



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, 17 August 2026 at 5.30pm

Kingborough Councillors 2022 - 2026



Acting Mayor
Councillor Christian Street



Councillor Aldo Antolli



Councillor David Bain



Councillor Gideon Cordover



Councillor Kaspar Deane



Councillor Flora Fox



Councillor Amanda Midgley



Councillor Mark Richardson

QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports contained in Council Meeting Agenda No. 15 to be held on Monday, 17 August 2026 contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendations.



Dave Stewart
CHIEF EXECUTIVE OFFICER
being the General Manager as appointed by the
Kingborough Council pursuant to section 61 of the
Local Government Act 1993 (TAS)

Tuesday, 11 August 2026

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Public Copy

GUIDELINES FOR PUBLIC QUESTIONS

Division 4 of the *Local Government (Meeting Procedures) Regulations 2025*

This guide helps community members understand how to ask questions during Public Question Time at a Council meeting or sending in questions to be placed on the meeting Agenda, based on the [Local Government \(Meeting Procedures\) Regulations 2025](#), as well as any other determinations made by Council.

Please remember, this time is for asking questions only—there will be no discussion or debate about the questions or the answers.

How to Ask a Question:	You can ask a question either: • In writing (before the meeting) (see questions on notice below), or • In person at a regular Council meeting (see questions without notice below). Your question must be about Council activities only.
Purpose of Question Time:	• This time is for asking questions, not for debating them. • Answers will be given, but there won't be any discussion.
Written Questions (Questions on Notice):	• Must be sent at least 7 days before the meeting. • The 7-day period includes weekends and public holidays, but not the day you submit the question or the day of the meeting. • Title your submission clearly as “Question/s on Notice.”
Verbal Questions (Questions Without Notice):	• At least 15 minutes will be set aside during the meeting for these. • A maximum of three (3) questions will be allowed per person, per meeting. • You can't ask about topics already on the meeting agenda. • If your question can't be answered right away, it will be answered at the next meeting or as soon as possible.
Rules for Asking Questions:	Your question should: • Be short and clear; • Not be a statement; • Have little or no introduction. The Chairperson may reject your question if it: • Is offensive, defamatory, or illegal; • Doesn't relate to Council business; • Is unclear, repetitive, or about confidential matters.

AGENDA of an Ordinary Meeting of Council
Kingborough Civic Centre, 15 Channel Highway, Kingston
Monday, 17 August 2026 at 5.30pm

WELCOME

The Chairperson will declare the meeting open and welcome all in attendance. The Chairperson will advise all persons attending the meeting that they are to be respectful of, and considerate towards, other persons attending the meeting.

AUDIO RECORDING

The Chairperson will 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.

1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

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

2 ATTENDEES

Councillors:

Acting Mayor Councillor C Street
Councillor A Antolli
Councillor D Bain
Councillor G Cordover
Councillor K Deane
Councillor F Fox
Councillor A Midgley
Councillor M Richardson

3 APOLOGIES

4 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the open session of the Council Meeting No. 14 held on 3 August 2026 be confirmed as a true record.

5 WORKSHOPS HELD SINCE LAST COUNCIL MEETING

Date	Topic	Detail	Consultant
10 August	Planning Review	A briefing on the completed planning review and priority implementation actions	Marc Portlock – Circular South
	Annual Plan	Presentation and discussion on the final draft of the Kingborough Council Annual Plan	

6 DECLARATIONS OF INTEREST

In accordance with Regulation 10 of the *Local Government (Meeting Procedures) Regulations 2025* 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.

7 TRANSFER OF AGENDA ITEMS

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 2025*.

Council has determined that questions on notice or questions taken on notice from a previous meeting should not contain lengthy preambles or embellishments and should consist of a question only. To this end, Council reserves the right to edit questions for brevity so as to table the question only, with some context if need be, for clarity.

8 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

9 QUESTIONS ON NOTICE FROM THE PUBLIC

9.1 Bruny Island SAP

Mr Gary Lisle submitted the following question on notice:

When will Council engage with the community about the amended Bruny Island SAP?

Officer's Response:

It appears that the Question on Notice relates to a matter considered by the Planning Authority at its meeting on 3 August 2026. The agenda included a report by Pitt & Sherry on its review of the Blackmans Bay Bluff and Bonnet Hill Specific Area Plan (SAP) and the Bruny Island SAP. The Planning Authority resolved not to proceed with the SAPs at this time, however the final decision rests with the Tasmanian Planning Commission (TPC).

Accordingly, Council does not intend to undertake consultation on these matters in the short term, unless directed to do so by the TPC.

Adriaan Stander, Lead Strategic Planner

9.2 CCTV at the Commonwealth Bank/Kingston Bus Stop

At the Council meeting on 3 August 2026, **Mr Will Perry** asked the following question without notice to the Chief Executive Officer, with a response that the question would be taken on notice:

There have been a number of incidents centred around the Kingston bus interchange outside the Commbank building. I've been advised that CCTV was included in the original project scope for the shelter at the interchange including conduit was installed, but cameras didn't make the cut to reduce costs, mid construction. Can Council confirm whether CCTV was in fact part of the original design, at what point was it removed and who made that decision and what was the cost saving that would justify removing it?

Officer's Response:

The provision of CCTV cameras was not part of the original scope of works for the upgrade of the Kingston Main Street. However, the opportunity was taken to provide conduit for the future installation of cameras at both the bus stop outside the Commonwealth Bank, and the interchange at the top of Goshawk Way. The bus stop outside the Commonwealth Bank has coverage from an existing camera. The interchange has CCTV coverage from a Metro owned camera.

Daniel Smee, Director Governance, Recreation & Property Services

9.3 Bushfire Management Plan

Ms Kim Phillips submitted the following question on notice:

I have been contacted by a Kingborough resident who has obtained a Bushfire Hazard Management Plan for their property. The plan was prepared and certified by a bushfire hazard practitioner accredited by the Tasmania Fire Service, and has separately been endorsed by the Tasmania Fire Service. The resident is not proposing any change in use or development. They obtained the plan so that bushfire mitigation works on their own land are carried out to a professional standard and are documented.

On contacting Council to lodge or register the plan, they were advised that a development application would be required, and that a tree report may also be required.

- 1. Where a landowner holds a Bushfire Hazard Management Plan endorsed by the Tasmania Fire Service and proposes no use or development other than the fire hazard management works described in that plan, does any exemption in the planning scheme apply?*
- 2. If Council's position is that a development application is required, which provision of the planning scheme imposes that requirement?*
- 3. What would such an application cost the landowner, including the application fee, public notification fee if applicable, and any specialist reports Council would require?*
- 4. Does Council maintain any register or record of bushfire hazard management plans where no application for use or development has been made, and if not, what does Council advise a landowner who wishes Council to hold a copy on the property file?*

Officer's Response:

1. There is no relevant exemption in the Kingborough Interim Planning Scheme 2015 to exempt the fire hazard management works in this scenario.
2. As there is no relevant exemption, the works must be assessed against the standards of the planning scheme. Whether an application for planning approval will be required will be dependent on the zoning of the land, any applicable code overlays and the works proposed.

3. The applicable fees will be as per Council's Fee Schedule and will be dependent on the status of the application required and the works proposed to be undertaken. If the application is discretionary the fees will include both an assessment fee and a public notification fee. The need for specialist reports would be determined on a case-by-case basis and will be dependent on the works proposed.
4. Council does not hold such a register. If a property owner wishes to submit a copy of a bushfire hazard management plan to Council, they may do so, and the plan can be saved against the property record for the relevant property. Please note that a planning permit may be required prior to commencing work associated with implementing some bushfire hazard management plans before the works are undertaken. We recommend members of the community to lodge the bushfire hazard management plans with our Planning Team to check any planning requirements prior to commencement of work.

Andy D'Crus, Manager Development Services

10 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

11 QUESTIONS ON NOTICE FROM COUNCILLORS

11.1 Roadkill Prevention

At the Council meeting held on 3 August 2026 , **Cr Cordover** asked the following question without notice to the Chief Executive Officer, with a response that the question would be taken on notice:

Back in 2023, maybe 2022, I moved a motion about a roadkill mitigation strategy, and among the answers to that was that the Council was intending on producing a natural areas and biodiversity strategy for which a wildlife road kill mitigation would be a constituent part. What is the expected due date for the natural areas biodiversity strategy, and specifically, what provisions will that strategy include to reduce wildlife vehicle collisions in Kingborough?

Officer's Response:

Development of the Natural Areas and Biodiversity Strategy is well progressed, with the consultation draft to be presented to Council in November. The Strategy may identify wildlife-vehicle collisions as one of the threatening processes for native wildlife in Kingborough. As the Strategy is still being drafted, specific actions or objectives have not yet been finalised.

Liz Quinn, Manager Environmental Services

11.2 Nest Boxes

At the Council meeting held on 3 August 2026 , **Cr Cordover** asked the following question without notice to the Chief Executive Officer, with a response that the question would be taken on notice:

Is the Kingborough nest boxes adequately provisioned by the State Government or is it an initiative wholly resourced by Council, and I'm specifically interested in the swift parrot, and if there are works been being done around that?

Officer's Response:

Nest boxes in Kingborough are across a range of land tenures and types. They occur on both private and public land, including Council managed land. The boxes have been installed over many decades on Council land for a range of purposes. This includes species monitoring and as a recovery action to

assist threatened species which rely on tree hollows for nesting. The boxes have been constructed and installed through a wide range of initiatives including Council biodiversity programs, State and federal research programs and educational initiatives. Recent research by the ANU has found that artificial nest boxes may not be supporting Swift parrot breeding success as intended. This is because the boxes inadvertently support competitors including birds such as common starlings and tree martins. Staff are collaborating with species experts to understand the outcomes of this research and determine if nest boxes should be closed in certain areas.

Liz Quinn, Manager Environmental Services

11.3 Feral Deer Management

At the Council meeting held on 3 August 2026, **Cr Cordover** asked the following question without notice to the Chief Executive Officer, with a response that the question would be taken on notice:

Is Council sufficiently provisioned by the State Government for running feral deer management programmes, particularly around data gathering and theoretical? Would the Council benefit from it or would the Council welcome more State Government funding and resource sharing?

Officer's Response:

Council is supporting the State Government's response to managing feral deer and is working closely with Regional Deer Control Officers working on Bruny Island. Council has not received funding from the State Government to deliver feral deer initiatives.

Council has invested in the development of the Southeastern Tasmanian Regional Deer plan, an initiative of the southern Council's, NRM South, Parks and Wildlife Service and the Invasive Species Council. A Community Deer Management Workshop was delivered by Council for landowners on Bruny Island in June.

Liz Quinn, Manager Environmental Services

11.4 Budget

At the Council meeting held on 3 August 2026, **Cr Midgley** asked the following question without notice to the Chief Executive Officer, with a response that the question would be taken on notice:

Can ratepayers be made aware of what Council is actually budgeting on the increased need to repair and or replace infrastructure and also the proposed costs of climate adaptation in the next five years? Is that available on the website anywhere or where would community members find such information? I know we have a climate report but not sure if it has that detail.

Officer's Response:

Council's 2026-27 budget allocates \$96,242 to the Climate Change Program. In addition, Council will invest in a range adaptation actions including bushfire risk reduction, supporting community resilience to prepare and recover from natural disasters and flood mitigation planning and response.

Council is aware that understanding the future cost of climate adaptation for our services, public spaces and assets is important and we are taking steps to source and integrate this data through strategic projects, such as the recent *Embedding Climate Risks into Council Finances* project and ensuring climate impact considerations are incorporated into the new Strategic Asset Management Plan and the Long-Term Financial Plan. This work is in progress and therefore we are unable to provide the cost of adaptation work required over the next five years.

Liz Quinn, Manager Environmental Services

OPEN SESSION ADJOURNS

PLANNING AUTHORITY IN SESSION

12 OFFICERS REPORTS TO PLANNING AUTHORITY

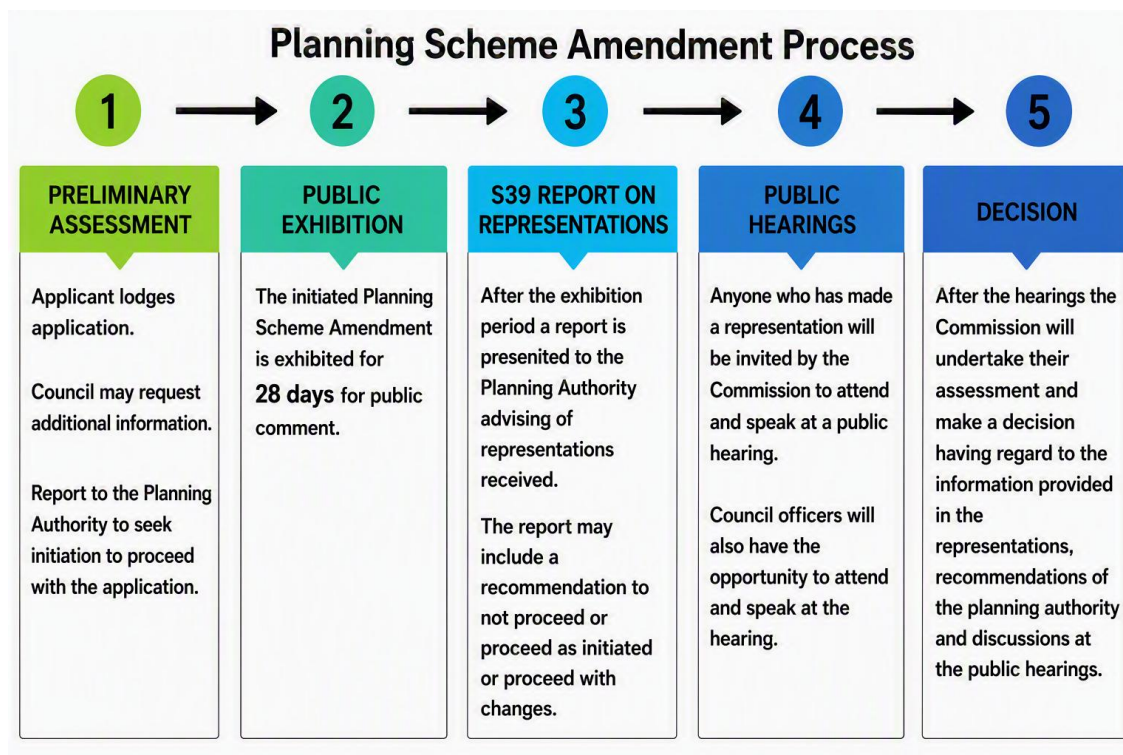
12.1 PSA-2026-2: PROPOSED AMENDMENT TO THE KINGBOROUGH INTERIM PLANNING SCHEME 2015 - REZONING AT 27 SELBY ROAD, KETTERING

File Number: PSA-2026-2
Author: Adriaan Stander, Lead Strategic Planner
Authoriser: Deleeze Chetcuti, Director Environment, Development & Community Services

Applicant:	Ireneinc Planning and Urban Design
Owner:	Stephen Bruce Percival & Robyn Elizabeth Martin
Zoning:	Rural Living Zone
Purpose:	The purpose of this report is to consider a Planning Scheme Amendment at 27 Selby Road, Kettering to rezone land from the Rural Living Zone to Low Density Residential Zone.
Representations:	The report is prepared prior to the public exhibition. Following initiation by the Planning Authority, the draft Planning Scheme Amendment is advertised for public comment for a minimum of 28 days. After the exhibition period, a further report addressing any representations received will be presented to the Planning Authority, providing recommendations for inclusion in its submission to the Tasmanian Planning Commission (TPC) for consideration.
Recommendation:	That the Planning Authority resolves to: - initiate and certify Amendment PSA-2026-2, - advise the TPC of this decision and exhibit the initiated planning scheme amendment in accordance with the statutory process.

1. INTRODUCTION

- 1.1 Council is in receipt of an application seeking an amendment to the Kingborough Interim Planning Scheme 2015 (KIPS 2015) under section 33(1) of the former provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA). The application seeks to rezone land at 27 Selby Road, Kettering (CT 141484/1) from the Rural Living to Low Density Residential.
- 1.2 The application was submitted under section 43A of the former provisions of the Land Use LUPAA. Section 43A of the former provisions of LUPAA provides a mechanism for the planning authority to consider an application for a combined permit for a use or development that cannot be approved unless the planning scheme is amended. This proposed amendment is associated 3-lot subdivision application (DA-2026-4) which is also tabled on this agenda.
- 1.3 This application is at the first phase of the planning scheme amendment process. An overview of the statutory process is provided below.



2. SITE AND CONTEXT

- 2.1 The draft amendment relates to land at 27 Selby Road, Kettering (CT 141484/1) as depicted below.



Figure 1 - Subject site

- 2.2 The site has an area of approximately 10,085m² and is situated within a predominantly low-density residential area characterised by single dwellings on large allotments.
- 2.3 The land to the north, east and south displays development patterns and land uses typical of the Low Density Residential Zone, comprising detached dwellings on spacious lots.

- 2.4 In contrast, land to the west exhibits a more semi-rural character consistent with the Rural Living Zone, with larger allotments, lower development intensity, and land uses commonly associated with rural-residential living.

3. DESCRIPTION OF THE PROPOSAL

- 3.1 The proposal seeks to rezone the subject site from the Rural Living to the Low Density Residential as depicted in Figure 2.

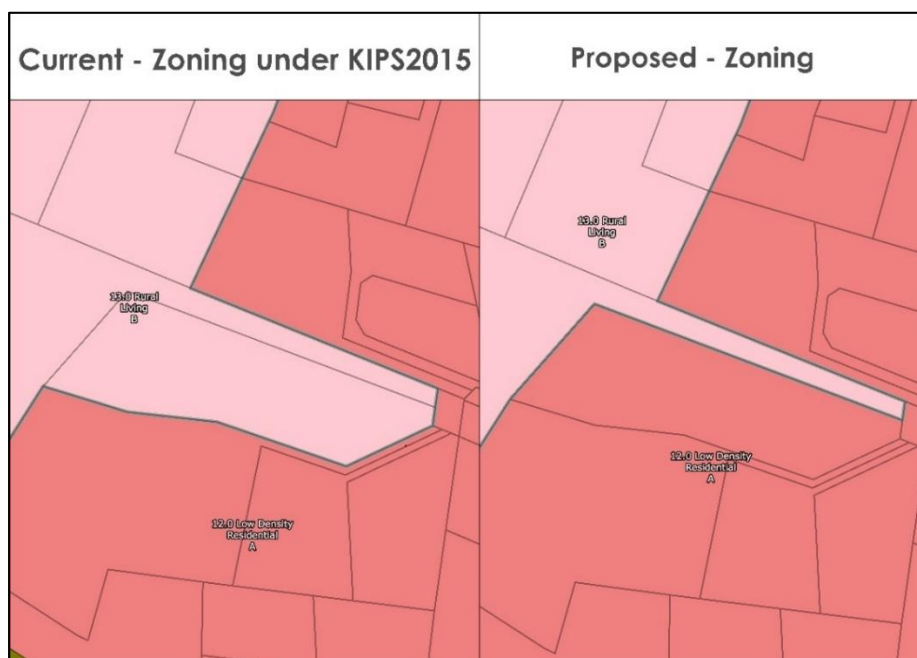


Figure 2 – Proposed zoning

- 3.2 The proposed rezoning is compatible with the surrounding zoning pattern, as the land to the north, east and south is also zoned Low Density Residential. This zone is characterised by large residential allotments and a low-density residential character, and the proposed rezoning will be consistent with this established development pattern.

4. STATUTORY REQUIREMENTS

- 4.1 Section 3(2)(b) of Schedule 6 of LUPAA provides for a planning scheme amendment application to the planning instrument (i.e. KIPS 2015) to be considered under the former provisions of LUPAA.
- 4.2 Pursuant to section 33(1) of the former provisions of LUPAA, a person may request a planning authority to amend a planning scheme administered by it. This report considers the proposed amendment application as lodged by Ireneinc Planning and Urban Design.
- 4.3 Pursuant to section 33(2B) of the former provisions of LUPAA, before making a decision as to whether or not to initiate an amendment of the planning scheme, the planning authority must consider –
- (a) *whether the requested amendment is consistent with the requirements of section 32; and*
 - (ab) *any representation made under s30I, and any statements in any report under section 30J as to the merit of the representation, that may be relevant to the amendment; and*
 - (b) *any advice referred to in section 65 of the Local Government Act 1993 received by it.*

- 4.4 A detailed assessment of the proposed planning scheme amendment against section 32(1) of the former provisions of LUPAA is provided under section 7 of this report.

5. ASSESSMENT OVERVIEW

5.1 The application has been considered in relation to the following:

- Rezoning and Subdivision report by the Ireneinc Planning and Urban Design, dated 26 February 2026;
- Onsite Wastewater Assessment, by GES Geo-Environmental Solutions, dated April 2026;
- Natural Values Assessment and Bushfire Hazard Report, by Lark and Creese, dated 4 June 2026;
- Strategic alignment, with particular reference to the consistency of the proposal with the *Southern Tasmania Regional Land Use Strategy 2010 - 2035*, *Kingborough Land Use Strategy 2019* and *Council's Strategic Plan 2025-2030*;
- Infrastructure and service provision;
- Economic considerations;
- Environmental impacts; and
- Statutory compliance with the requirements of the former provisions of LUPAA and state policies.

5.2 The above is discussed in more detail in the following sections of this report. In short, an assessment of the application has concluded that the application can proceed.

6. STRATEGIC ALIGNMENT

Alignment with the draft LPS

- 6.1 The proposed zoning aligns with the zoning proposed under the Kingborough draft Local Provisions Schedule (LPS). It also aligns with the outcomes sought under the proposed Kingborough Coastal Settlement Specific Area Plan that is proposed for the area under the draft LPS.
- 6.2 If the proposed planning scheme amendment is supported by the Planning Authority and approved by the Tasmanian Planning Commission (TPC), the transitional provisions under Schedule 6 of the LUPAA would apply. These provisions would allow for the carry-over of the approval into the TPS.

Southern Tasmania Regional Land Use Strategy 2010-2035 (STRLUS)

- 6.3 The STRLUS has been implemented to provide guidance and direction for future development and use in the southern region. The strategy represents the agreed and approved strategic directions for the southern region and provides certainty to the broader community, infrastructure providers and governments for medium and long-term investment decisions.
- 6.4 The STRLUS contains a wide range of regional policies applicable to land use and development. While all policies have been considered, the discussion below focuses on those of greatest relevance to the proposed amendment.
- 6.4.1 Biodiversity and geodiversity policies - The proposal is consistent with the biodiversity and geodiversity policies of the strategy. The site is predominantly cleared and located within an established settlement area, with biodiversity

values largely limited to a small number of retained native trees. No native vegetation clearance is proposed as part of the rezoning and will facilitate development within an already disturbed area without resulting in significant additional impacts on biodiversity or geodiversity values.

- 6.4.2 Water resource policies - The proposal is consistent with the water resource policies it relates to land within an established settlement area that can be adequately serviced through onsite wastewater and stormwater management systems.
- 6.4.3 Risk and hazard policies - The proposal is consistent with risk and hazard policies as the rezoning will not increase bushfire risk and the risk can be appropriately managed through the Bushfire-Prone Areas Code and other relevant planning scheme controls at the future development stage.
- 6.4.4 Physical Infrastructure Policies - The proposal is consistent with physical infrastructure policies as it supports orderly growth within an existing settlement by demonstrating that appropriate servicing and access arrangements can be provided as part of the associated subdivision application. The proposal represents a modest intensification of an established residential area that is capable of being serviced in accordance with the relevant planning and engineering requirements
- 6.4.5 Land Use Transport Integration Policies - The proposal is generally consistent with land use transport integration policies as it facilitates a modest infill subdivision within the existing Kettering settlement rather than extending development into surrounding rural land. While Kettering is not a highly connected urban area and residents will continue to rely primarily on private vehicle travel, the proposal represents an orderly and incremental form of residential growth within an established settlement pattern that can be accommodated by the local road network
- 6.4.6 Settlement Policies - The proposed rezoning aligns with SRD 1.3 and SRD 1.6, by facilitating growth within the established settlement, makes efficient use of existing access and infrastructure, and supports a low-density residential outcome consistent with the surrounding development pattern and the future zoning intent for the land.

Kingborough Council Strategic Plan 2025-2030

- 6.5 The proposal has been assessed against the Key Strategic Outcomes of the Kingborough Council Strategic Plan 2025–2030 and is considered to align with the Plan’s objectives as outlined below.

- *Strategic Outcome 1: Helping our community stay safe, healthy and well connected*

The proposal supports this outcome by facilitating an increase in housing opportunities within the existing Kettering settlement. While Kettering has limited local services and employment opportunities, the proposal contributes to the ongoing viability of the township by enabling additional residential development within an established community.

- *Strategic Outcome 2: Growing together with well-planned spaces and quality infrastructure*

The proposal supports orderly growth by enabling a small-scale infill subdivision within an established residential area rather than facilitating expansion into undeveloped rural land. While the area is not serviced by reticulated water or sewerage infrastructure, the proposal demonstrates that the lots can be adequately

served in a manner consistent with the planning scheme requirements and the established development pattern of Kettering

- **Strategic Outcome 3: Caring for where we live and preparing for the future**

The proposal supports sustainable settlement outcomes by directing residential development to land that is already developed and largely cleared, avoiding the need to extend development into more environmentally sensitive or less disturbed areas. Technical assessments submitted with the application indicate that biodiversity values on the site are limited and that no significant native vegetation removal is required. Bushfire, stormwater and wastewater considerations have been assessed as part of the proposal to ensure future development can be appropriately managed through the applicable planning scheme controls.

- **Strategic Outcome 4: Fostering a welcoming, vibrant and thriving Kingborough**

The proposal contributes to the supply of residential land within an established township while maintaining the low-density character that is a defining feature of the locality. The subdivision represents a modest and incremental form of development that is consistent with the existing settlement pattern and with the strategic planning framework identifying infill opportunities within Kettering. By supporting additional housing choice within the township, the proposal contributes to the long-term sustainability and vitality of the local community while respecting its existing character and amenity

Kingborough Land Use Strategy 2019

- 6.6 Similar to the policy directions of STRLUS, the proposed rezoning aligns with the *Kingborough Land Use Strategy 2019* by supporting infill development within the established urban area of Kettering.

Environmental Impacts

- 6.7 The proposal raises relatively limited environmental concerns due to the nature of the site and the scale of development proposed. The land is already developed for residential purposes, contains an existing dwelling and outbuildings, and is predominantly cleared of native vegetation. The Natural Values Assessment submitted with the application concluded that biodiversity values on the site are generally low and that much of the land is mapped as modified urban or agricultural land.

Economic considerations

- 6.8 The proposal is expected to deliver modest economic benefits by facilitating the creation of two additional residential lots within the existing Kettering settlement, supporting housing supply and private investment in residential development. The subdivision makes efficient use of land already identified for future residential purposes, while associated construction activity and infrastructure upgrades may generate local expenditure and employment opportunities. The proposal does not adversely affect significant agricultural land or established economic activities and represents a small-scale, orderly form of development consistent with the strategic planning framework for the area.

Traffic, infrastructure and service considerations

- 6.9 The proposal is unlikely to generate significant traffic impacts, with the planning assessment of the associated subdivision application indicating that the two additional residential lots would result in only a modest increase in vehicle movements that can be accommodated by the existing local road network. The subdivision includes upgrades to the existing right-of-way access, including widening works and passing bays, to provide safe and appropriate access to all lots. While the site is not connected to reticulated water

or sewerage services, the application demonstrates that each lot can be adequately serviced through onsite wastewater treatment, rainwater supply, stormwater management infrastructure and available utility connections. Overall, the proposal represents a scale of development that can be accommodated without placing unreasonable demands on existing infrastructure or services.

7. STATUTORY ASSESSMENT

Ability to amend the planning scheme

- 7.1 Pursuant to section 33(1) of the former provisions of LUPAA, a person may request a planning authority to amend a planning scheme administered by it.
- 7.2 This report considers the proposed amendment application as lodged by Ireneinc Planning and Design and pursuant to section 35(1)(b) of the former provisions of LUPAA.

Compliance with section 32(1) of the former provisions of LUPAA

- 7.3 Pursuant to section 32(1) of the former provisions of LUPAA, *a draft amendment of a planning scheme, and an amendment of a planning scheme, in the opinion of the relevant decision-maker within the meaning of section 20(2A) -*

(a)

(b)

(c)

(d)

(e) *must, as far as practicable, avoid the potential for land use conflicts with use and development permissible under the planning scheme applying to the adjacent area; and*

(ea) *must not conflict with the requirements of section 30O; and*

(f) *must have regard to the impact the use and development permissible under the amendment will have on the use and development of the region as an entity in environmental, economic and social terms.*

- 7.4 The following provides a detail assessment of the proposal under the provisions of section 32(1) (e); (ea) and (f) of LUPAA.

Potential land use conflicts

- 7.5 The proposal is unlikely to result in significant land use conflicts as it facilitates low-density residential development within an area characterised by existing residential and rural residential uses. The proposed rezoning to Low Density Residential is consistent with the surrounding settlement pattern and does not introduce land uses that would generate unreasonable impacts in terms of noise, traffic, odour or other amenity considerations.

Alignment with the regional land use strategy

- 7.6 Section 32(ea) of the former provisions of LUPAA requires that planning scheme amendments must not conflict with the requirements of section 30O of the former provisions of LUPAA.
- 7.7 Section 30O of the former provisions of LUPAA requires that an amendment to an interim planning scheme is as far as practicable, consistent with the regional land use strategy. Strategic alignment with the STRLUS is addressed in section 6 of this report.

- 7.8 It is considered that the proposed amendment is consistent with the regional land use strategy and local land use strategy and therefore meets the requirements of section 30O and therefore Section 32(ea) of the former provisions of LUPAA.

Impact on the use and development in the area

- 7.9 In accordance with section 32(f) of the former provisions of LUPAA, the proposal has no adverse regional impact.

Sections 30I and 30J of LUPAA

- 7.10 Section 33(2B)(ab) of the former provisions of LUPAA requires that any representations made under section 30I of the former provisions of LUPAA, and any statements in a report under section 30J of the former provisions of LUPAA as to the merit of a representation, that may be relevant to the amendment application, must be considered.
- 7.11 No representations were received during the exhibition of the Scheme which are relevant to the proposed amendment, therefore sections 30I and 30J of the former provisions of LUPAA have been satisfied.

Objectives of Schedule 1 of LUPAA

- 7.12 LUPAA requires that planning scheme amendments must seek to further the objectives of Schedule 1 of the former provisions of LUPAA.
- 7.13 The following table assess the proposed amendment against the objectives of Schedule 1 of the former provisions of LUPAA.

Part 1 Objectives	Response
(a) <i>to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity</i>	The proposal promotes the sustainable development of natural and physical resources by directing residential growth to an existing, largely cleared site and ensuring environmental constraints and servicing requirements are appropriately addressed through the subdivision design and relevant planning controls.
(b) <i>to provide for the fair, orderly and sustainable use and development of air, land and water</i>	The proposal provides for the fair, orderly and sustainable use and development of land and water by enabling a planned low-density residential subdivision within an existing settlement, while demonstrating that access, stormwater and onsite wastewater management can be appropriately accommodated in accordance with the relevant planning controls.
(c) <i>to encourage public involvement in resource management and planning</i>	The proposal, if initiated by the Planning Authority, will be subject to a statutory advertising period during which members of the public will have the opportunity to make representations.
(d) <i>to facilitate economic development in accordance with the objectives set out in paragraphs (a), (b) and (c)</i>	The proposal facilitates economic development by supporting additional housing opportunities and private investment within an existing settlement, while ensuring development can occur in a

	manner that is consistent with environmental, infrastructure and community objectives.
(e) <i>to promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State</i>	The application aligns with this objective by progressing through established planning processes.
Part 2 Objectives	Response
(a) <i>to require sound strategic planning and co-ordinated action by State and Local Government</i>	The objective is satisfactorily addressed by the proposed amendment.
(b) <i>to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land</i>	The objective is satisfactorily addressed by the proposed amendment.
(c) <i>to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land</i>	The objective is satisfactorily addressed by the proposed amendment.
(d) <i>to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels;</i>	The objective is satisfactorily addressed by the proposed amendment.
(e) <i>to provide for the consolidation of approvals for land use or development and related matters and to co-ordinate planning approvals with related approvals</i>	The objective is satisfactorily addressed by the proposed amendment.
(f) <i>to secure a pleasant, efficient and safe working, living and recreational environment for all Tasmanians and visitors to Tasmania</i>	The objective is satisfactorily addressed by the proposed amendment.
(g) <i>to conserve those buildings, areas or other places which are scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value</i>	The objective is satisfactorily addressed by the proposed amendment.
(h) <i>to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community</i>	The objective is satisfactorily addressed by the proposed amendment.
(i) <i>to provide a planning framework which fully considers land capability</i>	The objective is satisfactorily addressed by the proposed amendment.

