first requested inspection failed)	per application inspection	\$141.30	\$145.50	3.0%	\$150.00	6.2%	n			
Approval in principle of Community Development Scheme or and Staged Development Schemes- Assessment - minimum fee \$212	per application dwelling/tenancy assessment	\$212.00	\$521.00 + \$98.00 per subsequent stage	Changed charging structure	\$520.00 + \$95.00 per subsequent stage	Changed charging structure	N	Only applies where no DA is required- \$521.00 for stage one, plus \$98.00- Additional charge applies for each subsequent stage. Where a planning application is also required, planning application fees are additional as listed above	Change in fee escalation to reflect increasing complexity & effort. Changed charging structure. Increased fee amount in line with the level of work involved in the assessment	
Amendment of Community Development Scheme or and Staged Development Schemes Amendment	per application amendment	\$241.70	\$521.00	115.6%	\$520.00	115.1%	N	Where a DA planning application is also required to be amended, DA planning application fees are additional and are as listed above	Increase reflects the minimum stage one fee as above. Changed fee reflects increasing complexity	
Request for document signing and/ or sealing	per assessment	\$126.00	DELETE		DELETE				DELETE - no longer applies to strata applications	
Subdivisions Fees										
Advertising & Notification Fee (s57 LUPAA)	per application subdivision	\$411.30	\$423.60	3.0%	\$436.00	6.0%	N			
Subdivision Application Assessment Fees										
Boundary Adjustment (no new lots)	per application	NEW	NEW	NEW	\$615.00	NEW	N	Plus Advertising & Notification Fee (if required)		
1 lot subdivision For not more than 10 lots	per application	\$1,060.00	\$1,091.80	3.0%	\$1,124.00	6.0%	N	Plus Advertising & Notification Fee (if required)	New fee and change in fee escalation to match DA at bottom level and reflect increasing complexity and likelihood of appeal in large developments	
> 1 lot subdivision For 11 – 30 lots inclusive	per application	\$2,650.00	\$2,729.50	3.0%	\$1,124 (base fee) + \$200 per new lot (Max \$100,000)	Changed charging structure	N	Plus Advertising & Notification Fee (if required)		
For more than 30 lots	per application	\$5,300.00	\$5,459.00	3.0%	DELETE		N			
Public Open Space contributions on subdivision applications	per application	As determined by council	As determined by council		As determined by council		N	Contribution may be in the form of cash or land, as determined by council, in accordance with s117 of the Local Government (Building and Miscellaneous Provisions) Act 1993 (LGBMP)		
Request to consider amended plans	per request	50% of applicable Fee	DELETE		DELETE		N	Service is only available prior to expiry of Statutory approval period	DELETE - redundant fee	
Request for sealing of final plan of subdivision	per request assessment or stage	\$374.00	\$300 + \$50 per additional lot	Changed charging structure	\$300 + \$50 per additional lot	Changed charging structure	N	\$300 per assessment plus \$50 Additional charge applies for each additional lot- Charged for each stage that is a separate final plan, plus sealing of document fee	Change in fee escalation to reflect increasing complexity & effort	
Checking of final plan for sealing	per request assessment or stage	\$374.00	\$300 + \$50 per additional lot	Changed charging structure	\$300 + \$50 per additional lot	Changed charging structure	N	\$300 per assessment plus \$50 Additional charge applies for each additional lot- Charged for each stage that is a separate final plan, plus sealing of document fee	Fee adjusted to reflect the level of work involved	
Request for document signing and/ or sealing	per assessment	\$126.00	\$129.80	3.0%	\$135.00	7.1%	N			
Reinspections of works (where development fails first initial requested inspection failed)	per inspection	\$141.30	\$145.50	3.0%	\$150.00	6.2%	N			
Scanning of Plans & Documentation for Development and Subdivisions Applications										
Up to 5 A4 and/ or A3 pages	per page	\$2.40	DELETE		DELETE	DELETE			DELETE - Fee was introduced to discourage lodgement of physical documents with applications. This is no longer an issue.	
6 or more A4 and/ or A3 pages	per page	\$2.40	DELETE		DELETE	DELETE				
Up to 5 A0 and/ or A1 pages	per page	\$6.10	DELETE		DELETE	DELETE				
6 or more A0 and/ or A1 pages	per page	\$11.10	DELETE		DELETE	DELETE				
NB: this fee is not applicable to electronically lodged documentation										

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PLANNING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Asset Management Fees (DAs & Subdivision)										
Engineering plan approval and audit inspection fee for civil works - subdivisions	per application	2% of contract cost or certified construct cost - Min fee \$508.80	2% of contract cost or certified construct cost - Min fee \$524.10	3.0%	2% of contract cost or certified construct cost - Min fee \$540	6.1%	N			Kingborough Min \$985 or 2% of construction cost whichever is greater. Glenorchy min \$932 and/or 2.1% of the value, Launceston 1.50% of the value of construction cost
Engineering assessment fee - non-subdivision DA including multiple dwellings, warehouses, commercial developments, infrastructure relocation etc	per application	\$508.80	\$524.10	3.0%	\$540.00	6.1%	N	Applies to DA, multiple dwellings, warehouses, commercial developments, infrastructure relocation etc. Does not apply to subdivisions		Kingborough non-existing as separate but covered under commercial above Glenorchy \$415 up to 2 units and \$932 for others
Follow up inspection assessment	per additional inspection	\$141.30	\$145.50	3.0%	\$150.00	6.2%	N	Re-inspection of works that did not meet approval on previous inspection		Kingborough \$158 Launceston \$149
Other Planning Fees (continued next page)										
Application for minor amendment under Section 56 or 43K LUPAA – Permitted Development Application	per application	\$217.30 Plus \$217.30 if request is for work already done without approval	\$223.85 Plus \$217.30 if request is for work already done without approval	3.0%	\$223.85 Plus \$217.30 if request is for work already done without approval	DELETE	N		DELETE - Combined with fee below Changed charging structure to remove the retrospective charge in this line. Retrospective fee is listed separately in the fee schedule and applies to all application types	
Application for minor amendment of a permit under Section (s56 or s43K LUPAA) – Discretionary Development Application	per application	\$271.40 Plus all postage costs. Plus \$271.40 if request is for work already done without approval	\$323.85 Plus all postage costs. Plus \$271.40 if request is for work already done without approval	49.0%	\$305 Plus all postage costs. Plus \$271.40 if request is for work already done without approval	12.4% Changed Charging Structure	N		Change in fee to reflect complexity & effort (50% of DA) Changed charging structure to remove the retrospective charge as well as removing the postage fee. Increase fee to be \$100 more than the permitted fee (above), to reflect the level of work undertaken	
Petitions to amend sealed plans (s103 LGBMP) <i>Local Government (Bld & Misc. Provisions) Act</i>	per application	\$1,728.00	\$1,779.80	3.0%	\$1,832.00	6.0%	N	\$832 to be paid on application, balance fee of \$1,000 due for payment if hearing is to be conducted. All fees to be paid by applicant. Sealing of document fee is also required.		Glenorchy \$565; plus if hearing required \$1,770
Petitions to amend Sealed Plans – request for document signing and/ or Sealing of document (or formal signing of document on behalf of council)	per request assessment	\$126.00	\$129.80	3.0%	\$135.00	7.1%	N			
Applications for Certificates of non-contravention of dealings (s90 LGBMP) (Bld & Misc.) Act	per application	\$450.50	\$464.00	3.0%	\$478.00	6.1%	N			
Applications for Adhesion Orders (s110 LGBMP)	per application	\$344.50	\$354.80	3.0%	\$365.00	6.0%	N	Sealing of document fee is also required.		
Applications for Adhesion Orders - request for document signing and/ or sealing	per assessment	\$126.00	\$129.80	3.0%	\$135.00	7.1%	N			
Preparation of part 5 agreement (by council)	per agreement	\$777.00	\$1,000.00	28.7%	\$1,000.00	28.7%	N	Sealing of document fee is also required.	Preparation of part 5 agreements is very time consuming, cost increased to reflect lawyer hours	Glenorchy standard part 5 \$365 or non standard \$410
Review of part 5 agreement (prepared by 3rd party)	per agreement	NEW	\$700.00	NEW	\$700.00	NEW	N	Review Part 5 agreements that have been prepared by the applicant or applicant's agent. Sealing of document fee is also required.	Applicants now have the option to submit their own Part 5 agreement. This has been introduced due to the increased number of applications	
Request for document signing and/ or sealing - Part 5 agreement	per assessment	\$126.00	\$129.80	3.0%	\$135.00	7.1%	N			
Deferment of consideration of planning application (at applicant's request) –of council's consideration of applications for planning permits (where item is already listed on council agenda)	per request	\$397.50	\$409.40	3.0%	\$421.50	6.0%	N			

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PLANNING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives
Other Planning Fees (continued)									
Request for cancellation of Development/ Use or Subdivision Application cancelled where no permit required	per application	60% of the applicable fee	60% of the applicable fee		40% of assessment fee refunded the applicable fee	N	Where an application is cancelled, 40% of the fee paid will be refunded. If the application has not yet been advertised, any advertising fee paid will be refunded in full		
Any application withdrawn prior to determination	per application	60% of the applicable fee	60% of the applicable fee		40% of assessment fee refunded; 100% of advertising and notification fee will be refunded if advertising has not yet occurred (no refund if advertising has occurred) the applicable fee	N	Where an application is cancelled, 40% of the fee paid will be refunded. If the application has not yet been advertised, any advertising fee paid will be refunded in full		
Retrospective Any application (where application seeking to authorise use or development already undertaken)	per application	Applicable fee for the use or development plus 100% of that fee	Applicable Assessment fee for the use or development plus 100% of that fee		200% of applicable assessment fee plus normal advertising and notification fee (if applicable) for the use or development plus 100% of that fee	N		Wording changed for clarity	

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BUILDING FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives
Residential - Building Permit									
Class 1A/ 10A/ 10B works under \$20,000	per permit	\$282.50	\$291.00	3.0%	\$299.50	6.0%	N	Combined with below to simplify invoicing. There are not many 10A/ 10B permit applications, most are notifiable	Hobart \$449 Glenorchy \$376 Sorell Council \$350
Class 1A/ 10A/ 10B works over exceeding \$20,000	per permit	\$532.35	\$548.30	3.0%	\$564.30	6.0%	N	Combined with below to simplify invoicing. There are not many 10A/ 10B permit applications, most are notifiable	Hobart \$855 Glenorchy \$643 Sorell Council \$450
Class 10A/ 10B works under \$20,000	per permit	\$157.50	DELETE		DELETE			DELETE - fee has been combined with above to simplify invoicing	
Class 10A/ 10B works exceeding \$20,000	per permit	\$282.50	DELETE		DELETE			DELETE - fee has been combined with above to simplify invoicing	
Multiple Dwellings	per permit	\$900.00 for 2 dwellings plus \$169.60 for each additional dwelling	\$927.00 for 2 dwellings plus \$175.00 for each additional dwelling	3.0%	\$955 for 2 dwellings plus \$180 for each additional dwelling	6.1%	N		Hobart Based on cost of works Glenorchy \$761 + \$81 per unit Sorell Council \$350 + \$76.50 per unit
Building Certificate of completion Class 1A/ 10A	per certificate	\$76.00	\$78.30	3.0%	\$80.60	6.1%	N		Hobart ? Glenorchy - incorporated in permit cost Sorell Council \$170
Residential - Building Notifiable Works									
Class 1A/ 10A/ 10B works under \$20,000	per notification	\$249.85	\$257.40	3.0%	\$264.80	6.0%	N		Hobart \$320.00 Glenorchy \$322.00 Sorell Council \$220.00
Class 1A/ 10A/ 10B works over \$20,000	per notification	\$499.80	\$514.80	3.0%	\$529.80	6.0%	N		Hobart \$470.00 - \$600.00 based on cost of works Glenorchy \$429.00 Sorell Council \$350.00
Multiple Dwellings	per notification	\$867.10 for 2 dwellings plus \$169.60 for each additional dwelling	\$893.10 for 2 dwellings plus \$174.70 for each additional dwelling	3.0%	\$920 for 2 dwellings plus \$180 for each additional dwelling	6.1%	N		
Commercial									
Building permit Commercial Class 2 - 9 work under \$500,000	per permit	\$735.10	\$757.20	3.0%	\$779.20	6.0%	N		Hobart based on cost of works (under 500k) \$449 Glenorchy \$633.00 Sorell Council \$488.50
Building permit Commercial Class 2 - 9 work over \$500,000	per permit	0.1% of cost of works. Minimum \$720.80	0.1% of cost of works. Minimum \$742.40	3.0%	0.1% of cost of works. Minimum \$765	6.1%	N		Hobart based on cost of works range e.g. over 600k \$1,224.00 Glenorchy \$1,010.00 Sorell Council \$488.50 + cost of works e.g. over 1M additional \$200
Notifiable Building Works Commercial Class 2 - 9	per notification	\$867.60	\$893.60	3.0%	\$919.70	6.0%	N		
Building Certificate of Completion Class 2 - 9	per certificate	\$241.15	\$248.40	3.0%	\$255.60	6.0%	N		
State Government Training Levy (prescribed under Part 3 of the Building and Construction Industry Training Fund Act 1990 Applies for value of work more than \$20,000)	per permit	0.2% of estimated cost of works e.g. for \$100,000 works Levy = \$200	0.2% of estimated cost of works e.g. for \$100,000 works Levy = \$200		0.2% of estimated cost of works e.g. for \$100,000 works Levy = \$200		N	Fee is based on legislation	
State Government Administration Levy: prescribed under Section 296 of the Building Act 2016 (Applies for value of works \$20,000 or more)	per permit	0.1% of estimated cost of works E.g. For \$100,000 works Levy = \$100	0.1% of estimated cost of works E.g. For \$100,000 works Levy = \$100		0.1% of estimated cost of works E.g. For \$100,000 works Levy = \$100		N	Fee is based on legislation	
Permit of Substantial Compliance where a Building Order has been issued.	per permit	\$339.20	\$349.40	3.0%	\$359.60	6.0%	N	This fee is in addition to the normal building application fee	

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BUILDING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Other Building Fees										
Extension of time to Building Permit	per permit	\$97.50	\$100.40	3.0%	\$103.40	6.1%	N	Maximum extension of 12 months only		Hobart \$246.00 Glenorchy \$204.00 Sorell \$148.50
Extension of time to Plumbing Permit	per permit	\$97.50	\$100.40	3.0%	\$103.40	6.1%	N	Maximum extension of 12 months only		as above
Lapsed/ expired permit/ notifiable works applications Class 1A/ 10A	per permit	\$222.60	\$229.30	3.0%	\$236.00	6.0%	N			
Lapsed/ expired permit/ notifiable works applications Class 2 - 9	per permit	\$445.20	\$458.60	3.0%	\$472.00	6.0%	N			
Amendment Fee (Re-assessment)	per permit	\$222.60	\$229.30	3.0%	\$236.00	6.0%	N			Hobart \$449.00 Glenorchy \$350.00 Sorell \$350.00
Staged Approvals - Residential	per permit / notification	First stage = normal application fee + \$222.60 + completion charge each additional stage	First stage = normal application fee + \$229.30 + completion charge each additional stage	3.0%	First stage = normal application fee + \$236 + completion charge each additional stage	6.0%	N	First stage attracts normal application fee (see fees above) PLUS relevant completion fee (see completion fees above) Each additional stage attracts an additional fee of \$229.30 PLUS relevant completion fee (see completion fees above)	This fee is payable for permit and notifiable work. Changing Unit wording to make this clearer	
Staged Approvals - Commercial	per permit / notification	NEW	First stage = normal application fee + \$458.60 + completion charge each additional stage	NEW	First stage = normal application fee + \$472 + completion charge each additional stage	NEW	N	First stage attracts normal application fee (see fees above) PLUS relevant completion fee (see completion fees above) Each additional stage attracts an additional fee PLUS relevant completion fee (see completion fees above)	Commercial staged applications require significantly more staff time than residential applications. Fee is calculated to recover cost of staff time	
Permit Authority Inspection	per inspection notification	\$104.95	\$108.60	3.5%	\$111.30	6.1%	N		Consistency in fees for all inspections (in line with plumbing)	
Notification of Low Risk work (Form 80)	per notification	\$54.25	\$55.90	3.0%	\$57.50	6.0%	N			
Building Certificate - Class 1 and 10	per application	\$1,150.10 Inspection and \$636.00 each subsequent inspection	\$1,184.60 Inspection and \$655.10 each subsequent inspection	3.0%	\$1,220 Inspection and \$675 each subsequent inspection	6.1%	N			
Building Certificate - Commercial and Industrial	per application	\$2,183.60 Inspection and \$636.00 each subsequent inspection	\$2,249.10 Inspection and \$655.10 each subsequent inspection	3.0%	\$2,315 Inspection and \$675 each subsequent inspection	6.1%	N			
Any application withdrawn prior to issue of permit or CLC	per application	50% of permit fee	50% of permit fee		50% of permit fee		N	50% of the application fee paid will be refunded when an application is withdrawn		
Hard copy paper print of permit and plans up to (A3) in size	per page	\$3.25	\$3.35	3.1%	\$3.45	6.0%	Y			
Hard copy paper print of permit and plans over (A3) in size	per page	\$17.00	\$17.50	2.9%	\$18.00	5.9%	Y			

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PLUMBING FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives
Plumbing Fees Applicable Under Building Act 2016									
Residential Plumbing Approval									
Minor Plumbing Installations	per application	\$170.00	\$175.10	3.0%	\$180.20	6.0%	N		Hobart Based on cost of works range for associated building application. EG: 20k cost of works and over \$1,010.00 Glenorchy Based on cost of works range for associated building application. EG: 20k cost of works and over (including assessment, permit and completion) \$1,850.00 Sorell \$281.00
Class 10A stormwater	per application	\$190.50	\$196.20	3.0%	\$201.90	6.0%	N		
Class 10A with fixtures and fittings	per application	\$358.30	\$369.10	3.0%	\$379.80	6.0%	N		
Class 1A stormwater	per application	\$307.40	\$316.60	3.0%	\$325.80	6.0%	N		
Class 1A sanitary	per application	\$407.05	\$419.30	3.0%	\$431.50	6.0%	N		
Class 1A with fixtures and fittings	per application	\$527.90	\$543.70	3.0%	\$559.60	6.0%	N		
Multiple Dwellings	per permit	NEW	\$927.00 for 2 dwellings plus \$175.00 for each additional dwelling	NEW	\$80.55	NEW	N	NB: this fee is in line with the same fee under Residential - Building Permit	
Plumbing Permit	per permit	\$76.00	\$78.30	3.0%	\$80.60	6.1%	N		
Certificate of completion 1A or 10A	per permit	\$76.00	\$78.30	3.0%	\$80.60	6.1%	N		Hobart cannot find on fee schedule (incl in permit cost above) Glenorchy incl in permit cost above Sorell Council \$170.00
Commercial Plumbing Approval									
Class 2 – 9 stormwater	per application	\$167.05	\$172.10	3.0%	\$177.10	6.0%	N		
Class 2 – 9 sanitary	per application	\$302.95	\$312.00	3.0%	\$321.10	6.0%	N		
Class 2 – 9 with fixtures and fittings	per application	\$720.80	\$742.40	3.0%	\$765.00	6.1%	N		
Plumbing Permit 2 - 9 only and Certificate of completion	per permit	\$241.15	\$248.40	3.0%	\$255.60	6.0%	N		
Other Plumbing Fees (continued next page)									
Inspection fee	per inspection	\$105.45	\$108.60	3.0%	\$111.80	6.0%	N	This fee is calculated on the number of inspections required	Hobart possibly included in permit cost (cannot locate on fee schedule. RE-inspections or inspections requested by applicant \$267.00 Glenorchy possibly included in permit cost (cannot locate on fee schedule Sorell first 3 inspections \$620.50 - Fourth and further inspections \$215.00
Permit Authority Inspection	per inspection	NEW	\$108.60	NEW	\$111.80	NEW	N	Consistent with Building Fees	
Out of hours inspection fee	per inspection	\$157.40	\$162.10	3.0%	\$166.80	6.0%	N		
Form 46 - Schedule of Maintenance	per application	NEW	\$123.60	NEW	\$127.20	NEW	N	For all new residential builds and all commercial applications that have a maintainable plumbing installation	Assessment of these forms has been a legislative requirement from July 2023
Plumbing approval amendment	each	\$222.60	\$229.30	3.0%	\$236.00	6.0%	N		Hobart \$680.00 Glenorchy \$350 Sorell \$98.50
Any application withdrawn prior to issue of permit	per application	50% of permit fee (balance of original fee to be refunded)	50% of permit fee (balance of original fee to be refunded)		50% of permit fee (balance of original fee to be refunded)		N		
Application for Plumbing Permit where a Plumbing Order has been issued		\$339.20	\$349.40	3.0%	\$359.60	6.0%	N	This fee is in addition to the normal plumbing application fee	
Annual registration fee for tempering valves	per year	\$60.85	\$62.70	3.0%	\$64.50	6.0%	N		
Annual registration fee for backflow device	per year	\$60.85	\$62.70	3.0%	\$64.50	6.0%	N		
Annual registration/ maintenance other plumbing installations Schedule 1 - Directors Determinations	per year	\$60.85	\$62.70	3.0%	\$64.50	6.0%	N		

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* All fees and charges inclusive of GST where applicable

PLUMBING FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Other Plumbing Fees (continued)										
Follow up Inspection fees associated with maintenance of plumbing installations Schedule 1 - Directors Determinations - compliance	per inspection	\$104.95	\$108.60	3.5%	\$111.30	6.1%	N		Consistency for all inspection fees (in line with plumbing)	
Groundwater/ seepage investigation - Initial Inspection and Dye Testing	each	\$127.20	\$131.00	3.0%	\$134.80	6.0%	Y	Fee refunded if council infrastructure is found to be at fault		Kingborough \$172 preliminary inspection & dye testing; \$172 additional investigation (per hour) refunded if council infrastructure at fault
Further request for investigation of groundwater/ seepage	per investigation	\$379.45 minimum charge + \$121.90 per hour on the job charge to nearest 15 minutes	\$390.80 minimum charge + \$125.50 per hour on the job charge to nearest 15 minutes	3.0%	\$402.50 minimum charge + \$129.30 per hour on the job charge to nearest 15 minutes	6.1%	Y	Fee refunded if council infrastructure is found to be at fault. Additional time is charged at the hourly rate		Kingborough \$172 preliminary inspection & dye testing; \$172 additional investigation (per hour) refunded if council infrastructure at fault
Stormwater Quality Agreement	per year	\$287.90	\$296.50	3.0%	\$305.20	6.0%	N	Annual fee		
Wastewater completion inspections	per application	\$169.60	DELETE		DELETE		Y		DELETE - Fee no longer required as it is covered by the Inspection Fee on previous page	
Plumbing fees specifically relating to the installation of retro-fit rainwater tanks (only) will be waived		\$0.00	\$0.00		\$0.00		NA			
Stormwater Connection Fee (Urban Drainage Act Clause 19)										
Urban Drainage Act Clause 19 Connection Fee being for the connection to the public stormwater system located in adjacent road reserve	per connection	\$3,300.00	Full cost recovery	Changed charge structure	Full cost recovery	Changed charge structure	N	Quote will be provided and work performed upon acceptance of quote	Suggested change to full cost recovery. This will both ensure cost recovery and guard against inadvertent anti-competitive charging	
Urban Drainage Act Clause 19 Connection Fee being for connection to the public stormwater system located in an adjacent property, including public & private land	per connection	\$2,200.00	Full cost recovery	Changed charge structure	Full cost recovery	Changed charge structure	N	Quote will be provided and work performed upon acceptance of quote	Suggested change to full cost recovery. This will both ensure cost recovery and guard against inadvertent anti-competitive charging	
Urban Drainage Act Clause 19 Extension Fee for each metre by which the Public Stormwater System has to be extended to meet the connection point	per metre	\$550.00	Full cost recovery	Changed charge structure	Full cost recovery	Changed charge structure	N	Quote will be provided and work performed upon acceptance of quote	Suggested change to full cost recovery. This will both ensure cost recovery and guard against inadvertent anti-competitive charging	

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

HEALTH - LICENCE, PERMIT and NOTICE FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives
Place of Assembly Fees - permanent structures/ regular public events									
Application fee to licence new premises	per application	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N		Glenorchy \$270 per hour for new applications/Inspections \$236-\$312 per hour/Late application fee \$236
Application for annual renewal of a licence	per application	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N		Sorell \$220.50 per 1000 people/max fee of \$3500 Hobart \$250-\$500 depending on when notified/\$50-\$100 for not for profit
Place of Assembly Fees - temporary structures/ irregular and once off public events									
Application & licence fee for charities	per specified period	Exempt from fees	Exempt from fees		Exempt from fees		NA		
Application & Licence Fee	per inspection /sample	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N	Issued for limited, specified period	
Follow up inspections and/ or sampling as part of conditions of approval	per inspection /sample	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N		
Registrations, Permits Under the Public Health Act									
Public Health permits and registrations apply per financial year and will be charged on a 3 monthly pro-rata basis for part-year applications								Pro-rata charge no longer offered	
Public Health Risk Activity	per premises + per person	Registration of Premises \$102.40 + Licence Fee \$38.10 per person	Registration of Premises \$105.50 + Licence Fee \$39.20 per person	3.0% 2.9%	Registration of Premises \$108.60 + Licence Fee \$40.40 per person	6.1%	N	For example acupuncture, tattooing, ear/body piercing	Glenorchy \$236 for registration + \$108 per licence Sorell \$57.50 for registration + \$62 per licence Hobart \$171 for registration + \$118 per licence (+initial application fee \$342)
Permit for burial of human remains on private land	per permit	\$219.40	\$226.00	3.0%	\$232.60	6.0%	N		
Cooling tower or warm water system registration - regulated system	per tower	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N	Warm water systems in premises such as nursing homes	Glenorchy \$236 for 1-5 systems /\$483 for 6-10 / \$700 for 11+ Sorell \$85 Hobart \$321 for 1-2 systems / \$534 for 3-4 / \$748 for 5+
Registration of a regulated system	per registration	\$102.40	DELETE		DELETE			Warm water systems in premises such as nursing homes	DELETE - This is consolidated with the fee above
Registration of Private Water Supplier	per registration	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N		
Water Carting Annual Permit	per permit + each additional vehicle	Annual Permit - \$48.45 per vehicle	Annual Permit - \$49.90 per vehicle	3.0%	Annual Permit - \$51.40 per vehicle	6.1%	N	Inspection of vehicles used for the sale and cartage of potable water	
Water Carting Random Sampling	per sample	\$180.20 per vehicle	\$185.60 per vehicle	3.0%	\$191.20 per vehicle	6.1%	N	Testing when deemed necessary by council Officers	
Environmental Protection Notices									
Environmental Protection Notices	per hour or part thereof	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N	Served under the <i>Environmental Management and Pollution Control Act 1994</i> . Fee includes investigation, issuing and management of the Notice	Glenorchy \$334/hour Sorell \$320.50 Hobart \$321
Food Business Registration (continued next page)									
Food Premises Registration Licences apply per financial year and will be charged on a 3 monthly pro-rata basis for part-year applications									
Category P1									
Commercial	per year	\$369.40	\$380.50	3.0%	\$391.60	6.0%	N		Glenorchy \$472.00 Sorell \$511.50 Hobart \$337-\$390 (dependant on amount of inspections required)
Not for profit/ Community Organisations including schools	per year	\$184.70	\$190.20	3.0%	\$195.80	6.0%	N	Fee for NFP etc. is set at 50% of commercial fee	
Category P2									
Commercial	per year	\$206.40	\$212.60	3.0%	\$218.80	6.0%	N		Glenorchy \$354.00 Sorell \$363.50 Hobart \$198-\$390 (dependant on amount of inspections required)
Not for profit /Community Organisations including schools	per year	\$103.20	\$106.30	3.0%	\$109.40	6.0%	N	Fee for NFP etc. is set at 50% of commercial fee	

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HEALTH - LICENCE, PERMIT and NOTICE FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Food Business Registration (continued)										
Category P3										
Commercial	per year	\$108.60	\$111.90	3.0%	\$115.10	6.0%	N			Glenorchy \$236.00 Sorell \$227.50 Hobart \$198-\$337 (dependant on amount of inspections required)
Not For profit/ Community Organisations including schools	per year	\$54.30	\$55.90	2.9%	\$57.55	6.0%	N	Fee for NFP etc. is set at 50% of commercial fee		
Notification										
P3N Notification reinspect as needed	once off fee	\$39.10	\$40.30	3.1%	\$41.45	6.0%	N			Glenorchy \$35 Sorell \$114-\$171 Hobart \$32
P3N Notification reinspect as needed - Not for profit/ Community Organisations including schools	once off fee	\$19.55	\$20.10	2.8%	\$20.70	5.9%	N	Fee for NFP etc. is set at 50% of commercial fee		
P4 Notification initial inspection	once off fee	\$39.10	\$40.30	3.1%	\$41.45	6.0%	N			Glenorchy \$35 Sorell \$114-\$171 Hobart \$32
P4 Notification initial inspection - Not for profit/ Community Organisations including schools	once off fee	\$19.55	\$20.10	2.8%	\$20.70	5.9%	N	Fee for NFP etc. is set at 50% of commercial fee		
Mobile/ Food Vans Food Premises Fees										
Commercial										
Category P1	per year	\$206.40	\$212.60	3.0%	\$218.80	6.0%	N	Typically high risk food products and processes		
Category P2	per year	\$206.40	\$212.60	3.0%	\$218.80	6.0%	N	Typically medium risk food products and processes		
Category P3	per year	\$206.40	\$212.60	3.0%	\$218.80	6.0%	N	Typically low risk food products and processes		
Category P3N - notification only	per year	\$39.10	\$40.30	3.1%	\$41.45	6.0%	N	Very low risk food product and processes		
Category P4 - notification only	per year	\$39.10	\$40.30	3.1%	\$41.45	6.0%	N	Very low risk food product and processes (requirement for different food products as stated in Tasmanian risk classification system)		
Not for Profit/ Community Organisations including schools 50% discount										
Category P1	per year	\$103.25	\$106.40	3.1%	\$109.40	6.0%	N			
Category P2	per year	\$103.25	\$106.40	3.1%	\$109.40	6.0%	N			
Category P3	per year	\$103.25	\$106.40	3.1%	\$109.40	6.0%	N			
Category P3N - notification only	per year	\$19.55	\$20.10	2.8%	\$20.70	5.9%	N			
Category P4 - notification only	per year	\$19.55	\$20.10	2.8%	\$20.70	5.9%	N			
Temporary Food Premises Fees										
Commercial	per event	\$39.10	\$40.30	3.1%	\$41.45	6.0%	N			Glenorchy \$23 Hobart \$32
Not for Profit	per event	\$19.55	\$20.10	2.8%	\$20.70	5.9%	N			
Food Premises Other										
Food Premises - Pre-purchase Inspection	per inspection per hour or part thereof	\$102.40	\$105.50	3.0%	\$108.60	6.1%	Y	Offered to persons wishing to confirm compliance levels prior to purchasing a food business		
Additional Food Premises Inspection	per inspection per hour or part thereof	\$102.40	\$105.50	3.0%	\$108.60	6.1%	Y	Charged at Officers discretion if further follow up inspections are required for compliance purposes		
Improvement Notices or Prohibition Orders	per hour or part thereof	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N	Fee includes investigation, issuing and management of improvement requirements		
Application for report of likely compliance - new food premises (Form 49)	per application per hour or part thereof	\$148.40 per application + \$102.40 per hr/part thereof	\$152.80 per application + \$105.50 per hr/part thereof	3.0%	\$157.40 per application + \$108.60 per hr/part thereof	6.1%	N			Glenorchy \$290 Sorell \$158.00 Hobart \$374
EHO Occupancy Report (Form 50)	per inspection per hour or part thereof	\$102.40 per hr/part thereof	\$105.50 per hr/part thereof	3.0%	\$108.60 per hr/part thereof	6.1%	N	Includes inspection and report to Building Surveyor to allow building to be occupied		Glenorchy \$249/hour +\$66 Sorell \$158.00 Hobart \$160

