



# COUNCIL MEETING AGENDA

NOTICE is hereby given that an Ordinary meeting of the Kingborough Council  
will be held in the Kingborough Civic Centre, 15 Channel Highway, Kingston on  
Monday, 3 July 2023 at 5.30pm

# Kingborough Councillors 2022 - 2026



**Mayor**  
**Councillor Paula Wriedt**



**Deputy Mayor**  
**Councillor Clare Glade-Wright**



**Councillor Aldo Antolli**



**Councillor David Bain**



**Councillor Gideon Cordover**



**Councillor Kaspar Deane**



**Councillor Flora Fox**



**Councillor Amanda Midgley**



**Councillor Mark Richardson**



**Councillor Christian Street**



# QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports contained in Council Meeting Agenda No. 13 to be held on Monday, 3 July 2023 contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendations.



Gary Arnold  
GENERAL MANAGER

Tuesday, 27 June 2023

Public Copy

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## **GUIDELINES FOR PUBLIC QUESTIONS**

### **Section 31 of the *Local Government (Meeting Procedures) Regulations 2015***

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Questions from the public may either be submitted to the General Manager in writing or asked verbally at an Ordinary Council meeting. Any question asked must only relate to the activities of Council [Section 31(2)(b)].

This guideline is provided to assist the public with the requirements of Public Question Time as set out in the *Local Government (Meeting Procedures) Regulations 2015* as well as determinations made by Council. You are reminded that the public question forum is designed to accommodate questions only and neither the questions nor answers will be debated.

#### **Questions on Notice**

Written questions on notice must be received at least seven (7) days before an Ordinary Council meeting [Section 31(1)] and must be clearly headed 'Question/s on Notice'. The period of 7 days includes Saturdays, Sundays and statutory holidays but does not include the day on which notice is given or the day of the Ordinary Council meeting [Section 31(8)].

#### **Questions Without Notice**

The Chairperson of an Ordinary Council meeting must ensure that, if required, at least 15 minutes is made available for public questions without notice [Section 31(3)]. A question without notice must not relate to any matter that is listed on the agenda for that meeting.

A question by any member of the public and an answer to that question is not to be debated at the meeting [Section 31(4)]. If a response to a question cannot be provided at the meeting, the question will be taken on notice and will be included in the following Ordinary Council meeting agenda, or as soon as practicable, together with the response to that question.

There is to be no discussion, preamble or embellishment of any question asked without notice, and the Chairperson may require that a member of the public immediately put the question.

The Chairperson can determine whether a question without notice will not be accepted but must provide reasons for refusing to accept the said question [Section 31 (6)]. The Chairperson may require a question without notice to be put on notice and in writing.

The Chairperson may rule a question inappropriate, and thus inadmissible if in his or her opinion it has already been asked, is unclear, irrelevant, offensive or relates to any matter which would normally be considered in Closed Session. The Chairperson may require that a member of the public immediately put the question.



AGENDA of an Ordinary Meeting of Council  
Kingborough Civic Centre, 15 Channel Highway, Kingston  
Monday, 3 July 2023 at 5.30pm

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**1      AUDIO RECORDING**

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The Chairperson will declare the meeting open, welcome all in attendance and advise that Council meetings are recorded and made publicly available on its website. In accordance with Council's policy the Chairperson will request confirmation that the audio recording has commenced.

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**2      ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

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The Chairperson will acknowledge the traditional custodians of this land, pay respects to elders past and present, and acknowledge today's Tasmanian Aboriginal community.

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**3      ATTENDEES**

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**Councillors:**

Mayor Councillor P Wriedt  
Deputy Mayor Councillor C Glade-Wright  
Councillor A Antolli  
Councillor D Bain  
Councillor G Cordover  
Councillor K Deane  
Councillor F Fox  
Councillor A Midgley  
Councillor M Richardson  
Councillor C Street

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**4      APOLOGIES**

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**5      CONFIRMATION OF MINUTES**

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**RECOMMENDATION**

That the Minutes of the open session of the Council Meeting No. 12 held on 19 June 2023 be confirmed as a true record.

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**6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING**

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Date	Topic	Detail
26 June	Southern Waste Solutions	Presentation and discussion on the development of the SWS organics proposal
	Coastal Hazards Policy	Presentation and discussion on the development of a draft Coastal Hazards program/policy

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**7 DECLARATIONS OF INTEREST**

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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.

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**8 TRANSFER OF AGENDA ITEMS**

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Are there any items, which the meeting believes, should be transferred from this agenda to the closed agenda or from the closed agenda to the open agenda, in accordance with the procedures allowed under Section 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

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**9 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC**

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**10 QUESTIONS ON NOTICE FROM THE PUBLIC**

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**10.1 Kingston Beach Foreshore Rehabilitation**

**Mr Roger Tonge** submitted the following question on notice:

*The Capital Works budget contains \$1.664 million spread over financial years 24/25 and 25/26 for stages 6 and 7. Having previously been advised by the General Manager that no funding had been included for this work in the 23/24 capital works budget, due to "other priorities". Can you confirm for the residents, ratepayers and recreational visitors to Kingston Beach that this is indeed a genuine commitment by Council to undertake the work as indicated in this capital works budget.*

**Officer's Response:**

The five year capital program provides information on the upcoming approved capital program and an indication of projects being considered for future years. The timing and delivery of future year projects, such as further work on the Osborne Esplanade foreshore path, will remain subject to availability of funding and relative priorities. Council remains committed to adding to the other improvements that have been made in the Kingston Beach area by renewing this section of foreshore path.

*David Reeve, Director Engineering Services*

**10.2 Proposed Browns River Bridge**

**Mr Roger Tonge** submitted the following question on notice:

*The Capital Works Budget for 23/24 includes an amount of \$750,000 to be expended in financial year 24/25. I note however that there has been a change in the projects description. The project to be funded is now described as the “Browns River Pedestrian Bridge Rehabilitation” rather than as previously advised a completely new bridge over Browns River. Can you please confirm the project as described in the Capital Works Budget is accurate and provide a brief description of what is actually being proposed.*

**Officer’s Response:**

The intention will be to replace the Browns River pedestrian bridge with a more suitable structure. The descriptor will be altered to reflect this.

*David Reeve, Director Engineering Services*

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**11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS**

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**12 QUESTIONS ON NOTICE FROM COUNCILLORS**

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At the time the Agenda was compiled there were no Questions on Notice from Councillors.

**OPEN SESSION ADJOURNS**



## PLANNING AUTHORITY IN SESSION

### 13 OFFICERS REPORTS TO PLANNING AUTHORITY

#### 13.1 DAS-2021-25 - DEVELOPMENT APPLICATION FOR SUBDIVISION OF 30 RESIDENTIAL LOTS, PUBLIC OPEN SPACE, TWO ROAD LOTS AND STORMWATER INFRASTRUCTURE AT 'SPRING FARM', 63 SPRING FARM ROAD, AND LOT 293 SPRING FARM ROAD (CT 174196/293) KINGSTON

**File Number:** DAS 2021-25  
**Author:** Timothy Donovan, Senior Planning Officer  
**Authoriser:** Tasha Tyler-Moore, Manager Development Services

<b>Applicant:</b>	Kingston Spring Farm Pty Ltd.
<b>Owner:</b>	Kingston Spring Farm Pty Ltd.
<b>Subject Site:</b>	'Spring Farm', Lot 1000 (CT 180923/1000) 63 Spring Farm Road, and Lot 293 Spring Farm Road (CT 174196/293) Kingston.
<b>Proposal:</b>	Subdivision of 30 residential lots, public open space, two road lots and stormwater infrastructure.
<b>Planning Scheme:</b>	Kingborough Interim Planning Scheme 2015
<b>Zoning:</b>	Inner Residential, Open Space.
<b>Codes:</b>	E1.0 Bushfire-Prone Areas Code E5.0 Road and Railway Assets Code E6.0 Parking and Access E7.0 Stormwater Management E10.0 Biodiversity E11.0 Waterway and Coastal Protection Code E15.0 Inundation Prone Areas Code
<b>Use Class/Category:</b>	Subdivision
<b>Discretions:</b>	Inner Residential Zone Cl.11.5.1 – Lot Design A2, A3, A5 Cl.11.5.2 – Roads A1 Cl.11.5.3 – Ways and Public Open Space A1 Cl.11.5.4 – Services A4 E5.0 Road and Railway Assets Code Cl.E5.5.1 – Existing Road accesses and junctions A3 E10.0 Biodiversity Code Cl.E10.8.1 – Subdivision A1 E11.0 - Waterway and Coastal Protection Code Cl.E11.8.1 Subdivision A1 E15.0 Inundation Prone Areas Code Cl.E15.8.3 - Subdivision within a Riverine Inundation Area A1

Public Notification:	Public advertising was undertaken between 24 May 2023 and 6 June 2023 in accordance with section 57 of the <i>Land Use Planning and Approvals Act 1993</i>
Representations:	6
Recommendation:	Approval with conditions

1. PROPOSAL

1.1 Description of Proposal

The application is for the subdivision of the site into 30 residential lots, public open space and two roads. The Public Open Space of 1,094m<sup>2</sup> is provided in the south-east of the site and is adjacent to the existing Council owned public open space land (Lot 294 Java Head Link and Lot 500 Spring Farm Rd). There are two lots designated for Multiple Dwellings with areas of 898m<sup>2</sup> and 1004m<sup>2</sup>. All other lots are between 250m<sup>2</sup> and 389m<sup>2</sup> in area.

The two road lots, Lot 101 and Lot 103, are located off the existing Java Head Link and involve areas of 1374m<sup>2</sup> and 3031m<sup>2</sup> respectively.

There are nine (9) native trees located within or adjacent to the proposed road lot and impacted by the proposed subdivision, including three (3) trees which meet the definition of high conservation value trees (Trees 9, 12 and 14). While impacted by the proposal, these trees are all proposed for retention and are located outside the proposed building areas.

The proposed stormwater infrastructure works will require upgrades to occur on the adjacent Council owned public open space land at Lot 294 Java Head Link.

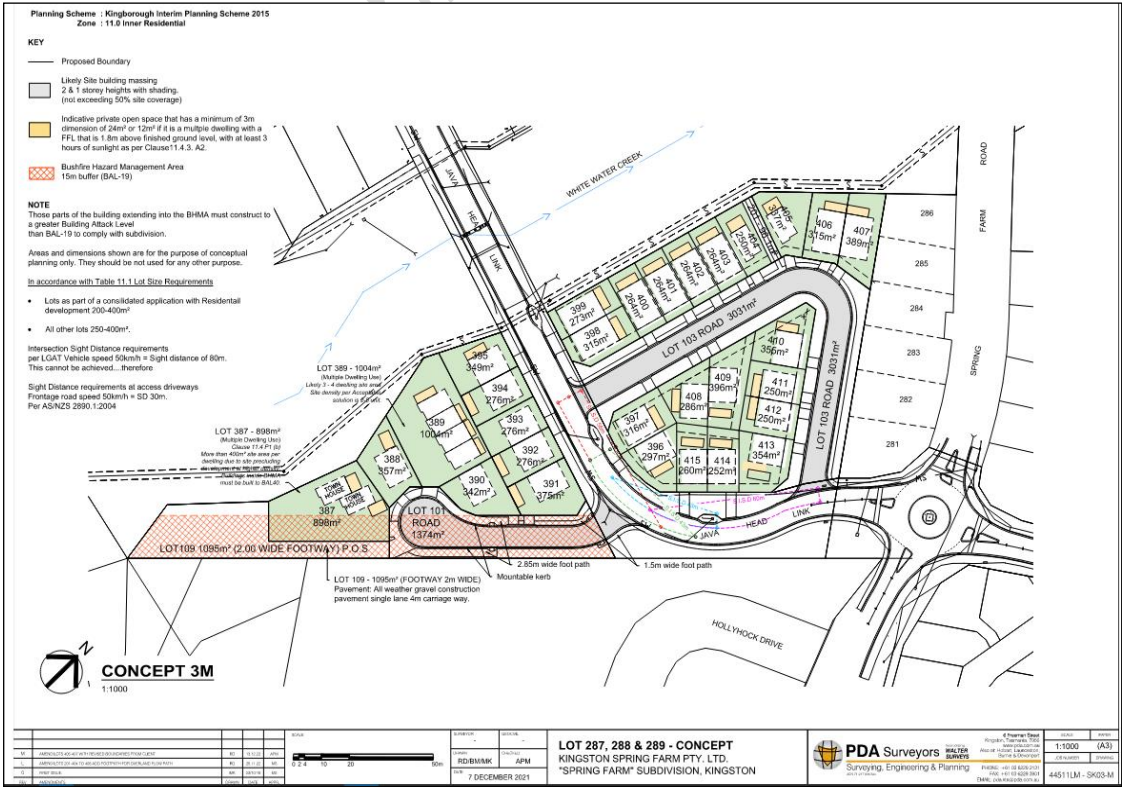


Figure 1 - Concept Layout Plan

## 1.2 Description of Site

The subject site was rezoned as part of the Amendment PSA2012-3 (15/07/13) and subdivided in accordance with Planning Permit DAS2013-42. At the time of lodgement, the subject site was identified as being part of Lot 1000 on CT 180923/1000 and known as 63 Spring Farm Road. Since lodgement a new Sealed Plan has been issued due to other subdivisions occurring on other parts of Lot 1000. On 23 January 2023 the title was amended to be Lot 1000 on CT184457/1000. The area and configuration of the subject site for the proposed subdivision has not changed and there is no change to the assessment of the application against the relevant development standards for subdivision in the Planning Scheme.

The site is relatively level with a gentle slope and is comprised mostly of cleared grassland located along Java Head Link. The site backs onto White Water Creek. While mostly cleared, there are several trees located along the south-east boundary adjacent to Council public open space Lot 500 Spring Farm Road. Nine (9) trees are impacted by the subdivision works and only one (1) tree (Tree 18) located within the subject land requires removal to accommodate the proposed development.

Note is made that the application includes the Council owned public open space land at Lot 294 Java Head Link adjoining the north-west of the site for the purposes of stormwater infrastructure upgrades only.



Figure 2 - Aerial photo of subject site (Note: Yellow highlight indicates the extent of current Land Title).



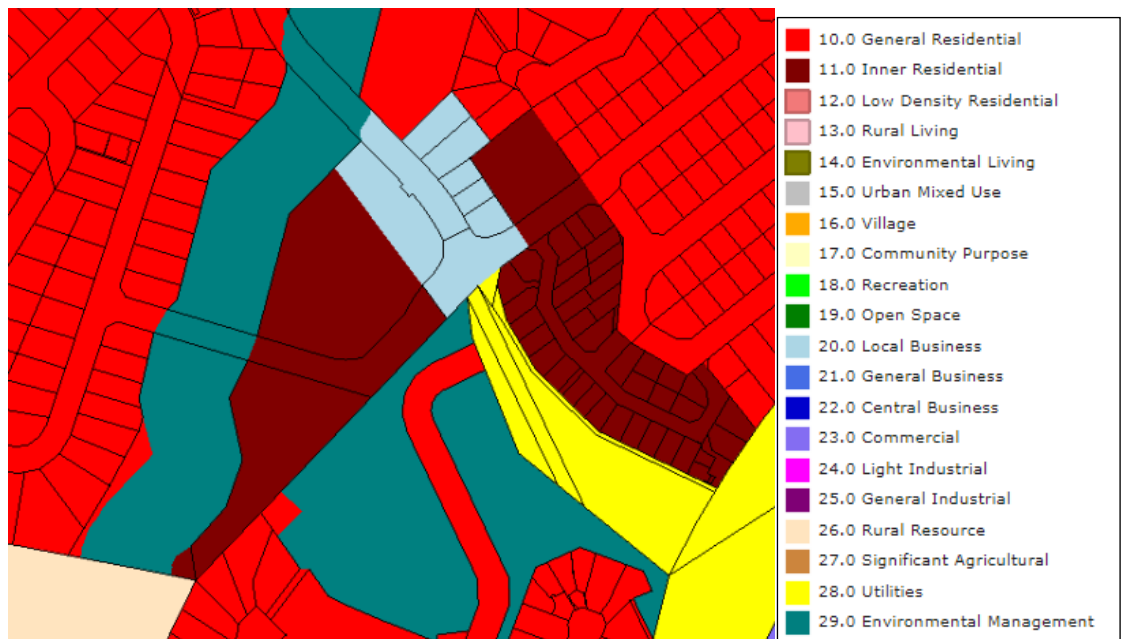


Figure 3 - Zoning of area

### 1.3 Background

Spring Farm has been identified for some time as a future urban growth area. As part of the Kingston Bypass development a bridge was constructed from Spring Farm Road across the highway to service future urban development in this area.

Several proposals have been considered by Council over the years in relation to the rezoning of the land to make it suitable for residential development. In December 2013 the Tasmanian Planning Commission approved an amendment to the Kingborough Planning Scheme 2000 for the rezoning of the land from Primary Industries and Environmental Management to Residential and Environmental Management and amendments to the Planning Scheme ordinance to include Desired Future Character Statements and standards applicable to the Spring Farm Area.

#### **DAS2013-42 - Development Application for Subdivision of 290 Residential Lots and Eight Public Open Space Lots At 'Spring Farm', 63 Spring Farm Road**

The proposal was for the staged subdivision of the land into 290 lots and eight (8) public open space lots. Details for the subdivision, from the Report done at the time, are:

- A new subdivision road is to be constructed off the end of the existing Spring Farm Road heading northwest to the boundary with the Council owned land containing the Kingborough Sports Centre, in the vicinity of the Twin Ovals. Other subdivision roads extend from the main subdivision road to the east and west.
- Spring Farm is split into four different areas under the Scheme. Area A contains a total of 90 lots, being Lots 105-127, 210-275 and 290-291. Area B contains a total of 8 lots, being Lots 101-104 and 287-289. Area C contains 281 lots, being Lots 1-100 and 128-209. Area D contains 11 lots, being Lots 276-286.
- The lots have a range of sizes with Area A containing the smaller lots (i.e., around 450 m<sup>2</sup>), Area B containing the units' sites and Area C the larger residential lot sizes (i.e. greater than 600 m<sup>2</sup>). Area D contains the lots proposed for development of the neighbourhood centre.

- The eight public open space lots are proposed to be transferred to Council ownership. They mostly form the riparian reserve for Whitewater Creek and are split into separate lots to facilitate the proposed staging of the subdivision. The public open space areas also contain the Aboriginal heritage sites to be retained and protected. There are two very small lots adjoining the existing public open space lot adjoining the Corlacus Drive subdivision which are proposed to be adhered to these existing public open space lots. This has come about due to an existing covenant on this land which prevents further subdivision of the land. The proposal to create them as public open space lots and adhere them to the adjoining public open space will not be in contravention of the covenant.

The subdivision proposed to proceed in stages, with an indicative staging plan submitted with the application detailing 40 different stages. The subdivision was split into four Precincts and within each Precinct there are multiple stages. The Staging Plan indicated that stages may proceed either simultaneously or subsequently to each other.

The proposal involved the removal of much of the vegetation on the site to facilitate the subdivision and additional trees were required to be removed to facilitate the future development of the lots. There is approximately 15.9ha of remnant native vegetation on the site and approximately 2.56ha retained, with the remaining 13.34ha being removed.

The Permit DAS2013-42 was issued in October 2014. The approved Plan of Subdivision included several lots along Spring Farm Road in the Local Business Zone.

**DAS2022-15 - Development Application for Subdivision of three lots and balance at 'Spring Farm', 63 Spring Farm Road.**

A subdivision permit DAS2022-15 for three lots was issued on 2 September 2022 on part of Lot 1000. The lots are adjacent to the subject site and the subdivision.

**DA2021-475 Childcare centre, medical centre and pharmacy, and associated works, 'Spring Farm', 63 Spring Farm Road, Kingston.**

A development permit DA2021-475 was issued on 25 November 2022 over proposed Lots 276, 277, 278, 279 & 280 (located on the corner of Spring Farm Rd and Eldridge Drive) for Business and Professional Services (Medical Centre) and Educational and Occasional Care (Child Care Centre).

## **2. ASSESSMENT**

### **2.1 State Policies and Act Objective**

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

The proposal is consistent with the objectives of Schedule 1 of the *Land Use Planning and Approvals Act 1993*.

### **2.2 Strategic Planning**

The relevant strategies associated with the Scheme are as follows:

*Zone Purpose Statements of the Inner Residential Zone*

The relevant zone purpose statements of the Inner Residential Zone are to:

- 11.1.1.1 To provide for a variety of residential uses and dwelling types close to services and facilities in inner urban and historically established areas, which uses and types respect the existing variation and pattern in lot sizes, set back, and height.
- 11.1.1.3 To encourage residential development at higher densities in locations within walkable distance of services, facilities, employment, and high frequency public transport corridors.
- 11.1.1.4 To encourage residential development at higher densities in locations that offer good access to services and employment including activity centres and public open spaces.

*Clause 11.1.2 – Local Area Objectives and Desired Future Character Statements*

The Scheme details separate Local Area Objectives and Desired Future Character Statements for the main towns in the municipal area. The following Local Area Objectives and Desired Future Character Statements are relevant to the assessment of this application.

Local Area Objectives	Implementation Strategy
Land will be utilised for residential purposes to the maximum extent and in a manner that optimises high quality design and amenity outcomes.	(a) Infill opportunities will be taken up with larger lots being developed at higher residential densities.
Desired Future Character Statements	Implementation Strategy
Increased inner urban residential living opportunities will be provided that enable residents to have improved access to local services and public facilities.	(a) Further subdivision and/or strata development will be encouraged within this zone in a manner that encourages high quality design outcomes in both the private and public realms.

The proposal complies with the above-mentioned statements and objectives as the subdivision will utilise the land for residential purposes and increase urban residential living opportunities with high quality design and amenity outcomes.

## 2.3 Statutory Planning

The use is categorised as Subdivision under the Planning Scheme and requires discretionary assessment in the Inner Residential Zone.

Council's assessment of this proposal should also consider the issues raised in the representations, the outcomes of any relevant State Policies and the objectives of Schedule 1 of the *Land Use Planning and Approvals Act 1993*.

## 2.4 Use and Development Standards

The proposal satisfies the relevant Acceptable Solutions of the Scheme (see checklist in Attachment 1), with the exception of the following.

**Inner Residential Zone**  
**Clause 11.5.1 Lot Design**

**Acceptable Solution A2**

No Acceptable Solution.

**Performance Criteria P2**

The design of each lot must contain a building area able to satisfy all of the following:

- (a) be reasonably capable of accommodating residential use and development at a density of no lower than one dwelling unit per 250 m<sup>2</sup> of site area;
- (b) meets any applicable standards in codes in this planning scheme;
- (c) enables future development to achieve reasonable solar access, given the slope and aspect of the land and the intention for density of development higher than that for the General Residential Zone.
- (d) avoids, minimises, mitigates and offsets impacts on trees of high conservation value.

**Proposal**

No Acceptable Solution and requires assessment against the Performance Criteria.

There are nine (9) native trees located within or adjacent to the proposed road lot and impacted by the proposed subdivision, including three (3) trees which meet the definition of high conservation value trees (Trees 9, 12 and 14). While impacted by the proposal, these trees are all proposed for retention and are located outside the proposed building areas as follows:

- one (1) native tree located within the road lot (Tree 18, a *Eucalyptus ovata* with a dbh of 37cm); and
- a further eight (8) native trees adjacent to the proposed subdivision but with their tree protection zones extending into the road lot (Trees 9-12, 14-16 and 31).

As there is no acceptable solution, the proposed subdivision must be assessed against the performance criteria (P2).

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- All the proposed lots are able to accommodate residential use and development at a density of no lower than one dwelling unit per 250m<sup>2</sup> of site area. The minimum lot size is 250m<sup>2</sup>.
- The lots meet the meets any applicable standards in the relevant codes in this planning scheme (see Assessment Checklist appended to this report).
- The configuration and orientation of the proposed lots will enable future development to achieve reasonable solar access, given the slope and aspect of the land and the intention for density of development higher than that for the General Residential Zone, which would be consistent with other subdivision in the area.
- The performance criteria P2(d) requires that the design of each lot contains a building area that avoids, minimises, mitigates and offsets impacts on trees of high conservation value. The proposed subdivision complies as all building areas are located to avoid impacts on trees of high conservation value.

**Inner Residential Zone**  
**Clause 11.5.1 Lot Design**

<b>Acceptable Solution A3</b>
No Acceptable Solution.
<b>Performance Criteria P3</b>
The frontage of each lot must satisfy all of the following: (a) provides opportunity for practical and safe vehicular and pedestrian access; (b) is no less than 6 m except if an internal lot.
<b>Proposal</b>
No Acceptable Solution and requires assessment against the Performance Criteria.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The proposed lots contain frontages that provide opportunity for practical and safe vehicular and pedestrian access in accordance with Council traffic, access and parking standards.
- The minimum frontage for the proposed lots is 6m. There are no internal lots.

**Inner Residential Zone**  
**Clause 11.5.1 Lot Design**

<b>Acceptable Solution A5</b>
No Acceptable Solution.
<b>Performance Criteria P5</b>
Arrangement and provision of lots must satisfy all of the following; (a) have regard to providing a higher net density of dwellings along; (i) public transport corridors; (ii) adjoining or opposite public open space, except where the public open space presents a hazard risk such as bushfire; (iii) within 200 m of business zones and local shops; (b) will not compromise the future subdivision of the entirety of the parent lot to the densities envisaged for the zone; (c) staging, if any, provides for the efficient and ordered provision of new infrastructure; (d) opportunity is optimised for passive surveillance between future residential development on the lots and public spaces; (e) is consistent with any applicable Local Area Objectives or Desired Future.
<b>Proposal</b>
No Acceptable Solution and requires assessment against the Performance Criteria.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The proposed lots provide a range of lot sizes and configurations suitable for providing higher density dwellings. This will assist in providing higher densities in proximity to the existing public transport corridor along the Channel Highway and should assist in considerations by the State Government when considering

additional public transport services in the area. Note is made that the Spring Farm and White Water estates do not currently have an internal metro bus service. The closest bus stop is located on the Channel Highway near the Spring Farm Rd intersection.

- The lots adjoin two areas of public open space, and the proposed public open space area will connect the White Water parkland land with the adjacent White Water Estate public open space land. This will enhance connectivity and permeability and enhance the general amenity of the area.
- The lots adjoin the Local Business Zone along Spring Farm Road.
- The lots do not compromise the future subdivision of the entirety of the parent lot to the densities envisaged for the zone. The subject site will help complete the original master plan for the estate as considered in the assessment and approval of the Planning Scheme amendment PSA 2012-3 that initially rezoned the area to Residential.
- The subdivision is to be developed as one stage and it provides for the efficient and ordered provision of new infrastructure.
- The layout of the lots and proposed roads will provide opportunities to optimise passive surveillance between future residential development on the lots and public spaces.
- The proposal is consistent with the Local Area Objectives and Desired Future Character Statement in that:
  - the land will be utilised for residential purposes to the maximum extent and in a manner that optimises high quality design and amenity outcomes.
  - There will be increased inner urban residential living opportunities provided that enable residents to have improved access to local services and public facilities.

#### **Inner Residential Zone**

##### **Clause 11.5.2 - Roads**

#### **Acceptable Solution A1**

The subdivision includes no new road

#### **Performance Criteria P1**

The arrangement and construction of roads within a subdivision must satisfy all of the following:

- (a) the route and standard of roads accords with any relevant road network plan adopted by the Planning Authority;
- (b) the appropriate and reasonable future subdivision of the entirety of any balance lot is not compromised;
- (c) the future subdivision of any neighbouring or nearby land with subdivision potential is facilitated through the provision of connector roads and pedestrian paths, where appropriate, to common boundaries;
- (d) an acceptable level of access, safety, convenience and legibility is provided through a consistent road function hierarchy;
- (e) cul-de-sac and other terminated roads are not created, or their use in road layout design is kept to an absolute minimum;



- |   |
|---|
| <ul style="list-style-type: none"> <li>(f) connectivity with the neighbourhood road network is maximised;</li> <li>(g) the travel distance between key destinations such as shops and services is minimised;</li> <li>(h) walking, cycling and the efficient movement of public transport is facilitated;</li> <li>(i) provision is made for bicycle infrastructure on new arterial and collector roads in accordance with Austroads Guide to Road Design Part 6A;</li> <li>(j) any adjacent existing grid pattern of streets is extended, where there are no significant topographical constraints.</li> </ul> |
|---|

<b>Proposal</b>
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The proposed subdivision includes the construction of a new road (Lot 101) off the existing Java Head Link Road
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The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The subdivision is in effect an infill in the existing estate and the route and design standard of the new roads accords with the approved road network.
- There is no impact the appropriate and reasonable future subdivision of the entirety of any balance lot.
- There is no further subdivision potential on the neighbouring or nearby land. There is no change to the existing connecting Java Head Link Road. Pedestrian connections are maintained and enhanced.
- There is an acceptable level of access, safety, convenience and legibility provided through the road function hierarchy.
- The proposed road Lot 103 is not a cul-de-sac. The proposed road lot 101 is a cul-de-sac provided pedestrian connections to the existing adjacent public open space area. It is relatively short.
- The connectivity with the neighbourhood road network with the White Water and Spring Farm estates is maximised with regard to the existing road network.
- The subdivision adjoins the designated Local Business Zone on Spring Farm Road. The site is also close to the existing retail, commercial and industrial areas within Kingston and Huntingfield.
- The subdivision is a part of the existing estates in the area and is well situated to utilise walking and cycling infrastructure. There is no public transport service within the White Water estate and the site is approx. 500m from the Channel Highway and existing public transport services.

### Inner Residential Zone

#### Clause 11.5.3 – Ways and Public Open Space (POS)

<b>Acceptable Solution A1</b>
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No Acceptable Solution.
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<b>Performance Criteria P1</b>
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The arrangement of ways and public open space within a subdivision must satisfy all of the following:
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- |  |
|--|
| <ul style="list-style-type: none"> <li>(a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;</li> </ul> |
|--|

- (b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;
- (c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;
- (d) convenient access to local shops, community facilities, public open space and public transport routes is provided;
- (e) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate;
- (f) provides for a legible movement network;
- (g) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;
- (h) Public Open Space must be provided as land or cash in lieu, in accordance with the Kingborough Public Open Space Contribution Policy, Policy 6.3, May 2019.
- (i) new ways or extensions to existing ways must be designed to minimise opportunities for entrapment or other criminal behaviour including, but not limited to, having regard to the following:
  - (i) the width of the way;
  - (ii) the length of the way;
  - (iii) landscaping within the way;
  - (iv) lighting;
  - (v) provision of opportunities for 'loitering';
  - (vi) the shape of the way (avoiding bends, corners or other opportunities for concealment).