State Policies

- 7.14 LUPAA requires that planning scheme amendments must be prepared in accordance with State Policies.
- 7.15 The applicant has addressed the proposal's alignment with the *State Coastal Policy 1996*, *State Policy on Water Quality Management 1997* and *State Policy on the Protection of Agricultural Land 2009* and the National Environmental Protection Measures. The proposal is not inconsistent with the outcomes sought by the relevant state policies.

8. PUBLIC CONSULTATION

- 8.1 If the Planning Authority initiates the proposed amendment, it must also certify the draft amendment in accordance with section 35 of the former provisions of LUPAA.
- 8.2 It is proposed to publicly exhibit the planning scheme amendment for a minimum period of 28 days with notification:
- on the Kingborough Council website;
 - twice in a newspaper circulating in the area, with one notice to be on a Saturday; and
 - a site notice during the public exhibition period;
 - in writing to owners and occupiers for the property and adjoining properties.
- 8.3 A full package of exhibition material will be made available for viewing on the Kingborough Council website and at Customer Service at the Civic Centre in Kingston. This package will include:
- Application proposed by applicant and supporting documents
 - Planning Authority Initiation Report
 - Instrument of Certification; and
 - Draft Amendment to Kingborough Interim Planning Scheme 2015
- 8.4 A report must be prepared on any representations received after the exhibition period and provided to the TPC, outlining the planning authority's assessment of the merit of each representation, whether the amendment should be modified and the impact of representations on the amendment. That report may be considered under officer delegation where no public representations are received, or by Council where public representations are made.

9. CRITICAL DATES / TIME FRAMES

- 9.1 If the Planning Authority supports the amendment and initiates and certifies the amendment for public exhibition, it must advise the TPC within seven days.
- 9.2 Post-public exhibition, the Public Authority has 35 days from the close of the notification period to forward its report to the TPC. The Commission may grant an extension of time if requested.
- 9.3 The TPC must complete its consideration and decision process within three months of receiving the Planning Authority's report on the representations, unless an extension of time has been agreed by the Minister.
- 9.4 If the TPC approves the amendment, the amendment takes effect seven days after being signed by the Commission, unless a date is specified.

10. RECOMMENDATION

That the Planning Authority:

- (a) Pursuant to section 34(1) of the former provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA), initiates Amendment PSA-2026-2 to the Kingborough Interim Planning Scheme 2015 (KIPS2015) as per Attachment 1.
- (b) Pursuant to section 35 of the LUPAA, certifies that Amendment PSA-2026-2 meets the requirements of section 32 and authorises the Chief Executive Officer to sign the Instrument of Certification provided in Attachment 2.
- (c) Pursuant to section 35(4) of the LUPAA, forwards a copy of the draft amendment and the Instrument of Certification to the Tasmanian Planning Commission within 7 days of certification;
- (d) Pursuant to section 56S of the Water and Sewer Industry Act 2008, refers PSA-2026-2 to TasWater; and
- (e) Pursuant to section 38 of LUPAA, places PSA-2026-2 on public exhibition for a period of at least 28 days following certification.

ATTACHMENTS

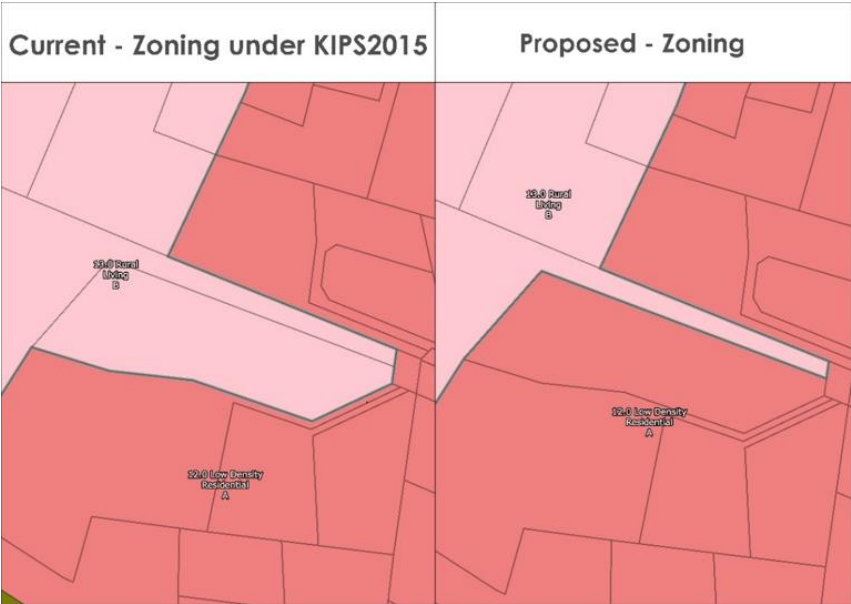
- 1. **PSA-2026-2 Draft Amendment**
- 2. **PSA-2026-2 Instrument of Certification**



Kingborough Interim Planning Scheme 2015

Draft Amendment PSA-2026-2

The *Kingborough Interim Planning Scheme 2015* is amended as follows:
1. Rezone land at 27 Selby Road (CT 141484/1) from Rural Living to Low Density Residential.



The Common Seal of the Kingborough Council is affixed hereto, pursuant to the Council’s resolution on 17 August 2026, in the presence of:

..... Councillor

..... Chief Executive Officer

..... Date



Kingborough Interim Planning
Scheme 2015

INSTRUMENT OF CERTIFICATION
PSA2026-2

It is hereby certified that draft Amendment PSA2026-2, as modified, to the *Kingborough Interim Planning Scheme 2015* meets the requirements in section 32 of the former provisions of the *Land Use Planning and Approvals Act 1993*.

Public Copy

The Common Seal of the Kingborough
Council is affixed hereto, pursuant to the
Council's resolution on 17 August 2026
in the presence of:

..... Councillor

..... Chief Executive Officer
..... Date

12.2 DAS-2026-4 – S43A DEVELOPMENT APPLICATION FOR SUBDIVISION CREATING THREE (3) LOTS ASSOCIATED WITH PLANNING SCHEME AMENDMENT PSA-2026-2

File Number: DAS-2026-4
Author: Cassi Devries, Senior Planner
Authoriser: Deleeze Chetcuti, Director Environment, Development & Community Services

Applicant:	Ireneinc Planning
Owner:	Mr S B Percival and Ms R E Martin and Mr N L Wallis and Ms K A Walker and Kingborough Council and Mrs P J Corby
Subject Site:	27 and 29 Selby Road, Kettering and the adjacent Council road reserve (CT 141484/1; CT 141484/3 and CT 141484/100)
Proposal:	Subdivision creating three (3) lots
Planning Scheme:	Kingborough Interim Planning Scheme 2015 <i>Assessment is based on KIPS2015 and provisions of PD8 (which commenced 22 Feb 2022)</i>
Zoning:	Current zoning: Rural Living – Area B Proposed zoning: Low Density Residential – Area A
Codes:	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 Code E23.0 Onsite Wastewater Management Code
Use Class/Category:	Subdivision The proposed amendment to the planning scheme (PSA-2026-2) associated with this development application will rezone the land to Low Density Residential – Area A, to facilitate a three (3) lot subdivision.
Discretions:	Clause 12.4.1 Non-dwelling development P1 Clause 12.5.1 – Lot Design P2 Clause 12.5.1 – Lot Design P3 Clause 12.5.1 – Lot Design P4 Clause 12.5.3 – Ways and Public Open Space P1 Clause 12.5.3 – Ways and Public Open Space P2 Clause 12.5.4 – Services P2 Clause E6.7.3 Vehicle Passing Areas Along an Access P1 Clause E23.9.1 - Development Standards for New Lots P1 Clause E23.10.1 – Land application areas P6
Public Notification:	This application is associated with a planning scheme amendment request and has not yet been advertised. Notification and opportunity for public comment on any permit given for this application will be undertaken as part of the planning scheme

	amendment, following initiation of the planning scheme amendment by the Planning Authority.
Section 52(1B) Owner consent requirements:	The proposed development includes access works over LGA subdivision road CT141484/100 and the Selby Road Lot, which is in Council ownership and therefore owner's consent under section 52(1B) of the <i>Land Use Planning and Approvals Act 1993</i> was required and was obtained.
Representations:	Not applicable at this time.
Recommendation:	If Council resolves to initiate Amendment PSA-2026-2 to the Kingborough Interim Planning Scheme 2015, approval subject to conditions.

1. PROPOSAL

1.1 Description of Proposal

The proposal is for the subdivision of land at 27 Selby Road to create three (3) lots, all of which are to be accessed via a shared right of way over the existing access strip for 29 Selby Road. The proposal will not alter the existing title boundaries for 29 Selby Road.

The proposed subdivision layout is to excise the existing dwelling and on-site wastewater treatment system, cottage, minor outbuildings onto Lot 1. This lot will be an internal lot, 4450m² in area, and will have access to the road via a ROW over 29 Selby Road.

Lot 2 is a vacant lot, 2990m² in area and will have 10.28m frontage to Selby Road. The lot does not feature any buildings or native vegetation.

Lot 3 is to be 2660m² in area and is an internal lot with access via a ROW over 29 Selby Road. It is proposed to retain two existing outbuildings on this lot to support any future residential development on the lot.

The application plans show indicative building areas and wastewater land application areas for each of the proposed lots. The proposed development includes an upgrade of the existing access to provide passing bays and upgrading of the culvert.

The application is accompanied by the following supporting information:

- Rezoning and Subdivision report (Ireneinc Planning and Urban Design, dated 26 February 2026)
- Onsite Wastewater Assessment, by GES Geo-Environmental Solutions, dated April 2026
- Natural Values Assessment and Bushfire Hazard Report, by Lark and Creese, dated 4 June 2026; and
- Tree protection Plan (Phillip Jackson, Arborist & Tree Management Services, May 2026)

1.2 Description of Site

The subject site proposed to be rezoned and subdivided is identified as 27 Selby Road, Kettering, and is described within CT 141484/1. The site is 1.01ha in area and currently supports residential use and development consisting of a single dwelling and associated outbuildings (sheds, workshop, former stable). The existing buildings are sited centrally on the site, which is the highest elevation on the property. The land area to the front of the

property features pasture, and the area to the rear of the buildings has been used as a horse agistment area.

The location of native trees is limited to 10 trees in the north-western rear corner and along the rear boundary of the lot, the details of which are identified in a Tree Plan within the Natural Values Assessment and Bushfire Hazard Report (Lark and Creese, dated 4 June 2026).

The application includes 29 Selby Road, Kettering (CT 141484/3), which is required for access. This property is a vacant internal lot, 3.040ha in area, located to the eastern rear of 27 Selby Road. The zoning of this property is Rural Living. The lot features a 10.3m wide access strip over which a sealed driveway has been constructed. The title is subject to a Right of Way (private) of variable width appurtenant to the title (CT 141484/1) for 27 Selby Road. The property features a dam on the northern side boundary, and vegetation is predominantly pasture. Two (2) high priority value *Eucalyptus pulchella* trees are located on the northern boundary at the top of the access strip.

The application also includes Council maintained land, being the Selby Road Lot and CT 141484/100, which provides for the proposed access and drainage design for the subdivision.



Figure 1: View of the subject site from the frontage to Selby Road.



Figure 2: East facing view of the building area for proposed Lot 2



Figure 3: South facing view from the ROW to proposed Lot 3, showing the building area and outbuildings to be retained on that lot.



Figure 4: South-east facing view taken from the entrance to Lot 1 of the existing access strip for 29 Selby Road, which is proposed to provide a ROW arrangement to the subdivision.

1.3 Background

27 Selby Road, Kettering is proposed to be zoned Low Density Residential under the Kingborough Draft Local Provisions Schedule (LPS). The subject S.43A application has been lodged to expedite the process of rezoning and subdividing the land and avoid further delays that may otherwise occur by waiting for the transition to the Tasmanian Planning Scheme.

27 Selby Road has previously been subject to planning, building and plumbing applications relating to the existing buildings.

2. ASSESSMENT

2.1 State Policies and Act Objectives

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 Low Density Residential Zone

2.1.1.1 *To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.*

12.1.1.2 *To provide for non-residential uses that are compatible with residential amenity.*

12.1.1.3 *To avoid land use conflict with adjacent Rural Resource or Significant Agricultural zoned land by providing for adequate buffer areas.*

12.1.1.4 *To provide for existing low density residential areas that usually do not have reticulated services and have limited further subdivision potential.*

Clause 12.1.2 and Clause 12.1.3 – 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 for Kettering are relevant to the assessment of this application.

Local Area Objectives		Implementation Strategy	
(a)	Kettering's natural values should be protected - including water views, foreshore access and vegetated visual surrounds.	(a)	Future development will strive to protect water quality, native vegetation, views and public access.
Desired Future Character Statements		Implementation Strategy	
(a)	Kettering is to remain a relatively small, low-density coastal village.	(a)	Future development is constrained by the absence of reticulated water and sewer and future suburban type development is to be avoided.

The proposal generally aligns with the above-mentioned statements and objectives as it will provide for residential development on larger allotments, providing for a low density residential outcome. The proposed subdivision is not located along the foreshore and will therefore not impact public access to foreshore areas. The subdivision does not proposed the removal of native vegetation and will have minimal impact to water views.

2.3 Statutory Planning

The proposed development is categorised as Subdivision which requires Discretionary assessment pursuant to Clause 9.10.2 of the Scheme.

27 Selby Road is currently zoned Rural Living. Due to the existing lot size (1.01ha), the property cannot be further subdivided under the current zone as it does not meet the minimum lot size for Rural Living Zone - Area B, which is 5 ha (refer to Table 13.1 Minimum Lot Size). Under the current zoning, the proposed subdivision is Prohibited.

Council's consideration of this proposal is provided for through PSA-2026-2 which is a S43A application which provides for consideration of the scheme amendment and development application concurrently.

The proposed amendment to the planning scheme (PSA-2026-2) which is associated with this development application provides for 27 Selby Road to be rezoned from Rural Living to Low Density Residential. Under the proposed zone (Low Density Residential Zone – Area A), the minimum lot size is 2,500m².

Accordingly, this proposal must be considered as a Discretionary development application.

Council's assessment of this proposal should also consider 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:

Low Density Residential Zone Clause 12.4.1 Non-dwelling development

Acceptable Solution
A1 - Non-dwelling development must comply with the following acceptable solutions as if it were a dwelling: (a) 12.4.2 A1 and A3; (b) 12.4.3 A1 (a) and (b); (c) 12.4.7 A1. (d) 12.4.2 A4
Performance Criteria
P1 - Non-dwelling development must comply with the related performance criteria as if it were a dwelling.
Proposal
The proposed non-dwelling development is works associated with a subdivision creating three (3) lots. The development complies with the Acceptable Solution (a)(b)(c). It does not meet (d) 12.4.2 A4 where the proposed subdivision relies upon access works which have minor encroachment into the Notional Root Zone of one (1) high conservation value trees identified as: Tree 1 – <i>Eucalyptus pulchella</i> (0.87m) Assessment is therefore required against the related Performance Criteria, Clause 12.4.2 P4.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- There is an existing gravel access/driveway over the Right of Way which is within the Notional Root Zone of Tree 1. Some works have already been undertaken consisting in deposition of gravel over the existing access. The arborist (Phillip Jackson) has provided advice confirming that the works undertaken are unlikely to have impacted the health of the tree.
- To comply with the relevant subdivision clauses, the access must be sealed to the lot proper. Advice from the arborist has been provided confirming that the works to upgrade the access will not have a significant impact on Tree 1, and no mitigation measures are necessary.
- The works are, therefore, designed to minimise impact on high conservation value trees.

Conditions are recommended for inclusion in any permit issued limiting impacts on trees and requiring protection of trees during construction.

Low Density Residential Zone

Clause 12.5.1 Lot Design

Acceptable Solution
A2 – The design of each lot must provide a minimum building area that is rectangular in shape and complies with all of the following, except if for public open space, a riparian or littoral reserve or utilities: (a) clear of the frontage, side and rear boundary setbacks; (b) not subject to any codes in this planning scheme; (c) clear of title restrictions such as easements and restrictive covenants; (d) has an average slope of no more than 1 in 5; (e) is a minimum of 20 m x 20 m in size. (f) No environmental values will be adversely impacted.
Performance Criteria
P2 - The design of each lot must contain a building area able to satisfy all of the following: (a) is reasonably capable of accommodating residential use and development; (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; (d) minimises the requirement for earth works, retaining walls, and cut & fill associated with future development; (e) avoids, minimises and mitigates environmental impact arising from future use and development; (f) offsets impacts on trees of high conservation value.
Proposal
The proposed subdivision design can provide building areas which will comply with A2(a), (c), (d) and (e). A2(b) is not met as the building areas will be subject to code overlays, including E1.0 Bushfire Prone Areas Code and E10.0 Biodiversity Code. A2(f) is not met as the design relies on impacts on a high conservation value tree. Assessment is required against the Performance Criteria.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- The proposed subdivision has been designed to ensure that each lot contains a building envelope that is reasonably capable of supporting residential development. For the vacant lots, building envelopes measuring approximately 20m x 20m can be accommodated while remaining clear of easements and complying with the minimum setback requirements of the zone.
- The proposed building envelopes have been demonstrated to satisfy the relevant use and development standards of the E1.0 Bushfire-Prone Areas Code, E10.0 Biodiversity Code and E23.0 On-site Wastewater Management Code, as outlined in the applicable planning assessment further in this report.
- The proposed lots are located on an east facing slope and will provide reasonable opportunity for future residential development to gain solar access. As there are no lots positioned immediately to the north, the dwellings on Lots 2 and 3 are unlikely to be unreasonably overshadowed by neighbouring dwellings.
- The subject site is gently sloping and the proposed building areas are sited to minimise the requirement for earthworks, cut or fill for the development.
- The proposed subdivision design and associated works (including the building areas and bushfire hazard management areas) minimise environmental impacts.
- A Natural Values Assessment (NVA) prepared by Lark & Creese (June 2026) was submitted with the development application. The NVA identifies the native vegetation communities on the site as modified land (FUR and FAG). A review of the tree plan and a site inspection confirmed the presence of several high conservation value trees, including three (3) *Eucalyptus ovata* and two (2) *Eucalyptus pulchella* specimens.

The NVA concludes that the only impact on environmental values will result from works associated with the proposed access, which will affect Tree 1, identified as a high conservation value tree. In addition, the access works will result in a minor encroachment into the Natural Root Zone (NRZ) of Tree 3, an *Eucalyptus ovata* with a Diameter at Breast Height (DBH) of less than 0.4 metres.

- Based on the information provided, the proposal will not result on impacts on biodiversity values. As the proposal will not result in the loss of biodiversity values, and there is no evidence to suggest that tree removal will be required to implement the Bushfire Hazard Management Plan, biodiversity offsets are not considered necessary at this stage. The subdivision plan identifies an indicative 200 m² on-site wastewater land application area within Lot 3 that encroaches upon the NRZ of Tree 10, a high conservation value tree. However, the location of the land application area is indicative only and may be refined at the detailed design stage to respond to the requirements of any future residential development.
- Conditions are recommended for inclusion in any permit issued requiring protection of trees to be retained during access works, and limiting approval to impacts on NRZ avoiding any removal of high conservation value trees.

Low Density Residential Zone Clause 12.5.1 Lot Design

Acceptable Solution
A3 - The frontage for each lot must be no less than the following, except if for public open space, a riparian or littoral reserve or utilities and except if an internal lot: 30m.

Performance Criteria
P3 - The frontage of each lot must provide opportunity for reasonable vehicular and pedestrian access and must be no less than: 6m.
Proposal
Lot 2 is the only non-internal lot, and will have a frontage of 10.28m, which does not meet the Acceptable Solution. Assessment is required against the Performance Criteria.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- The proposed frontage width of 10.28m for Lot 2 provides reasonable opportunity for vehicular and pedestrian access, and meets the minimum width required under P3 (6m).

Low Density Residential Zone

Clause 12.5.1 Lot Design

Acceptable Solution
A4 – No lot is an internal lot.
Performance Criteria
P4 – An internal lot must satisfy all of the following: (a) access is from a road existing prior to the planning scheme coming into effect, unless site constraints make an internal lot configuration the only reasonable option to efficiently utilise land; (b) it is not reasonably possible to provide a new road to create a standard frontage lot; (c) the lot constitutes the only reasonable way to subdivide the rear of an existing lot; (d) the lot will contribute to the more efficient utilisation of living land; (e) the amenity of neighbouring land is unlikely to be unreasonably affected by subsequent development and use; (f) the lot has access to a road via an access strip, which is part of the lot, or a right-of-way, with a width of no less than 3.6m; (g) passing bays are provided at appropriate distances along the access strip to service the likely future use of the lot; (h) the access strip is adjacent to or combined with no more than three other internal lot access strips and it is not appropriate to provide access via a public road; (i) a sealed driveway is provided on the access strip prior to the sealing of the final plan. (j) the lot addresses and provides for passive surveillance of public open space and public rights of way if it fronts such public spaces.
Proposal
The proposed subdivision will create two internal lots (Lots 1 and 3). Assessment is required against the Performance Criteria.

The proposed internals can be supported pursuant to the above Performance Criteria the following reasons:

- The two internal lots will have access to a road existing prior to the planning scheme coming into effect. The site is constrained by the existing limited frontage to Selby Road, which poses a challenge in designing a subdivision layout that makes efficient use of the land without internal lots. An internal lot arrangement is therefore the most efficient use of the land.
- It is not possible to provide a road in the subdivision due to the scale of the subdivision and size of the existing lot.
- The proposed internal lot configuration is the only reasonable way of subdividing the rear of 27 Selby Road, as a standard frontage width cannot be provided.
- The proposed subdivision will provide for more efficient use of the land, providing opportunities for infill residential development of a scale consistent with surrounding Low Density Residential area.
- The proposed subdivision will create two additional lots and is of a scale unlikely to unreasonably impact adjoining properties. Any future residential development will be subject to the requirements of the planning scheme which will provide development standards controlling building height and setbacks etc.
- Each of the internal lots will have access to the road via the existing right of way over 29 Selby Road, which has a width greater than 3.6m.
- The proposed driveway design will include passing bays at appropriate intervals.
- No additional access strips are proposed.
- The driveway along the access strip is proposed to be upgraded prior to the sealing of the final survey plans.
- The internal lots will not front any public open spaces or rights of way.

Low Density Residential Zone

Clause 12.5.3 Ways and Public Open Space

Acceptable Solution
A1 – No Acceptable Solution.
Performance Criteria
P1 – The arrangement of ways and public open space within a subdivision must satisfy all of the following: (a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate; (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) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate; (e) topographical and other physical conditions of the site are appropriately accommodated in the design; (f) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;

(g) 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). (h) the route of new equestrian ways has regard to any equestrian trail plan adopted by the Planning Authority.
Proposal
As there is no Acceptable Solution, assessment is required against the Performance Criteria.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- No ways or public space are proposed in the subdivision design. However as there are no reasonable opportunities for creating safe, convenient and effective connections of benefit to the community, the Performance Criteria is met.

Low Density Residential Zone
Clause 12.5.3 Ways and Public Open Space

Acceptable Solution
A2 – No Acceptable Solution.
Performance Criteria
P2 – 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, November 2021.
Proposal
As there is no Acceptable Solution, assessment is required against the Performance Criteria.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- The application indicates that a cash-in-lieu contribution will be provided consistent with the current Kingborough Public Open Space Contribution Policy (the Policy).
- Section 6.3 of the Policy states that the decision to require either a public open space land contribution or a cash-in-lieu contribution is dependent on whether the subdivision presents an opportunity to secure land that meets the objectives of the Policy and the public open space dedication guidelines contained in Section 6. Where a subdivision is unable to provide public open space that delivers a substantial community benefit and satisfies the relevant guidelines, a cash-in-lieu contribution is to be required.

Section 5.1 of the Policy states that Council will require a public open space contribution by way of either:

- (a) *maximum of 5% of the area of the land allocated as public open space and transferred to Council's ownership; or*
- (b) *a cash-in-lieu contribution that is calculated in accordance with s117(2) of the Act. This requirement applies regardless of zoning. A credit may be applied where a proposed lot(s) in a subdivision will not create additional demand for public open space.*

In this instance, the proposed subdivision does not present an opportunity to provide a public open space contribution that would achieve a substantial community benefit. Accordingly, the proposed cash-in-lieu contribution is considered appropriate and consistent with the requirements of the Policy.

- A condition requiring the cash-in-lieu contribution in accordance with the Policy is recommended for inclusion in any permit issued.

Low Density Residential Zone

Clause 12.5.4 Services

Acceptable Solution
A2 – Each lot must be connected to a reticulated sewerage system where available.
Performance Criteria
P2 - Where a reticulated sewerage system is not available, each lot must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.
Proposal
There is no reticulated sewerage system available in the area to service the proposed subdivision. Assessment is required against the Performance Criteria.

The proposed variation can be supported pursuant to the above Performance Criteria the following reasons:

- The application is accompanied by an Onsite Wastewater Assessment, by GES Geo-Environmental Solutions, dated April 2026 demonstrating that each of the proposed lots is capable of accommodating an on-site wastewater treatment system adequate for future residential use and development.

E6.0 Parking and Access Code

Clause E6.7.3 Vehicle Passing Areas Along an Access

Acceptable Solution
A1 – Vehicular passing areas must: (a) be provided if any of the following applies to an access: (i) it serves more than 5 car parking spaces; (ii) is more than 30 m long; (iii) it meets a road serving more than 6000 vehicles per day. (b) be 6 m long, 5.5 m wide, and taper to the width of the driveway; (c) it meets a road serving more than 6000 vehicles per day; (d) have the first passing area constructed at the kerb; (e) be at intervals of no more than 30 m along the access.

Performance Criteria
P1 – Vehicular passing areas must be provided in sufficient number, dimension and siting so that the access is safe, efficient and convenient, having regard to all of the following: (a) avoidance of conflicts between users including vehicles, cyclists and pedestrians; (b) avoidance of unreasonable interference with the flow of traffic on adjoining roads; (c) suitability for the type and volume of traffic likely to be generated by the use or development; (d) ease of accessibility and recognition for users.
Proposal
The right of way is more than 30m and therefore passing bays are required. The proposal does not meet the Acceptable Solution in relation to (d) where the first passing area must be constructed at the kerb or (e) at 30m intervals. Assessment is therefore required under the Performance Criteria.

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

- Council's Development Engineer advises that driveway design provides a vehicular passing area appropriate in number, siting and design to provide for safe and efficient vehicular movement.
- The proposal will create two additional lots and will generate low-volume residential traffic. The passing bay dimensions are adequate to accommodate the expected vehicle movements and provide safe and convenient opportunities for passing within the access strip and right of way.
- The proposed passing bay arrangement will not unreasonably impact the functionality of the adjacent road.

E23.0 On-site Wastewater Management Code

E23.9.1 - Development Standards for New Lots

Acceptable Solution
A1 - A new lot must have an area no less than 5,000 m ² .
Performance Criteria
P1 – The area of a new lot must be adequate to accommodate a land application area of sufficient size to comply with the requirements of AS/NZ1547 for a dwelling containing a minimum of 3 bedrooms.
Proposal
The subdivision application was accompanied by an Onsite Wastewater Assessment, by GES Geo-Environmental Solutions, dated April 2026. The proposal seeks to comply with the Performance Criteria for this standard.

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

- The wastewater designer has demonstrated through their report that there is sufficient area on each of the proposed lots to comply with the requirements of AS/NZ1547 for a three-bedroom dwelling.

E23.0 On-site Wastewater Management Code
Clause E23.10.1 Land application areas

Acceptable Solution
A6 – Vertical separation distance between a limiting layer and a land application area must be no less than 1.5m.
Performance Criteria
P6 – Vertical separation distance between a limiting layer and a land application area must satisfy all of the following: (a) effluent must be no less than secondary treated effluent standard and applied through a subsurface land application system; (b) vertical separation distance must be no less than 0.5m, (whether 'in ground' or by use of a raised bed).
Proposal
The subdivision application was accompanied by an Onsite Wastewater Assessment, by GES Geo-Environmental Solutions, dated April 2026. The proposal seeks to comply with the Performance Criteria for this standard.

The proposed variation meets the above Performance Criteria of the Code as the proposal is for secondary treatment which will achieve a vertical setback greater than 0.5m.

2.5 Public Consultation and Representations

The application is associated with a planning scheme amendment request and has not yet been advertised. Details of the exhibition requirements are outlined in Section 8 of the associated proposed amendment report PSA-2026-2, which is also tabled on this agenda.

Notification and opportunity for public comment on any permit given for this application will be undertaken as part of the planning scheme amendment, following initiation of the planning scheme amendment by the Planning Authority.

Any matters raised in representations will be considered through the Tasmanian Planning Commissions consideration of the proposed planning scheme amendment.

2.6 Other Matters

Part 9.0 Special Provisions

The proposed subdivision relies on access over 29 Selby Road, which is located in a different zone (Rural Living) to the proposed lots.

The application relies on the Special Provision Clause 9.7.1 Access and Provision of Infrastructure Across Land in Another Zone, which states the following:

If an application for use or development includes access or provision of infrastructure across land that is in a different zone to that in which the main part of the use or development is located, and the access or infrastructure is prohibited by the provisions of the different zone, the planning authority may at its discretion approve an application for access or provision of infrastructure over the land in the other zone, having regard to:

- a. whether there is no practical and reasonable alternative for providing the access or infrastructure to the site;*
- b. the purpose and provisions of the zone and any applicable code for the land over which the access or provision of infrastructure is to occur; and*

- c. the potential for land use conflict with the use or development permissible under the planning scheme for any adjoining properties and for the land over which the access or provision of infrastructure is to occur.*

The application proposes that the existing right-of-way over 29 Selby Road represents the only practical and reasonable means of access to the three lots. Retaining the established access avoids the creation of additional or parallel rights-of-way, which would result in an inefficient use of land and unnecessary duplication of access infrastructure.

The purpose of the Rural Living zone includes to provide for residential use and development on larger lots where servicing is limited, and to provide for compatible use and development that does not adversely impact on residential amenity. It is considered that the use of an existing right of way for access to two additional residential lots will not compromise the purpose and provisions of the Rural Living zone.

As the proposed access arrangement is over an existing right-of-way, it is considered to be an appropriate arrangement that will not introduce new land uses that would be incompatible with the use of 29 Selby Road, or likely to result in detrimental impact to other adjoining properties.

The proposal therefore meets Clause 9.7.1.

Restrictions on title

Right of Way and Services Easement

The access strip for 29 Selby Road is subject to a right of carriageway of variable width benefiting 27 Selby Road. A services easement, 1.5m wide, is also registered over the ROW.

The application was accompanied by independent legal advice which identifies that the proposed subdivision will not significantly increase the level of use of the existing Right of Carriageway to exceed the scope of the original easement grant. It also identifies that the owner of the subservient lot is agreeable to the proposed access arrangement, and has not objected to the expanded use of the Right of Way for access to the proposed lots. On this basis, it is considered that lawful access can be achieved via the existing easement.

The proposal is therefore not anticipated to effect these existing title restrictions.

External referrals

The application was referred to TasNetworks on 20th March 2026, however no comments were received prior to completion of the planning report.

3. CONCLUSION

The proposed subdivision is categorised as Discretionary under the planning scheme, as it would be provided for through the proposed planning scheme amendment PSA-2026-2. It also relies on the Performance Criteria to comply with applicable standards.

The proposal is assessed as satisfying the Performance Criteria and complies with those standards.

The proposal is assessed as complying with all other relevant use and development standards in the Low Density Residential zone, as well as the applicable standards for the applicable Codes.

Should the Planning Authority resolve to initiate the associated Amendment PSA-2026-2, the development application is recommended for approval subject to conditions.

4. RECOMMENDATION

That if the Planning Authority resolves to initiate Amendment PSA-2026-2 to the *Kingborough Interim Planning Scheme 2015*, that the development application for subdivision creating three (3) lots at 27 and 29 Selby Road, Kettering and the adjacent Council road reserve (CT 141484/100) for Ireneinc Planning be approved subject to the following conditions:

1. Except as otherwise required by this Permit, use and development of the land must be substantially in accordance with Development Application No. DAS-2026-4 and Council Plan Reference No. P2 submitted on 4th June 2026.

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 under the *Land Use Planning and Approvals Act 1993* with and to the satisfaction of Kingborough Council to the effect that the measures contained within the certified subdivision Bushfire Hazard Report and associated Bushfire Hazard Management Plan (BHMP) (Lark & Creese, 4 June 2026) must be implemented in relation to any future development on proposed lots 1, 2, and 3, unless superseded by an alternative BHMP certified by an accredited person or TFS, and only if this alternative BHMP demonstrates that the hazard management measures meet all of the following:

- (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 impact upon individual native trees with a diameter >25cm at 1.4m from natural ground level; and
- (e) do not rely upon 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".

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 Lots 1-3.