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HEALTH - LICENCE, PERMIT and NOTICE FEES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
On-site Wastewater Disposal Systems										
Wastewater Assessment Fee - plumbing permit	per application	\$245.40	\$252.80	3.0%	\$260.10	6.0%	N			Sorell \$506.50
Wastewater Assessment Fee - plumbing permit - Commercial	per application per hour or part thereof	\$583.00 + \$102.40 per hr/part thereof	\$600.50 + \$105.50 per hr/part thereof	3.0%	\$618.00 + \$108.60 per hr/part thereof	6.1%	N			Sorell \$1016
Amended Applications	per application	\$121.70	\$125.40	3.0%	\$129.00	6.0%	N			
Subsequent Inspection or Scheduled Inspections Extension to Permit	per hour or part thereof	\$102.40	\$105.50	3.0%	\$108.60	6.1%	N			
Management, maintenance, monitoring & auditing costs of on-site wastewater systems under Building Act 2016	per permit	\$58.50	\$60.30	3.1%	\$62.00	6.0%	N			
Hard Copy paper print of permit and plans up to A3 in size	per page	\$3.25	\$3.35	3.0%	\$3.45	6.0%	Y			
Hard Copy paper print of permit and plans over A3 in size	per page	\$17.00	\$17.50	2.9%	\$18.00	5.9%	Y			
Sharps Containers										
Medical patients (residents of Clarence) disposal and replacement of single sharps container	each	Free of charge	Free of charge		Free of charge		NA	Applies for single container only		
Miscellaneous										
Food probe thermometers	each	\$27.65	\$28.50	3.1%	\$29.30	6.0%	Y			
Testing and Sampling Fees										
Testing of natural, environmental and effluent	per sample	\$112.55	\$115.90	3.0%	\$119.30	6.0%	Y	For investigation of failing wastewater systems or incidents of pollution involving chemical parameters. To be charged at Officers discretion		
Sampling Fees: Bacteriological	per sample	\$112.55	\$115.90	3.0%	\$119.30	6.0%	Y	For investigation of failing wastewater systems or incidents of pollution involving bacterial parameters. To be charged at Officers discretion		
Sampling Fees: Private water supplies	per sample + per hour or part thereof	\$61.80 per sample + \$102.30 per hr/part thereof	\$63.60 per sample + \$105.50 per hr/part thereof	3.0%	\$65.50 per sample + \$108.40 per hr/part thereof	6.0%	Y	Testing for bacteria in commercial premises that are not on reticulated, potable water supply e.g. tank water		
Testing & inspection for water quality in public pools	per sample + per hour or part thereof	\$118.20 per sample + \$102.30 per hr/part thereof	\$121.70 per sample + \$105.50 per hr/part thereof	3.0%	\$125.30 per sample + \$108.40 per hr/part thereof	6.0%	Y	Fee is payable by public pool operators		

**Clarence City Council List of Fees and Charges Effective from 1 July 2024****ABATEMENT FEES**

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Abatement action	per notice	\$337.80	\$348.00	3.0%	\$358.10	6.0%	N			Sorell \$537+
Impounding fee for illegal agistment on council land	per day	\$197.00	\$202.90	3.0%	\$208.80	6.0%	N			

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

ANIMAL CONTROL

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Dog Registrations										
Annual Fee - 1st July - 30th June										
Entire Dog	per year	\$129.40	\$133.30	3.0%	\$137.20	6.0%	N			Glenorchy \$119.10 Sorell \$100 Hobart \$129-\$144
De-sexed Dog	per year	\$38.80	\$40.00	3.1%	\$41.15	6.1%	N		Based on entire dog rate	Glenorchy \$47.70 Sorell \$33.00 Hobart \$54-\$69
Tasmanian Canine Association Member Dog	per year	\$64.70	\$66.60	2.9%	\$68.60	6.0%	N		Based on entire dog rate	Glenorchy n/a Sorell \$51 Hobart \$65-\$80
Entire Dog - Level 4 trained	per year	\$64.70	\$66.60	2.9%	\$68.60	6.0%	N		Based on entire dog rate	Glenorchy n/a Sorell 50% of applicable fee Hobart \$65-\$80
Desexed Dog - Level 4 trained	per year	\$19.40	\$20.00	3.1%	\$20.55	5.9%	N		Based on entire dog rate	Glenorchy n/a Sorell 50% of applicable fee Hobart n/a
Pension Discount	per year	20% off applicable fee	20% off applicable fee		20% off applicable fee		N		As per Dog Management Plan fee structure	Glenorchy 23-35% Sorell 50% of applicable fee Hobart 40-50%
Dangerous Dog declared prior to 1 July 2015	per year	\$647.00	\$666.40	3.0%	\$685.80	6.0%	N		Based on entire dog rate	
Dangerous Dog declared after 1 July 2015 (no discount)	per year	\$1,294.00	\$1,332.80	3.0%	\$1,371.70	6.0%	N		Based on entire dog rate	Glenorchy \$500 (reduced to \$200 after 2 years) Sorell \$100 Hobart \$1015
Guard Dog	per year	\$258.80	\$266.60	3.0%	\$274.40	6.0%	N		Based on entire dog rate	Glenorchy N/a Sorell N/a Hobart \$310-\$325
Guide Dog/ Hearing Dog		No Charge	20% off applicable fee		No Charge		NA		As per Dog Management Plan fee structure	Glenorchy Free Sorell Free Hobart Free
Late Payment of Registration	per un-paid registration	NEW	\$50.00	NEW	\$50.00	NEW	N	Charged 60 days after due date on unpaid dog registrations	NEW to discourage dog owners delaying payment until sent for collection, which incurs greater cost for owner and for council	Glenorchy \$30 Sorell N/a Hobart n/a Kingborough \$15/month from when due
Dog Complaints										
Dog Complaint Fee	each	\$79.50	\$81.90	3.0%	\$84.30	6.0%	N			Glenorchy \$43.50 Sorell \$110.00 Hobart \$85.00
Kennel Licence (Prescribed)										
Application Fee	per application	\$129.40	\$133.30	3.0%	\$137.20	6.0%	N		Based on entire dog rate	Glenorchy \$109.80 Sorell \$144 (3-5 dogs) \$239.50 (5+ dogs) Hobart \$278
Advertising Fee for New Kennel Application	per application	\$318.00	\$327.50	3.0%	\$337.00	6.0%	N			
Renewal	per year	\$129.40	\$133.30	3.0%	\$137.20	6.0%	N		Based on entire dog rate	Glenorchy \$68.40 Sorell \$52.00 Hobart \$96
Dog Adopted from Dogs' Home or RSPCA or GAP (Greyhound Adoption Program)										
Applies until new registration year only		No Charge	No Charge		No charge		NA			
Other Dog Fees										
Replacement of Lost Tag	each	\$5.80	\$6.00	3.4%	\$6.15	6.0%	N			
Dangerous dog collar	each	Sml / Med \$50.00; Lge /ExLge \$60.00	Sml / Med \$50.00; Lge /ExLge \$60.00	0.0%	Sml / Med \$50.00; Lge /ExLge \$60.00	0.0%	Y			
Dangerous dog sign	each	\$75.00	\$75.00	0.0%	\$75.00	0.0%	Y			
Release Fee from Dogs Home	each	\$80.00	\$80.00	0.0%	\$80.00	0.0%	N			
Returned dog fee where dog is not impounded	each	NEW	\$64.70	NEW	\$68.60	NEW	Y	Where dog is returned directly to owner by ranger	50% of entire dog fee. Dogs regularly returned to owners by Rangers to prevent impounding	Glenorchy \$43.50 Sorell n/a Hobart n/a

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ANIMAL CONTROL continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Cat Licence (Prescribed)										
Required for 4 or more cats in a household, cat breeders, non-desexed cat										
Application Fee	per application	TBA	TBA				N	Included in response to Cat Legislation. As with previous year this section is included in the draft for information only. Propose this information not be published on council website List of Fees and Charges until legislative requirements are resolved. At this point legislative requirements are unclear and State charges have not been determined. Policy to be developed and presented to council as more information becomes available		
Advertising Fee for Cat Permit Application	per application	TBA	TBA				N			
Renewal	per year	TBA	TBA				N			



Clarence City Council List of Fees and Charges Effective from 1 July 2024

PERMITS, EVENTS, STAGE HIRE, USE OF PUBLIC PLACES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Permits - Use of Public Places										
Business Permits – Commercial Use	per event	\$731.80	DELETE		DELETE				DELETE This fee is no longer required. A new fee for commercial events on council land has been introduced under Carnivals / Events	
Busking Permit	per year per permit	\$55.10	\$56.80	3.1%	\$58.40	6.0%	N	Applies to Bellerive Boardwalk only	Changed to per permit rather than annual in order to give staff more control over scheduling with council events, markets etc.	Sorell \$7/day or \$123.50/annum No fees published by other councils
Commercial instructors permit for operating on council land	per year	\$98.00	DELETE		DELETE				DELETE This fee is no longer required. A specific fee for commercial instructors exists under Miscellaneous Sports & Fitness Hire	
Car Parking Space Bellerive	per vehicle per month	\$133.00	\$137.00	3.0%	\$141.00	6.0%	Y	Available for commercial users only	Possible increase to 10 permits from 8 currently available	
Mobile Food Businesses - Use of Public Places										
Mobile Food Businesses in Public Places Permit 12 Months	12 Months	\$848.00	\$848.00	0.0%	\$848.00	0.0%	Y	Does not include food premises registration licence. Cost of registration licence fee is additional	Policy is being reviewed by council. Recommend no change to fee at this time	Glenorchy don't have equivalent fee
Mobile Food Businesses in Public Places Permit 3 Months	3 Months	\$370.00	\$370.00	0.0%	\$370.00	0.0%	Y	Does not include food premises registration licence. Cost of registration licence fee is additional	Policy is being reviewed by council. Recommend no change to fee at this time	Glenorchy don't have equivalent fee
Temporary Stalls for Council Events										
All locations - Charitable Stall		Exempt from fees	Exempt from fees		Exempt from fees		NA	Includes temporary food premises registration licence		
All locations - Non Charitable Stall	1 day	\$238.50	\$245.70	3.0%	\$252.90	6.0%	Y	Includes temporary food premises registration licence		
All locations - Non Charitable Stall	2 days	\$358.25	\$369.00	3.0%	\$379.80	6.0%	Y	Includes temporary food premises registration licence		
All locations - Non Charitable Stall	3 days	\$418.70	\$431.30	3.0%	\$443.90	6.0%	Y	Includes temporary food premises registration licence		
Ceremonies Only NB: No receptions to be held on reserves (including beaches) under council control										
Boardwalk Stage (fees specified below)	see below	See Below	DELETE		DELETE		Y		DELETE - unnecessary line	
All other locations - Ceremonies on council land	per ceremony	\$69.70	\$71.80	3.0%	\$73.90	6.0%	Y	Includes use of Bellerive Boardwalk stage	Wording changed for clarity	Hobart not specifically listed, may fall under non-commercial group activity parks, gardens & reserves \$140/event/day Glenorchy Not specifically listed, may fall under licence or permit \$146.80 No fees published by other councils

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PERMITS, EVENTS, STAGE HIRE, USE OF PUBLIC PLACES continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Boardwalk Stage										
Boardwalk Stage – no side curtains	per event, or per day, or part thereof	\$118.20	DELETE		DELETE		Y	Includes civic ceremonies	DELETE - use of boardwalk stage is now included in Ceremonies fee above. The lesser fee for ceremonies is now preferred because no extra services (e.g. site closure, vehicle access) are offered for boardwalk stage. Civic ceremonies are no longer held at Bellerive boardwalk stage	
Boardwalk Stage – with side curtains	per event, or per day, or part thereof	\$484.10	DELETE		DELETE		Y	Includes civic ceremonies	DELETE - side curtains are no longer in use	
Boardwalk and/or stage Power supply	per event, or per day, or part thereof	\$32.10	\$33.10	3.1%	\$34.00	5.9%	Y	All locations (except skate parks)	Charge for power supply applies to any location where use of power is requested by applicant	
Skate Parks & Rosny Skate Park Stage										
Rosny Skate Park Stage Power Supply (Charles Hand Park)	per event, or per day, or part thereof	\$32.00	\$33.00	3.1%	\$34.00	6.3%	Y			
Rosny Skate Park (Charles Hand Park)	fixed fee + per hour	\$245.50 fixed rate + \$42.00 per hour	\$252.90 fixed rate + \$43.20 per hour	3.0%	\$260.30 fixed rate + \$44.50 per hour	6.03% 5.95%	Y	Fee is for hire of the whole facility, including stage Hirer is responsible for providing own security and notifying Tasmania Police of any event		
Hire of other Skate Parks (excluding Rosny Skate Park)	per hour	\$31.80	\$32.80	3.1%	\$33.70	6.0%	Y			Hobart facility hire \$140/event/day
Bond	fixed fee	\$318.00	\$327.50	3.0%	\$337.00	6.0%	N			No fees published by other councils
Miscellaneous Fees for Activities on Council Land										
Dog obedience training at South Street Reserve	per hour	\$14.60	\$15.00	2.7%	\$15.50	6.2%	Y			Hobart Domain crossroads, Sundays only - no charge No fees published by other councils
Other Public Place Fees										
Consumption of liquor on council land and reserves	per application	\$74.30	\$76.50	3.0%	\$78.80	6.1%	N	Must be approved by Facilities-Coordinator Manager Environment, Facilities & Recreation		
Note: These charges do not include items such as portable toilets, litter bins & skips or additional items that may be required by permit applicant										

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

CHILD CARE

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Family Day Care										
Educator Levy	per week	2% of educator's nett income (or minimum \$25.00 per week)	2% of educator's nett income (or minimum \$26.25 per week)	5.0%	2% of educator's nett income (or minimum \$26.50 per week)	6.0%	N		Increase in staff costs and staffing above ratios due to the increase in children with additional and complex needs, often requiring one on one care. The increase in costs of groceries, which has risen in excess of 10%. Also comparable with other services at 5%	
Administration levy										
Per child	per hour or part thereof	\$1.60	\$1.65	3.1%	\$1.70	6.0%	N			
Play session levy	per session	\$11.00	\$11.55	5.0%	\$11.70	6.4%	N			
Outside School Hours Care General Fees - applies to all categories of care listed below										
1 July to 30 June										
Late Payment on accounts	per account	\$36.10	\$37.90	5.0%	\$38.30	6.1%	N			
After School Care										
Permanent and Casual Bookings 1 July to 30 June										
After School Care	per child per session	\$33.30	\$34.95	5.0%	\$37.00	11.1%	N			Adventure Patch \$39 (\$44 casual) St Therese's \$37.50 Hutchins \$35 Uniting \$40 Discovery \$43.40 Catholic Care \$35
Absence	per child per day	\$18.80	\$19.75	5.1%	\$20.00	6.4%	N			
Non cancellation	per child per day	\$33.30	\$34.95	5.0%	\$37.00	11.1%	N			
Late collection of child	per child per 15 minutes	\$39.20	\$41.15	5.0%	\$41.60	6.1%	N	Charged every 15 minutes after 6 pm		
Kindergarten after school care	per child per session	\$22.50	\$23.65	5.1%	\$24.00	6.7%	N	Subject to availability, may not be available at all locations		
Kindergarten after school care absence	per child per day	\$12.65	\$13.30	5.1%	\$15.00	18.6%	N			
Kindergarten after school care non cancellation	per child per day	\$22.50	\$23.65	5.1%	\$24.00	6.7%	N			
Before School Care										
Permanent and Casual Bookings 1 July to 30 June										
Before School Care	per child per session	\$12.90	\$13.55	5.0%	\$15.00	16.3%	N			Adventure Patch \$21 (\$26 casual) St Therese's \$15 Hutchins \$15 Uniting \$22 Discovery \$30 Catholic Care \$20
Absence	per child per day	\$7.55	\$7.90	4.6%	\$8.00	6.0%	N			
Non cancellation	per child per day	\$12.90	\$13.55	5.0%	\$15.00	16.3%	N			
Holiday Care										
Permanent and Casual Bookings 1 July to 30 June										
Holiday Care 8.00am - 6.00pm	per child per day	\$87.05	\$91.40	5.0%	\$94.00	8.0%	N			Adventure Patch \$80 inhouse (\$85 casual) Adventure Patch Excursion \$90 (\$95 casual) St Therese's \$85 Hutchins \$95 (\$100 casual) Uniting \$85 Discovery \$114.68 Catholic Care \$95
Absence	per child per day	\$45.15	\$47.40	5.0%	\$48.00	6.3%	N			
Non cancellation	per child per day	\$87.05	\$91.40	5.0%	\$94.00	8.0%	N			
Late collection of child	per child per 15 minutes	\$39.20	\$41.15	5.0%	\$41.60	6.1%	N	Charged every 15 minutes after 6 pm		

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CHILD CARE continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Rosny Early Learning										
Fee Schedule 1 July to 30 June										
Discount rate on weekly full-time care per child (Monday to Friday). Valid only for enrolments prior to 1 July 2024	per child per week	\$521.00 (\$104.20 per day)	\$579.15 (\$115.83 per day)	Discount reduced from 15% to 10%	\$584.55 (\$116.90 per day)	Discount reduced from 15% to 10%	N		Outdated practice. This is to be phased out over the next 3 years. These discounts are no longer offered in other childcare centres. Percentage discount amount dropped from 15% to 10%	
Daily rate	per child per day	\$122.55	\$128.70	5.0%	\$129.90	6.0%	N			Howrah Sunrise \$148.00 Green Leaves \$ 161.50 Child's Play Early Learning Lindisfarne \$143.00 Cambridge Road Play & Learn \$128.00 Little Bee \$128.00 Lady Gowrie \$117.00
Morning Session	per child per session	\$75.70	\$79.50	5.0%	\$80.30	6.1%	N	Subject to availability		
Afternoon Session	per child per session	\$66.25	\$69.55	5.0%	\$70.20	6.0%	N	Subject to availability		
Planned absences with 14 days notice in writing. Discounted rate is valid for 10 days only per financial year. Full fee applies thereafter	per child per day	\$85.80	\$90.10	5.0%	\$91.00	6.1%	N	Rate is 30% discount on full fee	Outdated practice. Not sustainable for long term absences. Our overheads remain, however we are receiving less money due to the discount	
A late fee is charged for children late collected	per child per 15 minutes	\$39.20	\$41.15	5.0%	\$41.60	6.1%	N	Charged every 15 minutes after 5.30 pm	Same as OSHC	



Clarence City Council List of Fees and Charges Effective from 1 July 2024

CLARENCE COMMUNITY VOLUNTEER SERVICE

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Transport - CBD	per return trip	\$5.00	\$5.00	0.0%	\$5.00	0.0%	Y			These are set against the Commonwealth Home Support Program legislated fee schedule.
Transport - Rural	per return trip	\$10.00	\$10.00	0.0%	\$10.00	0.0%	Y			
Gardening	per visit	\$10.00	\$10.00	0.0%	\$10.00	0.0%	Y			
Assisted/ List Shopping	per return trip	\$5.00	\$10.00	100.0%	\$10.00	100.0%	Y		Increased to fall within the current range for Commonwealth Home Support Program legislated fee schedule	

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

HALL HIRE, COMMUNITY CENTRES etc.

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives	
Rosny Farm - The Barn										
Exhibitions/ Display/ Performance/ Arts related functions										
Supported - Not-for-profit/ Arts groups/ Students/ Education groups Hire										
• Rehearsal/ Set-up Day (weekday)	per day	\$100.00	\$110.00	10.0%	\$110.00	10.0%	Y	Rehearsal/ setup day hire includes 1 hour of staff time to provide venue induction and assist with tech setup	Increased in line with market rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
• Rehearsal/ Set-up Day (weekdays after 6pm and weekends)	per day	NEW	\$250.00	NEW	\$250.00	NEW	Y	Rehearsal/ setup day hire includes 1 hour of staff time to provide venue induction and assist with tech setup	Fee introduced to recover staff costs at an after-hours call rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
• Performance Days	per day or per half day	\$243.00 per day \$121.50 per half day	\$350.00 per day \$250.00 per half day	44.0% 105.8%	\$350.00 per day \$250.00 per half day	44.0% 105.8%	Y	Full day hire fee includes 3 hours of staff time to provide venue induction and assist with tech setup. Half day hire includes 2 hours of staff time	Fee introduced to recover staff costs at an after-hours call rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
Commercial, Corporate & Government Hire daily rate (weekday)	per day or per half day	\$360.00 per day \$180.00 per half day	\$450.00 per day \$350.00 per half day	25.0% 94.5%	\$450.00 per day \$350.00 per half day	25.0% 94.5%	Y	Full day hire fee includes 3 hours of staff time to provide venue induction and assist with tech setup. Half day hire includes 2 hours of staff time	Increased in line with market rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
Commercial, Corporate & Government Hire daily rate (weekdays after 6pm and weekends)	per day or per half day	NEW	\$600.00 per day \$450.00 per half day	NEW	\$600.00 per day \$450.00 per half day	NEW	Y	Full day hire fee includes 3 hours of staff time to provide venue induction and assist with tech setup. Half day hire includes 2 hours of staff time	Fee introduced to recover staff costs at an after-hours call rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
Commercial, Corporate & Government Hire weekly rate	per week (7 days)	\$1,696.00	\$2,200.00	29.7%	\$2,200.00	29.7%	Y	Weekly hire fee includes 3 hours of staff time to provide venue induction and assist with tech setup	Increased in line with market rate	Fee has been benchmarked against comparable offerings in the broader Hobart region.
Installation of Exhibition Panels/ Display Walls	per event	Available on request. Setup at hourly staff rate	Available on request. Setup at hourly staff rate		Available on request. Setup at hourly staff rate		Y	Exhibition panels/ display walls are provided to users on request. Setup to be carried out by council staff only. See hourly charge for staff time below		
Staff & technical staff time	per person, per hour	\$101.00	\$110.00	8.9%	\$110.00	8.9%	Y	Full day hire fee includes 2hrs staff time to assist with lighting & display panels & provide instruction on equipment. Half day hire includes 1hr staff time. Any additional staff and tech time will be charged at hourly rate Charged if staffing is required over and above inclusions as outlined above	Wording changed for clarity. Increase is calculated to recover cost of staff time	
Rosny Farm - Extras (continued next page)										
Room setup with tables and chairs	flat rate	\$136.50	\$140.60	3.0%	\$144.70	6.0%	Y	Tables and chairs are supplied as part of room setup service		
Tablecloths	per cloth	\$15.90	\$16.40	3.1%	\$16.55	4.1%	Y	Fee includes laundering		
Projector	per day or per week	\$52.00 per day \$158.00 per week	\$53.55 per day \$162.75 per week	3.0% 3.0%	\$55.15 per day \$167.50 per week	6.1% 6.0%	Y			
Full Professional Sound system with Digital console and Engineer	per day	\$350.00	\$385.00	10.0%	\$385.00	10.0%	Y	Includes sound engineer to operate equipment	10% increase to accommodate superannuation requirement	
Additional Equipment Hire		By Negotiation	By Negotiation		By Negotiation		Y			
Drinking/ Wine Glasses	per 24 glasses	\$10.60	\$10.90	2.8%	\$11.25	6.1%	Y			
Extra large all weather picnic rugs	per rug	\$5.00	\$5.15	3.0%	\$5.30	6.0%	Y			

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HALL HIRE, COMMUNITY CENTRES etc. continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Rosny Farm - Extras (continued)										
A/V Screen 40"	per day or per week	\$52 per day \$158 per week	\$53.55 per day \$162.75 per week	3.0%	\$55.15 per day \$167.50 per week	6.1%	Y			
A/V Screen 55"	per day or per week	\$72 per day \$216 per week	\$74.15 per day \$222.50 per week	3.0%	\$76.30 per day \$229.00 per week	6.0%	Y			
Bond for Barn Hire	per booking	\$291.50	\$300.25	3.0%	\$309.00	6.0%	N			
Rosny Farm - Gardens Only										
Private functions incl. wedding ceremonies	flat rate for up to 2 hours	\$561.00 up to 2 hours plus \$227.50 per extra hour thereafter	\$577.85 up to 2 hours plus \$234.30 per extra hour thereafter	3.0%	\$594.70 up to 2 hours plus \$241.20 per extra hour thereafter	6.0%	Y			
Photography session	per hour	\$120.00	\$123.60	3.0%	\$127.20	6.0%	Y			
Security callout fee for after hours functions	per hour	\$120.00	\$132.00	10.0%	\$132.00	10.0%	Y		Increase in on-costs to Council	
Hall & Room Hire - Cambridge Hall, Rokeby Trust Hall, Tranmere Hall, Lauderdale Hall, Sandford Hall, Richmond Hall, Richmond Court House Council Chambers, Lindisfarne Community Activities Centre								NB: Alcohol is not permitted at Tranmere Hall or Richmond Court House Council Chambers No birthday parties 16-25 years old e.g. Birthday parties 1-15 years old	Wording added for clarity. Richmond Council Chambers is now known as Richmond Court House	
Hall, room or kitchen hire - Casual	per hour	\$15.90	\$16.40	3.1%	\$16.50	3.8%	Y			
Hall, room or kitchen hire - Commercial	per hour	\$22.00	\$22.70	3.2%	\$23.00	4.5%	Y			
Functions - Casual e.g. weddings, parties etc.	per function	\$205.00	\$211.20	3.0%	\$211.20	3.0%	Y	No birthday parties 16-25 years old e.g. Birthday parties age 26 and older, baby showers, weddings, receptions etc.	Wording changed for clarity	Kingborough's comparable halls \$17/hr day, \$28/hr night. These halls are larger and have more amenities Hobart halls are not comparable to CCC
Functions - Commercial	per function	\$270.00	\$278.10	3.0%	\$278.10	3.0%	Y			
Election/ Polling place hire	per booking	NEW	\$600.00	NEW	\$600.00	NEW	Y	Any location. Includes cardboard booth removal and disposal	Elections result in a lot of waste (majority is cardboard polling booths) and occasional damage. Necessitates venue cleaning prior to normal hire recommending	Sorell's comparable halls \$14/hr; commercial fees are +25% Glenorchy's most comparable hall is \$16.60/hr. Others are \$25.40/hr but have more amenities e.g. bars, heating, Wi-Fi, hearing loops etc.
Bond (no alcohol)	per booking	\$220.00	\$220.00	0.0%	\$220.00	0.0%	N			
Bond (alcohol)	per booking	\$440.00	\$440.00	0.0%	\$440.00	0.0%	N	NB: Alcohol is not permitted at Tranmere Hall or Richmond Court House Council Chambers		
Seven Mile Beach Community Centre (Lewis Park) (no alcohol)										
Casual Hire of Centre	per hour	\$10.00	\$10.30	3.0%	\$10.30	3.0%	Y			
Commercial Hire of Centre	per hour	\$15.00	\$15.50	3.3%	\$15.50	3.3%	Y			No comparable halls in other municipalities
Bond (no alcohol)	per booking	\$220.00	\$226.60	3.0%	\$220.00	0.0%	N			
Bellerive Community Arts Centre - Hire for art activities only (no alcohol)										
Casual Hire of Facility	per hour	\$10.00	\$10.30	3.0%	\$10.30	3.0%	Y			
Commercial Hire of Facility	per hour	\$15.00	\$15.50	3.3%	\$15.50	3.3%	Y			No comparable halls in other municipalities
Bond (no alcohol)	per booking	\$220.00	\$226.60	3.0%	\$220.00	0.0%	N			
Risdon Vale Hall										
Casual Hire										
Hall Hire (including Kitchen)	per hour	\$12.70	\$13.10	3.1%	\$13.10	3.1%	Y			
Supper Room (including Kitchen)	per hour	\$8.50	\$8.80	3.5%	\$8.80	3.5%	Y			
Meeting Room	per hour	\$12.70	\$13.10	3.1%	\$13.10	3.1%	Y			
Basement	per hour	Fee negotiable	Fee negotiable		Fee negotiable		Y			
Commercial Hire										
Hall Hire (including Kitchen)	per hour	\$17.00	\$17.50	2.9%	\$17.50	2.9%	Y			Refer to comparison for general halls above.
Supper Room (including Kitchen)	per hour	\$11.20	\$11.50	2.7%	\$11.50	2.7%	Y			
Meeting Room	per hour	\$19.20	\$19.80	3.1%	\$19.80	3.1%	Y			
Function Hire - Casual	per function	\$196.50	\$202.40	3.0%	\$211.20	7.5%	Y	No birthday parties 16-25 years old	Function fees have been gradually increased over a couple of years to bring inline with other halls. It is now considered appropriate to increase to the full charge	Note that fees on this hall have been deliberately kept below other halls to encourage community activity and engagement
Function Hire - Commercial	per function	\$255.00	\$262.70	3.0%	\$278.10	9.1%	Y			
Basement	per hour	\$11.10	\$11.40	2.7%	\$11.40	2.7%	Y			
Bond (no alcohol)	per booking	\$220.00	\$220.00	0.0%	\$220.00	0.0%	N			
Bond (alcohol)	per booking	\$440.00	\$440.00	0.0%	\$440.00	0.0%	N			