### Proposal

No Acceptable Solution and requires assessment against the Performance Criteria. The subdivision dedicates an area of 1095m<sup>2</sup> for public open space including a 2m wide footway.

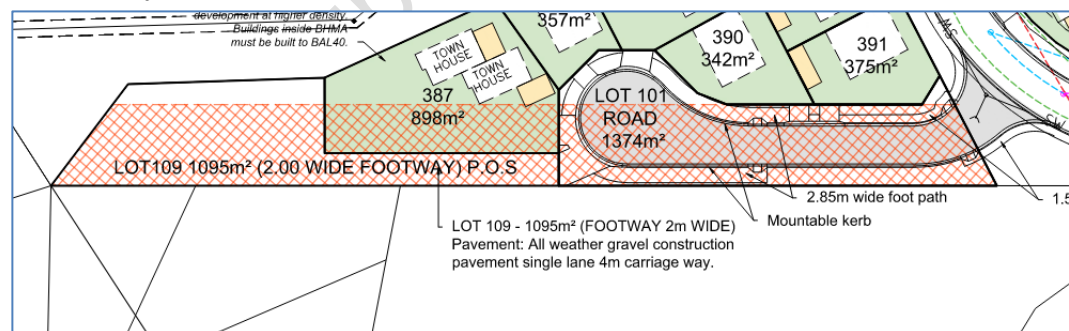


Figure 4 - Proposed Public Open Space dedication.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The proposed POS dedication provides a connection to the existing White Water Creek park system. The proposed POS also adjoins Council POS to the south-east and allows for future pedestrian connections by Council.
- The subdivision is arranged along the existing Java Head Link and provides connection with the neighbourhood road network.
- The POS and the road network provide convenient access to local shops, community facilities, and public open space. If there was public transport provided

in the future the subdivision is located to take advantage of public transport routes through the estate and adjacent areas.

- The proposed POS is located so that adequate passive surveillance will be provided from development on neighbouring land and public road.
- There is no impact on the existing legible movement network.
- The proposed POS will compliment and is consistent with the existing pedestrian & cycle way or public open space in the area which has been approved by the Council through recent subdivision applications.
- The subdivision is providing Public Open as land in accordance with the Kingborough Public Open Space Contribution Policy, Policy 6.3, May 2019:
  - The proposed POS will assist in the provision of high-quality recreation outcomes that meets the needs of Kingsborough growing population, it provides opportunities for residents to engage and connect with others, and it encourages a healthy lifestyle choice.
  - The land is in excess of 5% of the area of the subdivision as required by cl.5.1 of the Policy.
  - It is considered that there is a demonstrable community benefit in the dedication of the land as it adjoins existing POS managed by Council, it contributes to connectivity and permeability, it will enhance the general amenity of the area, and the land is suitable for its intended POS purpose, is not subject to unmanageable hazards and can be sustainably managed.
- The proposed POS is located and designed to minimise opportunities for entrapment or other criminal behaviour including.

A condition is included in the Permit in relation to the provision of Public Open Space as land.

#### **Inner Residential Zone** **Clause 11.5. 4 - Services**

<b>Acceptable Solution A4</b>
The subdivision includes no new road.
<b>Performance Criteria P4</b>
The subdivision provides for the installation of fibre ready facilities (pit and pipe that can hold optical fibre line) and the underground provision of electricity supply.
<b>Proposal</b>
The proposed subdivision includes the construction of new roads (Lot 101 and Lot 103) off the existing Java Head Link Road.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The subdivision provides for the installation of fibre ready facilities (pit and pipe that can hold optical fibre line) and the underground provision of electricity supply.

- The issue of the new roads is also contained the assessment of Clause 11.5.2 – Roads A1 above in the report.

## **E5.0 ROAD AND RAILWAY ASSETS CODE**

### **Clause E5.5.1 – Existing road accesses and junctions**

#### **Acceptable Solution A3**

The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater

#### **Performance Criteria P3**

Any increase in vehicle traffic at an existing access or junction in an area subject to a speed limit of 60km/h or less, must be safe and not unreasonably impact on the efficiency of the road, having regard to:

- (a) the increase in traffic caused by the use;
- (b) the nature of the traffic generated by the use;
- (c) the nature and efficiency of the access or the junction;
- (d) the nature and category of the road;
- (e) the speed limit and traffic flow of the road;
- (f) any alternative access to a road;
- (g) the need for the use;
- (h) any traffic impact assessment; and
- (i) any written advice received from the road authority.

#### **Proposal**

The annual average daily traffic (AADT) of vehicle movements, to and from a site is greater than 40 vehicle movements per day. The estimated trip generation for the 30 lots is up to 243 vehicles per day.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- A Traffic Impact Assessment (GHD dated February 2023) has been proved demonstrating compliance with the standards in the Code. The TIA advises that:
  - The increase in traffic on Java Head Link Road is within environmental capacity of the road.
  - The total volumes of traffic for Spring Farm Road and the Channel Highway roundabout are within their capacity.
  - The proposed access points on Java Head Link Road have adequate sight distance.
- The increase in traffic is acceptable, safe and does not unreasonably impact on the efficiency of the road.
- the nature of the traffic generated by the use is what would be expected from residential development in the Inner Residential Zone.
- The TIA has demonstrated that the nature and efficiency of the access with Java Head Link Road and Spring Farm Road or the junction is acceptable and complies to the required standards.

- There is no change to the speed limit and traffic flow of Java Head Link Road.
- There are no alternative accesses or roads that could be utilised.

**BIODIVERSITY Code**  
**Clause 10.8.1 Subdivision**

**Acceptable Solution**

Subdivision within the Biodiversity Protection Area must comply with one or more of the following:

- (a) be for the purposes of separating existing dwellings;
- (b) be for the creation of a lot for public open space, public reserve or utility;
- (c) no works, other than boundary fencing works, are within the Biodiversity Protection Area;
- (d) the building area, bushfire hazard management area, services and vehicular access driveway are outside the Biodiversity Protection Area.

**Performance Criteria**

Clearance and conversion or disturbance must satisfy the following:

- (a) if low priority biodiversity values:
  - (i) subdivision works are designed and located to minimise impacts, having regard to constraints such as topography or land hazard and the particular requirements of the subdivision;
  - (ii) impacts resulting from future bushfire hazard management measures are minimised as far as reasonably practicable through appropriate siting of any building area;
- (b) if moderate priority biodiversity values:
  - (i) subdivision works are designed and located to minimise impacts, having regard to constraints such as topography or land hazard and the particular requirements of the subdivision;
  - (ii) impacts resulting from future bushfire hazard management measures are minimised as far as reasonably practicable through appropriate siting of any building area;
  - (iii) moderate priority biodiversity values outside the area impacted by subdivision works, the building area and the area likely impacted by future bushfire hazard management measures are retained and protected by appropriate mechanisms on the land title;
  - (iv) residual adverse impacts on moderate priority biodiversity values not able to be avoided or satisfactorily mitigated are offset in accordance with the Guidelines for the use of Biodiversity Offsets in the local planning approval process, Southern Tasmanian Councils Authority, April 2013 and Kingborough Biodiversity Offset Policy 6.10, November 2016.
- (c) if high priority biodiversity values:
  - (i) subdivision works are designed and located to minimise impacts, having regard to constraints such as topography or land hazard and the particular requirements of the subdivision;
  - (ii) impacts resulting from future bushfire hazard management measures are minimised as far as reasonably practicable through appropriate siting of any building area;
  - (iii) high priority biodiversity values outside the area impacted by subdivision works, the building area and the area likely impacted by future bushfire hazard management measures are retained and protected by appropriate mechanisms on the land title;

- (iv) special circumstances exist;
- (v) residual adverse impacts on high priority biodiversity values not able to be avoided or satisfactorily mitigated are offset in accordance with the Guidelines for the use of Biodiversity Offsets in the local planning approval process, Southern Tasmanian Councils Authority, April 2013 and Kingborough Biodiversity Offset Policy 6.10, November 2016.
- (vi) clearance and conversion or disturbance will not substantially detract from the conservation status of the biodiversity value(s) in the vicinity of the development.

### Proposal

Parts of the site are within a Biodiversity Protection Area (BPA), including part of the proposed road lot (Lot 101). Within BPA on this lot there is:

- one (1) native tree (Tree 18, a *Eucalyptus ovata* with a dbh of 37cm). Tree 18 requires removal as it is in the footprint of the proposed subdivision works. However, this tree is below the threshold of a high conservation value tree and is therefore not a priority biodiversity value under Code E10.0; and
- the tree protection zones of a further eight (8) native trees located on the adjacent land (Trees 9-12, 14-16 and 31). These trees form part of a high priority vegetation community (*Eucalyptus ovata* forest and woodland) and three (3) of these trees (Tree 9, 12 and 14) also meet the threshold for high conservation value trees. While impacted by the proposal these trees are all proposed for retention.

It is noted that a further tree (Tree 1) located on land external to the application is recommended for removal. Notwithstanding, this tree removal is based on the risk of the tree to existing infrastructure. Therefore, the recommended removal of Tree 1 falls outside the scope of this application and will be followed up by Council as landowner and manager.

Under Clause E10.2.1, the Biodiversity Code applies to development involving clearance and conversion or disturbance of native vegetation within a Biodiversity Protection Area. In this instance, parts of the development (the road, services and footpath) extend into the BPA and result in disturbance to native vegetation located on and adjacent to the subject land. Therefore, the Code is applicable.

The proposal cannot comply with A1 as works are required in the Biodiversity Protection Area (road construction and bushfire), bushfire hazard management encroaches into the BPA and the subdivision is not for the purpose of separating existing dwellings or the creation of a lot for public open space, public reserve or utility. Therefore, the proposal requires assessment against P1.

As the proposal has the potential to impact on a *Eucalyptus ovata* forest and woodland (a high priority biodiversity value) and individual high conservation value trees (a moderate priority biodiversity values), the proposal must be assessed against P1 (b) and (c).

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- An arborist assessment (Tree Inclined, 1 May 2023) submitted in response to a further information request confirms that the extent of encroachment into the tree protection zones of high conservation value trees adjacent to the proposed subdivision works is major.
- Notwithstanding, this assessment also confirms that the impacts are tolerable, and the trees are feasible for retention based on the estimated extent of encroachment and subject to implementation of the recommended measures during construction.



- These measures include:
  - Ensuring no activity, storage of building materials or waste is permitted within the neighbouring reserve;
  - Ensuring machinery movement and excavation for the water main and path is completed from below the south-eastern extremity of these features, avoiding compaction and minimising disturbance of the TPZ sections between the lot boundary and their footprint;
  - Ensuring any exposed roots are cleanly cut with a saw; and
  - Seeking further advice/services of an arborist regarding root management and pruning where roots larger than 50mm in diameter are found while excavating.
- Therefore, it is considered that the subdivision works have been designed and located to minimise impacts on priority biodiversity values subject to detailed engineering drawings being submitted consistent with the arborist assessment (Tree Inclined, 1 May 2023).
- Impacts from future bushfire hazard management measures do not rely upon ongoing management or removal of priority biodiversity values.
- Remaining priority biodiversity values are retained and managed by Council in an existing bushland reserve on CT 175960/500.
- There are no residual impacts requiring offsetting.
- The extent of impact is limited relative to what is being retained and any disturbance will not substantially detract from the conservation status of the biodiversity values in the vicinity of the development.

Conditions are recommended for inclusion in any permit issued requiring that detailed engineering drawings locate all trees within 15m of subdivision works, demonstrate encroachment is no greater than assessed in the arborist assessment or is otherwise tolerable and detail the tree protection measures to be implemented during construction.

## **E11.0 Waterway and Coastal Protection Code**

### **Clause E11.8.1 – Subdivision**

#### **Acceptable Solution A1**

Subdivision of a lot, all or part of which is within a Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area must comply with one or more of the following:

- (a) be for the purpose of separation of existing dwellings;
- (b) be for the creation of a lot for public open space, public reserve or utility;
- (c) no works, other than boundary fencing works, are within a Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area;
- (d) the building area, bushfire hazard management area, services and vehicular access driveway are outside the Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area.

**Performance Criteria P1**

Subdivision of a lot, all or part of which is within a Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area, must satisfy all of the following:

- (a) minimise impact on natural values;
- (b) provide for any building area and any associated bushfire hazard management area to be either:
  - (i) outside the Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area; or
  - (ii) able to accommodate development capable of satisfying this code.
- (c) if within a Potable Water Supply Area, be in accordance with the requirements of the water and sewer authority.

**Proposal**

A Waterway and Coastal Protection Area occurs on part of the site. The proposal is unable to comply with the acceptable solution as the subdivision is not for the purpose of separating existing dwellings, is not for the creation of a lot for public open space, public reserve or utilities, the services extend into the Waterway and Coastal Protection Area and works are required within this area. Therefore, the proposal requires assessment against the performance criteria P1.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- While the area of proposed works within the Waterway and Coastal Protection Area is modified and dominated by exotic grasses, existing fill and stormwater infrastructure, natural values in this area include the ecological function of the riparian buffer and the waterway itself. These values are being managed and improved through the implementation of the Whitewater Creek Restoration Plan, created as a condition of approval for the original subdivision. Therefore, it is critical that any works within Whitewater Creek corridor and upgrades to stormwater infrastructure in this area are designed and located to avoid scour and erosion of the waterway and existing erosion control structures. This can be achieved through the inclusion of a condition in any permit issued requiring the detailed design of the stormwater infrastructure to be developed in consultation with a fluvial geomorphologist or equivalent and demonstrate consistency with the Whitewater Creek Restoration Plan and associated Implementation Plan. Impacts during construction can be managed through the development and implementation of a soil and water management plan.
- All building areas are located outside the Waterway and Coastal Protection Area.
- While the planning scheme maps indicate the Waterway and Coastal Protection Area extends into the lots and therefore the bushfire hazard management areas extend into the Waterway and Coastal Protection Area, the closest lot boundaries are 30m from the top of the bank and therefore just outside this area.

Conditions are recommended for inclusion in any permit issued requiring detailed engineering drawings:

- are developed in consultation with a fluvial geomorphologist or equivalent and demonstrate consistency with the Whitewater Creek Restoration Plan and associated Implementation Plan; and
- include a soil and water management plan.

**E15.0 Inundation Prone Areas Code****Clause E15.8.3 - Subdivision within a Riverine Inundation Hazard Area.****Acceptable Solution A1**

Each lot, or a lot proposed in a plan of subdivision, within a Riverine Inundation Hazard Area must:

- (a) be able to contain a building area, vehicular access and services, that are wholly located outside a Riverine Inundation Hazard Area;
- (b) be for the creation of separate lots for existing buildings;
- (c) be required for public use by the Crown, a council or a relevant agency; or
- (d) be required for the provision of Utilities.

**Performance Criteria P1**

Each lot, or a lot proposed in a plan of subdivision, within a riverine inundation hazard area, must not create an opportunity for use or development that cannot achieve a tolerable risk from flood, having regard to:

- (a) any increase in risk from flood for adjacent land;
- (b) the level of risk to use or development arising from an increased reliance on public infrastructure;
- (c) the need to minimise future remediation works;
- (d) any loss or substantial compromise by flood of access to the lot, on or off site;
- (e) the need to locate building areas outside the riverine inundation hazard area;
- (f) any advice from a State authority, regulated entity or a council; and
- (g) the advice contained in a flood hazard report.

**Proposal**

Part of the subject land is within a Riverine Inundation Area and are potentially subject to inundation during a 1% AEP event in 2100. Plans submitted in response to a further information request confirm that placement of fill, as part of the original subdivision (DAS-2013-42), has resulted in all lots excluding Lots 406 and 407 having a ground surface level above the 2100 1% AEP and therefore all lots comply with A1 (a), excluding Lots 406 and 407.

Lot 406 and 407 require assessment against the performance criteria P1.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- It is proposed to fill Lots 406 and 407 to a minimum of RL 47.60m.
- This level of minor fill is not considered to increase the risk from flood for adjacent land.
- The fill will address the risk on lots 406 and 407 by ensuring the building area is outside the riverine inundation area and in doing so will also minimise future remediation works.
- Access to the lots is not compromised by flood.

A condition is recommended for inclusion in any permit issued requiring the engineering drawings to include fill Lots 406 and 407 to a minimum of RL 47.60m.

## 2.5 Public Consultation and Representations

The application was advertised in accordance with the requirements of s.57 of the *Land Use Planning and Approvals Act 1993* (from 24 May 2023 to 6 June 2023). Five (5) representations were received during the public exhibition period. The following issues were raised by the representors:

### 2.5.1 Public Open Space

- The subdivision significantly reduces the amount of public open space in the Spring Farm Development.
- The original advertising for the estate shows these lots coloured/shown as public open space.
- Under this proposal there will be no green or open space; currently the south-west portion of land is used by lots of pedestrians for walking, exercising, and running with dogs, throwing a ball, riding bikes etc – there are always people walking and playing on this area – by removing this space there is not public open space.
- The supposed paths around the creek (which currently don't exist) are not suitable for walking or dogs, the grass is full of weeds and is often not mowed so is a risk for snakes and other animals.
- The plans show a number of pedestrian footpaths that simply end. This forces pedestrians to cross the road. This is a significant flaw in the design of footpaths on O'Connor Drive and should not be approved in other stages of development.

#### Comment

The subject site is not existing public open space and is zoned Inner Residential. Note is made that some of the plans displayed online on real estate and development sites indicate that the area is park land. This is not correct, and these plans are not Council plans or approved plans under Planning Permits. These online plans seem to have conveyed an impression that the subject site was public open space.

The proposal provides public open space land dedication as required by the Planning Scheme and the Public Open Space Contribution Policy, Policy 6.3, May 2019.

The issue of suitability and maintenance of adjacent public open space land and walkways is not a relevant matter that can be assessed with the current application.

### 2.5.2 Traffic

- The traffic in the Spring Farm and Whitewater subdivisions has grown significantly. If this further increase in lots is approved, then provision must be made for a connecting road up to Kingston View Drive from the existing roundabout near O'Connor Drive.
- Increasing housing density contributes to higher traffic flow and a reduction in green space which can in turn reduce the quality of living.

- The Traffic Impact Assessment is inadequate and does not take into account recent developments and subdivisions.
- Risk of bushfire and extreme weather events puts area at risk with evacuations due to the limited road infrastructure.
- The link road to Kingston View Drive and a connection to Corlacus Drive should be provided.
- Access to Java Head Link from proposed lots is not adequate or safe and there is inadequate on street parking.
- Safety of pedestrians and traffic as the area has families and the older community, lots of people actively walk (children, dogs, older people) on the footpaths, and lots of cycling and prams.

#### Comment

A Traffic Impact Assessment (GHD dated February 2023) has been provided demonstrating compliance with the standards in the relevant Traffic Code. The increase in traffic is assessed in the body of the report. In summary the increase in traffic is acceptable, safe and does not unreasonably impact on the efficiency of the road.

It is not a requirement of the Planning Scheme that the additional connecting roads at Kingston View Drive and Corlacus Drive are to be provided. This matter cannot be included in the assessment of the application against the development standards in the Planning Scheme and are an issue for other forums.

The issue of evacuations through the road system during emergencies is not a specific matter addressed by the relevant traffic and access Codes. The subdivisions in the estate and surrounding area have been supported by Bushfire Hazard Management Plans at their time of assessment.

#### **2.5.3 Lot Sizes**

- The lot sizes for the proposed development are very small leaving very little room for a yard once a dwelling has been built; Grand Mews is an example of this.
- The size of the advertised lots are so small that it would be near impossible for any dwelling to be built on the lots and still comply with the Planning Scheme.
- Some of the lots, e.g. Lot 396, are not of an appropriate shape that would allow any useful dwelling to be constructed on it whilst also still complying with the Planning Scheme.

#### Comment

The land is zoned Inner Residential, and the lot design complies with the Development Standards in the Planning Scheme. The lots may be a minimum of 250m<sup>2</sup> and may have a minimum frontage of 6m. If the lots comply with the acceptable solutions in the development standards, they are deemed to have appropriate area and dimensions to accommodate development consistent with the Zone Purpose and the Local Area Objectives and Desired Future Character Statements.

#### 1.1.4 Inadequate Infrastructure

Kingston is over developed at present with little infrastructure to meet the needs of its citizens including education and schools, and lack of medical services and public transport. An additional 30 families with the to the new Huntingfield developments and all other developments in Kingston in the last few years will increase issues.

The Objectives in the Zone are not meet as there are inadequate services and employment within in walking distance.

##### Comment

The land is zoned Inner Residential and Council is required to assess the subdivision in accordance with the requirements in the Planning Scheme. The issue of infrastructure and services is noted however these matters are not requirements that can be assessed for the subdivision. They are relevant matters for local and state government to address at a strategic level and in the preparation of Planning Schemes and other similar strategic documents and in the designation of land uses.

#### 2.5.5 Issue - Misrepresentation and failure to deliver by the developer in regard to the subdivision as a whole.

- The developer of the estate has misrepresented and failed to deliver the subdivision as a whole. The whole concept proposed was a quality of life, open spaces, nature, with walking paths, cycling, spaces for families and dogs and a community nature. This has not happened.
- The original development proposal also prohibited multiple dwellings on a lot, why is the Council not holding the developer responsible for the promises in the proposal. The subdivision's signage is of a person lying in grass – with this proposed development there will be no visible grass.
- There is no pathways, planning or items that lead to general quality of life – this development was sold to homeowners back in 2017 as a lifestyle area, with lots of green open space, trees, pathways for walk, lifestyle blocks – and this quality of life has not been achieved – there is no connection to the subdivision to any amenities, there is no public transport, or schools. Council should be making the developer accountable for their original promises prior to allowing more development.

##### Comment

The land is zoned Inner Residential and Council is required to assess the subdivision in accordance with the requirements in the Planning Scheme. Council has no involvement in the marketing and advertising of development and land and these are not relevant considerations in the assessment of the application. The area is subject to the Planning Permits issued by Council.

#### 2.5.6 Flooding

Lots 398, 399, 400, and lots 404-407 are all impacted by flood inundation. Council should not be approving lots where there is a significant likelihood of property damage caused by flooding. This also poses difficulty for buyers of these lots in designing a residential dwelling that would be approved by Council.



### Comment

The subject site has been assessed against the relevant Codes related to stormwater and inundation and the proposed lots comply with the standards. Due to works undertaken at various stages of the estates construction there are no lots now subject to inundation.

The application is supported by a Flood Levee Report (PDA Surveyors dated 19/02/2021) which addresses the site as it was mapped in the Whitewater Creek Flood Study (Kingborough Council Rev 1, April 2020). It has demonstrated that the site and adjacent works are sufficient to comply with the requirements of the Code, further changes are not required, and existing ground levels are acceptable.

## **2.6 Other Matters**

### TasWater

The application was referred to TasWater. A Submission to Public Authority with TasWater conditions has been provided to Council and is attached to the Permit Conditions.

### TasNetworks

The application was referred to TasNetworks and no response has been received.

### Best Practice Hygiene Measures

In accordance with clause 8.11.3(b) of the Planning Scheme, a condition should be included in the permit requiring implementation of best practice hygiene measures.

## **3. CONCLUSION**

The application complies with the Development Standards for the Inner Residential Zone and relevant Codes in the Planning Scheme and is recommended for approval with conditions.

## **4. RECOMMENDATION**

That the Planning Authority resolves that the development application for subdivision of 30 residential lots, public open space, two road lots and stormwater infrastructure at 'Spring Farm', 63 Spring Farm Road, and Lot 293 Spring Farm Road (CT 174196/293) Kingston. for Kingston Spring Farm Pty Ltd be approved subject to the following conditions:

1. Before the approved development commences, amended plans to the satisfaction and approval of the Manager Development Services must be submitted to and approved. When approved, the plans will be endorsed and will then form part of this permit. The plans must be generally in accordance with Council Plan Reference P3 received by Council on 1 March 2023 and prepared by PDA Surveyors but modified to show hazard management areas consistent with the certified Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3).

Except as otherwise required by this Permit, use and development of the land must be substantially in accordance with the endorsed plans (and/or reports).

This Permit relates to the use of land or buildings irrespective of the applicant or subsequent occupants, and whoever acts on it must comply with all conditions in this Permit. Any amendment, variation or extension of this Permit requires further planning consent of Council.

2. Prior to the permit coming into the effect, the landowner must enter into a Part 5 Agreement with and to the satisfaction of Council to the effect that the measures contained within the certified subdivision Bushfire Hazard Report and associated Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3) must be implemented in relation to any future development of the lots, unless superseded by an alternative BHMP certified by an accredited person or TFS, and only if this alternative BHMP demonstrates that the hazard management areas:
  - (a) are no greater than that shown in the subdivision BHMP;
  - (b) are consistent with the vegetation classifications in the subdivision BHMP;
  - (c) are contained within the lot boundaries;
  - (d) do not encroach into Waterway and Coastal Protection Areas; and
  - (e) do not rely upon additional management of vegetation communities meeting the descriptions in: Kitchener, A. and Harris, S. (revised January 2016), 'From Forest to Fjaeldmark: Descriptions of Tasmania's Vegetation', Edition 2. Department of Primary Industries, Water and Environment, excluding those vegetation communities within the categories of modified land or other natural environments, located within CT 175960/500.

This Part 5 Agreement must use Council's template Part 5 Agreement and be executed by all parties prior to commencement of works. The Agreement must then be lodged at the Land Titles Office together with the Final Plan of Survey and registered on the title to the lots.

All costs associated with drafting and registering the Part 5 Agreement on the title must be borne by the developer. All terms of this Agreement must be complied with once executed.

*Please note, planning permits containing a requirement for a Part 5 Agreement are not effective until such time as the Agreement is executed, as specified in s53(6) of the Land Use Planning and Approvals Act 1993. Therefore, the above Agreement must be signed and sealed, prior to the Permit coming into effect and commencement of works. Registration of the Agreement on the titles can be done at the time of the registration of the Final Plan of Survey. A template, and a checklist for the process of drafting and lodging such an Agreement, may be obtained from Council's planning team.*

3. A covenant must be included on the titles to lots 397 and 389 to the effect that the lots are designated for multiple dwellings only.
4. All Public Open Space areas must be shown as lots on the Final Plan and endorsed as 'Public Open Space' or, in the case of paths, horse riding trails and the like, must be endorsed as 'Footway', 'Horse-way' or other suitably described 'way'. In accordance with Section 83(1)(a) of the Local Government (Building and Miscellaneous Provisions) Act 1993, these areas must be sold to Council for a nominal amount.

The Final Plan submitted for sealing by Council must be accompanied by a signed transfer in respect of these areas and all documentation in relation to discharges of any Mortgages, caveats or the like, and all relevant registrable dealings. This Transfer must be executed by the vendor, identifying the lot(s) to be transferred and the applicant is responsible for all Land Titles Office and stamp duty fees and charges.

5. Prior to commencement of on-site works, engineering design drawings must be submitted to Council for approval. The engineering plans and specifications must be prepared and certified by a professional Civil Engineer, in consultation with a suitably

qualified arborist (Cert IV Arboriculture and qualified in QTR Assessment or equivalent methodology). Plans must be to satisfaction of the Director Engineering Services and comply with:

- Tasmanian Standard Drawings
- Austroads Standards and Australian Standards
- Australian Rainfall and Runoff Guidelines
- The subdivision Bushfire Hazard Report and Bushfire Hazard Management Plan and accompanying certified Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3).

The Plans must include, but are not limited to:

- (a) Design of the internal road network, including junctions, vehicular crossovers to all lots, fire hydrants and associated stormwater drainage system.
- (b) Road pavement width to be 8.9m between face of kerbs (8.0m between lip of kerbs) for road lot 103 & footpath as indicated on the submitted plans.
- (c) Road pavement width to be 6.9m between face of kerbs (6.0m between lip of kerbs) for road lot 101 & & footpath as indicated on the submitted plans.
- (d) Footpath (1.5m width) along the north side of Java Head Link Road for the frontage length of the site.
- (e) Fire hydrant locations in accordance with the subdivision Bushfire Hazard Report and accompanying certified Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3);
- (f) Design (including supporting documentation and hydraulic calculations) of the proposed stormwater infrastructure including:
  - (i) A water sensitive urban design system that achieves the acceptable stormwater quality standards, required in Table E7.1 of the Kingborough Interim Planning Scheme 2015 including MUSIC modelling. The proposed proprietary system to be approved must be located in the proposed lot 103 road reserve adjacent to the 407 frontage with access for maintenance vehicles.
  - (ii) The reticulated stormwater system sized to accommodate at least the estimated 5% AEP flow based on a future fully-developed catchment.
  - (iii) Demonstration that the design has been developed in consultation with a fluvial geomorphologist or equivalent and is consistent with the Whitewater Creek Restoration Plan Version 1.5 (Millen EMS, August 2016) and associated Implementation Plan Version 1.2 (Millen EMS, December 2016).
  - (iv) Overland flow paths sized to accommodate the estimated 1% AEP (Annual Exceedance Probability) flow based on a future fully-developed catchment;
- (g) A cut and fill plan, including:
  - (i) details on the extent of cut and fill including minor filling (less than 300mm) of proposed lots 406 & 407 to minimum RL 47.60m;

- (ii) storage locations for the stockpiling of fill on site;
  - (iii) demonstration that the stockpiling of fill will not encroach into the Tree Protection Zones of trees identified for retention; and
  - (iv) confirming the location for the disposal of any excess fill off site and demonstration this site is either a certified landfill facility for Level 1 fill or a site that has been approved for the disposal or use of Level 1 fill under a development use permit issued by Council.
- (h) A Tree Plan to the satisfaction of the Manager Development Services which:
- (i) accurately locates all trees within 15m of, and relative to, the subdivision works, including the road, footpath, services and utilities;
  - (ii) includes a table of trees consistent with the Arborist Assessment (Tree Inclined, 1 May 2023) and containing a unique tree ID, diameter at chest height, species, extent of encroachment and tree removal and retention;
  - (iii) demonstrates all trees located within CT175960/500 are feasible for retention, including either demonstrating that the extent of encroachment into the tree protection zones of these trees is no greater than assessed in the Arborist Assessment (Tree Inclined, 1 May 2023), or demonstrating that the extent of encroachment tolerable, as verified in a revised Arborist Assessment of the detailed engineering drawings;
  - (iv) identifies mitigation and protection measures to be implemented during subdivision works to minimise the impacts of the development on the health of trees to be retained and avoid their loss within the scope of the approved development, including the measures identified in the Arborist Assessment (Tree Inclined, 1 May 2023) and any subsequent arborist assessment if required under (g)(iii); and
  - (v) is in accordance with Australian Standard 4970-2009 for the protection of trees on development sites.