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. Prior to the commencement of any on-site works associated with the private infrastructure to service the approved dwellings, 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. 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 Plans must include, but are not limited to:

- (a) Detailed internal vehicular and pedestrian access, carparking and manoeuvring areas including:
 - (i) Longitudinal and cross sections of the driveway/access road.
 - (ii) Contours, finish levels and gradients of the driveway/access road.
 - (iii) Provision of minimum 4.0m wide vehicle access (crossover) and passing bays in accordance with the submitted Bushfire Hazard Management Plan.
- (b) Design (including supporting documentation and hydraulic calculations) of the proposed stormwater infrastructure including:
 - (i) Stormwater layout details to service the development.
 - (ii) A stormwater detention system as required in Table E7.1 of the Kingborough Interim Planning Scheme 2015.
 - (iii) Upgrading of existing stormwater pipe culvert in Selby Road to 375mm pipe culvert as indicated on the submitted plans and in accordance with Council requirements.
- (c) Detailed Soil and Water Management Plan.

Once endorsed the plans will form part of the permit.

4. 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.
5. No 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 or in accordance with a further permit or otherwise as provided for in the Planning Scheme or otherwise in accordance with law.
6. Prior to the commencement of any on-site works (including excavations, placement of fill, delivery of building/construction materials and/or temporary buildings), all native vegetation, including individual trees identified for retention in the Approved Plans must be appropriately protected during and after subdivision works. This includes implementation of the Tree protection Plan (Phillip Jackson, May 2026) during construction.

In addition, the following vegetation protection measures must be adhered to following construction for all areas of native vegetation, including individual trees identified for retention, but outside the footprint of the approved works:

- (i) the existing soil level must not be altered (including the disposal of fill, placement of materials or the scalping of the soil);

- (ii) the areas must be free from the storage of fill, contaminants or other materials;
 - (iii) machinery and vehicles are not permitted access; and
 - (iv) development and associated works are not permitted unless otherwise approved by Council in writing or otherwise in accordance with the law.
7. 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 Weed and Disease Planning and Hygiene Guidelines 2015 produced by the Department of Primary Industries, Parks, Water and Environment.
- Any imported materials must be from a weed and pathogen free source to prevent introduction of new weeds and pathogens to the area.
8. The vehicular access must be constructed in accordance with the approved engineering drawings. A permit to carry out works within a Council road reservation must be obtained prior to any works commencing within the Council road reservation.
9. Underground power services must be provided to both 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.
10. Prior to the sealing of the Final Plan of Survey, a cash contribution must be paid, in lieu of providing Public Open Space on-site, equivalent to 5% of the unimproved value of the gross area of Lots 2 and 3 as shown on the endorsed plans. The process and calculation must be in accordance with section 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993* and Council's Public Open Space Contributions Policy.
- The subdivider is to obtain a valuation from a registered Valuer for the purposes of determining the unimproved value of proposed Lots 2 and 3 of the subdivision.
11. All existing and proposed water, sewer and stormwater pipelines shall 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 shall also be provided and shown on the Final Plan of Survey lodged for sealing.
12. Prior to the sealing of the Final Plan of Survey, the wastewater system servicing the existing dwelling must be decommissioned and a new wastewater system must be constructed within the boundaries of Lot 1.

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
1	27B Selby Road, Kettering (existing dwelling)
2	27A Selby Road, Kettering
3	27C Selby Road, Kettering

While the existing dwelling would normally retain the original addressing, the lack of available numbers for street numbering necessitates the use of alpha-suffixing. Alpha-suffixing must be allocated sequentially, thereby requiring the re-numbering of the existing dwelling in this case

- D. The developer should obtain a Plumbing Permit for the relocation of the onsite wastewater irrigation area.

This work must be carried out prior to the sealing of the Final Plan of Survey and inspected by a Council Plumbing Surveyor.

- E. The developer must obtain from Council a Plumbing Permit for an onsite wastewater management system. Prior to Council issuing a Plumbing Permit, the developer must submit all documents specified in Schedule 2 of the Director's Specified List for an onsite wastewater management system.

ATTACHMENTS

1. **Assessment checklist**
2. **Title documentation**
3. **Proposed development plans**

Assessment Checklist for Development Applications for Subdivision within the Low Density Residential Zone

Application No: DAS-2026-4	Description: Subdivision creating three (3) lots
Applicant: Ireneinc Planning	Owner: Mr S B Percival and Ms R E Martin and Mr N L Wallis and Ms K A Walker and Kingborough Council
Location: 27 and 29 Selby Road, Kettering and the adjacent Council road reserve (CT 141484/100)	

Low Density Residential Zone Provisions (subdivision)

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

Clause	Compliance/Comments
12.4.1 Non-dwelling development	
A1 – Non-dwelling development must comply with the following acceptable solutions as if it were a dwelling: (a) 12.4.2 A1 and A3; (b) 12.4.3 A1 (a) and (b); (c) 12.4.7 A1. (d) 12.4.2 A2	A1(a) Complies with applicable front setbacks and building envelope requirements A1(b) Complies with applicable site cover requirements A1(c) N/A, no frontage fencing is proposed. A1(d) Does not comply The proposed subdivision relies upon access works which have minor encroachment into the Notional Root Zone of one (1) high conservation value trees: Tree 1 – E. pulchella (0.87m)
12.5 Development Standards for Subdivision	
Clause 12.5.1 – Lot Design A1 - The size of each lot must be in accordance with the following, except if for public open space, a riparian or littoral reserve or utilities: as specified in Table 12.1. <i>Area A = 2500m²</i> A2 – The design of each lot must provide a minimum building area that is rectangular in shape and complies with all of the following, except if for public open space, a riparian or littoral reserve or utilities; (a) clear of the frontage, side and rear boundary setbacks; (b) not subject to any codes in this planning scheme; (c) clear of title restrictions such as easements and restrictive covenants; (d) has an average slope of no more than 1 in 5; (e) is a minimum of 20 m x 20 m in size. (f) No environmental values will be adversely impacted.	A1 – Complies Lot 1 – 4450m² Lot 2 – 2990m² Lot 3 – 2660m² A2(a) – Complies, the building areas are clear of applicable setbacks. A2(b) – Does not comply. The building areas will be subject to E1, E10 and E23. A2(c) – Complies A2(d) – Complies, although contours not provided for Lots 1 and 3 A2(e) – Complies A2(f) – Does not comply. The proposal relies on impacts on a high conservation value tree.

Clause	Compliance/Comments
A3 – The frontage for each lot must be no less than the following, except if for public open space, a riparian or littoral reserve or utilities and except if an internal lot: 30m. A4 – No lot is an internal lot.	A3 – Does not comply. Applies to Lot 2 only, as Lot 1 and 3 are internal lots. Lot 2 has a frontage of 10.28m. A4 – Does not comply, the proposed subdivision includes two internal lots.
A5 – Setback from a new boundary for an existing building must comply with the relevant Acceptable Solution for setback.	A5 – Complies. The proposed setbacks of all existing buildings to new boundaries will meet the zone setback requirements under 12.4.2 A1 and A3.
Clause 12.5.2 - Roads A1 - The subdivision includes no new road.	A1 – Complies
Clause 12.5.3 – Ways and Public Open Space A1 – No Acceptable Solution.	A1 – Assessment required under P1. No ways or POS proposed.
A2 – No Acceptable Solution.	A1 – Assessment required under P2. Cash in lieu contribution is proposed.
Clause 12.5.4 - Services A1 - Each lot must be connected to a reticulated potable water supply where such a supply is available. A2 – Each lot must be connected to a reticulated sewerage system where available. A3 – Each lot must be connected to a stormwater system able to service the building area by gravity. A4 - The subdivision includes no new road.	A1 – N/A, no reticulated water supply is available. A2 – Does not comply No reticulated sewerage system is available. Assessment required under P2. A3 – Council's Development Engineer advises that each lot is provided with a stormwater lot connection complying with this standard. A4 – Complies.

Code Provisions

Clause	Compliance/Comments
E1.0 Bushfire-Prone Areas Code	
Clause E1.6.1 - Subdivision: Provision of hazard management areas A1 – (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: (i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; (ii) shows the building area for each lot; (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 (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 (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.	A1 – Complies. 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 subdivision plan was also submitted with the application demonstrating that the proposal complies with A1(b) as follows: • the plan shows all lots that are located within a bushfire prone area; • the plan identifies a compliant building area for each lot; • the bushfire hazard management area for each lot is equal to or greater than the separation distances required for BAL-19; • the application 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. 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 (select which apply): • are no greater than that shown in the subdivision BHMP; • are consistent with the vegetation classifications in the subdivision BHMP; • are contained within the lot boundaries; • do not rely upon additional management of vegetation on land external to the lots; • do not encroach into Waterway and Coastal Protection Areas;

Clause	Compliance/Comments
	do not impact upon individual native trees with a diameter >25cm at 1.4m from natural ground level; and do not rely upon 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.
Clause E1.6.2 - Subdivision: Public and fire fighting access A1 – (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 (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: (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 (ii) is certified by the TFS or an accredited person.	A1 – Complies. 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. A condition is recommended for inclusion in any permit issued requiring construction of the compliant access to the lot proper for Lot 1 and to the existing dwelling on the balance lot prior to the sealing of the final plan of survey.
Clause E1.6.3 - Subdivision: Provision of water supply for fire fighting purposes A1 – In areas serviced with reticulated water by the water corporation: (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; (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 (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.	A1 – N/A
A2 – In areas that are not serviced by reticulated water by the water corporation:	A2 – Complies The subdivision complies with A2 (b) as

Clause	Compliance/Comments
(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; (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 (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.	proposed plan of subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table E5 and this plan has been approved by an accredited person as being compliant with Table E5. Compliant water supply arrangements for Lot 1 will be required at the time of development. A condition is recommended for inclusion in any permit issued requiring the existing cottage and dwelling on the balance lot to be provided with a compliant water supply.
E3.0 Landslide Code	
While part of CT 141484/3 is within a Landslide Hazard Area (low) and included in the proposed subdivision, the proposed subdivision creates no more than two lots located within a Low Landslide Hazard Area. Therefore, the proposal is exempt under Clause E3.4 (b).	
E5.0 Road and Railway Assets Code	
Clause E5.5.1 – Existing road accesses and junctions A1 – 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.	A1 – N/A
A2 – 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.	A2 – N/A
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.	A3 – Complies. The AADT increase from the 2 additional lots is up to 16 vehicle movements.
Clause E5.6.1 - Development adjacent to roads and railways A1.1 – 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	A1.1 – N/A

Clause	Compliance/Comments
more than 60km/h: (a) new buildings; (b) other road or earth works; and (c) building envelopes on new lots.	
A1.2 – Buildings, may be: (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.	A1.2 – N/A
Clause E5.6.2 - Road access and junctions A1 – No new access or junction to roads in an area subject to a speed limit of more than 60km/h.	A1 – Complies
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.	A2 – Complies
Clause E5.6.4 - Sight distance at accesses, junctions and level crossings A1 – Sight distances at: (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.	A1 – Complies
E6.0 Parking and Access Code	
Clause E6.7.1 - Number of vehicular accesses 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.	A1 – Complies.
Clause E6.7.2 - Design of vehicular accesses A1 – Design of vehicle access points must comply with all of the following: (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: Off-street car parking;	A1 – Complies.

Clause	Compliance/Comments
(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.	
Clause E6.7.3 - Vehicular passing areas along an access A1 – Vehicular passing areas must: (a) be provided if any of the following applies to an access: (i) it serves more than 5 car parking spaces; (ii) is more than 30 m long; (iii) it meets a road serving more than 6000 vehicles per day (b) be 6 m long, 5.5 m wide, and taper to the width of the driveway; (c) it meets a road serving more than 6000 vehicles per day; (d) have the first passing area constructed at the kerb; (e) be at intervals of no more than 30 m along the access.	A1 – Does not comply with (d).
Clause E6.7.4 - On-site turning A1 – 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: (a) it serves no more than two dwelling units;	A1 – N/A
Clause E6.7.14 - Access to a road A1 – Access to a road must be in accordance with the requirements of the road authority.	A1 – Complies
E7.0 Stormwater Management Code	
Clause E7.7.1 - Stormwater drainage and disposal A1 – Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.	A1 – Complies. Each lot is provided with a stormwater connection point.
A2 – 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: (a) the size of new impervious area is more than 600 m²; (b) new car parking is provided for more than 6 cars;	A2 – N/A

Clause	Compliance/Comments
(c) a subdivision is for more than 5 lots. A3 – A minor stormwater drainage system must be designed to comply with all of the following: (a) be able to accommodate a storm with an ARI of 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; (b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.	A3 – Complies
A4 – A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.	A4 – N/A
E10.0 Biodiversity Code	
The subject site is affected by this code; however no clearance and conversion or disturbance of native vegetation is relied upon as part of the subdivision or future development of the lots. Therefore, an assessment against the code is not required.	
E23.0 On-Site Wastewater Management Code	
Clause E.23.9.1 - Development Standards for New Lots A1 - A new lot must have an area no less than: 5,000 m².	A1 – Does not comply, the three proposed lots are less than 5000m ² in area .
A2 - Subdivision is not prohibited by the relevant zone standards.	A2 – Complies
Clause E.23.9.2 - Development Standards for New Boundaries A1 - A new boundary must have a separation distance from an existing land application area that complies with E.23.10.1 A3.	A1 – Complies – The applicant has proposed to relocate the land application area servicing the existing dwelling to a new location that's within the new proposed lot 1.
Clause E23.10.1 – Land application areas A1 – Horizontal separation distance from a building to a land application area must comply with one of the following: (a) be no less than 6m; (b) be no less than; (i) 2m from an upslope or level building; (ii) if primary treated effluent be no less than 4m plus 1m for every degree of average gradient from a downslope building; (iii) if secondary treated effluent and subsurface application, no less than 2m plus 0.25m for every degree of average gradient from a down slope building.	A1 – Complies

Clause	Compliance/Comments
A2 – Horizontal separation distance from downslope surface water to a land application area must comply with any of the following: (a) be no less than 100m; (b) if the site is within a high rainfall area or the site soil category is 4, 5 or 6, be no less than the following: (i) if primary treated effluent standard or surface application, 50m plus 7m for every degree of average gradient from downslope surface water; (ii) if secondary treated effluent standard and subsurface application, 50m plus 2m for every degree of average gradient from down slope surface water. (c) if the site is not within a high rainfall area or the site soil category is not 4, 5 or 6, be no less than the following: (i) if primary treated effluent 15m plus 7m for every degree of average gradient from downslope surface water; (ii) if secondary treated effluent and subsurface application, 15m plus 2m for every degree of average gradient from down slope surface water.	A2 – Complies
A3 – Horizontal separation distance from a property boundary to a land application area must comply with either of the following: (a) be no less than 40m from a property boundary; (b) be no less than: (i) 1.5m from an upslope or level property boundary; and (ii) if primary treated effluent 2m for every degree of average gradient from a downslope property boundary; or (iii) if secondary treated effluent and subsurface application, 1.5m plus 1m for every degree of average gradient from a downslope property boundary.	A3 – Complies, Secondary treatment proposed and complies with setbacks.
A4 – Horizontal separation distance from a downslope bore, well or similar water supply to a land application area must be no less than 50m.	A4 – Complies
A5 – Vertical separation distance between groundwater and a land application area must be no less than 1.5m.	A5 – Complies
A6 – Vertical separation distance between a limiting layer and a land application area must be no less than 1.5m.	A6 – Does not comply

Clause	Compliance/Comments
A7 – The arrangement of a land application area must comply with both of the following: (a) not include areas beneath buildings, driveways or other hard stand areas; (b) have a minimum horizontal dimension of 3m.	A7 – Complies

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

Public Copy

**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 141484	FOLIO 1
EDITION 6	DATE OF ISSUE 12-Aug-2024

SEARCH DATE : 04-Mar-2026

SEARCH TIME : 10.11 am

DESCRIPTION OF LAND

Parish of CONINGHAM Land District of BUCKINGHAM
Lot 1 on Sealed Plan [141484](#)
Derivation : Part of Lot 14496 Gtd to C E Morton
Prior CT [223235/1](#)

SCHEDULE 1

([C561424](#)) [M675293](#) TRANSFER to STEPHEN BRUCE PERCIVAL and
ROBYN ELIZABETH MARTIN Registered 22-Feb-2018 at 12.
01 pm

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
[SP141484](#) EASEMENTS in Schedule of Easements
[SP141484](#) WATER SUPPLY RESTRICTION
[SP141484](#) SEWERAGE AND/OR DRAINAGE RESTRICTION
[E121401](#) MORTGAGE to Members Equity Bank Limited Registered
22-Feb-2018 at 12.02 pm

UNREGISTERED DEALINGS AND NOTATIONS

NOTICE: This folio is affected as to amended easements &
deleted fencing provision pursuant to Request to
Amend No. E391394 made under Section 103 of the Local
Government (Building and Miscellaneous Provisions)
Act 1993. Search Sealed Plan No. [141484](#) Lodged by
WALLACE WILK & WEB on 18-July-2024 BP: E391394



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	Registered Number SP14 1484
---	--

PAGE 1 OF 3 PAGE/S

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

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The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Wayleave easement & fencing provision hereon deleted by me pursuant to Request to Amend No. E391394 made under Section 103 of the Local Government (Building & Miscellaneous Provisions) Act 1993

DEFINITIONS

~~"The Owner" means Kevin Patrick Corby and Pauline June Corby.~~

~~"Wayleave Easement and Restriction as to User of Land" means:-~~

~~FIRSTLY all the full and free right and liberty for Aurora Energy Pty Ltd and its successors and its and their servant, agents and contractors at all time hereafter:~~

To clear the lands shown as "Wayleave Easement" on the plan of wayleave easement annexed to the plan of the land of the registered proprietors in Folio of the Register ~~54907/1~~ ^{223235/1} (hereinafter called "the servient land") and to erect, construct, plan, inspect, alter, repair, renew, maintain and use in upon over and along and remove from the servient land towers, poles, wires, cables, apparatus appliances and other ancillary work (all of which are hereinafter collectively referred to as "the said lines") for the transmission and distribution of electrical energy and for purposes incidental thereto:-

To cause or permit electrical energy to flow or be transmitted through and along the said lines;

To cut away remove and keep clear of the said lines all trees and all other obstructions or erections of any nature whatsoever which may at any time overhang encroach or be in or on the servient land and which may in any way endanger or interfere with the proper operation of the said lines; and making good all damage occasioned thereby;

~~To enter into and upon the servient land and if necessary to cross the remainder of the said land~~

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: KEVIN PATRICK CORBY AND PAULINE JUNE CORBY ^{JUNE CORBY} FOLIO REF: 223235/1 & 54907/1 ^{223235/1} SOLICITOR & REFERENCE: HARD OELVIE & BREHENY	PLAN SEALED BY: KINGSTON COUNCIL ^{KINGSTON COUNCIL} DATE: 18/6/04 ^{18/6/04} REF NO. 2002-122 ²⁰⁰²⁻¹²²
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 2 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
for the purposes of access and regress to and from the servient land for all or any of the above purposes with or without all necessary plant equipment machinery and vehicles of every kind, making good all damage occasioned thereby; SECONDLY the benefit of a covenant for Aurora Energy Pty Ltd and its successors with the registered proprietor/s for themselves and their successors in title of the servient land not to erect any buildings or place any structures objects or vegetation that could interfere with the proper and safe operation of the said lines to the intent that the burden of the covenant may run with and bond the servient land and every part thereof and that the benefit thereof may be annexed to the easement first hereinbefore described. Lot 3 is ^{SUBJECT TO} together with a right of carriageway appurtenant to Lot 1 on the Plan over the Right of Way (Private) of variable width marked on the Plan. Lot 1 is together with a right of carriageway over the Right of Way (Private) of variable width marked on the Plan AND SHOWN WITHIN LOT 3. Lot 1 is subject to a wayleave easement and restriction as to user of land over the wayleave easements 4.00m AND 2.03m wide shown on the Plan. (APPURTENANT TO AURORA ENERGY PTY LTD) FENCING PROVISION IN RESPECT OF EACH LOT ON THE PLAN The Owner shall not be required to fence. Kingborough Council cannot provide a supply of water or a means of connection to a sewerage system to the Lots shown on the Plan. SIGNED by KEVIN PATRICK CORBY) and PAULINE JUNE CORBY in the) presence of:-) <i>Patricia Dottori</i> PATRICIA DOTTORI 3 STRAHAN ST NORTH HOBART 7000 BUSINESS CONSULTANT. <i>K.P. Corby</i> <i>P.J. Corby</i>	
NOTE:- Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.	



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



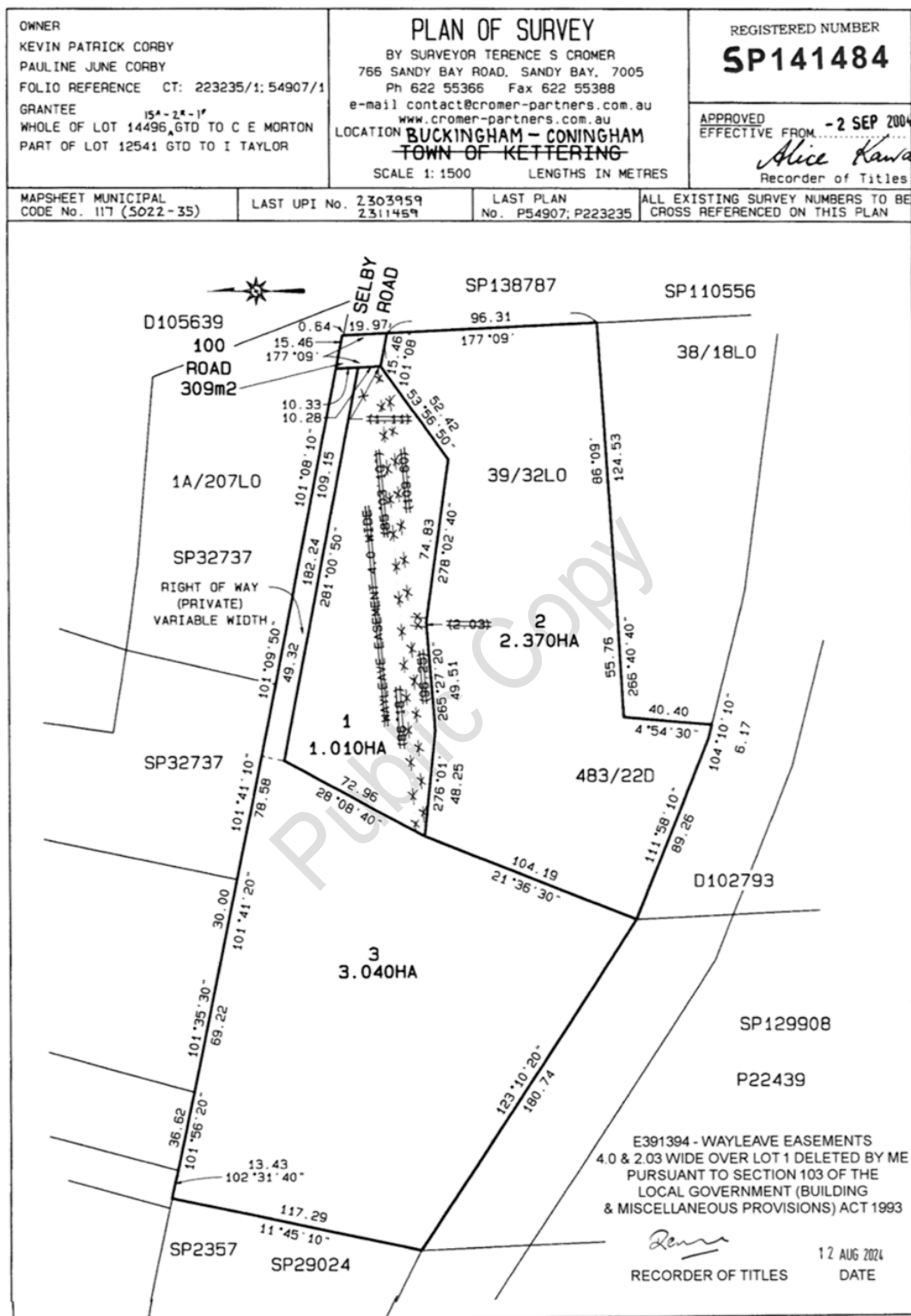
ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 3 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
Signed, sealed & delivered by the Retirement Benefits Fund Board by its duly constituted attorney Garry Lyall Fletcher pursuant to Power of Attorney Register No 70/0524 who declares that he has no notice of the revocation of such power of attorney in the presence of WITNESS <i>IRENE H. ATKINSON</i> CEO <i>Admin Assistant 39 SANDY SAT ROAD HOBART</i> Public Copy	
NOTE:- Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.	



FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



Search Date: 04 Mar 2026

Search Time: 10:11 am

Volume Number: 141484

Revision Number: 05

Page 1 of 1

Documents Section Resources and Environment Tasmania
Version: 1. Version Date: 05/03/2026

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**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SEARCH OF TORRENS TITLE

VOLUME 141484	FOLIO 100
EDITION 2	DATE OF ISSUE 12-Aug-2024

SEARCH DATE : 10-Apr-2026

SEARCH TIME : 04.11 pm

DESCRIPTION OF LAND

Parish of CONINGHAM Land District of BUCKINGHAM
 Lot 100 on Sealed Plan [141484](#)
 Derivation : Part of Lot 14496 Gtd to C E Morton
 Prior CT [223235/1](#)

SCHEDULE 1

[A504809](#) TRANSFER to KEVIN PATRICK CORBY and PAULINE JUNE
 CORBY as tenants in common in equal shares

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
[SP141484](#) WATER SUPPLY RESTRICTION
[SP141484](#) SEWERAGE AND/OR DRAINAGE RESTRICTION
[A609664](#) MORTGAGE to Superannuation Fund Board Registered
 11-July-1978 at 12.01 pm
[A854271](#) TRANSFER of MORTGAGE [A609664](#) to Retirement Benefits
 Fund Investment Trust Registered 22 August 1983.

UNREGISTERED DEALINGS AND NOTATIONS

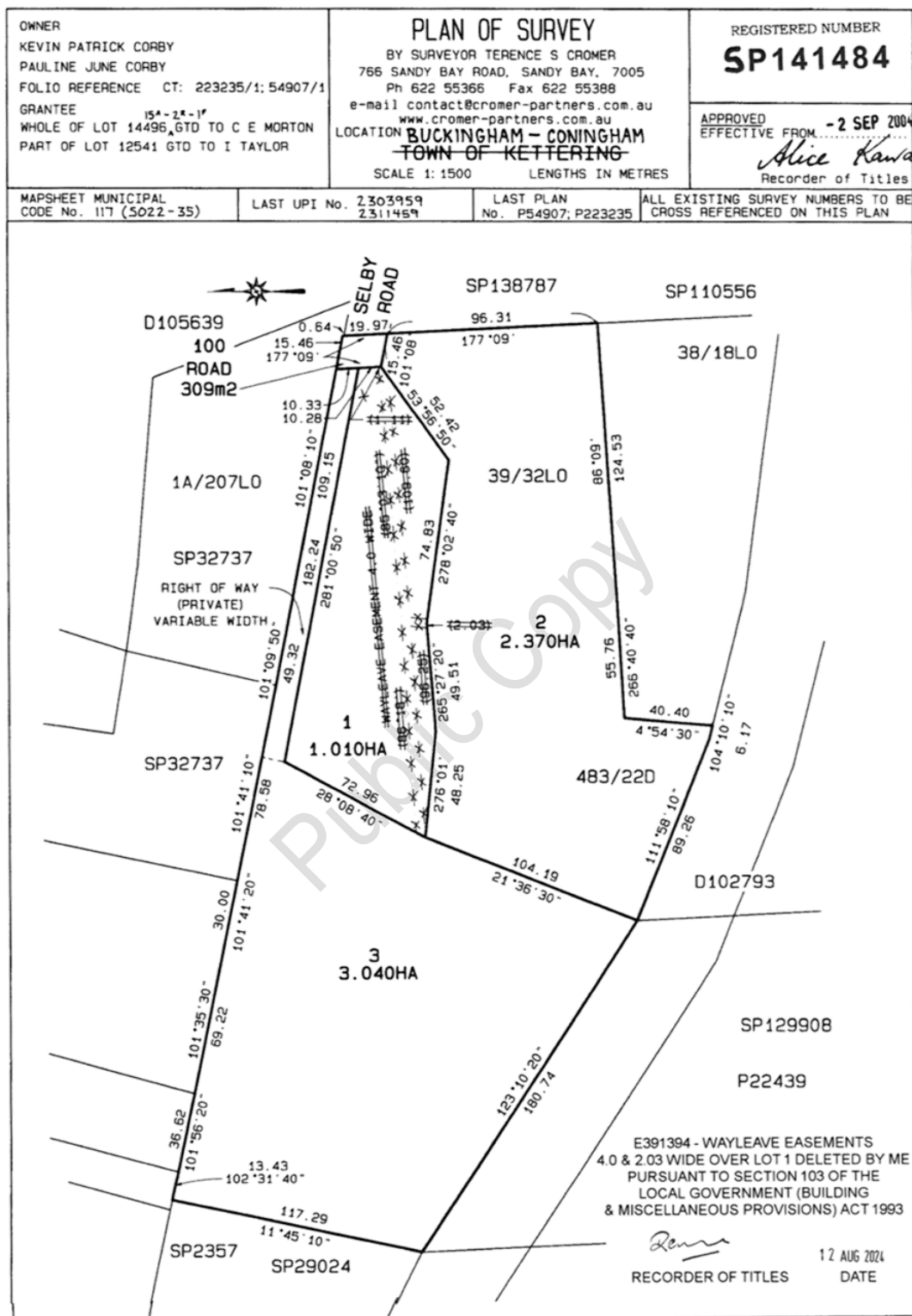
NOTICE: This folio is affected as to deleted fencing
 provision pursuant to Request to Amend No. E391394
 made under Section 103 of the Local Government
 (Building and Miscellaneous Provisions) Act 1993.
 Search Sealed Plan No. [141484](#) Lodged by WALLACE WILK
 & WEB on 18-July-2024 BP: E391394



FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



Search Date: 10 Apr 2026

Search Time: 04:11 pm

Volume Number: 141484

Revision Number: 05

Page 1 of 1

Documents and Resources and Environment Tasmania
Version: 1. Version Date: 10/04/2026

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SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	Registered Number SP14 1484
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PAGE 1 OF 3 PAGE/S

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
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- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Wayleave easement & fencing provision hereon deleted by me pursuant to Request to Amend No. E391394 made under Section 103 of the Local Government (Building & Miscellaneous Provisions) Act 1993

DEFINITIONS

~~"The Owner" means Kevin Patrick Corby and Pauline June Corby.~~

~~"Wayleave Easement and Restriction as to User of Land" means:-~~

~~FIRSTLY all the full and free right and liberty for Aurora Energy Pty Ltd and its successors and its and their servant, agents and contractors at all time hereafter:~~

To clear the lands shown as "Wayleave Easement" on the plan of wayleave easement annexed to the plan of the land of the registered proprietors in Folio of the Register ~~54907/1~~ ^{223235/1} (hereinafter called "the servient land") and to erect, construct, plan, inspect, alter, repair, renew, maintain and use in upon over and along and remove from the servient land towers, poles, wires, cables, apparatus appliances and other ancillary work (all of which are hereinafter collectively referred to as "the said lines") for the transmission and distribution of electrical energy and for purposes incidental thereto:-

To cause or permit electrical energy to flow or be transmitted through and along the said lines;

To cut away remove and keep clear of the said lines all trees and all other obstructions or erections of any nature whatsoever which may at any time overhang encroach or be in or on the servient land and which may in any way endanger or interfere with the proper operation of the said lines; and making good all damage occasioned thereby;

~~To enter into and upon the servient land and if necessary to cross the remainder of the said land~~

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: KEVIN PATRICK CORBY AND PAULINE JUNE CORBY FOLIO REF: JUNE CORBY 223235/1 & 54907/1 SOLICITOR & REFERENCE: HARD OELVIE & BREHENY	PLAN SEALED BY: KINGSTON COUNCIL DATE: 18/6/04 REF NO. 2002-122
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NOTE: The Council Delegate must sign the Certificate for the purposes of identification.



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 2 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
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NOTE:- Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.	

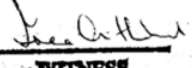
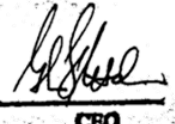


SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 3 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
Signed, sealed & delivered by the Retirement Benefits Fund Board by its duly constituted attorney Garry Lyall Fletcher pursuant to Power of Attorney Register No 70/0524 who declares that he has no notice of the revocation of such power of attorney in the presence of  WITNESS <i>IRENE AITKENHEAD</i>  CEO <i>Admin Assistant 39 SANDY SAT Road HOBART</i>	
NOTE:- Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.	



RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 141484	FOLIO 3
EDITION 7	DATE OF ISSUE 06-Oct-2025

SEARCH DATE : 10-Apr-2026

SEARCH TIME : 04.11 pm

DESCRIPTION OF LAND

Parish of CONINGHAM Land District of BUCKINGHAM
 Lot 3 on Sealed Plan [141484](#)
 Derivation : Part of Lot 14496 Gtd to C E Morton
 Prior CT [223235/1](#)

SCHEDULE 1

[N280417](#) TRANSFER to NATHAN LUKE WALLIS and KAREN ALICE WALKER
 Registered 06-Oct-2025 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
[SP141484](#) EASEMENTS in Schedule of Easements
[SP141484](#) WATER SUPPLY RESTRICTION
[SP141484](#) SEWERAGE AND/OR DRAINAGE RESTRICTION
[E431078](#) MORTGAGE to Westpac Banking Corporation Registered
 06-Oct-2025 at 12.01 pm

UNREGISTERED DEALINGS AND NOTATIONS

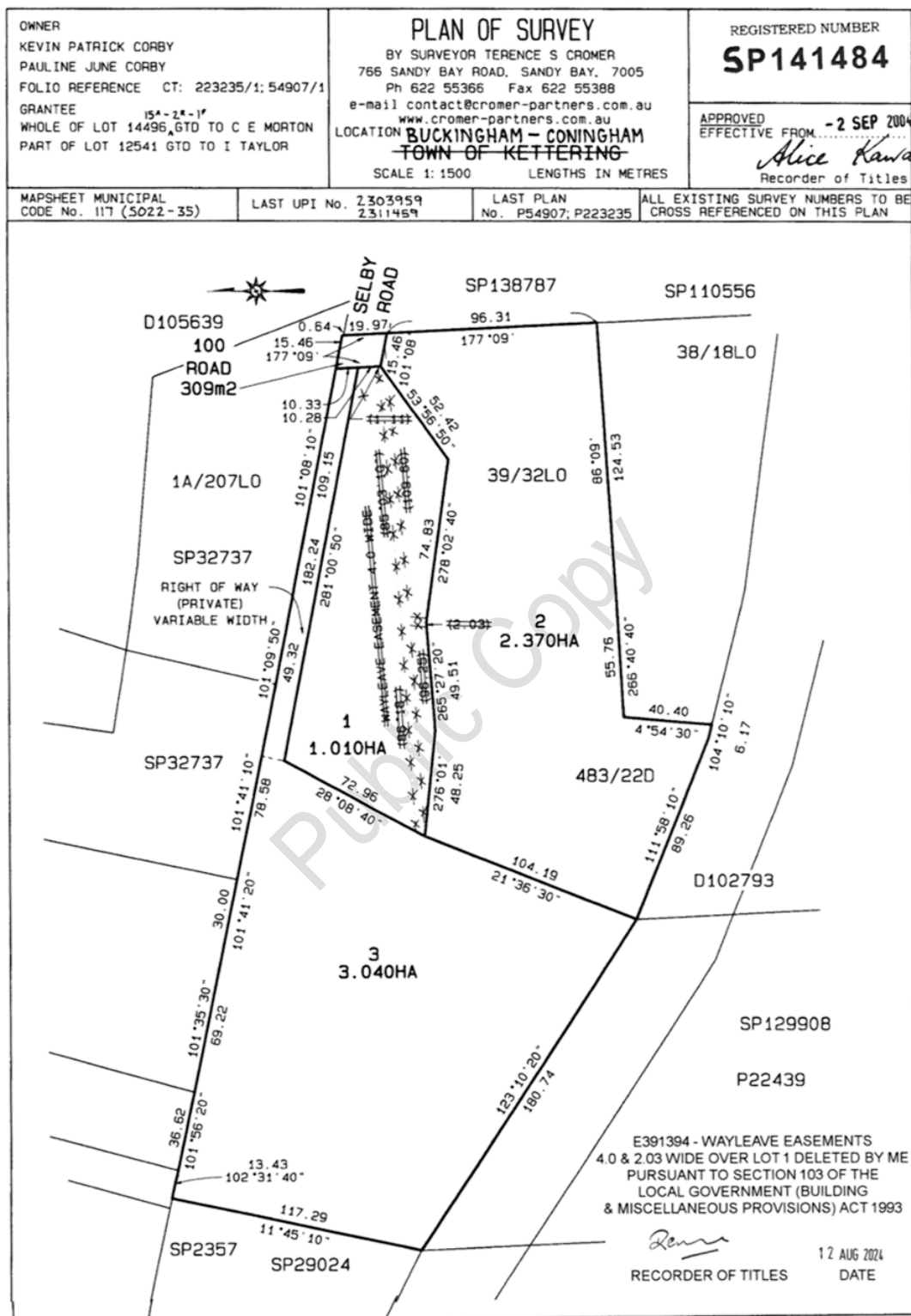
NOTICE: This folio is affected as to deleted fencing
 provision pursuant to Request to Amend No. E391394
 made under Section 103 of the Local Government
 (Building and Miscellaneous Provisions) Act 1993.
 Search Sealed Plan No. [141484](#) Lodged by WALLACE WILK
 & WEB on 18-July-2024 BP: E391394



FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



Search Date: 10 Apr 2026

Search Time: 04:11 pm

Volume Number: 141484

Revision Number: 05

Page 1 of 1

Documents and Data Sources and Environment Tasmania
Version: 1. Version Date: 10/04/2026

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SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	Registered Number SP14 1484
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PAGE 1 OF 3 PAGE/S

EASEMENTS AND PROFITS

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DEFINITIONS

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To clear the lands shown as "Wayleave Easement" on the plan of wayleave easement annexed to the plan of the land of the registered proprietors in Folio of the Register 54907/1 (hereinafter called "the servient land") and to erect, construct, plan, inspect, alter, repair, renew, maintain and use in upon over and along and remove from the servient land towers, poles, wires, cables, apparatus appliances and other ancillary work (all of which are hereinafter collectively referred to as "the said lines") for the transmission and distribution of electrical energy and for purposes incidental thereto:-

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~~To enter into and upon the servient land and if necessary to cross the remainder of the said land~~

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: KEVIN PATRICK CORBY AND PAULINE JUNE CORBY FOLIO REF: 223235/1 & 54907/1 SOLICITOR & REFERENCE: HAND OLLIVIE & BREHENY	PLAN SEALED BY: KINGSTON COUNCIL DATE: 18/6/04 REF NO. 122 Council Delegate GAVIN J. STANLEY
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 2 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
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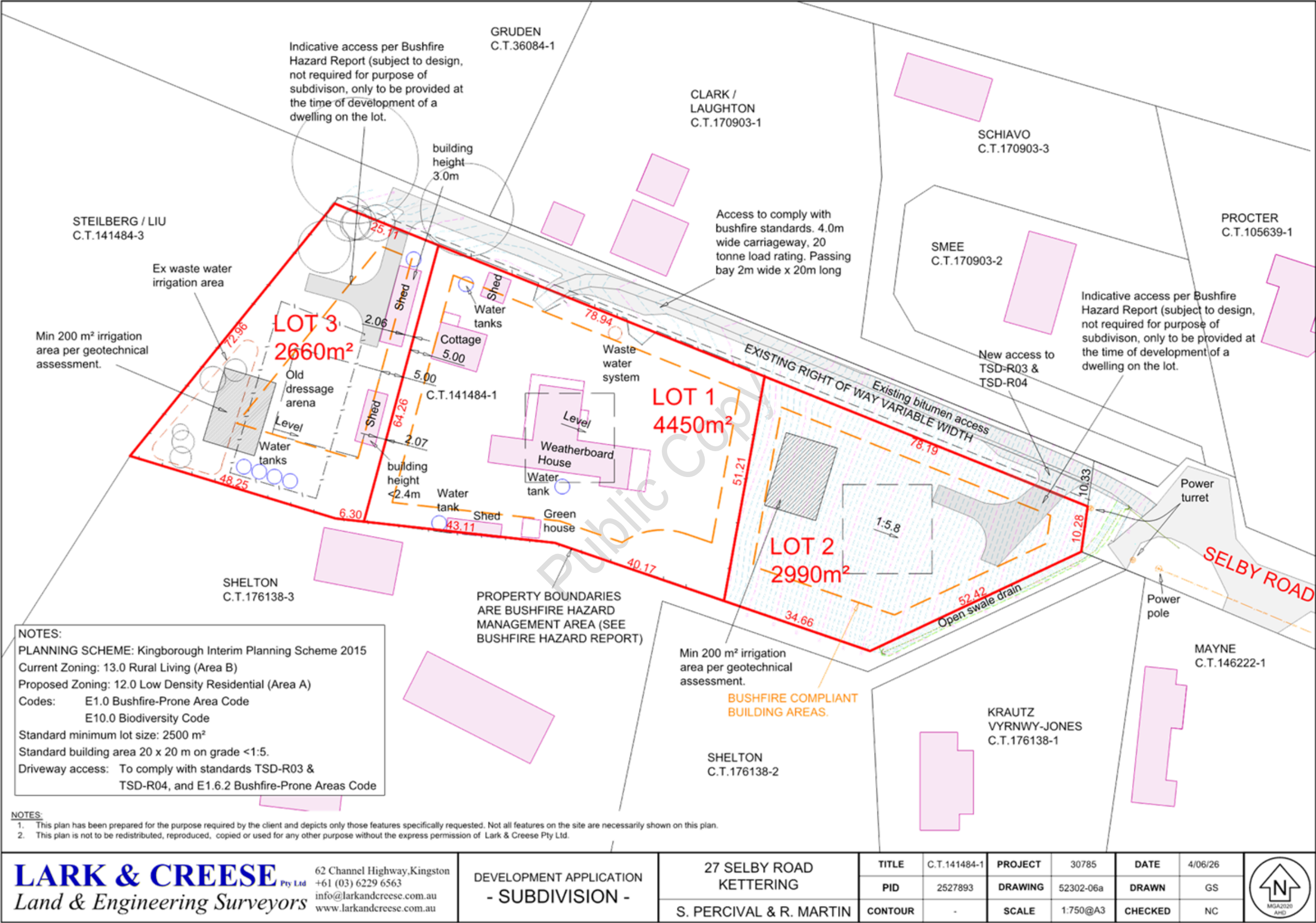
SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 3 OF 3 PAGES	Registered Number SP14 1484
SUBDIVIDER:- <i>KEVIN PATRICK CORBY AND PAULINE JUNE CORBY</i> FOLIO REFERENCE:- <i>223235/1 AND 54907/1</i>	
Signed, sealed & delivered by the Retirement Benefits Fund Board by its duly constituted attorney Garry Lyall Fletcher pursuant to Power of Attorney Register No 70/0524 who declares that he has no notice of the revocation of such power of attorney in the presence of WITNESS <i>IRENE H. PITKEATHLEY</i> CEO <i>Admin Assistant 39 SANDY SAT ROAD HOBART</i> Public Copy	
NOTE:- Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.	



Document Set ID: 4784368
Version: 1. Version Date: 04/06/2026

PLANNING AUTHORITY SESSION ADJOURNS

OPEN SESSION RESUMES

13 PETITIONS STILL BEING ACTIONED

There are no petitions still being actioned.

14 PETITIONS RECEIVED IN LAST PERIOD

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

15 OFFICERS REPORTS TO COUNCIL

15.1 ANNUAL PLAN 2026/2027

File Number: 25.3, 25.19

Author: Sarah Vella, Executive Officer

Authoriser: Dave Stewart, Chief Executive Officer

Strategic Plan Reference

Key Priority Area: 5. Doing the essentials efficiently and effectively so we can build for the future.

Strategic Outcome: 5.4 Statutory and governance functions which are delivered to a high standard.

1. PURPOSE

1.1 The purpose of this report is to present Council's Draft Annual Plan for 2026/27.

2. BACKGROUND

2.1 At the Council meeting on 15 June 2026, Council adopted the Estimates of Revenue and Expenditure for the 2026/27 financial year. The approved Annual Estimates have been incorporated within the Annual Plan 2026/27.

2.2 The proposed actions for 2026/27 were developed in conjunction with the abovementioned budget estimates, and are aligned to the Priorities and Outcome of the Strategic Plan 2025-2035.

3. STATUTORY REQUIREMENTS

3.1 Section 66 of the *Local Government Act 1993* requires that Council prepare and maintain a Strategic Plan.

3.2 Section 71 of the *Local Government Act 1993* requires that Council adopt an Annual Plan. The Annual Plan is to be:

- (a) *Consistent with the strategic plan;*
- (b) *Include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan;*
- (c) *Include a summary of the estimates adopted under section 82; and*

- (d) *Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.*

4. DISCUSSION

- 4.1 The Annual Plan 2026/27 highlights a summary of activities developed for delivery, in line with the Strategic Plan adopted by Council on 3 November 2025 (Minute C305/19-25 refers). It identifies the key actions, projects and service improvements that Council will focus on during the year, while recognising that delivery will be influenced by available resources, external approvals, grant funding, procurement processes and operational demands.
- 4.2 The activities highlighted in the Annual Plan are not an exhaustive list of Council's programs for the coming year. They provide a snapshot of activities that are to be implemented for each strategic priority.
- 4.3 The Annual Plan has been redesigned to be more concise in terms of the activities highlighted, focusing on activities identified through the application of a robust prioritisation methodology as being most critical to Council's achievement of strategic objectives.
- 4.4 To provide a full picture of the work Council will undertake in the next year, the Annual Plan and Budget Estimates are supported by the inclusion of our current Service Catalogue and the 2026/27 Capital Works Budget.
- 4.5 The final draft has been considered by Councillors through the workshop process and has been refined to improve clarity, strengthen alignment with strategic outcomes and provide a more readable public document.

5. FINANCE

- 5.1 The Annual Plan incorporates the Estimates of Revenue and Expenditure for the 2026-27 financial year, as approved by Council on 15 June 2026 (Minute C194/11-2026 refers).

6. ENVIRONMENT

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

7. COMMUNICATION AND CONSULTATION

- 7.1 Extensive community consultation was undertaken in developing the Kingborough Council Strategic Plan 2025-2035. As the first Annual Plan to deliver against that plan, this document translates those long-term priorities into a focused set of actions for the 2026/27 financial year.
- 7.2 The Annual Plan will be placed on Council's website and printed copies made for any person who requires a copy.

8. RISK

- 8.1 Following the adoption of the Budget Estimates, which were developed in conjunction with the annual planning process, there is no risk in adopting the Annual Plan.

9. CONCLUSION

- 9.1 The Annual Plan, including the summary of Strategic Actions and Estimates, Service Catalogue and Capital Works Budget, describes Council's main activities for the 2026/27 financial year.

10. RECOMMENDATION

That in accordance with Section 71 of the *Local Government Act 1993*, Council adopts the Annual Plan for the 2026/27 financial year and instructs the Chief Executive Officer to:

- a) Make a copy of the Annual Plan available for public inspection at the Civic Centre and on Council's website; and
- b) Provide a copy of the Annual Plan to the Director of Local Government and to the Director of Public Health.

ATTACHMENTS**1. Annual Plan 2026/27**

Public Copy

ANNUAL PLAN 2026/27

Kingborough



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Acknowledgement to Traditional Custodians

We acknowledge the Traditional Custodians who have walked upon and cared for this land for thousands of years.

We pay our respects to the elders, past and present, and acknowledge today's Tasmanian Aboriginal people who follow in their ancestors' footsteps.

From the Acting Mayor & Chief Executive Officer

Kingborough Council's 2026/27 Annual Plan sets out the key priorities, projects and improvements that will guide our work over the year ahead.

It comes at an important time for Council and for the Kingborough community. Our municipality continues to grow and change, and the expectations placed on local government are also changing. Council is being asked to deliver essential services, maintain community infrastructure, respond to new challenges and plan carefully for the future, while also managing increasing costs and financial pressures.

This Annual Plan reflects a Council that is focused on modernising the way it works and being more innovative in how it responds to community challenges. That means improving our systems, strengthening our planning, investing in our people, and making it easier for the community to access the services and information they need. It also means working with partners where that can deliver better results. A good example is Council's involvement with RACT and the City of Hobart on a bushfire resilience pilot, which brings together local knowledge, practical household-level action,

research and insurance insights to help communities better understand and reduce bushfire risk.

A major focus this year is Council's investment in digital systems and better internal processes. This includes improvements to customer service, online forms, bookings and payments, records management, reporting, project management, and the way we use data to support decision-making. These investments are not about technology for its own sake. They are about creating a more efficient, accessible and responsive Council.

This work is closely linked to Council's broader internal improvement program. We are continuing to strengthen how we plan, prioritise, manage risk, track performance and support delivery across the organisation. There is also a strong focus on improving our development assessment processes and services, so that applicants, residents and the broader community experience a more timely, clear and consistent approach. These changes are important if Council is to meet community expectations while also operating within its means.

The 2026/27 Budget has been prepared with a strong focus on prudent financial management and long-term financial sustainability. Like many councils, Kingborough is facing rising costs, growing demand for services, and the need to maintain a large and ageing asset base. This year's budget includes savings and efficiency measures, alongside targeted investment in the systems, services and infrastructure that will help Council become more sustainable over time.

This is a balanced approach. It recognises the need to control costs and make careful choices, while still investing in the areas that will improve service delivery, strengthen the organisation and support the future needs of the community.

The capital works program for 2026/27 also reflects a more disciplined approach. Council is placing greater emphasis on renewal, which means looking after the assets we already have before committing to new ones. Roads, footpaths, stormwater, buildings, parks and community facilities all require ongoing care and investment. This renewal-first approach helps protect service levels, manage risk and make better long-term financial decisions.

A priority work stream this year will be Council's Strategic Asset Management Plan. This work will help Council better understand the condition, cost and future investment needs of its assets, and ensure that decisions about infrastructure are aligned with service levels, affordability and long-term financial sustainability.

Communication and engagement with the community will also remain central to Council's work. Kingborough includes urban, rural, coastal and island communities, from Kingston and Blackmans Bay through to Flowerpot and Bruny Island. These communities do not all have the same needs, experiences or expectations. Council must continue to improve how it listens, explains decisions, seeks feedback and keeps people informed.

The local government election in October will also be an important moment for Kingborough. Council officers will support a smooth transition to the elected Council and work constructively with elected members as they set priorities and make decisions on behalf of the community.

This Annual Plan is both practical and forward-looking. It focuses on delivering essential services today, while also building the capability, systems and financial discipline needed for the future. It reflects a Council that is changing with purpose: becoming more contemporary, more efficient and better placed to meet the needs of the community.

Most importantly, it reflects our commitment to serving Kingborough well. Our role is to make sound decisions, deliver services people rely on, care for community assets, communicate clearly, and continue building a Council that is capable, responsible and trusted.



Cr Christian Street
ACTING MAYOR



Dave Stewart
CHIEF EXECUTIVE OFFICER



About the Annual Plan



Art & Sculpture Trail Launch November 2025

Under section 71 of the *Local Government Act 1993*, Council is required to prepare an Annual Plan for each financial year. The Annual Plan must be consistent with Council's Strategic Plan and explain how Council will work towards the goals and objectives set out in that plan.

The Annual Plan must include a statement of how Council will meet the goals and objectives of the Strategic Plan, estimates of revenue and expenditure for the financial year, and a summary of major strategies relating to public health goals and objectives.

The budget estimates and public health summary included in the Annual Plan support transparency about how Council will fund and deliver its services, projects and priorities during the year.

How the Annual Plan is Developed

Kingborough Council delivers a wide range of services every day, from maintaining roads, parks and public facilities to waste management, development assessment, community services, recreation, emergency management and customer service. Much of this work is ongoing and forms the core services that the community relies on throughout the year.

The Annual Plan is not intended to be a comprehensive list of everything Council does. Instead, it identifies the most significant initiatives and priorities for the financial year, providing a clear and accessible picture of where Council is directing its resources, attention and investment.

A Focus on Strategic Priorities

For 2026/27, Council has refined its approach to annual planning to create a more focused and meaningful document. Rather than listing a large number of individual activities, the Annual Plan concentrates on the initiatives that are most important to achieving the objectives of Council's Strategic Plan 2025-2035.

This approach allows the Annual Plan to highlight the projects, programs and improvements expected to have the greatest impact on the community, while recognising that substantial operational work continues across the organisation. Progress against the strategic priorities identified in the Annual Plan is reported through Council's Annual Report.

Community Consultation

Extensive community consultation was undertaken in developing the Kingborough Council Strategic Plan 2025-2035. As the first Annual Plan to deliver against that plan, this document translates those long-term priorities into a focused set of actions for the 2026/27 financial year.

What is Included in the Annual Plan?

To ensure a consistent and transparent approach, proposed initiatives were assessed against a set of criteria designed to identify activities of strategic significance.

Initiatives were generally included where they:

- are highly visible to the community;
- are strategically important to Council's long-term objectives;
- involve significant investment or organisational resources;
- deliver major improvements or transformational change;
- address critical organisational risks or resilience;
- are of significant interest to councillors or the community; or
- have substantial consequences if they are not delivered successfully.

This framework ensures the Annual Plan focuses on the matters that are most important for Council and the community to monitor throughout the year.

What is Not Included?

Many important activities and initiatives do not appear in the Annual Plan. This does not mean they are a lower priority or that they will not be delivered.

Routine service delivery, operational activities, maintenance programs, regulatory functions and internal business processes are generally managed through departmental work plans and day-to-day operations. These activities form the foundation of Council's services and continue whether or not they are specifically identified in the Annual Plan.

To assist readers, the Council Service Catalogue at the back of the plan provides an overview of many of the services and activities Council delivers for the community.

Supported by Detailed Work Plans

The Annual Plan sits at the top of a broader planning framework.

Behind each Annual Plan initiative are detailed departmental, team and individual work plans that set out the actions, projects, milestones and resources required to deliver Council's commitments. Internal performance management also supports other initiatives and operational activities, helping the organisation track delivery against the strategic priorities identified in the Annual Plan. This ensures that while the published Annual Plan remains concise and accessible, Council maintains a comprehensive program of work across the organisation.

Delivering What Matters Most

The result is a more focused Annual Plan that concentrates on Council's most significant priorities while maintaining visibility of the major projects, improvements and strategic initiatives that will shape Kingborough's future. By clearly distinguishing between strategic priorities and ongoing operational activities, the Annual Plan provides a transparent and accountable framework for understanding what Council is seeking to achieve during the year, how progress will be reported, and how those efforts contribute to the long-term goals of the Kingborough community.



Basketball Courts at Dru Point, Margate

Strategic Framework

Vision:

Our community is at the heart of everything we do.

Purpose:

To make Kingborough a great place to live.



Priority 1

Helping our community stay safe, healthy and well connected

Outcomes

- 1.1 A Council that purposefully engages with its community
- 1.2 Greater collective wellbeing and social cohesion.
- 1.3 Effective advocacy for the Kingborough community.

Actions / Initiatives

Develop and deliver customer experience improvements, including a website redesign and a digital community portal

Undertake a community survey to determine preferred methods for engagement across a broad range of stakeholders and utilise findings to inform future engagement practices.

Develop and implement a Community Development Strategy for Kingborough.

Implement the action plan contained in Council's Health and Wellbeing Strategy.

As a member Council of the Greater Hobart Strategic Partnership, advocate for policy on affordable housing supply.

Priority 2

Growing together with well-planned spaces and infrastructure

Outcomes

- 2.1 Services and assets which meet the current and future requirements of the community
- 2.2 Embedded and contemporary land use planning systems to manage the current and future impacts of development

Actions / Initiatives

Develop a Strategic Asset Management Plan to align asset investment, service levels and long-term financial sustainability by February 2027.

Develop levels of service for transport assets which align with community expectations and financial sustainability by March 2027.

Implement Council's Project Management Framework to strengthen governance, consistency, reporting, communication and delivery outcomes across the capital works program.

Finalise and embed the Kingborough Local Provisions Schedule under the Tasmanian State Planning Scheme.

Undertake a review of statutory planning services at Council and implement improvements identified.

Priority 3

Caring for where we live and preparing for the future

Outcomes

- 3.1 A Council which demonstrates strong environmental stewardship practices.
- 3.2 A community that has a well-developed sense of natural and cultural heritage.
- 3.3 The community and Council are prepared for, and resilient to, emergency events.
- 3.4 Council is building climate resilience by planning for climate impacts.

Actions / Initiatives

Develop and deliver a Natural Areas and Biodiversity Strategy to focus work on managing the key threats to Council reserves, ecosystems and native plants and animals.

Continue to build cultural safety at Council and develop opportunities to collaborate with the Tasmanian Aboriginal community

Update and deliver Council's Bushfire Risk Reduction Strategy to reduce the impact of bushfires on our community.

Deliver identified climate adaptation and emissions reduction initiatives to strengthen Council resilience and progress toward Net Zero by 2035.

Finalise and commence implementation of the Kingborough Disaster Resilience Strategy, integrating existing community resilience programs and the Bushfire Risk Reduction Pilot with RACT.

Develop and adopt a new Waste Management Strategy to guide sustainable, cost-effective waste services, improve resource recovery and reduce waste to landfill.

Priority 4

Fostering a welcoming, vibrant and thriving Kingborough

Outcomes

- 4.1 Vibrant, welcoming local areas that spark social connection and recreation.
- 4.2 A flourishing local economy.
- 4.3 A shared narrative that reflects the municipality's identity, values, history and aspirations.

Actions / Initiatives

Commence development on A Vision for Kingborough, a long-term plan for the future of the municipality and the communities who live here.

Identify key strategic planning initiatives for Kingborough and develop an implementation plan for delivery.

Develop a future plan for the vacant lots at Kingston Park, identifying opportunities to add value to the precinct.

Progress the Kingborough Sports Precinct redevelopment to facilitate the AFL High Performance Centre and strengthen community sport and recreation opportunities.

Priority 5

Doing the essentials efficiently and effectively so we can build for the future

Outcomes

- 5.1 Council has financial capacity to meet future needs and opportunities.
- 5.2 Council is a desirable place to work.
- 5.3 A corporate culture that delivers high quality customer service and encourages innovation.
- 5.4 Statutory and governance functions which are delivered to a high standard.

Actions / Initiatives

Develop and implement a Long-Term Financial Plan to support Council's financial sustainability and inform future service and infrastructure investment decisions, by March 2027.

Deliver year one of the Kingborough Council digital strategy 2026-2030, making Council services simpler and easier to use online, in-person, or over the phone, and strengthening the systems and skills behind them

Implement initiatives that strengthen organisational culture and continue to make Council a desirable and rewarding place to work.

Commence a Work Health and Safety review and uplift program to strengthen safety systems, culture and the wellbeing of our people.

Review and implement an enhanced Risk Management Framework, by March 2027, to strengthen organisational resilience, governance and informed decision-making across Council.

Council Service Catalogue

Strategic Alignment	Service Domain	Service	Core Service Activities
Doing the essentials efficiently and effectively so we can build for the future	Governance and Leadership	Council Governance	Council meetings; Planning Authority meetings; councillor workshops; agenda and minute preparation; governance advice; delegations management; policy framework.
		Democratic Services	Local government elections; councillor induction; councillor support; code of conduct administration; public question time; petitions.
		Legislative Compliance	Statutory reporting; legislative compliance management; Public Interest Disclosures; Right to Information; records of decisions; governance audits; legal counsel.
		Risk, Audit and Assurance	Enterprise risk management; internal audit coordination; Audit Panel administration; business continuity; insurance management; compliance monitoring.

Strategic Alignment	Service Domain	Service	Core Service Activities
Helping our community stay safe, healthy and well connected	Customer and Community Services	Customer Service	Front counter services; phone enquiries; service request management; community feedback and complaints.
Doing the essentials efficiently and effectively so we can build for the future			
		Community Development	Community grants; community capacity building; volunteer support; social inclusion initiatives; neighbourhood development.
		Community Wellbeing	Positive ageing programs; youth services; community support programs; access and inclusion initiatives; multicultural initiatives.
		Community Resilience	Community resilience planning; emergency preparedness education; disaster recovery support; community recovery programs.
		Arts, Culture and Events	Community events; arts development; cultural programming; public art; festival coordination.
		Community Engagement	Public consultation; stakeholder engagement; strategy consultation; community surveys; participation programs.
		Urban Design	CCTV cameras; lighting

Strategic Alignment	Service Domain	Service	Core Service Activities
Growing together with well-planned spaces and infrastructure	Planning and Development	Strategic Planning	Local Provisions Schedule; strategic land use planning; structure planning; precinct planning; Specific Area Plans; planning scheme amendments.
		Statutory Planning	Development applications; planning permits; planning compliance; representation management; appeals support.
		Building and Plumbing	Building permits; plumbing permits; occupancy permits; building compliance; building inspections; plumbing inspections.
		Development Engineering	Subdivision assessment; development servicing advice; engineering approvals; road and drainage referrals; asset handovers.
Caring for where we live and preparing for the future	Environment and Sustainability	Environmental Management	Environmental strategy; biodiversity management; natural area planning; environmental education.
		Climate Change	Climate action implementation; emissions reduction programs; climate adaptation planning; climate policy development.
		Biodiversity and Natural Areas	Bushland management; weed management; habitat protection; coastal reserve management.
		Coastal Management	Coastal hazard planning; shoreline management; coastal adaptation planning; coastal infrastructure assessment.
		Environmental Health	Food business inspections; public health investigations; immunisation programs; on-site wastewater regulation; accommodation inspections; environmental nuisance investigations.
		Animal Management	Dog registration; cat management; animal compliance; animal welfare investigations; pound management.

Strategic Alignment	Service Domain	Service	Core Service Activities
Caring for where we live and preparing for the future	Waste and Resource Recovery	Kerbside Waste Collection	General waste collection; recycling collection; FOGO collection; bin replacement services.
		Resource Recovery Centres	Barretta Waste Facility operations; Bruny Island Transfer Station operations; waste disposal services, re-use shop.
		Waste Education	Recycling education; waste minimisation programs; community awareness campaigns.
		Landfill Management	Environmental monitoring; post-closure management; gas monitoring; regulatory compliance.
Growing together with well-planned spaces and infrastructure Caring for where we live and preparing for the future	Infrastructure and Assets	Asset Management	Asset planning; asset lifecycle modelling, asset management plans; asset condition assessments; service level planning, asset data and special systems.
		Roads	Road maintenance; road reconstruction; road safety improvements; road inspections, permits, public enquires
		Footpaths and Shared Paths	Footpath maintenance; shared path development; walking infrastructure.
		Stormwater	Stormwater maintenance; drainage upgrades; flood mitigation; water quality management, flood studies, public enquiries
		Civil Design	Engineering design; surveying; project scoping; technical standards.
		Capital Works	Capital program delivery; infrastructure project management; contract administration; construction supervision.

Strategic Alignment	Service Domain	Service	Core Service Activities
Fostering a welcoming, vibrant and thriving Kingborough Growing together with well-planned spaces and infrastructure	Parks, Recreation and Open Space	Parks and Reserves	Park maintenance; garden maintenance; public open space management; street landscaping.
		Playgrounds	Playground inspections; playground renewal; playground maintenance.
		Sportsgrounds	Sports field maintenance; turf management; sporting infrastructure maintenance and development.
		Tracks and Trails	Trail maintenance; track construction; recreational path planning.
		Public Amenities	Public toilets; barbecues; street furniture; shelters.
Fostering a welcoming, vibrant and thriving Kingborough Growing together with well-planned spaces and infrastructure	Recreation, Property and Facilities	Recreation Facilities	Sporting facility management; recreation bookings; recreational facility development; recreation facility operations.
		Community Facilities	Community halls; community centres; meeting spaces; facility hire.
		Property Management	Property acquisition; property disposal; leasing and licensing; property maintenance coordination.
		Strategic Recreation Planning	Recreation master plans; open space planning; sports planning.

Strategic Alignment	Service Domain	Service	Core Service Activities
Doing the essentials efficiently and effectively so we can build for the future	Fleet, Plant and Operations	Plant and Fleet	Fleet procurement; fleet maintenance; plant management; heavy equipment operations.
		Building Maintenance	Building maintenance; facility repairs; essential services compliance; minor capital upgrades.
		Works Operations	Civil maintenance crews; emergency response works; operational construction works, stormwater maintenance
Doing the essentials efficiently and effectively so we can build for the future	Corporate and Business Services	Finance	Budget development; financial reporting; accounts payable; accounts receivable; treasury management.
		Revenue	Rates administration; debt management; fire levy collection; fees and charges administration.
		Procurement	Tendering; contract management; purchasing; supplier management.
		Payroll	Payroll processing; employee reimbursements; superannuation administration.
		Human Resources	Recruitment; workforce planning; learning and development; industrial relations; employee wellbeing.
		Work Health and Safety	WHS compliance; incident management; injury management; safety systems.

Strategic Alignment	Service Domain	Service	Core Service Activities
Doing the essentials efficiently and effectively so we can build for the future Helping our community stay safe, healthy and well connected	Digital, Information and Technology	Information Technology	Infrastructure management; cyber security; systems administration; help desk services.
		Digital Experience	Website administration; online services; Customer Relationship Management and service delivery platforms; digital transformation.
		Information Management	Records management; data governance; archives; privacy management.
		GIS and Spatial Services	Spatial data management; mapping services; asset mapping; planning mapping.
Doing the essentials efficiently and effectively so we can build for the future	Corporate Strategy and Performance	Strategic Planning	Strategic Plan development; Annual Plan development; corporate planning.
		Organisational Performance	Business performance reporting; Key Performance Indicator reporting; continuous improvement.
		Project and Program Management	Major project governance; corporate projects; program management methodology.
		Organisational Development	Service reviews; business improvement; organisational design.