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HALL HIRE, COMMUNITY CENTRES etc. continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
South Arm Calverton Hall (Operated by Hall Committee)										
Booking Deposit for Functions	per booking	\$50.00	\$50.00	0.0%	\$50.00	0.0%	Y		No change as advised by committee	Fees set by committee
Functions - Locals	per function	\$125.00	\$125.00	0.0%	\$125.00	0.0%	Y		No change as advised by committee	
Functions - Others	per function	\$150.00	\$150.00	0.0%	\$150.00	0.0%	Y		No change as advised by committee	
Per hour bookings - Locals	per hour	\$25.00	\$25.00	0.0%	\$25.00	0.0%	Y		No change as advised by committee	
Per hour bookings - Others	per hour	\$30.00	\$30.00	0.0%	\$30.00	0.0%	Y		No change as advised by committee	
Commercial Kitchen Hire	per hour	\$15.00	\$15.00	0.0%	\$15.00	0.0%	Y		No change as advised by committee	
Tennis Courts	per hour	\$10.00	\$10.00	0.0%	\$10.00	0.0%	Y		No change as advised by committee	
Booking Deposit for Sports Ground	per booking	\$20.00	\$20.00	0.0%	\$20.00	0.0%	Y		No change as advised by committee	
Sports Ground - Locals	per day	\$30.00	\$30.00	0.0%	\$30.00	0.0%	Y		No change as advised by committee	
Sports Ground - Others	per day	\$50.00	\$50.00	0.0%	\$50.00	0.0%	Y		No change as advised by committee	
Bond (no alcohol)	per booking	\$100.00	\$100.00	0.0%	\$100.00	0.0%	N		No change as advised by committee	
Bond (alcohol)	per booking	\$250.00	\$250.00	0.0%	\$250.00	0.0%	N		No change as advised by committee	
Bond (cleaning)	per booking	\$50.00	\$50.00	0.0%	\$50.00	0.0%	N		No change as advised by committee	
Alma's Activities Centre (not currently operational) Suggest these fees are reviewed per below but not published on our website until the facility is available for booking										
Casual Room Hire	per hour	\$29.00	\$29.87	3.0%	\$30.20	4.1%	Y		Keeping Alma's fees in line with Howrah Community Centre	
Commercial Room Hire	per hour	\$33.00	\$33.99	3.0%	\$36.10	9.4%	Y		Keeping Alma's fees in line with Howrah Community Centre	
Functions excluding bar	per booking per hour	\$150.00	\$154.50	3.0%	\$54.60	-63.6%	Y		Charging structure changed to per hour in line with Howrah Community Centre	Keeping Alma's fees in line with Howrah Community Centre so as to be at an appropriate amount if Alma's is re-opened
Functions including bar	per booking	\$250.00	\$257.50	3.0%	\$273.00	9.2%	Y		Keeping Alma's fees in line with Howrah Community Centre so as to be appropriate amount if the centre is re-opened	
Kitchen hire for functions (additional charge)	per booking	\$52.00	\$53.56	3.0%	\$56.70	9.0%	Y			
Kitchen only - casual	per hour	\$22.00	\$22.66	3.0%	\$24.00	9.1%	Y			
Kitchen only - commercial	per hour	\$30.00	\$30.90	3.0%	\$32.80	9.3%	Y			
Bond	per booking	\$250.00	\$257.50	3.0%	\$257.50	3.0%	N			
Geilston Bay Community Centre (Operated by Hall Committee)										
Hire Charge Week Days	per hour	\$15.00	\$15.00	0.0%	\$15.00	0.0%	Y		No change as advised by committee	Fees set by committee
Hire Charge Weekend 4 hour session	per session	\$60.00	\$60.00	0.0%	\$60.00	0.0%	Y	9am to 1pm or 1.30pm to 5.30pm	No change as advised by committee	
Hire Charge Weekend all day (8 hour) session	per session	\$96.00	\$96.00	0.0%	\$96.00	0.0%	Y	9am to 5pm	No change as advised by committee	
Bond for use of equipment inside Centre only	per booking	\$60.00	\$60.00	0.0%	\$60.00	0.0%	N	Includes cleaning of centre	No change as advised by committee	
Bond for use of equipment both inside and stored in shed	per booking	\$100.00	\$100.00	0.0%	\$100.00	0.0%	N	Includes cleaning of centre	No change as advised by committee	
Howrah Community Centre										
Community Centre Membership	annual	\$20.00	\$20.60	3.0%	\$20.60	3.0%	N	Licencing commission requirement for patrons of licenced premises		Last FY Howrah Community Centre fees were increased to bring inline with other providers. It is not considered necessary to increase fees any higher than 3% this year.
Function Rates - Baudinet Lounge (including Derwent Room)										
Excluding Bar	per hour	\$53.00	\$54.60	3.0%	\$54.60	3.0%	Y			
Including Bar	per booking	\$265.00	\$273.00	3.0%	\$273.00	3.0%	Y	6pm to midnight or day time function		
Including Kitchen	per booking	\$55.00	\$56.70	3.1%	\$56.70	3.1%	Y	Breakages must be paid for		
Bond	per booking	\$250.00	\$257.50	3.0%	\$257.50	3.0%	N			
Casual & Commercial Hire Rates										
Casual Room Hire	per hour	\$29.30	\$30.20	3.1%	\$31.00	5.8%	Y			
Commercial Room Hire	per hour	\$35.00	\$36.10	3.1%	\$37.00	5.7%	Y			
Kitchen only - casual	per hour	\$23.30	\$24.00	3.0%	\$24.00	3.0%	Y			
Kitchen only - commercial	per hour	\$31.80	\$32.80	3.1%	\$32.80	3.1%	Y			
Chair Hire	per chair	\$0.50	\$0.50	0.0%	\$0.50	0.0%	Y			
Linen hire fee	per booking	\$150.00	\$154.50	3.0%	\$154.50	3.0%	Y	Includes laundering		
Community activity fee	per booking	NEW	\$30.00	NEW	\$30.00	NEW	Y	Fee for member only activities	This fee was previously charged by the committees of Alma's & Howrah Community Centre. There are 4 long standing activity groups remaining and these will eventually be brought under normal centre hire fees	

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* All fees and charges inclusive of GST where applicable

HALL HIRE, COMMUNITY CENTRES etc. continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Miscellaneous										
Key Deposit	per key	\$58.30	\$60.00	2.9%	\$60.00	2.9%	N	Deposit is forfeit if not returned by the following working day. GST applies only on forfeiture of deposit		
Insurance levy for public liability insurance for informal user groups	per hour	\$4.00	\$4.00	0.0%	\$4.00	0.0%	Y			
Cancellation/ Amendment fee for hall hire	per hire	\$50.00	\$50.00	0.0%	\$50.00	0.0%	Y	Fee applies if booking is amended or cancelled less than 48 hours before time of use		
Unauthorised use of hall	per incident	\$250 fixed fee plus 4 hours minimum	\$265 fixed fee plus 4 hours minimum	6.0%	\$265 fixed fee plus 4 hours minimum	6.0%	Y	Fixed fee PLUS minimum of 4 hours at normal hourly hire rate. Additional fee will be charged for each hour of unauthorised use in excess of 4 hours	Increased to match equivalent sportsground fee	

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OPEN SPACE ACTIVITY HIRE

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Sports Ground Use Permits										
Junior (up to and including U18)	per hour	\$20.60	\$21.20	2.9%	\$21.90	6.3%	Y			Hobart Level 1 ovals junior training \$35; junior matches \$43 (ovals equivalent to Kbay & Lind #1) Hobart Level 2 ovals junior training \$28; junior matches \$39 Glenorchy training and/or match \$33.20 or \$38 (rate dependant on oval booked. Junior casual hire 50% of fee shown) Kingborough training \$63; matches \$129 (U16 have 50% discount on prescribed rate) Sorell training and/or \$42/hour/soccer pitch (rate dependant on type of ground booked, no junior fee published)
Senior	per hour	\$41.30	\$42.50	2.9%	\$43.80	6.1%	Y			Hobart Level 1 ovals senior training \$60; senior matches \$94 (ovals equivalent to Kbay & Lind #1) Hobart Level 2 ovals senior training \$42; senior matches \$79 Glenorchy training and/or match \$33.20 or \$38 Glenorchy KGV \$59.40 Kingborough training \$63; matches \$12.90 Sorell training and/or match \$36/hour/oval: \$42/hour/soccer pitch
Soccer										
Soccer Small Sided Grounds No Fixed Goals	per hour	\$5.00	\$5.15	3.0%	\$5.30	6.0%	Y			
Soccer Small Sided Ground Fixed Goals	per hour	\$9.70	\$10.00	3.1%	\$10.30	6.2%	Y			
Cricket										
Junior including synthetic practice wickets where applicable	per hour	\$20.60	\$21.20	2.9%	\$21.90	6.3%	Y			
Senior including synthetic practice wickets where applicable	per hour	\$41.30	\$42.50	2.9%	\$43.80	6.1%	Y			See senior above
Synthetic Practice Wickets	per hour	NEW	\$9.80	NEW	\$10.00	NEW	Y	Separate to ground. Only applicable during renovation period when outfield is unavailable	Fee introduced so synthetic practice wickets can be hired separately at all grounds, not just Lindisfarne & Kbay	Hobart Synthetic \$10; Turf \$24 / wicket. Hirer must hire 2 wickets at any time Glenorchy no fees published Kingborough Synthetic \$16; Turf \$22 per wicket Sorell Cricket nets \$9.50 (synthetic)

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OPEN SPACE ACTIVITY HIRE continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Lindisfarne Oval/ Kangaroo Bay Oval										
Turf Wickets on ground - (No junior rates)	per hour	\$53.50	\$55.10	3.0%	\$56.70	6.0%	Y			Hobart junior \$43; senior 94; plus turf wicket surcharge \$13 Glenorchy KGV \$59.40 Kingborough senior \$129, Juniors 50% discount off senior rate for U16
Turf Wicket - Special Event Match/ Training National/ International	per day or part thereof	\$975.20	\$1,004.50	3.0%	\$1,033.70	6.0%	Y			
Turf Practice Wicket - Special Event Match/ Training National/ International	per day or part thereof	\$93.40	\$96.20	3.0%	\$99.00	6.0%	Y			
Lindisfarne – Turf Practice Wickets	per block of wickets per, hour	\$18.50	\$19.10	3.2%	\$19.60	5.9%	Y	Separate to ground	Wording changed, was a duplicate fee	Hobart synthetic \$10; turf \$24. Fee is per wicket. Hirer must hire 2 wickets at any time Glenorchy no fees published Kingborough synthetic \$16; turf \$22. Fee is per wicket Sorell cricket nets \$9.50 (synthetic)
Lindisfarne – Synthetic Practice Wickets	per hour	\$9.50	\$9.80	3.2%	\$10.00	5.3%	Y	Separate to ground	Wording changed, was a duplicate fee	
Lindisfarne – Seasonal Turf Practice Wickets	per hour	\$13.40	\$13.80	3.0%	\$14.20	6.0%	Y	Separate to ground	Wording changed, was a duplicate fee	Hobart synthetic \$10; turf \$24. Fee is per wicket. Hirer must hire 2 wickets at any time Glenorchy no fees published Kingborough synthetic \$16; turf \$22. Fee is per wicket Sorell cricket nets \$9.50 (synthetic)
Kangaroo Bay – Turf Practice Wickets	per hour	\$18.50	DELETE		DELETE				DELETE - duplicate fee, see above	
Kangaroo Bay – Synthetic Practice Wickets	per hour	\$9.50	DELETE		DELETE				DELETE - duplicate fee, see above	
Kangaroo Bay – Seasonal Turf Practice Wickets	per hour	\$13.40	DELETE		DELETE				DELETE - duplicate fee, see above	
Miscellaneous Sports & Fitness Hire Fees										
Commercial Organisation Ground Hire (Junior)	per hour	\$26.50	\$27.30	3.0%	\$28.10	6.0%	Y	Own insurance is mandatory		
Commercial Organisation Ground Hire (Senior)	per hour	\$53.00	\$54.60	3.0%	\$56.20	6.0%	Y	Own insurance is mandatory		
Wentworth Park - Salacia Ave Training Ground (Up to U18)	per hour	\$15.80	\$16.30	3.2%	\$16.75	6.0%	Y			
Wentworth Park - Salacia Ave Training Ground (Senior)	per hour	\$30.40	\$31.30	3.0%	\$32.25	6.1%	Y			
Wentworth Park - Sports Centre hire for sporting activities only	per hour	\$13.40	\$13.80	3.0%	\$14.20	6.0%	Y			
Kiosk Hire	per hour	\$11.20	\$11.50	2.7%	\$11.85	5.8%	Y	Environmental Health approve kiosks only		
Commercial Boot Camp & Fitness Activities on Council Land	per hour	\$22.00	\$22.70	3.2%	\$23.30	5.9%	Y	Own insurance is mandatory. Use of sports grounds is not permitted		
NB: Use of sports grounds not permitted										
Mountain Bike Park annual permit for commercial operators	per application	NEW	\$79.00		DELETE		Y	Permits apply per calendar year and will expire on 31 December. No pro-rata charge offered.	Fee deleted since 1st draft. Now included in permit fee below Significant increase in number of commercial operators using MTB park. Permit will allow staff to monitor commercial use of park, coordinate use by groups, and ensure operators are appropriately insured	
Unauthorised removal of barriers & barricades on council land	per incident	\$265.00	\$265.00	0.0%	\$265.00	0.0%	Y	This fee applies regardless of whether barriers have been reinstated to their original position at end of hire period		
Unauthorised use of sportsgrounds without prior booking	per incident	\$265 fixed fee plus 4 hours minimum	\$265 fixed fee plus 4 hours minimum	0.0%	\$265 fixed fee plus 4 hours minimum	0.0%	Y	Fixed fee PLUS minimum of 4 hours at normal hourly hire rate. Additional fee will be charged for each hour of unauthorised use in excess of 4 hours		

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OPEN SPACE ACTIVITY HIRE continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Carnivals/ Events (ex light charges)										
Carnivals/ Cross Country	per event Per ground - fixed fee + hourly rate	\$248.00 + applicable hourly ground hire rate	\$300.00 + applicable hourly ground hire rate	21.0%	\$300.00 + applicable hourly ground hire rate	21.0%	Y	Includes basic line marking - i.e. perimeter line, no running lanes & 100m grid only	Increased to cover the cost of line marking paint	
Adjustment to line marking	fixed fee per request	\$243.30	\$250.60	3.0%	\$257.90	6.0%	Y	Subject to approval		
Cleaning of grounds, change rooms/ toilets etc. during and/or after any events on sportsgrounds & council land	per event	At Contract Rate	At Contract Rate	0.0%	At contract rate	0.0%	Y	Charge applies if cleaning is required throughout an event, or if area is left in an unsatisfactory condition requiring council to arrange cleaning		
Council staff callout for safety compliance issues	per callout	At Cost + 25%	At Cost + 25%	0.0%	At cost + 25%	0.0%	Y			
Events on council land - all locations - commercial operators. Includes use of Clarence Mountain Bike park	per event	NEW	\$300.00	NEW	\$300.00	NEW	Y	Includes use of Clarence Mountain Bike Park Includes cost of one-off commercial use permit for the duration of the event	Council is experiencing higher demand from commercial event operators. Amount set to recover cost of staff time, toilet cleaning etc.	
Events on council land - all locations - not for profit	per event	NEW	\$150.00	NEW	\$150.00	NEW	Y	Includes use of Clarence Mountain Bike Park. Fee for NFP is set at 50% of commercial fee	Council is experiencing higher demand from NFP organisations. Charged at 50% above in line with other NFP fees	
Annual permit for regular commercial use of council land parks and reserves throughout the calendar year. Includes use of Clarence Mountain Bike Park	per year	NEW	\$79.00	NEW	\$79.00	NEW	Y	Permit fee only, excludes waste and/ or cleaning services. Permits apply per calendar year and will expire on 31 December. No pro-rata charge offered	Permit will allow staff to monitor commercial use of council land, coordinate use by groups, and ensure operators are appropriately insured. Significant increase in number of commercial operators using MTB park. Suggest soft introduction of permit fee as higher introduction may discourage users from applying	Hobart \$150 Glenorchy \$98
Sports Ground/ Council Land - Special Event, Match, Promotional/ State/ National/ International - Junior - excluding lights	per ground / section - per day or part thereof	\$487.60	\$502.20	3.0%	\$517.00	6.0%	Y	Fee does not include lighting		
Sports Ground/ Council Land - Special Event, Match, Promotional/ State/ National/ International - Commercial/ Senior - excluding lights	per ground / section - per day or part thereof	\$975.20	\$1,004.50	3.0%	\$1,033.70	6.0%	Y	Fee does not include lighting		
Keys										
Key Deposit	per key	\$58.30	\$60.00	2.9%	\$60.00	2.9%	N	Deposit is forfeit if not returned within one month from end of season. GST applies only on forfeiture of deposit		
Lighting										
Lighting charges Additional to Ground Hire Charge (Rate applies for all winter season)										
Sportsgrounds with remote access light	per hour per ground / section	\$22.50	TBA		\$15.00	-33.3%	Y	Charge is for game time only unless additional time is requested by Club. 1/2 hr setup & 1/2 hr pack-up period at no charge (for games only)	Electricity charge has reduced due to new electricity tariff	Hobart 15% surcharge on ground fee per booking Kingborough full cost recovery (only under twin ovals) Sorell junior & senior oval training light \$36.50/hour; senior oval competition lights \$72.50/hour; soccer lights x 6 towers \$36.50/hour; soccer lights x 3 towers \$19/hour; soccer lights x 1 tower \$9.50/hour
Sportsgrounds without remote access lights	per hour per ground / section	\$22.50	TBA		\$15.00	-33.3%	Y	Charge is for game time only unless additional time is requested by Club. 1/2 hr setup & 1/2 hr pack-up period at no charge (for games only)	Electricity charge has reduced due to new electricity tariff	

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WASTE & VEHICLE TOWING

ITEM	Unit	2023-24 Fee*	Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*	GST Applied	Additional Information	Staff comments for council	Comparatives
Mornington Waste Transfer Station Clarence Domestic Resident Users									
Any Resident vehicle under 4.9 tonne GVM									
Minimum Gate Fee	per visit	\$14.50			\$18.00	24.1%	Y		
Recoverables/ Recyclables/ Tonne	per tonne	\$134.83	\$138.90	3.0%	\$123.20	-8.6%	Y		
Green Organic Waste (suitable for mulching)/ Tonne	per tonne	\$134.83	\$138.90	3.0%	\$123.20	-8.6%	Y		
Contaminated Green Organic Waste/ Tonne	per tonne	\$163.82	\$198.00	20.9%	\$204.40	24.8%	Y	23/24 gate fee + CPI of 3.1%. This presumes the CSO remains at the same level.	
Residual Waste - General Domestic/ Tonne	per tonne	\$163.82	\$198.00	20.9%	\$204.40	24.8%	Y	23/24 gate fee + CPI of 3.1%. An additional \$4 per tonne has been introduced by SWS, and an additional \$23.52 22.64 per tonne of waste levy. This presumes the CSO contribution remains at the same level (TBC late April/early May 24), and waste levy incurs a CPI increase up to \$44.00 per tonne (TBC early April)	
Residual Waste - General Mixed/ Tonne	per tonne	\$163.82	\$198.00	20.9%	\$204.40	24.8%	Y		
Fees for non residential waste set by operator									
Refuse Bins - New									
80 Litre General Waste Bin (residential)	per bin	\$83.80	DELETE		\$86.40	3.1%			
120 Litre General Waste Bin (residential)	per bin	\$85.20	DELETE		\$87.84	3.1%			
140 Litre Recycle Waste Bin (residential)	per bin	\$85.20	DELETE		\$87.84	3.1%			
240 Litre Recycle Waste Bin (residential or commercial)	per bin	\$90.80	DELETE		\$93.61	3.1%			
240 Litre Green Waste Bin (residential)	per bin	\$90.80	DELETE		\$93.61	3.1%			
240 Litre General Waste Bin (commercial)	per bin	\$90.80	DELETE		\$93.61	3.1%			
Waste Collection Call-Back									
Additional, or extra, waste collection outside normal kerbside collection schedule	per call-back	\$64.35	\$69.70	8.3%	\$66.34	3.1%	Y		Increased to recover charge by contractor
Other									
Events (general waste, recycling & organics)	per bin	NEW	NEW		\$28.82	NEW	Y		Veolia currently deliver bins for events as required. \$25 + 4.8% fuel surcharge (incl GST). This fee will streamline our ability to organise bins on behalf of events/event organisers. This is pre-empting work on Events on Council Land policy and the TBD sustainable events guide
Vehicle Tow Away Fee									
Towing Abandoned Vehicle	per vehicle	\$264.00	Full Cost Recovery	Changed structure	Full Cost Recovery	Changed structure	Y	All costs incurred by council will be charged to vehicle owner	Works are performed by private providers and costs vary according to individual situation
Holding Fee for abandoned vehicles until collection or approval for disposal	per vehicle 30-day-period or part thereof	\$219.00	Full Cost Recovery		Full Cost Recovery		Y	All costs incurred by council will be charged to vehicle owner	Works are performed by private providers and costs vary according to individual situation
Clean-up & other costs associated with abandoned vehicles (if applicable)	per occurrence	Direct cost recovery dependent on individual vehicle circumstances	Direct cost recovery dependent on individual vehicle circumstances		Direct cost recovery dependent on individual vehicle circumstances		Y		
Administration & legal costs associated with abandoned vehicles	per hour	\$165.00	\$170.00	3.0%	\$174.90	6.0%	Y		

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

ROAD CLOSURE REQUESTS

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Permanent for Private Benefit	per event	\$552.80	\$569.40	3.0%	\$586.00	6.0%	N			
Temporary Road Closure - Application Fee	per event	\$487.60	\$502.20	3.0%	\$150.00	Changed structure	N		\$150 application fee to recover cost of staff time to assess and administer the permit.	Hobart \$350 per closure + \$214 per closure (if application within 14 days of closure date) + advertising fee Kingborough \$343 application fee + advertising
Road Closure - Statutory Advertising	per closure	\$441.20	Reimburse full cost of advertising + \$150 administration		Reimburse full cost of advertising + \$150 administration	Changed structure	Y		Changed fee structure. Fee will now recover advertising cost charged by the media organisation, plus a \$150 administration fee to recover cost of staff time	



Clarence City Council List of Fees and Charges Effective from 1 July 2024

COUNCIL PROPERTIES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Lease or licence application fee	per application	\$119.80	\$123.40	3.0%	\$127.00	6.0%	N			Glenorchy \$146.86
Non commercial lease/ non commercial contract for sale preparation fee	per lease / contract	\$150.00	\$154.50	3.0%	\$159.00	6.0%	N			Glenorchy no comparable fee
Commercial lease preparation fee	per lease	\$500.00	\$515.00	3.0%	\$530.00	6.0%	N			
Licence preparation fee	per licence	\$70.00	\$72.10	3.0%	\$74.20	6.0%	N			
Request for creation of easements on council land	per easement	\$630 + \$113 for each additional easement within that application	\$648.90 + \$116.40 for each additional easement within that application	3.0%	\$668.00 + \$119.80 for each additional easement within that application	6.0%	N	Applications containing more than one easement will be charged an extra fee for each additional easement within that application		
Reinstatement of licence fee for non-payment of rent	per licence	\$54.20	\$55.90	3.1%	\$57.50	6.1%	N			



Clarence City Council List of Fees and Charges Effective from 1 July 2024

OCCUPATIONAL LICENCES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Helicopter/ Hot air balloons Launch and landing fee	per flight	\$114.80	\$118.40	3.1%	\$121.70	6.0%	Y	Applicable to drones, hot air balloons and helicopters	Wording changed for clarity	Hobart \$300 per casual landing or \$3K annual permit
Public Land - Annual rental for Commercial Activity - Use of Footpath/ Forecourt for Outdoor Dining	per m2	\$46.10	\$47.50	3.0%	\$48.90	6.1%	N			Hobart \$69 (CBD fringe) Launceston \$52 (outer CBD) or \$49 (district centre) Glenorchy - \$47.20 Kingborough \$45
Public Land - Occupation of Public Land	per application	\$281.40	\$289.80	3.0%	\$298.30	6.0%	N	NB: Bonds may also apply. See Infrastructure Bonds		No comparative because other councils list very specific items (e.g. outdoor signs or dining)

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Clarence City Council List of Fees and Charges Effective from 1 July 2024

PERMITS, INFRASTRUCTURE & INFRASTRUCTURE BONDS

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Permits & Occupation of Council Land										
Parking permit within council car park	per day per space/part space	\$19.10	\$20.00	4.7%	\$20.25	6.0%	N	This is a temporary permit for building works only		Launceston \$30 per space per day Glenorchy \$37.30 Kingborough \$17 temp permit for building works Burnie \$30 per space per day
Skip bin permits in road reserve or on council land	per week	\$37.10	\$39.00	5.1%	\$39.40	6.2%	N	NB: Bond charge also applies. See Infrastructure Bonds		Hobart \$53 per week Kingborough \$74 flat for all objects on road/reserve
Permit for shipping containers/ other storage in road reserve or on council land	per week per m2	NEW	\$4.00	NEW	\$4.00	NEW	N	Minimum charge \$39.40 (as per skip bins). NB: Bond charge also applies. See Infrastructure Bonds.	NEW Separate charge for shipping containers. Higher charge than skip bin fee above to cover additional risk of handling containers vs skip bins, but consistent with occupation of council land	
Permit for associated building site works occupation of council land	per week per m2 per month per m2	\$11.80	\$4.00		\$4.00	Changed structure	N	Minimum charge \$150. NB; Bond charge also applies. See Infrastructure Bonds.	Propose changing to weekly rate rather than monthly and inclusion of a minimum charge. Fee is consistent with Launceston & Glenorchy. % change has been calculated against 23/24 equivalent of \$2.95 per week (\$11.80 per month)	Hobart \$5.30 per m2/week (long term construction outside CBD) \$10.70 per m2/week (long term construction within CBD) \$160/month (long term construction, minimum charge) Launceston \$4.00 per m2/week (outside CBD); \$5.00 per m2/week (within CBD); \$150 minimum charge Glenorchy \$4.00 per m2/week (outside CBD); \$5.00 per m2/week (within CBD); \$150.00 minimum charge
Surcharge for occupation of council land without prior approval	per application	\$140.70	\$265.00	88.3%	\$265.00	88.3%	N	NB: Bonds charge also applies. See Infrastructure Bonds	Consistent with all surcharges for unauthorised use/ occupation of council property/ land	No comparable fee for this item. CCC introduced it for significant non-compliance
Permits on council land including roads for crane/ concrete pump/ cherry picker etc.	per 4 hrs or part thereof	\$87.80	\$125.00	42.4%	\$125.00	42.4%	N	NB: Bond charge also applies. See Infrastructure Bonds	Increased to cover cost of inspection and risk. Comparable with working in road-reserve permit	Hobart \$160 per week
Infrastructure Protection Bonds (continued next page)										
Infrastructure protection bond administration fee	per bond	\$150.00	\$150.00	0.0%	\$150.00			This administration fee applies to all infrastructure protection bonds NB: No charge if infrastructure condition report is provided (as per policy)		
Skip bin/ shipping container/ site office/ storage (residential property) infrastructure protection bond	per bin	\$438.90	\$500.00	13.9%	\$500.00	13.9%	N	Bond for skip bin/ shipping container/ site office/ storage, residential dwellings and additions	Bond expanded to cover items other than skip bins	Hobart \$438.90 per bin IP bond residential
Annual skip bin/ shipping container/ site office/ storage (residential property) infrastructure protection bond	per calendar year, per company	NEW	\$2,000.00	NEW	\$2,000.00	NEW	N	Annual bond for all works commenced in Clarence during a calendar year (no pro-rata charge). Bond is refundable at completion of all works commenced during the year, provided infrastructure at all properties is found to be in good condition upon final inspection by council staff	NEW bond to allow companies to pay a single bond on a yearly basis	

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PERMITS, INFRASTRUCTURE & INFRASTRUCTURE BONDS continued

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Infrastructure Protection Bonds (continued)										
Skip bin/ shipping container/ site office/ storage (commercial property) infrastructure protection bond	per bin	\$1,688.60	\$2,000.00	18.4%	\$2,000.00	18.4%	N	Bond for skip bin/ shipping container/ site office/ storage, commercial buildings and additions and demolition/ removal works	Bond expanded to cover items other than skip bins	Hobart \$1,688.60 per bin IP bond commercial
Film production infrastructure protection bond	per event application	\$1,688.60	\$1,739.30	3.0%	\$1,790.00	6.0%	N	Bond for occupation of council reserve, road or public carpark for activities associated with film production		Hobart \$392 per application (up to 4 hours); \$719 per application (full day); \$109 per application (low impact)
Infrastructure protection bond (all new single residential dwellings)	per application	\$1,000.00	TBA		DELETE			Refundable at completion of the road/ access provided infrastructure is left in good condition	DELETE Management of bonds is very costly, very minimal benefit in return. Repairs to infrastructure proven to be damaged by developer will be managed through means of cost recovery	
Infrastructure protection bond (all new multiple dwellings, new commercial buildings and demolition/ removal works)	per application	\$2,000.00	TBA		DELETE			Refundable at completion of the road/ access provided infrastructure is left in good condition	DELETE Management of bonds is very costly, very minimal benefit in return. Repairs to infrastructure proven to be damaged by developer will be managed through means of cost recovery	
Annual infrastructure protection bond (all new single residential dwellings) (builders/developers)	per building company	\$10,000.00	TBA		DELETE			Option for builder/ developer to provide an annual bond for all new single residential dwelling covering all works commenced in Clarence for full year during a calendar year (no pro-rata charge). Bond is refundable at completion of the road/access all works commenced during the year, provided infrastructure is left in good condition upon final inspection by council staff	DELETE Management of bonds is very costly, very minimal benefit in return. Repairs to infrastructure proven to be damaged by developer will be managed through means of cost recovery	
Infrastructure Agreements										
Infrastructure Agreement establishment fee	per bond	\$340.00	\$350.20	3.0%	\$360.40	6.0%	N			
Infrastructure Agreement administration fee	per amended bond	\$219.40	\$226.00	3.0%	\$232.60	6.0%	N	Applies to extensions or alterations not specified in the original bond agreement		Glenorchy combines both to total of \$625
Parking Sensor Replacement, Removal & Reinstatement										
Replacement and installation of parking sensors removed without council authorisation	per sensor	\$220.00	\$500.00	127.3%	\$500.00	127.3%	Y	NB: This fee is additional to any penalties associated with unauthorised works on council roads Fee for replacement and reinstatement of sensors that have been damaged or lost in the process of works done by contractors/ service providers		Hobart \$508 per sensor (replacement); \$75 per cup (sensor cup replacement); \$ as per scheduled (sensor removal - roadworks)
Removal of parking sensors by council prior to works commencing	per hour	\$175.00	\$180.30	3.0%	\$185.50	6.0%	Y	Contractors/ service providers must apply to have parking sensors removed by council prior to commencing works		
Reinstatement of parking sensors by council at conclusion of works	per hour	\$175.00	\$180.30	3.0%	\$185.50	6.0%	Y	Contractors/ service providers must apply to council for reinstatement of sensors upon completion of works		

Some users may be eligible to apply for waiving of fees. Please view policy and application form at:
<https://www.ccc.tas.gov.au/wp-content/uploads/2023/06/Grants-and-Sponsorship-Policy-2023.pdf>

* All fees and charges inclusive of GST where applicable



Clarence City Council List of Fees and Charges Effective from 1 July 2024

DOCUMENT FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Council Documents ▶										
Copy of full council agenda or minutes		Free (as per Regulations)	Free (as per Regulations)		Free (as per Regulations)		NA			
Copy of agenda report/ working papers	per page	\$0.50	\$0.50	0.0%	\$0.50	0.0%	N			
Extract of council policy guide	per extract	\$11.00	\$11.00	0.0%	\$11.00	0.0%	N			
Tender & Contract Documents Printing ▶										
Minor (\$100,000 or less)	per document	\$76.90	\$79.20	3.0%	\$81.50	6.0%	Y			
Major (\$100,001 or more)	per document	\$256.20	\$263.90	3.0%	\$271.60	6.0%	Y			
▶ NB: Document Fees are not charged for digitally stored information that is provided electronically										



Clarence City Council List of Fees and Charges Effective from 1 July 2024

REPRODUCTION FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Building & Drainage Plans										
Building plans - class 1 & 10 (residential - house/ dwelling, shed or pool)	per request, per property for all applications on property	No Charge	\$22.50		\$22.50		N	This fee is an administrative cost only and will be charged regardless of the quality of the plans that are retrieved. A further fee per page will be charged for any hard copy printing (refer to photocopying fees below)	Recovery of administrative costs. Kingborough, Hobart, HVC & others charge for building plan reproduction	Glenorchy \$44 Sorell \$39.50 (no charge if only 2 pages) Kingborough \$12 PDF; \$40 printout Hobart \$53
Building plans - class 2 to 9 (commercial property)	per page	\$12 per page + \$100 hourly rate or part thereof (1st hour free)	\$12.40 per page + \$103.00 hourly rate or part thereof (1st hour free)	3.3% 3.0%	\$12.70 per page + \$106.00 hourly rate or part thereof (1st hour free)	5.8% 6.0%	N			
Drainage plans	each	No Charge	No Charge		No charge		NA			
Hard Copy Maps, Plans, LIS Map Information										
NB: Fees apply to reproduction of information stored in hard copy format that is required to be either physically reproduced and supplied in hard copy format, or scanned and sent electronically. There is no charge for										
Large format plans - A4	each	\$10.60	\$10.90	2.8%	\$11.30	6.6%	N			
Large format plans - A3	each	\$21.20	\$21.80	2.8%	\$22.50	6.1%	N			
Large format plans - A2	each	\$42.40	\$43.70	3.1%	\$45.00	6.1%	N			
Large format plans - A1	each	\$63.60	\$65.50	3.0%	\$67.50	6.1%	N			
Large format plans - A0	each	\$143.10	\$147.40	3.0%	\$151.70	6.0%	N			
Digital Data										
Digital Data is subject to licencing and agreement on costs with delegation provided to the CEO for approval										
Photocopying & Printing										
Up to 10 Copies										
Single sided A4	per copy	\$0.50	\$0.50	0.0%	\$0.50	0.0%	Y			
Double sided A4	per copy	\$0.60	\$0.60	0.0%	\$0.60	0.0%	Y			
Single sided A3	per copy	\$0.80	\$0.80	0.0%	\$0.80	0.0%	Y			
Double sided A3	per copy	\$1.10	\$1.10	0.0%	\$1.10	0.0%	Y			
10 or More Copies										
Single sided A4	per copy	\$0.30	\$0.30	0.0%	\$0.30	0.0%	Y			
Double sided A4	per copy	\$0.50	\$0.50	0.0%	\$0.50	0.0%	Y			
Single sided A3	per copy	\$0.70	\$0.70	0.0%	\$0.70	0.0%	Y			
Double sided A3	per copy	\$0.90	\$0.90	0.0%	\$0.90	0.0%	Y			