Once endorsed the plans will form part of the permit.

6. A Council fee of 2% of the estimated value of the civil engineering construction works (including GST, provisional items and contingencies) for the development or the current minimum fee, whichever is the greater, must be paid at the time of submission of the engineering design plans for approval. The actual amounts payable shall be based on the rates adopted by Council and prevailing at the time of payment.
7. Prior to the commencement of on-site works, including vegetation removal or modification, demolition, construction, excavations, placement of fill, delivery of building/construction materials and/or temporary buildings, an 'Application for Approval of Planning Start of Works Notice' must be lodged with Council's Planning Department.

This application must be lodged a minimum of 14 days prior to commencement of on-site works and works must not commence until this notice has been approved by the Manager Development Services.

A copy of the application form is available on Council's website.

8. No more than one (1) tree (Tree 18) and as shown in the Arborist Assessment (Tree Inclined, 1 May 2023) is approved for removal for the purposes of this development.

This tree must not be removed prior to approval of an 'Application for Approval of Planning Start of Works Notice'.

No further felling, lopping, ringbarking or otherwise injuring or destroying of native vegetation or individual trees is to take place without the prior written permission of Council.

9. Prior to the commencement of on-site works (including any tree removal, demolition, excavations, placement of fill, delivery of building/construction materials and/or temporary buildings), all individual trees identified for retention in the endorsed Engineering Drawings required under Condition 5, must be appropriately protected during and after construction in accordance with all the recommendations in the Arborist Assessment (Tree Inclined, 1 May 2023) and any subsequent arborist assessment submitted where required under Condition 5(h) to ensure that no damage is inflicted that may impact upon the health of the trees or cause them to die. This includes, but is not limited to implementation of the following measures during construction:
- (a) ensuring no activity, storage of building materials or waste occurs within the neighbouring reserve;
  - (b) ensuring machinery movement and excavation for the water main and path is completed from below the south-eastern extremity of these features, avoiding compaction and minimising disturbance of the TPZ sections between the lot boundary and their footprint;
  - (c) ensuring any exposed roots are cleanly cut with a saw; and
  - (d) seeking further advice/services of an arborist regarding root management and pruning where roots larger than 50mm in diameter are found while excavating.

In addition, the following tree protection measures must be adhered to following construction for all areas within the Tree Protection Zone but outside the footprint of the approved works:

- (a) the existing soil level must not be altered around the Tree Protection Zone of the trees (including the disposal of fill, placement of materials or the scalping of the soil); and
  - (b) the Tree Protection Zone must be free from the storage of fill, contaminants or other materials; and
  - (c) machinery and vehicles are not permitted to access the Tree Protection Zone; and
  - (d) development and associated works are not permitted unless otherwise approved by Council in writing.
10. To reduce the spread of weeds or pathogens, all machinery must take appropriate hygiene measures prior to entering and leaving the site as per the Tasmanian Washdown Guidelines for Weed and Disease Control produced by the Department of Primary Industries, Parks, Water and Environment.

Any imported fill materials must be from a weed and pathogen free source to prevent introduction of new weeds and pathogens to the area.

11. Prior to the sealing of the Final Plan of Survey for each stage, the hazard management area must be established to the satisfaction of Council and in accordance with the

Bushfire Hazard Report and accompanying certified Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3).

12. Underground power and telecommunication services must be provided to all lots on the endorsed plan of subdivision in accordance with the requirements of TasNetworks and the telecommunications authority requirements. Services conduits must be provided to the lots proper at the developer's cost. Services conduits must be provided to the service authority requirements. The underground cabling and street lighting design including annual operating costs must be submitted to Council for approval prior to engineering plan approval.
13. All existing sewer, water, stormwater, TasNetworks and telecommunication authorities supply infrastructure traversing newly created lots, must be removed and/or replaced as necessary so that they are contained wholly within the boundaries of the specific lot which they service with all associated costs borne by the applicant. The requirements of the relevant service authorities must be strictly complied with by the applicant.
14. All existing and proposed water, sewer and stormwater pipelines must be provided with all necessary drainage easements and shown on the Final Plan of Survey lodged for sealing.

Specific easements as required by other authorities must also be provided and shown on the Final Plan of Survey lodged for sealing.

15. Site filling that exceeds a depth of 300mm must be placed in accordance with AS3798 guidelines for commercial and residential developments 1996. Upon completion of the works, the supervising engineer must confirm in writing that the works have been carried out in accordance with AS 3798. The location of fill areas must be shown on the "as constructed drawings" and Final Plan of Survey submitted for sealing.
16. At practical completion and the satisfactory completion of all mandatory audit inspections for each approved stage of the subdivision works the supervising engineer must:
  - (a) Request a joint on-site practical completion inspection with the Council's authorised representative;
  - (b) Provide written confirmation that the works have been substantially completed in accordance with the Council approved plans and specifications and that the appropriate levels of quality and workmanship have been achieved;
  - (c) Provide a copy of relevant documentation that all requirements have been carried out as applicable by the following:
    - (i) Telecommunication authorities
    - (ii) TasNetworks
    - (iii) TasWater;
  - (d) Provide supervising engineer's certification that site filling exceeding 300mm has been placed in accordance with AS3798 (guidelines on earthworks for commercial and residential developments). Fill areas must be shown on the 'As Constructed' drawings;
  - (e) Provide a signed checklist for 'As Constructed' drawings;



- (f) Submit 'As Constructed' drawings in accordance with Council's Survey Brief, certified as correct by a registered land surveyor in accordance with Council's Survey requirements for subdivisions, developments and capital works projects;
- (g) Provide CCTV inspection and report (by Council approved contractor) of any new public stormwater infrastructure to be taken over by Council; and

Council will issue a Certificate of Practical Completion including a minor defects list, upon the successful completion of:

- (a) All mandatory audit inspections;
  - (b) Provision of acceptable documentation;
  - (c) Practical completion inspection;
  - (d) Provision of Bond and Bank guarantees.
17. The applicant must lodge a maintenance bond and bank guarantee of 10% of the total contract sum including GST to cover the satisfactory rectification of all defects and defective works during the statutory 52 weeks maintenance period prior to the issue of Certificate of Practical Completion for each approved stage of the subdivision.
18. All works associated with each approved stage of the subdivision must be completed to the satisfaction of the Executive Manager – Engineering Services prior to the sealing of the Final Plan of Survey by Council for the respective stage. Quality assured contractors may lodge a notice of intent to Council requesting assessment and approval that security be accepted to cover the completion of any outstanding works to enable the sealing of the Final Plan of Survey. The assessment must be in accordance with Council's policy at the time, is subject to an onsite inspection and report by Council's officers. The following must be confirmed in writing:
- (a) That all sewer, stormwater, water mains and associated house connections are constructed and capable of satisfactory operation; and
  - (b) That all requirements of the Electricity and Telecommunication agencies and other relevant service authorities have been satisfactorily completed.

Acceptable "As Constructed" drawings must be provided.

19. The satisfactory completion of all public infrastructure for each stage of the subdivision works will be considered achieved when:
- (a) A Certificate of Practical Completion has been issued;
  - (b) All defects and any defective works have been satisfactorily rectified at the completion of the 52 week maintenance period;
  - (c) Council will be entitled to call upon the bond and bank guarantee funds to complete or rectify any outstanding defective works after the expiry of the maintenance period;
  - (d) At the end of the statutory 52 week maintenance period, the supervising Engineer must request a joint onsite inspection with the Council's authorised representative to confirm that all outstanding defects and defective works have been satisfactorily completed;

- (e) Upon satisfactory completion of all outstanding defects and defective works Council will issue a notice of satisfactory 'Final Inspection' and the public assets will be taken over by Council;
  - (f) After takeover of the works, it will be the responsibility of the supervising engineer or applicant to request Council to release all Bond and Bank Guarantee monies.
20. The conditions as determined by TasWater, and set out in the attached Appendix A, form part of this permit.

### ADVICE

- A. A Final Plan of Survey must be submitted to Council for sealing, together with a Schedule of Easements, a copy of the survey notes, and a copy of the balance plan (where applicable). Payment of Council's fee for sealing the Final Plan of Survey and Schedule of Easements must be made upon submission of plans.
- B. In accordance with section 53(5) of the Land Use Planning and Approvals Act 1993 this permit lapses after a period of two years from the date on which it is granted if the use or development in respect of which it is granted is not substantially commenced within that period.
- C. The Developer should not allocate any property address numbers for the proposed lots.

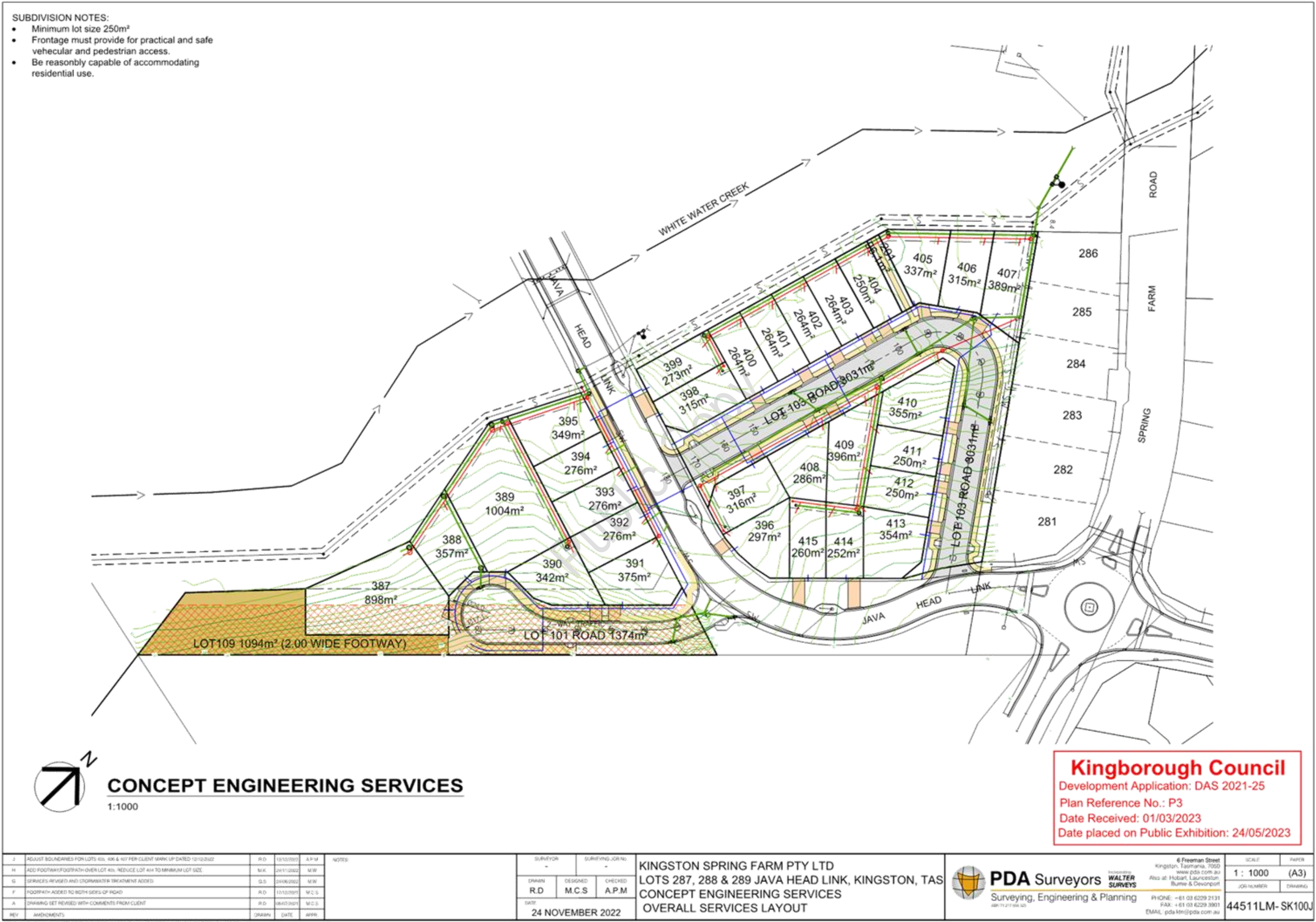
New property addresses have been allocated as follows:

Lot No.	Allocated Property Address
387	8 Lot 101 Road, Kingston (Unknown Road to be named)
388	6 Lot 101 Road, Kingston (Unknown Road to be named)
389	4 Lot 101 Road, Kingston (Unknown Road to be named)
390	2 Lot 101 Road, Kingston (Unknown Road to be named)
391	7 Java Head Link, Kingston
392	9 Java Head Link, Kingston
393	11 Java Head Link, Kingston
394	13 Java Head Link, Kingston
395	15 Java Head Link, Kingston
396	6 Java Head Link, Kingston
397	13 Lot 103 Road, Kingston (Unknown Road to be named)
398	12 Java Head Link, Kingston
399	14 Java Head Link, Kingston
400	26 Lot 103 Road, Kingston (Unknown Road to be named)
401	24 Lot 103 Road, Kingston (Unknown Road to be named)
402	22 Lot 103 Road, Kingston (Unknown Road to be named)
403	20 Lot 103 Road, Kingston (Unknown Road to be named)
404	18 Lot 103 Road, Kingston (Unknown Road to be named)

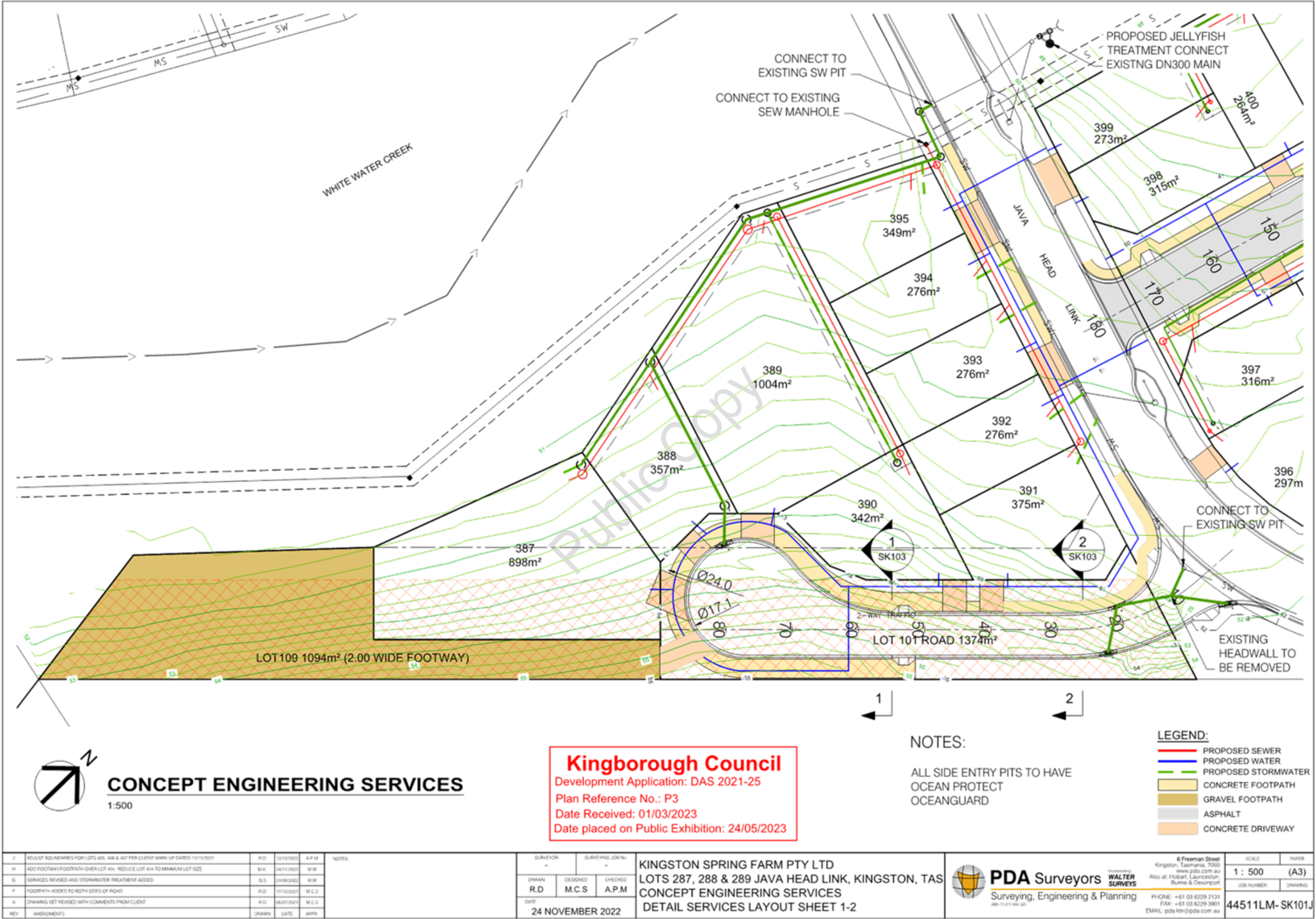
405	16 Lot 103 Road, Kingston (Unknown Road to be named)
406	14 Lot 103 Road, Kingston (Unknown Road to be named)
407	12 Lot 103 Road, Kingston (Unknown Road to be named)
408	11 Lot 103 Road, Kingston (Unknown Road to be named)
409	9 Lot 103 Road, Kingston (Unknown Road to be named)
410	7 Lot 103 Road, Kingston (Unknown Road to be named)
411	5 Lot 103 Road, Kingston (Unknown Road to be named)
412	3 Lot 103 Road, Kingston (Unknown Road to be named)
413	1 Lot 103 Road, Kingston (Unknown Road to be named)
414	2 Java Head Link, Kingston
415	4 Java Head Link, Kingston

**ATTACHMENTS**

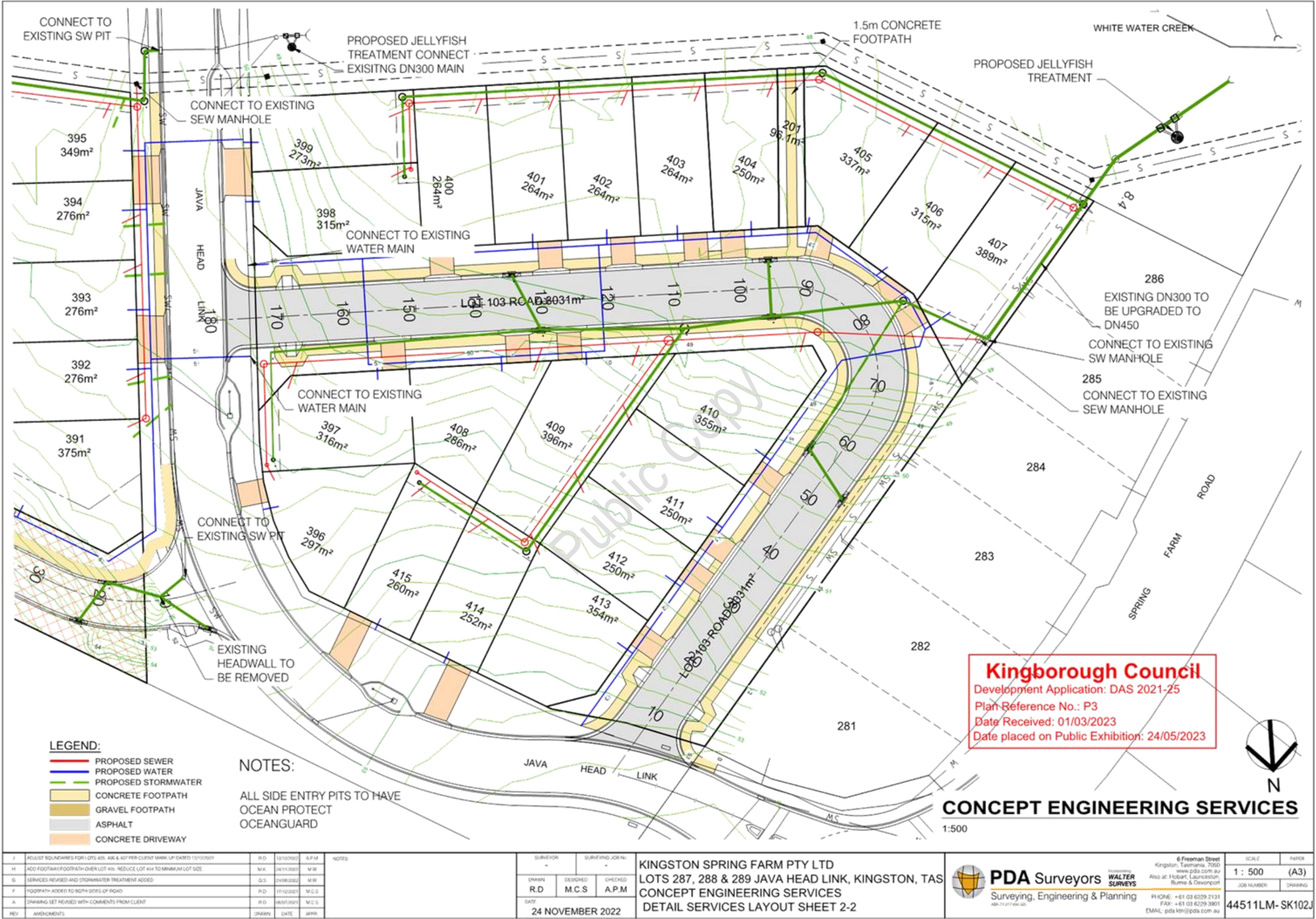
1. **Subdivision Plans**
2. **Assessment Checklist**
3. **TasWater Submission to Planning Authority**











## Assessment Checklist

### Inner Residential Zone Provisions (subdivision)

*Checklist is based on KIPS2015 and provisions of PD8 (which commenced 22 Feb 2022)*

Clause	Compliance/Comments
<b>11.5 Development Standards for Subdivision</b>	
<b>Clause 11.5.1 – Lot Design</b> <b>A1</b> – The size of each lot must comply with the minimum and maximum lot sizes specified in Table 11.1, except if for public open space, a riparian or littoral reserve or utilities.  <b>A2</b> – No Acceptable Solution.  <b>A3</b> - No Acceptable Solution.  <b>A4</b> – No lot is an internal lot. <b>A5</b> – No Acceptable Solution.	<b>A1</b> – Complies with Table 11.1 Two lots are designated for multiple dwellings: <ul style="list-style-type: none"> <li>• Lot 387 – 898m<sup>2</sup></li> <li>• Lot 389 - 1004m<sup>2</sup></li> </ul> (Lots for multiple dwellings must have a minimum lot size of 500m <sup>2</sup> and there is no maximum lot size.) A condition is included on the Permit that a covenant must be included on the titles for these lots that they are designated for multiple dwellings only. All other lots are between 250 m <sup>2</sup> and 400 m <sup>2</sup> .  <b>A2</b> – <b>Not Complying</b> No Acceptable Solution and requires assessment against the Performance Criteria There are nine (9) native trees located within or adjacent to the proposed road lot and impacted by the proposed subdivision, including: <ul style="list-style-type: none"> <li>• one (1) native tree located within the road lot (Tree 18, a Eucalyptus ovata with a dbh of 37cm); and</li> <li>• a further eight (8) native trees adjacent to the proposed subdivision but with their tree protection zones extending into the road lot (Trees 9-12, 14-16 and 31).</li> </ul> As there is no acceptable solution, the proposed subdivision must be assessed against the performance criteria (P2).  <b>A3</b> – <b>Not Complying</b> No Acceptable Solution and requires assessment against the Performance Criteria  <b>A4</b> – Complies – there are no internal lots. <b>A5</b> – <b>Not Complying</b> No Acceptable Solution and requires assessment against the Performance Criteria
<b>Clause 11.5.2 - Roads</b> <b>A1</b> - The subdivision includes no new road.	<b>A1</b> – <b>Not Complying</b> The proposed subdivision includes the construction of a new road (Lot 101) off the existing Java Head Link Road.
<b>Clause 11.5.3 – Ways and Public Open Space</b> <b>A1</b> – No Acceptable Solution.	<b>A1</b> – <b>Not Complying</b> No Acceptable Solution and requires assessment against the Performance Criteria.
<b>Clause 11.5.4 - Services</b> <b>A1</b> - Each lot must be connected to a reticulated potable water supply.	<b>A1</b> – Complies The subdivision is connected to the existing reticulated potable water supply.



Clause	Compliance/Comments
<b>A2</b> - Each lot must be connected to a reticulated sewerage system.	<b>A2</b> – Complies The subdivision is connected to the existing reticulated sewerage system.
<b>A3</b> - Each lot must be connected to a stormwater system able to service the building area by gravity.	<b>A3</b> – Complies Each lot is connected to a stormwater system able to service the building area by gravity.
<b>A4</b> - The subdivision includes no new road.	<b>A4</b> – <b>Not Complying</b> The proposed subdivision includes the construction of a new road (Lot 101) off the existing Java Head Link Road.

## Code Provisions

Clause	Compliance/Comments
<b>E1.0 Bushfire-Prone Areas Code</b>	
<b>Clause E1.6.1 - Subdivision: Provision of hazard management areas</b> <b>A1</b> – (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or (b) The proposed plan of subdivision: <ul style="list-style-type: none"> <li>(i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision;</li> <li>(ii) shows the building area for each lot;</li> <li>(iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</li> <li>(iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</li> </ul> (c) If hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.	<b>A1</b> – The application is accompanied by a Certificate under s51(2)(d) of the <i>Land Use Planning and Approvals Act 1993</i> certified by an accredited bushfire practitioner which demonstrates that the proposed subdivision meets Clause E1.6.1(A1)(b) in that it provides hazard management areas equal to or greater than that the separation distances required for BAL 19 for all lots. A plan of subdivision was also submitted with the application which: <ul style="list-style-type: none"> <li>• shows all lots that are located within a bushfire prone area;</li> <li>• identifies a compliant building area for each lot; and</li> <li>• identifies that the bushfire hazard management area for each lot is equal to or greater than the separation distances required for BAL-19; and</li> <li>• is accompanied by a bushfire hazard management plan certified by an accredited person and showing hazard management areas equal to or greater than the separation distances required for BAL 19 (GES, February 2023, J3417v3).</li> </ul> Notwithstanding, the hazard management area shown on the plan of subdivision is inconsistent with the hazard management area shown in the certified Bushfire Hazard Management Plan (BHMP) (GES, February 2023, J3417v3). Accordingly, to demonstrate compliance with Clause E1.6.1 A1 (b)(iii), a revised plan of subdivision showing hazard management areas consistent with the BHMP is required as a condition of approval. While the hazard management areas do not encroach into existing Council land, Lot 109 is proposed to be transferred to Council as Public Open Space and the Bushfire Hazard Management Plan identifies Lot 109 as required to be managed as low threat vegetation. This is consistent with

Clause	Compliance/Comments
	<p>management of the adjacent area of Public Open Space, once Council takes over management.</p> <p>To ensure the bushfire hazard management requirements are satisfied and future lot owners are aware of these requirements, it is recommended that a condition is included in any permit issued requiring a Part 5 Agreement on the lots to the effect that the measures contained within the plan must be implemented in relation to any future development on both lots, unless superseded by an alternative BHMP certified by an accredited person or TFS, and only if this alternative BHMP demonstrates that the hazard management areas:</p> <ul style="list-style-type: none"> <li>• are no greater than that shown in the subdivision BHMP;</li> <li>• are consistent with the vegetation classifications in the subdivision BHMP;</li> <li>• are contained within the lot boundaries; and do not rely upon additional management of native vegetation communities located within CT 175960/500.</li> </ul>
<p><b>Clause E1.6.2 - Subdivision: Public and fire fighting access</b></p> <p><b>A1</b> – (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or</p> <p>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that:</p> <p>(i) demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</p> <p>(ii) is certified by the TFS or an accredited person.</p>	<p><b>A1</b> – The subdivision complies with A1 (b) as the proposed plan of subdivision shows the layout of property access to the building areas and demonstrates they comply with Table E2 and the plan has been certified by an accredited person.</p>
<p><b>Clause E1.6.3 - Subdivision: Provision of water supply for fire fighting purposes</b></p> <p><b>A1</b> – In areas serviced with reticulated water by the water corporation:</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes;</p> <p>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table E4; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>	<p><b>A1</b> – The subdivision complies with A1 (b) as proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan and this plan has been approved by an accredited person as being compliant with Table E4.</p>

Clause	Compliance/Comments
<p><b>A2</b> – In areas that are not serviced by reticulated water by the water corporation:</p> <p>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for fire fighting purposes;</p> <p>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table E5; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>	<b>A2</b> – NA
<b>E5.0 Road and Railway Assets Code</b>	
<p><b>Clause E5.5.1 – Existing road accesses and junctions</b></p> <p><b>A1</b> – The annual average daily traffic (AADT) of vehicle movements, to and from a site, onto a category 1 or category 2 road, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.</p>	<b>A1</b> – NA
<p><b>A2</b> – The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.</p>	<b>A2</b> – NA
<p><b>A3</b> – The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater.</p>	<p><b>A3 – Not Complying</b></p> <p>The annual average daily traffic (AADT) of vehicle movements, to and from a site is greater than 40 vehicle movements per day.</p>
<p><b>E5.5.2 Exiting level crossings</b></p> <p><b>A1</b> – Where use has access across part of a rail network, the annual average daily traffic (AADT) at an existing level crossing must not be increased by greater than 10% or 10 vehicle movements per day, whichever is the greater.</p>	<b>A1</b> – NA
<p><b>Clause E5.6.1 - Development adjacent to roads and railways</b></p> <p><b>A1.1</b> – Except as provided in A1.2, the following development must be located at least 50m from the rail network, or a category 1 road or category 2 road, in an area subject to a speed limit of more than 60km/h:</p> <p>(a) new buildings;</p> <p>(b) other road or earth works; and</p> <p>(c) building envelopes on new lots.</p>	<b>A1.1</b> – NA