Public Health Goals & Objectives

Kingborough Council is committed to creating and maintaining a healthy and resilient environment for our community through education and the regulation of public and environmental health activities. The Environmental Health program covers a wide range of aspects of the natural and built environment that may affect the health and well-being of the community. Council is responsible for ensuring the statutory obligations under the *Public Health Act 1997*, the *Environmental Management and Pollution Control Act 1994*, the *Food Act 2003*, Food Regulations 2022 and the *Local Government Act 1993* are met.

Our public health programs include immunisations, food safety, water quality monitoring (recreational waterways and public pools), private water supplies, smoke-free areas, place of assembly assessment, public health risk activities and the regulatory management of these issues.

Food Safety

Our officers routinely inspect registered food premises within the municipality and check to make sure that these businesses are operating in line with the requirements of the *Food Act 2003* and the Food Safety Standards. Council currently has 269 registered fixed and mobile food premises. Environmental Health Officers consider the following when inspecting food businesses:

- Cleanliness
- Safe food handling practices
- Appropriate temperature control of potentially hazardous food
- Food labelling
- Whether the premises and equipment are being maintained to an acceptable level.

The Environmental Health team participates in the Southern Food Sampling program.

Immunisation

Council coordinates and implements a Public Health Immunisation Program which includes school-based immunisations, infant clinics and school catch up clinics.

Water Quality

Monitoring and improving recreational water quality continues to be a priority. Sampling at popular swimming beaches in the Derwent, the Channel and Bruny Island is undertaken every Tuesday during the recreational season of December to March. This information is reported to the community through the Derwent Estuary Program's, Beach Watch Program. Council officers work together to monitor, sample our beaches and stormwater outfalls to track and trace any potential contamination sources. We collaborate with the Derwent Estuary Program, the Department of Health and TasWater to ensure the high community value placed on recreational beach use is maintained.

Summary of Budget Estimates

The annual budget is an iterative process generally beginning in January each year. Draft estimates of both the operational and capital budgets are prepared and reviewed through multiple iterations during workshops with Councillors, held from February to May. These workshops provide an opportunity for detailed consideration and refinement of the budget.

The budget is formulated within the framework of Council's long term financial modelling, ensuring alignment with strategic priorities and financial sustainability.

The final budget estimates and rating resolutions for the 2026/27 financial year were formally adopted by Council at its meeting on 15 June 2026.

Budget Statement of Cash Flows 30 June 2027

	Budget 2026/27 \$'000	Budget 2025/26 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Ratepayers & Users	55,719	51,858
Payments to Suppliers & Staff	(43,892)	(40,607)
Interest	584	377
Operating Grants	4,127	3,394
Dividends - TasWater	1,232	1,602
Borrowing Costs	(552)	(670)
Payments to Government	(2,305)	(2,224)
Net Cash Flow from Operating Activities	14,913	13,730
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from the Sale of Assets	400	400
Developer Contributions	300	230
Acquisition of Capital Assets (incl Plant)	(20,951)	(20,294)
Net Cash Flow used in Investing Activities	(20,251)	(19,664)
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment of Borrowings	0	0
Receipts from Government - Capital	3,903	2,901
Loan proceeds	0	0
Net Cash Flow from Financing Activities	3,903	2,901
NET (DECREASE)/INCREASE IN CASH HELD	(1,435)	(3,034)
Cash at the Beginning of the Year	12,690	12,346
CASH AT THE END OF THE YEAR	11,255	9,311

Budget Statement of Financial Position 30 June 2027

	2026/27 \$'000	2025/26 \$'000
CURRENT ASSETS		
Cash	1,500	1,500
Investments	9,755	7,811
Receivables	2,269	1,538
Other	84	81
Total Current Assets	13,608	10,930
NON-CURRENT ASSETS		
Land and Buildings	258,034	247,544
Plant and Vehicles	7,400	5,973
Furniture and Equipment	533	479
Infrastructure Assets	729,833	686,620
Intangible Assets	1,072	758
Investment - Copping Waste Authority	8,015	6,424
Investment - TasWater	102,588	100,625
Total Non-Current Assets	1,107,475	1,048,423
TOTAL ASSETS	1,121,083	1,059,353
CURRENT LIABILITIES		
Creditors	8,370	5,712
Provisions	2,546	2,635
Loan Borrowings (Incl lease liab)	-	-
Trust Funds & Deposits	1,873	1,570
Total Current Liabilities	12,789	9,917
NON-CURRENT LIABILITIES		
Loan Borrowings	10,900	13,900
Provisions	2,013	1,914
Total Non-Current Liabilities	12,913	15,814
TOTAL LIABILITIES	25,702	25,731
NET ASSETS	1,095,380	1,033,621
COMMUNITY EQUITY		
Reserves	762,513	726,713
Accumulated Surplus	332,867	306,908
TOTAL COMMUNITY EQUITY	1,095,380	1,033,621

Budget Operating Statement for the Year Ended 30 June 2027

	2026/27 \$'000	2025/26 \$'000
INCOME		
Rates	47,054	43,781
Fire Service Levies	2,305	2,224
Statutory Fees & Fines	2,106	1,875
User Charges	2,256	1,931
Grants - Operating	4,127	3,394
Contributions - cash	300	230
Interest	584	377
Other Income	2,148	2,027
Dividends - TasWater	1,232	1,602
Share of profit (loss) in associate/subsidiary	1,266	1,011
Total Operating Income	63,378	58,452
EXPENSES		
Materials and Contracts	15,610	13,987
Employee Costs	22,937	21,474
Depreciation	18,525	16,945
Levies to State Government	2,305	2,224
Borrowing Costs	552	670
Other Expenses	5,343	4,925
Carrying Amount of Assets Retired (written off)	750	750
Total Operating Expenses	66,022	60,975
Capital and Non-Recurring Items		
Capital Grants and contributions	3,903	2,901
Contributions - non cash	1,000	1,000
NET SURPLUS (DEFICIT)	2,258	1,378
Adjust Capital and Non recurring items		
Capital items	4,903	3,901
Profit on sale of land	0	0
UNDERLYING SURPLUS / (DEFICIT)	(2,645)	(2,523)

Capital Works Budget

ROADS			
Roads			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Wells Parade (vic90-110) Reconstruction	Blackmans Bay	\$570,000	\$0
Summerleas Rd / Gryces Rd Intersection Upgrade	Kingston	\$30,000	\$0
Margate Main Street Master Plan	Margate / Electrona / Barretta	\$50,000	\$500,000
Leslie Road Rehabilitation (vic 535-747)	Leslie Vale / Neika / Longley	\$650,000	\$0
Illawong Crescent Tarooma Road Reconstruction	Tarooma / Bonnet Hill	\$30,000	\$0
Crescent Drive (vic1-23) Traffic Separation	Margate / Electrona / Barretta	\$240,000	\$0
Cleburne Street, SW, FP & Road Rehabilitation (Maranoa to vic 24)	Kingston	\$65,000	\$600,000
Belhaven Avenue (vic2-16) Reconstruction	Tarooma / Bonnet Hill	\$750,000	\$0
Adventure Bay Road (vic Coal Point) Reconstruction	Bruny Island	\$90,000	\$1,000,000
Van Morey Road (Merediths-Frosts) Reconstruction	Margate / Electrona / Barretta	\$50,000	\$850,000
Stewart Crescent Reconstruction	Tarooma / Bonnet Hill	\$1,500,000	\$0
Jarvis Road Junction Sealing	Snug / Lower Snug / Coningham	\$80,000	\$0
Huon Road Safety Improvements	Leslie Vale / Neika / Longley	\$180,000	\$0
Auburn Road Reconstruction - Design finalisation	Kingston	\$55,000	\$0
Van Morey Road Sealing to Old Bernies Road (Design Dev - Funding Pending)	Margate / Electrona / Barretta	\$60,000	\$0
Lighthouse Road Sealing Lunawanna (Design Dev - Funding Pending)	Bruny Island	\$60,000	\$0
Road to Recovery Grant Allocation 2027-2029	Allocation Across Localities	\$0	\$0
Project Development Allocation	Allocation Across Localities	\$100,000	\$100,000
Future Design Projects	Allocation Across Localities	\$150,000	\$150,000
Burwood Drive (vic69-130) Footpath and widening	Blackmans Bay	\$585,000	\$0
Wyburton Place / Clare Street Recon - 2027 funding split allocation	Margate / Electrona / Barretta	\$880,000	\$0
Streetlight Pole Replacements	Allocation Across Localities	\$60,000	\$20,000
FY27 TOTAL		\$6,235,000	

Resealing Program			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Waterworth Drive	Margate / Electrona / Barretta	\$79,200	\$0
Tinderbox Road	Howden / Tinderbox	\$231,000	\$0
Prep Works Allocation	Allocation Across Localities	\$300,000	\$300,000
Pelverata Reseal and stabilisation works (vic Peacehaven)	Sandfly / Allens Rivulet / Kaoota	\$250,000	\$0
Old Channel Highway (vic 2101)	Margate / Electrona / Barretta	\$34,100	\$0
Maweena Place	Kingston	\$62,700	\$0
Harts Road	Snug / Lower Snug / Coningham	\$11,000	\$0
Cherrywood Road	Snug / Lower Snug / Coningham	\$33,000	\$0
Bloomsbury Lane	Kettering / Oyster Cove	\$18,700	\$0
Auburn Road (vic 77)	Kingston	\$39,600	\$0
Adventure Bay Road (Section 1km-2km)	Bruny Island	\$115,500	\$0
FY27 TOTAL		\$1,174,800	
Resheeting Program			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Resheeting FY28 - Prep Work (Culvert Installation and Vegetation)	Allocation Across Localities	\$200,000	\$200,000
Manuka Road	Kettering / Oyster Cove	\$231,000	\$0
Kaoota Road	Leslie Vale / Neika / Longley	\$408,000	\$0
Power Road	Bruny Island	\$181,000	\$0
FY27 TOTAL		\$1,020,000	
Footpaths / Access Ramps			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Footpath Priority Section Renewals	Allocation Across Localities	\$300,000	\$300,000
Sirius Drive to Park & Ride Footpath	Huntingfield	\$350,000	\$0
Channel Hwy / Torpy Ave, Snug - Local Path Link	Snug / Lower Snug / Coningham	\$65,000	\$0
Adventure Bay Road (vic 996) Footpath	Bruny Island	\$410,000	\$0
Access Ramps	Allocation Across Localities	\$20,000	\$20,000
Channel Hwy Lower Snug Pedestrian Refuge Crossing	Snug / Lower Snug / Coningham	\$20,000	\$300,000
FY27 TOTAL		\$1,165,000	

Bridges / Jetties			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Middleton Foreshore Boat Ramp & Jetty	Middleton / Gordon	\$20,000	\$0
Kingston Beach Sailing Club Boat Ramp & Jetty	Kingston Beach	\$20,000	\$576,000
Browns River Pedestrian Bridge Replacement	Kingston Beach	\$25,000	\$0
FY27 TOTAL		\$65,000	

STORMWATER			
Stormwater			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Woodlands-Hazell SW Upgrade	Blackmans Bay	\$90,000	\$1,000,000
Taroona Catchment Investigation	Taroona / Bonnet Hill	\$120,000	\$0
Suncoast Drive Blackmans Bay SW Upgrade	Blackmans Bay	\$500,000	\$0
Rural culvert upgrades	Allocation Across Localities	\$150,000	\$100,000
Roslyn-Wells SW Upgrade	Blackmans Bay	\$125,000	\$0
Nolan-Willowbend SW Upgrade	Kingston	\$30,000	\$700,000
KSC Catchment Upgrade - O'Connor Drive	Kingston	\$760,000	\$1,495,000
Drysdale-Whitewater SW Upgrade	Kingston	\$10,000	\$500,000
FY27 TOTAL		\$1,785,000	

BUILDINGS			
Buildings			
Project Title	Locality	FY27 Budget	* FY28 Forecast
KSC Main Stadium - Roof Refurbishment	KSC	\$100,000	\$0
Tinderbox Foreshore Toilet - Replacement and Upgrade	Howden / Tinderbox	\$350,000	\$0
Kingborough CCTV and Facility Access Assessment and Upgrade	Organisation and Plant	\$200,000	\$200,000
Dennes Point Foreshore Toilet - Flooring Upgrade	Bruny Island	\$40,000	\$0
Taroona Community Hall - Renovation stage 2	Taroona / Bonnet Hill	\$350,000	\$0
Alonnah Hall and Cricket Club DDA toilet	Bruny Island	\$140,000	\$0
Works Depot Facility Renewal	Organisation and Plant	\$45,000	\$0
FY27 TOTAL		\$1,225,000	

OPEN SPACES			
Open Space - Parks and Reserves			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Margate Oval Road Protection (Cricket)	Margate / Electrona / Barretta	\$150,000	\$0
Kingston Park Swings Rubber Softfall	Kingston	\$38,000	\$0
Taroona Park Foreshore Playspace Renewal/Upgrade	Taroona / Bonnet Hill	\$122,000	\$0
Taroona Community Hall Playground Renewal	Taroona / Bonnet Hill	\$10,000	\$225,000
Picnic Table / Bench Seat Replacement	Allocation Across Localities	\$45,000	\$0
Kingston Park Toddler Section Shade Sails	Kingston	\$15,000	\$100,000
Kingston Park Boulderling Wall	Kingston	\$10,000	\$100,000
Hinsby Beach Access Path Renewal and Beach Access Upgrade	Taroona / Bonnet Hill	\$15,000	\$150,000
Dru Point Playground Train Play Equipment Replacement	Margate / Electrona / Barretta	\$85,000	\$0
Dru Point Apex Picnic Shelter Renewal	Margate / Electrona / Barretta	\$10,000	\$280,000
Campbell Street, Kingston Playspace Renewal	Kingston	\$250,000	\$0
Balmoral Park Playspace Renewal	Kingston Beach	\$115,000	\$0
FY27 TOTAL		\$865,000	

Open Space - Tracks and Trails			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Dog Park Upgrades	Allocation Across Localities	\$60,000	\$0
Woodbridge Wreck of the Laura Track	Woodbridge / Birchs Bay / Flowerpot	\$20,000	\$40,000
Tracks & Trails Signage Upgrades	Allocation Across Localities	\$15,000	\$0
Taroona Foreshore Track (vic. 112A Flinders Esplanade) Upgrade	Taroona / Bonnet Hill	\$15,000	\$0
Spring Farm Track Link to the Mountain Bike Park	Kingston	\$10,000	\$60,000
Royce Thompson Track Upgrade Stage 2	Kingston	\$70,000	\$0
Leslie Road Recreational Trail Stage 1	Leslie Vale / Neika / Longley	\$20,000	\$358,240
Kingston Modular Pump Track - Temporary	Kingston	\$132,000	\$0
Alum Cliffs Track, Tyndall Rd Section Upgrade	Taroona / Bonnet Hill	\$40,000	\$0
FY27 TOTAL		\$382,000	

CARPARKS			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Hopfields Road Carpark for North West Bay River Trail	Margate / Electrona / Barretta	\$155,000	\$0
FY27 TOTAL		\$155,000	

PLANT			
Plant			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Workman Tool Carrier	Organisation and Plant	\$70,000	\$0
Wagon (P) Auto	Organisation and Plant	\$55,000	\$0
Wagon (P) Auto	Organisation and Plant	\$55,000	\$0
Wagon (EV) Auto	Organisation and Plant	\$75,000	\$0
Van (D) Auto	Organisation and Plant	\$60,000	\$0
Ute 4*4 Dual Cab F/Tray (D) Auto	Organisation and Plant	\$55,000	\$0
Ute 4*4 Dual Cab (D) Auto	Organisation and Plant	\$55,000	\$0
Truck Tip DBL Cab Hiab-large	Organisation and Plant	\$250,000	\$0
Tractor Loader	Organisation and Plant	\$120,000	\$0
Top dresser attachment Tycrop 400	Organisation and Plant	\$70,000	\$0
Roller Twin Smooth	Organisation and Plant	\$60,000	\$0
Multi Seeder Attachment Blec BMMS21002	Organisation and Plant	\$40,000	\$0
Mower Roller Attachment	Organisation and Plant	\$20,000	\$0
Mower Ride-on	Organisation and Plant	\$50,000	\$0
Loader Telehandler	Organisation and Plant	\$120,000	\$0
Aerator Stand-on (30")	Organisation and Plant	\$20,000	\$0
Toro Corer	Organisation and Plant	\$22,199	\$0
ECO 250 Top Dresser	Organisation and Plant	\$18,050	\$0
FY27 TOTAL		\$1,215,249	

IT			
IT			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Mobile and Telephony Modernisation	Organisation and Plant	\$200,000	\$0
Purchase IT Equipment	Organisation and Plant	\$42,500	\$0
FY27 TOTAL		\$242,500	

WASTE			
Waste			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Barretta Re-use Shop and Recycling Upgrade Master Plan and Design	Waste Services	\$80,000	\$800,000
FY27 TOTAL		\$80,000	
ENVIRONMENT			
Environment			
Project Title	Locality	FY27 Budget	* FY28 Forecast
Snug Foreshore Beach Access	Snug / Lower Snug / Coningham	\$158,345	\$0
FY27 TOTAL		\$158,345	
CARRY FORWARDS			
Project Title	Program	FY27 Forecast (Est. Carry Forward)	* FY28 Forecast
Sherburd Oval Changerooms Upgrade	Buildings	\$830,398	\$0
Margate Hall Disability Access Ramp	Buildings	\$49,526	\$0
Margate Electric Vehicle Charging Station	Buildings	\$50,000	\$0
KSC Main Stadium Fire Detection System Replacement	Buildings	\$15,000	\$0
Kingston Beach Oval clubroom Disability Toilet	Buildings	\$107,700	\$0
Kettering Hall Disability Toilet Upgrade	Buildings	\$138,924	\$0
Civic Centre HVAC System Upgrade	Buildings	\$10,000	\$0
Blackmans Bay Hall Disability Toilet	Buildings	\$135,662	\$0
Works Depot Main Gate No2 Replacement	Buildings	\$20,700	\$0
Hutchins Street (vic8-10) Footpath Upgrade	Footpaths / Access Ramps	\$55,000	\$0
Esplanade (vic2-4) Snug Footpath	Footpaths / Access Ramps	\$122,000	\$0
Mills Reef Reserve Alonnah Rehabilitation	Open Space - Parks and Reserves	\$87,120	\$0
Kingston Beach Foreshore Rehabilitation	Open Space - Parks and Reserves	\$450,000	\$0
Blackmans Bay Foreshore Shelter Replacement	Open Space - Parks and Reserves	\$114,635	\$0
Alamo Close Play Space and Parkland Works POS	Open Space - Parks and Reserves	\$144,995	\$0

CARRY FORWARDS			
Project Title	Program	FY27 Forecast (Est. Carry Forward)	* FY28 Forecast
Taroona Foreshore path Retaining Structure (vic Nubeena Crescent)	Open Space - Tracks and Trails	\$50,000	\$0
Summerleas Rd (vic429-799) Resheet	Resheeting Program	\$26,000	\$0
Wyburton Place / Clare Street Reconstruction	Roads	\$271,000	\$0
Channel Hwy (vic44-52) Swale Drain Upgrade	Roads	\$57,000	\$0
Church St/Beach Rd Junction Signalisation	Roads	\$700,000	\$0
Channel Highway Taroona Bike Lanes Upgrade	Roads	\$523,144	\$0
Browns Road Reconstruction - Stage 2 (vic 1-19)	Roads	\$387,000	\$0
Tyndall Road (Christopher Johnson Pk) Slip Failure	Roads	\$50,000	\$0
Snug River flood modelling	Stormwater	\$50,000	\$0
Campbell Street SW Upgrade	Stormwater	\$315,000	\$0
Burwood Drive (vic98 & vic102) SW Improvements	Stormwater	\$82,800	\$0
Baringa Road/Wandella Road SW Upgrade	Stormwater	\$100,000	\$0
Auburn to Beach Road Stormwater improvement (vicinity 84 Beach Road)	Stormwater	\$140,000	\$0
Barretta Transfer Station Vehicle Storage Shed	Waste	\$100,000	\$0
		FY27 TOTAL \$5,183,603	

* FY28 Forecast is indicative and subject to budget approval

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15.2 CUSTOMER SERVICE CHARTER

File Number: 12.127

Author: Daniel Smee, Director Governance, Recreation & Property Services

Authoriser: Dave Stewart, Chief Executive Officer

Strategic Plan Reference

Key Priority Area: 5. Doing the essentials efficiently and effectively so we can build for the future.

Strategic Outcome: 5.4 Statutory and governance functions which are delivered to a high standard.

1. PURPOSE

- 1.1 The purpose of this report is to provide a review and update of Council's Customer Service Charter Policy.

2. BACKGROUND

- 2.1 Council's Customer Service Charter was first developed in 2005 and has been subject to periodic review thereafter.

3. STATUTORY REQUIREMENTS

- 3.1 Section 339F of the *Local Government Act 1993* requires Council to adopt a Customer Service Charter and review it within 12 months after a council election.
- 3.2 Under Section 19 of the *Workplace Health and Safety Act 2012* (WHS Act) Council has a primary duty to ensure, so far as reasonably practical, the health and safety of workers and other people in the workplace.
- 3.3 This duty includes, so far as reasonably practicable, the provision and maintenance of a work environment without risks to health and safety.

4. DISCUSSION

- 4.1 A copy of policy with tracked changes, along with the updated version are provided as attachments to this report.
- 4.2 The major change to the Charter is the addition of provisions relating to dealing with unreasonable customer behaviour.
- 4.3 Staff may be exposed to unreasonable customer behaviour while performing their duties, including aggression, threats and other inappropriate conduct.
- 4.4 In some cases, unreasonable customer behaviour can also result in a disproportionate use of Council resources, particularly where a matter has been thoroughly considered and a reasonable response has already been provided.
- 4.5 The provisions for managing unreasonable customer behaviour that have been included in the revised policy aim to uphold the rights of customers, while protecting staff from harm, stress, or undue pressure.
- 4.6 The definitions of unreasonable customer behaviour and the procedures for dealing with the same have been developed in accordance with guidelines prepared by the Commonwealth Ombudsman.

- 4.7 Inclusion of these procedures within Council's Customer Service Charter maintains transparency, accountability, and consistency in how unreasonable customer behaviour is managed by Council.
- 4.8 Several other Tasmanian councils have adopted similar policy measures to manage unreasonable customer behaviour.
- 4.9 No changes to the service delivery time frames contained within the Charter have been made as they are considered to be in line with contemporary expectations.

5. FINANCE

- 5.1 There are no financial implications associated with this matter.

6. ENVIRONMENT

- 6.1 There are no environmental issues involved in the update of the charter.

7. COMMUNICATION AND CONSULTATION

- 7.1 The Charter contains details on communication standards with Council and is available for download on Council's website or for viewing at the Civic Centre in hard copy.

8. RISK

- 8.1 Council has a duty under the Workplace Health and Safety Act 2012 to develop and implement policies to protect the safety of staff.
- 8.2 This involves addressing risks associated with interactions with customers, including psychosocial hazards.

9. CONCLUSION

- 9.1 Council's Customer Service Charter has been updated to include provisions for managing unreasonable customer behaviour.

10. RECOMMENDATION

That the updated Customer Service Charter Policy (as attached to this report) be endorsed.

ATTACHMENTS

- 1. Customer Service Charter with Tracked Changes
- 2. Updated Customer Service Charter

EXISTING CHARTER WITH TRACK CHANGES



Customer Service Charter Policy

Policy No:	1.6
Approved by Council:	October 2024 <u>August 2026</u>
New Review Date:	October 2027 <u>August 2027</u>
Minute No:	C308/19-2024 <u>TBA</u>
ECM File No:	12.127
Version:	32.0
Responsible Officer:	Director Governance, Recreation & Property Services
Strategic Plan Reference:	<u>5.4 Statutory and governance</u> <u>functions which are delivered to a</u> <u>high standard</u> 1.5 — An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities.

1. POLICY STATEMENTS

- 1.1 We are committed to the timely, efficient, and consistent delivery of quality services which places *"Our community at the heart of everything we do"* and *"Makes Kingborough a great place to live"*.
- 1.2 ~~1.2~~—We will ensure that all customer contact is fair, friendly, informative and efficient. We are committed to driving a culture of continuous improvement and excellence in service delivery to meet the changing needs of our customers and the community.
- 1.3 ~~1.3~~—We strive to provide a positive customer experience, however in the instances where customers are dissatisfied, we welcome their complaints and will take all possible steps to achieve a resolution.

2. DEFINITIONS

- 2.1 **Council** means Kingborough Council
- 2.2 **Customer** means Ratepayers, individuals, groups or businesses to whom Council provides services.
- 2.3 **Infrastructure** means Council owned or leased assets including but not limited to: roads; footpaths; drains; signs; and public facilities.
- 2.4 **Service** means systems provided, or work undertaken, by Council on behalf of its customers.

3. OBJECTIVES

- 3.1 The Customer Service Charter provides a framework for defining service delivery standards, the rights of our customers, and how complaints from customers will be handled.
- 3.2 Promote safe, respectful and constructive communication between customers and Council employees.
- 3.3 Uphold the rights of all customers where possible, while protecting staff from harm, stress, or undue pressure.
- 3.4 Maintain transparency, accountability, and consistency in how unreasonable customer behaviour is managed by Council.

4. SCOPE

- 4.1 This policy applies to all service requests, enquiries and complaints made by customers in relation to Council services.
- 4.2 The Policy applies to all Council employees who interact with customers on behalf of the Council. It is relevant across all service areas and communication channels, including in-person, telephone, written, and digital interactions.
- 4.3 The policy provides Council employees with a process to manage incidents of unreasonable customer behaviour in a safe, professional, reasonable and consistent manner, while wherever possible and appropriate, maintaining customer access to services.

5. PROCEDURE (POLICY DETAIL)

5.1 Service Standards

- 5.1.1 When you deal with Council, we will:
 - i. treat you politely and with respect,
 - ii. provide prompt, relevant, accurate and professional advice,
 - iii. maintain your privacy,
 - iv. keep you informed if the resolution to your enquiry is being delayed.

- 5.1.2 Where an enquiry is of a complex nature, or a meeting with a specific officer is required, customers are requested to make a prior appointment.

5.1.3 Response Times

- i. Council undertakes a wide variety of activities which vary both in complexity and time taken to complete.
- ii. Council's schedule of processing/response times provides a guide to the most common service requests, with target times for completion or resolution. This schedule is included as Appendix A to this Policy.

5.1.4 Accessibility

- i. We will make our services accessible for our customers by supplementing in-person contact options with a range of on-line and voice based payment, request, application and information services.

5.2 Our Expectations of our Customers

5.2.1 To help us to help you, we ask that you:

- i. Report any damage to, or failure of, Council's infrastructure or property.
- ii. Treat our staff with mutual respect.
- iii. Provide complete details of your service request or complaint.
- iv. Respect the privacy and rights of other people.
- v. Make an appointment for a complex enquiry or need to see a specific Officer.
- vi. When necessary, contact the Officer nominated on any correspondence.

5.3 Customer Service Process

- 5.3.1 When a customer contacts Council by phone or in person we aim to resolve your query at the first point of contact.
- 5.3.2 When a customer contacts Council about a failure of Council's infrastructure or service, such as potholes in a road, an uneven footpath, or barking dog, this will be treated in the first instance as a Service Request.
- 5.3.3 A Service Request may be lodged in person or by mail, telephone, email, on-line and through the National Relay Service but not through social media (see 5.6 Communication with Council).
- 5.3.4 The customer will receive confirmation that a Service Request has been lodged (if required).
- 5.3.5 The Customer Service Unit will allocate a Service Request to the appropriate department or Officer. The unit will monitor the request and strive to ensure that action is taken in accordance with the Service Standard (Appendix A), and this Charter.

5.4 Complaints

- 5.4.1 If a customer contacts Council and is dissatisfied with the outcome of a service request, or the quality of an action, decision or policy made by the Council, Council staff or Council Contractor, the matter will be treated as a complaint.
- 5.4.2 We will attempt to resolve simple complaints such as a missed bin collection or follow-up of an outstanding request at the time you contact us.
- 5.4.3 More complex complaints will be referred to the responsible department for action and responded to within 15 working days.

- 5.4.4 If you remain dissatisfied with the outcome of a complaint, options are provided for your complaint to be independently reviewed.
- 5.4.5 Full details about how Council will deal with your complaint are contained within Council's Complaints Management Policy 1.20.
- 5.4.6 Council does not use social media to respond to complaints. Customers are encouraged to lodge these online or in writing to ensure that they can be captured and assigned to the appropriate staff member for attention.

5.5 Reporting

- 5.5.1 We are committed to using requests and complaints data to improve decision-making, business processes and customer service.
- 5.5.2 The Chief Executive Officer will ensure that appropriate request and complaint management systems are in place and utilised to enable this to occur.
- 5.5.3 The number and nature of complaints received will be reported quarterly and included in the Annual Report.

5.6 Communication with Council

- 5.6.1 In person:
 - i. Civic Centre, 15 Channel Highway, Kingston Tasmania from 8.30am to 5pm Monday to Friday except public holidays.
 - ii. Bruny Island Service Centre, Main Road, Alonnah from 8:30am to 5pm Monday to Friday except public holidays.
- 5.6.2 Mail: Kingborough Council, Locked Bag 1, Kingston, Tasmania 7050
- 5.6.3 Telephone: (03) 6211 8200 from 8:30am to 5:00pm Monday to Friday. Council provides an After-Hours Emergency Service on the same number.
- 5.6.4 email to kc@kingborough.tas.gov.au
- 5.6.5 Internet: www.kingborough.tas.gov.au
- 5.6.6 Facebook: www.facebook.com/KingboroughTas
- 5.6.7 Instagram: www.instagram.com/kingboroughtas/
- 5.6.8 If you have specific communication needs or barriers, we can assist by using:
 - i. TTY users can phone 13 36 77 then ask for (03) 6211 8200
 - ii. Speak & Listen (speech-to-speech) users can phone 1300 555 727 then ask for (03) 6211 8200
 - iii. Internet relay users can connect to the National Relay Service website <https://www.infrastructure.gov.au/media-technology-communications/phone/services-people-with-disability/accesshub/national-relay-service> then ask for (03) 6211 8200. You may need to register for this service.

5.7 Unreasonable Customer Behaviour

The following customer behaviours are defined to be unreasonable:

- 5.7.1 Behaviour that gives rise to safety concerns – Behaviour that raises health and safety concerns for a Council employee, such behaviour can include (but not be limited to) the following:

- 5.7.1.1 Physical assault or threat to assault.

- 5.7.1.2 Unsolicited contact, touching, personal favours.

5.7.1.3 Verbal abuse, aggressive tone, passive aggressive behaviour or veiled threats.

5.7.1.4 Stalking.

5.7.1.5 Sexual harassment.

5.7.1.6 Behaviour that has potential to have detrimental impacts, or actually results in detrimental impacts, to the psycho-social safety of Council employees.

5.7.1.7 Intimidation - veiled threats or actions to directly or indirectly intimidate.

5.7.2 **Behaviour that places unreasonable demand on resources** - Behaviour that results in resource equity issues or disrupts service delivery for the organisation. Excessive contact or forum shopping (contacting multiple Council employees and/or elected members to seek different outcomes).

5.7.3 **False Statements** - Statements that are false and/or with misleading statements and repeated anonymous complaints without evidentiary basis.

5.7.4 **Failure to accept decision** - Repeatedly raising the same issue or refuses to accept reasonable explanations or final decisions from Council about a complaint they have made.

5.7.5 **Unrealistic expectations** - Forcefully insisting on outcomes or actions that are unrealistic, inappropriate, or beyond the organisation's capacity, including emotional manipulation or demands for disproportionate service levels.

5.7.6 **Behaviour aimed to intimidate** – Repeated passive or assertive customer behaviour, displayed through statements or actions, aimed at compromising a Council employee's employment at Council without any underlying evidentiary basis.

5.7.7 **Lack of Cooperation** - Providing disorganised or incomplete information, refusing to follow reasonable processes, or acting in ways that obstruct resolution.

5.7.8 **Irrational arguments** - Allegations or arguments that are illogical, trivial, false, inflammatory, or based on conspiracy theories, and which unreasonably consume staff time and resources.

5.8 Management of Unreasonable Customer Behaviour

The following are management options that can be used under the Policy, to address unreasonable customer behaviour:

5.8.1 **Request to cease behaviour** – if the customer behaviour relates to a matter outlined within Section 5.1.1 of this Policy, then this option may be the first step in managing the unreasonable customer behaviour.

5.8.2 **Limiting who contact can be made with** - limiting a customer to a sole contact person or staff member in our Council.

5.8.3 **Restricting what can be raised** – restricting the subject matter of communications that we will consider and respond to.

5.8.4 **Limiting when contact is made** – limiting a customer's contact with our Council to a particular time, day, or length of time, or curbing the frequency of their contact with us.

5.8.5 **Limiting where they can make contact** – limiting the locations where Council will conduct face- to-face interviews to secured facilities or areas of the office.