Some users may be eligible to apply for waiving of fees. Please view policy and application form at:
<https://www.ccc.tas.gov.au/wp-content/uploads/2023/06/Grants-and-Sponsorship-Policy-2023.pdf>

* All fees and charges inclusive of GST where applicable



ADDITIONAL FEES

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
General										
Purchase and installation of directional/ name signage for business/ schools/ community organisations attached to a street signpost	per sign	\$200.00	\$210.00	5.0%	\$212.00	6.0%	Y		Increased due to higher cost recovery	Kingborough \$591 supply and install street sign in municipality
Electric Vehicle Charge Fee - Council owned 22kW EV charging station located at 38 Bligh Street, Rosny Park	cents per kWh	\$0.32	\$0.35	9.4%	\$0.48	50.0%	Y			Hobart 22kw chargers in council carparks - pay for parking only Brighton free Huon free Burnie free
Referral fee for debts (non rates) referred for collection	each	NEW	Cost recovery of collection agency fee	NEW	Cost recovery of collection agency fee	NEW	N	Unpaid sundry debtor accounts referred to an external collection agency will be subject to additional referral fees equal to collection agency fee	NB: Kingborough lists this on their fees and charges MPES and TCS recovery fees are costly	
Request for document signing and/ or sealing fee	per document	\$126.00	\$129.80	3.0%	\$135.00	7.1%	N			Glenorchy seal final plan \$210
Section 132 & 337 Certificates										
Section 132 Certificate (fee set by statute)	per certificate	\$53.40	TBA - from The List		TBA - from The List		N	Fee set by Land Information System Tasmania (the LIST)	TBA - expected to be released June 24. Fee schedule to be updated when fees are released.	
Section 337 Certificate (fee set by statute)	per certificate	\$235.85	TBA - from The List		TBA - from The List		N	Fee set by Land Information System Tasmania (the LIST)	TBA - expected to be released June 24. Fee schedule to be updated when fees are released.	
Work carried out at a persons request e.g. requests for research, processing for council (non planning) discretionary decisions; report and document preparation; provision of information and/ or copies/ extracts from council records etc. including requests arising from Section 337 Certificates	per hour or part thereof	\$122.00	\$125.70	3.0%	\$129.30	6.0%	N	One hour minimum charge		
Supplementary Information request arising from Section 337 Certificates regarding planning permits on adjacent properties	per hour or part thereof for each nominated property	\$122.00	\$125.70	3.0%	\$129.30	6.0%	N	One hour minimum charge		
Display Banners										
Installation of approved display banners, Rosny Bus Mall	per 4 weeks	\$1,000.00	\$1,000.00	0.0%	\$1,000.00	0.0%	Y	6 single banner poles (total 6 flags)		
Installation of approved display banners, Bellerive Boardwalk	per 4 weeks	\$500.00	\$500.00	0.0%	\$500.00	0.0%	Y	1 four banner pole (total 4 flags) (15-18 on map)		
Installation of approved display banners, Bellerive Village	per 4 weeks	\$2,200.00	\$2,200.00	0.0%	\$2,200.00	0.0%	Y	9 single banner poles, 2 four banner poles (total 17 flags)		
Installation of approved display banners, full set across Rosny Bus Mall and Bellerive Village	per 4 weeks	\$2,800.00	\$2,800.00	0.0%	\$2,800.00	0.0%	Y	15 single banner poles, 2 four banner poles (total 23 flags)		
Asset Management										
Permit for works in road/ road reservation	per week, per application	\$250.00	\$250.00	0.0%	\$250.00	0.0%	N	Fee is charged per 7 days of works, or part thereof (no pro-rata). Fee includes 1 audit inspection. Permit not required for works carried out by authorised entities covered under separate legislation	Was previously a flat rate fee of \$250. Propose a weekly charge as per GCC. This is lower than the average of Glenorchy and Kingborough, however is considered to be a reasonable amount	Glenorchy \$200 for small development less than for a week; \$570 for larger development. No retrospective approval/fee. Hobart \$427 + inspection fee. Kingborough \$301
Surcharge for works undertaken in road/ road reservation without a permit	per application	NEW	\$350.00	NEW	\$350.00	NEW	N	A weekly fee for retrospective permit will be charged in addition to this fee where works are underway (see permit fee above)	New charge introduced to discourage works without a permit, and to recover necessary administrative/ inspection works	No retrospective approval/fee at other council.
Build over easement request/ assessment fee	per request/ assessment	\$130.00	\$133.90	3.0%	\$137.80	6.0%	N			



COUNCIL COMMUNITY BUS

ITEM	Unit	2023-24 Fee*	3.0% Proposed 2024-25 Fee*	% Change	6.0% Proposed 2024-25 Fee*		GST Applied	Additional Information	Staff comments for council	Comparatives
Per person	half day	\$3.00	\$4.00	33.3%	\$4.00	33.3%	Y		Bus policy is being reviewed. There has not been a cost increase in the last 8 years	
Per person	full day	\$5.00	\$7.00	40.0%	\$7.00	40.0%	Y			

8.4.5 RATES AND CHARGES POLICY & RECOVERY OF OUTSTANDING RATES POLICY**EXECUTIVE SUMMARY****PURPOSE**

To review Council’s Rates and Charges Policy 2024 & Recovery of Outstanding Rates Policy 2024 in accordance with the *Local Government Act 1993* (Tas), *Waste and Resource Recovery Act 2022* (Tas) and the *Fire Service Act 1979* (Tas).

RELATION TO EXISTING POLICY/PLANS

Consistent with existing rating policy.

LEGISLATIVE REQUIREMENTS

Council is required to review its Rates and Charges Policy prior to, or at the same time as, introducing new or changed elements to its rating decisions. It may undertake a review at any other time.

CONSULTATION

No issues to be addressed.

FINANCIAL IMPLICATIONS

No direct financial implications.

RECOMMENDATION:

- A. That Council adopt the updated Rates and Charges Policy 2024.
- B. That Council adopt the Recovery of Outstanding Rates Policy 2024.

ASSOCIATED REPORT**1. BACKGROUND**

- 1.1.** Section 86B of the *Local Government Act 1993* (Tas) (“Act”) requires that Council adopt a rates and charges policy. Council adopted its original rating policy on 14 May 2012 and has amended the policy in subsequent years. The current Rates and Charges Policy was adopted by Council in June 2020.
- 1.2.** The Act requires a Council to review this policy at least every four years or at the same time or before making any (substantial) changes to the way it sets its rates. Such changes include, for example, changes to rate types, application or variation of rates.

2. REPORT IN DETAIL

Rates and Charges Policy

- 2.1.** A review of the Rates and Charges Policy 2020 has been undertaken. The current policy has provided Council with sound and consistent guidance in the annual preparation and approval of rates. The review is in response to Council's statutory obligation to review the policy at least once every four years.
- 2.2.** There are a number of proposed changes to the way Council sets its rates. These changes are summarised as follows.
- 2.3.** The paragraph on variation of rates has been simplified to show that separate rates in the dollar can be applied to all land use codes and sub-codes if the need arises.
- 2.4.** Council has been rating split-tenure properties under the existing policy, which provides a benefit to a small number of ratepayers. This process had been problematic as it operates outside of our system. It is also seen as an unfair advantage that only some rate payers receive, compared to the entire rate base. This will now only be provided to properties that have an exemption under section 87 of the Act, Council exemptions or Council owned properties.
- 2.5.** The Not-for-profit sporting general rate remission has been expanded to include all not-for-profit groups. Properties that qualify for this remission will now need to apply every two years to ensure the organisations' activities have not changed since the prior remission was provided. This change will see all current organisations with a current remission having to apply during the financial year 2024/25. If they no longer qualify for the remission, they will be required to pay full general rates from 1 July 2025.
- 2.6.** The previous policy had a general rate remission for commercial development in the municipality. This remission has been removed from the revised policy.

- 2.7.** By way of background, the remission for commercial development was granted to all new private sector non-residential developments within the city that increased the total floor area available for rating and applied for 12 months from the date from which the revaluation took effect for rating purposes. The remission was provided as an incentive to expand commercial activity within the city; however, Council has only received one application for this remission in 16 years.
- 2.8.** The late payment section of the Policy has been expanded to outline when exemptions to interest and penalties apply. It also provides conditions that must be met for council to consider remitting any interest and/or penalties that have been applied.
- 2.9.** No other significant changes to the policy are being proposed.

Recovery of Outstanding Rates Policy

- 2.10.** A review of the Recovery of Outstanding Rates Policy 2006 has been undertaken. The policy provides the guidelines Council follows for the recovery of outstanding rates. This review has been undertaken to ensure the policy is still relevant and only minor changes are proposed in the Individual Arrangement Section.
- 2.11.** Reference to Council's Hardship Policy has been included and when completed and approved by council officers, an individual payment arrangement can be entered into. A new hardship application will be required every twelve months to ensure individual circumstances have not changed.
- 2.12.** Postponement of Rates has been included to help those ratepayers who identified, via their Hardship Application, that making any payment off their rates account would cause hardship. A Hardship Application would again need to be completed every twelve months, the account remains subject to interest, not penalty, and is only available to properties that are the principal place of residence of the ratepayer.

2.13. Where a property has greater than three years' worth of rates outstanding, it can be sold for the recovery of outstanding rates under section 11 of the Act. This section of the policy is fundamentally the same, however for principal place of residence properties they will now be referred to Council when the outstanding debt meets the above criteria and is also at least 50% of the Land Value of the property as determined by the Valuer General. This is to ensure the ratepayer does not accumulate large debts which is in conflict with Council's broader social responsibilities and the community expectations that Council manages its debt in a responsible and commercially sound manner.

3. CONSULTATION

3.1. Community Consultation Undertaken

The policy review for the Rates and Charges Policy is a statutory requirement. As such, no prior community consultation is required.

3.2. State/Local Government Protocol

No issues to be addressed.

3.3. Other

No issues to be addressed.

3.4. Further Community Consultation

The updated policies will be published on Council's website.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

The draft revised policies are consistent with existing rating decisions and rates collection processes.

5. EXTERNAL IMPACTS

No issues to be addressed.

6. RISK AND LEGAL IMPLICATIONS

Council is required to review its Rates and Charges Policy prior to, or at the same time as, introducing new or changed elements to its rating decisions. It may also undertake a review at any other time.

7. FINANCIAL IMPLICATIONS

No direct financial implications.

8. ANY OTHER UNIQUE ISSUES

No issues to be addressed.

9. CONCLUSION

Council is required to review its Rates and Charges Policy prior to, or at the same time as, introducing new or changed elements to its rating decisions. An updated policy is provided for Council's consideration and approval. The Recovery of Outstanding Rates Policy review has been undertaken to ensure the policy is still relevant and updated with other relevant new policies, such as the Financial Hardship Policy 2022. An updated policy is provided for Council's consideration and approval.

Attachments: 1. Revised Rates and Charges Policy 2024 (9)
2. Rates and Charges Policy 2020 (7)
3. Revised Recovery of Outstanding Rates Policy 2024 (7)
4. Recovery of Outstanding Rates Policy 2006 (5)

Ian Nelson
CHIEF EXECUTIVE OFFICER

RATES AND CHARGES POLICY 2024

1. PURPOSE

The purpose of the policy is to:

- provide a clear rationale to guide Council’s decision-making process for setting rates and charges;
- provide guidance on setting equitable rates and charges, considering:
 - the nature of property characteristics; and
 - relative capacity to pay within the community;
- provide transparency to the community on the setting of rates and charges; and
- meet Council’s obligations under section 86B of the *Local Government Act 1993* (Tas.).

2. SCOPE

The policy provides a framework within which Council will set rates and charges to be levied on properties within its municipal area.

The policy informs the decision-making process, however, does not represent the making of specific decisions with respect to property rating. Such decisions will be made annually, or as required, in accordance with relevant legislative requirements.

3. DEFINITIONS

AAV	means the assessed annual value as determined by the Valuer General under the <i>Valuation of Land Act 2001</i> (Tas)
Act	means the <i>Local Government Act 1993</i> (Tas).
Capital Value (CV)	means the capital value as determined by the Valuer General under the <i>Valuation of Land Act 2001</i> (Tas)
Council	means the Clarence City Council.
Split Tenure	means apportioning the total Capital Value of the property in accordance with the individual AAV tenancies as provided by the Valuer General.

4. POLICY STATEMENT

Council is committed to levying property rates and charges in an equitable manner, considering the nature of property characteristics, relative capacity to pay within the community and Council's obligations under the law.

5. RELATIONSHIP TO COUNCIL'S STRATEGIC PLAN

The following objectives are identified in Council's Strategic Plan 2021 – 2031:

- **Governance and Leadership**

- 5.2 *Formulating and maintaining policies to provide a framework for the establishment and implementation of council's plans, strategies, programs, and services.*

- 5.3 *Continuing to focus on providing transparency in our decision-making processes.*

- **Council's Assets and Resources**

- 6.3 *Making affordable and equitable rates and charges.*

- 6.11 *Effectively administering compliance with statutory obligations, legal responsibilities and governance standards.*

6. RELATED DOCUMENTS

The legislation and documents listed below form the framework to give effect to this Policy:

6.1 LEGISLATIVE (ACTS, REGULATIONS AND STANDARDS)

- *Local Government Act 1993 (Tas);*
- *Waste and Resource Recovery Act 2022 (Tas);*
- *Fire Service Act 1979 (Tas); and*
- *Valuation of Land Act 2001 (Tas).*

6.2 COUNCIL POLICY, PLANS, PROCEDURES AND GUIDELINES

- Waste and Resource Recovery Services Policy 2024;
- Recovery of Outstanding Rates Policy 2024;
- Financial Hardship Policy 2023; and
- Pricing and Term of Lease Policy (2006)

NOTE: This – Rates and Charges Policy (2024) replaces any references to rates in the Pricing and Terms of Lease Policy (2006).

7. LEGAL REQUIREMENTS

The Act requires Council to adopt the following general principles in relation to making or varying rates:

- rates constitute taxation for the purposes of local government, rather than a fee for a service; and
- the value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

8. POLICY DETAILS

8.1 RATES

Rates, being a form of taxation, will be levied on all rateable properties (unless otherwise determined by legislation or Council policy) regardless of the extent to which Council functions and services are used by or apply to the owners or residents of those properties.

The primary basis for determining the level of general rates (and, where determined appropriate, other rates) levied on individual properties will be the Capital Value of each parcel of land. Under section 86A(1) of the Act, Capital Value is considered an indicator of capacity to pay.

General Rate

Council will levy a general rate on all rateable property (unless otherwise determined by legislation or Council policy). This rate is set to recover the cost of Council functions

and services where specific users cannot readily be identified, or where a regime of full cost recovery has not been established by Council.

The general rate comprises two elements:

- a fixed charge in recognition that each rateable property should bear a reasonable portion of the total rate burden; and
- a rate in the dollar consistent with the principle of rates being a form of taxation.

Fire Protection Rate

Council will also levy one or more service rates for fire protection, with associated minimums. These will be levied as advised by the State Fire Commission in accordance with relevant legislation.

Waste Management Rate

Council will levy a service charge in respect of waste management (refer Council's adopted Waste and Resource Recovery Services Policy 2024) based on services provided. Services are provided to all residential dwelling units to which Council supplies or makes available a kerb side domestic refuse collection service.

Council will also impose a waste levy to offset the waste levy payable by Council to the State Government under the *Waste and Resource Recovery Act 2022*. The levy is imposed on refuse bins only (not recycling or green waste bins) and the cost depends on the size of the bin.

Stormwater Removal Rate

Council will levy a stormwater removal rate on properties where the nearest boundary of the land is within 30m of a Council drain.

A minimum amount will be levied in respect of the stormwater removal rate in recognition that each rateable property should bear a reasonable portion of the total rate burden relating to stormwater removal.

Variations to Rates

Variations to rates will be applied (including where additional rates are set), in accordance with the Act, in circumstances where Council determines there is a reasonable basis for charging differentiation to occur. In particular, variations to rates will be applied:

- Based on the property land use code and if applicable subsequent classification within these codes:
 - R – Residential
 - C – Commercial
 - I – Industrial
 - L – Primary Production
 - P – Public Service, Institution and Utility
 - Q – Quarrying and Mining
 - S – Sporting Facility/Recreation
 - V – Vacant Land
- In respect of fire protection in accordance with statutory notice provided to Council by the State Fire Commission.

Split Tenures

- The general rate is determined by the land use code applied by the Valuer General when determining the valuation of properties. Where a property has multiple uses, the main use of the property is used to determine the land use code provided by the Valuer General.
- In the case of land, which has multiple uses, the Valuer General may separately determine the AAV of those portions if they are satisfied that the land is capable of separate occupation.
- These separate AAV's enable Council to provide rating via Split Tenures – only Council owned properties or properties which are exempt from rates under section 87 of the Act or as determined by Council, will be considered for Split Tenure rating.

8.2 RATE EXEMPTIONS

Section 87 of the Act provides for a rate exemption in limited circumstances, including:

- land owned and occupied exclusively by the Commonwealth; (land held or owned by the Crown that is not land to which a relevant right to occupation relates and that is land that meets specific use provisions;
- land, held or owned by the Crown, that is a seabed;
- land owned by the Hydro-Electric Corporation or land owned by a subsidiary;

- land or part of land owned and occupied exclusively for charitable purposes;
- Aboriginal land, within the meaning of the *Aboriginal Lands Act 1995 (Tas)*, which is used principally for Aboriginal cultural purposes; and
- land or part of land owned and occupied exclusively by a Council.

Requests for exemption from rates in accordance with section 87 of the Act must be made in writing to the Chief Executive Officer.

8.3 REMISSION

While Council will provide rate remissions through this policy in identified circumstances, Council is committed to the principle that social welfare responsibilities lie with Tasmanian and Australian Governments and the mechanisms established by those levels of government to administer social welfare. Remissions will be applied to rates otherwise payable in respect to specific properties and/or classes of ratepayers where Council determines there is social, economic, or equity benefit to the community in providing such rebates.

Concession Card Holders

- In respect of eligible concession card holders, as determined by State Revenue Office, (*Local Government (Rates and Charges Remissions) Act 1991*).

Large Rural Properties

- In respect of owners of large rural properties in recognition of the unique characteristics of those properties, the limited services provided by Council, and the role the rural sector plays in the community.

Revaluation

- In respect of properties which would otherwise experience unreasonable rate increases resulting from rapid shifts in statutory valuations relative to the average of other properties in the city.

Boat Shed

- Those ratepayers that lease land from the Crown and upon which there is constructed a boat shed or a jetty used for private purposes.

Waste

- In respect of properties exempt under Council's adopted Waste and Resource Recovery Services Policy 2024.

Conservation Protection Areas

- Where land is subject to conservation protection arrangements a remission applies as notified by the Department of Natural Resources and Environment Tasmania.

Cemeteries

- Where private land is used exclusively as a cemetery and where the owner of the land does not receive financial consideration for the operation of the cemetery.

Not for Profit Organisations

The general rate will be charged in respect of a not-for-profit organisation (including Council exclusive use lessees). A not-for-profit organisation may be granted a remission of the general rate if they do not operate a commercial venture (on all or part of the property).

In determining the remission Council will consider the principles of the National Competition Policy, equity for all rate payers and the frequency and nature of events/activities undertaken by the organisation. All organisations applying for the remission are also required to provide proof of their not-for-profit status to the satisfaction of Council. Organisations will be required to renew any general rate remission approved, every two (2) years, or at a time determined by Council based on the property and the usage.

All remissions within this section are to be subject to written application to the Chief Executive Officer. Some remissions will require applications to be submitted every year.

8.4 LATE PAYMENTS

Where rates remain unpaid after the due date, Council will apply interest and penalty in accordance with section 128 of the Act.

Exceptions

- If the ratepayer adheres to regular payments through Council's direct debit system and the total rates are paid in full by the final direct debit payment date, interest and penalties will not be applied.
- Where the ratepayer has adhered to an approved payment arrangement plan or been granted postponement of their rates on completion of Council's hardship application, penalties do not apply.

- Deceased estates are not charged penalties, and legal action will not commence for a period of twelve (12) months from notification of titled owner’s death.

Requests for Special Consideration

Council may remit penalty and/or interest if the following conditions are met:

- a request is made in writing to the Chief Executive Officer;
- over the past two (2) years all instalments of rates have been paid on time;
- no previous penalties or interest amounts have been remitted; and
- the ratepayer has attempted to have the amount paid on time and/or extenuating circumstances exist for its non-payment on time.

Each application will be considered on its merits and a remission will be granted where it is considered just and equitable to do so.

A remission of interest or penalty within this section are to be subject to written application to the Chief Executive Officer.

9. IMPLEMENTATION AND COMMUNICATION

The Chief Financial Officer is responsible for the implementation of this policy. This policy will be communicated via:

- Council’s website; and
- Council’s social media and local advertising.

10. REPORTING

Not applicable.

11. ADMINISTRATIVE ARRANGEMENTS

11.1 TABLE OF AMENDMENTS

No.	Date	Brief Details
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1		
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11.2 APPROVAL

GM APPROVAL DATE	
REVIEW	Every 5 years
RESPONSIBLE POSITION	Chief Financial Officer
ECM REFERENCE	

DRAFT



RATES AND CHARGES POLICY

JUNE 2020

1. PURPOSE

The purpose of the policy is to:

- To provide a clear rationale to guide council's decision-making process.
- To inform the community.
- To meet council's obligations under S86B of the *Local Government Act 1993* (the Act).

The purpose of this policy will be achieved by:

- levying property rates and charges in an equitable manner;
- taking into account the varying nature of property characteristics;
- relative capacity to pay within the community; and
- Fulfilling council's obligations in accordance with relevant legislative requirements.

2. POLICY STATEMENT

Clarence City Council is committed to levying property rates and charges in an equitable manner, taking into account the varying nature of property characteristics, relative capacity to pay within the community and Council's obligations under the law.

3. SCOPE

This policy provides a high-level framework within which Council will set rates and charges to be levied on properties within its municipal area. It is intended to inform the decision-making process, however does not represent the making of specific decisions with respect to property rating. Such decisions will be made annually, or as required, in accordance with relevant legislative requirements.

4. LEGAL REQUIREMENTS

The Act requires council's policy to take account of the following matters:

- That rates constitute taxation for the purposes of local government, rather than a fee for a service; and

- The value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

5. POLICY DETAILS

In response to its own Policy Statement above and legislative requirements under which it is bound, council determines the following policy detail:

- 5.1. Rates will be levied on all rateable properties (unless otherwise determined by legislation, this policy or related council policies), regardless of the extent to which council functions and services are used by or apply to the owners or residents of those properties. This is consistent with the principle of rates being a form of taxation (as determined by section 86A(1) of the Act).
- 5.2. The primary basis for determining the level of general rates (and, where determined appropriate, other rates) levied on individual properties will be the capital value (CV) of each parcel of land. This is consistent with the value of land being an indicator of capacity to pay (as determined by section 86A(1) of the Act).
- 5.3. Council will levy a general rate on all rateable property (unless otherwise determined by legislation, this policy or related council policies). This rate will recover the cost of council functions and services for which specific users cannot readily be identified, or for which a regime of full cost recovery through user charges has not been established by council. The general rate will be made up of two components:
 - 5.3.1. A fixed charge in recognition that each rateable property should bear a reasonable portion of the total rate burden; and
 - 5.3.2. A rate in the dollar consistent with the principle of rates being a form of taxation (as above).
- 5.4. Section 87 of the Act provides for an exemption from the general on land as specified in the Act.
 - 5.4.1. A request for an exemption within this section is to be subject to written application to the General Manager. The General Manager is hereby provided with delegation to make determination with respect to such applications.
- 5.5. Council will levy one or more service rates for fire protection, with associated minimums. These will be levied in accordance with notifications provided by the State Fire Commission under relevant legislation.

- 5.6. Council will levy a service charge in respect of waste management. This will be based on a fixed sum per property where the service is available.
- 5.7. Council will levy a stormwater removal rate on properties with substantial access to a stormwater removal service.
- 5.8. A minimum amount will be levied in respect of the stormwater removal rate in recognition that each rateable property should bear a reasonable portion of the total rate burden relating to stormwater removal.
- 5.9. Variations to rates will be applied (or, where provided, additional rates set), in accordance with the Act, in circumstances where council determines there is a reasonable basis for charging differentiation to occur. In particular, variations to rates will be applied:
 - 5.9.1. To properties other than commercial, industrial, public purposes, or quarrying and mining in respect of the general rate and stormwater rate. This is in recognition that at times the market value of the property class so identified may broadly move in a different market cycle to that of commercial, industrial, public purpose and quarrying and mining properties.
 - 5.9.2. In respect of the waste management charge in recognition of variations in the level of service provided including bin size and/or frequency of service. The variation in service level will include the provision of larger bins and/or multiple bins at property owners' request.
 - 5.9.3. In respect of fire protection in accordance with statutory notice provided to council by the State Fire Commission.
- 5.10. Rebates will be applied to general rates otherwise payable in respect to specific properties and/or classes of ratepayers where council determines there is social, economic, or equity benefit to the community in providing such rebates. Specific rebates will be applied:
 - 5.10.1. In respect of pensioners eligible for a rate remission under the Local Government (Rates and Charges Remissions) Act 1991 in recognition that this group represents a significant section of the community which, as a whole, has a limited capacity to pay a taxation burden.
 - 5.10.2. In respect of owners of large rural properties in recognition of the unique characteristics of those properties, the limited services provided by council, and the role the rural sector plays in the community.

- 5.10.3. In respect of new commercial development, as a temporary measure only, to assist in stimulating the ongoing economic development of the city. Rebates will apply in accordance with Appendix A.
- 5.10.4. In respect of properties which would otherwise experience unreasonable rate increases resulting from rapid shifts in statutory valuations relative to the average of other properties in the city.
- 5.11. Rebates will be applied to waste management charges otherwise payable in respect to specific properties and/or classes of ratepayers where council determines there is social, economic, or equity benefit to the community in providing such rebates. Specific rebates will be applied as follows:
- 5.11.1. A full rebate of waste management charges in respect of commercial, industrial, public purpose, primary industry and quarrying and mining properties where the waste management service is not used, and alternative arrangements are made for a waste management service to the satisfaction of the General Manager. This is in recognition that council's waste management service may not meet the specific needs of all such operations.
- 5.11.2. A full rebate of waste management charges in respect of residential properties located in the South Arm Peninsula area south of the Lauderdale Canal which are demonstrably not the primary residence of the ratepayer, where no waste management service is required by the ratepayer, and where alternative arrangements are made for a waste management service to the satisfaction of the General Manager. This is in recognition that the service is unlikely to be utilised by such property owners.
- 5.11.3. A full rebate of waste management charges in respect of residential properties where it can be demonstrated to the satisfaction of the General Manager that, due to exceptional circumstances, a waste management service is not practical or able to be used and that alternative refuse disposal arrangements are in place.
- 5.11.4. Where a ratepayer has been issued with a 120 litre mobile garbage bin and demonstrates that they actively participate in the recycling and greenwaste services provided by council and that the immediate family unit residing at the property consists of six or more people. The rebate will be the difference between the charge for a 120 litre bin and a 80 litre bin.
- 5.11.5. All rebates within this section are to be subject to written application to the General Manager. The General Manager is hereby provided

with delegation to make determination with respect to such applications.

- 5.12. Rebates will be provided in respect of the following additional matters, subject to approval by the General Manager:
 - 5.12.1. A remission in respect of all rates and charges payable by Housing Tasmania where the total amount due for a year is paid on or before the due date of the first rates instalment for that year, determined by the General Manager to be no greater than the additional interest earnings gained by council from the prepayment of such rates instalments.
 - 5.12.2. Where land is subject to conservation protection arrangements a remission of the General Rate of \$5 per hectare applies to the land that is subject to the conservation protection arrangements, with a minimum remission of \$50 applying and a maximum remission of \$500 applying.
 - 5.12.3. Where private land is used exclusively as a cemetery and where the owner of the land does not receive financial consideration for the operation of the cemetery the General Rate is remitted.
 - 5.12.4. All rebates within this section are to be subject to written application to the General Manager. The General Manager is hereby provided with delegation to make determination with respect to such applications.
- 5.13. The general rate will not be charged in respect of a not for profit sporting organisation except where subject to agreement between the council and the organisation or where otherwise the organisation operates a commercial venture to support its own operation. (In this context a "commercial venture to support its own operation" will not include an activity which can reasonably be construed to be ancillary [as opposed to additional] to the normal operations of the club).
- 5.14. While council will provide rate rebates through this policy to various classes of ratepayers from time to time, it is committed to the principle that social welfare responsibilities lie with State and Federal Governments and the mechanisms established by those levels of government to administer social welfare.
- 5.15. Where determined appropriate, and in accordance with the Act, council will cap the increase in rates otherwise experienced by certain ratepayers. This will generally be in response to significant shifts in the rating burden arising

from changes in valuations or council's rating policy and will be an annual determination made by council.

- 5.16. Where rates remain unpaid after the due date, council will apply interest in accordance with S128 of the Act.

APPENDIX A

Rates Incentives – Commercial Developments

1. A remission of rates may apply to all new private sector non-residential developments within the city which increase the total floor area available for rating.
2. The remission is for the increase in rates arising from the amended capital value issued in relation to a development but does not include that portion of rates relating to State Government charges and levies.
3. The remission applies for 12 months from the date from which the revaluation takes effect for rating purposes.
4. The remission applies to building applications received after the date of council's policy decision and shall only apply where a building permit has been issued by council.
5. Applications for a remission must be received prior to or within the same financial year as the date from which the revaluation takes effect for rating purposes.
6. Where relevant, developers must apply in writing to the General Manager each financial year to gain approval for the remission.
7. Delegated authority is provided to the General Manager to approve such applications within council's policy.

RECOVERY OF OUTSTANDING RATES AND CHARGES POLICY 2024

1. PURPOSE

The purpose of this policy is to provide direction on recovery of rates and charges levied, to achieve fair and consistent treatment of all ratepayers who have outstanding rates and charges.

2. SCOPE

This policy applies to all ratepayers who have an overdue rate or charge levied by council, unless specified otherwise.

3. DEFINITIONS

The following definitions apply to this policy:

Act	means the Local Government Act 1993 (Tas)
Council	means the Clarence City Council.
Rates and charges	means a general rate, separate rate, construction rate and service rate and includes any penalty imposed and interest charged under section 128 of the Act.
Ratepayer	means the person liable to pay rates or an averaged area rate in respect of land in accordance with the Act.