Clause	Compliance/Comments
<b>A1.2 – Buildings, may be:</b> (a) located within a row of existing buildings and setback no closer than the immediately adjacent building; or (b) an extension which extends no closer than: (i) the existing building; or (ii) an immediately adjacent building.	<b>A1.2 – NA</b>
<b>Clause E5.6.2 - Road access and junctions</b> <b>A1 – No new access or junction to roads in an area subject to a speed limit of more than 60km/h.</b>	<b>A1 – NA</b>
<b>A2 – No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.</b>	<b>A2 – Complies.</b>
<b>Clause E5.6.3 – New level crossings</b> <b>A1 – No acceptable solution (requires assessment against performance criteria)</b>	<b>A1 – NA</b>
<b>Clause E5.6.4 - Sight distance at accesses, junctions and level crossings</b> <b>A1 – Sight distances at:</b> (a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.1; and (b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.	<b>A1 – Complies</b> A Traffic Impact Assessment (GHD dated February 2023) has been provided demonstrating compliance with the standards in the Code.
<b>E6.0 Parking and Access Code</b>	
<b>Clause E6.6.1 - Number of car parking spaces</b> <b>A1 - The number of on-site car parking spaces must be:</b> (a) no less than the number specified in Table E6.1; except if: (i) the site is subject to a parking plan for the area adopted by Council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;	<b>A1 – NA</b>
<b>Clause E6.7.1 - Number of vehicular accesses</b> <b>A1 – The number of vehicle access points provided for each road frontage must be no more than 1 or the existing number of vehicle access points, whichever is the greater.</b>	<b>A1 – Complies</b>
<b>Clause E6.7.2 - Design of vehicular accesses</b> <b>A1 – Design of vehicle access points must comply with all of the following:</b> (a) in the case of non-commercial vehicle access; the location, sight distance, width and gradient of an access must be designed and constructed to comply with section 3 – “Access Facilities to Off-street Parking Areas and Queuing Areas” of AS/NZS 2890.1:2004 Parking Facilities Part 1:	<b>A1 – Complies</b>

Clause	Compliance/Comments
<p>Off-street car parking;</p> <p>(b) in the case of commercial vehicle access; the location, sight distance, geometry and gradient of an access must be designed and constructed to comply with all access driveway provisions in section 3 "Access Driveways and Circulation Roadways" of AS2890.2 - 2002 Parking facilities Part 2: Off-street commercial vehicle facilities.</p>	
<p><b>Clause E6.7.3 - Vehicular passing areas along an access</b></p> <p><b>A1</b> – Vehicular passing areas must:</p> <p>(a) be provided if any of the following applies to an access:</p> <p>(i) it serves more than 5 car parking spaces;</p> <p>(ii) is more than 30 m long;</p> <p>(iii) it meets a road serving more than 6000 vehicles per day</p> <p>(b) be 6 m long, 5.5 m wide, and taper to the width of the driveway;</p> <p>(c) it meets a road serving more than 6000 vehicles per day;</p> <p>(d) have the first passing area constructed at the kerb;</p> <p>(e) be at intervals of no more than 30 m along the access.</p>	<p><b>A1</b> – NA</p>
<p><b>Clause E6.7.4 - On-site turning</b></p> <p><b>A1</b> – On-site turning must be provided to enable vehicles to exit a site in a forward direction, except where the access complies with any of the following:</p> <p>(a) it serves no more than two dwelling units;</p>	<p><b>A1</b> – NA</p>
<p><b>Clause E6.7.14 - Access to a road</b></p> <p><b>A1</b> – Access to a road must be in accordance with the requirements of the road authority.</p>	<p><b>A1</b> – Complies</p>
<b>E7.0 Stormwater Management Code</b>	
<p><b>Clause E7.7.1 - Stormwater drainage and disposal</b></p> <p><b>A1</b> – Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.</p>	<p><b>A1</b> – Complies</p> <p>Stormwater disposed of by gravity to public stormwater infrastructure.</p>
<p><b>A2</b> – A stormwater system for a new development must incorporate water sensitive urban design principles R1 for the treatment and disposal of stormwater if any of the following apply:</p> <p>(a) the size of new impervious area is more than 600 m<sup>2</sup>;</p> <p>(b) new car parking is provided for more than 6 cars;</p> <p>(c) a subdivision is for more than 5 lots.</p>	<p><b>A2</b> – Complies</p>
<p><b>A3</b> – A minor stormwater drainage system must be designed to comply with all of the following:</p> <p>(a) be able to accommodate a storm with an ARI of</p>	<p><b>A3</b> – Complies</p>

Clause	Compliance/Comments
<p>20 years in the case of non-industrial zoned land and an ARI of 50 years in the case of industrial zoned land, when the land serviced by the system is fully developed;</p> <p>(b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.</p>	
<b>A4</b> – A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.	<b>A4</b> – NA
<b>E10.0 Biodiversity Code</b>	
<p><b>Clause E10.8.1 – Subdivision</b></p> <p><b>A1</b> - Subdivision of a lot, all or part of which is within a Biodiversity Protection Area, must comply with one or more of the following:</p> <p>(a) be for the purposes of separating existing dwellings;</p> <p>(b) be for the creation of a lot for public open space, public reserve or utility;</p> <p>(c) no works, other than boundary fencing works, are within the Biodiversity Protection Area;</p> <p>(d) the building area, bushfire hazard management area, services and vehicular access driveway are outside the Biodiversity Protection Area.</p>	<p><b>A1 – Not Complying</b></p> <p>Parts of the site are within a Biodiversity Protection Area (BPA), including part of the proposed road lot (Lot 101). Within BPA on this lot there is:</p> <ul style="list-style-type: none"> <li>one (1) native tree (Tree 18, a Eucalyptus ovata with a dbh of 37cm). Tree 18 requires removal as it is in the footprint of the proposed subdivision works. However, this tree is below the threshold of a high conservation value tree and is therefore not a priority biodiversity value under Code E10.0; and</li> <li>the tree protection zones of a further eight (8) native trees located on the adjacent land (Trees 9-12, 14-16 and 31). These trees form part of a high priority vegetation community (Eucalyptus ovata forest and woodland) and three (3) of these trees (Tree 9, 12 and 14) also meet the threshold for high conservation value trees. While impacted by the proposal these trees are all proposed for retention.</li> </ul> <p>It is noted that a further tree (Tree 1) located on land external to the application is recommended for removal. Notwithstanding, this tree removal is based on the risk of the tree to existing infrastructure. Therefore, the recommended removal of Tree 1 falls outside the scope of this application and will be followed up by Council as landowner and manager.</p> <p>Under Clause E10.2.1, the Biodiversity Code applies to development involving clearance and conversion or disturbance of native vegetation within a Biodiversity Protection Area. In this instance, parts of the development (the road, services and footpath) extend into the BPA and result in disturbance to native vegetation located on and adjacent to the subject land. Therefore, the Code is applicable.</p> <p>The proposal cannot comply with A1 as works are required in the Biodiversity Protection Area (road construction and bushfire), bushfire hazard management encroaches into the BPA and the subdivision is not for the purpose of separating existing dwellings or the creation of a lot for public open space, public reserve or utility. Therefore, the proposal requires assessment against P1..</p>

Clause	Compliance/Comments
<b>A2</b> - Subdivision is not prohibited by the relevant zone standards.	<b>A2</b> – Complies.
<b>E11.0 Waterway and Coastal Protection Code</b>	
<b>Clause E11.8.1 – Subdivision</b> <b>A1</b> - Subdivision of a lot, all or part of which is within a Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area must comply with one or more of the following: <ul style="list-style-type: none"> <li>(a) be for the purpose of separation of existing dwellings;</li> <li>(b) be for the creation of a lot for public open space, public reserve or utility;</li> <li>(c) no works, other than boundary fencing works, are within a Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area;</li> <li>(d) the building area, bushfire hazard management area, services and vehicular access driveway are outside the Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area.</li> </ul>	<b>A1 – Not Complying</b> A Waterway and Coastal Protection Area occurs on part of the site. The proposal is unable to comply with the acceptable solution as the subdivision is not for the purpose of separating existing dwellings, is not for the creation of a lot for public open space, public reserve or utilities, the services extend into the Waterway and Coastal Protection Area and works are required within this area. Therefore, the proposal requires assessment against the performance criteria P1.
<b>A2</b> - Subdivision is not prohibited by the relevant zone standards.	<b>A2</b> – Complies
<b>A2</b> – Works must not be visible from public spaces.	<b>A2</b> – Complies
<b>E15.0 Inundation Prone Areas Code</b>	
<b>E15.8 Development Standards for Subdivision</b>	
<b>A2</b> - Subdivision is not prohibited by the relevant zone standards.	<b>A2</b> – Complies
<b>Clause E15.8.3 - Subdivision within a Riverine Inundation Hazard Area</b> <b>A1</b> - Each lot, or a lot proposed in a plan of subdivision, within a Riverine Inundation Hazard Area must: <ul style="list-style-type: none"> <li>(a) be able to contain a building area, vehicular access and services, that are wholly located outside a Riverine Inundation Hazard Area;</li> <li>(b) be for the creation of separate lots for existing buildings;</li> <li>(c) be required for public use by the Crown, a council or a relevant agency; or</li> <li>(d) be required for the provision of Utilities.</li> </ul>	<b>A1 – Not Complying</b> Part of the subject land is within a Riverine Inundation Area and are potentially subject to inundation during a 1% AEP event in 2100. Plans submitted in response to a further information request confirm that placement of fill as part of the original subdivision (DAS-2013-42) has resulted in all lots excluding Lots 406 and 407 having a ground surface level above the 2100 1% AEP. It is proposed to Therefore, all lots comply with A1 (a), excluding Lots 406 and 407. Lot 406 and 407 however, require assessment against the performance criteria P1.

*Note: Codes not listed in this Checklist have been assessed as not being relevant to the assessment of this application.*





## Submission to Planning Authority Notice

<b>Council Planning Permit No.</b>	DAS-2021-25		<b>Council notice date</b>	29/09/2021
<b>TasWater details</b>				
<b>TasWater Reference No.</b>	TWDA 2021/01651-KIN		<b>Date of response</b>	22/06/2023
<b>TasWater Contact</b>	Phil Papps	<b>Phone No.</b>	0474 931 272	
<b>Response issued to</b>				
<b>Council name</b>	KINGBOROUGH COUNCIL			
<b>Contact details</b>	kc@kingborough.tas.gov.au			
<b>Development details</b>				
<b>Address</b>	SPRING FARM ROAD, KINGSTON (CT184457/1000)		<b>Property ID (PID)</b>	9509060
<b>Description of development</b>	Subdivision of 30 residential lots			
<b>Schedule of drawings/documents</b>				
<b>Prepared by</b>	<b>Drawing/document No.</b>		<b>Revision No.</b>	<b>Date of Issue</b>
PDA	Plan of Subdivision / 44511LM-1 / Shts 1-3		D	20/08/2021
PDA	Concept Servicing / 44511LM-SK101 / Shts 1-3		J	13/12/2022
<b>Conditions</b>				
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p><b>CONNECTIONS, METERING &amp; BACKFLOW</b></p> <ol style="list-style-type: none"> <li>1. A suitably sized water supply with metered connections and sewerage system and connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.</li> <li>2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections to exiting TasWater infrastructure must be carried out by TasWater at the developer's cost.</li> <li>3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater.</li> </ol> <p><b>ASSET CREATION &amp; INFRASTRUCTURE WORKS</b></p> <ol style="list-style-type: none"> <li>4. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains.</li> <li>5. Prior to applying for a Permit to Construct the new infrastructure the developer must obtain from TasWater Engineering Design Approval for new TasWater infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a suitably qualified person showing the hydraulic servicing requirements for water and sewerage to TasWater's satisfaction.</li> <li>6. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All infrastructure works must be inspected by TasWater and be to TasWater's satisfaction.</li> <li>7. In addition to any other conditions in this permit, all works must be constructed under the</li> </ol>				





supervision of a suitably qualified person in accordance with TasWater's requirements.

8. Prior to the issue of a Consent to Register a Legal Document all additions, extensions, alterations or upgrades to TasWater's water and sewerage infrastructure required to service the development, are to be completed generally as shown on, and in accordance with, the plans listed in the schedule of drawings/documents, and are to be constructed at the expense of the developer to the satisfaction of TasWater, with live connections performed by TasWater.
9. After testing/disinfection, to TasWater's requirements, of newly created works, the developer must apply to TasWater for connection of these works to existing TasWater infrastructure, at the developer's cost.
10. At practical completion of the water and sewerage works and prior to TasWater issuing a Consent to a Register Legal Document, the developer must obtain a Certificate of Practical Completion from TasWater for the works that will be transferred to TasWater. To obtain a Certificate of Practical Completion:
  - a. Written confirmation from the supervising suitably qualified person certifying that the works have been constructed in accordance with the TasWater approved plans and specifications and that the appropriate level of workmanship has been achieved.
  - b. A request for a joint on-site inspection with TasWater's authorised representative must be made.
  - c. Security for the twelve (12) month defects liability period to the value of 10% of the works must be lodged with TasWater. This security must be in the form of a bank guarantee.
  - d. Work As Constructed drawings and documentation must be prepared by a suitably qualified person to TasWater's satisfaction and forwarded to TasWater.

Upon TasWater issuing a Certificate of Practical Completion, the newly constructed infrastructure is deemed to have transferred to TasWater.

11. After the Certificate of Practical Completion has been issued, a 12-month defects liability period applies to this infrastructure. During this period all defects must be rectified at the developer's cost and to the satisfaction of TasWater. A further 12-month defects liability period may be applied to defects after rectification. TasWater may, at its discretion, undertake rectification of any defects at the developer's cost. Upon completion, of the defects liability period the developer must request TasWater to issue a "Certificate of Final Acceptance". TasWater will release any security held for the defect's liability period.
12. The developer must take all precautions to protect existing TasWater infrastructure. Any damage caused to existing TasWater infrastructure during the construction period must be promptly reported to TasWater and repaired by TasWater at the developer's cost.
13. Ground levels over the TasWater assets and/or easements must not be altered without the written approval of TasWater.
14. A construction management plan must be submitted with the application for TasWater Engineering Design Approval. The construction management plan must detail how the new TasWater infrastructure will be constructed while maintaining current levels of services provided by TasWater to the community. The construction plan must also include a risk assessment and contingency plans covering major risks to TasWater during any works. The construction plan must be to the satisfaction of TasWater prior to TasWater's Engineering Design Approval being issued.

#### **FINAL PLANS, EASEMENTS & ENDORSEMENTS**

15. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for



sealing is made.

*Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.*

16. Pipeline easements to TasWater's satisfaction must be created over any existing or proposed TasWater infrastructure and be in accordance with TasWater's standard pipeline easement conditions and requirements.
17. Prior to the issue of a Consent to Register a Legal from TasWater, the applicant must submit a copy of the completed Transfer for the provision of Pipeline and Services Easements to cover existing/proposed TasWater infrastructure as required by condition 16. All costs and expenses related to the transfer of easement(s)/lots to TasWater are to be paid by the developer.

#### DEVELOPMENT ASSESSMENT FEES

18. The applicant or landowner as the case may be, must pay a development assessment fee of \$1,220.97 and a Consent to Register a Legal Document fee of \$239.90 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater. The payment is required within 30 days of the issue of an invoice by TasWater.
19. In the event Council approves a staging plan, a Consent to Register a Legal Document fee for each stage, must be paid commensurate with the number of Equivalent Tenements in each stage, as approved by Council.

#### Advice

##### General

For information on TasWater development standards, please visit <https://www.taswater.com.au/building-and-development/technical-standards>

For application forms please visit <https://www.taswater.com.au/building-and-development/development-application-form>

##### Service Locations

Please note that the developer is responsible for arranging to locate the existing TasWater infrastructure and clearly showing it on the drawings. Existing TasWater infrastructure may be located by a surveyor and/or a private contractor engaged at the developers cost to locate the infrastructure. The location of this infrastructure as shown on the GIS is indicative only.

#### Declaration

The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.

#### TasWater Contact Details

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

## OPEN SESSION RESUMES

### 14 PETITIONS STILL BEING ACTIONED

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There are no petitions still being actioned.

### 15 PETITIONS RECEIVED IN LAST PERIOD

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At the time the Agenda was compiled no Petitions had been received.

### 16 OFFICERS REPORTS TO COUNCIL

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#### 16.1 DONATIONS POLICY 3.3

**File Number:** File 12.81

**Author:** Laura Eaton, Senior Finance Officer

**Authoriser:** Tim Jones, Manager Finance

#### Strategic Plan Reference

Key Priority Area: 1 Encourage and support a safe, healthy and connected community.

Strategic Outcome: 1.1 A Council that engages with and enables its community.

#### 1. PURPOSE

- 1.1 The purpose of this report is to propose a minor amendment to the Donations Policy 3.3

#### 2. BACKGROUND

- 2.1 Council at its meeting held on 19 June 2023 approved the updated Donations Policy 3.3 (Minute C192/12-2023 refers).

#### 3. STATUTORY REQUIREMENTS

- 3.1 The policy is in place to address the requirements of Section 77 of the *Local Government Act 1993*.

#### 4. DISCUSSION

- 4.1 The recent review and updating of the policy added an exclusion in line with the State Government's Junior Travel Assistance Program that commenced in May 2023.
- 4.2 Ironically the first application received under the updated policy is for assistance from a local student who has been selected to represent Tasmania in the Under 15 State AFL team at the upcoming School Sport Australia Australian Football Championships in Ballarat, Victoria between 23 July and 29 July. His costs are \$1,200 for registration and then airfares and accommodation on top of this.
- 4.3 This has immediately highlighted that unless Council revisits this situation no financial assistance is available at the state and local government level.

- 4.4 Accordingly, it is suggested that a minor alteration be made to the policy by amending clause 5.1.6 to delete the words "School Sport Australia National Championships". The amended clause would then read "Donations will not be provided for events held in Tasmania, training squads or development camps".

## **5. FINANCE**

- 5.1 An annual budget of \$14,000 is allocated for donations.

## **6. ENVIRONMENT**

- 6.1 There are no environmental considerations associated with this report.

## **7. COMMUNICATION AND CONSULTATION**

- 7.1 Council's Donations Policy 3.3 is publicly available on Council's website.

## **8. RISK**

- 8.1 No risks to Council are identified in updating the policy.

## **9. CONCLUSION**

- 9.1 The first application received under the updated policy has highlighted a gap in access to financial assistance availability that requires a rethink.
- 9.2 It is recommended that Council amend clause 5.1.6 to delete the words "School Sport Australia National Championships" of the current Donations Policy 3.3.

## **10. RECOMMENDATION**

That Council resolve to amend Donations Policy 3.3 by amending clause 5.1.6

## **ATTACHMENTS**

1. Existing Policy with Track Changes
2. Updated Policy for Approval

## EXISTING POLICY WITH TRACK CHANGES



## Donations Policy

Policy No:	3.3
Approved by Council:	<del>June 2023</del> <u>July 2023</u>
New Review Date:	<del>June 2028</del> <u>July 2028</u>
Minute No:	<del>C192/12-2023</del>
ECM File No:	12.81
Version:	<del>7</del> <u>8</u> .0
Responsible Officer:	<del>Manager Finance</del> <u>Senior Finance Officer</u>
Strategic Plan Reference:	1.1 A Council that engages with and enables its community

# Kingborough

## Donations Policy 3.3

### 1. POLICY STATEMENTS

- 1.1 This Policy sets out Council's position in relation to requests for financial donations for not-for-profit registered welfare, schools or community service groups working within Kingborough.
- 1.2 This Policy also sets out Council's position in relation to requests for financial donations from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.

### 2. DEFINITIONS

- 2.1 **"Applicant"** means a resident of the Kingborough municipality.

### 3. OBJECTIVE

- 3.1 The objective of this Policy is to provide a structure for making donations which are honest and accountable in accordance with the community's core values.
- 3.2 This Policy provides opportunities for Council to support, encourage and assist community groups.
- 3.3 To facilitate and manage requests for financial donations by way of donations through timely responses and with a consistent approach.
- 3.4 This Policy is in line with Section 77 on the *Local Government Act 1993*, which provides guidance on providing gifts and benefits and the requirement to include details in the annual report.

### 4. SCOPE

- 4.1 This Policy applies to both requests for donations from not for profit registered welfare, school, community or service groups working within Kingborough, and;
- 4.2 Applies to all requests for (one off) financial donations from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.

### 5. PROCEDURE (POLICY DETAIL)

#### 5.1 Tasmania/Australia Representation

- 5.1.1 In terms of clause 1.2, eligible applicants will be entitled to receive a donation under the following structure:
 

i.	Interstate representation	\$150
ii.	Overseas representation	\$300
iii.	Commonwealth, Olympic Games or World Championship representation	\$400
- 5.1.2 An increase of \$10.00 will apply to the above amounts on 1 July each financial year.
- 5.1.3 An individual will be entitled to one payment for (i), (ii) and (iii) per financial year.
- 5.1.4 Evidence of selection will be required. This should be an official letter addressed to the applicant confirming the applicant's selection.
- 5.1.5 Requests for donations must be received prior to the date of the event.



# Kingborough

## Donations Policy 3.3

- 5.1.6 Donations will not be provided for ~~School Sport Australia National Championships~~, events held in Tasmania, training squads or development camps.
- 5.1.7 Donations will be provided to individuals only (not teams).
- 5.1.8 Donations will not be provided to officials ie coaches, managers, judges.

### 5.2 School Citizenship Awards

- 5.2.1 Council will give each Primary and High School located in the Kingborough Municipality \$100 for a School Citizenship Award per financial year. This will be provided to each school to present at their end of year school assembly/awards event.

### 5.3 Mayor's Discretionary Donations

- 5.3.1 Requests for donations from not-for-profit registered welfare, school community, or service groups working within Kingborough will be considered on a case-by-case basis, with the maximum donation being \$5,000. Donations will not be given for projects that would be eligible for consideration within Council's Community Project Support allocation, whether or not the project was submitted or successful.
- 5.3.2 Where a donation in excess of \$2,000 is proposed, the Mayor and the General Manager must agree upon the quantum, failing which the request is to be brought before Council for a final decision.
- 5.3.3 The Mayor has discretion to provide donations outside of this Policy as long as the benefits are in line with Section 77 of the *Local Government Act 1993* and the total of the donations is within the annual budget allocation for Mayoral donations.
- 5.3.4 Donations will be regarded as a "one off" and not an annual contribution from Kingborough Council. Unless there are exceptional circumstances donations will not be provided to the same groups for the same purpose every year.
- 5.3.5 As a guideline, donations should provide a specific benefit to either the Kingborough Community, a Subset of the Community, or an Individual Kingborough resident. They will not be provided for a generic purpose e.g. medical research. They may support the running of an event, acquisition of physical assets by a community group or Individual assistance.

## 6. GUIDELINES

- 6.1 All requests for financial donations must be in writing and addressed to the Mayor or General Manager alternatively via the applicable form on Council's website.
- 6.2 This Policy is to be implemented within the allocation provided in the Annual Estimates. Any proposed additional expenditure is to be specifically authorised by an absolute majority of Council.
- 6.3 Subject to paragraph 6.2, the Mayor and General Manager are individually authorised to approve a donation not exceeding \$2,000, or jointly to an amount not exceeding \$5,000 in line with the provisions of this Policy.
- 6.4 Budget allocations will be considered as part of the Annual Estimates.
- 6.5 A report on all donations will be provided to Council on a quarterly basis.
- 6.6 All recipients of donations provided under this Policy will be listed in Council's Annual Report in accordance with Section 77 of the *Local Government Act 1993*.



## Donations Policy 3.3

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### **7. COMMUNICATION**

- 7.1 Members of the public.
- 7.2 Kingborough Councillors.
- 7.3 Kingborough Council Staff.

### **8. LEGISLATION**

- 8.1 Section 77 of the *Local Government Act 1993*.

### **9. RELATED DOCUMENTS**

- 9.1 Nil.

### **10. AUDIENCE**

- 10.1 Public.

Public Copy

## UPDATED POLICY FOR APPROVAL



## Donations Policy

<b>Policy No:</b>	3.3
<b>Approved by Council:</b>	July 2023
<b>New Review Date:</b>	July 2028
<b>Minute No:</b>	TBC
<b>ECM File No:</b>	12.81
<b>Version:</b>	8.0
<b>Responsible Officer:</b>	Senior Finance Officer
<b>Strategic Plan Reference:</b>	1.1 A Council that engages with and enables its community

## 1. POLICY STATEMENTS

- 1.1 This Policy sets out Council's position in relation to requests for financial donations for not-for-profit registered welfare, schools or community service groups working within Kingborough.
- 1.2 This Policy also sets out Council's position in relation to requests for financial donations from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.

## 2. DEFINITIONS

- 2.1 **"Applicant"** means a resident of the Kingborough municipality.

## 3. OBJECTIVE

- 3.1 The objective of this Policy is to provide a structure for making donations which are honest and accountable in accordance with the community's core values.
- 3.2 This Policy provides opportunities for Council to support, encourage and assist community groups.
- 3.3 To facilitate and manage requests for financial donations by way of donations through timely responses and with a consistent approach.
- 3.4 This Policy is in line with Section 77 on the *Local Government Act 1993*, which provides guidance on providing gifts and benefits and the requirement to include details in the annual report.

## 4. SCOPE

- 4.1 This Policy applies to both requests for donations from not for profit registered welfare, school, community or service groups working within Kingborough, and;
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  - ii. Overseas representation \$300
  - iii. Commonwealth, Olympic Games or World Championship representation \$400
- 5.1.2 An increase of \$10.00 will apply to the above amounts on 1 July each financial year.
- 5.1.3 An individual will be entitled to one payment for (i), (ii) and (iii) per financial year.
- 5.1.4 Evidence of selection will be required. This should be an official letter addressed to the applicant confirming the applicant's selection.
- 5.1.5 Requests for donations must be received prior to the date of the event.
- 5.1.6 Donations will not be provided for events held in Tasmania, training squads or development camps.

- 5.1.7 Donations will be provided to individuals only (not teams).
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- 5.3.1 Requests for donations from not-for-profit registered welfare, school community, or service groups working within Kingborough will be considered on a case-by-case basis, with the maximum donation being \$5,000. Donations will not be given for projects that would be eligible for consideration within Council's Community Project Support allocation, whether or not the project was submitted or successful.
- 5.3.2 Where a donation in excess of \$2,000 is proposed, the Mayor and the General Manager must agree upon the quantum, failing which the request is to be brought before Council for a final decision.
- 5.3.3 The Mayor has discretion to provide donations outside of this Policy as long as the benefits are in line with Section 77 of the *Local Government Act 1993* and the total of the donations is within the annual budget allocation for Mayoral donations.
- 5.3.4 Donations will be regarded as a "one off" and not an annual contribution from Kingborough Council. Unless there are exceptional circumstances donations will not be provided to the same groups for the same purpose every year.
- 5.3.5 As a guideline, donations should provide a specific benefit to either the Kingborough Community, a Subset of the Community, or an Individual Kingborough resident. They will not be provided for a generic purpose e.g. medical research. They may support the running of an event, acquisition of physical assets by a community group or Individual assistance.

## **6. GUIDELINES**

- 6.1 All requests for financial donations must be in writing and addressed to the Mayor or General Manager alternatively via the applicable form on Council's website.
- 6.2 This Policy is to be implemented within the allocation provided in the Annual Estimates. Any proposed additional expenditure is to be specifically authorised by an absolute majority of Council.
- 6.3 Subject to paragraph 6.2, the Mayor and General Manager are individually authorised to approve a donation not exceeding \$2,000, or jointly to an amount not exceeding \$5,000 in line with the provisions of this Policy.
- 6.4 Budget allocations will be considered as part of the Annual Estimates.
- 6.5 A report on all donations will be provided to Council on a quarterly basis.
- 6.6 All recipients of donations provided under this Policy will be listed in Council's Annual Report in accordance with Section 77 of the *Local Government Act 1993*.

## **7. COMMUNICATION**

- 7.1 Members of the public.
- 7.2 Kingborough Councillors.

7.3 Kingborough Council Staff.

**8. LEGISLATION**

8.1 Section 77 of the *Local Government Act 1993*.

**9. RELATED DOCUMENTS**

9.1 Nil.

**10. AUDIENCE**

10.1 Public.

Public Copy



**16.2 APPENDICES****RECOMMENDATION**

That the Appendices attached to the Agenda be received and noted.

**17 NOTICES OF MOTION**

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At the time the Agenda was compiled there were no Notices of Motion received.

**18 CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION**

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**RECOMMENDATION**

That in accordance with the *Local Government (Meeting Procedures) Regulations 2015* Council, by absolute majority, move into closed session to consider the following items:

**Confirmation of Minutes**

Regulation 34(6) *In confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.*

**Applications for Leave of Absence**

Regulation 15(2)(h) *applications by councillors for a leave of absence*

**Tender Assessment - AB2305 Taroona Foreshore Toilet Refurbishment**

Regulation 15(2)(b), and (2)(d) *information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business, and contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal.*

In accordance with the Kingborough Council *Meetings Audio Recording Guidelines Policy*, recording of the open session of the meeting will now cease.