5.8.6 **Limiting how they can make contact** – limiting or modifying the forms of contact that the customer can have with us. This can include modifying or limiting face-to-face interviews, telephone, and written communications, prohibiting access to our premises, contact through a representative only, taking no further action or terminating provision of services altogether.

5.9 Right of Appeal

- 5.9.1 Customers who have their access changed or restricted may appeal a decision to change or restrict their access to Council services. This review will be undertaken by a Departmental Director who was not involved in the original decision to change or restrict the customer's access.
- 5.9.2 The outcome of the appeal will be provided to the appellant within 21 days of Council's receipt of the appeal.
- 5.9.3 A review from an oversight agency such as the Ombudsman can be adopted by the impacted customer.

5.10 Review of Management Option

- 5.10.1 All cases involving a restriction of customer access will be reviewed every 12 months after the service change or restriction was initially imposed or upheld.
- 5.10.2 Criteria to be considered during a review
 - 5.10.2.1 Whether the customer has had any contact with the council during the restriction period.
 - 5.10.2.2 The nature of the customer's conduct during the restriction period.
 - 5.10.2.3 Any information or arguments put forward by the customer for review.
 - 5.10.2.4 Any other information that may be relevant in the circumstances
- 5.10.3 Notifying Customer of Outcome of Review
 - 5.10.3.1 The customer will be advised of the outcome of their review using an appropriate method of communication, as well as a written letter explaining the outcome. The review letter will:
 - 5.10.3.2 Briefly explain the review process.
 - 5.10.3.3 Identify the factors that have been considered during the review.
 - 5.10.3.4 Explain the decision or outcome of the review and the reasons for it.
 - 5.10.3.5 Explain the appeals option for the customer, notably contact with the Ombudsman.
 - 5.10.3.6 If the outcome of the review is to maintain or modify the restriction, the review letter will also:
 - 5.10.3.7 Indicate the nature of the new or continued restriction.
 - 5.10.3.8 State the duration of the new restriction period.
 - 5.10.3.9 Provide the name and contact details of the CEO or relevant officer who the customer can contact to discuss the letter.

5.11 Privacy Information Protection

- 5.11.1 Personal Information provided by a customer to Council is protected in accordance with the requirements of the *Personal Information Protection Act 2004* and the *Right to Information Act 2009*.

6. GUIDELINES

- 6.1 Commonwealth Ombudsman Unreasonable Complainant Conduct Fact Sheet.

~~1.1 Nil.~~

7. COMMUNICATION

- 7.1 All staff, Councillors and Customers, members of the public. Available free of charge at the Civic Centre and on Council's Web Site.

8. LEGISLATION

- 8.1 *Local Government Act 1993* section 339 (F) – Customer Service Charter.
- 8.2 *Local Government (General Regulations) 2005* – Regulation 31 - Customer Service Charter.
- 8.3 *Personal Information Protection Act 2004*.
- 8.4 *Right to Information Act 2009*.

9. RELATED DOCUMENTS

- 9.1 Policy 9.14: Employee Code of Conduct Administrative Policy.
- 9.2 Code of Conduct for Councillors.
- 9.3 Policy 9.20: Workplace Behaviour Administrative Policy.
- 9.4 Policy 1.4: Public Interest Disclosures Policy & Procedures.
- 9.5 Policy 1.20: Complaints Management Policy.
- 9.6 Policy 3.16 Information Management Policy (Reporting section).

10. AUDIENCE

- 10.1 Public document.

Public Copy

Appendix A – Service Delivery Time Frames

Service	Response/Processing Time (working days)*
Planning	
Process Development and Subdivision Application Assessment	30
Process amendments to approved permit conditions	20
Process Adhesion order application assessment	15
Process Sealed Plan amendments	20
(with hearing)	40
Council sealing of final plans (Subdivision and Strata)	15
Lodge a Part 5 agreement	10
Refunds	
Bank & bond guarantees – (Includes inspection 10 days)	20
Hall booking deposit – (includes inspection)	10
Building	
Grant Building or Demolition Permit	7
Issue Certificate of Completion for Building Work	5
Issue Certificate of Completion for Demolition Work	14
Amendments to approved building permit conditions	7
Plumbing	
Assess plumbing application and issue Certificate of Likely Compliance – Notifiable Plumbing Work	14
Assess plumbing application and issue Plumbing Permit	21
Assessment and issue of amendment to Notifiable Plumbing Work	14
Assessment and issue of amendment to Plumbing Permit	21
Issue Certificate of Completion (for notifiable or permit plumbing work)	5
Plumbing Inspection from time of request	2
Development Engineering	
Perform Subdivision inspection	5
Process Works in Road Reserve application	3
Health	
Process Special Plumbing Permit application	10
Process Temporary food licence application	10
Process Food licence application	10
Investigate a noise complaint	5
Investigate other environmental complaints	5
Urgent environmental health issues are dealt with immediately upon receipt of complaint.	1

Service	Response/Processing Time (working days)*
Natural Resource Management	
Tree removal applications	10
Illegal tree removal	3
Removal of declared weeds - inspection	5
Governance Recreation & Property Services	
Process a Right to Information request (where external referral is not required)	10
Investigate and respond to a Complaint	15
Answer your phone call	1 Minute
Return Phone Calls within	2
Respond to general correspondence	10
Process 337 or 132 Certificates	10
Compliance	
Process Kennel licence application	30
Barking dog complaint (initial inspection)	5
Fire hazard (initial inspection)	5
Dogs at large	1
Dog attack	2
By-Law Exemption	10
Works	
Potholes in sealed and gravel roads - Inspect, assess and respond to customer. Add to a prioritised repair program based on risk assessment	15
Replace/repair damaged regulatory Street Signs – . e.g. Give-Way, Stop Signs, Keep Left	5
Replace/repair damaged Street/Place name Signs	30
Missed Bin pickup	Same day where possible.
* Processing times may increase where: - Information provided by the customer or agent is incomplete and/or incorrect. - Inspections show non-compliance and/or the requirement of remedial works	

UPDATED CHARTER FOR APPROVAL



Customer Service Charter Policy

Policy No:	1.6
Approved by Council:	August 2026
New Review Date:	August 2027
Minute No:	TBA
ECM File No:	12.127
Version:	3.0
Responsible Officer:	Director Governance, Recreation & Property Services
Strategic Plan Reference:	5.4 Statutory and governance functions which are delivered to a high standard

1. POLICY STATEMENTS

- 1.1 We are committed to the timely, efficient, and consistent delivery of quality services which places *“Our community at the heart of everything we do”* and *“Makes Kingborough a great place to live”*.
- 1.2 We will ensure that all customer contact is fair, friendly, informative and efficient. We are committed to driving a culture of continuous improvement and excellence in service delivery to meet the changing needs of our customers and the community.
- 1.3 We strive to provide a positive customer experience, however in the instances where customers are dissatisfied, we welcome their complaints and will take all possible steps to achieve a resolution.

2. DEFINITIONS

- 2.1 **Council** means Kingborough Council
- 2.2 **Customer** means Ratepayers, individuals, groups or businesses to whom Council provides services.
- 2.3 **Infrastructure** means Council owned or leased assets including but not limited to: roads; footpaths; drains; signs; and public facilities.
- 2.4 **Service** means systems provided, or work undertaken, by Council on behalf of its customers.

3. OBJECTIVES

- 3.1 The Customer Service Charter provides a framework for defining service delivery standards, the rights of our customers, and how complaints from customers will be handled.
- 3.2 Promote safe, respectful and constructive communication between customers and Council employees.
- 3.3 Uphold the rights of all customers where possible, while protecting staff from harm, stress, or undue pressure.
- 3.4 Maintain transparency, accountability, and consistency in how unreasonable customer behaviour is managed by Council.

4. SCOPE

- 4.1 This policy applies to all service requests, enquiries and complaints made by customers in relation to Council services.
- 4.2 The Policy applies to all Council employees who interact with customers on behalf of the Council. It is relevant across all service areas and communication channels, including in-person, telephone, written, and digital interactions.
- 4.3 The policy provides Council employees with a process to manage incidents of unreasonable customer behaviour in a safe, professional, reasonable and consistent manner, while wherever possible and appropriate, maintaining customer access to services.

5. PROCEDURE (POLICY DETAIL)**5.1 Service Standards**

- 5.1.1 When you deal with Council, we will:
 - i. treat you politely and with respect,
 - ii. provide prompt, relevant, accurate and professional advice,
 - iii. maintain your privacy,
 - iv. keep you informed if the resolution to your enquiry is being delayed.
- 5.1.2 Where an enquiry is of a complex nature, or a meeting with a specific officer is required, customers are requested to make a prior appointment.

5.1.3 Response Times

- i. Council undertakes a wide variety of activities which vary both in complexity and time taken to complete.
- ii. Council's schedule of processing/response times provides a guide to the most common service requests, with target times for completion or resolution. This schedule is included as Appendix A to this Policy.

5.1.4 Accessibility

- i. We will make our services accessible for our customers by supplementing in-person contact options with a range of on-line and voice based payment, request, application and information services.

5.2 Our Expectations of our Customers**5.2.1 To help us to help you, we ask that you:**

- i. Report any damage to, or failure of, Council's infrastructure or property.
- ii. Treat our staff with mutual respect.
- iii. Provide complete details of your service request or complaint.
- iv. Respect the privacy and rights of other people.
- v. Make an appointment for a complex enquiry or need to see a specific Officer.
- vi. When necessary, contact the Officer nominated on any correspondence.

5.3 Customer Service Process

- 5.3.1 When a customer contacts Council by phone or in person we aim to resolve your query at the first point of contact.
- 5.3.2 When a customer contacts Council about a failure of Council's infrastructure or service, such as potholes in a road, an uneven footpath, or barking dog, this will be treated in the first instance as a Service Request.
- 5.3.3 A Service Request may be lodged in person or by mail, telephone, email, on-line and through the National Relay Service but not through social media (see 5.6 Communication with Council).
- 5.3.4 The customer will receive confirmation that a Service Request has been lodged (if required).
- 5.3.5 The Customer Service Unit will allocate a Service Request to the appropriate department or Officer. The unit will monitor the request and strive to ensure that action is taken in accordance with the Service Standard (Appendix A), and this Charter.

5.4 Complaints

- 5.4.1 If a customer contacts Council and is dissatisfied with the outcome of a service request, or the quality of an action, decision or policy made by the Council, Council staff or Council Contractor, the matter will be treated as a complaint.
- 5.4.2 We will attempt to resolve simple complaints such as a missed bin collection or follow-up of an outstanding request at the time you contact us.
- 5.4.3 More complex complaints will be referred to the responsible department for action and responded to within 15 working days.
- 5.4.4 If you remain dissatisfied with the outcome of a complaint, options are provided for your complaint to be independently reviewed.

- 5.4.5 Full details about how Council will deal with your complaint are contained within Council's Complaints Management Policy 1.20.
- 5.4.6 Council does not use social media to respond to complaints. Customers are encouraged to lodge these online or in writing to ensure that they can be captured and assigned to the appropriate staff member for attention.

5.5 Reporting

- 5.5.1 We are committed to using requests and complaints data to improve decision-making, business processes and customer service.
- 5.5.2 The Chief Executive Officer will ensure that appropriate request and complaint management systems are in place and utilised to enable this to occur.
- 5.5.3 The number and nature of complaints received will be reported quarterly and included in the Annual Report.

5.6 Communication with Council

- 5.6.1 In person:
 - i. Civic Centre, 15 Channel Highway, Kingston Tasmania from 8.30am to 5pm Monday to Friday except public holidays.
 - ii. Bruny Island Service Centre, Main Road, Alonnah from 8:30am to 5pm Monday to Friday except public holidays.
- 5.6.2 Mail: Kingborough Council, Locked Bag 1, Kingston, Tasmania 7050
- 5.6.3 Telephone: (03) 6211 8200 from 8:30am to 5:00pm Monday to Friday. Council provides an After-Hours Emergency Service on the same number.
- 5.6.4 email to kc@kingborough.tas.gov.au
- 5.6.5 Internet: www.kingborough.tas.gov.au
- 5.6.6 Facebook: www.facebook.com/KingboroughTas
- 5.6.7 Instagram: www.instagram.com/kingboroughtas/
- 5.6.8 If you have specific communication needs or barriers, we can assist by using:
 - i. TTY users can phone 13 36 77 then ask for (03) 6211 8200
 - ii. Speak & Listen (speech-to-speech) users can phone 1300 555 727 then ask for (03) 6211 8200
 - iii. Internet relay users can connect to the National Relay Service website <https://www.infrastructure.gov.au/media-technology-communications/phone/services-people-with-disability/accesshub/national-relay-service> then ask for (03) 6211 8200. You may need to register for this service.

5.7 Unreasonable Customer Behaviour

The following customer behaviours are defined to be unreasonable:

- 5.7.1 **Behaviour that gives rise to safety concerns** – Behaviour that raises health and safety concerns for a Council employee, such behaviour can include (but not be limited to) the following:
 - 5.7.1.1 Physical assault or threat to assault.
 - 5.7.1.2 Unsolicited contact, touching, personal favours.
 - 5.7.1.3 Verbal abuse, aggressive tone, passive aggressive behaviour or veiled threats.
 - 5.7.1.4 Stalking.

- 5.7.1.5 Sexual harassment.
- 5.7.1.6 Behaviour that has potential to have detrimental impacts, or actually results in detrimental impacts, to the psycho-social safety of Council employees.
- 5.7.1.7 Intimidation - veiled threats or actions to directly or indirectly intimidate.
- 5.7.2 **Behaviour that places unreasonable demand on resources** - Behaviour that results in resource equity issues or disrupts service delivery for the organisation. Excessive contact or forum shopping (contacting multiple Council employees and/or elected members to seek different outcomes).
- 5.7.3 **False Statements** - Statements that are false and/or with misleading statements and repeated anonymous complaints without evidentiary basis.
- 5.7.4 **Failure to accept decision** - Repeatedly raising the same issue or refuses to accept reasonable explanations or final decisions from Council about a complaint they have made.
- 5.7.5 **Unrealistic expectations** - Forcefully insisting on outcomes or actions that are unrealistic, inappropriate, or beyond the organisation's capacity, including emotional manipulation or demands for disproportionate service levels.
- 5.7.6 **Behaviour aimed to intimidate** – Repeated passive or assertive customer behaviour, displayed through statements or actions, aimed at compromising a Council employee's employment at Council without any underlying evidentiary basis.
- 5.7.7 **Lack of Cooperation** - Providing disorganised or incomplete information, refusing to follow reasonable processes, or acting in ways that obstruct resolution.
- 5.7.8 **Irrational arguments** - Allegations or arguments that are illogical, trivial, false, inflammatory, or based on conspiracy theories, and which unreasonably consume staff time and resources.

5.8 Management of Unreasonable Customer Behaviour

The following are management options that can be used under the Policy, to address unreasonable customer behaviour:

- 5.8.1 **Request to cease behaviour** – if the customer behaviour relates to a matter outlined within Section 5.1.1 of this Policy, then this option may be the first step in managing the unreasonable customer behaviour.
- 5.8.2 **Limiting who contact can be made with** - limiting a customer to a sole contact person or staff member in our Council.
- 5.8.3 **Restricting what can be raised** – restricting the subject matter of communications that we will consider and respond to.
- 5.8.4 **Limiting when contact is made** – limiting a customer's contact with our Council to a particular time, day, or length of time, or curbing the frequency of their contact with us.
- 5.8.5 **Limiting where they can make contact** – limiting the locations where Council will conduct face- to-face interviews to secured facilities or areas of the office.
- 5.8.6 **Limiting how they can make contact** – limiting or modifying the forms of contact that the customer can have with us. This can include modifying or limiting face-to-face interviews, telephone, and written communications, prohibiting access to our premises, contact through a representative only, taking no further action or terminating provision of services altogether.

5.9 Right of Appeal

- 5.9.1 Customers who have their access changed or restricted may appeal a decision to change or restrict their access to Council services. This review will be undertaken by a

Departmental Director who was not involved in the original decision to change or restrict the customer's access.

- 5.9.2 The outcome of the appeal will be provided to the appellant within 21 days of Council's receipt of the appeal.
- 5.9.3 A review from an oversight agency such as the Ombudsman can be adopted by the impacted customer.

5.10 Review of Management Option

- 5.10.1 All cases involving a restriction of customer access will be reviewed every 12 months after the service change or restriction was initially imposed or upheld.
- 5.10.2 Criteria to be considered during a review
 - 5.10.2.1 Whether the customer has had any contact with the council during the restriction period.
 - 5.10.2.2 The nature of the customer's conduct during the restriction period.
 - 5.10.2.3 Any information or arguments put forward by the customer for review.
 - 5.10.2.4 Any other information that may be relevant in the circumstances
- 5.10.3 Notifying Customer of Outcome of Review
 - 5.10.3.1 The customer will be advised of the outcome of their review using an appropriate method of communication, as well as a written letter explaining the outcome. The review letter will:
 - 5.10.3.2 Briefly explain the review process.
 - 5.10.3.3 Identify the factors that have been considered during the review.
 - 5.10.3.4 Explain the decision or outcome of the review and the reasons for it.
 - 5.10.3.5 Explain the appeals option for the customer, notably contact with the Ombudsman.
 - 5.10.3.6 If the outcome of the review is to maintain or modify the restriction, the review letter will also:
 - 5.10.3.7 Indicate the nature of the new or continued restriction.
 - 5.10.3.8 State the duration of the new restriction period.
 - 5.10.3.9 Provide the name and contact details of the CEO or relevant officer who the customer can contact to discuss the letter.

5.11 Privacy Information Protection

- 5.11.1 Personal Information provided by a customer to Council is protected in accordance with the requirements of the *Personal Information Protection Act 2004* and the *Right to Information Act 2009*.

6. GUIDELINES

- 6.1 Commonwealth Ombudsman Unreasonable Complainant Conduct Fact Sheet.

7. COMMUNICATION

- 7.1 All staff, Councillors and Customers, members of the public. Available free of charge at the Civic Centre and on Council's Web Site.

8. LEGISLATION

- 8.1 *Local Government Act 1993* section 339 (F) – Customer Service Charter.

8.2 *Local Government (General Regulations) 2005 – Regulation 31 - Customer Service Charter.*

8.3 *Personal Information Protection Act 2004.*

8.4 *Right to Information Act 2009.*

9. RELATED DOCUMENTS

9.1 Policy 9.14: Employee Code of Conduct Administrative Policy.

9.2 Code of Conduct for Councillors.

9.3 Policy 9.20: Workplace Behaviour Administrative Policy.

9.4 Policy 1.4: Public Interest Disclosures Policy & Procedures.

9.5 Policy 1.20: Complaints Management Policy.

9.6 Policy 3.16 Information Management Policy (Reporting section).

10. AUDIENCE

10.1 Public document.

Public Copy

Appendix A – Service Delivery Time Frames

Service	Response/Processing Time (working days)*
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Process amendments to approved permit conditions	20
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(with hearing)	40
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Lodge a Part 5 agreement	10
Refunds	
Bank & bond guarantees – (Includes inspection 10 days)	20
Hall booking deposit – (includes inspection)	10
Building	
Grant Building or Demolition Permit	7
Issue Certificate of Completion for Building Work	5
Issue Certificate of Completion for Demolition Work	14
Amendments to approved building permit conditions	7
Plumbing	
Assess plumbing application and issue Certificate of Likely Compliance – Notifiable Plumbing Work	14
Assess plumbing application and issue Plumbing Permit	21
Assessment and issue of amendment to Notifiable Plumbing Work	14
Assessment and issue of amendment to Plumbing Permit	21
Issue Certificate of Completion (for notifiable or permit plumbing work)	5
Plumbing Inspection from time of request	2
Development Engineering	
Perform Subdivision inspection	5
Process Works in Road Reserve application	3
Health	
Process Special Plumbing Permit application	10
Process Temporary food licence application	10
Process Food licence application	10
Investigate a noise complaint	5
Investigate other environmental complaints	5
Urgent environmental health issues are dealt with immediately upon receipt of complaint.	1

Service	Response/Processing Time (working days)*
Natural Resource Management	
Tree removal applications	10
Illegal tree removal	3
Removal of declared weeds - inspection	5
Governance Recreation & Property Services	
Process a Right to Information request (where external referral is not required)	10
Investigate and respond to a Complaint	15
Answer your phone call	1 Minute
Return Phone Calls within	2
Respond to general correspondence	10
Process 337 or 132 Certificates	10
Compliance	
Process Kennel licence application	30
Barking dog complaint (initial inspection)	5
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Dog attack	2
By-Law Exemption	10
Works	
Potholes in sealed and gravel roads - Inspect, assess and respond to customer. Add to a prioritised repair program based on risk assessment	15
Replace/repair damaged regulatory Street Signs – . e.g. Give-Way, Stop Signs, Keep Left	5
Replace/repair damaged Street/Place name Signs	30
Missed Bin pickup	Same day where possible.
* Processing times may increase where: - Information provided by the customer or agent is incomplete and/or incorrect. - Inspections show non-compliance and/or the requirement of remedial works	

15.3 SOCIAL MEDIA POLICY

File Number: 12.298

Author: Sam Adams, Communications Lead

Authoriser: Daniel Smee, Director Governance, Recreation & Property Services

Strategic Plan Reference

Key Priority Area: 5. Doing the essentials efficiently and effectively so we can build for the future.

Strategic Outcome: 5.2 Council is a desirable place to work.

1. PURPOSE

- 1.1 The purpose of this report is to introduce a Social Media Policy for both Councillors and staff which provides a consistent, professional and informed approach to online engagement.
- 1.2 The policy has been designed to provide transparency, direction and guidance for professional conduct, community engagement, and reputational management across Council.

2. BACKGROUND

- 2.1 Currently social media guidance is incorporated into the internal employees ICT use policy document, with no separate policy existing for Councillors.
- 2.2 The development of this policy has been informed by best-practice examples from other councils, including George Town, Derwent Valley, Latrobe, Kentish, Glenorchy, Burnie City Council, and guidance from the Local Government Association of Tasmania (LGAT) which all provide a policy for both Councillors and employees.

3. STATUTORY REQUIREMENTS

- 3.1 This policy has been informed by, and ensures compliance with, the *Local Government Act 1993*, which imposes statutory duties on Councillors to act lawfully, ethically, and in ways that uphold public trust.

4. DISCUSSION

- 4.1 Council values social media as a powerful tool for building meaningful, two-way conversations with our community to share information, consult on decisions, and improve access to Council services.
- 4.2 The policy applies to any social media communication that directly or indirectly references Kingborough Council, including its operations, decisions, services, or community matters associated with the organisation.
- 4.3 It applies to all social media activity by employees and Councillors, whether undertaken during work or personal time, and regardless of whether Council-owned or personal devices are used.
- 4.4 It covers official Council social media accounts, including posting, commenting, and account management activities.

- 4.5 It establishes a consistent approach for employees and Councillors, clearly outlining that breaches on social media, such as disrespectful comments, disclosure of confidential information, or political bias, may result in Code of Conduct complaints or disciplinary action.
- 4.6 Social media expectations within this policy are aligned with statutory duties under the Local Government Act 1993, reinforcing governance standards and the Councillor Code of Conduct.
- 4.7 The policy clearly states that employees and Councillors must not disclose confidential information obtained through oral discussions, emails, or Council documents. This requirement aligns with the Employee Code of Conduct Administrative Policy (Section 3), the Local Government Code of Conduct, and the Councillor Workshop Policy.
- 4.8 This policy draws on findings from the High Court of Australia's decision in *Fairfax Media Publications Pty Ltd v Voller* (2021) which confirmed that owners or administrators of Facebook pages can be held legally responsible for comments posted by third parties on their pages, even if they didn't write or know about the comments.
- 4.9 The policy includes a requirement that Councillors and employees do not tag or identify individuals in social media posts and instead refer to positions or titles. This measure is designed to protect personal privacy, reduce the risk of online harassment.
- 4.10 The policy supports Council's Work Health and Safety obligations by requiring councillors and employees to take reasonable care that their social media activity does not cause harm to others, including psychosocial impacts such as stress or harassment. This ensures online engagement remains safe, respectful, and compliant with legislative duties.

5. FINANCE

- 5.1 There are no financial implications associated with the development of this policy.

6. ENVIRONMENT

- 6.1 There are no environmental matters that are specifically covered by this policy.

7. COMMUNICATION AND CONSULTATION

- 7.1 A comprehensive internal consultation process was undertaken to ensure the policy reflected the needs and perspectives of the organisation.
- 7.2 If approved, the policy will be supported by a training and awareness program to ensure all new and existing employees and Councillors understand their responsibilities and obligations when using social media.

8. RISK

- 8.1 Failure to implement this policy and clearly define boundaries and best-practice behaviour for social media use presents significant risks to Council.
- 8.2 Risks include reputational damage from inappropriate or unprofessional posts, breaches of confidentiality, increased Code of Conduct complaints, and potential legal exposure under defamation and anti-discrimination laws.
- 8.3 Unregulated activity may also lead to operational disruption through misinformation, as well as cybersecurity and privacy vulnerabilities.
- 8.4 Establishing clear guidelines mitigates these risks and ensures responsible, consistent engagement across all platforms.

9. CONCLUSION

- 9.1 The adoption of this policy is important to providing clear boundaries and best-practice guidance for Councillors and employees when engaging online.
- 9.2 Implementing this policy provides guidelines for both employees and Councillors to reduce risks associated with reputational damage, confidentiality breaches, legal exposure, and operational disruption, while promoting consistent, responsible communication that strengthens community trust.

10. RECOMMENDATION

That Council's Social Media Policy for Employees and Councillors 1.27 (as attached to this report) be endorsed.

ATTACHMENTS

- 1. Social Media Policy Employees and Councillors

Public Copy



Social Media Policy Employees and Councillors

Policy No:	1.27
Approved by Council:	August 2026
New Review Date:	August 2028
Minute No:	TBA
ECM File No:	12.298
Version:	1.0
Responsible Officer:	Communications Lead
Strategic Plan Reference:	2.5 Council is a desirable place to work, attracting committed and engaged staff through progressive

1. POLICY STATEMENT

- 1.1 Kingborough Council recognises the opportunities social media provides to engage in meaningful, two-way communication with the community.
- 1.2 Social media is one of the communication tools, service avenues and consultation methods used by both employees and councillors to improve access to and delivery of Council's key services.
- 1.3 Council also acknowledges the organisational value offered by social media for networking, recruitment, professional development, employee engagement, collaboration and innovation.
- 1.4 This policy provides guidance to employees and councillors on communicating with the community through social media where reference is made, directly or indirectly, to Kingborough Council, its operations, decisions, services, or community matters connected to the organisation.

2. DEFINITIONS

- 2.1 **Social media** means internet and mobile based platforms for creating, sharing, and discussing content (e.g. Including but not limited to: Facebook, Instagram, LinkedIn, YouTube, X/Twitter, blogs, forums).
- 2.2 **Authorised Officer** means an employee authorised by Council's Chief Executive Officer to post, moderate, or respond on behalf of Council on social media.
- 2.3 **Administrator** means a person with account management access to official Council social media channels.
- 2.4 **CEO** means the Chief Executive Officer being the General Manager as appointed by the Kingborough Council pursuant to section 61 of the Local Government Act 1993 (TAS).

3. OBJECTIVE

This policy aims to:

- 3.1 Provide clear expectations for professional and personal use of social media.
- 3.2 Promote appropriate and responsible use of social media.
- 3.3 Promote an informed approach to social media use to minimise the risk of spreading misinformation or misuse.
- 3.4 Protect and enhance the reputation of Council.
- 3.5 Manage risks, including legal, reputational, and operational impacts from social media use.
- 3.6 Promote a safe and positive online environment.

4. SCOPE

- 4.1 This policy applies to the individuals listed below, when initiating or responding to communications with the community via social media, where reference is made, directly or indirectly, to Council, its operations, decisions, services or community matters relating to the Council.
- 4.2 Who:
 - 4.2.1 Employees regardless of whether they work full-time, part-time or casual.
 - 4.2.2 Councillors (elected members).

4.3 When:

4.3.1 Both professional and personal use of social media, whether during work or personal time, and whether accessed via Council-owned or personal devices, where the content relates to Council business, Council employees, Councillors, Council decisions, Council services, Council resources, or a person's role with Council.

4.3.2 This Policy does not seek to regulate purely private social media activity that has no connection to Council. However, personal social media activity may fall within this Policy where it refers directly or indirectly to Council matters or may reasonably affect Council's reputation, governance, legal obligations, workplace relationships, employee wellbeing or public confidence in Council.

4.3.3 Corporate use when posting, commenting, or managing official Council social media accounts.

5. PRINCIPLES

5.1 All social media activity relating to the scope of this document must:

5.1.1 Be accurate and respectful; information must be factual, professional, and courteous.

5.1.2 Uphold Council values as per Council's Strategic Plan.

5.2 Protect confidentiality:

5.2.1 Do not disclose sensitive or confidential information that has been acquired through oral discussions, email or Council documents as defined in the Employee Code of Conduct Administrative Policy section 3 and the Local Government Code of Conduct and Councillor Workshop Policy.

5.3 Be relevant and relate to Council services, activities, or important community information. (Communications and Engagement Policy V1.3).

5.4 Avoid conflicts of interest; declare and manage any potential conflicts. (Employee Code of Conduct 3.3 & Councillor Local Government Code of Conduct).

5.5 Comply with any applicable laws including but not limited to defamation, privacy, copyright, WHS and anti-discrimination (see section 10).

5.6 Nothing in this Policy prevents Councillors from scrutinising Council performance, advocating for constituents, expressing disagreement with Council decisions, or participating in public debate. Councillors are elected representatives and may comment on Council decisions, processes, services and performance. However, Councillors are expected to do so in a way that is lawful, accurate, respectful and consistent with the Councillor Code of Conduct. Public comment should be directed at Council decisions, processes, services or performance rather than personally targeting individual Council employees.

6. PROCEDURE

6.1 Councillors:

6.1.1 Not engage in or encourage behaviour that breaches this policy.

6.1.2 Ensure that social media use complies with the Local Government Code of Conduct, applicable laws, and relevant legal and risk considerations outlined in section 11.

6.1.3 When expressing views about Council-related matters in a personal capacity, Councillors must clearly state that the views expressed are their own and are not the official position of Council, unless the Councillor is expressly authorised to speak on behalf of Council.

6.1.4 A suitable disclaimer is:

“The views expressed are my individual comments and opinions, not the official position of Council.”

6.1.5 Are not to use social media to influence decisions in which they have a conflict of interest or to pre-empt a Council decision.

6.1.6 Must not publish content about Council employees, Councillors or Council business that is personal, offensive, inflammatory, bullying, harassing, defamatory, discriminatory or intentionally disparaging.

6.1.7 Must comply with any reasonable direction issued by the Chief Executive Officer to amend or remove social media content that is determined to be in breach of this policy.

6.1.8 Where social media content published, shared or controlled by a Councillor creates a real or foreseeable risk to the health and safety of Council employees, Councillors or other persons, the Chief Executive Officer may request that the content be removed, amended or corrected. Such a request will be made having regard to Council's obligations under the Work Health and Safety Act 2012 and associated WHS incident management processes.

6.1.9 Where content does not raise a workplace health and safety concern, but appears inconsistent with this Policy, the Councillor Code of Conduct, confidentiality obligations, privacy requirements, defamation law or other governance obligations, the Chief Executive Officer may request that the Councillor amend or remove the content.

6.1.10 If the matter is not resolved, it may be managed through the applicable statutory, Code of Conduct, workplace health and safety, legal or governance process

6.1.11 Must not establish or use fake, anonymous or misleading accounts, identities or third-party arrangements to deceive others about Council business, Council processes, Council identity, or the person's authority or role in relation to Council.

6.1.12 Must not disclose confidential or internal information, including any content acquired through staff emails, unless it has been explicitly approved for public distribution.

6.1.13 Must not use Council branding or intellectual property without permission.

6.2 Managers/supervisors:

6.2.1 Promote this policy within their area of responsibility.

6.2.2 Address potential policy breaches promptly and appropriately (see section 7).

6.3 Employees:

6.3.1 Are not to engage in or encourage behaviour that breaches this policy.

6.3.2 When performing official duties, ensure that your use of social media does not violate applicable laws.

6.3.3 Must comply with any reasonable direction issued by the Chief Executive Officer to amend or remove social media content that is determined to be in breach of this policy.

6.3.4 Must not establish or use fake, anonymous or misleading accounts, identities or third-party arrangements to deceive others about Council business, Council processes, Council identity, or the person's authority or role in relation to Council.

6.3.5 Must not publish content about Council employees, Councillors or Council business that is personal, offensive, inflammatory, bullying, harassing, defamatory, discriminatory or intentionally disparaging.

6.3.6 Must not tag work colleagues into posts, comments, or discussions on official Council social media platforms.

6.4 Authorisation

6.4.1 All corporate accounts must be approved by the Communications Lead or the CEO.

6.4.2 Only Authorised Officers may post, respond, or moderate on behalf of Council.

6.4.3 The CEO can implement additional operational procedures relating to Council's use of social media without amending this policy.