4. POLICY STATEMENT

This policy provides the framework for council to:

- recover outstanding rates and charges in accordance with provisions of the Act
- facilitate pro-active, customer-focussed outstanding rates and charges recovery processes
- provide a clear rationale for timely transparent, equitable and fair decision-making regarding recovery processes, and
- provide for the due concern of any financial hardship faced by ratepayers.

5. RELATIONSHIP TO COUNCIL STRATEGIC PLAN

The following objectives are identified in council' Strategic Plan 2021 – 2031:

- **Governance and Leadership**

- 5.2 *Formulating and maintaining policies to provide a framework for the establishment and implementation of council's plans, strategies, programs, and services.*

- 5.3 *Continuing to focus on providing transparency in our decision-making processes.*

- **Council's Assets and Resources**

- 6.3 *Making affordable and equitable rates and charges.*

- 6.11 *Effectively administering compliance with statutory obligations, legal responsibilities and governance standards.*

6. RELATED DOCUMENTS

The legislation and documents listed below form the framework to give effect to this Policy:

6.1. Legislative (acts, regulations and standards)

- *Local Government Act 1993 (Tas)*

6.2. Council policy, plans, procedures and guidelines

- Financial Hardship Policy

7. POLICY REQUIREMENTS

7.1. BACKGROUND

Rates are levied and collected according to powers contained within the Act. The Act details the types of rates which may be made, the circumstances under which they may be made, how they are to be levied to ratepayers, and how they may be collected. The Act also provides the power of sale for the recovery of outstanding rates, specifies the circumstances under which this may occur, and the manner in which that process is to be undertaken.

The Annual Plan establishes the rating requirement for each financial year, detailing the amount required from each rate type. A specific rating resolution is made by council each year following adoption of the Annual Plan. This resolution determines the amount of each rate or charge, together with dates instalments are to be paid, the amount of interest and penalties to be charged on outstanding rates, and any remissions which may apply to particular property types.

7.2. RATIONALE

Council relies on the timely collection of rates and strong cash flows to maintain service continuity and financial stability. The community has an expectation that council will manage its income in a responsible and commercially sound manner.

7.3. THRESHOLD

This policy considers outstanding rates and charges where:

- a. more than one rates instalment is outstanding, and
- b. the amount of the debt outstanding rates and charges exceeds \$300.00.

The above threshold ensures ratepayers are not unduly penalised for a single oversight, there is the opportunity for any payment errors to be identified before collection action commences, there is the opportunity for specific disputes to be addressed, and council is not unnecessarily hasty in collection actions.

7.4. PROCESS

Rates notices are issued each July for the financial year to which they relate. Reminder notices (including details of arrears) are issued approximately 4 weeks before the due date of subsequent instalments.

The following process applies to outstanding rates and charges which meet the threshold outlined in this policy unless alternate arrangements have been agreed.

- a. Overdue/Final notices are issued after council's 2nd and 4th instalments, identifying arrears and providing notice that a collection agency will be engaged if no action is taken within 14 days.
- b. Payments may be subsequently received and/or mutually accepted payment arrangements made (in accordance with section 8.0 below).
- c. If, after 14 days, no response is received to the arrears letter, the debt is lodged with council's collection agency unless action is deferred for reasons outlined below:

- deceased estate in probate, or
 - bankruptcy liquidation, or
 - mortgagee in possession
 - circumstances of genuine financial hardship, as approved under council's Financial Hardship Policy.
- d. The collection agency issues a request for payment providing a further 14 days. Should no payments be received, or no mutually agreed payment plan commences, or no hardship application completed, the debt will proceed to claim/summons. This will incur additional fees.
- e. The ratepayer has 21 days after service of the claim to make payment or enter into a mutually agreed payment plan. If there is a failure to respond, council has the option to proceed to judgement. This will incur additional fees. After judgement council may garnishee wages or proceed to a rent order (refer to section 8.5 below).
- f. If Collection Agency determines that recover of debt is unlikely, the debt is removed from the Collection Agency and monitored in future by Council.

8. INDIVIDUAL PAYMENT ARRANGEMENTS

8.1. MUTUALLY ACCEPTABLE PAYMENT ARRANGEMENTS

Mutually acceptable payment arrangements may be entered into with individual ratepayers where the arrangement is sufficient to clear the debt by 30 June of the rating year. Payment arrangements that are paid by direct debit do not incur interest or penalty charges. All payment arrangements are monitored by council and / or its collection agency. Where a default in an arrangement eventuates, follow up contact will be attempted. Debts remaining in default follow the process detailed at section 7.4(c) above, if not previously lodged with council's collection agency.

8.2. HARDSHIP POLICY

Individual payment arrangements may be made for recovery of outstanding rates and charges where a ratepayer has been identified as experiencing genuine financial hardship after completing council's financial hardship application. The application must include all supporting documents as outlined in the financial hardship policy. A new financial hardship application must be completed and submitted each financial year.

8.3. POSTPONEMENT OF RATES

Ratepayers may be granted a postponement of rates, to be paid back at a later date, in respect of the property owned and occupied, subject to the following conditions:

- a postponement arrangement may only apply to the ratepayer's principal place of residence;
- the ratepayer must complete Council Financial Hardship application;
- a new hardship application must be completed every 12 months;
- Council must be satisfied, in each year, that any payment would cause financial hardship; and
- whilst a postponement is granted, unpaid rates are still subject to interest in accordance with section 128 of the Act.

8.4. GENUINE DISPUTE

Debts will not be lodged with council's collection agency where a genuine dispute exists in relation to the debt, except where the dispute is deemed to be frivolous or vexatious, or where reasonable attempts to resolve the dispute have been unsuccessful. Disputes must be referred to the Chief Financial Officer for assessment and determination.

8.5. TENANTED PROPERTIES – COLLECTION OF RENT

Where a debt remains outstanding, despite advice of recovery requirements from council's collection agency, the collection agency (in conjunction with council) may, under provisions of section 135 of the Act, collect rent from the tenants to recover the debt.

9. CIRCUMSTANCES OF SALE

In accordance with Division 11 of the Act, council has the power to sell land for the recovery of outstanding rates and charges where the amounts have been owed for 3 years or more. Any action for the sale of land to recover outstanding rates and charges must be authorised by a specific decision of council. Council may take this action where no practical alternative is available for the recovery of outstanding rates and where the Chief Executive Officer or Chief Financial Officer has met with, or attempted to meet with, the property owner to seek payment, this may include undertaking a welfare check where Council deem it to be warranted.

Properties which are a principal place of residence will be considered for sale for the recovery of outstanding rates and charges where the total outstanding rates and charges is greater than 50% of the property's land value as determined by the Office of the Valuer General.

Where there is consideration of sale of land to recover outstanding rates and charges, the following matters must be taken into consideration (as far as reasonably practical or available):

- a. actions already taken towards recovering the debt
- b. the circumstances of the property owner(s)
- c. the use of the property
- d. the ability of council to recover the debt by means other than sale
- e. an assessment of the likely impact of the sale on any person associated with the property (including a residential or commercial tenant)
- f. in respect of a commercial property occupied by a business, the likely effect of the sale on the livelihood of the business owner and/or the business' employees or contractors
- g. in respect of a commercial property, the likely impact of the sale on properties in the immediate vicinity, and
- h. the likely impact of the sale on the broader community in terms of economic activity, social imperatives, or any other matter likely to affect the property's overall community benefit.

9.1. PROCESS FOR SALE

The process for sale of a property to recover outstanding rates is outlined in Division 11 of the Act.

10. IMPLEMENTATION AND COMMUNICATION

The Chief Financial Officer is responsible for the implementation of this policy.

This policy will be communicated via:

- council's website, and
- internal circulation to staff.



11. REPORTING

Reporting against this Policy will be provided through briefing reports to councillors through the Chief Executive Officer.

12. ADMINISTRATIVE ARRANGEMENTS

COUNCIL APPROVAL DATE	
REVIEW	Every 5 years
RESPONSIBLE POSITION	Chief Financial Officer
ECM REFERENCE	

DRAFT

**Clarence City Council
Recovery of Outstanding Rates Policy
June 2006**

1. Purpose

- 1.1. The purpose of this policy is to ensure that Council's rate revenue is collected in a timely manner, and that outstanding debts are appropriately managed.

2. Background

- 2.1. Rates represent approximately 70% of Council's annual revenue stream and amount to over \$40 million for the 2006/07 financial year. Rates therefore represent a critical resource in the financial management and sustainability of the organisation.
- 2.2. Management of outstanding rate debts carries similar business and management imperatives as the debtors book of any business. Even so, there are unique issues relating to the collection of outstanding rates which include their being secured as a debt against land, and there being important social considerations.
- 2.3. Rates are levied and collected according to powers contained within the Local Government Act 1993 ("the Act"). This legislation is prescriptive in nature, detailing the types of rates which may be made, the circumstances under which they may be made, how they are to be advised to ratepayers, and how they may be collected. The Act also provides the power of sale for the recovery of outstanding rates, specifies the circumstances under which this may occur, and the manner in which that process is to be undertaken.
- 2.4. Council's rates comprise a general rate which is applied to all properties (other than those exempt by statute), a fire service rate which funds statutory payments made to the State Government in respect of fire services, and specific purpose service rates relating to the provision of water, sewerage, and solid waste services. Service rates are only charged where the service is provided or capable of being provided.
- 2.5. The Annual Plan establishes the rating requirement for each financial year, detailing the amount required from each rate type. A specific rating resolution is made by Council each year following adoption of the Annual Plan. This resolution determines the amount of each rate or charge, together with associated decisions including dates by which instalments are to be paid, the amount of interest to be charged on outstanding rates, and any remissions which may apply to particular property types.

- 2.6. Rates are currently payable by 4 instalments, interest is charged at the maximum statutory rate, and remissions are provided in respect of pensioners, foreshore leases, conservation covenants and large rural properties.
- 2.7. The Annual Plan also establishes a key performance indicator for the level of outstanding rates at year end. The target for this indicator is currently set at “less than 5%”.

3. Rationale

- 3.1. Although Council is able to earn interest on outstanding rates well above market rates, its maximum target level of outstanding rates of 5% has been set in consideration of several factors affecting Council and its operations:
 - 3.1.1. Financial Resources - Council relies heavily upon the timely collection of rates to maintain its business operations. As with any business, maintenance of strong cash flows is critical to Council’s financial stability.
 - 3.1.2. Community Expectations - The community at large has a proper expectation that Council will manage its income in a responsible and commercially sound manner.
 - 3.1.3. Appropriate Signals to Property Owners - A specific maximum target for outstanding rates, and the associated collection policies which necessarily underpin such a target, ensure that property owners receive the appropriate signals in respect to outstanding rates. These policies discourage property owners using a rates debt as a default source of finance, effectively cash flowing other expenditure by property owners.
 - 3.1.4. Social Issues - Maintaining a strong rates collection policy ensures that negative social issues associated with high levels of individual debt are minimised. Allowing individual ratepayers to accumulate large debts is in conflict with Council’s broader social responsibilities and has the potential to add to certain negative social issues which Council is attempting to minimise through other areas of its operations.

4. Thresholds

- 4.1. This policy considers debts which meet 2 initial tests, both of which must be satisfied before the debt will be considered for action:
 - More than one rates instalment is outstanding; and
 - The amount of the debt exceeds \$300.

- 4.2. The first test ensures that ratepayers are not unduly penalised for a single oversight, that opportunity arises for any payment errors to be identified before collection action commences, that opportunity arises for specific disputes to be addressed, and that Council is not perceived to be unduly hasty in its collection actions.
- 4.3. The second test ensures that only debts of a significant size receive attention. This concentrates effort where it will have the greatest return, and ensures that any legal costs added to rate accounts are in proportion to the level of debt outstanding.

5. Process

- 5.1. Rates notices are issued each July for the financial year to which they relate.
- 5.2. Reminder notices (which include details of any arrears) are issued approximately 4 weeks before the due date of subsequent instalments.
- 5.3. While recognising that certain circumstances will require individual solutions (refer Section 6), the following process applies to rate debts meeting the tests established in Section 4:
 - 5.3.1. Arrears letters are issued in approximately November and April identifying the arrears, seeking resolution by way of payment or formal arrangement, and providing notice that collection action will commence if no action is taken within 14 days.
 - 5.3.2. Payments are subsequently received and/or payment arrangements entered into.
 - 5.3.3. Debts on which there has been no action after the 14 day notice period are lodged with Council's collection agency.
 - 5.3.4. The collection agency issues a request for payment, providing a further 14 days after which the debt will proceed to summons.
 - 5.3.5. Payments are subsequently received and/or payment arrangements entered into.
 - 5.3.6. Debts on which there has been no action after the 14 day notice period are lodged with the Court by the collection agency.
 - 5.3.7. The Court issues summonses in respect of debts lodged.
 - 5.3.8. Debts which remain outstanding and are proven to the Court proceed to Warrant and subsequently actioned by the Court Bailiff.
 - 5.3.9. All payment arrangements are monitored on a programmed basis by Council and its collection agency respectively. Where a default in an arrangement eventuates, a follow up letter with notice of collection action is issued. Debts remaining in default follow the process from 5.3.3.

6. Individual Arrangements

- 6.1. This policy recognises that individual circumstances will be such that, on occasions, a debt will be managed outside the standard collection process.
- 6.2. Payment arrangements will be entered into with individual ratepayers where the arrangement is sufficient to reduce the debt over a reasonable time frame. The reasonableness of the time frame will be established based on the size of the debt, ability of the ratepayer to meet the debt, and any other relevant circumstance. Arrangements will be monitored and action taken (as described in Section 5) should there be a default. Interest will apply on overdue balances.
- 6.3. In special circumstances of a likely temporary nature (which may include, for example, medical issues, unemployment, or domestic issues), an arrangement may be entered into which is insufficient to reduce the debt over a reasonable time frame. Such arrangements will be for short durations (i.e. less than 6 months), will be subject to a full review on or before their expiry, and require the authorisation of the Corporate Treasurer or Senior Rates Officer.
- 6.4. Debts will generally not be lodged with Council's collection agency where a bona fide dispute exists in relation to the debt. Any such disputes must be referred to the Corporate Treasurer to establish an agreed course of action. The Corporate Treasurer may authorise collection or legal action for such debts in the event of the dispute being frivolous or vexatious, or where reasonable attempts to resolve the dispute have been unsuccessful.
- 6.5. Where a property is occupied by a tenant and an adequate response has not been received from the debtor after the collection process described in Sections 5.3.1. to 5.3.4., the collection agency (in conjunction with Council) may utilise the provisions of Section 135 of the Act which allows for the collection of rents from the tenants in the event of rates being unpaid on a property.

7. Circumstances of Sale

- 7.1. Council has the power to sell land for the recovery of rates outstanding for 3 years or more under the Act by virtue of "Division 11 – Sale of land" of the Act, commencing at Section 137, ("Division 11").
- 7.2. The powers provided by Division 11 will only be invoked where no practical alternative is available for the recovery of outstanding rates and where the General Manager or Corporate Treasurer has met with, or attempted to meet with, the property owner to seek payment.
- 7.3. Any action for the sale of land to recover outstanding rates must be authorised by a specific decision of Council.

- 7.4. No property will be the subject of sale to recover outstanding rates if it is occupied by one or more of the owners who able to demonstrate that the property is their principal place of residence.
- 7.5. Any report to Council considering the sale of a property to recover outstanding rates must consider (as far as practical or available):
- 7.5.1. actions already taken towards recovering the debt;
 - 7.5.2. the particular circumstances of the property owner(s);
 - 7.5.3. the specific use of the property;
 - 7.5.4. the likely ability of Council to recover the debt by any means other than sale;
 - 7.5.5. an assessment of the likely impact of the sale on any person associated with the property (including, for example, a residential or commercial tenant);
 - 7.5.6. in respect of a commercial property occupied by a bona fide business, specific comment on the likely effect of the sale on the livelihood of the business owner and/or the business' employees or contractors.
 - 7.5.7. in respect of a commercial property, the likely impact of the sale on properties in the immediate vicinity;
 - 7.5.8. the likely impact of the sale on the broader community in terms of economic activity, social imperatives, or any other matter likely to affect the property's overall community benefit.

8. Process for Sale

- 8.1. The process for sale of a property to recover outstanding rates is established in detail in Division 11 of the Act.
- 8.2. Division 11 will be followed in every respect where a property is sold to recover outstanding rates.
- 8.3. To the extent permitted by Division 11, external legal representatives or other suitably qualified and experienced agents will be engaged to manage the sale of property to recover outstanding rates.
- 8.4. All documentation issued to an external party in respect of such a sale must be authorised by the General Manager, Corporate Secretary or Council's legal representative or agent in the matter.

8.4.6 ANNUAL PLAN 2024-2025**EXECUTIVE SUMMARY****PURPOSE**

To approve the Annual Plan for the 2024-2025 financial year.

RELATION TO EXISTING POLICY/PLANS

Consistent with Council's adopted Strategic Plan and recommended Estimates.

LEGISLATIVE REQUIREMENTS

Section 71 of the *Local Government Act 1993* requires Council to prepare and adopt an annual plan for each financial year.

CONSULTATION

No issues to be addressed.

FINANCIAL IMPLICATIONS

There are no direct financial implications, however, the draft Annual Plan reflects the Estimates recommended to Council for approval, for financial year 2024-2025.

RECOMMENDATION:

That the Annual Plan for financial year 2024-2025 included as Attachment 1 to the Associated Report be approved.

ASSOCIATED REPORT**1. BACKGROUND**

- 1.1.** Council's Estimates, Capital Expenditure Programme, and list of fees and charges for financial year 2024/2025 are recommended to Council for approval at its meeting of 17 June 2024.
- 1.2.** In addition to its annual Estimates, Council is required to adopt an Annual Plan for each financial year.

2. REPORT IN DETAIL

- 2.1.** The draft Annual Plan (**Attachment 1**) establishes the business framework for Council's operations for the financial year. It presents both financial information and commentary on Council's business functions and strategies for the year. It also provides detailed schedules of key initiatives and capital expenditure, and various tables and graphs detailing key financial and business information.
- 2.2.** The draft Annual Plan is structured according to Council's adopted Strategic Plan and ties budgeted activity back to a Strategic Objective to ensure alignment. This makes reporting progress against strategic objectives easier and makes the document more friendly for community members to read.
- 2.3.** The Annual Plan is consistent with the key initiatives and policies determined by Council through its development of the annual Estimates.
- 2.4.** Where appropriate, the Annual Plan reflects Council's adopted Long Term Financial Management Plan and Asset Management Plans.

3. CONSULTATION

3.1. Community Consultation

No consultation has been undertaken.

3.2. State/Local Government Protocol

Nil.

3.3. Other

Nil.

3.4. Further Community Consultation

The annual Estimates and Annual Plan, once approved, will be communicated to the community via Council's website and through other means.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

The Local Government Act requires the Annual Plan to be consistent with the Strategic Plan. This is reflected in the content of the Annual Plan.

5. EXTERNAL IMPACTS

No issues to be addressed.

6. RISK AND LEGAL IMPLICATIONS

There are no issues to be addressed beyond meeting the statutory obligation to adopt an Annual Plan.

7. FINANCIAL IMPLICATIONS

There are no direct financial implications, however, the draft Annual Plan reflects the Estimates recommended to Council for approval, for financial year 2024-2025.

8. ANY OTHER UNIQUE ISSUES

No issues to be addressed.

9. CONCLUSION

Council is required to adopt an Annual Plan each year which is consistent with its Strategic Plan. The Annual Plan outlines a range of initiatives and policy decisions established in the recommended Estimates for financial year 2024-2025, reflecting the continued growth throughout the city, and the need for critical renewal works.

Attachments: 1. Annual Plan 2024-2025 (52)

Ian Nelson
CHIEF EXECUTIVE OFFICER

CLARENCE CITY COUNCIL

ANNUAL PLAN

2024

2025



Clarence... a brighter place

Acknowledgement to Country

Clarence City Council pays respect to all First Peoples, including the Mumirimina of the Oyster Bay Nation whose unceded lands, skies, and waterways we are privileged to conduct our business on. We pay respect to Elders past and present, and we acknowledge the survival and deep spiritual connection of the Tasmanian Aboriginal People to their Country, and culture; a connection that has endured since the beginning of time.



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■ Above: Clarence Jazz Festival. Cover: Mortimer Bay.

MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE OFFICER



Welcome to Clarence City Council’s Annual Plan for 1 July 2024 to 30 June 2025.

We are proud to present the following outline of council’s major initiatives for the upcoming financial year, which collectively demonstrates our commitment to supporting the sustainable growth of Clarence, while creating a more resilient community for the future.

Our aim is to respond to the needs and expectations of our community, while seeking to minimise the impact of the rising cost of living on our residents, ratepayers and businesses.

The Annual Plan serves as a roadmap, guiding our actions and resource allocation to balance the delivery of essential services, infrastructure, and programs that both enhance the quality of life for our residents and increase the prosperity of our city, while respecting our natural environment and cultural heritage.

The centrepiece of the plan is a \$21.6 million capital works program which prioritises critical renewal projects as well as new infrastructure developments to support future growth opportunities.

Highlights from our capital works program include the further expansion of the Clarence Foreshore Trail, upgrades to the Bayview Park playground and toilet renewal, Clarendon Vale Oval lighting and pavilion design and construction, and further progress on the proposed Anzac Park Community Sports Pavilion.

Clarence is an appealing and dynamic place to live, work and play, evidenced by the fact that council’s planning approvals remain consistently higher than other parts of the state, despite rising construction costs and land prices.

In order to manage this projected growth across the city, we have prioritised the development, design and delivery of masterplans for key areas. We want to harness new development to ensure that it delivers true social, economic and environmental benefit to our community.

Rising costs, particularly in construction, also affect council’s own capital works, and careful consideration has been given to ensuring existing assets are maintained alongside the delivery of new projects.

Stormwater management is critical to environmental and community health, and council is continuing to invest significantly in future-proofing the city, with a further \$2.14m to be spent on priority stormwater upgrades.

Keeping people safe on our roads is a key priority for council, and this year we have budgeted \$2.5m for major digouts and pavement reconstruction, as well as \$1.42m for footpath, kerb and gutter renewal, \$1.3m for road resealing, and another \$875,000 for footpath, kerb and gutter reseal preparation.

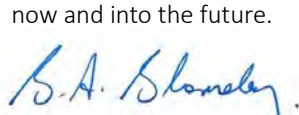
Of course, we will continue to carry out our other responsibilities to the highest possible standards, such as waste and recycling, animal management, issuing permits, certificates, notices, and orders, and assisting with building and plumbing matters.

Clarence boasts one of the strongest financial positions of any council in Tasmania, and this year’s budget continues our consistent trend of responsible fiscal management.

The Annual Plan incorporates an average rate increase of 6.48 per cent as a responsible balance between sustainably managing increasing costs, maintaining infrastructure, and minimising financial impacts on our ratepayers.

As stewards of our vibrant city, council is committed to fostering a thriving, inclusive, and sustainable environment for all residents and businesses in the Clarence community.

We are excited to deliver our Annual Plan over the next 12 months, which will support our community to prosper now and into the future.


Councillor Brendan Blomeley
MAYOR


Ian Nelson
CHIEF EXECUTIVE OFFICER

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

The \$21.6 million capital program approved in the 2024-25 budget will include:

- Cambridge Dog Park: **\$600,000** to support the final phase of the project
- Further expansion of the Clarence Foreshore Trail: **\$1,125,000**
- Meehan Range Mountain Bike Tracks 'Green Climb': **\$120,000**
- Clarendon Vale Oval lighting: **\$440,000** and pavilion design and construction: **\$550,000**
- City Heart Integrated Land Use/Transport Review: **\$550,000**
- ANZAC Park Community Sports Pavilion: **\$330,000**
- Bayview Park Playground renewal and upgrade: **\$500,000**
- Bayview toilet renewal: **\$250,000**
- Richmond Village Green and playground: **\$225,000**
- Richmond Village Trail and interpretive signage: **\$100,000**
- Sandford Hall and Evacuation Centre upgrades: **\$205,000**
- Rosny Early Learning Centre upgrades: **\$200,000**
- Parramore St stormwater improvements: **\$730,000**
- Risdon Vale Creek stormwater improvements: **\$300,000**
- Risdon Vale Oval Pavillon Shelter: **\$100,000**



■ Aerial view of Howrah Beach.

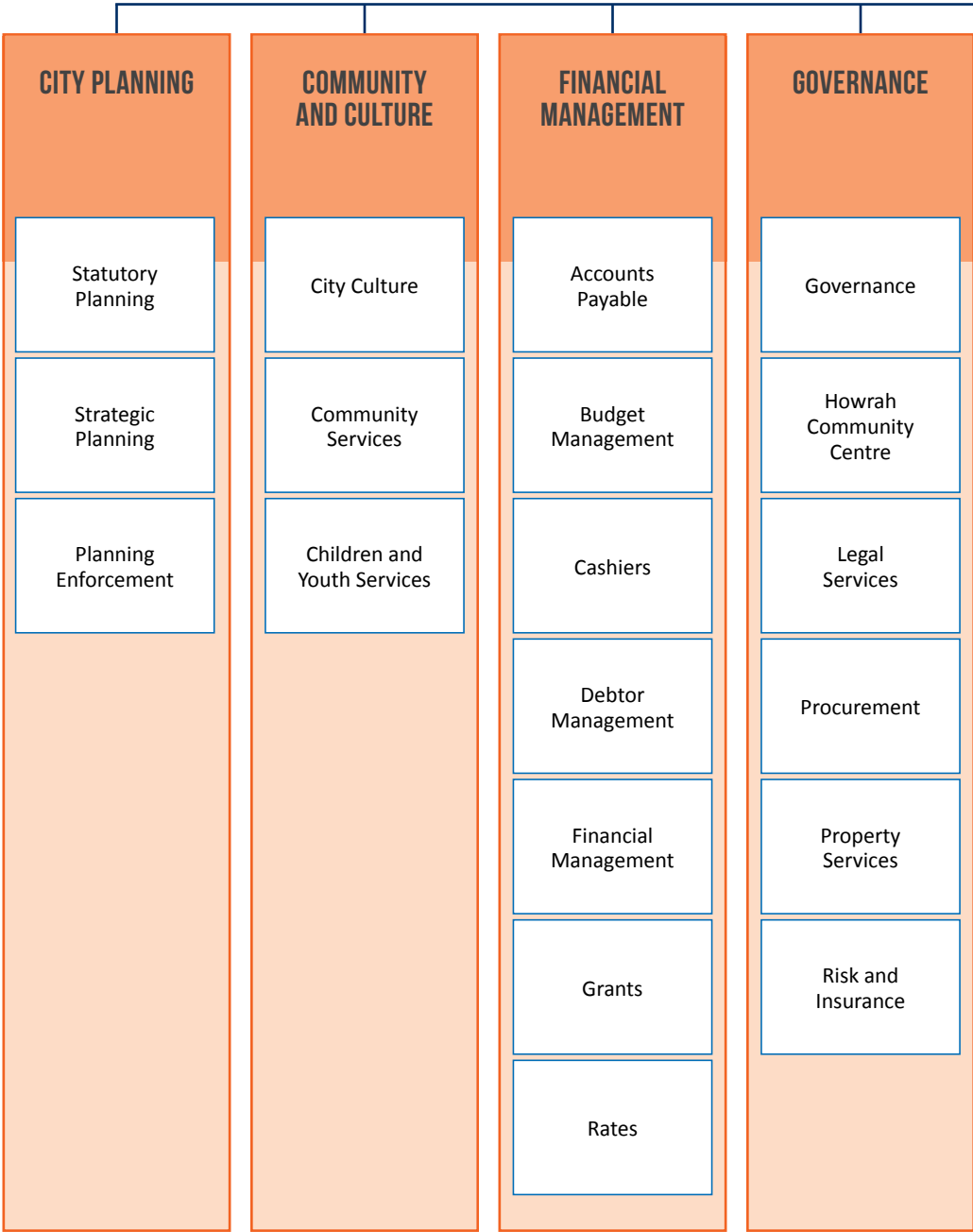
ORGANISATIONAL CHART

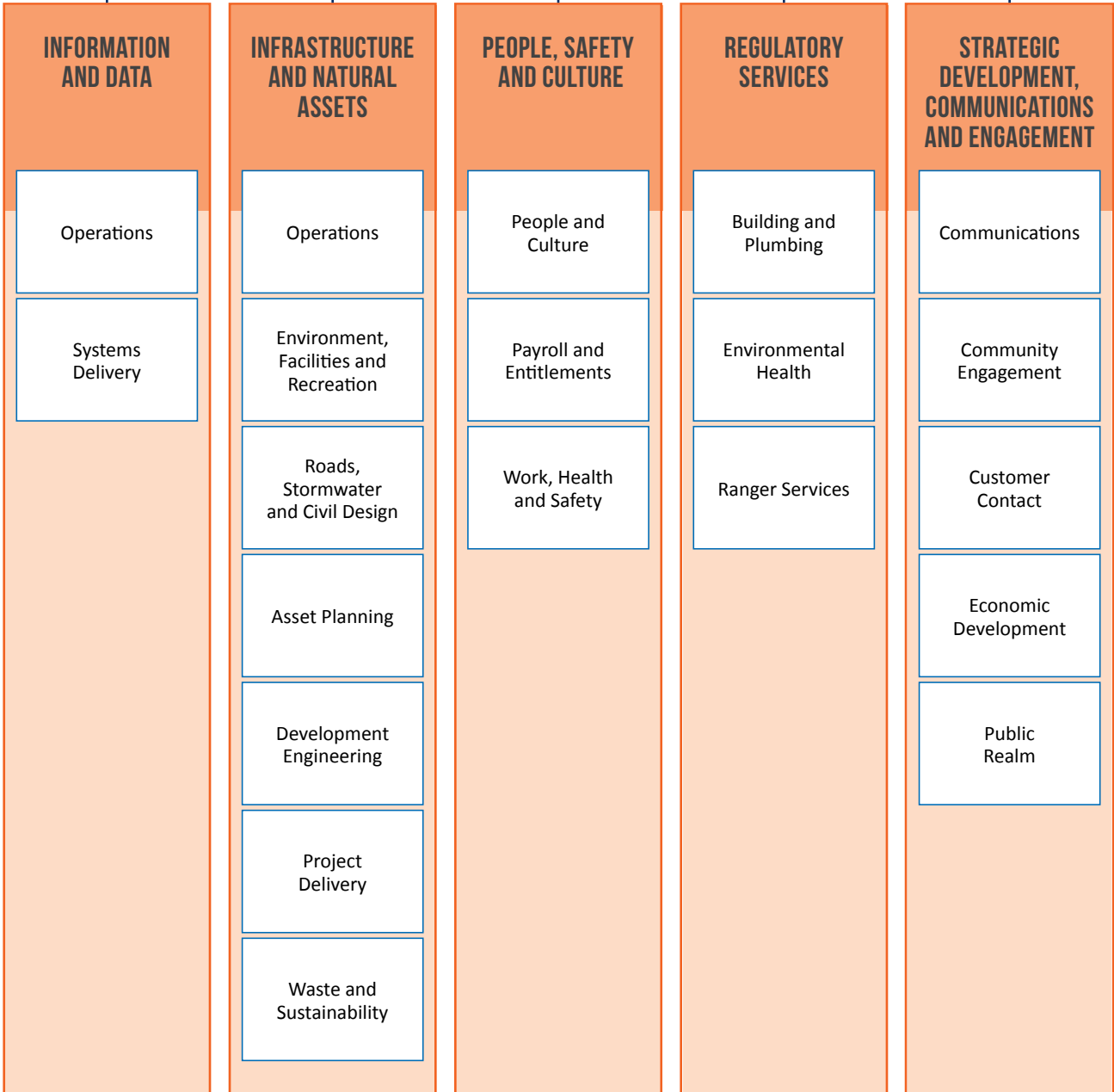
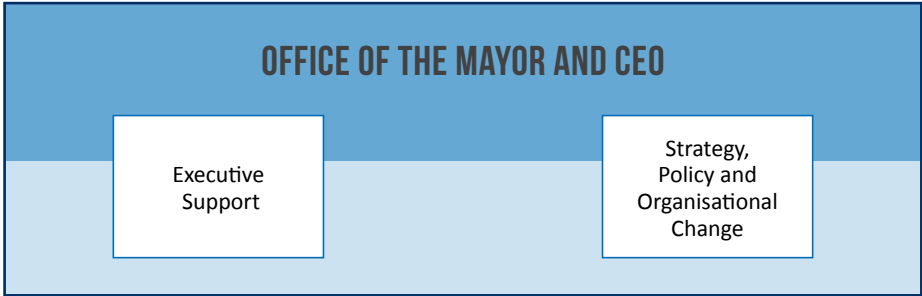
Section 20 of the *Local Government Act 1993* lists the following functions for council:

- to provide for the health, safety and welfare of the community;
- to represent and promote the interests of the community; and,
- to provide for the peace, order and good government of the municipal area.