Open Session of Council adjourned at

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**OPEN SESSION ADJOURNS**

## OPEN SESSION RESUMES

### RECOMMENDATION

The Closed Session of Council having met and dealt with its business resolves to report that it has determined the following:

Item	Decision
Confirmation of Minutes	
Applications for Leave of Absence	
Tender Assessment - AB2305 Taroona Foreshore Toilet Refurbishment	

### CLOSURE

# APPENDIX

- A Mayor's Activities 1 June 2023 to 28 June 2023
- B Disability Inclusion and Access Advisory Committee Minutes June 2023
- C Kingborough Waste Service Board Report June 2023

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**A MAYOR'S ACTIVITIES 1 JUNE 2023 TO 28 JUNE 2023**

DATE	LOCATION	ITEM
5 June 2023	Civic Centre	Met with Mayor and General Manager of Huon Valley Council along with Deputy Mayor Glade-Wright and General Manager to discuss matters of common interest.
	Hobart	Attended 40 <sup>th</sup> anniversary celebrations of Jireh House at Government House.
	Civic Centre	Chaired Council Meeting.
7 June 2023	Civic Centre	Met with Federal Member for Franklin, Julie Collins, to discuss various projects in Kingborough.
	Kingston	Attended Kingston Revitalisation Steering Committee meeting, accompanied by the Deputy Mayor.
	Kingston Beach	Met with Malcolm Wells and members of the Kingston Beach Sailing Club, along with the General Manager, to discuss the Club's long term vision for club rooms.
9 June 2023	Kingston	Attended Local Government Review Southern Catchment session for elected members, accompanied by the Deputy Mayor and Cr Fox
13 June 2023	Civic Centre	Chaired Special Council Meeting re Budget
	Kingston	Attended Disability Inclusion Access Advisory Committee meeting
	Sandy Bay	Attended Maddison House thank you event
19 June 2023	Civic Centre	Chaired Council meeting
21 June 2023	Hobart	Attended Local Government Review Board Southern Mayors consultation forum
	Lindisfarne	Launch of Legacy's Grevillea Legacy Flame at Anzac Park
22 June 2023	Kingston	Opened the 'Living in Between' event for Refugee Week at the Kingborough Community Hub.
23 June 2023	Civic Centre	Met with Inspector Colin Riley, Kingston Police, to discuss local community issues and public toilet vandalism.
26 June 2023	Civic Centre	Chaired workshop on Southern Waste Solutions and Coastal Hazards Policy

**B      DISABILITY INCLUSION AND ACCESS ADVISORY COMMITTEE MINUTES JUNE 2023**

**File Number:**        5.539

**Author:**             Julie Alderfox, Community Development Officer

**Authoriser:**        Dr Samantha Fox, Director Environment, Development & Community Services

# MINUTES

## KINGBOROUGH DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE

**Meeting No. 2023-3**

**Wednesday 14 June 2023**

The logo for Kingborough, featuring the word "Kingborough" in a serif font, with a green wavy line underneath it.

Minutes of a Meeting of the Kingborough Disability Inclusion & Access Advisory Committee held at the Kingborough Civic Centre, Kingston, on Wednesday 14 June 2023 2.00pm.

### PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Paula Wriedt	✓	
Deputy Chairperson	Cr Flora Fox	✓	
	David Vickery	✓	
	Kevin Brown	✓	
	Di Carter	✓	
	Fran Thompson	✓	
	Wendy Nielsen	✓	
	Heather Anderson	✓	
	David McQuillan	✓	
	Don Hempton	✓	
	Bob Schnierer	✓	
	Anne Rathjen	✓	
Staff	Julie Alderfox (Community Development Officer)	✓	
	Renai Clark (Senior Roads Engineer)	✓	
	Khum Sharma (Civil Engineer)	✓	

### ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

The Chairperson acknowledged and paid respect to the Tasmanian Aboriginal Community as the traditional and original owners and continuing custodians of the land on which the Committee met and acknowledged elders past and present.

### DECLARATIONS OF INTEREST

Nil

### CONFIRMATION OF MINUTES

Cr Flora Fox (Deputy Chair of the Disability Inclusion and Access Advisory Committee) chaired the meeting due to a delay experienced by Cr. Paula Wriedt (Chair).

MOVED: Don Hempton  
SECONDED: Fran Thompson

That the Minutes of the Committee meeting held on 24 April 2023 as circulated, be confirmed.

CARRIED

### BUSINESS ARISING

- Kingston Beach Streetscape Upgrade** – Renai Clark (Senior Roads Engineer) and Khum Sharma (Civil Engineer) provided an overview of works planned for Beach Road and Osborne Esplanade, Kingston Beach.

Information on the research and consultation methods undertaken to fully understand road usage and problem areas was provided.



Details of road treatments and traffic slowing measures was provided, along with the inclusion of safer crossing points. It was explained that the aim of the upgrade is to change driver habits, ensure slower speeds, and raise driver awareness of other road users such as cyclists and pedestrians.

Other traffic slowing measures such as permanent and mobile speed cameras were discussed. It was noted that these measures are not the function of Council but are a Department of State Growth responsibility and that overall traffic volumes are too low to warrant a presence on Beach Road.

Discussion took place in relation to poor visibility at the junction of Recreation Avenue and Beach Road and the danger this poses to pedestrians. Council has requested that foliage be reduced to improve conditions but does not have the authority to remove the foliage.

*Cr. Wriedt entered the meeting at 2.35pm.*

A question was raised regarding the potential for larger traffic volumes given the growing population of the area. It was noted that there are no firm projections for -increase due to most of the traffic being local to Kingston Beach and/or through traffic to Blackmans Bay; both of these areas are not experiencing increased development.

Cr Paula Wriedt noted that a meeting is scheduled between herself and newly appointed Inspector Colin Riley at Kingston Police Station where speeding issues will be discussed.

*Renai Clark and Khum Sharma left the meeting at 2.40pm*

## **2. Diversity and Inclusion Statement**

The Diversity and Inclusion Statement prepared by the Disability Inclusion and Access Advisory Subcommittee and supported unanimously by the full Committee was endorsed at the 5 June 2023 meeting of Council.

To further encourage the use of the statement it was requested that Cr. Wriedt take the statement to other southern mayors to suggest adopting the same or a similar statement. Cr. Wriedt agreed to the proposal.

Further to this, it was suggested that it be recommended that the Local Government Association of Tasmania (LGAT) adopt the statement to demonstrate public support for diversity and inclusion.

The following motions were put forward:

- 1) That consideration be given to placing the Diversity and Inclusion Statement adopted by Council at the 5 June 2023 meeting on the LGAT agenda for a future general meeting, requesting that all Council's adopt a similar statement.

MOVED: Anne Rathjen

SECONDED: Don Hempton

CARRIED

- 2) That Council consider including the statement in a prominent position at the entrance to the Civic Centre.

MOVED: Fran Thompson

SECONDED: Bob Schnierer

CARRIED

### **3. Beach Matting**

The 2023/2024 budget request for beach matting was approved along with a donation to the Kingston Beach Surf Life Saving Club. The donation will cover costs associated with the management of the matting over the summer season. Promotion of the new amenity will follow.

### **4. Countdown Pedestrian Timers**

The Committee was provided with concept designs for pedestrian crossing surface treatments and pedestrian crossing lights. Safety concerns were discussed, particularly the potential for children to be distracted by surface artwork. It was noted that the surface designs had been used in various locations without incident.

The Committee agreed that countdown timers would be preferable to the seagull design if the two could not be used side by side.

Julie to forward DIAAC preference to Transform Kingston staff.

## **OTHER BUSINESS**

### **Minister's Consultancy Group**

DIAAC members Anne Rathjen and Heather Anderson have both been appointed to the Minister's Disability Consultancy Group. Congratulations were extended.

### **NEXT MEETING**

The next meeting of the Access Advisory Committee is scheduled to take place on Wednesday 9 August 2023 2pm at the Council Chambers.

**CLOSURE:** There being no further business, the Chairperson declared the meeting closed at 3.15pm.

**C KINGBOROUGH WASTE SERVICE BOARD REPORT JUNE 2023**

**File Number:** 10.134

**Author:** David Reeve, Director Engineering Services

**Authoriser:** Gary Arnold, General Manager



**KINGBOROUGH WASTE SERVICES PTY LTD**

**MINUTES  
DIRECTORS MEETING NO. 71**

**Thursday 8 June 2023**

*Kingborough Waste Services Pty Ltd acting as Trustee for Kingborough Waste Services Unit Trust*

*ABN 42151309563*



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## MINUTES

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### AGENDA

### ATTACHMENTS

COUNCIL RESERVES POLICY 6.15  
PROPOSED MOTION ON PAYMENT OF KWS DIVIDEND

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## MINUTES

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### 1. Opening

A Meeting of the Directors of Kingborough Waste Services Pty Ltd was held on Thursday 8 June at the Kingborough Hub, Longley Gallery, Kingston commencing at 9.03 a.m.

### 2. Attendance

- a. Present: Bob Calvert – Chairperson/Director; Debra Mackeen – Director; Tim Jones – Director (not present for items 6, 7.2, 7.3 and 8.2); David Reeve - Director
- b. Apologies:
- c. Non-Director Attendees: Stuart Baldwin; Dean Street

### 3. Declarations of Interest

Pursuant to Clause 22.10 of the Constitution, Directors are invited, where applicable, to declare an interest in any matter listed on the Agenda, nominating the specific item(s) in which the Director declares interest. The following Standing Declarations are noted:

- a. David Reeve, in his position as Director Engineering Services with the Kingborough Council; and
- b. Tim Jones, in his position as Manager Finance with the Kingborough Council.

### 4. Approval of the Agenda

Director's attending were invited to nominate items of General Business for discussion and/or decision and to request changes to the Order of Business for the meeting.

**The Board Resolved:** that the Agenda is amended to include in Other Business

*Item 8.4 Dividend Policy*

*Item 8.5 Budget Review*

### 5. Previous Minutes

The Minutes of Board Meeting No. 70 of Thursday 23 March 2023 were attached.

**The Board Resolved:** That the Minutes of Board Meeting No. 70 of Thursday 23 March 2023 be confirmed.

### 6. Business Arising from the Minutes

The Board discussed the Action List. The topic of mulching and disposing of Green and Timber waste was also brought up, but no further action to be taken at this time. The approval of a credit card for Manager KWS is still pending. Additionally, it was noted that the 5-yearly report would be included in the next Board Report.





## MINUTES

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### 7. General Business

#### 7.1 Financial Reports for Kingborough Waste Services Pty Ltd

The March 2023 and April 2023 Profit and Loss Financial Reports, Balance Sheet and the Budget Forecast were discussed. The KWS Result for April was a profit of \$27k which was \$44k better than budget. This was made up of Barretta Operations \$21k profit and a profit of \$6k from the Public Waste Bin contract. YTD the Consolidated Result was a profit of \$94k which was (\$14k) worse than budget. This was made up of a profit of \$31k for Barretta Operations and \$63k from the Public Waste Bin contract. The Public Waste Bin contract is performing above budget mainly due to savings in Plant Hire with the delay of the new trucks \$42k. For the Barretta Operations, costs are increasing particularly in Green Waste and Timber processing and Employee Costs. Some of the YTD variances are General Waste, -\$15k, Green Waste Revenue, +\$17k, Kerbside Collections, -\$27k Bruny Island Disposal Charges, +\$17k, Metal Sales, +\$65k, Salaries, -\$66k, Green Waste Costs, -\$126k, Other Expenses, +\$64k.

**The Board Resolved:** That the Profit and Loss Financial reports for Kingborough Waste Services Pty Ltd for March 2023 and April 2023, the Balance Sheet as of 30 April 2023 and the Budget Forecast for the period be received and noted.

#### 7.2 Operational Report

The March 2023 and April 2023 operational report from the Manager KWS was discussed.

The recruiting process has begun for a Relief Public Place Bin Truck Driver and a Public Place Bin Truck Driver on Bruny Island. Additionally, one Labour-hire employee has transitioned to a permanent full-time position.

There has been a significant increase in workers' compensation claims, and there were concerns about a potential premium increase that have been discussed.

**The Board Resolved:** That the March 2023 and April 2023 operational report of the Manager Kingborough Waste Services be received and noted.

#### 7.3 Service Level Agreement Report

The Manager KWS presented the Service Level Agreement Reports for March and April 2023. It was announced that the Kerbside Collection contract had been renewed until 2025. Additionally, the Public Place Bin Trucks were discussed, and one truck had already been delivered with operator inductions completed. The Board moved a motion for the Manager KWS to investigate options for graphical signage that could be displayed on the trucks, for discussion at the next board meeting.

**The Board Resolved:** That the March 2023 and April 2023 Service Level Agreement Report of the Manager Kingborough Waste Services be received and noted.

#### 7.4 Update on Regional State Initiatives

The appointment of Paul Jackson as the new CEO of Southern Tasmania Regional Waste Authority (STRWA) was discussed, along with an upcoming forum meeting with member councils scheduled for July 2023.





## MINUTES

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### 7.5 Waste Levy and Container Refund Scheme

Currently, the waste levy is set at \$40 per tonne and it is scheduled to increase in 2024/25. The Waste and Resource Recovery Board has not provided any additional updates on the CRS.

### 8. Other Business

#### 8.1 Southern Tasmanian Regional Waste Authority

Discussed in 7.4

#### 8.2 Councillor Workshop

The next councillor workshop is scheduled for July 31, 2023. Since the council has many newly elected members, the workshop's agenda should include an introduction to KWS's history and accomplishments, as well as any future plans. Additionally, there will be discussions on the Urban EP report, Waste Management Strategies, and the FOGO program's transition from an opt-in to an all-in model to address greenhouse gas concerns mentioned in the report.

#### 8.3 Enterprise Agreement

Negotiations for the Enterprise Agreement are scheduled to commence in July 2023. It was also noted that budget increases have been included in response to the rise in minimum wage.

#### 8.4 Dividend Policy

Council's Financial Reserves Policy was discussed and noted a KWS Capital Replacement reserve exists to provide funding for new building, plant, and equipment projects at the Baretta Waste Transfer Station. The reserve will be credited with a maximum amount of \$500,000 from a dividend approved by the KWS Board and paid to Council. Funds from the reserve will be for capital expenditure recommended by the KWS Board and approved as part of the Council's capital budget expenditure.

The Board Moved a motion that KWS pay a dividend of \$400,000 to Kingborough Council, payable in June 2023.

***The Board Resolved:*** That KWS pay a dividend of \$400,000 to Kingborough Council, payable in June 2023.

#### 8.5 Budget Review

The proposed budget for 2023/24 was presented for discussion, and further deliberation will take place out of session. The final budget will be presented for approval at the next board meeting. Additionally, the board requested a copy of the fees and charges, as well as a report on any outstanding waste management projects, to be sent out of session.



## MINUTES

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### 9. Items to be dealt with in Closed Session

None.

### 10. Date and Place of Next Meeting

The arrangements for the next meeting are Friday 28 July 2023.

### 11. Closure

There being no further business the Chair declared the meeting closed at 11:20am

.....  
(Confirmed)

.....  
(Date)

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## Board Action List

MONTH AND YEAR	MINUTE NO	RESOLUTION TITLE	TARGET DATE	SUMMARY OF RESOLUTION AND COMMENTS	RESPONSIBLE OFFICER AND ACTIONS
February 2023	Financial	Green and Timber Waste	March 2023	Green and Timber Waste Mulching and Disposal Investigate funding options for a consultant report	Stuart Baldwin
May 2022	Financial	Credit Card KWS Manager		Director Jones to organise a Credit Card for Manager KWS	Time Jones
February 2023	General Business	Report 5 year Comparison	June 2023	Diversion Report 5 year statistics	Dean Street
May 2022	Financial	Dividend Policy		Formalised dividend policy	Tim Jones
February 2023	Other Business	Councillor Workshop	May 2023	Date to be confirmed.	Director Reeve
March 2023	Other Business	Bruny Island	May 2023	KWS Manager to send out cost for services to Bruny Island	Stuart Baldwin



## Financial Reports

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**CONSOLIDATED PROFIT & LOSS REPORT**  
For the period ended March 23

	MARCH 2023			YTD March 23			Annual Budget	Forecast
	Actual	Budget	Var	Actual	Budget	Var		
<b>REVENUE</b>								
Waste Transfer Barretta and Bruny	283,916	260,046	23,870	2,443,273	2,356,386	86,887	3,116,580	3,166,580
Public Waste Bins - Mainland	22,805	22,805	0	200,835	200,833	2	267,780	267,780
Public Waste Bins - Bruny	0	18,497	(18,497)	0	89,500	(89,500)	143,797	54,297
<b>TOTAL REVENUE</b>	<b>306,722</b>	<b>301,348</b>	<b>5,374</b>	<b>2,644,108</b>	<b>2,646,719</b>	<b>(2,611)</b>	<b>3,528,157</b>	<b>3,488,657</b>
<b>EXPENSES</b>								
Waste Transfer Barretta and Bruny	267,108	242,722	(24,386)	2,433,251	2,250,487	(182,764)	3,059,265	3,164,265
Public Waste Bins - Mainland	18,177	23,195	5,018	144,472	188,099	43,627	250,316	237,059
Public Waste Bins - Bruny	0	16,128	16,128	0	83,031	83,031	134,450	57,773
<b>TOTAL EXPENSES</b>	<b>285,285</b>	<b>282,045</b>	<b>(3,240)</b>	<b>2,577,723</b>	<b>2,521,617</b>	<b>(56,106)</b>	<b>3,444,031</b>	<b>3,459,097</b>
<b>NET PROFIT/(LOSS)</b>								
Waste Transfer Barretta and Bruny	16,809	17,324	(515)	10,022	105,899	(95,877)	57,315	2,315
Public Waste Bins - Mainland	4,628	(390)	5,018	56,363	12,734	43,629	17,464	30,721
Public Waste Bins - Bruny	0	2,369	(2,369)	0	6,469	(6,469)	9,347	(3,476)
<b>TOTAL NET PROFIT/(LOSS)</b>	<b>21,437</b>	<b>19,303</b>	<b>2,134</b>	<b>66,385</b>	<b>125,102</b>	<b>(58,717)</b>	<b>84,126</b>	<b>29,560</b>



## Financial Reports

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### KINGBOROUGH WASTE SERVICES NOTES TO MARCH 2023 FINANCIALS

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#### SUMMARY

The Consolidated KWS Result for March was a profit of \$21k which was \$2k better than budget. This was made up of Barretta Operations \$17k profit and Mainland Public Waste Bin contract \$4k profit.

YTD the Consolidated Result was a profit of \$66k which was \$59k worse than budget. This was made up of Barretta Operations \$10k profit and a profit of \$56k from the Mainland Public Waste Bin contract.

Barretta operations are worse than budget mainly due to the cost to dispose of Green Waste (\$80k). The Public Waste Bin contract is performing above budget mainly due to savings in the Plant Hire with the delay in arrival of the new trucks of \$37k.

#### BARRETTA OPERATIONS

##### Month

The Barretta Operations made a profit of \$17k for the month, which was close to budget.

Income was above budget for the month \$24k due to higher volumes of Green Waste collected \$7k, Bruny Island Disposal Charges \$4k, Reuse Shop Sales \$3k and Metal Sales \$4k.

Expenses are above budget for the month (\$24k) due to higher Green Waste costs (\$14k), Salaries (\$6k) and Hire & Maintenance Costs (\$6k).

#### DETAILED ANALYSIS

The detailed variances are:

1. USER CHARGES  
User Charges are above budget for the month \$10k due to higher volumes of Green Waste \$7k and Metal \$2k received.
2. RECYCLING SALES  
Recycling sales are above budget for the month \$7k due to higher Reuse Shop Sales \$3k and Metal Sales \$4k.
3. COUNCIL RECHARGES  
Council recharges are above budget for the month \$3k due to higher Bruny Island Disposal Charges, offset by slightly lower Kerbside Collection Charges (\$1k).
4. SUNDRY CHARGES  
Sundry Charges are above budget for the month \$3k due to bank interest received.
5. EMPLOYEE COSTS  
Employee Costs are above budget for the month (\$6k). This is caused by the net of Salaries/Agency Staff being above budget due to agency staff required to cover staff on personal and annual leave.
6. DISPOSAL COSTS  
Disposal Costs are above budget for the month (\$3k), due to higher Copping Disposal (\$2k) and Transport Costs (\$1k).



## Financial Reports

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### 7. GREEN WASTE COSTS

Green Waste Costs are above budget (\$14k) due to the increased volumes of green waste received and greater costs to mulch and dispose, which now includes a Fuel Levy. The accrual processed is estimated to cover the cost of the current stockpile at Barretta.

### 8. HIRE AND MAINTENANCE

Hire and Maintenance costs are above budget for the month (\$6k) due to Bruny Bin Movement and Sundry expenses (\$3k) that are recovered from Council, MV/Plant Fuel (\$1k) and Maintenance (\$2k) that relates to trailer repairs and servicing of roller doors at the Waste Transfer Station.

### 9. OTHER EXPENSES

Other expenses are below budget for the month (\$5k) mainly due lower Office Expenses (\$2k) and Waste Management Activities (\$3k).

### **PUBLIC WASTE BINS CONTRACT**

During March, the Public Waste Bins Contract made a profit of \$5k, which was \$5k better than budget.

The detailed variances are:

#### 1. EMPLOYEE COSTS

Employee costs are above budget for the month (\$2k) due to higher Agency Staff Expenses to cover a staff member on workers compensation.

#### 2. HIRE & MAINTENANCE

Hire & Maintenance costs are below budget for the month \$5k due to Plant Hire and lower MV/Plant Fuel Costs. The contract estimate for Plant Hire has been calculated based on the truck leases that are due to commence in 2023.

#### 3. OTHER EXPENSES

Other expenses are below budget for the month \$2k. This is due to a contingency that was built into the Public Place Bins contract estimate.

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**PROFIT & LOSS REPORT**  
For the period ended March 23

	MARCH 2023			YTD March 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>USER CHARGES</b>							
General Waste	84,247	83,717	530	741,153	745,110	(3,957)	1,005,000
Tyres / Gas Bottles	1,295	1,100	195	11,891	9,900	1,991	13,200
Green Waste	27,875	21,000	6,875	190,167	173,500	16,667	229,000
Timber	4,357	3,750	607	37,200	33,750	3,450	45,000
Metal	4,678	2,600	2,078	32,712	23,400	9,312	31,200
	<b>122,452</b>	<b>112,167</b>	<b>10,285</b>	<b>1,013,124</b>	<b>985,660</b>	<b>27,464</b>	<b>1,323,400</b>
<b>RECYCLING SALES</b>							
Reuse Shop Sales	38,029	35,500	2,529	314,158	316,000	(1,842)	414,000
Non Ferrous Metal Sales	3,677	3,500	177	27,247	31,500	(4,253)	42,000
Metal Sales	4,200	0	4,200	95,798	36,000	59,798	48,000
Recycling Sales	0	0	0	0	0	0	0
	<b>45,907</b>	<b>39,000</b>	<b>6,907</b>	<b>437,203</b>	<b>383,500</b>	<b>53,703</b>	<b>504,000</b>
<b>COUNCIL RECHARGES</b>							
Kerbside Collection Charges	68,844	69,950	(1,106)	585,830	608,350	(22,520)	798,000
Bruny Island Disposal Charges	21,624	17,200	4,424	175,728	153,300	22,428	200,400
Bruny Island Operational Revenue	14,079	14,079	0	126,713	126,711	2	168,950
Free G/Waste - Foregone Revenue	0	0	0	19,369	30,000	(10,631)	30,000
Waste Management	7,278	7,275	3	65,498	65,490	8	87,330
	<b>111,825</b>	<b>108,504</b>	<b>3,321</b>	<b>973,138</b>	<b>983,851</b>	<b>(10,713)</b>	<b>1,284,680</b>
<b>SUNDRY CHARGES</b>	<b>3,733</b>	<b>375</b>	<b>3,358</b>	<b>19,808</b>	<b>3,375</b>	<b>16,433</b>	<b>4,500</b>
<b>TOTAL REVENUE</b>	<b>283,916</b>	<b>260,046</b>	<b>23,870</b>	<b>2,443,273</b>	<b>2,356,386</b>	<b>86,887</b>	<b>3,116,580</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Salaries	78,781	81,672	2,891	661,251	732,653	71,402	972,925
Agency Staff	15,878	6,329	(9,549)	191,221	55,942	(135,279)	74,521
Sundry Staff Expenses	391	450	59	5,221	4,050	(1,171)	5,400
Staff Training	0	833	833	3,942	8,497	4,555	11,000
Protective Clothing	750	100	(650)	4,532	8,700	4,168	9,000
	<b>95,801</b>	<b>89,384</b>	<b>(6,417)</b>	<b>866,165</b>	<b>809,842</b>	<b>(56,323)</b>	<b>1,072,846</b>
<b>DISPOSAL COSTS</b>							
Disposal Costs - Copping	34,458	32,087	(2,371)	294,941	285,587	(9,354)	385,200
Disposal Costs - Waste Levy	18,814	18,743	(71)	174,954	166,818	(8,136)	225,000
Transport Costs - Copping	24,543	22,824	(1,719)	205,997	203,143	(2,854)	274,000
Disposal Costs - Recycling	1,026	635	(391)	7,560	5,715	(1,845)	7,640
Disposal Costs - Glass/Bottles	914	665	(249)	5,506	5,985	479	8,000
Disposal Costs - Cardboard	1,966	2,150	184	18,249	19,350	1,101	25,900
Disposal Costs - Tyres/Gas Bottles	0	1,000	1,000	8,799	9,000	201	12,000
Disposal Costs - Concrete/Cleanfill	0	0	0	0	1,200	1,200	2,400
Disposal Costs - Metal	0	0	0	0	0	0	0
Disposal Costs - Hazardous Waste	0	800	800	757	7,200	6,443	9,600
	<b>81,721</b>	<b>78,904</b>	<b>(2,817)</b>	<b>716,762</b>	<b>703,998</b>	<b>(12,764)</b>	<b>949,740</b>
<b>GREEN WASTE COSTS</b>							
Green Waste Mulching	26,341	14,000	(12,341)	205,860	126,000	(79,860)	168,000
Timber Mulching	5,118	3,500	(1,618)	70,049	31,500	(38,549)	42,000
	<b>31,459</b>	<b>17,500</b>	<b>(13,959)</b>	<b>275,909</b>	<b>157,500</b>	<b>(118,409)</b>	<b>210,000</b>
<b>HIRE &amp; MAINTENANCE</b>							
Barretta Bin Hire and Movement	6,765	6,900	135	61,192	69,800	8,608	91,800
Bruny Bin Movement & Sundry	17,720	14,500	(3,220)	133,807	126,500	(7,307)	162,200
Plant Hire (Council)	6,838	6,900	62	61,542	62,100	558	82,800
Plant Hire External	1,633	1,820	187	14,432	16,380	1,948	21,840
Maintenance	2,886	800	(2,086)	18,087	7,700	(10,387)	22,330
MV/Plant Fuel & Registration	2,956	1,550	(1,406)	23,244	15,950	(7,294)	20,600
	<b>38,799</b>	<b>32,470</b>	<b>(6,329)</b>	<b>312,305</b>	<b>298,430</b>	<b>(13,875)</b>	<b>401,570</b>
<b>OTHER EXPENSES</b>							
Office Expenses	5,639	7,225	1,586	59,796	77,125	17,329	100,800
Advertising	196	500	304	982	4,500	3,518	6,000
Insurance - Public Liability	0	0	0	17,916	17,185	(731)	17,185
Insurance - Workers Comp	0	0	0	20,243	20,256	13	20,256
Board Expenses	4,500	4,500	0	13,500	13,500	0	18,000
Corporate Services Overhead	7,739	7,739	0	69,651	69,651	0	92,868
Waste Management Activities	1,198	4,500	3,302	79,515	78,500	(1,015)	170,000
Doubtful Debts Expense	0	0	0	0	0	0	0
Depreciation	56	0	(56)	505	0	(505)	0
	<b>19,329</b>	<b>24,464</b>	<b>5,135</b>	<b>262,109</b>	<b>280,717</b>	<b>18,608</b>	<b>425,109</b>
<b>TOTAL EXPENSES</b>	<b>267,108</b>	<b>242,722</b>	<b>(24,386)</b>	<b>2,433,251</b>	<b>2,250,487</b>	<b>(182,764)</b>	<b>3,059,265</b>
<b>NET PROFIT/(LOSS)</b>	<b>16,809</b>	<b>17,324</b>	<b>(515)</b>	<b>10,022</b>	<b>105,899</b>	<b>(95,877)</b>	<b>57,315</b>





## Financial Reports

## KWS PUBLIC WASTE BIN CONTRACT

## PROFIT &amp; LOSS REPORT

For the period ended March 23

	MARCH 2023			YTD March 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Waste Bins Contract	22,805	22,805	0	200,835	200,833	2	267,780
	<b>22,805</b>	<b>22,805</b>	<b>0</b>	<b>200,835</b>	<b>200,833</b>	<b>2</b>	<b>267,780</b>
<b>TOTAL REVENUE</b>	<b>22,805</b>	<b>22,805</b>	<b>0</b>	<b>200,835</b>	<b>200,833</b>	<b>2</b>	<b>267,780</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	10,976	8,515	(2,461)	91,999	76,173	(15,826)	101,208
	<b>10,976</b>	<b>8,515</b>	<b>(2,461)</b>	<b>91,999</b>	<b>76,173</b>	<b>(15,826)</b>	<b>101,208</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	683	0	(683)	1,664	7,500	5,836	10,000
Plant Hire	985	6,012	5,027	16,911	54,108	37,197	72,144
Insurance - Vehicle	0	0	0	0	400	400	400
MV/Plant Fuel	739	1,800	1,061	13,106	16,200	3,094	21,600
	<b>2,408</b>	<b>7,812</b>	<b>5,404</b>	<b>31,680</b>	<b>78,208</b>	<b>46,528</b>	<b>104,144</b>
<b>OTHER EXPENSES</b>							
Consumables	4,247	4,682	435	12,388	14,044	1,656	18,725
Cleaning	546	833	287	4,914	7,497	2,583	10,000
Other Expenses	0	1,353	1,353	3,491	12,177	8,686	16,239
	<b>4,793</b>	<b>6,868</b>	<b>2,075</b>	<b>20,792</b>	<b>33,718</b>	<b>12,926</b>	<b>44,964</b>
<b>TOTAL EXPENSES</b>	<b>18,177</b>	<b>23,195</b>	<b>5,018</b>	<b>144,472</b>	<b>188,099</b>	<b>43,627</b>	<b>250,316</b>
<b>NET PROFIT/(LOSS)</b>	<b>4,628</b>	<b>(390)</b>	<b>5,018</b>	<b>56,363</b>	<b>12,734</b>	<b>43,629</b>	<b>17,464</b>
<b>TOTAL NET PROFIT/(LOSS) - KWS</b>	<b>21,437</b>	<b>19,303</b>	<b>2,134</b>	<b>66,385</b>	<b>125,102</b>	<b>(58,717)</b>	<b>84,126</b>



## Financial Reports

## KINGBOROUGH WASTE SERVICES PTY LTD

## BALANCE SHEET

as at MARCH 2023

	CURRENT MONTH	JUNE 2022
<b>Assets</b>		
General Cheque Account	935,437	946,658
Cash on Hand	2,700	2,700
Prepayments	0	3,000
Sundry Debtors	176,670	87,440
Less Provision for Doubtful Debts	0	0
Accrued Revenue	0	0
GST Receivable	(1)	0
GST Clearing	(9,473)	(6,342)
Workers Comp Recovery	7,590	0
Property, infrastructure, plant and equip	6,733	6,733
Suspense Account	0	0
Accum Depr - Plant and Equip	(1,181)	(676)
<b>Total Assets</b>	<b>1,118,474</b>	<b>1,039,513</b>
<b>Liabilities</b>		
Trade Creditors	149,516	101,640
GST Collected	0	0
Accrued Expenses	133,186	170,608
Suspense	(1,492)	0
Payroll Liabilities	13,978	11,254
Annual Leave Liability	90,364	100,726
Long Service Leave Liability	59,061	47,811
Kingborough Council Loan	0	0
<b>Total Liabilities</b>	<b>444,613</b>	<b>432,039</b>
<b>Net Assets</b>	<b>673,861</b>	<b>607,473</b>
<b>Equity</b>		
Retained Earnings	607,475	469,050
Current Earnings	66,385	138,423
<b>Total Equity</b>	<b>673,861</b>	<b>607,473</b>



## Financial Reports

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**CONSOLIDATED PROFIT & LOSS REPORT**

For the period ended April 23

	APRIL 2023			YTD April 23			Annual Budget	Forecast
	Actual	Budget	Var	Actual	Budget	Var		
<b>REVENUE</b>								
Waste Transfer Barretta and Bruny	261,655	269,983	(8,328)	2,704,928	2,626,369	78,559	3,116,580	3,171,580
Public Waste Bins - Mainland	22,070	22,070	(0)	222,905	222,903	2	267,780	267,780
Public Waste Bins - Bruny	0	17,900	(17,900)	0	107,400	(107,400)	143,797	0
<b>TOTAL REVENUE</b>	<b>283,725</b>	<b>309,953</b>	<b>(26,228)</b>	<b>2,927,833</b>	<b>2,956,672</b>	<b>(28,839)</b>	<b>3,528,157</b>	<b>3,439,360</b>
<b>EXPENSES</b>								
Waste Transfer Barretta and Bruny	240,705	287,591	46,886	2,673,956	2,538,078	(135,878)	3,059,265	3,164,265
Public Waste Bins - Mainland	15,563	20,756	5,193	160,035	208,855	48,820	250,316	237,059
Public Waste Bins - Bruny	0	18,498	18,498	0	101,529	101,529	134,450	3,600
<b>TOTAL EXPENSES</b>	<b>256,268</b>	<b>326,845</b>	<b>70,577</b>	<b>2,833,991</b>	<b>2,848,462</b>	<b>14,471</b>	<b>3,444,031</b>	<b>3,404,924</b>
<b>NET PROFIT/(LOSS)</b>								
Waste Transfer Barretta and Bruny	20,950	(17,608)	38,558	30,972	88,291	(57,319)	57,315	7,315
Public Waste Bins - Mainland	6,507	1,314	5,193	62,870	14,048	48,822	17,464	30,721
Public Waste Bins - Bruny	0	(598)	598	0	5,871	(5,871)	9,347	(3,600)
<b>TOTAL NET PROFIT/(LOSS)</b>	<b>27,457</b>	<b>(16,892)</b>	<b>44,349</b>	<b>93,842</b>	<b>108,210</b>	<b>(14,368)</b>	<b>84,126</b>	<b>34,436</b>



## Financial Reports

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### KINGBOROUGH WASTE SERVICES NOTES TO APRIL 2023 FINANCIALS

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#### SUMMARY

The Consolidated KWS Result for April was a profit of \$27k which was \$44k better than budget. This was made up of Barretta Operations \$21k profit and a profit of \$6k from the Public Waste Bin contract.