6.5 Emergency Communication

6.5.1 Individuals covered by this Policy must not create or publish original content relating to any emergency incident, natural disaster or public safety matter unless authorised or instructed by the Municipal Emergency Management Coordinator, the Chief Executive Officer, or another authorised emergency management authority.

6.5.2 Councillors and employees may share official Council communications or information issued by authorised emergency service agencies to support coordinated public messaging. Care must be taken not to speculate, duplicate unverified information, or publish content that may conflict with official emergency communications.

6.6 Content Standards

6.9.1 Authorised Officers:

- i. Use approved branding, logos, and style guidelines.
- ii. Must remain politically neutral, factual and consistent with adopted Council positions.
- iii. Must ensure official Council channels are not to be used to promote, endorse, advantage or disadvantage any Councillor, candidate, political party, campaign group or election position.
- iv. Credit original sources and comply with copyright requirements.
- v. Be factual and relevant to the topic.
- vi. Do not use abusive, obscene, defamatory, or discriminatory language.

6.9.2 Councillors:

- i. Do not use branding, logos, unless performing official duties.
- ii. Credit original sources and comply with copyright requirements.
- iii. Do not use abusive, obscene, defamatory, or discriminatory language.

6.7 Responding to the public

6.7.1 Authorised Officers:

- i. If a response is required, ensure that this is delivered promptly, professionally, and courteously.
- ii. Direct service requests, complaints, or formal submissions to official Council channels.
- iii. Avoid engaging in arguments or debates.
- iv. When referring to Council employees in social media content about Council matters, positions, titles, business units or official roles should be used rather than personal names.
- v. Council employees must not be named, tagged, photographed, identified or otherwise personally referenced unless authorised, required for official Council business, already approved for public release, or otherwise lawful and appropriate in the circumstances.
- vi. Implement a risk-based strategy for comment moderation (see section 7).

6.7.2 Employees: (excluding Authorised officers) must not:

- i. Provide advice on behalf of Council to public comments.
- ii. Must not tag work colleagues into posts, comments, or discussions on official Council social media platforms to avoid exposing individuals to online abuse, unintended identification in sensitive matters, or confusion about Council positions and responsibilities.

6.7.3 Councillors:

- i. When making any reference, direct or indirect, to Council, its operations, staff, or procedures, Councillors must follow the principles outlined in Section 4 of this Policy. This ensures consistency, professionalism, and compliance with established guidelines.
- ii. Direct service requests, complaints, or formal submissions to official Council channels.
- iii. Council positions, titles, or official roles may be referenced; however, personal names must not be used.

6.8 AI – Artificial Intelligence

6.8.1 With the increasing availability and use of artificial intelligence (AI) tools to generate images, video, audio and written content, Council recognises the need to ensure AI-generated material used across social media and digital communication channels is accurate, ethical, transparent and does not mislead the community or undermine public trust in Council communications.

6.8.2 Councillors and Staff:

- i. All AI-generated imagery must be generic in nature and must not be capable of impersonation or being reasonably mistaken for identifiable Councillors, employees, or community members without their explicit prior consent.

- ii. AI-generated content including imagery and audio must not be used in a manner that could misrepresent Council operations, mislead the public, damage public trust, create reputational harm, or spread misinformation or deceptive content.

7. MONITORING AND EVALUATION

- 7.1 Social media content should never be assumed to be private, even where it is posted in a private or closed group. Content posted in private groups, closed pages, messaging groups or similar forums may be copied, screenshotted, forwarded or republished without the author's knowledge or consent.
- 7.2 Where such content relates to Council matters and creates legal, governance, reputational, privacy or workplace health and safety risks, it may be considered under this Policy.
- 7.3 This policy promotes a risk-based approach to moderation taking into consideration that:
 - 7.3.1 Corporate accounts will be monitored on business days during business hours or more regularly during emergencies.
 - 7.3.2 Corporate accounts may be monitored outside of business hours on occasion.
 - 7.3.3 The Communications team will track engagement metrics for quarterly and annual reporting.
 - 7.3.4 All corporate accounts must include an automatic message that tells people how often the account is checked and directs service requests or complaints to official Council channels.
 - 7.3.5 Administrators will maintain records of significant online interactions.
- 7.4 Authorised Officers will:
 - 7.4.1 Remove and/or block users who post content which are deemed to be Illegal, offensive, discriminatory, defamatory, or misleading.
 - 7.4.2 Delete/hide spam, promotions, irrelevant links, content unrelated to the original social media post or Council activities.
 - 7.4.3 Delete/hide content breaching privacy, confidentiality, or platform terms of use.
 - 7.4.4 Where content may involve a threat, harassment, discrimination, defamation, privacy breach, confidentiality breach, staff targeting, legal risk or workplace health and safety risk, take reasonable steps to preserve a record of the content before it is hidden or removed.
 - 7.4.5 Content that is reasonably critical of Council, Council decisions, services, processes or performance will not be removed merely because it is critical. Such content may only be hidden, removed or moderated where it breaches this Policy, applicable law, platform rules, or creates a safety, privacy, confidentiality, defamation, discrimination or other material risk.
- 7.5 Councillors:
 - 7.5.1 Must be responsible for taking reasonable steps to moderate social media accounts, pages or groups they control where those channels are used for Council-related purposes in accordance with documents outlined in Section 9 and 10.
 - 7.5.2 This does not require continuous monitoring or guarantee that inappropriate comments will never occur. However, Councillors should act within a reasonable time after becoming aware of content on their account, page or group that may be unlawful, defamatory,

discriminatory, harassing, privacy-breaching, confidential, threatening, misleading, personally targeted at Council employees, or otherwise inconsistent with this Policy.

7.5.3 Where a Councillor becomes aware of content that may create a legal, governance or workplace health and safety risk, they should consider removing, hiding, correcting or otherwise managing the content and, where appropriate, seek advice from the Chief Executive Officer or Communications Lead.

7.5.4 Must comply with any reasonable direction issued by the Chief Executive Officer to amend or remove social media content that is determined to be in breach of this policy.

8. TRAINING

8.1 Council will ensure all new employees and new Councillors receive a copy of this policy as part of their induction.

8.2 The Communications and People and Safety team will ensure that this policy is regularly communicated with all affected people covered by this policy.

8.3 That this policy is acknowledged by all affected employees and Councillors.

9. ENFORCEMENT AND BREACHES

9.1 Persons covered by this policy, who breach this policy may (as is appropriate and as applicable) be subject to appropriate disciplinary action.

9.2 Employees and Councillors who observe any social media content that may contravene this policy should immediately report the perceived breach to their manager or the Communications Lead (in the case of employees) or the CEO (in the case of Councillors) for investigation and appropriate action.

9.3 Legal responsibility for social media content will depend on the circumstances and applicable law. Content published on personal social media accounts may expose the individual, and in some circumstances Council, to legal, governance, reputational or workplace health and safety risk.

9.4 Serious breaches may:

9.4.1 Expose individuals to legal proceedings; and

9.4.2 Make Council vicariously liable for the conduct of others.

9.5 Reporting of Breaches:

9.5.1 Employees and Councillors who observe any social media content that may contravene this policy should immediately report the perceived breach to their manager or the Communications Lead (in the case of employees) or the CEO (in the case of Councillors) for investigation and appropriate action.

9.6 Employee:

9.6.1 Breaches may result in disciplinary action under Council's Workplace Behaviour Administrative Policy 9.20, Work Health and Safety (WHS) Act 2012 and the Employee Code of Conduct Administrative Policy 9.14.

9.7 Councillors:

9.7.1 Breaches by Councillors may result in action under the applicable Councillor Code of Conduct, Local Government Act 1993, Work Health and Safety Act 2012, privacy, defamation, anti-discrimination or other relevant legal or governance processes.

- 9.8 Where social media content creates an actual or potential workplace health and safety risk, the matter may also be recorded and managed through Council's WHS incident management processes.
- 9.9 Where appropriate, Council may seek legal advice or refer a matter to an external authority, including WorkSafe Tasmania, Tasmania Police, the relevant electoral authority, or another regulator.

10. LEGAL AND RISK CONSIDERATIONS

- 10.1 All persons covered by this Policy must comply with applicable laws, regulations, codes, Council policies and lawful directions relevant to their role or circumstances. Relevant legal and risk considerations include, but are not limited to:
 - 10.1.1 Defamation: You may be found to be liable for any defamatory comments you post or allow to remain visible.
 - 10.1.2 Privacy: Do not disclose personal or sensitive information including identifying employees by name (refer to the Personal Information Protection Act 2004).
 - 10.1.3 Copyright: Obtain permission before using protected material.
 - 10.1.4 Anti-discrimination: It's unlawful to treat someone unfairly or harass them because of attributes such as race, gender, disability, age, religion, or sexual orientation.
 - 10.1.5 Contempt: Publicising court orders or matters under consideration by the courts.
- 10.2 Security:
 - 10.2.1 Protect login credentials and be alert to phishing, malware, and other online risks.
 - 10.2.2 Authorised Officers are to use 2 factor authentication when using login credentials and operating corporate accounts.

11. RELATED DOCUMENTS

- 11.1 Employee Code of Conduct Administrative Policy 9.14;
- 11.2 Local Government Code of Conduct;
- 11.3 Workplace Behaviour Administrative Policy 9.20;
- 11.4 ICT Usage Administrative Policy 9.2;
- 11.5 Disciplinary Administrative Policy 9.12;
- 11.6 Communications and Engagement Policy;
- 11.7 Customer Service Charter;
- 11.8 Councillor Workshop Policy 1.19;
- 11.9 Code of Conduct for Councillors V4;
- 11.10 Work Health and Safety Policy V 4;
- 11.11 *Work Health and Safety Act 2012* (TAS).

14.4 PUBLIC ART GUIDELINES

File Number: 5.582

Author: Danielle Gilbert-Beynon, Arts & Events Officer

Authoriser: Carol Swards, Coordinator Community Services and Hub

Strategic Plan Reference

Key Priority Area: 4. Fostering a welcoming, vibrant and thriving Kingborough.
Strategic Outcome: 4.3 A shared narrative that reflects the municipality's identity, values, history and aspirations.

1. PURPOSE

- 1.1 The purpose of this report is to review the current Kingborough Public Art and Art Collection Policy 4.9 and consider its replacement with the proposed Public Art Guidelines ("the guidelines").

2. BACKGROUND

- 2.1 Kingborough Council owns and continues to acquire a variety of artworks for public display and enjoyment throughout the municipality. This includes artworks featured as part of the Kingborough Art and Sculpture Trail, launched in 2025, as well as four murals recently commissioned in Kingston and Blackmans Bay.
- 2.2 At the Council meeting on 27 July 2020 Council endorsed the new *Kingborough Public Art and Art Collection Policy 4.9* (the Policy).
- 2.3 The Policy was developed to outline the requirements as to how public artwork will be acquired, commissioned, maintained and managed by Council.
- 2.4 The Policy was due for review in August 2025.

3. STATUTORY REQUIREMENTS

- 3.1 There are no statutory requirements relating to this report, the policy or proposed guidelines.

4. DISCUSSION

- 4.1 Council's ongoing acquisition and installation of public art has made a valuable contribution to the community. These initiatives have enriched the municipality's cultural landscape while also supporting and celebrating local artists and businesses. Examples include the purchase of sculptures from Art Farm Birchs Bay as part of the recently launched Kingborough Arts and Sculpture trail, which encourages residents and visitors to explore different parts of the municipality. Public art projects, including murals, have also contributed to improved amenity, the prevention of graffiti and were developed with the involvement of local young people.
- 4.2 It is recommended that the current *Kingborough Public Art and Art Collection Policy 4.9* be replaced with Public Art Guidelines. A formal policy is considered unnecessary, and the Guidelines would provide a more flexible and practical framework for Council, developers, community organisations and local businesses seeking to commission public art.
- 4.3 The proposed Public Art Guidelines would support and encourage the creation of new public art commissions for installation within Kingborough's public spaces. These commissions may include permanent, temporary and ephemeral works such as sculptures, murals and artistic installations located in streets, buildings, parks and

reserves throughout the municipality. The guidelines would also provide clear direction on the planning, procurement, installation and ongoing management of public art projects.

- 4.4 The proposed Guidelines are attached as Attachment 1. A marked-up copy identifying the requirements of the current *Kingborough Public Art and Art Collection Policy 4.9* proposed to be retained, amended or removed is attached as Attachment 2 and the current Policy is attached as Attachment 3.
- 4.5 Many of the key principles and requirements contained in the current Policy have been retained in the proposed Guidelines, including:
- Council's commitment to enhancing public spaces through the delivery of high-quality public art that benefits the community and supports Tasmanian artists.
 - Requirements relating to the safety, durability and ongoing maintenance of public artworks.
 - Council's ongoing responsibility for the management of the public art collection.
 - Continued provision of design, installation and urban design advice to artists, businesses and developers.
 - Requirements for stakeholders to obtain all necessary permits and approvals for public art installations within public spaces, including assessment by relevant Council officers where required.
 - Council oversight of the acquisition and deaccessioning of public artworks, including the recording of decisions relating to relocation, storage and disposal.
 - Recognition of artists' copyright and intellectual property rights through appropriate supporting documentation.
 - Support for Aboriginal public art commissions, promoting cultural diversity and inclusion.
- 4.6 The proposed Guidelines also introduce several new and expanded considerations, including:
- Promoting opportunities for disabled artists and improving accessibility for visitors viewing the art.
 - Encouraging commissioned and acquired artworks to be original, one-off works that are not duplicated or reproduced.
 - Ensuring public art is appropriate for a broad and diverse audience, respects community standards and cultural sensitivities, prioritises safety, and contributes positively to the public realm.
 - Ensuring all public art has the appropriate permits and approvals in place.
- 4.7 Council will apply the Guidelines when commissioning and managing public art projects. While the Guidelines are not enforceable requirements for external parties, they provide practical guidance and best-practice information for artists and will support high-quality public art outcomes that complement the character and amenity of the municipality.
- 4.8 Procedures relating to the maintenance, selection, approval, records and installation of Council-owned public artworks will be retained as internal operational procedures managed by the Community Services and Hub team.
- 4.9 All proposed acquisitions of public art by Council will continue to be reviewed and approved by the Manager Community Services and Hub, Director Environment, Development and Community, Chief Executive Officer and Mayor prior to acquisition.

5. FINANCE

- 5.1 There are no financial implications associated with the recommendations of this report.

6. ENVIRONMENT

- 6.1 There are no environmental implications associated with the recommendations of this report.

7. COMMUNICATION AND CONSULTATION

- 7.1 Informal consultation has been undertaken on an ongoing basis with local artists and businesses through the delivery of relevant arts projects and activities. Feedback received indicates that the proposed Guidelines will provide greater flexibility and opportunity for the commissioning of new public art.
- 7.2 The Public Art Guidelines will be made available to stakeholders seeking to commission new public art. Artists, local businesses, developers and community groups will be able to access the Guidelines through Council's website and at Council customer service locations.
- 7.3 All Council owned public artworks will continue to be recorded within Council's asset management system and promoted through printed publications, Council's website and other appropriate communication channels.
- 7.4 Council staff will continue to identify, develop and deliver new public art initiatives in consultation with relevant stakeholders, community groups and artists.

8. RISK

- 8.1 No risks have been identified in relation to this report.

9. CONCLUSION

- 9.1 The proposed Guidelines provide a practical and flexible framework for the planning, commissioning, installation and management of public art across the municipality. The Guidelines retain the key principles and requirements of the existing Policy while improving accessibility for artists, developers, businesses and community organisations.
- 9.2 Replacing the current Public Art Policy with the proposed Guidelines will support the delivery of high-quality public art, encourage new commissions and promote art installations that complement existing public artworks and contribute positively to the character and amenity of the local area.

10. RECOMMENDATION

That Council

- (a) Retire the current *Kingborough Public Art and Art Collection Policy 4.9*;
- (b) Endorse the Public Art Guidelines attached to this report;
- (c) Authorise the publication of the Public Art Guidelines on Council's website.

ATTACHMENTS

- 1. Existing Public Art and Art Collection Policy
- 2. Existing Policy with Marked Up Changes
- 3. Proposed Public Art Guidelines

EXISTING POLICY



Policy No: 4.9
 Approved by Council: August 2020
 Next Review Date: August 2025
 Responsible Officer: Executive Manager Governance & Community Services

Minute No: C432/14-2020
 ECM File No: 6.25
 Version: 2.0

Public Art and Art Collection Policy	
POLICY STATEMENT:	1.1 Kingborough Council owns, and continues to acquire, a variety of artworks that are collected for presentation in the public realm throughout the municipality – referred to herein as ‘public art’. 1.2 This policy determines how artwork will be acquired, commissioned, maintained and managed by Council. 1.3 This policy may also be used by Council as a guide to help determine if a proposed privately owned public artwork (subject to a development application) is in accordance with relevant desired public art and urban design outcomes. 1.4 This policy may also be referred to by land and property owners / managers and developers (with a significant or important stakeholding in Kingborough’s public realm) as a guide to determine if a planned privately owned public art project supports relevant desired public art and urban design outcomes in Kingborough.
DEFINITIONS:	2.1 Acquisition: A process by which an existing or commissioned artwork is purchased for a collection or donated to a collection. 2.2 Public Art Collection: a set of artworks, objects or items that have artistic, design, historical or civic significance. Collections are curated according to a set of defining principles or priorities (a curatorial framework) and exhibited within the public realm. 2.3 Commission: A process in which an artist is hired to create an artwork on a temporary or permanent basis and is paid for this service. 2.4 Temporary/Ephemeral Artworks: Temporary artworks are specifically designed to last for days, weeks, or months. The term ephemeral artwork might be used to describe projects such as projection or lighting works where there is no physical object created. It might also be applied to physical works created using non-permanent materials. 2.5 Public Realm: Any space that has public visibility, use and/or access, including the built environment, parks, reserves trails and roads. Public realm spaces are not necessarily under public ownership and may also include publicly accessible private (open) spaces. Privately owned facades (shop fronts, shopping centre walls, and similar) contribute to defining public spaces and are considered an intrinsic element of the public realm. Buildings (facades) under private ownership may, therefore, be considered as canvasses for public art projects (in partnership with relevant land/property owners).
OBJECTIVE:	3.1 This policy provides a strategic framework for Art Collection in Kingborough. Key principles that inform the policy are: a) Maintaining best practice in acquiring, commissioning and managing public art and collections; b) Maintaining relevant and robust procedural processes for the management and maintenance of the collection; c) Increased access, enjoyment and understanding of the collection by the community; d) Representing the diverse cultural interests of the community; and



Policy No: 4.9 Minute No: C432/14-2020
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	e) Supporting Tasmanian artists - with priority given to First Nations and Kingborough-based artists - through the strategic acquisition of their work. 3.2 This policy positions art as central to the ongoing development of Kingborough as a vibrant, inclusive and connected community with a strong sense of pride and local identity.
SCOPE:	4.1 This policy is directly relevant to all forms of permanent, temporary and ephemeral artworks located in the public realm under Council's management or subject to development assessment (under the Kingborough Interim Planning Scheme 2015 or any other subsequent planning scheme applicable in the Kingborough municipal area). 4.2 This policy is indirectly relevant to all forms of permanent, temporary and ephemeral artworks located in significant or strategically important areas of the public realm within the Kingborough municipal area under private ownership or management. 4.3 The policy principles will be applied to all aspects of the development and management of Kingborough's public art collection including methods for acquiring, commissioning and decommissioning works. The policy should be read in conjunction with Kingborough Council's <i>Art and Culture Strategy: Inspired Kingborough</i>. 4.4 Works covered by the policy include (but are not limited to) two- and three-dimensional work, murals, sculptures, statues, and graphic and industrial design within the public realm. 4.5 Other relevant policies and/or strategies that support or utilise public art outcomes, including the <i>Kingborough Play Space and Playground Strategy 2020 – 2025</i> and <i>Kingston CBD Place Strategy 2020 – 2030</i> should be read in conjunction with this policy. 4.6 This policy is underpinned by strategic outcomes 1.1, 1.2, 1.3, 1.5, 2.3 and 3.2 of the <i>Kingborough Council Strategic Plan 2020 – 2025</i>.
PROCEDURE (POLICY DETAIL):	5.1 Council's art acquisitions, commissions and collection will be managed by the Arts and Culture Working Group, an interdepartmental group headed by Council's Arts and Events Officer and Urban Design Officer. 5.2 The Collection will comprise both professional and community-based work displaying excellence in medium, subject, concept and/or design. 5.3 Council will commission art works of a permanent or temporary/ephemeral nature to enhance Kingborough's urban and natural environments, promoting Kingborough as an attractive destination and encouraging cultural tourism. 5.4 Public artworks will be integrated into sites of significance throughout the Kingborough region to provide access for the community to experience art in public places. 5.5 Artwork collected, commissioned or acquired must meet with at least two of the following criteria; a) Significant to place / context / community; b) Reflects Kingborough's cultural and/or environmental diversity; c) Created by a significant artist who has lived or worked in the municipality; d) Enhances the Collection as a high quality example of contemporary art practice or with key historic, cultural, social or geographical relevance; e) Maintenance, conservation and storage costs are viable.



Policy No: 4.9

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Approved by Council: August 2020

ECM File No: 6.25

Next Review Date: August 2025

Version: 2.0

Responsible Officer: Executive Manager Governance & Community Services

	5.6 Installation and maintenance of artworks will be coordinated by Council's Arts and Culture Working Group, with specific reference to and advice from Council's Urban Design Officer and Council's Manager Works Department. 5.7 An artwork may be considered for de-accessioning from the Collection if one or more of the following applies: a) it does not comply with the current acquisition criteria (this policy); b) the conservation and storage costs are no longer viable; c) it lacks any supporting information to enable proper identification or to establish its relevance to the collection; d) it is irreparably damaged or destroyed, or is missing or stolen; e) where underlying structural footings or site use has changed significantly, to the degree that the public artwork is no longer able to be structurally supported on the site; f) the work becomes a risk to public safety; g) or the artwork is at severe risk of damage.
ROLES AND RESPONSIBILITIES	6.1 Oversight of the implementation of the Policy is the responsibility of the Executive Manager Governance & Community Services. 6.2 The Arts and Events Officer will be responsible for ensuring commission / acquisition and deaccession proposals comply with this policy. 6.3 The Arts and Culture Working Group will use this policy to make informed decisions before recommending any proposed accession and/or deaccession of objects (artworks). 6.4 The Urban Design Officer (or other suitably qualified design consultant and/or engineer) will ensure that installation and placement of artwork is in line with desired urban design outcomes and relevant building and planning codes. 6.5 The Manager, Works Department (or a representative thereof) will be consulted and give advice in relation to materials, maintenance and installation (of artworks).
COMMUNICATION:	7.1 Kingborough Council Staff; 7.2 Kingborough Councillors; 7.3 Kingborough Residents and Ratepayers; 7.4 Arts and culture practitioners; 7.5 Arts and culture industry partners.
LEGISLATION:	8.1 Nil
RELATED DOCUMENTS:	9.1 <i>Kingborough Council Strategic Plan 2020 – 2025</i>; 9.2 <i>Kingborough Council's Art and Culture Strategy: Inspired Kingborough</i>; 9.2 Any other relevant Kingborough Council policy and/or strategy that identifies, supports, utilises public art (and related) outcomes.
AUDIENCE:	10.1 Public

TRACK CHANGES

POLICY SECTION	COMMENTS
1 - POLICY STATEMENT: 1.1 Kingborough Council owns, and continues to acquire, a variety of artworks that are collected for presentation in the public realm throughout the municipality – referred to herein as ‘public art’. 1.2 This policy determines how artwork will be acquired, commissioned, maintained and managed by Council. 1.3 This policy may also be used by Council as a guide to help determine if a proposed privately owned public artwork (subject to a development application) is in accordance with relevant desired public art and urban design outcomes. 1.4 This policy may also be referred to by land and property owners / managers and developers (with a significant or important stakeholding in Kingborough’s public realm) as a guide to determine if a planned privately owned public art project supports relevant desired public art and urban design outcomes in Kingborough.	All incorporated into proposed guidelines except for 1.1.
2 - DEFINITIONS: 2.1 Acquisition: A process by which an existing or commissioned artwork is purchased for a collection or donated to a collection. 2.2 Public Art Collection: a set of artworks, objects or items that have artistic, design, historical or civic significance. Collections are curated according to a set of defining principles or priorities (a curatorial framework) and exhibited within the public realm. 2.3 Commission: A process in which an artist is hired to create an artwork on a temporary or permanent basis and is paid for this service. 2.4 Temporary/Ephemeral Artworks: Temporary artworks are specifically designed to last for days, weeks, or months. The term ephemeral artwork might be used to describe projects such as projection or lighting works where there is no physical object created. It might also be applied to physical works created using non-permanent materials. 2.5 Public Realm: Any space that has public visibility, use and/or access, including the built environment, parks, reserves trails and roads. Public realm spaces are not necessarily under public ownership and may also include publicly accessible private (open) spaces. Privately owned facades (shop fronts, shopping centre walls, and similar) contribute to defining public spaces and are considered an intrinsic element of the public realm. Buildings (facades) under private ownership may, therefore, be considered as canvasses for public art projects (in partnership with relevant land/property owners).	Definitions have not been carried over to proposed guidelines.
3 - OBJECTIVE 3.1 This policy provides a strategic framework for Art Collection in Kingborough. Key principles that inform the policy are: a) Maintaining best practice in acquiring, commissioning and managing public art and collections; b) Maintaining relevant and robust procedural processes for the management and maintenance of the collection; c) Increased access, enjoyment and understanding of the collection by the community; d) Representing the diverse cultural interests of the community; and e) Supporting Tasmanian artists - with priority given to First Nations and Kingborough-based artists - through the strategic acquisition of their work. 3.2 This policy positions art as central to the ongoing development of Kingborough as a vibrant, inclusive and connected community with a strong sense of pride and local identity.	All incorporated into the proposed Guidelines.

4 – SCOPE: 4.1 This policy is directly relevant to all forms of permanent, temporary and ephemeral artworks located in the public realm under Council’s management or subject to development assessment (under the Kingborough Interim Planning Scheme 2015 or any other subsequent planning scheme applicable in the Kingborough municipal area). 4.2 This policy is indirectly relevant to all forms of permanent, temporary and ephemeral artworks located in significant or strategically important areas of the public realm within the Kingborough municipal area under private ownership or management. 4.3 The policy principles will be applied to all aspects of the development and management of Kingborough’s public art collection including methods for acquiring, commissioning and decommissioning works. The policy should be read in conjunction with Kingborough Council’s <i>Art and Culture Strategy: Inspired Kingborough</i>. 4.4 Works covered by the policy include (but are not limited to) two- and three-dimensional work, murals, sculptures, statues, and graphic and industrial design within the public realm. 4.5 Other relevant policies and/or strategies that support or utilise public art outcomes, including the <i>Kingborough Play Space and Playground Strategy 2020 – 2025</i> and <i>Kingston CBD Place Strategy 2020 – 2030</i> should be read in conjunction with this policy. 4.6 This policy is underpinned by strategic outcomes 1.1, 1.2, 1.3, 1.5, 2.3 and 3.2 of the <i>Kingborough Council Strategic Plan 2020 – 2025</i>.	All have been incorporated except for 4.6.
5 – PROCEDURE 5.1 Council’s art acquisitions, commissions and collection will be managed by the Arts and Culture Working Group, an interdepartmental group headed by Council’s Arts and Events Officer and Urban Design Officer. 5.2 The Collection will comprise both professional and community-based work displaying excellence in medium, subject, concept and/or design. 5.3 Council will commission art works of a permanent or temporary/ephemeral nature to enhance Kingborough’s urban and natural environments, promoting Kingborough as an attractive destination and encouraging cultural tourism. 5.4 Public artworks will be integrated into sites of significance throughout the Kingborough region to provide access for the community to experience art in public places. 5.5 Artwork collected, commissioned or acquired must meet with at least two of the following criteria; - Significant to place / context / community; - Reflects Kingborough’s cultural and/or environmental diversity; - Created by a significant artist who has lived or worked in the municipality; - Enhances the Collection as a high quality example of contemporary art practice or with key historic, cultural, social or geographical relevance; - Maintenance, conservation and storage costs are viable.	5.1 – 5.4: retained (wording adjusted) 5.5: retained (wording adjusted). Artist to have ideally have ties to community rather lived or worked in Kingborough. Now includes recognising Aboriginal stories and heritage. 5.6 – 5.7: retained (wording adjusted). Also now includes; Permit requirements Celebration of Aboriginal art, stories and culture Access considerations Originality Signage - Appropriateness

5.6 Installation and maintenance of artworks will be coordinated by Council's Arts and Culture Working Group, with specific reference to and advice from Council's Urban Design Officer and Council's Manager Works Department. 5.7 An artwork may be considered for de-accessioning from the Collection if one or more of the following applies: a) it does not comply with the current acquisition criteria (this policy); b) the conservation and storage costs are no longer viable; c) it lacks any supporting information to enable proper identification or to establish its relevance to the collection; d) it is irreparably damaged or destroyed, or is missing or stolen; e) where underlying structural footings or site use has changed significantly, to the degree that the public artwork is no longer able to be structurally supported on the site; f) the work becomes a risk to public safety; g) or the artwork is at severe risk of damage.	
6 - ROLES AND RESPONSABILITIES: 6.1 Oversight of the implementation of the Policy is the responsibility of the Executive Manager Governance & Community Services. 6.2 The Arts and Events Officer will be responsible for ensuring commission / acquisition and deaccession proposals comply with this policy. 6.3 The Arts and Culture Working Group will use this policy to make informed decisions before recommending any proposed accession and/or deaccession of objects (artworks). 6.4 The Urban Design Officer (or other suitably qualified design consultant and/or engineer) will ensure that installation and placement of artwork is in line with desired urban design outcomes and relevant building and planning codes. 6.5 The Manager, Works Department (or a representative thereof) will be consulted and give advice in relation to materials, maintenance and installation (of artworks).	Not retained in Guidelines will be contained in internal procedure
7 - COMMUNICATION: 7.1 Kingborough Council Staff; 7.2 Kingborough Councillors; 7.3 Kingborough Residents and Ratepayers; 7.4 Arts and culture practitioners; 7.5 Arts and culture industry partners.	Not retained in Guidelines will be contained in internal procedure
8 – LEGISLATION 8.1 Nil	NA
9 – RELATED DOCUMENTS 9.1 <i>Kingborough Council Strategic Plan 2020 – 2025;</i> 9.2 <i>Kingborough Council's Art and Culture Strategy: Inspired Kingborough;</i> 9.2 Any other relevant Kingborough Council policy and/or strategy that identifies, supports, utilises public art (and related) outcomes.	NA
10 – AUDIENCE 10.1 Public	NA

Proposed Public Art and Art Collection Guidelines

1. Who are the guidelines for?

- Kingborough Council employees who manage the commission of Public Art consisting of sculptures, murals, and integrated art, displayed in public spaces across the municipality.
- Private developers, local businesses, landowners, and artists who may use these guidelines when proposing public art projects. Guidelines will ensure alignment with Council's urban design aims.

2. What is the purpose of the guidelines?

The purpose of these guidelines is to provide a framework for how public art is acquired, commissioned, managed and maintained in Kingborough. They are used by Council when making decisions about public art and the management of its public art collection. They may also be used as guidance by developers, businesses, community groups, landowners and artists proposing public art projects.

The guidelines aim to:

- Support best practice in the acquisition, commissioning and management of public art.
- Provide clear processes for managing and maintaining Council's public art collection.
- Increase community access to, enjoyment of, and understanding of public art.
- Reflect and celebrate the diverse cultural interests of the Kingborough community.
- Support Tasmanian artists, particularly First Nations and Kingborough-based artists, through the acquisition and commissioning of their work.

Adhering to these guidelines will ensure that public art continues to play a vital role in shaping Kingborough as a vibrant, inclusive and connected community with a strong sense of place.

3. How to use the guidelines:

The Public Art Guidelines are applicable to:

- All permanent, temporary, and ephemeral artworks managed by Council in the public realm.
- Any public artworks required as part of new development, building, and planning processes.
- New public art proposals on significant private sites within the municipality.
- All aspects of managing the Public Art Collection, including acquisition, commissioning, and deaccessioning.
- All forms of public art, including murals, sculptures, statues, industrial design elements, and two- and three-dimensional work.
- Consideration of each guideline should be made alongside the relevant Council Strategies.

4. Public Art Guidelines:

- The acquisition, commission, and management of public art should maintain a high-standard.
- The acquisition and implementation of new public art should aim to enhance community identity and diversity.
- New public art should aim to reflect or respond to the community, history or environment of Kingborough, including opportunities to recognise and celebrate Aboriginal stories and culture.