Clarence City Council provides a diverse range of services to ensure a vibrant, prosperous, and sustainable city.

It is structured into nine work groups across the organisation, and the Chief Executive Officer is responsible for the overall management and delivery of council services.










COUNCIL'S STRATEGIC FRAMEWORK

The City of Clarence Annual Plan coincides with the development of the annual budget each year. It is developed within a larger planning framework that guides council in identifying and meeting the needs and aspirations of the community in the long-term (Clarence 2050). This is then underpinned by medium-term and short-term objectives.

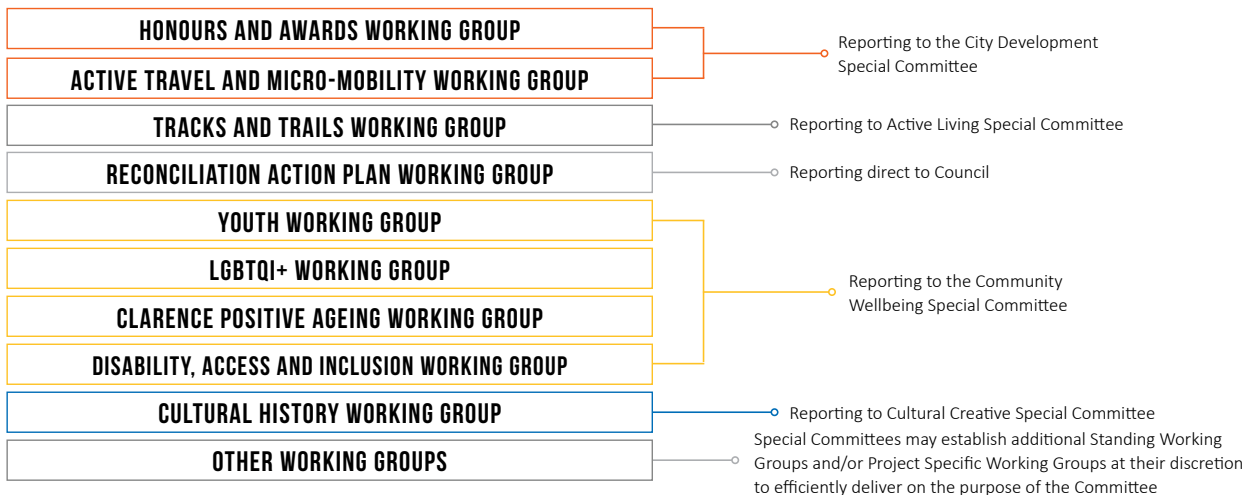
The relationship between council’s planning framework is illustrated on the opposite page. The timing of each component of the planning framework is important to successfully achieve the planned outcomes. Reviews of the Strategic Plan are undertaken at appropriate intervals, normally in the first half of each council term, to allow the new council to consider the organisation’s longer-term objectives. These objectives then inform the development of the subsequent budgets and annual plans.

COMMITTEE STRUCTURE

NAME OF COMMITTEE	ACTIVE LIVING SPECIAL COMMITTEE	COMMUNITY WELLBEING SPECIAL COMMITTEE	CULTURAL CREATIVE SPECIAL COMMITTEE	CITY DEVELOPMENT SPECIAL COMMITTEE	SUSTAINABILITY SPECIAL COMMITTEE
PRIMARY STRATEGY					

KEY FUNCTIONS IN REFERENCE TO THE PRIMARY STRATEGIES

- To have input into the development, implementation and review of Council’s policies, strategies and initiatives relevant to the purpose of the Committee
- To provide an opportunity for members of the community and other stakeholders to communicate views to Council on issues related to the purpose of the Committee
- To act as a conduit for key stakeholders to have input into the implementation of the relevant strategy on behalf of the Clarence community
- To explore and promote opportunities within the municipality consistent with the purpose of the Committee
- To provide input into the annual goals of Council in relation to the purpose of the Committee
- To make recommendations to Council on strategic projects
- To provide suggestions for projects, programs and other initiatives as part of council’s annual budget processes



SPECIAL ADVISORY COMMITTEES

STANDING WORKING GROUPS

CLARENCE CITY COUNCIL STRATEGIC PLAN 2021–2031



GOVERNANCE AND LEADERSHIP / ASSETS AND RESOURCES



**STRATEGIES
10 YEAR LIFECYCLE**

ADMINISTRATIVE
OPERATIONS OF
COUNCIL

Provides an analysis of the key issues and opportunities identified in council's Strategic Plan.



**IMPLEMENTATION PLANS
3-5 YEAR LIFECYCLE**

Provides an outline for achieving outcomes from council's strategies, highlighting inter-relationships of activities across council strategies and including statutory responsibilities and reporting requirements.

What will be done	How will it be done	Who is responsible	Estimated timelines	Resources required
-------------------	---------------------	--------------------	---------------------	--------------------



**ANNUAL PLAN
1 YEAR LIFECYCLE**

Provides a detailed outline for achieving Plan outcomes across the immediate financial year.

What specific activities will be delivered this year	
How will it be done	Who is responsible
Specific timelines	Resources required for the current year

**BUDGET
1 YEAR LIFECYCLE**

Allocation based on resources required to deliver outcomes outlined in the relevant plan.

Allocation for actual activities for the year	Provision for future works across Plan
---	--

Identified within council's strategies and reporting framework.

OBJECTIVES WE WILL WORK TOWARDS

SPECIAL COMMITTEES OF COUNCIL Committees to align functions and goals with all adopted council strategies.

VISION AND MISSION

OUR PURPOSE:

- To provide for the health, safety and welfare of the community.
- To represent the interests of the community.
- To provide for the peace, order and good governance of the municipal area.

OUR VISION

Clarence — a vibrant, prosperous, sustainable city.

OUR MISSION

To respond to the needs of the community through a commitment to excellence in leadership, advocacy, best practice governance and service delivery.



■ Bellerive Beach Party.

GOALS

A PEOPLE FRIENDLY CITY

Clarence values diversity and encourages equity, inclusiveness and accessibility. We aspire to create high quality public places for all people to live actively, engage socially and enhance our health and wellbeing.

A WELL-PLANNED LIVEABLE CITY

Clarence will be a well-planned liveable city with services and infrastructure to meet current and future needs of our growing and vibrant community.

A PROSPEROUS AND CREATIVE CITY

Clarence encourages creativity, innovation and enterprise and will develop the local economy by enabling opportunities for all people.


AN ENVIRONMENTALLY RESPONSIBLE CITY

Clarence is environmentally responsible, valuing and protecting the natural environment for a sustainable and liveable future.

Underpinning these goals, council will continue to provide **leadership and governance** of the city of Clarence, as well as effectively and efficiently managing our **assets and resources**.

Where there are no priority activities and initiatives listed it does not mean there is no activity against this Strategic Plan objective, simply that they are day-to-day functions of council.

PUBLIC HEALTH GOALS AND OBJECTIVES

- Under Section 71(2)(d) of the *Local Government Act 1993*, council is required to include a summary of the major strategies to be used in relation to council's public health goals and objectives.
- Key activities that work towards achieving council's public health goals will be highlighted with  symbol.



■ Out and about in Clarence.

MASTER PLAN OVERVIEW

YEAR STARTED	MASTER PLAN	COMMENT	RESPONSIBLE AREA	STATUS	2024–2025 PRIORITY?
2013-14	Pindos Park Master Plan	The Pindos Park Master Plan will deliver a new inclusive playspace in Tranmere with improvements to the surrounding coastal areas. It provides for improved facilities including undercover picnic and bbq facilities, improved park access and circulation, Aboriginal heritage interpretation features.	Infrastructure and Natural Assets	Complete (on maintenance).	Yes
2014-15	Clifton Beach Master Plan	The Clifton Beach Masterplan will set out a vision for the long term development of several parcels of public open space in and around the Clifton Beach Surf Lifesaving Club to provide integrated open space connections, improved facilities and upgraded beach access.	Infrastructure and Natural Assets	Pre Planning/ Commencement	Yes
2014-15	South Arm Oval Master Plan	This master plan will enable the provision of improved public open space amenity and facilities at South Arm Oval including provision of skate and scoot park for all ages, a new playspace, improved picnic facilities and park furniture, rationalisation of vehicle parking and movement onsite and other infrastructure to support the ongoing use of the site by community groups.	Infrastructure and Natural Assets	Plan Adopted	Yes
2018-19	Cambridge Master Plan	This master plan will provide high level strategic directions on establishment of a suburb wide pedestrian network (Barilla Rivulet Trail, local footpath connections, shared paths, etc), parks and play grounds, sports fields, community facilities (halls, clubrooms, public amenities), road alignments and upgrades, cycling infrastructure, etc.	Infrastructure and Natural Assets	Plan Adopted- Implementation	No
2018-19	Bayview Secondary College Master Plan	This master plan is required to identify future development opportunities for Bayview Secondary College Precinct to guide future development and investment in sport and recreation for the region.	Infrastructure and Natural Assets	Assessing Concept Options	Yes
2011-12	Bellerive Beach Master Plan	The Bellerive Beach Park Master Plan seeks to provide a regional level of public open space infrastructure and service with an overarching priority of inclusive and universal design.	Infrastructure and Natural Assets	Master Plan review	Yes
2016-17	Rosny Farm Master Plan	This master plan will deliver a contemporary space for cultural activities. The project will review previous concept plans aligning with the City Heart Master Plan outcomes. The redevelopment will allow for a greater range of cultural activities to be undertaken with the community and support the development of a new economy.	Community and Culture	Master Plan review	Yes
2017-18	Bligh Street Streetscape Master Plan	This master plan will improve and beautify Bligh Street, improve pedestrian and cycling connections and consider upgrading the Rosny Bus Mall.	Infrastructure and Natural Assets	On Hold	No
2018-19	Richmond Village Master Plan	This master plan seeks celebrate Richmond's heritage, character and identity, provides an accessible and inclusive village for all residents and visitors by providing spaces, places and areas that improve function, movement and use.	Infrastructure and Natural Assets	Preparing for adoption of the Final Plan	Yes

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

YEAR STARTED	MASTER PLAN	COMMENT	RESPONSIBLE AREA	STATUS	2024–2025 PRIORITY?
2018-19	Victoria Esplanade/ Queen Street Master Plan	This master plan aims to provide a plan for the future development of Victoria Esplanade and Queen Street. A plan that delivers a comfortable and encouraging site, safe and accessible for all. It will provide a diverse range of activities and spaces, while delivering a cohesive implementation plan.	Infrastructure and Natural Assets	Preparing for adoption of the Final Plan	Yes
2018-19	Little Howrah Beach Master Plan	This master plan will provide a collated approach to the delivery of key upgrades currently required at the site such as an improvement to the universal accessibility to the beach and the need for improved wash down, parking and access facilities for kayak users.	Infrastructure and Natural Assets	Assessing Concept Options	Yes
2018-19	Cambridge Oval Dog Park Master Plan	This master plan will set out the provision of an off-lead dog exercise park with all supporting infrastructure required to ensure the park is accessible, inclusive, safe and readily maintained to community expectations. This master plan links to the Cambridge Oval Master Plan.	Infrastructure and Natural Assets	Plan Adopted- Implementation	Yes
2018-19	South East Regional Park Master Plan	This master plan specifically seeks to develop a regional scale park in the 'south-east' region of Clarence with consideration to the area of the City south-east of Pass Road. The project seeks to address the complete absence of a regional level park in the Clarence Plain area.	Infrastructure and Natural Assets	Plan Origin/ initiation	Yes
2019-20	Lauderdale Canal District Park Master Plan	The Lauderdale Canal Master Plan will upgrade the open space surrounding the canal with improved infrastructure for recreational activities and also maximise the use of the waterside location. It will include provisions for an upgraded playspace and skate park, as well improved parking and road edges and connections to the wider suburb.	Infrastructure and Natural Assets	Master Plan review	No
2019-20	Geilston Bay Sport Precinct Master Plan	This master plan will be an overarching plan to inform the preferred layout of the precinct for community sport and recreation. The plan will also consider the viability of all tenants with changing participation trends and competing infrastructure requirements.	Infrastructure and Natural Assets	Pre Planning/ Commencement	Yes
2020-21	Clarence Plains Master Plan	The development of this master plan will be a multifaceted study to investigate future housing stock potential, community and social development and strategic planning for the long-term use of council land and facilities.	Infrastructure and Natural Assets	Preparing for adoption of the Final Plan	Yes
2020-21	Cambridge Oval Master Plan	This master plan is required to ensure that the community and Council can develop this open space in a way which complements the future expansion of Cambridge Primary School, development of a sports precinct and a community dog park.	Infrastructure and Natural Assets	Preparing for adoption of the Final Plan	Yes
2020-21	ANZAC Park Pavilion Master Plan	This master plan seeks to deliver a fit for purpose, architecturally designed upgrade of the ANZAC Park pavilion.	Infrastructure and Natural Assets	Assessing Concept Options	Yes
2022-23	Wentworth Park Master Plan	This master plan will be an overarching plan to inform the preferred layout of the precinct for community sport and recreation. The plan will also consider the viability of all tenants with changing participation trends and competing infrastructure requirements.	Infrastructure and Natural Assets	Plan Origin/ initiation	Yes

STRATEGIC PROJECTS

YEAR STARTED	STRATEGIC PROJECT	COMMENT	RESPONSIBLE AREA	STATUS	2024–2025 PRIORITY?
2019-20	Droughty Peninsula Structure Plan	This structure plan is to be a detailed framework for the design and sequencing for the infrastructure provision and land release of well designed neighbourhoods, responding to the opportunities and constraints of the area and providing for a suitable range of community facilities and services for residents.	City Planning	Procurement assessment	Yes
2019-20	City Heart Project	The project will provide a blueprint for the development of places and spaces within the city centre, to make the most of opportunities for growth and ensure that changes and developments are coordinated and aligned with the qualities of the place, as well as the community's long term needs and aspirations.	Strategic Development, Communications and Engagement	Preparing for adoption of the Final Plan	Yes
2021-22	Warrane Neighbourhood Plan	This project will flow from the City Heart Project, guiding the sensitive renewal and regeneration or Warrane as outlined in the 30 Year Greater Hobart Plan.	City Planning + Strategic Development	Procurement assessment	Yes
2021-22	Seven Mile Beach Local Area Plan	This Local Area Plan will guide sustainable growth and management of Seven Mile Beach including protection and enhancement of the special qualities of the area valued by the local community.	City Planning	Plan Adopted-Implementation	No
2022-23	Risdon Vale Precinct Structure Plan	This structure plan will provide a detailed framework for the design and sequencing of well a designed neighbourhood, which is responsive to the opportunities and constraints of the area and provides for a suitable range of community facilities and services for residents.	City Planning	Plan Adopted-Implementation	No
2022-23	Sports Facilities Strategic Plan	This is a strategic plan is to inform future facility provision based on current capacity and participation trends, identify a planning framework to guide council decision making, review the use and maintenance of council playing surfaces to increase usage and/or identify cost saving measures.	Infrastructure and Natural Assets	Preparation of Draft Master Plan and consultation plan	Yes
2023-24	Open Space Strategy	This strategy will provide an opportunity for council to consider all the current open space assets in the Clarence area and actively consider future needs for additional open space. It will also encourage an examination of how existing open space could be managed more effectively.	Infrastructure and Natural Assets	Pre Planning/Commencement	Yes

A PEOPLE FRIENDLY CITY

GOAL: Clarence values diversity and encourages equity, inclusiveness and accessibility. We aspire to create high quality public places for all people to live actively, engage socially and enhance our health and wellbeing.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>1.1 Enhancing the liveability of activity centres, community hubs and villages through urban design projects.</p>	<ul style="list-style-type: none"> • Greening Rokeby an initiative from the Clarence Plains Master Plan. • Upgrade Youth Centre office. • Master Plans: <ul style="list-style-type: none"> – Geilston Bay Sports Precinct Master Plan – Bayview College Sporting Precinct Master Plan – Richmond Village Master Plan – Cambridge Oval Master Plan – Wentworth Park Master Plan – Clarence Plains Master Plan – Victoria Esplanade Master Plan – Bellerive Beach Park Master Plan – Clifton Beach Master Plan • Public art installation at Bellerive Community Activity Centre. • Upgrade Rosny Barn Landscaping Stage 2, including construction of an upgraded northern entry. • Accessible car parking space upgrade in Franklin Street, Lindisfarne. • Rokeby Youth Centre relocation. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Community and Culture</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>1.2 Building upon Clarence’s status as a World Health Organisation ‘Age Friendly City and Community’.</p>	<ul style="list-style-type: none"> • Deliver on outcomes of the Age Friendly Clarence Plan, including partnerships on strategic research projects. 	<p>Community and Culture</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>1.3 Recognising our Tasmanian Aboriginal people and developing a Reconciliation Action Plan.</p>	<ul style="list-style-type: none"> Progress the development of a Reconciliation Action Plan. Support activities and events that celebrate First Nations and Tasmanian Aboriginal peoples. Devise and deliver programs acknowledging First Nations culture, in-line with the Reconciliation Action Plan. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>
<p>1.4 Undertaking consultation and developing concept plan(s) for the City Heart Project</p>	<ul style="list-style-type: none"> Continue to progress City Heart Plan adoption and Implementation plan. 	<p>Strategic Development, Communications and Engagement</p>
<p>1.5 Community Wellbeing Strategy and associated supporting plans to strengthen and improve the physical, mental and social wellbeing of the community.</p>	<ul style="list-style-type: none"> Review Youth Plan as part of the new Age/Life Course Plan. Deliver on outcomes of the Access and Inclusion Plan. Review and develop a new Age Friendly Clarence Plan as part of a wider Age/Life Course Plan, including indicators of success. Implement the Community Wellbeing Strategy through developing and implementing an annual Community Wellbeing Plan. 🌐 Implement the Community Safety Plan. 🌐 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>
<p>1.6 Supporting our community to build capacity and resilience.</p>	<ul style="list-style-type: none"> Continuing to research options for the development of a new youth focussed facility including potential partnership and co-location opportunities. Deliver a community walk for Mental Health Week held on the week of 5-13 October 2024. Establish a Food Security Community of Practice to facilitate continued stakeholder engagement of the Food Connections Clarence project (as stage 2 of the Food Connections Clarence Lift Local grant, and Food Security Forum) and to advocate to Healthy Tasmania on grant funding. Work with People, Safety and Culture to develop staff training modules for Multicultural Awareness, Aboriginal Cultural Awareness, Bystander training and LGBTIQ+ training. Continue to partner with community organisations on the delivery of digital inclusion programs for older adults. Work with the LGBTIQ+ Working Group as part of the Community Wellbeing Advisory Committee. Deliver Disability Awareness training for councillors, council staff, and volunteers. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>1.6 Supporting our community to build capacity and resilience.</p>	<ul style="list-style-type: none"> Undertake a review of domestic and family violence services and training programs. Identify gaps and work to fill them with external services. Support the Clarence City Salvation Army to deliver the Clarence Christmas Brunch. Deliver Neighbour Day activities. Deliver and build on the Homelessness Action Plan. Continue to develop and distribute homelessness information resources to internal and external stakeholders.  Provide and support community-friendly activities at the Rosny Skate Park. Deliver ongoing 'rolling' artwork in the Rosny Skate Park, young people and the Rosny College Arts faculty. Deliver the grants and benefits program. Complete a review of the community grants program. Undertake community support grants workshops. Partner with Greater Hobart councils on building community capacity and resilience in responding to bushfires. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>
<p>1.7 Recognising the significant impact volunteer involvement has on achieving our strategic goals and the delivery of our services and initiatives.</p>	<ul style="list-style-type: none"> Continue to deliver and grow the Clarence Community Volunteer Service. Develop the Clarence Local Volunteer Network Group in partnership with council workgroups and develop an overarching Volunteer Recognition Strategy. Work with People, Safety and Culture to complete Rainbow Tick Accreditation. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>
<p>1.8 Continuing to deliver and review council's Active Living Strategy and associated support plans to provide opportunities for healthy living, accessible to all in our community through enhancing amenity and access to our natural environment, together with providing diverse parks, tracks, trails and sport, fitness and leisure facilities.</p>	<ul style="list-style-type: none"> Deliver Clarence Sports Facility Strategic Plan 2024. Deliver Open Space Strategy and Framework. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>1.10 Promoting active and healthy lifestyles through provision and support of programs that improve physical and mental health.</p>	<ul style="list-style-type: none"> Continue to deliver Gentle Exercise Programs for older adults in Rokeby and Risdon Vale, and review the delivery and mix of programs as part of the 'Live Well, Live Long in the Neighbourhood' program.  Deliver the Help to Health program, including Clarence Talks, It's OK to Ask and The Right Place training.  Deliver council immunisation clinics to the public and the school based immunisation program.  Continue work on declared smoke-free areas including signage and education.  	<p>Community and Culture</p> <p>Community and Culture</p> <p>Regulatory Services</p> <p>Regulatory Services</p>
<p>1.11 Continuing to develop and maintain a quality open space network.</p>	<ul style="list-style-type: none"> Deliver the Fitness in the Park program.  Mountain Bike Skills Park renewal. Continue to link the gaps in the Tangara Trail network and delineate boundaries. Equestrian Drive- installation of a perimeter fence through the Hobart Archery Club and the Tasmanian Equestrian Centre lease boundaries. Develop and implement an Open Space Signage and Interpretation Plan. Construct a new dog park at Cambridge in accordance with the Cambridge Oval Master Plan. 	<p>Community and Culture</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>1.12 Facilitating opportunities for community connections and growth through a range of programs, activities and events.</p>	<ul style="list-style-type: none"> Continue to deliver the Our Shared Space suite of intergenerational programs combatting ageism. Review the delivery of the Food Connections Clarence Program in conjunction with the Tasmanian Government Lift Local Grant. Deliver an annual Seniors Week event. Work with the community on innovative programs and activities that increase awareness of people with disability. Deliver an annual International Day of People with Disability event. Continue to work in partnership on programs and projects that raise the profile of dementia inclusive communities. Coordinate installation of memorials across the city, in accordance with council policy. Deliver a variety of childcare services, all of which aim to develop, coordinate and deliver a range of accessible and cost-effective childcare services for the city. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Infrastructure and Natural Assets</p> <p>Community and Culture</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
1.13 Recognising, celebrating, and supporting diversity by building on our connections through Welcoming Cities and Refugee Welcome Zone and developing supporting policies.	<ul style="list-style-type: none">• Develop a Multicultural Action Plan for Clarence.• Support multicultural activities and events such as Harmony Day.	Community and Culture Community and Culture





A WELL-PLANNED LIVEABLE CITY

GOAL: Clarence will be a well-planned liveable city with services and infrastructure to meet current and future needs of our growing and vibrant community.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.1 Developing and implementing contemporary, funded, asset management plans for all council asset types.</p>	<ul style="list-style-type: none"> Progress the ICT Infrastructure Project: Rollout of contemporary, secure endpoint devices and upgrade remote sites, the Bligh Street and Depot data centres to provide more reliable backup, business continuity and disaster recovery services for council’s business systems. 	Information and Data
	<ul style="list-style-type: none"> Undertake subdivision and development engineering assessments. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Undertake road renewal including: <ul style="list-style-type: none"> major digouts pavement reconstruction footpath and kerb and gutter renewal road resealing including asphalt, micro surfacing and spray sealing 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Undertake road condition assessments. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Develop a plan for the management and future upgrade of unsealed roads. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Undertake stage one detailed design for Victoria Esplanade and Queen Street. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> GPS data collection equipment renewal. 	Infrastructure and Natural Assets


STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.2 Developing and implementing a comprehensive transport strategy for the city.</p>	<ul style="list-style-type: none"> • Continue to liaise with the Department of State Growth (DSG) on: <ul style="list-style-type: none"> – the DSG South East Traffic Solutions to improve travel time reliability between Hobart and Sorell. – Improving cycling opportunities through the Greater Hobart Cycling Plan and grant initiatives. – Arterial improvements in Clarence being at the Mornington Interchange and upgrade of South Arm Road, Rokeby. – Development of the Rokeby Park and Ride facility. 	<p>Infrastructure and Natural Assets</p>
<p>2.3 Developing and implementing traffic management plans to enhance connectivity and improve road safety.</p>	<ul style="list-style-type: none"> • Undertake road maintenance on sealed roads, unsealed roads and bridges (including cleaning, verge mowing and median strips, repair and maintenance of street furniture, kerb and gutters, table drains, road pavement, signs and line marking). 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Carry out road shoulder widening on: <ul style="list-style-type: none"> – Acton Road, Acton – South Arm Road, Opossum Bay – Back Tea Tree Road, Richmond – Prossers Road, Richmond 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Undertake upgrades to existing road infrastructure (as approved in the Roads Capital Budget) including road upgrades, safety improvement and traffic management projects. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Erosion Investigation for areas where public infrastructure (roads, footpaths) is at risk. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Engineering investigations and design (as approved in the Roads Capital Budget) including corridor studies, safety audits, intersection upgrades and traffic management projects. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Trial of traffic management proposals identified in the Richmond Master Plan. 	<p>Infrastructure and Natural Assets</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.4 Reviewing and continuing to implement our Bicycle Plan and the Tracks and Trails Strategy for the city.</p>	<ul style="list-style-type: none"> Review, develop and implement tracks and trails asset management program and maintenance schedule across the municipality. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Complete priority track and trails projects across Clarence: <ul style="list-style-type: none"> Complete next section of Clarence Coastal Trail at Mays Point Upgrade and extend the Clarence Plains Rivulet Track New link track in Rokeby Hills, Fairisle Terrace to Mayfair Court Next section of Barilla Rivulet Track Mortimer Bay Track upgrades Single Hill Reserve track missing links. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Sustainably manage and maintain the mountain bike tracks within the Meehan Range Mountain Bike Park. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Develop new information, signage and style for the Richmond Village Trail. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Undertake improvements to the hub infrastructure at the Clarence Mountain Bike Park. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Develop a strategy for tracks and trails in Clarence. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Undertake planning, inspections and maintenance of the municipalities bushland and coastal tracks. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Undertake upgrades on multi-user pathways (as approved in the Roads Capital Budget) including: <ul style="list-style-type: none"> Clarence Foreshore Trail north of Rosny College Through Geilston Bay Reserve along Geilston Creek to Dumbarton Drive Improved linkage between the Rose Bay overpass and Tasman Highway Improved connection to the foreshore trail at Topham Street / Rose Bay Esplanade, Rose Bay Clarence Foreshore Trail from Rosny Point to Hesket Court Design of cycling infrastructure along Queen Street, Bellerive  	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Develop a Bike Strategy. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Improve facilities and safety for people riding bicycle across the city, including: <ul style="list-style-type: none"> construct bicycle parking racks install bicycle-safe stormwater grates  	<p>Infrastructure and Natural Assets</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.5 Providing and prioritising a safe, reliable, and accessible pedestrian network.</p>	<ul style="list-style-type: none"> Undertake sealed footpath and gravel footpath maintenance (including weed control). Identify missing footpath links and missing kerb ramps across our built-up areas and develop a strategy to address this. Undertake installation and improvement of kerb ramps throughout the city. ♣ Improve pedestrian access across the city (as approved in the Roads Capital Budget), including new pedestrian crossings, traffic islands, streetscape upgrades and new and upgraded footpaths. ♣ 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>2.6 Developing and implementing a parking infrastructure development plan to guide capital investment in public parking facilities.</p>	<ul style="list-style-type: none"> Undertake maintenance of sealed and unsealed car parks. Undertake upgrades to car parking infrastructure (as approved in the Roads Capital Budget) including design development, safety improvement and traffic management projects. Continue the project to install parking sensors in council-owned car parks and time restricted on-street parking bays in Bellerive and Rosny. Analyse usage data for decision making. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Regulatory Services/Information and Data</p>



■ Mountain Bike Park – Clarence.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.7 Developing and implementing stormwater catchment management plans for the city.</p>	<ul style="list-style-type: none"> • Implement stormwater improvements projects identified as priority works in the Stormwater Systems Management Plans, including: <ul style="list-style-type: none"> – major upgrade at Beach Street, Bellerive – new pipe system on Percy Street, Bellerive – new pipe system on Fairfield Road, Geilston Bay – new stormwater connection for 42A Bridge Street, Richmond 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Design stormwater improvement projects identified as priority works in the Stormwater Systems Management Plans, including: <ul style="list-style-type: none"> – upgraded pipe system at Wentworth Street, Bellerive – Seven Mile Beach stormwater management investigations – flood mitigation projects in Risdon Creek, Risdon Vale – overland flow improvements in Buchanan Street, Bellerive – kerb modifications in Henley Street, Lindisfarne – open drain capacity in Woodburn Close, Richmond 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Improve quality of stormwater discharge into the Derwent River, including: <ul style="list-style-type: none"> – design of gross pollutant trap and bioretention basin in Mortyn Park, Howrah – design a WSUD treatment through the Warrane Green Belt – construct a gross pollutant trap in Kangaroo Bay, Rosny  	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> • Plan and design for detention systems identified as priority works in the Stormwater Systems Management Plans, including: <ul style="list-style-type: none"> – detention basin system on Rokeby Road, Howrah – detention basin within council-owned land on Duntroon Drive, Rokeby – detention basin system within the Waverley Flora Park and on the South Arm Highway above Alford Street, Howrah – detention basis system on Roscommon, Lauderdale 	<p>Infrastructure and Natural Assets</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.8 Undertaking stormwater management and groundwater monitoring programs.</p>	<ul style="list-style-type: none"> Undertake stormwater maintenance (including pits and pipes, open channels, ground pollutant traps, detention basins). 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Identify and complete a condition assessment of soakage trenches across the municipality and develop a strategy to prioritise locations for maintenance and replacement. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Continue to maintain the Seven Mile Beach groundwater model. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Continue to operate the Cambridge Oval stormwater harvesting project. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Carry out tunnel erosion remediation on Houston Drive, Cambridge. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Construct stormwater improvements throughout the municipality (as approved in the Stormwater Capital Budget) including new pits, upgraded pipes and improved open drains. 	<p>Infrastructure and Natural Assets</p>
	<ul style="list-style-type: none"> Design stormwater improvement projects and complete stormwater investigations (as approved in the Stormwater Capital Budget) including pipe renewal, open drain improvement and capacity assessment and upgrades. 	<p>Infrastructure and Natural Assets</p>



■ Dogs Day Out.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.10 Ensuring quality civic architecture which is responsive to place and adaptable for the needs of the community.</p>	<ul style="list-style-type: none"> Continue to provide and improve kayak access to Clarence's foreshore. Undertake works to repair vandalism and remove graffiti across the city. Construct the new pavilion at Clarendon Vale Oval. Complete Opossum Bay public toilet replacement. Undertake minor Disability Discrimination Act compliance works. Undertake energy efficiency building upgrades. Clarence Community Facilities Strategy 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>