YTD the Consolidated Result was a profit of \$94k which was (\$14k) worse than budget. This was made up of a profit of \$31k for Barretta Operations and \$63k from the Public Waste Bin contract.

For the Barretta Operations, costs are increasing particularly in Green Waste and Timber processing and Employee Costs. This is discussed below. The Public Waste Bin contract is performing above budget mainly due to savings in Plant Hire with the delay of the new trucks \$42k.

#### BARRETTA OPERATIONS

For the period between July and April 2023, KWS made a profit of \$31k, which is below budget of \$88k profit.

The main reasons for the YTD variances are:

- General Waste, -\$15k
- Green Waste Revenue, +\$17k,
- Kerbside Collections, -\$27k
- Bruny Island Disposal Charges, +\$17k
- Metal Sales, +\$65k
- Salaries, -\$66k
- Green Waste Costs, -\$126k
- Other Expenses, +\$64k

#### Month

The Barretta/Bruny operations made a profit of \$21k for the month, \$38k above budget. Income was below budget for the month (\$8k); mainly due to General Waste (\$12k). Expenses were below budget for the month \$47k mainly due to a reduction in Waste Management Activities.



## Financial Reports

### DETAILED ANALYSIS

The detailed variances are:

#### 1. USER CHARGES

User Charges are below budget for the month (\$8k) due to lower volumes of General Waste (\$11k), offset by higher volumes of Green Waste +\$1k and Metal +\$2k. For the year, User Charges are above budget +\$20k, due to Green Waste received +\$17k and Metal +\$11k, offset by General Waste (\$16k).

#### 2. RECYCLING SALES

Recycling Sales are above budget for the month +\$6k due to Metal Sales. For the year, Recycling Sales are above budget +\$60k due to Metal Sales +\$65, offset by lower Non-Ferrous Metal Sales (\$7k).

#### 3. COUNCIL RECHARGES

Council Recharges are below budget for April (\$10k) and for the year (\$20k) due to lower Kerbside Collections (\$27k), lower volumes received at the Free Green waste weekends (\$10k), offset by higher Bruny Island Disposal Charges +\$17k.

#### 4. SUNDRY CHARGES

Sundry Charges are above budget for the month and year due to bank interest received.

#### 5. EMPLOYEE COSTS

Employee Costs are above budget for the month (\$10k) and for the year (\$66k). This is due to the use of Agency Staff to fill vacancies and relief for KWS staff on leave. Also, the budget for employee costs was based on a 2.1% salary increase, however staff received the Fair Work minimum increase of 4.5% increase. For this reason, along with increased use (and cost) of Agency Staff, there has been higher expenditure within the employee costs area.

#### 6. DISPOSAL COSTS

Disposal Costs are below budget for the month +\$9k mainly due to savings in the Disposal Costs-Copping and Transport Cost areas. For the year, Disposal Costs are also above budget by (\$4k), due to higher Copping Disposal Costs (\$5k) and Waste Levy (\$9k) offset by lower Hazardous Waste +\$7k.

#### 7. GREEN WASTE COSTS

Green Waste Disposal Costs are estimated to be above budget for month (\$7k) and the year (\$126k).

KWS has seen greater volumes of Green Waste received over the Summer, however, this results in higher mulching/disposal costs. The costs involved to mulch and remove green waste have also increased, including the introduction of a fuel levy. For these reasons, the budget continues to be above what was anticipated.

Timber Mulching have also incurred additional costs. It is now necessary for timber waste to be mulched and transported to Copping, incurring higher transport and disposal costs.

#### 8. HIRE AND MAINTENANCE

Hire and Maintenance costs are below budget for the month +\$10k and above budget for the year (\$3k) due to Maintenance Expenses (\$9k) and higher Fuel costs (\$8k), offset by Barretta Bin Hire & Movement +\$12k. Maintenance Expenses continue to be above budget due to a timing difference in the yearly servicing of the Compactor.



## Financial Reports

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### 9. OTHER EXPENSES

Other expenses are below budget for the month +\$45k, and year +\$63k due to deferral of Waste Management Activities undertaken in 2022/23. Office expenses continue to be below budget +\$18k.

### PUBLIC WASTE BINS CONTRACT

For the month of April, the Public Waste Bins Contract made a profit of \$6k, and for the year, a profit of \$62k which is significantly higher than budget \$14k. The main reason for this is lower Plant Hire costs \$42k.

The detailed variances are:

#### 1. EMPLOYEE COSTS

Employee costs are above budget for the month (\$3k) and year (\$19k) due to the use of agency staff to cover an employee on workers compensation.

#### 2. HIRE & MAINTENANCE

Hire & Maintenance costs are below budget for the month +\$7k and for the year +\$53k due to Plant Hire +\$42k and lower Maintenance expenses +\$7k. The contract estimate for Plant Hire has been calculated based on the truck leases that are due to commence in 2023.

#### 3. OTHER EXPENSES

Other expenses are below budget for the month +\$2k and year +\$14k due to lower cleaning expenses and the contingency built into the contract.



**KINGBOROUGH WASTE SERVICES PTY LTD**  
**PROFIT & LOSS REPORT**  
For the period ended April 23

	APRIL 2023			YTD April 23			Annual Budget
	Actual	Budget	Var	Actual	Budget	Var	
<b>REVENUE</b>							
<b>USER CHARGES</b>							
General Waste	79,335	91,154	(11,819)	820,488	836,264	(15,776)	1,005,000
Tyres / Gas Bottles	2,423	1,100	1,323	14,314	11,000	3,314	13,200
Green Waste	20,067	19,000	1,067	210,234	192,500	17,734	229,000
Timber	3,509	3,750	(241)	40,709	37,500	3,209	45,000
Metal	4,510	2,600	1,910	37,222	26,000	11,222	31,200
	<b>109,843</b>	<b>117,604</b>	<b>(7,761)</b>	<b>1,122,967</b>	<b>1,103,264</b>	<b>19,703</b>	<b>1,323,400</b>
<b>RECYCLING SALES</b>							
Reuse Shop Sales	37,432	34,000	3,432	351,590	350,000	1,590	414,000
Non Ferrous Metal Sales	917	3,500	(2,583)	28,164	35,000	(6,836)	42,000
Metal Sales	17,510	12,000	5,510	113,307	48,000	65,307	48,000
Recycling Sales	0	0	0	0	0	0	0
	<b>55,858</b>	<b>49,500</b>	<b>6,358</b>	<b>493,061</b>	<b>433,000</b>	<b>60,061</b>	<b>504,000</b>
<b>COUNCIL RECHARGES</b>							
Kerbside Collection Charges	60,546	64,950	(4,404)	646,376	673,300	(26,924)	798,000
Bruny Island Disposal Charges	10,760	16,200	(5,440)	186,489	169,500	16,989	200,400
Bruny Island Operational Revenue	14,079	14,079	0	140,793	140,790	3	168,950
Free GWaste - Foregone Revenue	0	0	0	19,369	30,000	(10,631)	30,000
Waste Management	7,278	7,275	3	72,775	72,765	10	87,330
	<b>92,663</b>	<b>102,504</b>	<b>(9,841)</b>	<b>1,065,801</b>	<b>1,086,355</b>	<b>(20,554)</b>	<b>1,284,680</b>
<b>SUNDRY CHARGES</b>	<b>3,291</b>	<b>375</b>	<b>2,916</b>	<b>23,099</b>	<b>3,750</b>	<b>19,349</b>	<b>4,500</b>
<b>TOTAL REVENUE</b>	<b>261,655</b>	<b>269,983</b>	<b>(8,328)</b>	<b>2,704,928</b>	<b>2,626,369</b>	<b>78,559</b>	<b>3,116,580</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Salaries	75,916	79,301	3,385	737,167	811,954	74,787	972,925
Agency Staff	20,600	6,125	(14,475)	211,821	62,067	(149,754)	74,521
Sundry Staff Expenses	278	450	172	5,499	4,500	(999)	5,400
Staff Training	155	833	678	4,097	9,330	5,233	11,000
Protective Clothing	0	100	100	4,532	8,800	4,268	9,000
	<b>96,949</b>	<b>86,809</b>	<b>(10,140)</b>	<b>963,114</b>	<b>896,651</b>	<b>(66,463)</b>	<b>1,072,846</b>
<b>DISPOSAL COSTS</b>							
Disposal Costs - Copping	30,305	34,938	4,633	325,246	320,525	(4,721)	385,200
Disposal Costs - Waste Levy	20,843	20,408	(435)	195,797	187,226	(8,571)	225,000
Transport Costs - Copping	21,924	24,852	2,928	227,921	227,995	74	274,000
Disposal Costs - Recycling	983	635	(348)	8,542	6,350	(2,192)	7,640
Disposal Costs - Glass/Bottles	652	665	13	6,159	6,650	492	8,000
Disposal Costs - Cardboard	1,782	2,150	369	20,030	21,500	1,470	25,900
Disposal Costs - Tyres/Gas Bottles	1,138	1,000	(138)	9,937	10,000	63	12,000
Disposal Costs - Concrete/Cleanfill	0	1,200	1,200	0	2,400	2,400	2,400
Disposal Costs - Metal	0	0	0	0	0	0	0
Disposal Costs - Hazardous Waste	28	800	772	784	8,000	7,216	9,600
	<b>77,655</b>	<b>86,648</b>	<b>8,993</b>	<b>794,417</b>	<b>790,646</b>	<b>(3,771)</b>	<b>949,740</b>
<b>GREEN WASTE COSTS</b>							
Green Waste Mulching	14,000	14,000	0	219,860	140,000	(79,860)	168,000
Timber Mulching	11,062	3,500	(7,562)	81,111	35,000	(46,111)	42,000
	<b>25,061</b>	<b>17,500</b>	<b>(7,561)</b>	<b>300,971</b>	<b>175,000</b>	<b>(125,971)</b>	<b>210,000</b>
<b>HIRE &amp; MAINTENANCE</b>							
Barretta Bin Hire and Movement	3,761	7,400	3,639	64,953	77,200	12,247	91,800
Bruny Bin Movement & Sundry	6,144	13,200	7,056	139,952	139,700	(252)	162,200
Plant Hire (Council)	6,870	6,900	30	68,412	69,000	588	82,800
Plant Hire External	1,633	1,820	187	16,065	18,200	2,135	21,840
Maintenance	373	800	427	18,460	8,500	(9,960)	22,330
MV/Plant Fuel & Registration	2,513	1,550	(963)	25,757	17,500	(8,257)	20,600
	<b>21,294</b>	<b>31,670</b>	<b>10,376</b>	<b>333,599</b>	<b>330,100</b>	<b>(3,499)</b>	<b>401,570</b>
<b>OTHER EXPENSES</b>							
Office Expenses	6,552	7,225	673	66,348	84,350	18,002	100,800
Advertising	370	500	130	1,352	5,000	3,648	6,000
Insurance - Public Liability	0	0	0	17,916	17,185	(731)	17,185
Insurance - Workers Comp	0	0	0	20,243	20,256	13	20,256
Board Expenses	0	0	0	13,500	13,500	0	18,000
Corporate Services Overhead	7,739	7,739	0	77,390	77,390	0	92,868
Waste Management Activities	5,029	49,500	44,471	84,544	128,000	43,456	170,000
Doubtful Debts Expense	0	0	0	0	0	0	0
Depreciation	56	0	(56)	561	0	(561)	0
	<b>19,746</b>	<b>64,964</b>	<b>45,218</b>	<b>281,855</b>	<b>345,681</b>	<b>63,826</b>	<b>425,109</b>
<b>TOTAL EXPENSES</b>	<b>240,705</b>	<b>287,591</b>	<b>46,886</b>	<b>2,673,956</b>	<b>2,538,078</b>	<b>(135,878)</b>	<b>3,059,265</b>
<b>NET PROFIT/(LOSS)</b>	<b>20,950</b>	<b>(17,608)</b>	<b>38,558</b>	<b>30,972</b>	<b>88,291</b>	<b>(57,319)</b>	<b>57,315</b>





## Financial Reports

## KWS PUBLIC WASTE BIN CONTRACT

## PROFIT &amp; LOSS REPORT

For the period ended April 23

	APRIL 2023			YTD April 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Waste Bins Contract	22,070	22,070	(0)	222,905	222,903	2	267,780
	<b>22,070</b>	<b>22,070</b>	<b>(0)</b>	<b>222,905</b>	<b>222,903</b>	<b>2</b>	<b>267,780</b>
<b>TOTAL REVENUE</b>	<b>22,070</b>	<b>22,070</b>	<b>(0)</b>	<b>222,905</b>	<b>222,903</b>	<b>2</b>	<b>267,780</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	11,308	8,258	(3,050)	103,307	84,431	(18,876)	101,208
	<b>11,308</b>	<b>8,258</b>	<b>(3,050)</b>	<b>103,307</b>	<b>84,431</b>	<b>(18,876)</b>	<b>101,208</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	673	2,500	1,827	2,337	10,000	7,663	10,000
Plant Hire	985	6,012	5,027	17,896	60,120	42,224	72,144
Insurance - Vehicle	0	0	0	0	400	400	400
MV/Plant Fuel	2,030	1,800	(230)	15,136	18,000	2,864	21,600
	<b>3,689</b>	<b>10,312</b>	<b>6,623</b>	<b>35,369</b>	<b>88,520</b>	<b>53,151</b>	<b>104,144</b>
<b>OTHER EXPENSES</b>							
Consumables	0	0	0	12,388	14,044	1,656	18,725
Cleaning	546	833	287	5,460	8,330	2,870	10,000
Other Expenses	20	1,353	1,333	3,511	13,530	10,019	16,239
	<b>566</b>	<b>2,186</b>	<b>1,620</b>	<b>21,359</b>	<b>35,904</b>	<b>14,545</b>	<b>44,964</b>
<b>TOTAL EXPENSES</b>	<b>15,563</b>	<b>20,756</b>	<b>5,193</b>	<b>160,035</b>	<b>208,855</b>	<b>48,820</b>	<b>250,316</b>
<b>NET PROFIT/(LOSS)</b>	<b>6,507</b>	<b>1,314</b>	<b>5,193</b>	<b>62,870</b>	<b>14,048</b>	<b>48,822</b>	<b>17,464</b>

<b>TOTAL NET PROFIT/(LOSS) - KWS</b>	<b>27,457</b>	<b>(16,892)</b>	<b>44,349</b>	<b>93,842</b>	<b>108,210</b>	<b>(14,368)</b>	<b>84,126</b>
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## Financial Reports

## KINGBOROUGH WASTE SERVICES PTY LTD

## SUMMARY FORECAST REPORTS

For the period ended April 23

	YTD April 23			ANNUAL BUDGET	ref	FORECAST VARIANCES	FORECAST
	ACTUAL	BUDGET	VAR				
TOTAL KWS							
REVENUE	2,927,833	2,956,672	(28,839)	3,528,157		(88,797)	3,439,360
EXPENSES	2,833,991	2,848,462	14,471	3,444,031		(39,107)	3,404,924
NET PROFIT/(LOSS)	93,842	108,210	(14,368)	84,126		(49,690)	34,436

<b>BARRETTA OPERATIONS</b>							
REVENUE							
User Charges	1,122,967	1,103,264	19,703	1,323,400			1,323,400
Recycling Sales	493,061	433,000	60,061	504,000	<sup>1</sup>	65,000	569,000
Council Recharges	1,065,801	1,086,355	(20,554)	1,284,680		(10,000)	1,274,680
Sundry Charges	23,099	3,750	19,349	4,500			4,500
TOTAL REVENUE	2,704,928	2,626,369	78,559	3,116,580		55,000	3,171,580
EXPENSES							
Employee costs	963,114	896,651	(66,463)	1,072,846	<sup>2</sup>	75,000	1,147,846
Disposal Costs	794,417	790,646	(3,771)	949,740			949,740
Green Waste Costs	300,971	175,000	(125,971)	210,000	<sup>3</sup>	130,000	340,000
Hire & Maintenance	333,599	330,100	(3,499)	401,570			401,570
Other Expenses	281,855	345,681	63,826	425,109	<sup>4</sup>	(100,000)	325,109
TOTAL EXPENSES	2,673,956	2,538,078	(135,878)	3,059,265		105,000	3,164,265
NET PROFIT/(LOSS)	30,972	88,291	(57,319)	57,315		(50,000)	7,315

<b>PUBLIC PLACE BINS - MAINLAND</b>							
REVENUE							
	222,905	222,903	2	267,780		0	267,780
EXPENSES							
Employee costs	103,307	84,431	(18,876)	101,208	<sup>5</sup>	20,000	121,208
Hire & Maintenance	35,369	88,520	53,151	104,144	<sup>6</sup>	(33,257)	70,887
Other Expenses	21,359	35,904	14,545	44,964		0	44,964
TOTAL EXPENSES	160,035	208,855	48,820	250,316		(13,257)	237,059
NET PROFIT/(LOSS)	62,870	14,048	48,822	17,464		13,257	30,721



## Financial Reports

PUBLIC PLACE BINS - BRUNY						
REVENUE	0	107,400	(107,400)	143,797	<sup>7</sup> (143,797)	0
EXPENSES						
Employee costs	0	25,651	25,651	34,147	(34,147)	0
Hire & Maintenance	0	51,872	51,872	67,496	<sup>8</sup> (63,896)	3,600
Other Expenses	0	24,006	24,006	32,807	(32,807)	0
TOTAL EXPENSES	0	101,529	101,529	134,450	(130,850)	3,600
NET PROFIT/(LOSS)	0	5,871	(5,871)	9,347	(12,947)	(3,600)

### 1 BARRETTA RECYCLING SALES

The prices achieved on Metal Sales have exceeded the budget. This forecast reflects known sales.

### 2 EMPLOYEE COSTS

Employee Costs - Salaries are below budget YTD, because of the use of Agency Staff to fill vacancies. One new staff member was employed at the end of February and another casual to come. This, along with the fact that staff received a 4.5% increase, against the budgeted 2.1%, means the budget savings will be substantially less.

Agency costs over budget - There have been staff vacancies filled by Agency staff. This will be reduced by the new positions as detailed above (2), however agency staff will continue to be used.

### 3 GREEN WASTE COSTS

#### Green Waste Mulching

Green Waste Mulching is \$80,000 over budget for the ten months due to the increased costs of disposal, mainly the introduction of a fuel levy by the contractor. Part of this over expenditure related to 2021/22 so the forecast additional costs based on this over budget expenditure.

#### Timber Mulching

This is now costing more than budgeted so there is forecast additional expenditure.

### 4 OTHER EXPENSES

The Waste Management Activities not committed have been removed in the full year forecast. The removed projects are:

- Bin Audit	25,000
- Comms Plan	20,000
- Rolling out Comms Plan	20,000
- Aspire	5,000
- Other	10,000
	<u>80,000</u>

### 5 PUBLIC PLACE BINS - MAINLAND - STAFF COSTS

Labour costs are trending over budget reflecting training and other costs of a new operation.

### 6 PUBLIC PLACE BINS - MAINLAND - PLANT HIRE

The delayed delivery of the new trucks have resulted in savings on budgeted Plant Hire costs

### 7 PUBLIC PLACE BINS - BRUNY

The delay in the delivery of the new trucks means KWS will not commence the Bruny Public Bin Collection until 1 July.

### 8 PUBLIC PLACE BINS - BRUNY

As the Trucks are due for delivery during June, an expense will be incurred for the lease for this period.



## Financial Reports

## KINGBOROUGH WASTE SERVICES PTY LTD

## BALANCE SHEET

as at APRIL 2023

	CURRENT MONTH	JUNE 2022
<b>Assets</b>		
General Cheque Account	1,034,736	946,658
Cash on Hand	2,700	2,700
Prepayments	0	3,000
Sundry Debtors	114,770	87,440
Less Provision for Doubtful Debts	0	0
Accrued Revenue	2,561	0
GST Receivable	(2)	0
GST Clearing	(13,831)	(6,342)
Workers Comp Recovery	0	0
Property, infrastructure, plant and equip	6,733	6,733
Suspense Account	0	0
Accum Depr - Plant and Equip	(1,237)	(676)
<b>Total Assets</b>	<b>1,146,430</b>	<b>1,039,513</b>
<b>Liabilities</b>		
Trade Creditors	112,637	101,640
GST Collected	0	0
Accrued Expenses	169,051	170,608
Suspense	(1,492)	0
Payroll Liabilities	13,950	11,254
Annual Leave Liability	90,655	100,726
Long Service Leave Liability	60,311	47,811
Kingborough Council Loan	0	0
<b>Total Liabilities</b>	<b>445,112</b>	<b>432,039</b>
<b>Net Assets</b>	<b>701,318</b>	<b>607,473</b>
<b>Equity</b>		
Retained Earnings	607,475	469,050
Current Earnings	93,842	138,423
<b>Total Equity</b>	<b>701,318</b>	<b>607,473</b>



## Operational Report

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### Operational Report

#### 1. Site Management

- Transfer Station roller doors serviced.
- Safety entrance CAPEX project completed.
- Asphalt road repair CAPEX project completed.

#### 2. Advertising

- March and April Re-Use shop adverts in the Chronicle.
- Easter Hours of Operation advertised in the Mercury, Kingborough Chronicle, the Council website and social media.
- Mailout to Margate residents on the expansion of the bin strap program to the Margate area.

Public Copy



## Operational Report

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### 3. Environmental Management

**Marine Flares** - The Barretta Waste Transfer Station is registered as a collection point for expired marine flares.

**Civic Centre Recycling Unit** – The follow quantities of items have been collected and recycled through the recycling unit at the Civic Centre over the past 12 months.

Coffee Pods – 534kg  
Books & magazines 257kg  
Household Batteries – 254kg  
Light Globes – 34kg  
Small E-Waste – 147kg  
Printer Cartridges – 103kg  
X-rays – 215kg  
Mobile Phones – 32kg  
Office Stationery – 29kg

**Paintback** - Collections of unwanted paint through the Paintback stewardship scheme continued with 1,740kg collected during March and a further 4,100kg collected during April for a total of 21,265kg over the past 12 months enabling a saving of \$116,957 over the previous arrangement. The KWS agreement with Paintback has now been extended until 31 July 2031.

**E-Waste** - The Tech Collect E-Waste stewardship program continued with a total of 3,360kg collected during March and a further 3,130kg during April for a total of 37,540kg over the past 12 months.

**Metal Waste** – Expression of Interests for scrap metal collections were sought during November with Onestop Metal Recycling being the successful contractor. Collections continued through March and April with 291 tonnes being removed and sent for recycling.