■ Kangaroo Bay oval.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.11 In line with our Sport and Recreation Strategy, work with local clubs, state and regional organisations and other levels of government to meet the sport and recreation needs of our community</p>	<ul style="list-style-type: none"> Conduct sportsground maintenance. 🏈 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Undertake maintenance on parks, playgrounds and Tangara Trail, boat ramps and boardwalk, and beach pontoon management. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Undertake preliminary planning to support State/Commonwealth Sport and Recreation Infrastructure Grant applications. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Deliver nine hole disc golf course to be built in Clarence. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Clarence High School synthetic cricket nets installation. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Dampier Street Sportsground (Warrior Park) minor works. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Montagu Bay Primary School Oval minor upgrade works. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Kangaroo Bay Oval – Continuation of boundary fence. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Upgrade the netting on the Clarence High ball catching fence. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Install new shade at the Risdon Vale Oval pavilion. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Install new sportsground lighting at Clarendon Vale Oval. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Improve the accessibility of the Lauderdale Archery Centre by renewing the shooting lines and access paths. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Implement Cambridge Oval Master Plan- Stage 1- Cambridge Oval recreation grounds detail design. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Oval irrigation controllers 5G upgrade. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Improve safety of the Clarence Squash Centre. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Progress work on the Coastal Access Strategy. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Install a new senior exercise equipment demonstration site at Simmons Park. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Playspace renewal and upgrades across the city. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Skate park renewal and upgrades across the city. 	Infrastructure and Natural Assets

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.12 Undertaking best practice land use policy development and active participation in regional planning processes.</p>	<ul style="list-style-type: none"> Participate in and contribute to state and regional strategic working groups such as that related to the Greater Hobart Plan, the review of the Southern Regional Land Use Strategy and Tasmanian Planning Policies. Participate in and contribute to state and regional planning initiatives and policy review. Review and update planning and development policy to contemporary standards. Review and update the Local Planning Schedule of the Tasmanian Planning Scheme – Clarence as necessary or as directed. 	<p>City Planning</p> <p>City Planning</p> <p>City Planning</p> <p>City Planning</p>
<p>2.13 Enhancing natural and built amenities to create vibrant, accessible activity centres and community hubs through quality urban design.</p>	<ul style="list-style-type: none"> Review the Clarence Activity Centre Strategy 2013 in line with the principles and outcomes of the City Heart Project. Continue to contribute to a well-planned liveable city through the distribution, and continuous improvement of the Access and Inclusion Toolkit. 	<p>City Planning</p> <p>Community and Culture</p>
<p>2.14 Planning for a diverse range of housing to meet the needs of a wide demographic.</p>	<ul style="list-style-type: none"> Review densification opportunities aligned with activity centres and transport corridors. Undertake the Warrane Neighbourhood Structure Plan project to consider opportunities for improved options for diversity of housing typology and urban design outcomes. Undertake the Geilston Bay / Risdon Vale Structure Plan to provide a framework and implementation framework for the consolidation of urban development and opportunities for diversity of housing typologies. 	<p>City Planning</p> <p>City Planning</p> <p>City Planning</p>



Clarence Plains.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>2.15 Ensuring neighbourhoods have pleasant streetscapes and access to recreational spaces and appropriate neighbourhood facilities.</p>	<ul style="list-style-type: none"> Undertake the Droughty Peninsula Structure Plan to provide a framework and implementation framework for the expansion of urban development. Finalise implementation of Seven Mile Beach Local Area Plan. Install new park furniture such as seats and BBQs across the municipality as required. Design and upgrade Bayview Park playground in Lauderdale. Design the renewal and upgrade of Epping Park playground in Lauderdale. Design and implement renewal of the Clarendon Vale Youth Space upgrade. Develop design for the renewal of the Richmond Village Green playspace. South Arm Playground – new shade structure. 	<p>City Planning</p> <p>City Planning</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>2.16 Planning for the supply of industrial and commercial land, taking advantage of the city's unique locational advantages.</p>	<ul style="list-style-type: none"> Aligned with strategic work being undertaken at a state level, undertake a detailed review of the supply of industrial areas within Clarence and demand considering market segmentation. Identify key areas for investigation of opportunities and constraints for future residential, commercial or industrial development. 	<p>City Planning</p> <p>City Planning</p>
<p>2.17 Ensuring heritage values of historic places and precincts are protected.</p>	<ul style="list-style-type: none"> Continue to provide heritage and planning feedback through a free preliminary assessment process. Continue to monitor the need for inclusion of heritage places in to the Local Provision Schedule of the Tasmanian Planning Scheme – Clarence. Manage and maintain war memorials in collaboration with the RSL. Deliver interpretation signage at key sites including Richmond and Shag Bay. 	<p>City Planning</p> <p>City Planning</p> <p>Infrastructure and Natural Assets</p> <p>Community and Culture</p>
<p>2.18 Encouraging the expansion of intensive agriculture and associated activities.</p>	<ul style="list-style-type: none"> Continue to ensure viable agricultural land is appropriately developed through planning controls. 	<p>City Planning</p>
<p>2.19 Applying land use techniques to identify and protect important natural values within the city.</p>	<ul style="list-style-type: none"> Ensure that areas of high environmental or biodiversity value are appropriately identified and protected within the Tasmanian Planning Scheme – Clarence. Retain a natural assets inventory as natural asset plans are submitted with planning applications. 	<p>City Planning</p> <p>Infrastructure and Natural Assets</p>

A PROSPEROUS AND CREATIVE CITY

GOAL: Clarence encourages creativity, innovation and enterprise and will develop the local economy by enabling opportunities for all people.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
3.1 Applying land use techniques to identify and protect important natural values within the city.	<ul style="list-style-type: none"> Ensure that areas of high environmental or biodiversity value are appropriately identified and protected within the Tasmanian Planning Scheme – Clarence. 	City Planning
	<ul style="list-style-type: none"> Retain a natural assets inventory as natural asset plans are submitted with planning applications. 	Infrastructure and Natural Assets
3.2 Working together with the Greater Hobart councils and other levels of government, under the Hobart City Deal, to leverage Hobart's natural amenity and build on its position as a vibrant, liveable, and connected global city.	<ul style="list-style-type: none"> Continue to evaluate, collaborate on, and promote opportunities to progress the adoption and delivery of shared digital resources within our region. 	Information and Data
	<ul style="list-style-type: none"> Following adoption of City Development Strategy commence the Clarence City Strategy to reflect spatial application of Southern Tasmania Regional Land Use Strategy, and the outcomes of the Clarence Strategic Plan and associated strategies. 	City Planning
	<ul style="list-style-type: none"> Continue to participate in inter-council planning initiatives, working groups and wider planning forums. 	City Planning
3.3 Developing and implementing initiatives aimed at addressing the areas of significant socio-economic disadvantage within the city.	<ul style="list-style-type: none"> Develop and continue youth programs across the city. 	Community and Culture
	<ul style="list-style-type: none"> Work in partnership with organisations, schools and services to support programs and activities for youth across the city. 	Community and Culture
	<ul style="list-style-type: none"> Identify a suitable location for a safe space for youth. 	Community and Culture
	<ul style="list-style-type: none"> Support and enable the One Community Together initiative in Clarence Plains. 	Community and Culture
3.4 Communicating our city brand and benefits through the promotion of our attributes, opportunities and visitor attractions.	<ul style="list-style-type: none"> Undertake review and update of council's Tracks and Trails brochure. 	Infrastructure and Natural Assets
	<ul style="list-style-type: none"> Continue to develop a database of stock images for use in city promotion. 	Strategic Development, Communications and Engagement
	<ul style="list-style-type: none"> Complete strategic rebrand of Clarence Arts & Events, including delivery of new website. 	Community and Culture

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>3.5 Building and facilitating productive networks and relationships based on common interests with business groups, regional bodies, other councils, and other levels of government.</p>	<ul style="list-style-type: none"> Support and collaborate with Coal River Valley Tasmania Tourism Association and support the annual Crave Harvest Festival Engage with the broader Clarence and Greater Hobart business community. Support key stakeholders across the city to activate council land, including market and event activations. Work with our Sister City and schools within the city to support a student exchange program. 	<p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p>
<p>3.6 Facilitating and/or directly investing in foundation projects and infrastructure aimed at driving further investment and growth.</p>	<ul style="list-style-type: none"> Develop a Data and Spatial Strategy. Deliver Cultural Creative Grants program. 	<p>Information and Data</p> <p>Community and Culture</p>
<p>3.7 Continuing to deliver and review council's Cultural Creative Strategy and associated support plans to acknowledge and embrace arts and culture's integral elements within our community and a significant contributor to wellbeing and prosperity.</p>	<ul style="list-style-type: none"> Deliver new Public Art Policy. Review and update plans including the Cultural Arts Plan, Events Plan and Cultural History Plans, in-line with Cultural Creative Strategy. 	<p>Community and Culture</p> <p>Community and Culture</p>
<p>3.8 Delivering a diverse program of cultural events to increase access, participation and excellence in arts and cultural activities.</p>	<ul style="list-style-type: none"> Deliver SITE Richmond project. Deliver project commemorating the Tasman Bridge disaster. Deliver annual program of creative and cultural workshops. Deliver biennial Clarence Prize. Launch a new series of satellite arts programs throughout the municipality using our mobile art container. Complete strategic review of council's keynote events portfolio, including the Clarence Jazz Festival as council's premier event, Dogs Day Out and Christmas event. Conduct and support complementary events including, Christmas Community Concerts, youth events and community festivals. Grow and develop the exhibition program and associated public programs in the Schoolhouse Gallery and Rosny Barn. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>3.9 Enhancing our cultural identity by encouraging the creation and installation of public art.</p>	<ul style="list-style-type: none"> Ensure that public art contributions associated with new developments in activity centres are applied in a timely manner to enhance the precinct’s sense of place. Deliver public art projects in Bellerive and Richmond. Identify and develop opportunities for the acquisition and installation of public art within the city and incorporate public art into the city’s master plans. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p>
<p>3.10 Examining options for the establishment of a civic centre or performance and exhibition centre.</p>	<ul style="list-style-type: none"> Progress the concept designs for Rosny Farm and surrounding parkland, in the context of the City Heart Plan and AFL/AFLW High Performance Centre. 	<p>Community and Culture</p>
<p>3.11 Reviewing and implementing the Cultural History Plan for Clarence to preserve and promote the city’s unique cultural history.</p>	<ul style="list-style-type: none"> Conduct historical walks across the city. Create QR codes for all historical interpretation signage. Manage councils heritage buildings through renewing the Conservation Management Plans for the Richmond Courthouse and Rosny Barn. Shag Bay Cultural Heritage Interpretation Trail – Stage 2. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Infrastructure and Natural Assets</p> <p>Community and Culture</p>
<p>3.12 Enhancing Sister City relationships and international linkages as a mechanism to foster and deliver cultural benefits.</p>	<ul style="list-style-type: none"> Continue to identify opportunities to build better linkages and cultural connections with other cities and international communities. 	<p>Strategic Development, Communications and Engagement</p>
<p>3.13 Continuing to deliver and review council’s Digital Strategy and associated support plans to combined human ingenuity with technology to connect our community with services, facilities and resources to enhance the quality of life for all.</p>	<ul style="list-style-type: none"> Develop a Digital Strategy Implementation Plan. 	<p>Information and Data</p>
<p>3.14 Adopting policies and strategies to enhance the quality of life by using emerging technology to improve the efficiency of city infrastructure and services for the benefit of the community, business and visitors.</p>	<ul style="list-style-type: none"> Progress the Replacement Facilities Access System Project. Research, scope and identify options to replace and improve current access systems (including CCTV, key, electronic swipe cards, pin) to council’s facilities, buildings, ovals, halls and centres. Continually improve online availability and processes across the business including recruitment and procurement processes. 	<p>Information and Data</p> <p>Information and Data</p>

AN ENVIRONMENTALLY RESPONSIBLE CITY

GOAL: Clarence is environmentally responsible, valuing and protecting the natural environment for a sustainable and liveable future.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>4.1 Protecting natural assets within council-managed land through the development and review of strategies in relation to bushfire, weed, land and coastal management.</p>	<ul style="list-style-type: none"> • Renew council's Natural Areas Strategy. • Implement Council's Bushfire Mitigation Strategy and associated Reserve Bushfire Management Plans. • Undertake fire management activities in selected bushland and coastal reserves. • Develop and implement an Urban Tree Strategy for Clarence. • Undertake effective management of council trees, including maintenance, replacement and new planting. • Undertake pest control activities as required. • Undertake maintenance and management of bushland and coastal reserves. • Undertake weed management across the municipality. • Develop a Pipeclay Lagoon Coastal Management Plan. • Develop a Roches Beach Coastal Management Plan. • Undertake landscaping in priority bushland and coastal reserves. • Install total fire ban signage in identified priority bushland reserves. • Undertake environmental health sampling and monitoring. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Regulatory Services</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>4.2 Developing activity plans for natural reserve areas and continuing to work with bushcare, landcare, coastcare and other volunteer groups to implement plans and initiatives.</p>	<ul style="list-style-type: none"> Continue to develop and implement reserve management plans (previously Reserve Activity Plans) for Clarence’s bushland and coastal reserves. Implement the Clarence Natural Area Strategy. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>4.3 Working collaboratively with relevant agencies to enhance and protect the natural environment.</p>	<ul style="list-style-type: none"> Develop and implement Environment and Biodiversity Engagement Program. Provide support to the Derwent Estuary Program. Facilitate and support land and coastcare volunteer groups. Provide support to the Derwent Estuary Program. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Regulatory Services</p>
<p>4.4 Encouraging energy conservation and sustainable use of resources through promotion of water and energy conservation initiatives to the community and industry, as well as considering opportunities in relation to emerging or alternative technologies, including energy efficient transport options.</p>	<ul style="list-style-type: none"> Facilitate and subscribe to a digital Corporate Carbon Accounting software. Investigate EV charging infrastructure install at Chambers. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>4.5 Continuing to deliver and review council's Sustainability Strategy and associated support plans to strengthen the integration of sustainability practices into our services and operations.</p>	<ul style="list-style-type: none"> Deliver a Waste and Resource Recovery Strategy. Develop Environmental, Social, and Governance (ESG) Guidelines. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>4.6 Developing and implementing local and regional waste management strategies that consider all forms of waste.</p>	<ul style="list-style-type: none"> Continue to undertake kerbside waste, recycling and green waste collection services. Continue to deliver community services obligations at Mornington Waste Transfer Station. Continue to undertake waste collection from parks, sportsgrounds and roadside litter. Carry out maintenance of the Lauderdale Rehabilitated Landfill. Facilitate the installation of Difficult to Recycle stations. 	<p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p> <p>Infrastructure and Natural Assets</p>
<p>4.7 Continuing to provide opportunities for involvement and increased awareness for the care of the local environment.</p>	<ul style="list-style-type: none"> Facilitate the delivery of community sustainability programs. 	<p>Infrastructure and Natural Assets</p>

GOVERNANCE AND LEADERSHIP

GOAL: To provide leadership and accessible, responsive, transparent and accountable governance of the city.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>5.1 Responding to the changing needs of the community through leadership, advocacy and best practice governance.</p>	<ul style="list-style-type: none"> Work with the Youth Network Advisory Group (YNAG) and the Youth Working Group as part of the Community Wellbeing Advisory Committee. Work with the Positive Ageing Working Group as part of the Community Wellbeing Advisory Committee. Continue to work with the Access and Inclusion Working Group as part of the City Development Advisory Committee. Continue to work with services and organisations by facilitating the Positive Ageing and Disability Access and Inclusion Network Forums. Strategic review of council's procurement procedures and policies. 	<p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Community and Culture</p> <p>Governance</p>
<p>5.2 Formulating and maintaining a suite of policies to provide a framework for the establishment and implementation of council's plans, strategies, programs, and services.</p>	<ul style="list-style-type: none"> Adopt Customer Experience Strategy and develop an Implementation Plan. Finalise development of, and develop an implementation plan of the City Development Strategy. Continual review of council's policies and procedures to ensure that council responds to the changing needs of the community. 	<p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Governance</p>
<p>5.3 Continuing to focus on providing transparency in our decision-making processes.</p>	<ul style="list-style-type: none"> Finalise development of, and implement the Communications, Media and Marketing Strategy. Continue to provide informed, evidenced-based decision-making, in line with council's adopted delegations, to fulfill our statutory responsibilities in a timely manner. 	<p>Strategic Development, Communications and Engagement</p> <p>City Planning</p>
<p>5.4 Communicating with our community about what we do.</p>	<ul style="list-style-type: none"> Undertake a major website upgrade. Continue to provide timely and relevant information via council's website, council newsletter, print and digital media, and various special interest publications. 	<p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>5.5 Engaging with our community and stakeholders through the continued implementation of our Community Engagement Policy.</p>	<ul style="list-style-type: none"> Undertake a competitive review of our provider for council's Your Say engagement platform to ensure we have the best tools to keep refining and enhancing our practice. Investigate registration for council's Your Say platform. Evaluate the role of registration as an enabler of a Your Say email, newsletters for engagement awareness and for participation. Develop an evaluation framework for engagement, including individual projects and overall practice. Continue to engage in community consultation on major policy issues and projects. Refine and enhance best-practice community consultation across the organisation. Undertake community and business research to track key success and sentiment metrics to be utilised in various strategies and plans across the organisation. 	<p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p> <p>Strategic Development, Communications and Engagement</p>
<p>5.6 Establishing strategic partnerships to facilitate greater opportunities.</p>	<ul style="list-style-type: none"> Continue relationships with Ten Days on the Island, Mona Foma and Cygnet Folk Festival. 	<p>Community and Culture</p>
<p>5.7 Providing equitable access to programs and services.</p>	<ul style="list-style-type: none"> Deliver the Universal Accessible Information Project. 	<p>Community and Culture</p>
<p>5.8 Maintaining and continuously reviewing performance monitoring frameworks to ensure identified strategic goals are achieved.</p>	<ul style="list-style-type: none"> Produce and review council performance reports. 	<p>Strategic Development, Communications and Engagement</p>
<p>5.9 Providing, and representing the community at civic and ceremonial functions.</p>	<ul style="list-style-type: none"> Provide, and represent the community at civic and ceremonial functions. 	<p>Strategic Development, Communications and Engagement</p>



Clarence Jazz Festival 2024.

COUNCIL'S ASSETS AND RESOURCES

GOAL: To efficiently and effectively manage our financial, human, and property resources to attain strategic goals and meet statutory obligations.

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
6.1 Maintaining a financially sustainable organisation.	• Implement Debt Recovery Policy for Debt and Infringement (non-Rates).	Financial Management
	• Undertake yearly review of council's 10-Year Financial Management Plan.	Financial Management
	• Undertake detailed review and revaluation of council's stormwater infrastructure asset class.	Financial Management
6.2 Maintaining council in a sound financial position.	• Review KPI's to ensure they remain relevant and enable oversight of key strategic issues and risks.	Financial Management
6.3 Making affordable and equitable rates and charges.	• Undertake an ongoing review of council's fees and charges to optimise council's extensive fee structure- in particular miscellaneous fees.	Financial Management
	• Continual review of council's rating structure in particular Land Use codes Primary Production and Vacant Land in non-residential areas.	Financial Management
6.4 Having effective control of financial risk.	• Implement findings from an external review on superannuation requirements for contractors.	Financial Management
	• Undertake internal audit reviews as required by Audit Panel and implement initiatives as identified.	Financial Management
	• Continue with the ongoing program of insurance reviews for council infrastructure.	Financial Management
6.5 Developing and implementing a Workforce Development Plan to ensure we have the right people in the right place at the right time.	• Implement and carry out activities identified in the Workforce Plan.	People, Safety and Culture
6.6 Maintaining a positive, values-based work environment.	• Collaborate with Workplace Improvement Committees to identify strategies and opportunities to improve workplace culture aligned to the Workforce Plan.	People, Safety and Culture
6.7 Providing an equal opportunity workplace.	• Continue to educate managers and employees on discrimination and conflict of interest matters in particular in recruitment and performance management activities.	People, Safety and Culture

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>6.8 Fostering an environment that encourages staff development and continuous learning to strengthen workforce capabilities.</p>	<ul style="list-style-type: none"> Provide Tasmanian Aboriginal cultural awareness training to all staff. 	<p>People, Safety and Culture</p>
<p>6.9 Fostering a culture of creativity and innovation in expressing and realising ideas.</p>	<ul style="list-style-type: none"> Engage employees in strategic processes. Encourage staff participation in consultative committees to provide enhanced opportunities for expressing ideas. 	<p>People, Safety and Culture</p>
<p>6.10 Providing safe and healthy workplaces.</p>	<ul style="list-style-type: none"> Continue to review and assess council's work health and safety hazards and risks environment and take appropriate action and education to ensure best-practice, and maintain council's ISO 45001:2018 accreditation. Increase the audit program of monitoring compliance and effectiveness for improvement opportunities. 	<p>People, Safety and Culture</p>
<p>6.11 Effectively administering compliance with statutory obligations, legal responsibilities and governance standards.</p>	<ul style="list-style-type: none"> Continue to enforce compliance with the requirements of the Tasmanian Planning Scheme-Clarence in fulfillment of our statutory obligations. Continue to undertake assessment of statutory applications for planning scheme amendments, subdivision, development and use, and associated sealing of final plans and issuing of certificates. Continue to defend council's decision in appeals and matters before the Tasmanian Civil and Administrative Tribunal. Continue to represent council in matters before the Tasmanian Planning Commission and other assessment panels. Review and implement amendments to the Dog Management Policy. Develop a Cat Management Policy. Continue rollout of parking sensors in the city. Act as permit authority through issuing permits, certificates, notices and orders; and by maintaining building/plumbing registers. Provide information, assistance and support regarding building/plumbing matters. Ensure compliance so buildings are safe, energy efficient and meet permit conditions and relevant standards. Review work processes and improve system performance for regulatory groups. Bring outstanding building and plumbing permits to completion. 	<p>City Planning</p> <p>City Planning</p> <p>City Planning</p> <p>City Planning</p> <p>Regulatory Services</p> <p>Regulatory Services</p> <p>Regulatory Services</p> <p>Regulatory Services</p> <p>Regulatory Services</p> <p>Regulatory Services</p> <p>Regulatory Services</p>

STRATEGIC PLAN OBJECTIVE:	PRIORITY ACTIVITIES AND INITIATIVES:	RESPONSIBLE AREA:
<p>6.12 Ensuring appropriate management of risk to reduce exposure associated with council's operations and activities.</p>	<ul style="list-style-type: none"> • Replace council fleet analogue radios. • Continual review of council's Business Continuity Plan and undertaking of exercises to test the BCP. • Continual review of council's risk registers to ensure council is responding to emerging and existing risks. • Cyber Security Risk Management. • Digitise council records. 	<p>Information and Data</p> <p>Governance</p> <p>Governance</p> <p>Information and Data</p> <p>Information and Data</p>
<p>6.13 Delivering a range of regulatory services in relation to environmental health, development assessment and approval, building and plumbing compliance, environmental and public health, animal control, parking and public places.</p>	<ul style="list-style-type: none"> • Continue to deliver regulatory programs, including identifying and implementing opportunities to improve customer accessibility to information and online lodgement options. 	<p>Regulatory Services</p>



■ Bellerive Beach Party.

HOW WE FRAMED OUR BUDGET



Council's rating requirement has been adversely affected by the need for additional revenue to respond to the expectations and deliverables of a city that has experienced greater than average growth for almost a decade. According to ABS data, Clarence has experienced

population growth of 12% from 2016 to 2021 (compared to 9% for Tasmania and 7.6% for Hobart City).

This increased growth leads to expanding demand for waste management services, increased maintenance of roads, footpaths, tracks, trails, and other community infrastructure which has in turn influenced the budget outcome. Growth can also be seen from the amount of infrastructure council has taken on from subdivisions, during 2022-2023 we had contributed assets of 16 million dollars and expect similar levels in 2023-24. These contributed assets range from roads, storm water and playground assets, which council must now maintain.

Council is mindful of the pressures our ratepayers are under – with everyone experiencing a rising cost of living – and it takes this into consideration when making financial decisions that will impact people throughout the city.

Council's budget is also framed around its long-term financial plan and long-term financial sustainability. This ensures council can continue to deliver services, maintain assets and continue to develop new infrastructure for the community in a sustainable manner.

DEVELOPING OUR CAPITAL PROGRAM:

Over the last 5 years, council's average capital program per year has been \$21.4 million, and is proposing a similar program of \$21.6 million for 2024-25. Capital works projects are rarely completed in one year and instead usually cover multiple years from design to completion. Therefore, due to the nature of capital projects and a number of years of resourcing issues both with council staff and contractors, council is expecting a large number of projects to be incomplete on 30 June

2024, and for them to continue into 2024-25 and beyond.

With a high level of ongoing capital projects, council set criteria for prioritizing capital projects for the 2024-25 financial year that included:

- Projects assessed as high-risk works
- Ongoing projects that required additional funding to complete in 2024-25
- Projects that are fully grant-funded
- Renewal projects in line with the long-term capital program
- Projects that meet emerging community needs

DEVELOPING OUR OPERATIONS BUDGET

The larger than anticipated CPI increases over the last two years are still placing significant pressure on the underlying cost base of Council's operations, with materials, contract services and other costs all increasing as a consequence. This is resulting in tendered project works being materially more expensive than budgeted expectations. The current Enterprise Agreement applying to council staff includes an increase to salary and wages that is linked to CPI. As employee costs are the largest expense category of council, this too has a significant impact on the Budget Estimates. These ongoing pressures make for an extremely challenging budget environment as we seek to balance the current needs of our community, undertaking critical renewal works, and ensuring council remains in a sound financial position for the years to come.

When considering these pressures, council activities were closely examined to ensure the proposed actions aligned with the Strategic Plan. This process began in October 2023 when budget submissions were welcomed by council's committees, closely followed in December with managers reviewing cost centre budgets for the 2024-25 financial year. Once all proposed budgets were reviewed by managers and the CEO, Councillor feedback was provided in a series of workshop discussions which continued with Councillors over several months to work through the many facets of council's budget.

This detailed approach to the development of our budget has helped council to strike a balance between asset development, regulatory functions we are required to perform, and delivering programs and services that we know are valued by the community.

Council has been able to approve a financially and economically responsible budget which includes a rate increase on average of 6.48%, this increase in our operations budget ensures we have the funding available for future renewal works which are at the forefront of council's long-term financial strategy, as well as maintaining a low surplus of funds so the organisation remains financially sustainable into the future.

A key element of this is ensuring council continues to maintain a sufficient renewal reserve, the funds of which are used to replace and upgrade long-term assets throughout the municipality.

Due to sound long-term financial planning over many years, council has built a renewal reserve of around \$35 million, which is set aside for future renewal works.

WASTE LEVY

Council's 2024-25 budget includes continual funding for the implementation of the Tasmanian Government's Waste Levy – these funds go directly to reinvestment in waste management solutions and incentivising reduction in waste. The levy was introduced in 2022-23 and in 2024-25 it has increased by \$23.52 per tonne and will increase again in 2026-27 by an additional \$20 + CPI per tonne.

Community members will see the waste levy reflected on their rates notice. In real terms and based on current waste collection volumes for our city, a charge of approximately \$15 for an 80-litre refuse bin will be levied for this government charge, with higher proportionate charges for larger bins (previously \$8.00 per bin).

While this levy is collected by local councils, the entirety of the levy will be passed to the Tasmanian Government where it will then be quarantined for reinvestment in waste modernisation, recycling, and growing Tasmania's circular economy.

COUNCIL'S BORROWING STRATEGY

Council's Financial Management Strategy 2023 and Borrowing Policy 2023 guide the use of debt as an important funding source for council's capital expenditure program. Borrowings are typically used by council to support the construction of a major asset, enhancement of an existing asset, or where appropriate to smooth the funding of the major renewal of existing community assets.

Borrowing provides access to an alternative source of capital and minimises the pressure placed on cash flows and income streams at the initial time of construction. This ensures that the cost to ratepayers of building and maintaining these intergenerational assets is spread out over time.


There are no new loans funding proposed in the 2024-25 Budget Estimates. While council approved new borrowings in 2023-24 for significant projects such as Pass Road construction and drainage works in Bellerive, these loans will not be taken up until the projects are completed, therefore there are no new loan repayment requirements in the 2024-25 Budget Estimates. Council continues to repay its \$14.8 million Economic Stimulus Loan from a specific purpose reserve that has been set aside so the loan can be fully repaid within the interest free period. This loan will be fully repaid in December 2024.

VALUER GENERAL ADJUSTMENT FACTORS AND RATING

Effective 1 July 2024, Capital Values for all properties in Clarence will be revised based on adjustment factors issued by the Office of the Valuer General (OVG). Adjustment factors are assessed on changes in property market conditions, based on property class and locations, not individual properties. This assessment results in the same percentage increase or decrease to the capital value of all properties within that property class.

Clarence has received varied adjustment increases across all property classes and locations, ranging from no change to 130% property capital value increase. The resulting capital value changes do not mean a windfall for council, they simply mean the total rates base will be redistributed based on these new adjustment values within the city. However, due to the disparity of increases amongst the city it will see rate increases in certain classes and locations in our city having significant rate increases, compared to the average rate increase of 6.48%, while some rates in other classes and locations will be increasing by less than the average rate increase.

The following section of the Annual Plan includes detailed information about the operational budget, the capital works program to be undertaken and other relevant financial information.



Jane Murrell
CHIEF FINANCIAL OFFICER
CLARENCE CITY COUNCIL

GUIDING PRINCIPLES – REVENUE, EXPENDITURE AND CASHFLOW

- Ensure there is a balance between the capacity to maintain the delivery of council services that continue to meet community expectations and relative rating effort required.
- Ensure that cashflow is well understood and managed to support council operations, capital program and debt commitments.
- Council’s long-term financial plan reviewed to effectively manage debt and the rate strategy in years to come.

GUIDING PRINCIPLES – CAPITAL, SERVICE AND ESTABLISHMENT

- The capital budget adopts a focus on the long-term strategic asset management plans that balances renewal effort, risk mitigation and the development of new community infrastructure.
- Council is placing a priority on completing existing capital work projects.
- Council’s service delivery is focused on statutory, regulatory and core service requirements.
- The budget focuses on building and maintaining staffing and organisation capacity to respond to the needs of a growing city.



■ Pochibald™ 2019 entries.

OPERATING BUDGET

	2023–2024	2024–2025	CHANGE
INCOME			
Council Rates	58,762,667	63,735,823	4,973,156
State Fire Service Levy	6,821,674	7,164,733	343,059
Waste Levy	253,400	485,946	232,546
Fees and Charges	8,482,378	8,664,678	182,300
Interest	3,671,615	3,548,705	-122,910
Government Subsidies	4,048,608	4,473,385	424,777
Grants	3,540,685	3,889,064	348,379
Dividends	2,200,000	2,212,000	12,000
Contributions of Capital*	600,000	472,500	-127,500
Capital Grants*	1,500,124	3,034,835	1,534,711
Other Revenues from Continuing Activities	826,845	745,190	-81,655
TOTAL INCOME	90,707,996	98,426,859	7,718,863
EXPENDITURE			
Employee Costs	29,504,109	32,413,048	2,908,939
Depreciation and Amortisation	17,273,000	18,386,000	1,113,000
Materials	1,810,529	1,540,676	-269,853
Contracts	13,024,846	13,165,118	140,272
Operating Lease	2,325,784	2,442,295	116,511
Electricity	1,168,062	1,155,400	-12,662
Other Expenses from Continuing Activities	13,841,571	15,805,224	1,963,653
State Government Charges and Levies	7,866,674	8,394,733	528,059
Insurance	808,800	948,505	139,705
TOTAL EXPENSES	87,623,375	94,250,999	6,627,623
BUDGETED SURPLUS/(DEFICIT)*	3,084,621	4,175,860	1,091,239
BUDGETED UNDERLYING SURPLUS/(DEFICIT)**	984,497	668,525	-315,972
CAPITAL PROGRAM			
New	18,792,930	10,794,451	-7,998,479
Renewal	10,137,970	10,846,049	708,079
TOTAL CAPITAL	28,930,900	21,640,500	-7,290,400

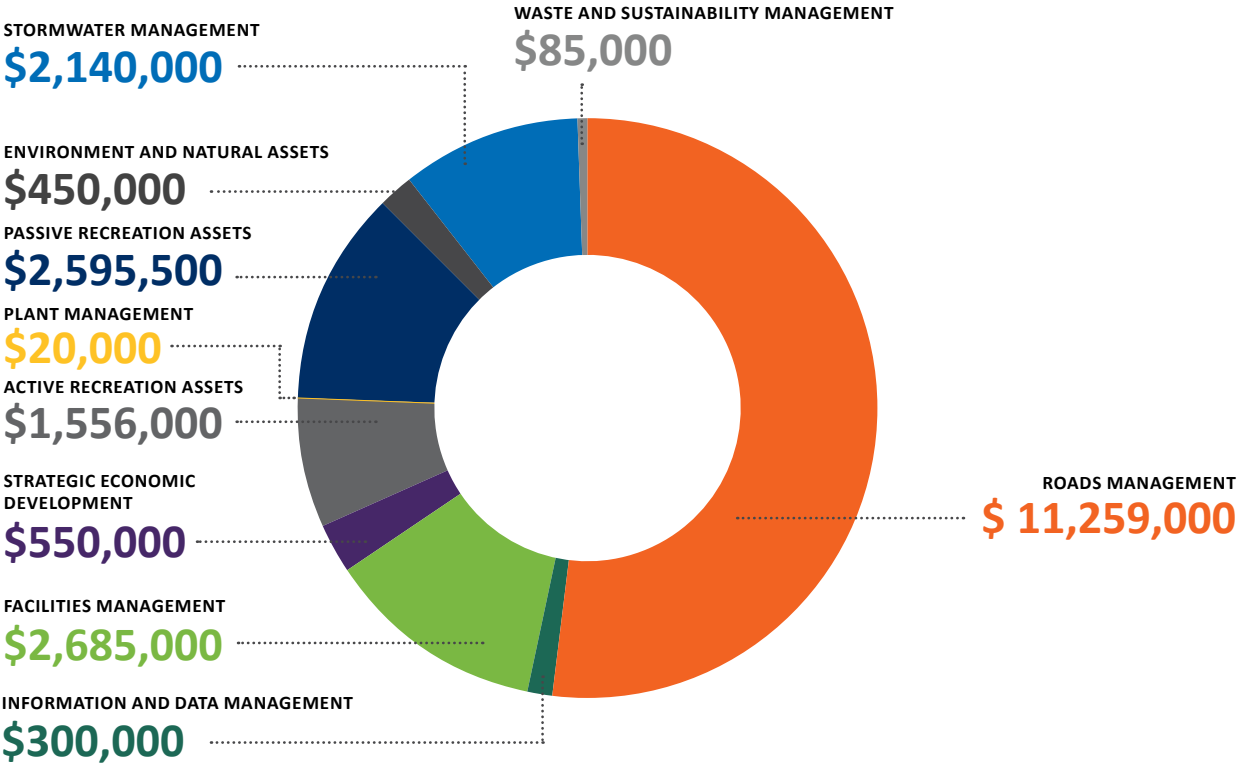
* Budgeted Surplus includes income that relates to capital.

** Budgeted Underlying Surplus is based on council's own operating activities as per the Auditor General's measures in the Annual Financial Statement. It is consistent with council's Financial Management Strategy and Long Term Financial Management Plan.

WHERE YOUR RATES ARE SPENT



AREAS OF CAPITAL SPEND



2024–25 CAPITAL PROJECTS IDENTIFIED AND FUNDED FOR DELIVERY

This section provides a more detailed analysis of the 2024-25 capital works program.

PROJECT DESCRIPTION	TOTAL COST 2024-2025
ROADS MANAGEMENT	
Footpaths, Kerbs, Gutters and Fencing	
Footpath, Kerb & Gutter Renewal Priority Works – Annual Program	\$1,420,000
Footpath, Kerb & Gutter Renewal Reseal Prep Works – Annual Program	\$875,000
Footpaths Missing Links – Annual Program	\$200,000
Kerb & Footpath Accessibility – Annual Program	\$200,000
Street Furniture Replacement	\$200,000
Burtonia Street & Duntroon Drive – Pedestrian Refuge	\$45,000
Richmond Pedestrian Path to Caravan Park	\$40,000
South Arm Road – Footpath Widening	\$35,000
Multi User Pathways and Cycling Infrastructure	
Bicycle Parking Racks	\$4,000
Clarence Foreshore Trail – Connection Rosny Point to Hesket Court	\$1,000,000
Clarence Foreshore Trail – Topham Street to Rose Bay Esplanade	\$125,000
Queen Street Cycleway	\$150,000
Parking Infrastructure	
Accessible Car Parking Space Upgrades	\$30,000
Cambridge Oval Parking Detailed Design	\$50,000
East Derwent Highway Car Park	\$100,000
Jetty Road Car Park Bollards	\$10,000
Kangaroo Bay Drive – Install Wheel Stops	\$25,000
Roads	
Major Digouts Reconstruction – Annual Program	\$2,500,000
Road Resealing – Asphalt Works – Annual Program	\$1,300,000
Road Resealing – Reseal – Annual Program	\$730,000
Road Resealing – Slurry Seal – Annual Program	\$800,000
Road Resealing – Spray Seal – Annual Program	\$830,000
Engineering Investigations – Annual Program	\$20,000
Gravel Road Resheeting – Annual Program	\$100,000
Bellerive Pier Surface Upgrades	\$10,000
Blessington Street Turning Head	\$35,000
Dorans Road – Realignment	\$60,000
Fort Direction Road Upgrade	\$40,000

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

PROJECT DESCRIPTION	TOTAL COST 2024-2025
ROADS MANAGEMENT (CONTINUED)	
Hanslows Road – Road Safety Review & Design	\$50,000
Malunna & Beach Road Intersection Upgrades	\$20,000
Monaco Place – Rockfall Prevention	\$55,000
Pipe Clay Esplanade – Beach Turning Head	\$60,000
Richmond Master Plan – Traffic Management Trial	\$70,000
Wilga Road/Tecoma Road – Intersection Works	\$70,000
TOTAL ROADS MANAGEMENT	\$11,259,000
STORMWATER MANAGEMENT	
Major Projects	
Parramore Street – Stormwater Improvements	\$730,000
Risdon Vale Creek – Stormwater Improvements	\$300,000
Derwent Avenue – New Stormwater System	\$120,000
Lauderdale Detention Basin Study	\$120,000
Anulka Street & Carella Street – Stormwater Upgrade	\$100,000
Smaller Projects	
Bridge Street – New Stormwater Connection	\$80,000
Buchanan Street – Stormwater Improvement	\$30,000
Clifton Beach – Open Drain	\$40,000
Clinton Road – Stormwater Investigation	\$80,000
Henley Street – Kerb Modification	\$30,000
Loinah Road – Drainage Alterations	\$80,000
Rokeby Road – Detention Basin	\$50,000
Seven Mile Beach (Winston Avenue) – Stormwater Investigation	\$50,000
Woodburn Close – Waterway Review	\$20,000
Ongoing Programs	
Bike Safe Stormwater Grate Replacement – Ongoing Program	\$50,000
Drainage Minor Construction – Ongoing Program	\$100,000
Soakage Trench Renewal – Ongoing Program	\$60,000
Urban Drainage Act – Stormwater System Management Plans	\$100,000
TOTAL STORMWATER MANAGEMENT	\$2,140,000
ACTIVE RECREATION ASSETS	
Major Projects	
Clarendon Vale Oval Lighting	\$440,000
Rosny Tennis Club Retaining Wall	\$280,000
Archery Centre Shooting Lines Renewal	\$185,000
Cambridge Oval Recreation Grounds Detail Design	\$175,000
Cricket Tasmania Grant Projects	\$130,000
Risdon Vale Oval Pavilion Shelter	\$100,000

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

PROJECT DESCRIPTION	TOTAL COST 2024-2025
ACTIVE RECREATION ASSETS (CONTINUED)	
Smaller Projects	
Clarence High School Ball Catching Fence	\$21,000
Disc Golf Course – Seven Mile Beach	\$50,000
Kangaroo Bay Oval – Boundary Fence	\$15,000
Montagu Bay Primary School Oval Minor Upgrade Works	\$50,000
Oval Irrigation Controllers 5G Upgrade	\$60,000
Preliminary Grant Investigations	\$50,000
TOTAL ACTIVE RECREATION ASSETS	\$1,556,000
ENVIRONMENT & NATURAL ASSETS	
Major Projects	
Hazard Management Area Upgrades	\$145,000
Smaller Projects	
Bushland Reserve Entrance Landscaping	\$60,000
Eumatalla Street Beach Access	\$60,000
Greening Rokeby	\$75,000
Natural Areas Signage/Interpretation	\$20,000
Total Fire Ban Signage	\$20,000
Upgrading Fire Trails	\$70,000
TOTAL ENVIRONMENT & NATURAL ASSETS	\$450,000
PASSIVE RECREATION ASSETS	
Major Projects	
Cambridge Dog Park Construction	\$600,000
Bayview Park Playground Renewals/Upgrade	\$500,000
Richmond Village Green & Playground	\$225,000
Meehan Range Mountain Bike Tracks 'Green Climb'	\$120,000
Clarendon Vale Youth Precinct Upgrade	\$100,000
Richmond Village Trail & Interpretive Signage	\$100,000
Tangara Trail North Boundary Track & Fence	\$100,000
Parks & Playspaces	
BBQ Tables & Seating (New) – Ongoing Program	\$25,500
Park Furniture Replacement – Ongoing Program	\$30,000
Playspace Renewal & Upgrades – Ongoing Program	\$200,000
Skate Park Renewal & Upgrades Within Municipality – Ongoing Program	\$100,000
Mountain Bike Skills Park Renewal	\$15,000
South Arm Playground – New Shade Structure	\$50,000
Public Art	
Bellerive Public Art Installation	\$100,000
Richmond Public Art Installation	\$70,000

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

PROJECT DESCRIPTION	TOTAL COST 2024-2025
PASSIVE RECREATION ASSETS (CONTINUED)	
Tracks & Trails	
Tracks & Trails Signage Within the Municipality – Ongoing Program	\$20,000
Acton Creek Track	\$40,000
Clarence Mountain Bike Park Trail Hub	\$80,000
Meehan Range Safety / Accessibility Signs	\$70,000
Shag Bay Cultural Heritage Interpretation Trail – Stage 2	\$50,000
TOTAL PASSIVE RECREATION ASSETS	\$2,595,500
FACILITIES MANAGEMENT	
Major Projects	
Clarendon Oval Pavilion – Design & Construction	\$550,000
ANZAC Park Community Sports Pavilion	\$330,000
Bayview Park Toilet – Renewal	\$250,000
Sandford Hall & Evacuation Centre Upgrades	\$205,000
Rosny Early Learning Centre – Staff Amenities	\$200,000
EV Charging Station– Council Chambers	\$170,000
Rokeby Youth Centre Relocation – Minor Works	\$125,000
Edgeworth Street – Pavilion Upgrade	\$110,000
Council Office Alterations	\$100,000
Cambridge Hall Accessibility Upgrades	\$100,000
Changing Places – Kangaroo Bay Toilets	\$100,000
Smaller Projects	
Aquatic Centre Facility Plan	\$70,000
Aquatic Centre Infrastructure Upgrades	\$35,000
Aquatic Centre Backwash Tank Upgrades	\$20,000
Bellerive Squash Centre Upgrades	\$25,000
Council Depot Storage Upgrades	\$40,000
Council Depot Toilet Upgrade	\$20,000
DDA Compliance Minor Works	\$20,000
Kangaroo Bay Ground Maintenance Storage Facility	\$20,000
Lauderdale Hall Public Toilet Renewal	\$35,000
Rokeby Youth Centre Relocation – Design & DA	\$45,000
Rosny Farm & Cultural Precinct Plan Review	\$50,000
Rosny Farm Schoolhouse Gallery Upgrades	\$25,000
Security System Upgrades	\$15,000
Warrane Basketball Stadium – Toilet Upgrade	\$25,000
TOTAL FACILITIES MANAGEMENT	\$2,685,000

CLARENCE CITY COUNCIL ANNUAL PLAN 2024–2025

PROJECT DESCRIPTION	TOTAL COST 2024-2025
PLANT MANAGEMENT	
GPS Data Collection Equipment Renewal	\$20,000
TOTAL PLANT MANAGEMENT	\$20,000
INFORMATION & DATA MANAGEMENT	
Digitise Aperture Cards (Microfiche)	\$150,000
Replacing Fleet Analogue 2 Way Radios	\$150,000
TOTAL INFORMATION & DATA MANAGEMENT	\$300,000
STRATEGIC ECONOMIC DEVELOPMENT	
City Heart Integrated Land Use/Transport Review	\$550,000
TOTAL STRATEGIC ECONOMIC DEVELOPMENT	\$550,000
WASTE & SUSTAINABILITY MANAGEMENT	
Public Bins & Surrounds	\$60,000
Difficult to Recycle Stations	\$25,000
TOTAL WASTE & SUSTAINABILITY MANAGEMENT	\$85,000
TOTAL CAPITAL PROGRAMME 2024/2025	\$21,640,500

Right: Paint, Party, Run 2023.





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Clarence City Council

9. MOTIONS ON NOTICE**9.1 NOTICE OF MOTION – COUNCILLOR JAMES
RESCIND VOTE – AFL HIGH PERFORMANCE CENTRE SITES**

In accordance with Notice given, Cr James intends to move the following motion:

“That Council rescinds its vote of 11 December 2023 authorising the CEO to submit a proposal for two site options and to negotiate terms for a Heads of Agreement with State Growth.”

EXPLANATORY NOTES

1. The Clarence City Council held a public meeting on the 15 May 2024 in accordance with Part 6 of the Local Government Act 1993 following a petition received at the Council meeting of the 18 March 2024, in which Clarence residents were concerned over the lack of consultation on the siting of the proposed AFL High Performance Centre across the Charles Hand Park and Rosny Parklands and that the proposed site is inappropriate for HPC.
2. At the meeting on 15 May 2024, Motion 6, namely the subject of my Notice of Motion, was carried by a substantial majority of persons present at that meeting.
3. Moreover prior to the public meeting written submissions from the public relating to issues outlined in the petition were called for, with submissions closing at 5.15pm on Wednesday 8 May 2024.
4. A total of 362 submissions were received with “211 objected to the proposed site being used and/or raised concerns over the consultation process.”
5. As a result of the petition citing concerns over the proposed AFL High Performance Centre in Rosny and then Council being required to hold a public meeting with electors to discuss the matter, now it seems to have become an important significant issue for Council to resolve and therefore I request Council reconsider the matter and rescind its decision of the 11 December 2023.

6. In rescinding its decision of 11 December 2023, Council can put on hold site options of the HPC in Rosny and delay negotiation on terms of a Heads of Agreement with State Growth until such time as alternative sites for the HPC can be carefully re-examined in concert with the community input.

R James
COUNCILLOR

CHIEF EXECUTIVE OFFICER COMMENTS

Regulation 18 of the Local Government (Meeting Procedures) Regulations 2015 is relevant to this Notice of Motion.

For convenience, Council's decision of 11 December 2023 in respect to the AFL/AFLW High Performance Centre was as follows:

"A. That Council:

- (a) Receives and notes the results of the recent consultation regarding the opportunity for Council to host an AFL High Performance Centre in Clarence;*
- (b) Provides in-principle support for Clarence to be the home of the AFL High Performance Centre located within the Rosny Park CBD area;*
- (c) Authorises the CEO to submit a proposal for two site options for consideration under the Department of State Growth's competitive selection process, those options being:*
 - i. Preferred Option – Option (c) – Charles Hand Park accommodating the High Performance Centre's primary oval, training and administration buildings and associated infrastructure, with a second oval to be located in the Rosny Parklands; and*
 - ii. Secondary Option - Option (b) - Rosny Parklands accommodating the High Performance Centre's primary oval, training and administration buildings and associated infrastructure, with a second oval to be located in Charles Hand Park*

B. Should Clarence be the successful applicant under the AFL High Performance Centre Site Assessment Process, Council authorises the CEO to negotiate terms for inclusion in a Heads of Agreement with Department of State Growth, to be submitted to Council for approval, to ensure mutually beneficial outcomes are achieved for the Clarence community and the Tasmanian AFL team and provide further reports for Council's consideration as decisions are required."

In accordance with Regulation 18(3), I hereby provide the following statement and advice:

- (a) The proposed motion, if resolved in the affirmative, would not overturn Part A of the original decision. Part B of the original decision is capable of being overturned.
- (b) The details of the 11 December 2023 decision are repeated above.
- (c) Part A(c) and Part B of the 11 December 2023 decision directed that certain action be taken, namely,
 - a. That a proposal be submitted to the Department of State Growth as part of the Department's selection process; and
 - b. That a Heads of Agreement be negotiated with the Department of State Growth.
- (d) The action required by Part A(c) has been wholly carried out. The action required by Part B is in progress but has not been completed.

In accordance with Regulation 18(2), a decision to overturn a decision passed at a previous meeting since the last ordinary election requires an absolute majority.

For completeness, I note that the Notice of Motion does not address Council's decision of 6 May 2024, Item 9.1, in relation to submission of an additional HPC site proposal for the Rosny Parklands. As with Part A(c) of the 11 December 2023 decision, Part C of this decision has been wholly carried out.

**9.2 NOTICE OF MOTION – COUNCILLOR WALKER
HEADS OF AGREEMENT – AFL HIGH PERFORMANCE CENTRE**

In accordance with Notice given, Cr Walker intends to move the following motion:

“That, should an elector poll on the AFL High Performance Centre (HPC) be scheduled, the finalisation of any Heads of Agreement between Clarence City Council and the Department of State Growth on the HPC be held over until the poll results are reported to Council.”

EXPLANATORY NOTES

- a. Should an elector poll be undertaken it is likely there will be a robust campaign from camps with opposing opinions.
- b. It is important that council let any such process conclude before any High Performance Centre heads of agreement is considered by Council.

J Walker
COUNCILLOR

CHIEF EXECUTIVE OFFICER COMMENTS

A matter for Council.

10. COUNCILLORS' QUESTION TIME

A Councillor may ask a question with or without notice at Council Meetings. No debate is permitted on any questions or answers.

10.1 QUESTIONS ON NOTICE

(Seven days before an ordinary Meeting, a Councillor may give written notice to the Chief Executive Officer of a question in respect of which the Councillor seeks an answer at the meeting).

Nil.

10.2 ANSWERS TO QUESTIONS ON NOTICE

Nil.

10.3 ANSWERS TO QUESTIONS WITHOUT NOTICE – PREVIOUS COUNCIL MEETING

Cr Warren

1. We had an addition to the Code of Conduct [Councillor Statement of Expectations]; which we tabled that at the beginning of this year. In part 7 of the Code of Conduct, at Part 2, it does say that a councillor must listen to and respect the views of others in council. So, my question is, is it possible to listen and be conducting a side conversation?

ANSWER

(Mayor) If colleagues wish to move around the chambers seeking advice from officers during a debate, it is my decision that they are able to do so. It is my position as chair to allow the Deputy Mayor to seek advice from the CEO, that is not unreasonable.

2. May I have some information please; a number of residents have expressed concerns about the tagging of trees in Charles Hand Park. Could I have an explanation as to what the tagging is?

ANSWER

(Chief Executive Officer) As part of the Department of State Growth's initial investigations of the site, you will have noticed that there have been some boreholes and other work done for Geo-technical work. The other part of that work was engagement of North Barker to do environmental assessments and the tagging of the trees is part of that process, so they have a reference point back to those when they do their report. So, it is an identification number.

Cr Goyne

1. Yesterday in Area 4 of the Seven Mile Beach carpark, a horse and rider were injured by an off-lead dog that proceeded to lengthily and systematically attack the horse and its rider. It actually took the intervention of a second horse and rider before the owner came and got the dog under control. My question is, is that the matter was referred to the Police, who referred it to the council, who then referred it to Parks and Wildlife. Who is responsible to enforce some sort of effective dog control management on the dog?

ANSWER

(Head of Regulatory Services) We are aware of the incident, the incident occurred on Parks and Wildlife land, so ultimately, they are responsible for that area, it is not part of our land.

2. I believe the carpark is actually maintained by the council, so I'm not entirely sure on that, if that is the case, what capacity do Parks and Wildlife have to implement some sort of sanction?

ANSWER

Taken on notice.

(Further information) The complaint was received through the afterhours line on 26 May at 4.50pm. Request 097083.

On receipt of this report, a City Ranger contacted the complainant. From discussion, it was determined that the incident occurred in Day Use Area 4 which is under the control of Parks and Wildlife Service. The complainant was advised that the incident should be referred to that service for investigation.

Parks and Wildlife Officers are authorised officers under the Dog Control Act 2000 and have full authority to investigate and take regulatory actions in regard to breaches of the Dog Control Act which occur on land under their management.

For information, Council does not permit the exercising of horses on any council managed beach.

Cr James

1. Now that the parklands and Charles Hand Park have been identified as the preferred site for the High Performance Centre by the state, council officers have commenced work to develop an opportunity that sits within the City Heart Plan. So, my question is how are council officers going about fulfilling the City Heart Plan when the parklands and Charles Hand Park have been identified for the High Performance Centre.

ANSWER

Taken on notice.

(Further information) Council officers are working with consultants to finalise the draft City Heart Plan to bring this back to Council for approval to go out for final community consultation on the plan.

The City Heart Plan is a holistic and integrated guide to coordinate the future growth and development of our principal activity centre, Rosny Park. At the core of the document is a series of strategies and design principles that council will use to leverage opportunities to deliver key outcomes for the Rosny Park activity centre. While this includes the Parklands and Charles Hand Park, the City Heart Plan covers much more. It is made up of several interconnected precincts, each with their own vision and character. The plan aims to leverage existing strengths and strategic opportunities in each precinct to meet the needs and aspirations of the people who live, work, and visit the City Heart area. The City Heart plan covers economic development including a night economy; housing and visitor accommodation; traffic, parking, public transport and general mobility; as well as recreation, culture and events.

2. My question is in relation to the Bellerive ferry service. Is it possible to have an update on the parking arrangements that are in place in relation to all day parking in the immediate vicinity around the ferry terminal. I mean along Victoria Esplanade and up Queen Street and even along Queen and King Streets. We did have a report from a motion that I put in this place a year or two ago, but I am seeking an update on parking as to whether or not there needs to be some review of that and I would appreciate some response?

ANSWER

(Mayor) We will provide an update as your question deserves a detailed response.

(Further information) In October 2022 a two-hour parking restriction was introduced in sections of Victoria Esplanade, King Street, Crown Street, Petchey Street and Queen Street to allow for visitors, trade vehicles and deliveries in these residential areas. A “Kiss & Drop” zone was also provided in Queen Street near The Cottage School for student drop off and pick up.

Council officers continued with intermittent observations of weekday morning parking until October 2023. Over the 12-month period, no significant change was observed to the demand for on-street parking in Victoria Esplanade, King Street or Crown Street. Although not specifically recorded, Queen Street parking was consistent across the period with high levels of occupancy observed in the section between Petchey Street and Crown Street.

A review of 90-degree parking was completed along Victoria Esplanade to ensure parking was compliant with the Australian Standards. The following areas were found to be not compliant with the Australian Standards for 90-degree parking and the following changes were made in February 2024, to ensure compliance:

- Opposite 11 Victoria Esplanade, convert to four parallel parking spaces.
- At 20 Victoria Esplanade, restrict on-street parallel parking to ensure sufficient safe maneuvering behind the 90-degree parking spaces.

- At 26 Victoria Esplanade, restrict on-street parallel parking to ensure sufficient safe maneuvering behind the 90-degree parking spaces.

No further changes to on-street parking management are considered necessary at this time. With the parking sensor project nearing completion, data should become available to assist with understanding parking demands within the Bellerive Village and to inform any future parking management in that area.

Cr Hulme

The recent Federal budget committed further funds to the Mornington roundabout upgrade project, which is great news for that intersection. I was just wondering if there have been any discussions taking place or any indication from the State Government as to, with that extra funding, when some development of design options or design work will be proceeding?

ANSWER

(Mayor) I received a very excited call from the hard-working Labor member for Franklin, the Hon Julie Collins MP, to tell me that amount of money was made available. As to State Government involvement, it is fairly new of course this extra funding, the Infrastructure Minister hasn't changed however.

(Head of Infrastructure and Natural Assets) I will enquire with the Department of State Growth on the current status of the project and update council.

(Further information) At this stage the Department of State Growth has referred us to their web site for project information. As part of the Mornington Traffic Solution Study the Department of State Growth is progressing improvements to safety and traffic flow in the Mornington area. The study identifies opportunities for improving safety and the movement of traffic at the roundabout and in the surrounding area for all road users, including cars, trucks, cyclists and pedestrians.

The planning study:

- investigates the current and future performance levels of the road network, looking at transport efficiency and management, as well as road user safety.
- considers stakeholder and community feedback and ideas.
- identifies and assesses the performance of different improvement options for their ability to improve safety and meet future demand.

The Australian and Tasmanian governments have committed a total of \$100 million to make improvements in this area. The Tasmanian Government is currently working with the Australian Government to determine the improvements that will be made within the available funding. The Department of State Growth will then start developing designs for the improvements. As part of the design process, the department will carry out further public consultation to provide further information on the improvements being developed and seek feedback to help inform the design process.

Additional project information will be provided on the project website as it becomes available (at

https://www.transport.tas.gov.au/roadworks/current_projects/south_road_projects/mornington_traffic_solution_study

Cr Hunter

1. At the last meeting I asked a question in regard to line marking, and I thank the officers for their response to that. However, I was just seeking a bit more detail following up that question as to whether council has a threshold in which case, they would make an exception to the normal line marking process, for example, if a site has been identified as high risk or hazard, at what point will council undertake the works itself outside the normal DSG process?

ANSWER

Taken on notice.

(Further information) Council undertakes line marking for parking controls (such as yellow lines and marked parking bays) also completing line marking as part of any work it does that requires road resurfacing (such as road renewal, trenching etc). Council is responsible for installing any line marking required as part of new works it delivers. Outside of these criteria Clarence City Council has not completed any line marking maintenance that would normally be the responsibility of the Department of State Growth. Officers nominate and prioritise line marking maintenance works with safety the main criteria for this assessment. To date, all high priority locations have been line marked in the year they've been nominated.

2. Can officers please consider whether a temporary footpath can be installed between Napier Street and Dumbarton Drive until the remaining land in the area is fully developed?

ANSWER

Taken on notice.

(Further information) The obvious footpath connection between Dumbarton Drive and Napier Street is through privately owned land. While the landowner has a valid planning permit including this balance lot, the works have not progressed as the developer is finding it challenging to achieve the number of lots approved under the permit. It is further complicated due to the steep topography and several engineering challenges, including the high cost for infrastructure construction. Due to these reasons, the developer is exploring options for re-designing the layout which will require a new permit. Regardless of the final layout or progression of the subdivision, any future approval will include some form of footpath being constructed between the two roads. However, the timing is dependent on the willingness of the property owner and their commercial decision.

Given the uncertainty with the footpath alignment through the private lot, council officers have also discussed any possibility for temporary footpath along the East Derwent Highway corridor with the Department of State Growth but appears this is not achievable at reasonable cost due to the physical constraints.

Cr Mulder

My question is to the Deputy Mayor. Is it a fact that parliamentary process is that the only time that disruption occurs in the Parliament is if there is cross chamber talk or if the talk between members or staff is of such a volume that it disrupts the proceedings?

ANSWER

(Deputy Mayor) Certainly, members were freely able to converse with one another, as long as you were not overtly intruding on the debate, very common for Legislative Council members to in fact interject on one another and always entirely up to the chairperson to determine whether or not to intercede on said objections/interjections and so on. Certainly, things like acknowledging the chair when you pass the centre of the room. There are very different customs in different places but yes Cr Mulder is certainly correct in his understanding.

Cr Ritchie

1. I was wondering if council could advise if the practice of excluding representative submissions from council papers is one that is dictated by convention, or whether it's a legislative requirement?

ANSWER

(Mayor) My understanding is it's a privacy issue.

(Chief Executive Officer) We can provide a more detailed response but essentially, it is a privacy issue. I am not aware of a specific requirement under the legislation, but we have had experiences historically where people have been named, and they have been contacted outside of council business and in some cases threatened.

2. Thank you for the answer, I am still slightly confused, however, from what you're saying it appears to be privacy legislation upon which you're implying, so I'd appreciate if the provisions that apply through that legislative instrument could be detailed in a response please?

ANSWER

(Mayor) My understanding CEO is that, if any elected member wishes to look at representations, they are able to do so.

(Chief Executive Officer) That is correct Mayor.

(Further information)

The release of a representator's name, address and any detail which may identify a representor is basic personal information and personal information in accordance with the *Personal Information Protection Act 2004*. Council's advertisements notifying the public of applications for planning permits advise representors that any personal information submitted to council is covered by council's Privacy Policy.

Council’s Privacy Policy provides:

- “Council will only use personal information within Council, or disclose it outside Council,*
- *for the purpose for which it was collected, or*
 - *in accordance with this Act or as provided for in any other legislative provision, or*
 - *where you have consented, or*
 - *where you would reasonably expect this to occur.*

In some circumstances, Council needs to disclose your information to other organisations. Examples of situations where disclosure may occur include:

- *...*
- *Personal information included on a Subdivision or Development Application may be forwarded to the Resource Management and Planning Appeal Tribunal and made available to the public, as required by the Land Use Planning and Approvals Act (1993).”*

Council does not publish representatives’ names, addresses and other identifying details in the council agenda to ensure that personal information is not released in breach of the Privacy Policy. Section 28D of the *Local Government Act* provides that councillors can have access to information relevant to agenda items subject to any confidentiality requirements being met.

10.4 QUESTIONS WITHOUT NOTICE

A Councillor may ask a Question without Notice of the Chairman or another Councillor or the Chief Executive Officer. Note: the Chairman may refuse to accept a Question without Notice if it does not relate to the activities of the Council. A person who is asked a Question without Notice may decline to answer the question.

Questions without notice and their answers will be recorded in the following Agenda.

The Chairman may refuse to accept a question if it does not relate to Council’s activities.

The Chairman may require a question without notice to be put in writing. The Chairman, a Councillor or the Chief Executive Officer may decline to answer a question without notice.

11. CLOSED MEETING

Regulation 15 of the Local Government (Meetings Procedures) Regulations 2015 provides that Council may consider certain sensitive matters in Closed Meeting.

The following matter has been listed in the Closed Meeting section of the Council Agenda in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015.

11.1 APPLICATIONS FOR LEAVE OF ABSENCE

This report has been listed in the Closed Meeting section of the Council agenda in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulation 2015 as the detail covered in the report relates to:

- applications by Councillors for a Leave of Absence.

Note: The decision to move into Closed Meeting requires an absolute majority of Council.

The content of reports and details of the Council decisions in respect to items listed in “Closed Meeting” are to be kept “confidential” and are not to be communicated, reproduced or published unless authorised by the Council.

PROCEDURAL MOTION

“That the Meeting be closed to the public to consider Regulation 15 matters, and that members of the public be required to leave the meeting room”.