## Operational Report

### 4. Waste Received and Diverted Statistics

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Product Received	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In
General Waste	508.39	491.99	515.80	546.70	524.25	560.09	594.23	520.84	545.69	510.48	0.00	0.00	5318.46
Kerbside General Waste	419.95	460.96	455.62	442.14	486.58	499.70	513.82	425.84	491.74	432.47	0.00	0.00	4628.82
Kerbside Recycling	163.42	179.48	174.57	174.86	180.21	184.58	203.50	184.99	181.04	154.58	0.00	0.00	1781.23
Kerbside FOGO	138.02	163.47	240.82	280.22	317.90	285.61	276.19	206.50	227.79	195.46	0.00	0.00	2331.98
Weight from Sawtooth	106.05	115.93	129.94	109.16	145.83	132.88	157.34	138.37	149.66	131.64	0.00	0.00	1316.78
Shop In	36.25	41.96	35.97	38.00	36.84	36.31	34.71	27.04	27.23	27.25	0.00	0.00	341.55
Green Waste	181.84	136.49	176.87	182.82	322.51	223.43	370.76	231.26	297.79	200.76	0.00	0.00	2324.53
Timber Waste	28.49	25.56	30.52	22.76	21.62	30.24	30.97	39.30	30.70	24.33	0.00	0.00	284.49
Diverted X-Ray/L-Glo/H-Bat/Mob	0.00	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.16
Diverted Non Ferrous	1.95	7.01	3.43	3.51	9.50	5.25	17.37	8.14	7.44	3.95	0.00	0.00	67.55
Diverted Oil	2.20	2.35	2.65	1.40	3.15	1.70	3.15	2.35	1.90	2.70	0.00	0.00	23.55
Diverted Paint	0.69	2.28	1.78	2.21	2.03	1.68	2.10	1.02	1.74	4.11	0.00	0.00	19.64
Diverted Tyre	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diverted E-Waste	2.60	3.42	3.19	2.26	4.36	2.41	4.58	3.66	3.36	3.13	0.00	0.00	32.97
Monthly Total In	1589.85	1631.06	1771.16	1806.04	2054.78	1963.87	2208.72	1789.31	1966.08	1690.85	0.00	0.00	18471.71
To Copping	849.04	930.44	936.97	906.28	952.55	1025.19	1041.20	885.63	983.93	870.28	0.00	0.00	9381.51





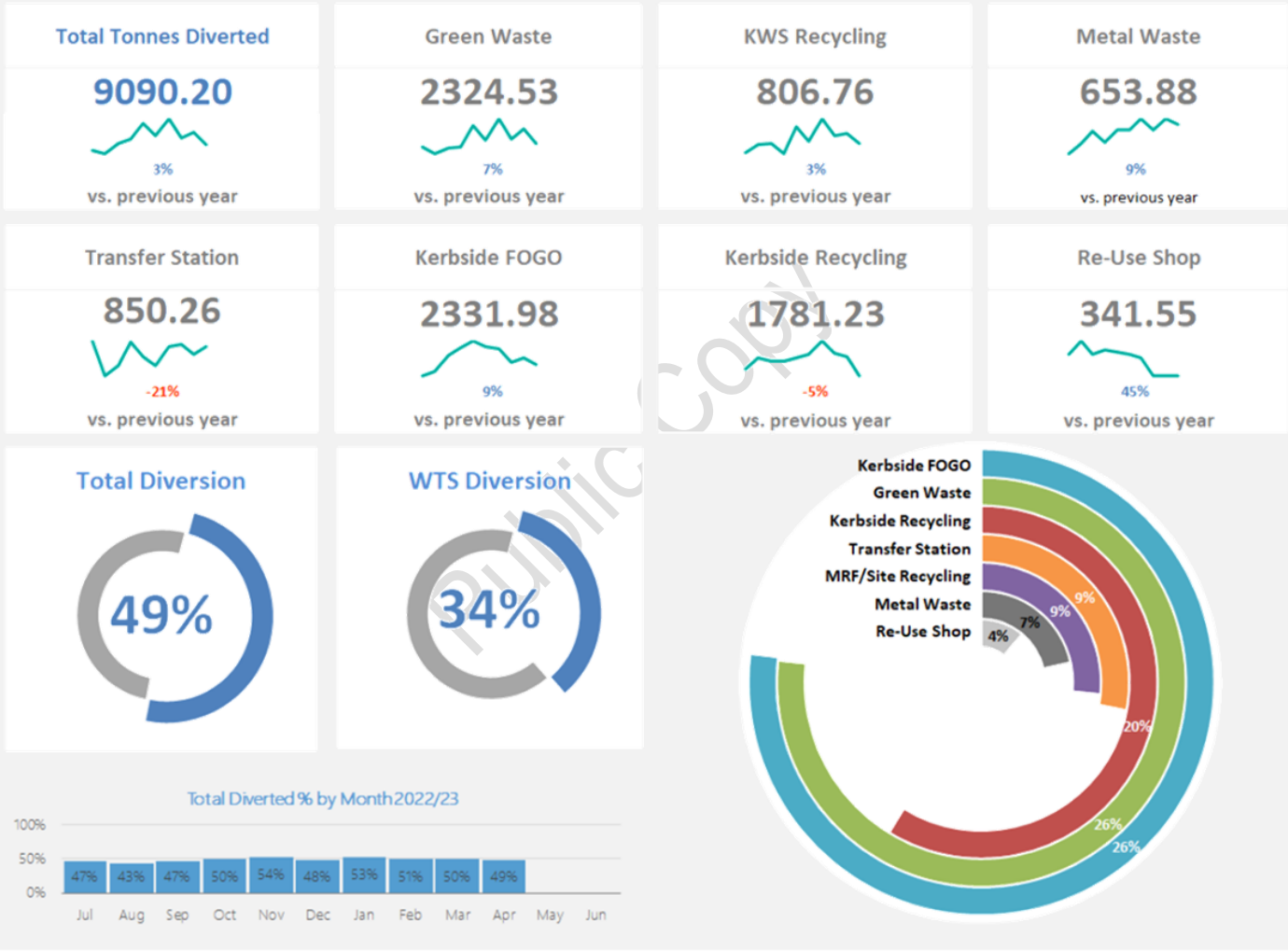
## Operational Report

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In
Product Diverted													
Kerbside Recycling	163.42	179.48	174.57	174.86	180.21	184.58	203.50	184.99	181.04	154.58	0.00	0.00	1781.23
Kerbside FOGO	138.02	163.47	240.82	280.22	317.90	285.61	276.19	206.50	227.79	195.46	0.00	0.00	2331.98
Diverted WTS	107.79	48.07	64.97	105.32	79.90	64.84	97.82	100.35	84.20	97.00	0.00	0.00	850.26
Diverted Metal	50.86	57.76	66.01	58.38	67.20	66.83	74.45	67.12	74.88	70.41	0.00	0.00	653.88
Diverted MRF	28.63	33.20	29.82	29.80	41.91	43.44	43.29	39.63	35.59	32.77	0.00	0.00	358.08
Diverted Glass	26.56	24.97	34.11	20.98	36.72	22.61	39.60	31.62	39.19	28.46	0.00	0.00	304.82
Diverted Shop	36.25	41.96	35.97	38.00	36.84	36.31	34.71	27.04	27.23	27.25	0.00	0.00	341.55
Diverted Green Waste	181.84	136.49	176.87	182.82	322.51	223.43	370.76	231.26	297.79	200.76	0.00	0.00	2324.53
Diverted X-Ray/L-Glo/H-Bat/Mob	0.00	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.16
Diverted Non Ferrous	1.95	7.01	3.43	3.51	9.50	5.25	17.37	8.14	7.44	3.95	0.00	0.00	67.55
Diverted Oil	2.20	2.35	2.65	1.40	3.15	1.70	3.15	2.35	1.90	2.70	0.00	0.00	23.55
Diverted Paint	0.69	2.28	1.78	2.21	2.03	1.68	2.10	1.02	1.74	4.11	0.00	0.00	19.64
Diverted Tyre	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diverted E-Waste	2.60	3.42	3.19	2.26	4.36	2.41	4.58	3.66	3.36	3.13	0.00	0.00	32.97
Total Diverted	740.81	700.62	834.19	899.76	1102.23	938.68	1167.52	903.68	982.15	820.57	0.00	0.00	9090.20
Diverted (%)	47%	43%	47%	50%	54%	48%	53%	51%	50%	49%	0%	0%	49%



Operational Report

DIVERSION STATISTICS YTD APRIL 2023





## Operational Report

### 5. Waste Transfer Station Statistics

March's diversion from the WTS area of steel, non-ferrous metals, Re-Use Shop items and the sawtooth area items along with the diversion from the MRF and metal heap was 573.32 tonnes which is around 37% diversion.

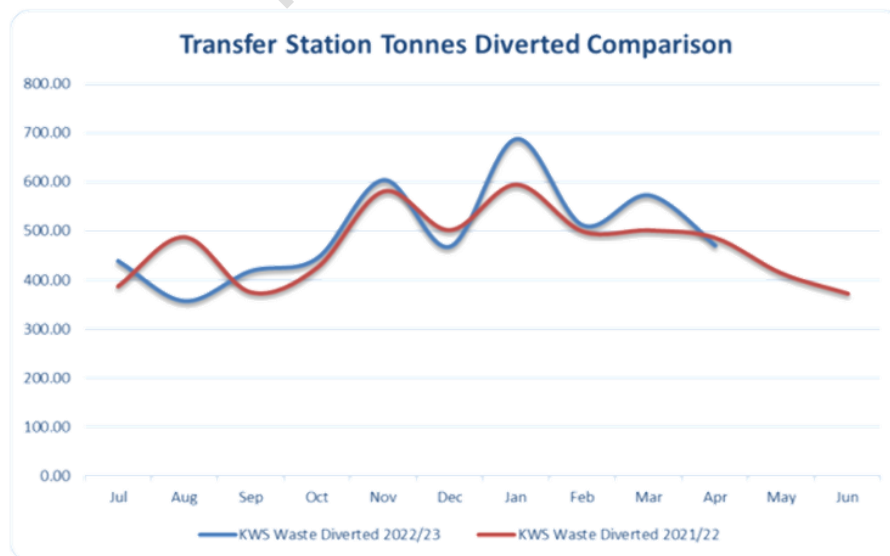
April's diversion from the WTS area of steel, non-ferrous metals, Re-Use Shop items and the sawtooth area items along with the diversion from the MRF and metal heap was 470.53 tonnes which is around 35% diversion.

*WTS Diverted Statistics are all Diversion figures less Kerbside Recycling & Kerbside Green Waste*

#### 5.1 Waste Handled Statistics

Product Handled	Mar Tonnes	Apr Tonnes
General Waste	545.69	510.48
Kerbside General Waste	491.74	432.47
Timber Waste	30.7	24.33
Green Waste	297.79	200.76
<b>Total</b>	<b>1365.92</b>	<b>1168.04</b>

Product Sent	Mar	Apr
Tonnes to Copping	983.93	870.28
Average Tonnage per Load	17.26	17.41



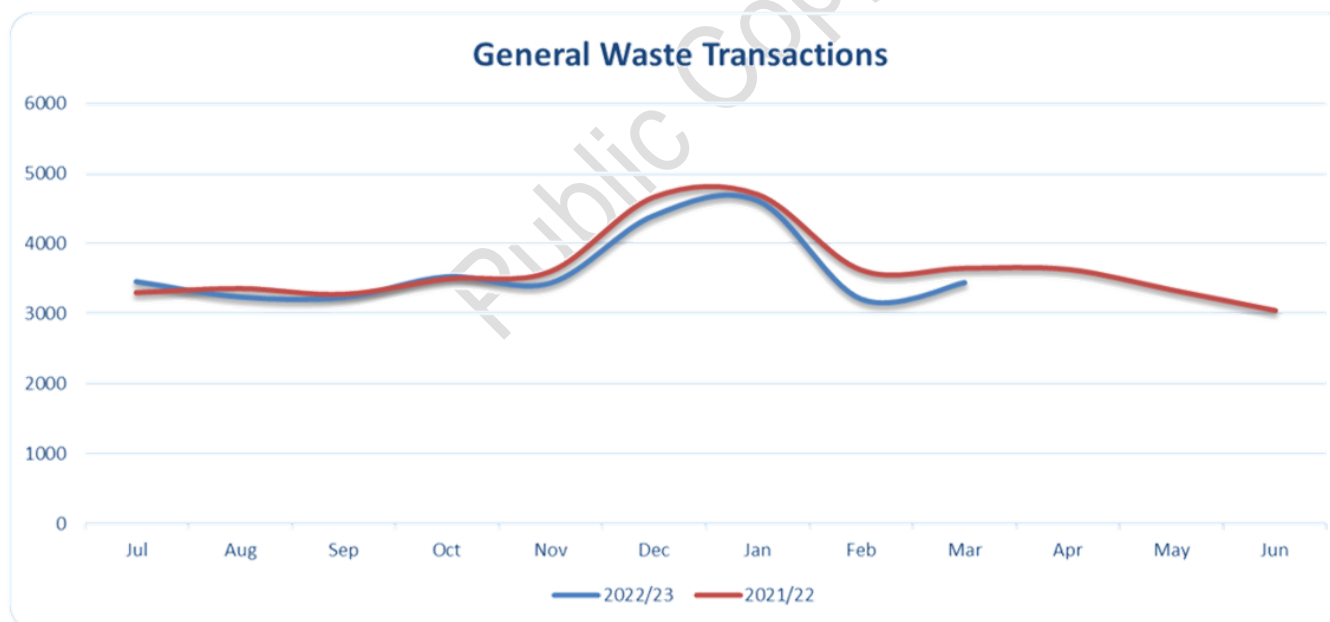


## Operational Report

### 6. General Waste Transaction Statistics

2022/23 General Waste Transactions Compared to 2021/22 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total
2022/23	3453	3234	3227	3525	3433	4398	4610	3204	3438				32522
2021/22	3304	3363	3282	3499	3605	4662	4698	3624	3651	3633	3342	3050	33688
Variance	149	-129	-55	26	-172	-264	-88	-420	-213				-1166



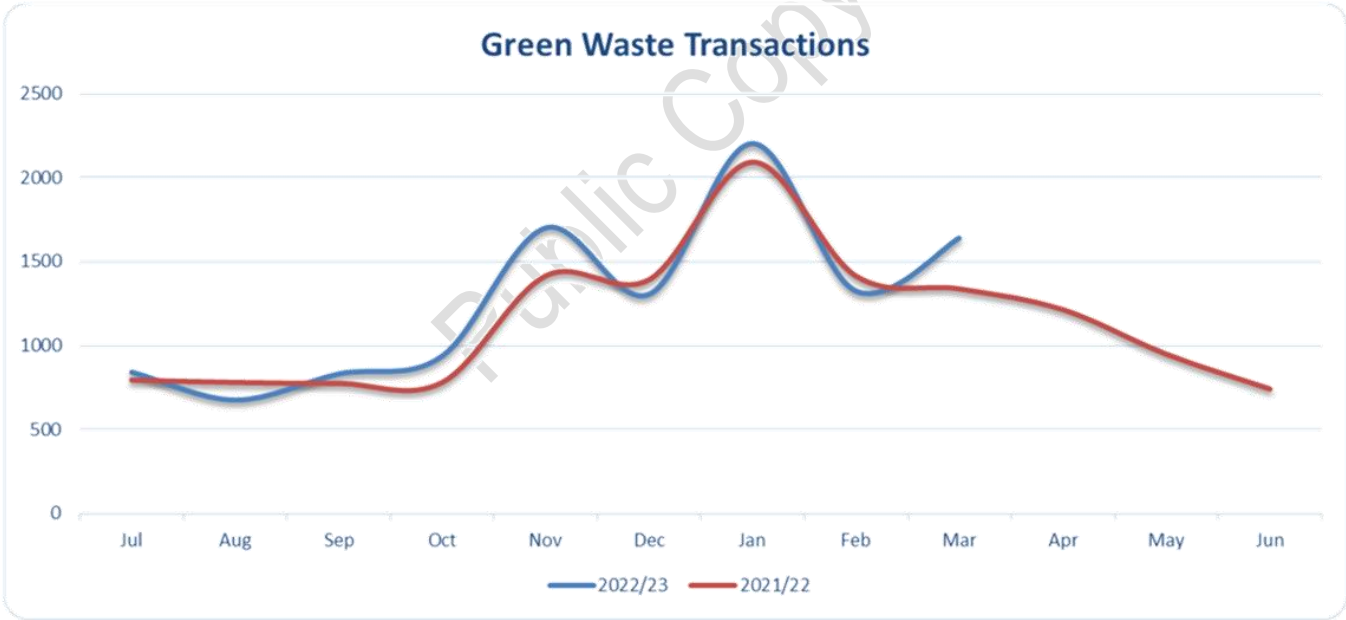


Operational Report

7.1 Green Waste Transaction Statistics

2022/23 Green Waste Transactions Compared to 2021/22 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total
2022/23	839	673	829	935	1701	1304	2205	1324	1640				11450
2021/22	794	780	774	780	1416	1393	2094	1414	1338	1214	948	741	10783
Variance	45	-107	55	155	285	-89	111	-90	302				667

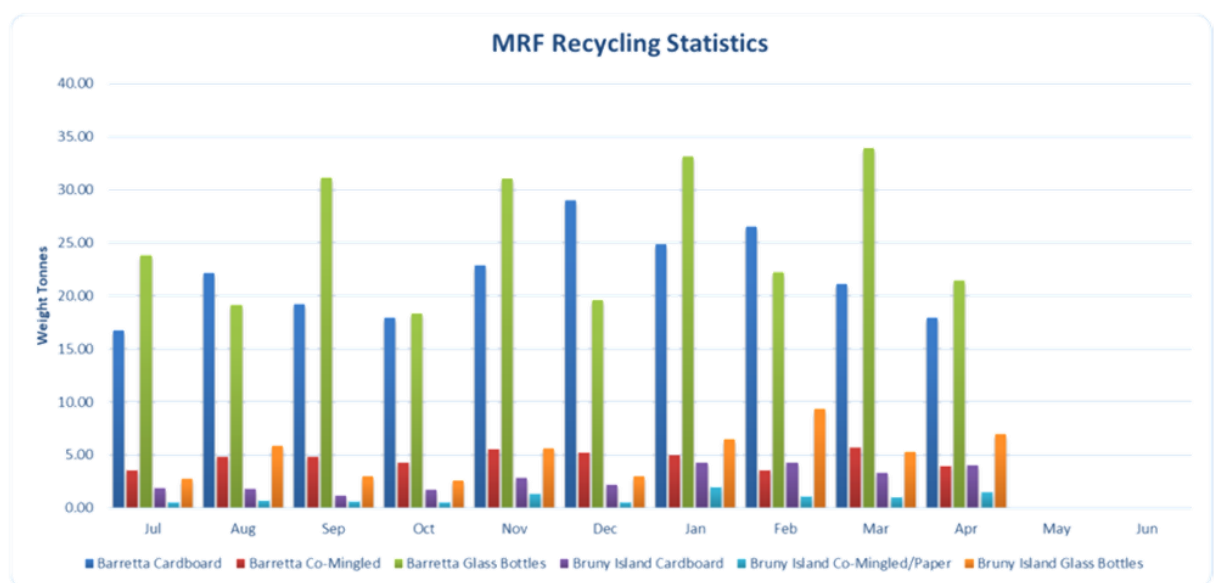




## Operational Report

### 7.2 MRF Recycling Statistics

Product	Month	Loads	Weight tonnes
Barretta Cardboard	Mar	23	21.12
Barretta Paper	Mar	1	4.44
Barretta Co-Mingled	Mar	6	5.72
Barretta Glass Bottles	Mar	3	33.91
Bruny Island Cardboard	Mar	6	3.32
Bruny Island Co-Mingled/Paper	Mar	2	0.99
Bruny Island Glass Bottles	Mar	2	5.28
Barretta Cardboard	Apr	17	17.92
Barretta Paper	Apr	1	5.46
Barretta Co-Mingled	Apr	4	3.92
Barretta Glass Bottles	Apr	2	21.46
Bruny Island Cardboard	Apr	4	4
Bruny Island Co-Mingled/Paper	Apr	2	1.47
Bruny Island Glass Bottles	Apr	3	7





Operational Report

MRF Tonnage Year to Date April 2023

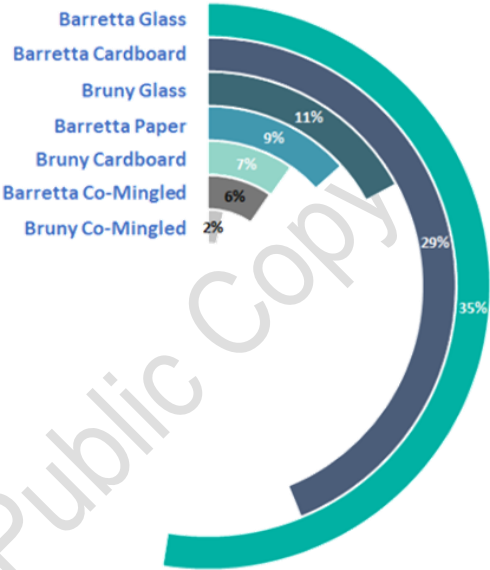
Barretta MRF

Cardboard	Cardboard Avg Load
218.4 -5% vs previous year	1.05 -5% vs previous year
Paper	Paper Avg Load
55.79 -12% vs previous year	4.75 2% vs previous year
Co-Mingled	Co-Mingled Avg Load
46.49 11% vs previous year	0.88 9% vs previous year
Glass	Glass Avg Load
253.83 7% vs previous year	10.14 2% vs previous year

Bruny Island MRF

Cardboard	Cardboard Avg Load
27.61 8% vs previous year	0.57 26% vs previous year
Co-Mingled	Co-Mingled Avg Load
9.79 7% vs previous year	0.61 -8% vs previous year
Glass	Glass Avg Load
50.99 30% vs previous year	2.84 6% vs previous year

Tonnage Breakdown







## Operational Report

### 7. Re-Use Shop Business Activity

March resulted in 3229 transactions through the shop with sales of \$38,032 which is \$2,532 above budget and a \$3,543 increase on March 2021/22. April resulted in 3098 transactions with sales of \$37,434 which is \$3,434 above budget and a \$5,486 increase on April 2021/22. The Re-Use shop from January to February sent 4.34 tonnes of unsalable stock and general rubbish to landfill.

#### 2022/23 Sales Compared to Budget

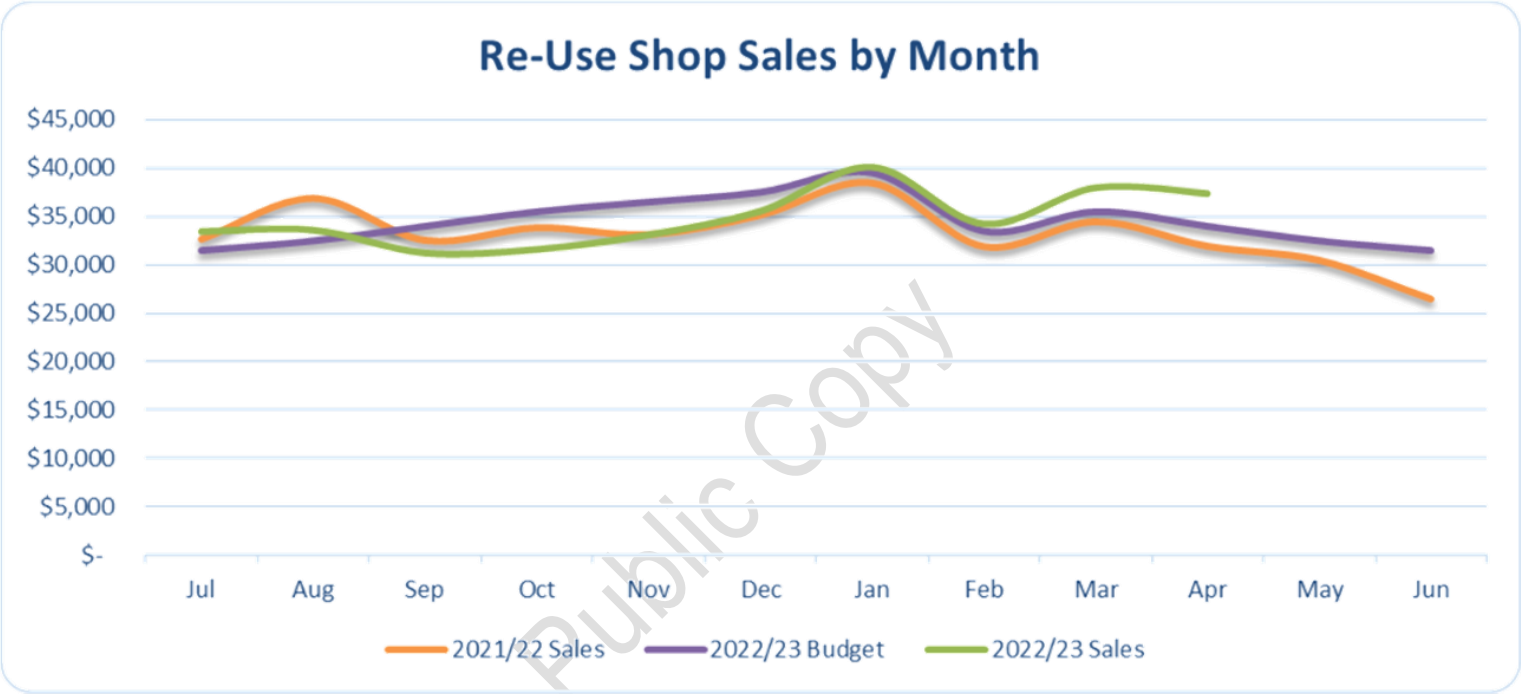
Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
Sales	\$ 33,498	\$ 33,648	\$ 31,273	\$ 31,649	\$ 33,161	\$ 35,593	\$ 40,174	\$ 34,286	\$ 38,032	\$ 37,434			\$ 348,748
Budget	\$ 31,500	\$ 32,500	\$ 34,000	\$ 35,500	\$ 36,500	\$ 37,500	\$ 39,500	\$ 33,500	\$ 35,500	\$ 34,000	\$ 32,500	\$ 31,500	\$ 350,000
Variance	\$ 1,998	\$ 1,148	-\$ 2,727	-\$ 3,851	-\$ 3,339	-\$ 1,907	\$ 674	\$ 786	\$ 2,532	\$ 3,434			-\$ 1,252

#### 2022/23 Sales Compared to 2021/22 Sales

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
2022/23	\$ 33,498	\$ 33,648	\$ 31,273	\$ 31,649	\$ 33,161	\$ 35,593	\$ 40,174	\$ 34,286	\$ 38,032	\$ 37,434			\$ 348,748
2021/22	\$ 32,676	\$ 36,908	\$ 32,559	\$ 33,857	\$ 33,165	\$ 35,165	\$ 38,493	\$ 31,905	\$ 34,489	\$ 31,948	\$ 30,488	\$ 26,474	\$ 341,165
Variance	\$ 822	-\$ 3,260	-\$ 1,285	-\$ 2,208	-\$ 4	\$ 428	\$ 1,682	\$ 2,381	\$ 3,543	\$ 5,486			\$ 7,584



Operational Report

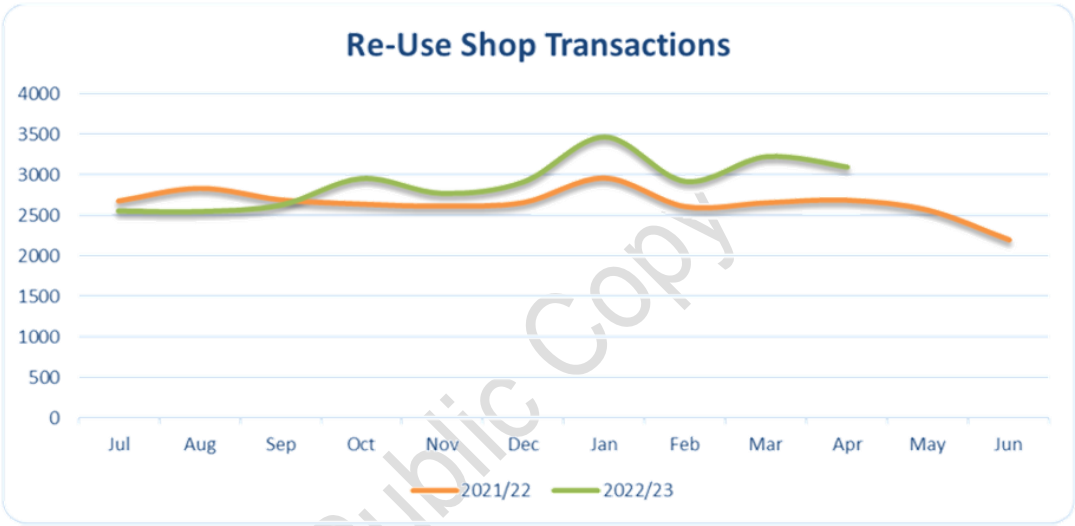


The above graph highlights the Re-Use Shop sales by month for the 2022-23 financial year compared to the same period for 2021-22 year and the 2022-23 Budget.



Operational Report

11.1 Re-Use Shop Transaction Statistics

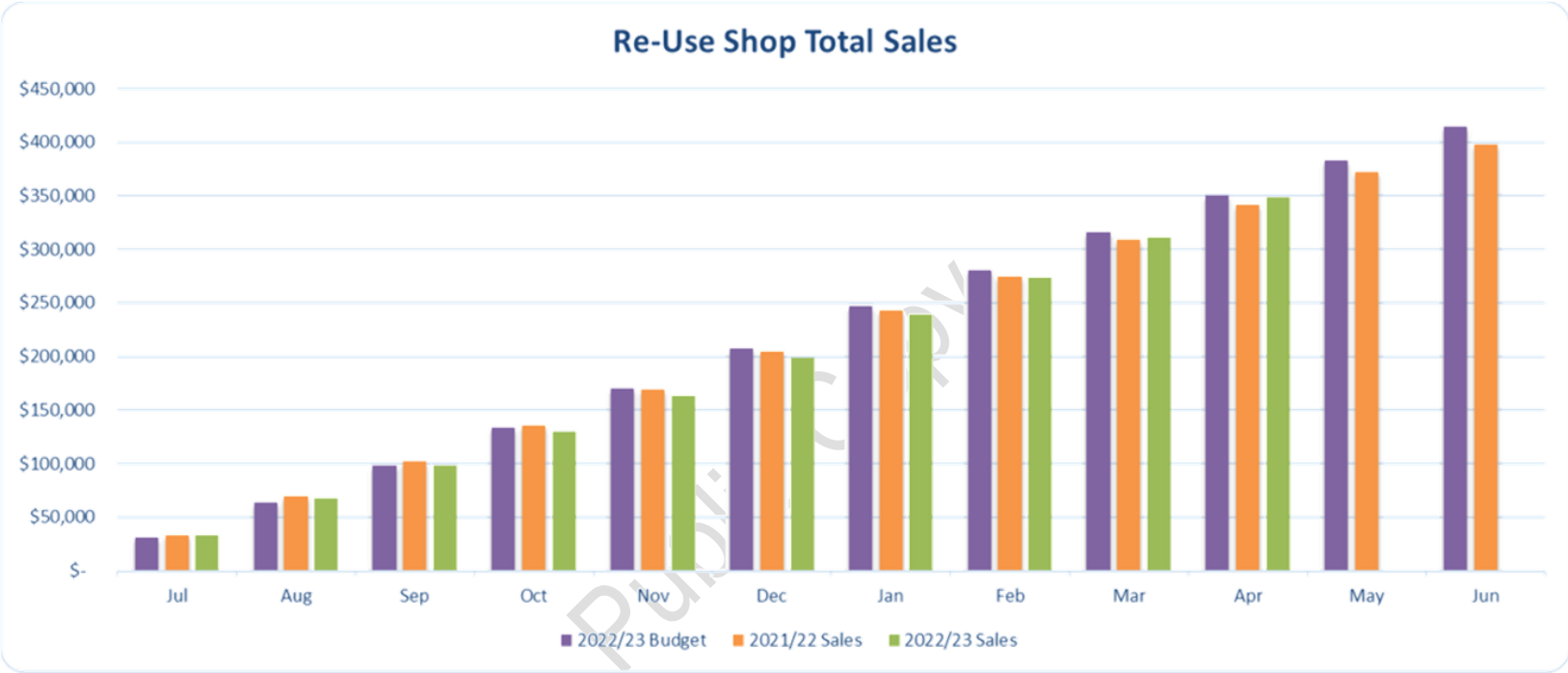


2022/23 Transactions Compared to 2021/22 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
2022/23	2549	2542	2621	2954	2768	2912	3473	2918	3229	3098			29064
2021/22	2682	2839	2697	2643	2617	2663	2965	2612	2660	2692	2567	2198	27070
Variance	-133	-297	-76	311	151	249	508	306	569	406			1994



Operational Report



The above graph highlights the total Re-Use Shop sales for the period ending 30 April 2023 compared to the 2022-23 Budget and the 2021-22 sales result for the same period. The graph shows a result of -\$1,252 below budget and an increase of sales by \$7,584 over the same period in 2020-21.



## Service Level Agreement Report

### 1. Kerbside Collection Contract Administration March to April 2023

#### Kerbside Collection of Waste and Recyclables

>= 90% Green 80%-89% Yellow <= 79% Red



84%

Criteria	KPI	Measure	Mar	Apr
Timely collection of Household Waste or Household Recycling	Collections to occur within agreed times on the scheduled collection day	None	0	0
Reliability of Services	Number of missed collections	< 40 Per Month	58	67
Level of Service	Number of complaints received from Tenement occupants	< 2 Per Month	0	0
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Planning of Changes to Services and Notifications	Adequate notice of planned changes and notification to affected parties	> 30 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Courtesy shown to members of the public	Complaints and unsolicited negative feedback	< 2 Per Month	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0
Work Practices	Compliance with best practice and legislative requirements	Ongoing Always	0	0

#### Summary

In general, the contractor is performing to an acceptable standard in relation to reporting, invoicing, complaints, and service delivery. The current kerbside collection contracts are due to expire in October 2023 with the two year extension clauses of the current contracts being taken up to extend the contracts to October 2025.



## Service Level Agreement Report

## 1.1 Collection Statistics

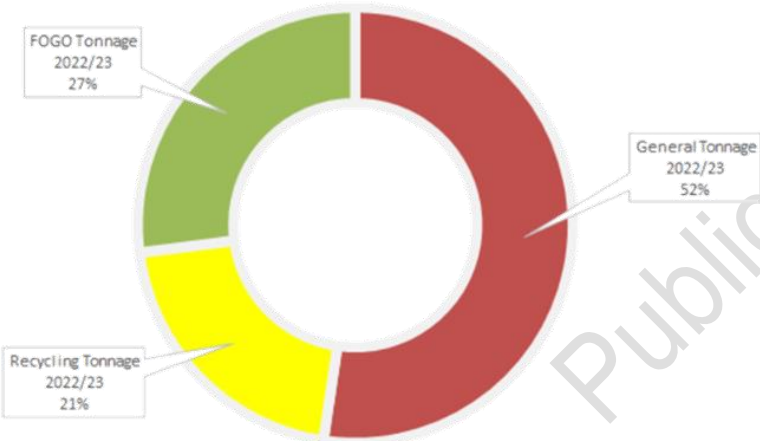
Kerbside General Waste													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	50026	54164	52791	49487	54348	54096	55272	51199	53675	49121			524,179
Tonnage	417.21	459.02	452.842	432.2	471.18	480.38	495.91	439.38	451.56	417.88			4,517.56
Avge Kg/Lift	8.3	8.5	8.6	8.7	8.7	8.9	9.0	8.6	8.4	8.5			8.6
Kerbside Recycling													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	24294	26802	25786	25774	26244	25904	26786	26205	27089	23347			258,231
Tonnage	163.42	179.48	174.57	174.858	180.21	184.58	203.5	184.99	181.04	154.58			1,781.23
Avge Kg/Lift	6.7	6.7	6.8	6.8	6.9	7.1	7.6	7.1	6.7	6.6			6.9
Kerbside FOGO													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	7373	8454	10124	10355	12061	11700	13203	11427	12005	10145			106,847
Tonnage	138.02	163.47	240.82	280.22	317.9	285.61	276.19	206.5	227.79	195.46			2,331.98
Avge Kg/Lift	18.7	19.3	23.8	27.1	26.4	24.4	20.9	18.1	19.0	19.3			21.8
Service Requests													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
New Service	38	71	58	111	84	61	90	107	69	56			745
Damaged Bins	65	75	57	52	78	55	107	68	65	70			692
Missed Collections	97	43	50	26	47	41	63	57	58	67			549
Upgrade Bin Size	24	25	11	25	14	13	29	21	24	14			200
Missing Bin	34	30	10	74	81	51	68	38	30	33			449
Total	356	288	237	314	353	262	426	348	304	307			3195



Service Level Agreement Report

Kerbside Tonnage Year to Date April 2023

General	Recycling	FOGO
4517.56	1781.228	2331.98
-4% vs. previous year	-5% vs. previous year	9% vs. previous year



Average Bin Weigh Kg		
General	Recycling	FOGO
8.6	6.9	21.7
-3% vs. previous year	-4% vs. previous year	-3% vs. previous year







## Service Level Agreement Report

### 2. Public Place Bin Contract Administration March to April 2023

#### 2.1 Mainland Public Place Bin Contract

##### Kerbside Collection of Waste and Recyclables

>= 90% Green 80%-89% Yellow <= 79% Red



95%

Criteria	KPI	Measure	Mar	Apr
Reliability of Services	Number of missed collections	< 4 Per Month	0	0
Level of Service	Number of complaints received	< 1 Per Month	1	1
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0

#### Summary

For the period March and April 2023, there was two complaints received regarding empty dog roll bags and bin servicing. The delivery of the two new public litter bin trucks has been further delayed with and expected delivery date of late May 2023.



## Service Level Agreement Report

### 2.2 Bruny Island Public Place Bin Contract

#### Kerbside Collection of Waste and Recyclables

>= 90% Green 80%-89% Yellow <= 79% Red



100%

Criteria	KPI	Measure	Mar	Apr
Reliability of Services	Number of missed collections	< 4 Per Month	0	0
Level of Service	Number of complaints received	< 1 Per Month	0	0
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0

#### Summary

There have been no complaints reported by the public over the period. In general, the contractor is performing to an acceptable standard in relation to reporting, invoicing, complaints and service delivery. The contract for the Bruny Island contract expired in January 2022 but has been extended until 30 June 2023 to allow the lease of a new vehicle and KWS to commence servicing the bins.



## Service Level Agreement Report

### 3. Waste Transfer Station Operation

SERVICES	ACTION	KPI
<p>The area be supervised at all times to ensure the public are given direction and advice in a pleasant and professional manner.</p> <p>The area is maintained in a clean, safe and tidy condition.</p> <p>Only unusable rubbish is sent to landfill and any item that can be recycled is retrieved.</p>	<p>Staff are trained and competent to operate the transfer station equipment and facilities and to correctly advise customers.</p> <p>All activity is performed safely, and all hazards and incidents are reported.</p> <p>Recyclable material is directed to the area where the best return is gained.</p>	<p>Number of trained staff.</p> <p>Number of customer complaints received and resolved.</p> <p>Accurate waste volume data is recorded and reported.</p> <p>Results of the annual operational audit and number or % of trailer loads at maximum legal capacity.</p>
<p><b>Site Management</b></p> <ul style="list-style-type: none"> <li>Transfer Station roller doors serviced.</li> <li>Safety entrance CAPEX project completed.</li> <li>Asphalt road repair CAPEX project completed.</li> </ul> <p><b>Staff resources and training</b></p> <ul style="list-style-type: none"> <li>One staff member contracted COVID-19.</li> <li>Five staff members completed hearing assessments.</li> <li>Recruitment process commenced for a driver for the Bruny Island public bin program.</li> <li>Recruitment process commenced for a relief driver for the mainland and Bruny Island public bin programs.</li> </ul> <p><b>Waste Stream Data</b></p> <ul style="list-style-type: none"> <li>2898 tonnes processed with 1,854 tonnes transported to the Copping landfill and a 36% diversion rate.</li> <li>100% Transport compliance with an average of 17.33 tonnes per load to Copping.</li> </ul> <p><b>Re-Use Shop</b></p> <p>The Re-Use shop sales and transaction numbers continue to remain steady whilst complying with the Covid-19 Safety Plan social distancing and cleanliness measures. The period March to April resulted in 6,391 transactions through the shop and sales of \$75,467. This result is \$5,967 above budget and \$9,029 above the sales for the same period in 2021-22.</p>		

### 4. Provide Public Information

SERVICES	ACTION	KPI
<p>Provide information on the kerbside collection service (to reduce waste levels and cross-contamination) and public place bins (to reduce littering and any cross-contamination in publicly available recycling bins).</p>	<p>Provide up-to-date information on the KWS website and regular newspaper and social media updates.</p>	<p>Number of website, newspaper and social media updates.</p>
<p><b>Advertising</b></p> <ul style="list-style-type: none"> <li>March and April Re-Use shop adverts in the Chronicle.</li> <li>Easter Hours of Operation advertised in the Mercury, Kingborough Chronicle, the Council website and social media.</li> <li>Mailout to Margate residents on the expansion of the bin strap program to the Margate area.</li> </ul>		



## Service Level Agreement Report

### 5. Reports to Council

SERVICES	ACTION	KPI
Keep Council informed on any issues relating to the kerbside collection contract, any issues relating to public bin collection services (and related littering problems), the promotion of waste reduction, improved public engagement opportunities and efforts made to improve KWS business performance.	Provide regular reports to Council, including any contract breaches, efforts made to communicate waste services and to promote waste reduction and achievements made each year to better manage waste in Kingborough.	Quarterly reports provided to Council. Annual Plan produced each year. Annual Report produced each year.
<ul style="list-style-type: none"> <li>Quarterly reports to Council</li> <li>Two Service Level Agreement meetings with Council per year.</li> <li>Councillor workshops.</li> </ul>		

### 6. Business Planning

SERVICES	ACTION	KPI
<p>Compile statistics that reflect the level of service provided contractors.</p> <p>Monitor and assess the overall performance of waste management in Kingborough.</p> <p>Ensure that there are optimum and efficient financial outcomes and best value for money is obtained.</p> <p>Proactively plan for future business improvements.</p>	<p>Compile waste stream data relating to waste transfer station and contractor services.</p> <p>Compile a consolidated database and report on how the overall waste stream is dealt with.</p> <p>KWS Board to conduct an annual strategic/business planning workshop.</p>	<p>Up-to-date data available for public scrutiny.</p> <p>Waste data is compiled and made publicly available quarterly and annually.</p> <p>Clear strategic outcomes developed annually.</p>
<ul style="list-style-type: none"> <li>Bi Monthly Board reports and report to Council.</li> <li>Bi Monthly Service Level Agreement reports.</li> <li>Annual Plan.</li> <li>Annual Report.</li> <li>Two Service Level Agreement meetings with Council per year.</li> <li>Councillor workshops</li> <li>KWS Board Workshops</li> </ul>		



## Service Level Agreement Report

Actions										Priority	Status		
1. Increased waste avoidance and reduction													
						2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023		
A	Develop and deliver an awareness raising campaign to increase public understanding and engagement of waste avoidance											High	Complete & Ongoing
Summary													
<ul style="list-style-type: none"><li>• Design, printing and distribution of Waste and Recycling Guides.</li><li>• Creation of a Waste Avoidance page on the website.</li><li>• Production of short film clips on waste avoidance and Home composting for the website.</li><li>• Design, printing and distribution of recycling and FOGO bin lid labels.</li><li>• kerbside waste, recycling and organics bin audits in 2020 and 2021.</li><li>• Launch and advertising of the Recyclemate app.</li><li>• kerbside bin audits for waste recycling and Organics in 2020 and 2021.</li><li>• Manufacture and installation of a “Difficult to Recycle” items unit at the Civic Centre.</li><li>• Participation in the 2023 Garage Sale Trail program.</li></ul>													
B	Implement a food waste avoidance program (e.g. Love Food Hate Waste) and target to specific sections of the community (e.g. schools)											Medium	Ongoing
Summary													
<ul style="list-style-type: none"><li>• School educational program on waste avoidance has been developed with presentations to Schools commencing in November 2021. The presentation has been delivered to classes at the following schools.<ul style="list-style-type: none"><li>- Illawarra Primary School</li><li>- Taroona Primary School – 2 sessions</li><li>- Calvin Christian School – 3 sessions</li><li>- Margate Primary School</li><li>- Kingston School for Seniors – 4 Sessions</li><li>- Blackmans Bay Primary School.</li><li>- St Aloysius Kingston – 2 Sessions</li></ul></li></ul>													



## Service Level Agreement Report

Actions										Priority	Status
	<ul style="list-style-type: none"><li>- Blackmans Bay Child Care Centre</li><li>- Bruny Island Primary School</li><li>- Lady Gowrie Child Care Centre</li></ul> <p>The program has now been delivered to a total of 1,300 participants with a further seven sessions currently scheduled to be delivered in term 4. A survey has been created and delivered to all participating groups to receive feedback on the program and identify how KWS can assist with their waste minimisation goals.</p> <ul style="list-style-type: none"><li>• School tours of the Barretta transfer station and Re-Use Shop.</li><li>• Recycling support for school and community group run events.</li><li>• Transition to a kerbside FOGO service from 4 October 2021.</li><li>• School support for recycling to the Bruny Island Primary School with community assistance grant.</li><li>• Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.</li></ul>										
C	Support and promote community gardens and at home composting.									Low	Complete & Ongoing
<p>Summary</p> <ul style="list-style-type: none"><li>• Home Composting workshops were held during September, October and November 2019. A Home Composting guide has been developed and printed with further workshops held in October 2020 and March 2021. The workshops were attended by a total of over 240 residents and a home composting page has been created for the Council website. Two short videos on Home Composting and Worm Farms have been developed for the Council website.</li><li>• Consultation was undertaken during October 2019 with the Taroona, Kingston and Margate Community Gardens on a range of topics and how Council could best support and promote their gardens.</li><li>• The construction of an educational concept garden at Barretta.</li></ul>											
D	Engage with businesses on waste avoidance and implement a business waste reduction program (e.g. Bin Trim3 , Halve Waste4 ) to assist businesses to reduce waste.									Medium	Ongoing
<p>Summary</p> <ul style="list-style-type: none"><li>• The Launch of the ASPIRE platform in Kingborough to connect businesses on waste avoidance and resource exchanges.</li></ul>											





## Service Level Agreement Report

Actions										Priority	Status	
2. Increased Recycling Rates					2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023		
A	Introduce new kerbside services: <ul style="list-style-type: none"><li>Fortnightly 240l comingled recycling bin; and</li><li>Fortnightly GO bin.</li></ul> <p>Summary</p> <ul style="list-style-type: none"><li>The transition to a standard 240 litre recycling bin commenced on 1 July 2021. All future properties added to the kerbside collection service will be supplied with a 240 Litre Recycling bin.</li><li>Investigations in to a 240 litre kerbside collection green waste service commenced during January 2019 with a Council workshop held on 15 July 2019 to clarify the potential service options available and the costs associated with these options.</li></ul> <p>The kerbside green waste collection service commenced on 5 October 2020 with 1,936 tonnes of organics collected and processed in the first 12 months of the service. The service transitioned to a full FOGO service from 4 October 2021 with currently 8,271 properties registered for the service.</p>									High	Complete	
B	Expand new kerbside service collection area to include Kettering.										High	Complete
<p>Summary</p> <ul style="list-style-type: none"><li>In conjunction with the kerbside collection contractor an inspection of the Kettering area was conducted in January 2019 to ascertain the suitability of roads for the kerbside collection service. From this investigation an area encompassing 410 properties was identified for a possible expansion to the collection service.</li></ul> <p>An expression of interest letter was delivered in early February 2019 to all residents on the proposed collection route requesting feedback on the extension of service. The letter informed the residents of the charges involved with this service and provided an opportunity for them to provide feedback. The replies from the expression of interest letters were that 82 residents were in favour of the extension, 191 responses were against the extension and 137 residents did not respond to the expression of interest letter. As 137 owners had not responded to the expression of interest letter a further letter was sent to these residents on 5 March 2019 again requesting their feedback. An additional 8 residents answered in favour of the extension and a further 30 replied they were against extending the service.</p> <p>The result of the survey was that 22% of the responses were in favour of extending the service, 54% are against and the remaining 24% did not provide a response.</p> <p>Due to the clear majority of residents who responded being against the extension of the kerbside collection service Council resolved at the 25 March 2019 Council meeting that the kerbside collection service is not extended to the Kettering area.</p>												





## Service Level Agreement Report

Actions										Priority	Status
C	Review remote sites and upgrade community access to secure garbage and recycling drop off points.							High	Complete & Ongoing		
Summary											
<ul style="list-style-type: none"><li>• Installation of Public place bin encloses for waste and Recycling along Kingston Beach, Kingston Hub and Bruny Island. Installation of waste and recycling enclosures for the Blackmans Bay beach foreshore is scheduled for the 2021-22 financial year.</li><li>• A trial drop off area for food waste at Barretta is commenced in March 2022.</li><li>• School support for recycling to the Bruny Island Primary School with community assistance grant.</li><li>• Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.</li></ul>											
D	Collaborate with neighbouring councils seeking to establish regional organics processing solutions.							Medium	Ongoing		
Summary											
<ul style="list-style-type: none"><li>• Investigations were undertaken with the City of Hobart and Glenorchy City on a joint Expression of Interest (EOI) to identify a suitable regional FOGO processing facility. An EOI was advertised on 17 August 2019 with nine service providers with differing processing methods responding to the EOI. All potential service providers were invited to present their proposal to Council officers during January 2020 with a shortlist of companies invited to tender for the services based on these proposals.</li></ul> <p>Due to the impact of COVID-19 on the respective Councils causing substantial disruption to the evaluation process the Councils made the decision to formally suspend evaluations for the foreseeable future and will convene again once the threat from COVID-19 has passed.</p> <p>The State Government is currently developing a State wide Organic Strategy as a priority area identified in the State Waste Action Plan.</p> <p>The City of Hobart, Glenorchy City and Kingborough Councils tendered for a two year FOGO processing contract with Pure Living Soils being the preferred tenderer. The two year contract commenced 1 July 2022.</p>											
E	Review viability of implementing kerbside FOGO collections.							Medium	Complete		
Summary											
<ul style="list-style-type: none"><li>• A fortnightly 240L kerbside green waste service was introduced in October 2020 as part of a two step process recommended in the 2017 Waste Management Strategy.</li><li>• Investigations have been ongoing since the commencement of the service to transition to a full FOGO service commencing 1 July 2022.</li></ul> <p>The State Government announcement of a Waste to Landfill Levy commencing in November 2021 has brought forward the commencement date of the service to 4 October 2021. The levy has since been postponed until 1 July 2022.</p> <p>The contractors for processing and collecting the FOGO have been consulted and an introduction letter and information flyer was posted to all properties on the current green waste service in August and the transition to a FOGO service commenced 4 October 2021.</p>											



Service Level Agreement Report

Actions										Priority	Status
F	Expand participation in product stewardship (takeback) schemes at Council facilities.									Low	Complete & Ongoing

Summary

- The Introduction of the Ecocycle recycling program to the Barretta transfer station for recycling of household batteries, fluorescent tubes and globes and x-rays.
- Construction and installation of a “Difficult to Recycle Items” station now allows residents to recycle household batteries, X-rays, coffee pods, toner cartridges, light globes, small e-waste pens, markers and highlighters and books and magazines at the Council Civic Centre.
- Introduction of a program for recycling of Flares at the Bruny Island and Barretta transfer stations.
- A trial drop off area for food waste at Barretta is commenced in March 2022.

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## Service Level Agreement Report

Actions							Priority	Status						
3. Best practice waste and resource recovery infrastructure							2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023		
A	Review and assess transfer stations against best practice (including tip shop)												High	Ongoing
Summary														
<ul style="list-style-type: none"><li>• Waste Transfer Station and Re-use shop visits and benchmarking to ensure best practise outcomes.</li><li>• Investigation and development of a Barretta Master plan is currently being undertaken.</li></ul>														
B	Review viable options for Barretta transfer station to consolidate new kerbside services and best practice recommendation (including tip shop services)												High	Ongoing
Summary														
<ul style="list-style-type: none"><li>• Waste Transfer Station and Re-use shop visits and benchmarking to ensure best practise outcomes.</li><li>• Investigation and development of a Barretta Master plan is currently being undertaken.</li></ul>														
C	Upgrade Barretta transfer station to support new kerbside services												High	Complete
Summary														
<ul style="list-style-type: none"><li>• Expansion of the hard stand area at Barretta for processing kerbside green waste until a facility is secured.</li><li>• Investigation and development of a Barretta Master plan is currently being undertaken.</li></ul>														
D	Upgrade transfer stations to support best practice recommendations												High	Ongoing
Summary														
<ul style="list-style-type: none"><li>• Construction of an extra recycling drop off bay, Installation of Flammable, Toxic substances and Corrosives storage lockers. Planning stages of expanding undercover area of the Re-Use Shop. Reconfiguration of the shop yard to minimise fork lift interaction with Re-Use Shop customers.</li><li>• Construction of a food organics receival area at Barretta for a food waste trial.</li><li>• Investigation and development of a Barretta Master plan is currently being undertaken.</li></ul>														



## Service Level Agreement Report

Actions										Priority	Status
E	Perform public place litter and recycling bin stations audits across municipality and review against best practice.									Medium	Ongoing
Summary											
<ul style="list-style-type: none"><li>Ongoing, public litter and recycling bins are monitored weekly through contractor reports. To help reduce contamination additional recycling signage has been applied to all recycling bins.</li></ul>											
F	Install additional stations and/or upgrade existing bin installations at priority sites, identified through audits.									Medium	Ongoing
Summary											
<ul style="list-style-type: none"><li>Public place waste recycling enclosures have been installed to the Kingston Beach foreshore, Bruny Island and the Kingston Park precinct. The waste enclosures along the Blackmans Bay Beach foreshore are scheduled to be replaced with new waste and recycling enclosures during the 2022-23 financial year.</li></ul>											



## Service Level Agreement Report

Actions													Priority	Status
4. Effective and Sustainable Governance							2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023		
A	Adopt KPI's and targets for the operation and management of Council transfer stations.												Medium	Complete & Ongoing
Summary														
• Developed as part of the Council service level agreement.														
B	Establish Council policy and implement procedures for setting waste gate fees aligned with the user pays principle												Low	Complete & Ongoing
Summary														
• Fees and charges set as part of the budget process for Council approval.														
C	Implement waste data system, to record and report key performance indicators, inform decision making and provide greater transparency to the community. (e.g. waste data from facilities, kerbside service providers and audits)												High	Complete & Ongoing
Summary														
• Six bi-monthly Board Reports, two Service Level Agreement meetings with Council														



## Service Level Agreement Report

Actions										Priority		Status					
5. Effective Community Engagement										2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023		
A	Roll out ongoing and periodic measurement of community satisfaction with waste services.														High	Complete & Ongoing	
Summary																	
<ul style="list-style-type: none"><li>• Community engagement on the roll out of the kerbside Green waste and FOGO service.</li><li>• Community consultation on the extension of the kerbside collection service.</li><li>• Howden bin strap trial survey.</li><li>• Social media and website updates.</li><li>• Expansion of the bin strap program to kerbside recycling bins in Margate, Barretta, Electrona, Snug, Lower Snug and Conningham.</li><li>• Launch and advertising of the Recyclemate app.</li><li>• School support for recycling to the Bruny Island Primary School with community assistance grant.</li><li>• Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.</li></ul>																	
B	Develop a community waste avoidance and new/expanded services education program.														Medium	Complete & Ongoing	
Summary																	
<ul style="list-style-type: none"><li>• Design, printing and distribution of Waste and Recycling Guide.</li><li>• Design and printing of Home composting guide.</li><li>• Creation of a Waste Avoidance page on the website.</li><li>• Production of short film clips on waste avoidance and Home composting for the website.</li><li>• Design, printing and distribution of recycling and FOGO bin lid labels.</li><li>• School support for the Salvaged Art from Waste Exhibition.</li><li>• Design, printing and distribution of recycling and FOGO bin lid labels.</li><li>• Launch and advertising of the Recyclemate app.</li><li>• School educational program on waste avoidance has been developed with presentations to Schools commencing in November 2021. The presentation has been delivered to 1,300 participants with a further sessions scheduled for term 1 2023.</li></ul>																	



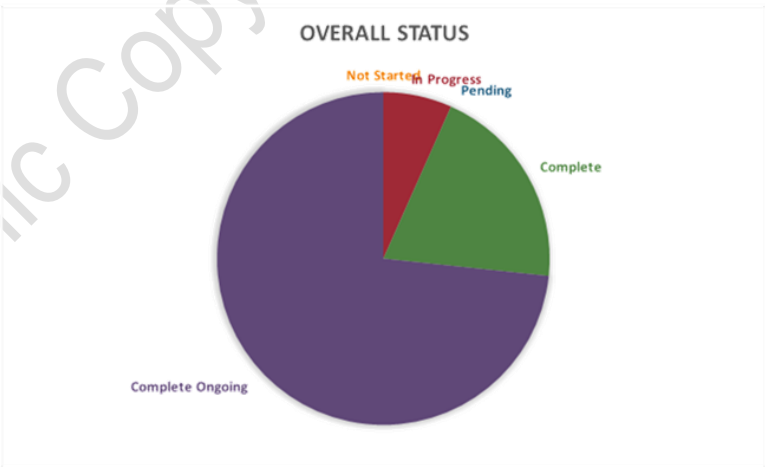
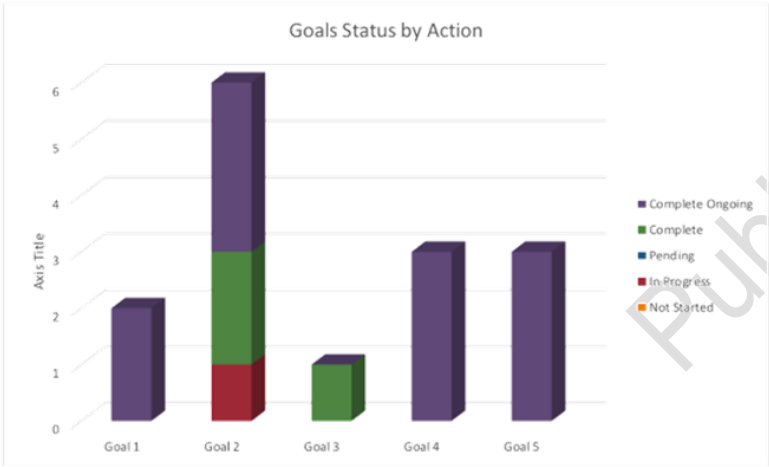
## Service Level Agreement Report

Actions										Priority	Status
C	Expand participation in product stewardship (takeback) schemes at Council facilities.									Medium	Complete & Ongoing
Summary											
<ul style="list-style-type: none"><li>• The Introduction of the Ecocycle recycling program to the Barretta transfer station for recycling of household batteries, fluorescent tubes and globes and x-rays.</li><li>• Construction and installation of a “Difficult to Recycle Items” station now allows residents to recycle household batteries, X-rays, coffee pods, toner cartridges, light globes, small e-waste pens, markers and highlighters and books and magazines at the Council Civic Centre.</li><li>• Introduction of a program for recycling of Flares at the Bruny Island and Barretta transfer stations.</li></ul>											
D	Investigate the causes and effects of illegal dumping and littering across the municipality.									Low	Ongoing
Summary											
<ul style="list-style-type: none"><li>• Ongoing communication with the Council Compliance unit to address illegal dumping.</li><li>• Installation of littering signage at identified problem areas.</li><li>• Fees and charges benchmarked against neighbouring Councils to minimise illegal dumping.</li><li>• Expansion of the bin strap program to kerbside recycling bins in Margate, Barretta, Electrona, Snug, Lower Snug and Conningham.</li></ul>											
E	Expand and improve recycling at council run or supported events.									Medium	Ongoing
Summary											
<ul style="list-style-type: none"><li>• Ongoing, continue to support and promote the Waste Wise Policy at Council run events.</li><li>• Purchase of 240 litre bin lids for general waste, recycling and organics collection at Council events.</li></ul>											





Service Level Agreement Report





## KWS Meetings

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### KWS Meeting Dates

#### **KWS Board Meetings**

26 May 2023

28 July 2023

29 September 2023

24 November 2023

25 January 2024

29 March 2024

#### **Councillor Workshop**

31 July 2023

#### **KWS Workshop**

Date TBC September 2023

Date TBC February 2024

#### **SLA Meeting**

Date TBC September 2023



## AGENDA

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### **KINGBOROUGH WASTE SERVICES PTY LTD**

#### **AGENDA DIRECTORS MEETING NO. 71**

**Thursday 8 June 2023**

Notice is hereby given that a meeting of Directors of Kingborough Waste Services Pty Ltd will be held at the Kingborough Hub, Longley Gallery, Kingston on Thursday 8 June 2023 at 9.00 a.m.

DEBRA MACKEEN  
CHAIRPERSON

*Kingborough Waste Services Pty Ltd acting as Trustee for Kingborough Waste Services Unit Trust  
ABN 42151309563*



## AGENDA

### 1. Opening

A Meeting of the Directors of Kingborough Waste Services Pty Ltd will be held on Thursday 8 June at the Kingborough Hub, Longley Gallery, Kingston commencing at 9.00 a.m. unless resolved otherwise.

#### Attendance

- d. Present:
- e. Apologies:
- f. Non-Director Attendees:

#### Declarations of Interest

Pursuant to Clause 22.10 of the Constitution, Directors are invited, where applicable, to declare an interest in any matter listed on the Agenda, nominating the specific item(s) in which the Director declares interest. The following Standing Declarations are noted:

- c. David Reeve, in his position as Director Engineering Services with the Kingborough Council; and
- d. Tim Jones, in his position as Manager Finance with the Kingborough Council.

#### Approval of the Agenda

Director's attending are invited to nominate items of General Business for discussion and/or decision and to request changes to the Order of Business for the meeting.

#### Previous Minutes

The Minutes of Board Meeting No. 70 of Thursday 23 March 2023 are attached.

**Recommendation:** That the Minutes of Board Meeting No. 70 of Thursday 23 March 2023 be confirmed.

#### Business Arising from the Minutes

The Board Action List is attached.

#### General Business

### 1.1. Financial Reports for Kingborough Waste Services Pty Ltd

The March 2023 and April 2023 Profit and Loss Financial Reports, Balance Sheet and the Budget Forecast are attached.

**Recommendation:** That the Profit and Loss Financial reports for Kingborough Waste Services Pty Ltd for March 2023 and April 2023, the Balance Sheet as of 30 April 2023 and the Budget Forecast for the period be received and noted.

### 1.2. Operational Report

The March 2023 and April 2023 operational report from the Manager KWS is attached for discussion.

**Recommendation:** That the March 2023 and April 2023 operational report of the Manager Kingborough Waste Services be received and noted

### 1.3. Service Level Agreement Report



## AGENDA

The March 2023 and April 2023 Service Level Agreement Report from the Manager KWS is attached for discussion.

**Recommendation:** *That the March 2023 and April 2023 Service Level Agreement Report of the Manager Kingborough Waste Services be received and noted.*

1.4. Update on Regional State Initiatives

1.5. Waste Levy and Container Refund Scheme

Discussion on our understanding of the implications e.g. timelines, actions, resourcing, budget implications we may need to consider moving forward.

Other Business

1.6. Southern Tasmanian Regional Waste Authority

Update on the forum held.

1.7. Councillor Workshop

Arrangements for the next councillor workshop.

1.8. Enterprise Agreement

Progress Update.

Items to be dealt with in Closed Session

Date and Place of Next Meeting

The arrangements for the next meeting are to be confirmed.

Closure