- Appropriate permits, permissions must be in place for all public art.
- Tasmanian artists including First Nations and Kingborough-based artists should be supported through strategic acquisition and commissions.
- Equal opportunities for disabled artists and visitor access should be considered.
- Council will maintain a diverse public art collection which includes both professional and community artworks that demonstrate excellence in medium, concept, design, or subject matter.
- All Council commissions, be it temporary or permanent artworks, will aim to enhance public spaces and support cultural tourism,
- It is recommended that all commissioned or acquired works must be original, one-off pieces and not be duplicated or re-produced.
- The integration of public art in public spaces will consider significant or high-visibility locations to maximise community engagement.
- Council's Public art collection will provide clear signage that is consistent with colour, design, typeface and font standards.
- Public art should be appropriate for a broad, diverse audience, respecting community standards, cultural sensitivities, safety, and contributing positively to the public realm.
- Public art should be constructed from materials and finishes that are reasonably durable, weather-resistant, and capable of maintaining structural integrity and appearance over time.
- For Council:
 - New public art acquisitions, installation and maintenance will be coordinated by Councils Arts Officer, Urban Design Officer and Manager Works Department.
 - All public art acquisitions must be reviewed and approved prior to acceptance. Approval is required from Council's Manager of Community Services, Director of Environment, Development and Community, Chief Executive Officer, and Mayor of Kingborough.
 - Deaccessioning of artworks may occur if the work:
 - o No longer meets the acquisition criteria.
 - o The ongoing maintenance or storage costs become unreasonable.
 - o The supporting documentation is missing.
 - o The artwork is damaged beyond repair, destroyed, missing or stolen.
 - o Changes to a site prevent safe installation.
 - o The artwork becomes a public safety risk.
 - o The artwork is at significant risk of damage.

5. Interested in installing public art?

Please contact Kingborough Council Arts and Events Officer at artsinfo@kingborough.tas.gov.au or phone (03) 6211 8229.

15.5 PIERSONS POINT OBSERVATION FORT

File Number: 22.327

Author: Daniel Smee, Director Governance, Recreation & Property Services

Authoriser: Dave Stewart, Chief Executive Officer

Strategic Plan Reference

Key Priority Area: 3. Caring for where we live and preparing for the future.

Strategic Outcome: 3.2 A community that has a well-developed sense of natural and cultural heritage.

1. PURPOSE

- 1.1 The purpose of this report is to consider options in relation to the WWII fort at Piersons Point.

2. BACKGROUND

- 2.1 At the Council meeting of 17 November 2025, Mr Harry Hale asked a Question Without Notice in relation to a tree impacting on the WWII Observation Fort at Piersons Point.

3. STATUTORY REQUIREMENTS

- 3.1 The fort is heritage listed (see Tasmanian Heritage Register Datasheet) and there are requirements under the *Historic Cultural Heritage Act 1995* in relation to any alterations to the structure.
- 3.2 A Minor Works Permit has been obtained from the Tasmanian Heritage Council to undertake repairs to the building.

4. DISCUSSION

- 4.1 Following the concerns raised by Mr Hale, officers undertook an inspection of the fort and observed several cracks in the walls of the structure.
- 4.2 Burbury Consulting was contracted to undertake a structural assessment of the fort to determine both the immediate and longer term risks associated with public access to the building.
- 4.3 Their report (see attached) concluded that “At present, there is no evidence of imminent collapse or that the building poses unacceptable risk to the public and that access needs to be restricted”.
- 4.4 However, the report also found that the primary driver of structural movement is the adjacent eucalypt trees and that continued growth of these will continue to impact on the building which “may lead to progressive structural failure and potential collapse”.
- 4.5 On the recommendation of the engineers, an arboricultural assessment of the trees was sought (see attached report).
- 4.6 The Arboricultural Report concluded that the trees “are reasonably healthy” with “no obvious features that would be cause for concern”.
- 4.7 However, the report concurred with the findings of the engineer in that future growth of the trees will further disrupt the structure of the fort.

- 4.8 The removal of dead limbs from the trees as recommended in the Arboricultural Report has been completed.
- 4.9 Further advice has been obtained from Burbury Engineers to assist with the determination of options available to Council, details of which are summarised below:
- a) Do nothing and continue to monitor the deterioration of the structure;
 - b) Restrict public access to the fort by means of fencing;
 - c) Remove the trees, undertake minor repairs and install structural props;
 - d) Retain the trees, undertake minor repairs, install structural props and continue to monitor the condition of the building; or
 - e) Retain the trees, undertake major repairs to the building and continue to monitor its condition.
- 4.10 Of the options identified above, the risk of doing nothing is considered unacceptably high, whilst restriction of public access would be both undesirable and logistically difficult.
- 4.11 Given the high conservation value of the trees and the fact that the arboricultural assessment found them to be healthy, there is a strong argument for retaining them.
- 4.12 On the flipside, the trees are the primary driver for the deterioration of the building, and their removal addresses this issue.
- 4.13 There is an obvious conflict between the conservation value of the trees and the heritage value of the fort.
- 4.14 Regardless of whether the trees are retained or removed, there is a need to install bracing (in the form of steel supports) to ensure the structural integrity of the building.
- 4.15 On balance it is considered that retention of the trees, undertaking minor repairs (including the installation of structural props) and ongoing monitoring of the condition of the building is the most appropriate for the foreseeable future.

5. FINANCE

- 5.1 The cost of installing steel support columns and undertaking minor repairs to the building is estimated at \$10,000.
- 5.2 The cost of removing the trees is estimated at \$5,000.
- 5.3 The cost of undertaking major repair/structural work is estimated at \$33,500.
- 5.4 The fort is not currently listed on Council's asset register but is on Council owned land and by virtue of this is deemed to be a Council asset.
- 5.5 No budget allocation has been made for this project in the 2026/27 financial year and therefore an adjustment to the Capital budget would be required to undertake any remedial work.

6. ENVIRONMENT

- 6.1 There are two trees impacting on the fort. The first is a mature *Eucalyptus obliqua* (Stringybark) and the second a mature *Eucalyptus viminalis* (White Gum). Both have high conservation value.

- 6.2 *Eucalyptus viminalis* trees are significant habitat for forty-spotted pardalote which are known to be found in the area and any impacts to these trees should be avoided where possible.

7. COMMUNICATION AND CONSULTATION

- 7.1 The Tasmanian Heritage Council has been consulted in relation to this matter.

8. RISK

- 8.1 There is a public safety risk if works to address the structural integrity of the fort are not undertaken.

9. CONCLUSION

- 9.1 The WWII observation fort at Piersons Point is being impacted on by adjoining eucalypt trees.
- 9.2 These trees have high conservation value and have been assessed as being healthy.
- 9.3 In balancing the conflicting values of conservation and heritage, it is considered that the best compromise is to retain the trees and undertake measures to maintain the structural integrity of the fort so that it public access can be continued.

10. RECOMMENDATION

That Council:

- a) Agrees to retain the *Eucalyptus viminalis* and *Eucalyptus obliqua* trees adjoining the Piersons Point WWII observation fort for the foreseeable future;
- b) Approves an allocation of \$10,000 to undertake minor repairs to the structure, including the installation of structural support columns; and
- c) Notes that ongoing monitoring of the condition of the fort will be undertaken that may result in further recommendations with respect to either retention of the trees or further remediation works to the building.

ATTACHMENTS

- 1. Engineer's Report
- 2. Arboricultural Report
- 3. Tasmanian Heritage Report

18/12/2025

Roy Langman
Kingborough Council
 15 Channel Highway
 Kingston, TAS, 7050



Dear Roy,

Pierson's Point Reserve Observation Building Engineering Assessment

1. Introduction

Burbury Consulting (Burbury) was engaged by Kingborough Council to undertake a structural condition assessment of the reinforced concrete bunker at Pierson's Point Reserve, Tinderbox. The assessment was initiated following public reports of large cracks in the structure adjacent to two significant eucalypt trees growing against the building.

The objectives were to:

- Determine the current structural condition and any risk to public safety.
- Assess the likely cause(s) of the observed defects.
- Provide recommendations for immediate controls, remediation, and monitoring.
- Advise whether the building is safe for public access in its current state.

Scope & Limitations: Visual inspection and hammer testing of concrete were performed. No destructive testing or full structural analysis was undertaken. Conclusions are based on observed conditions, measurements, and photographs taken on site.

2. Historical timeline

Understanding the historical timeline of these structural cracks is critical for assessing:

- Whether the building poses an imminent risk of structural collapse.
- Whether the cracks and associated movement are currently active; and
- The likely progression rate of these defects toward a point of significant structural failure.

A review of historical imagery from Google Earth Street View indicates:

- The primary large structural crack, attributed to the growth of adjacent Eucalypt trees, developed sometime between 2009 and 2015.
- A secondary crack originating from the drainage outlet in the wall is visible as early as 2009.
- Cracking on the opposite doorway wall also appears to have formed between 2009 and 2015.
- The building was repainted sometime after April 2024, as earlier imagery shows extensive graffiti that is no longer present.

▲ CIVIL ▲ STRUCTURAL ▲ MARITIME ▲ PROJECT MANAGEMENT

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Table 1 – Historical timeline of structural defects

Image and date	Observations
November 2009	It is difficult to clearly see in the image but a crack at the re-entrant corner appears to be just starting. There appears to already be a crack propagating from the drainage outlet in the wall. The trees are significantly smaller. There are no obvious signs of cracking or localised concrete crushing on the opposite doorway wall.
June 2015	The two cracks can be clearly seen in this image. There has been significant growth in both trees as can be seen by the increased diameters at the base of the trunks. The second image showing the outside of the opposite doorway wall shows shears cracks and localised concrete crushing. This is indicative of the torsional rotation induced in the building from



Image and date	Observations
	the trees rather than a deficiency in the cantilevered roof.
August 2023	The two main cracks on the southern wall have clearly progressed in length and aperture since 2015. They do not appear to have progressed in the last two and a half years. Although it is difficult to say conclusively from the quality of the street view imagery. Again, the cracks and localised concrete crushing on the northern doorway wall do not appear to have progressed in the last two and half years.



Image and date	Observations
April 2024	The imagery taken in April 2024 shows the building covered in graffiti showing that the building has been repainted sometime since then.
	

3. Engineering assessment

3.1 Inspection methodology

The inspection was carried out on-site by a senior structural engineer from Burbury on 11 December 2025 and involved a comprehensive visual assessment of all accessible structural elements, including walls, roof slab, doorway supports, lintels, stairs, handrails, and steel columns. Hammer testing was performed on representative concrete surfaces to identify areas of delamination or spalling. Thickness gauge measurements were not taken due to malfunctioning equipment but based on observations the steel columns are considered structurally sound. Detailed photographic documentation was captured during the inspection, including scaled measurements of significant cracks and defects, to support condition evaluation and risk assessment.

3.2 Description of building

3.2.1 General

The structure is a reinforced concrete observation post dating back from World War II, designed for coastal surveillance and defence purposes. It is a single-story bunker-style building with a partially sloped roof slab for water runoff that also serves as an open observation deck, enclosed by a perimeter safety fence. The building is partially embedded into the natural slope, with its front elevation facing downslope toward the coastline, providing clear sightlines over the water.

The walls are constructed from 160mm thick, cast-in-place reinforced concrete with a utilitarian finish, typical of wartime military structures. The building features rectangular openings for observation and ventilation, including a large horizontal slot on the front elevation and a doorway on the side. Internal spaces are simple and functional, comprising a small, enclosed chamber beneath the observation deck, accessed by concrete stairs with steel handrails.

The roof slab projects forward as a cantilever over the front wall, forming a sheltered area below. Steel elements include circular hollow section (CHS) columns supporting parts of the deck and steel stair assemblies leading to the upper observation level. The overall design prioritizes durability and minimal profile, consistent with its original military purpose.



3.2.2 Structural intent of the cantilevered roof

The roof slab projects forward beyond the front wall, creating a cantilevered edge over the lower level. Visual inspection of the underside of the roof and the wall directly below the cantilever reveals several cut-off reinforcement bars (or bolts) along the extent of the slab edge. This detail could suggest that the roof may have originally been supported by vertical columns or props similar to those supporting the lower deck, rather than functioning as a true cantilever.

However, there are no visible shear or flexural cracks in the cantilever edge beams that would typically indicate overstress or failure in a cantilever system. This absence of distress in those beams implies that the roof was either adequately designed for cantilever action or that any previous supports were removed without compromising its structural performance.

The cracks observed on the top surface of the roof slab does not follow a classic cantilever failure pattern. Instead, the crack pattern and its location are consistent with torsional effects and differential movement induced by the adjacent tree roots acting on the building. These forces have caused rotation of the front wall and redistributed stresses across the structure, leading to secondary cracking rather than primary cantilever failure.

While the original design intent of the roof slab cannot be confirmed without historical drawings, current evidence suggests that the slab is performing as a cantilever without signs of structural distress. The observed cracking is attributed to building movement and torsional effects rather than cantilever inadequacy.

Further evidence to support this can be seen in the historical Google Earth imagery which shows no signs of structural distress (shears cracks, localised concrete crushing, etc.) in the doorway wall supporting the cantilever roof in November 2009.

3.3 Condition of building

3.3.1 General condition

The building retains its original form with most elements observed to be structurally intact. The concrete surfaces have been repainted in a uniform muted green finish, which appears recent; within the last 18 months and in good condition, with minimal peeling or weathering.

The roof slab, external walls, and internal partitions generally exhibit sound concrete when tested by hammer, except for isolated areas of deterioration noted elsewhere in this report. Steel components, including the stair assembly and CHS columns, are largely in serviceable condition, with only minor localized corrosion observed at the base of one column. Handrails and stairs remain stable and functional, and no significant defects were noted in these elements apart from one loose bolt at the top stair base.

Despite these generally satisfactory conditions, the building shows evidence of significant structural movement, including major cracks and displacement, which materially affect its integrity and require urgent attention. These defects are detailed in Section 3.3.2.

3.3.2 Observed defects and recommended remediation

We have provided the main defects observed during our inspection in Table 2 below, which includes a photo of the defect, a description of the defect and recommended remediation.



Table 2 – Observed defects and recommended remediation

Photo of defect	Defect description	Recommended remediation
	<u>Major structural cracking</u> Two large cracks are present on the wall adjacent to the large Eucalypt tree. These are full depth cracks. One crack measures up to 60 mm wide at the top and exhibits approximately 10 mm lateral displacement, indicating significant structural movement and loss of continuity.	*Undertake structural repair of both cracks. *The type and extent of crack repair can be advised following an assessment of the trees by an arborist and subsequent consultation with council. As a minimum 2no. steel props (one near the wall and one near the cantilevered end) should be installed.
	<u>Major structural cracking</u> Two shear cracks have developed on the north facing doorway wall due to the torsional rotation induced in the building from the adjacent trees. The cracks are full depth with apertures of 5-10mm. Localised crushing of the concrete has occurred at the origins of the cracks.	*Undertake structural repair of both cracks. *The type and extent of crack repair can be advised following an assessment of the trees by an arborist and subsequent consultation with council. As a minimum 2no. steel props (one near the wall and one near the cantilevered end) should be installed.
	Multiple transverse cracks across the top of the roof slab.	Seal cracks to prevent water ingress and help mitigate corrosion of reinforcement.



Photo of defect	Defect description	Recommended remediation
	Extensive spalling and delaminated concrete with exposed corroded reinforcement in the lower window lintel.	Breakout and remove unsound concrete. Remove rust from reinforcement and coat with anti-corrosion epoxy primer.
	Localised corrosion and flaking paint at the base of CHS column.	Remove corrosion and reinstate paintwork.
	Spalled concrete and sheared off stair stringer base bolt. Stair's 'bounce' or deflect significantly when walking on that side of the stairs. This is a serviceability issue more so than a structural problem.	Patch repair spalled concrete and provide new epoxy or similar hold-down bolt.



3.3.3 Likely cause of damage

The primary cause of structural distress is root and trunk pressure from the adjacent mature eucalypt trees, which are of significant conservation value. The tree's buttress roots appear to have exerted lateral pressure and vertical uplift against the back section of the building's foundation and wall, causing the front portion of the structure to twist and rotate downslope. This torsional rotation has resulted in:

- Major cracking and displacement of the side wall resulting in a significant loss of structural stiffness in this section of the building.
- Subsequent stress redistribution across the building leading to secondary shear cracking and localised concrete crushing of the opposite doorway wall and full width transverse cracking on the topside of the roof slab. The location and diagonal direction at the initiation of these cracks in the roof slab are indicative of the torsional rotation imparted to the building from the trees.
- A 20mm deflection from the cantilever edge to the doorway wall support. There was no measurable deflection of the cantilever on the opposite side. Again, providing evidence of the torsional rotation in the building.

The defects observed on the lower-level window lintel of spalling and delaminated concrete with exposed and corroded reinforcement appears unrelated to the main structural issues with the building. This is simply an age-related progressive deterioration of the lintel due to moisture ingress in an aggressive coastal environment.

The defects predate the most recent repainting, as evidenced by paint within the cracks, indicating long-term movement that has worsened over time. Continued root growth and soil interaction will likely exacerbate structural displacement unless mitigated.

4. Public Safety

4.1 Immediate risk

The structural defects observed—particularly the full-depth cracks with significant displacement—represent a material reduction in the building's integrity. However, based on historical imagery and inspection findings, these cracks have developed gradually over a period of approximately 10–15 years, indicating extremely slow movement. At present, there is no evidence of imminent collapse or that the building poses unacceptable risk to the public and that access needs to be restricted.

4.2 Future risk

The primary driver of structural movement are the adjacent mature eucalypt trees. Continued root growth and buttress expansion will likely exacerbate torsional rotation and displacement of the building over time. If left unmanaged, this process may eventually lead to progressive structural failure and potential collapse, posing a significant public safety hazard.

To address this risk, it is essential to engage a qualified arborist to:

- Assess the health and growth trajectory of the tree;
- Evaluate the extent of root intrusion and its interaction with the building foundation;
- Provide recommendations on whether intervention (e.g., root pruning, barrier installation, or tree removal) is necessary to prevent further structural damage.



The arborist's findings will inform the long-term remediation strategy. Without intervention, the building will remain vulnerable to ongoing movement, and the risk to public safety will increase over time.

4.2.1 Ongoing maintenance and inspections

We will advise council on any ongoing maintenance and inspection requirements following arborist assessment and subsequent discussions with council.

5. Immediate action

We recommend council undertake the following actions immediately:

- Engage a suitably qualified arborist to undertake an assessment of the adjacent eucalypt trees, prepare a report outlining tree health, root intrusion, and recommend interventions (e.g. root pruning, barriers, or removal). This assessment will inform the long-term remediation strategy.
- Install 4no. steel props as mentioned in Section 3.2.2 to relieve stress on the failing walls and provide additional support to the cantilever roof.
- Engage a structural engineer following the arborist's report to determine the scope, method, and priority of structural repairs required for the bunker.

Council may choose to prioritize the conservation of the trees and accept the ongoing deterioration of the bunker. If this approach is adopted, the structure should be subject to regular monitoring for safety, and access restrictions implemented should the condition further deteriorate or pose an increased risk.

If you have any queries or would like to discuss the above further let me know.

Yours sincerely

Sebastien Duay
Senior Structural Engineer
Burbury Consulting Pty Ltd



Arboricultural Report

For

Kingborough Council

Site

WW2 Fort

**310 Tinderbox Road, Tinderbox,
TAS, 7054**

Prepared By

Tree Pioneers Pty Ltd
ABN: 15 687 986 876
Franklin,
Tasmania, 7113

Consulting Arborist

Joe Loorham
Graduate Certificate of Arboriculture
Diploma Of Arboriculture
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Tree Pioneers
Ph: 0433 918 192

11/01/2026

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Tree Pioneers
Ph: 0433 918 192

11/01/2026

1. Overview

Commissioned by Roy Langman of Kingborough Council, Tree Pioneers were engaged to undertake an arboricultural health assessment on two trees growing in close proximity to Fort Pierson. An assessment of the trees is required to determine their health and condition. The trees are growing adjacent to the structure and are causing movement of the historical fort. An engineer's assessment has been provided for Fort Pierson.

1. Key Objectives

- Provide a tree health assessment
- Identify and record tree data
- Discuss and provide recommendations for the tree

2. Method

The site was inspected from the ground on Tuesday 23rd of December 2025 by Joe Loorham. The trees were assessed using the Visual Tree Assessment (VTA) methods and hazard identification methods described by Harris, Clark & Matheny (2004), Lonsdale (1999), Matheny & Clark (1998), Mattheck & Breloer (1994), and Matheny & Clark (1994). The trees were assessed for the following.

- Species identification and origin
- Approximate age of the tree
- Stem diameter at 1.3 meters above ground level with DBH tape or at ground if not possible
- An estimation of the height and width of the tree canopy with clinometer
- The structure of the tree
- The health of the tree
- The risk that the tree presents to the site using the Valid Trees Risk Assessment Method

The visual tree inspection was undertaken from the ground and recorded. No aerial assessment has taken place. An aerial inspection of the tree will be recommended if further assessment is required. Anything not visible from the ground cannot be accounted for. No underground investigation took place. The tree assessment relates to the data taken on the day of the assessment and does not include any changes thereafter. Any changes to site will void the risk assessment. Assessment is for trees under normal weather conditions.

Joe Loorham
Version - 1

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Tree Pioneers
Ph: 0433 918 192

11/01/2026

3. Site

The site is council owned land in the municipality of Kingborough Council. The site is Fort Pierson, and the address is 310 Tinderbox Road, Tinderbox. The trees are growing to the south side of the fort. The growing environment is an open grassed area beside the Fort Pierson structure. There are no other trees in close proximity.



Figure 1. Map of site (Source Google maps).

Tree Pioneers
Ph: 0433 918 192

11/01/2026

4. Tree Data

Tree 1	
	
Tree ID	<i>Eucalyptus obliqua</i>
Common Name	Stringybark
Age	Mature
Origin	Native
D.B.H	1.45m
Height	19m
Width	15m
Health	Fair
Structure	Good
Risk	Acceptable
Comments: • Compacted growing environment • Typical for species. • Mechanical damage to roots from mower • Causing structural damage to fort.	

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Tree 2	
	
Tree ID	<i>Eucalyptus viminalis</i>
Common Name	White Gum
Age	Mature
Origin	Native
D.B.H	0.79m
Height	19m
Width	10m
Health	Fair
Structure	Poor
Risk	Acceptable
Comments: • Compacted growing environment • Significant phototropic lean. • Typical for species.	

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5. Observations/Discussion

The trees are growing in a mostly open grassed area, against the building (Fort Pierson). There are no signs of heave or instability in the root plate. The ground around the tree is made up of a concrete building and grass. The soil condition appears to be poor; reasonably compact and dry which is typical for this type of environment. There is no organic matter present. There is mechanical damage to multiple roots around the tree. This mechanical damage is caused by lawn mowers. There is a reasonable rise in the ground level up to the trunk. This indicates an extensive woody root system. This root system is important for providing stability for the trees. The location of the trees at the top of the ridge line means that they would be exposed to wind. The trees appear to be acclimated to their environment.

The trees don't appear to have been planted in this location. The trees likely have reached this location by natural propagation.

Tree roots are opportunistic structures that farm moisture along the water gradient. It appears that water drains and pools along the edges of the building. Organic matter also builds up against the structure and additionally holds moisture. This also creates the idea root growing environment. Fine root hairs farm water and as the become bigger and woodier they expand in cracks and against the structure causing movement.

The trees health can be improved by increasing the soil quality around the base of the trees. This will have a positive effect on their health. Mulch consisting of mixed size particles to a depth of 10 mm, is recommended. Mulch retains water and provides the tree with nutrients. This however would increase tree and root growth.



Figure 2. Image of the base of the trees and the growing environment.



Figure 3. Image of the trees growing up against Fort Pierson.

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The trees both have a single main trunk with Tree 1 (*Eucalyptus obliqua*) branching into multiple scaffold leaders. The trunks of both trees are visually sound with good taper and size. Tree 2 (*Eucalyptus viminalis*) has a significant phototropic lean to the West. The tree appears to be accustomed to the lean. The upper canopy and stem have grown more vertical than the base. This is a response to availability of light, likely in competition with Tree 1.

There is a good root flare present with the flare pushing right up against the Fort. There doesn't appear to have been any major pruning undertaken on the tree. There are no signs of decay in the lower trunk and sounding hammer produced no irregularities.



Figure 4. Image showing the canopy of the trees. Minor dieback present.

The scaffold branches that make up the architecture of Tree 1 appears sound with good attachment and angle. The canopy of the tree appears typical for species. The canopy of Tree 1 is symmetrical and whole. Tree 2 has a smaller and lop-sided structure due to competition. There does not appear to be any major pest or diseases affecting the foliage. There is minor deadwood present throughout the canopy which is typical for species. The deadwood is small and presents an acceptable risk.

The canopies of both trees would be working together to disperse wind load. The canopy of both trees has lower than typical vigour. This is likely due to the mechanical damage and compacted growing environment. Minor dieback is present in both specimens.

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6. Risk Assessment

Trees provide numerous benefits that extend beyond their aesthetic value, wood, production uses. They offer essential wildlife habitats, filter pollution, and reduce the harmful effects of weather and climate change. Trees also hold significant social value as cultural and historical symbols, often commemorating important events. Moreover, scientific evidence increasingly supports the role of trees in enhancing our physical health, mental wellbeing, and overall quality of life.

Compared to other everyday risks, the risk of injury or death from falling branches or trees is extremely low. The annual risk of being killed or seriously injured by a tree is less than one in a million, which is lower than the risk associated with a 400km round trip by car. Despite the presence of numerous trees in our daily lives, such incidents are rare and typically occur during severe weather conditions.

While trees are living structures that can sometimes shed branches or fall, this usually happens due to severe weather or identifiable risk factors. Given the immense benefits provided by trees, it is impractical to eliminate all risks associated with them. Natural debris such as leaves, bark, cones, nuts, and fruits pose such a low risk that it is considered acceptable.

Our duty of care requires us to manage tree-related risks in a reasonable, proportionate, and practicable manner. This involves balancing the benefits of trees with the associated risks and the costs of risk management. A balanced approach ensures that we do not waste resources by reducing risks that are already acceptable or tolerable. It is expected that people act responsibly, especially during severe weather forecasts, by minimizing their exposure to higher risks from tree failures. Accepting some level of risk when going out during such conditions is part of this responsibility.

The Tolerability of Risk (ToR) Framework is an internationally recognized approach to risk management, defining broadly acceptable and unacceptable levels of risk. Between these levels lies a region where the risk is tolerable if it is as low as reasonably practicable (ALARP). ALARP implies that a risk is tolerable if the costs of reduction are significantly greater than the benefits gained from the reduction.

Risk assessment was conducted using the Valid tree risk-benefit management strategy. A Basic assessment was undertaken. There was no obvious feature that was cause for concern. The most likely failure appears to be branch failure.

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7. Conclusion

The trees at Fort Pierson are typical for species. They are both in fair health which is good considering the growing environment. The trees have no obvious features that would be cause for concern. A Basic risk assessment was undertaken using Valid tree risk assessment. The tree has an acceptable risk.

The trees are reasonably healthy and structural sounds and can remain in the landscape for some time.

The existence of the two trees in their location conflicts with the historic fort. Future growth of the tree will further disrupt the structure of the Fort. There is no remedial work that can be undertaken to address the roots, in, under and around the structure. A root barrier is not a practical option and would require the severing of roots at the edge of the fort. This would structurally undermine the trees and drastically effect the health.

Tree removal would address any further distortion of the fort. However, as the roots decay and break down the Fort may be further disrupted by the resettling of the structure. Remedial works may be undermined as the site changes. Trees regulate water in the soil around their roots. This helps with diffusion of resources. If the tree is removed and the roots die, the soil moisture levels will change and may result in further movement. This movement is likely to be minor compared to the root disturbance given the compacted nature of the site.

8. Recommendations

If the trees are to be retained it is advised that the following works be undertaken.

- Deadwood trees >30 mm (This allows the arborist to establish a baseline to determine if the health of the tree is declining)
- Mulch root zone to a depth of 10 cm. This will increase health and protect roots from further damage. (Note that this will increase growth and potentially cause more structural damage to the Fort)

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9. References

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10. Tree Descriptors

AGE

The notation of age is based on the following categories.

Category	Description
Young	Less than 20% of the life expectancy of the tree.
Mature	20 – 80% of the life expectancy of the tree.
Over Mature	>80% of the life expectancy for the tree.
Dead	Tree is no longer alive.

HEALTH

Pertains to the health and growth potential of the tree. The notation of 'health' is based on the following categories.

Category	Description
Good	Full canopy, good foliage density, average leaf colour for species. Average growth indicators such as good extension of growth per growing season, typical leaf size. Little to no dieback in the canopy, minimal deadwood. Good wound wood development. Tree exhibits above average health and minimal to no work is required.
Fair	Tree has <25% deadwood and may have minor canopy dieback. Foliage density and colour may be slightly below average for species. Imperfections in canopy present, pathogen signs present. Average growth indicators such as good extension of growth per growing season, typical leaf size and canopy density. Moderate wound wood development. Tree exhibits below average health, and remedial works may be employed to improve tree health.
Poor	Tree has >25% deadwood and has canopy die back. Foliage density and colour is below average for species. Leaf size distorted and discoloured. Epicormic growth is present throughout the canopy. Canopy is incomplete and has pathogen damage present. Poor wound wood development. Tree exhibits low health and remedial work or removal may be required.
Very Poor	Tree has more than 50% deadwood and extensive canopy dieback. Foliage density is sparse and leaf and colour is atypical for species. Epicormic shoots can make up large sections of canopy. Pathogen and stress agent is present are leading to decline. Very poor wound wood development. Tree exhibits low health and remedial work or removal are required.
Dead	Tree is no longer living.

RETENTION VALUE

Retention Value is rated into three levels: LOW, MEDIUM and HIGH.

Category	Description
Low	Trees that offer little in terms of contributing to the future landscape. Should be considered for removal.
Medium	Trees with some beneficial attributes that may benefit the site. Could be considered for retention if possible.
High	Trees with the potential to positively contribute to the site. Should be considered for retention if possible.

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STRUCTURE

Pertains to the physical structure of the tree including main scaffold branches and roots. Structure includes those attributes that may influence the probability of major, trunk, root or limb failure.

Category	Description
Good	Tree has well-defined and balance canopy. Branch unions appear strong and without defects evident. Trunk and branches have nice taper. Tree is unlikely to suffer trunk or branch failure under normal conditions. The tree is considered a good example of the species with well-developed form.
Fair	Tree has some minor problems in the structure of the crown. The crown may slightly out on balance and some branch unions may exhibit structural faults. Tree may have a slight lean. Tree may have slight root damage. There defects are not likely to result in catastrophic trunk or branch failure, although some branch failure may occur under normal conditions.
Poor	Tree may have significant problems in structural scaffold limbs and trunk. Canopy may be lopped sided and have gaps. Limbs crossing in canopy. Branch unions may be poor with faults present. Tree may have substantial lean. Tree may have suffered significant root damage. Tree may have basal or trunk damage. Tree may have co-dominate stems. Tree may have bifurcated unions. These defects may predispose the tree to major trunk and branch failure.
Hazardous	Tree has very significant problems in structural scaffold limbs and trunk. Canopy is lopped sided and has gaps. Limbs crossing in canopy causing rubbing and damage. Branch unions are poor with faults at the point of attachment. Tree has substantial lean. Tree has suffered significant root damage. Tree has basal or trunk damage. Tree has co-dominate stems. Tree has bifurcated unions. There defects are likely to predispose the tree to trunk and scaffold limb failure

USEFUL LIFE EXPECTANCY (ULE)

U.L.E. pertains to the span of time that the tree might reasonably be expected to provide useful amenity value with an acceptable level of safety at an acceptable cost. Trees with have varying U.L.E. according to the environment, economical and other factors. **(Note: Useful life expectancy is relevant to the tree if it is maintained and nothing significantly in the environment changes)**

The notation of U.L.E. is based on the following categories.

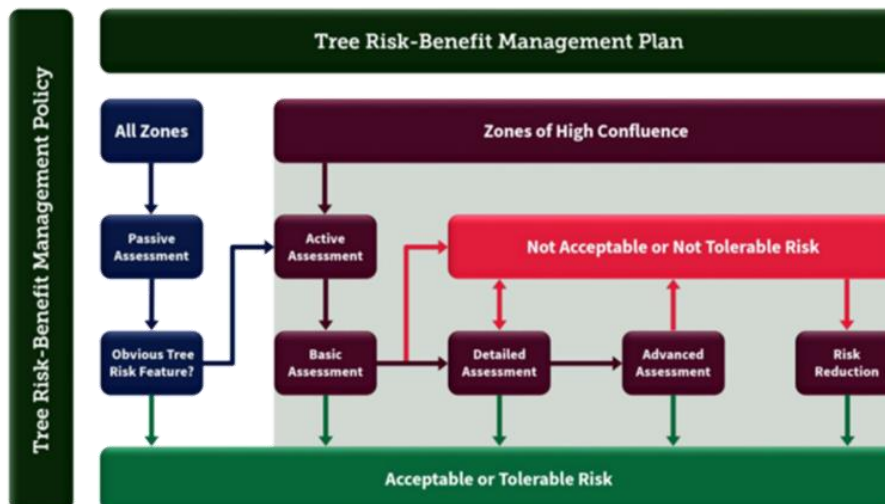
Category	Description
Short	The tree appears to be retainable with an acceptable level of risk for 5 to 15 years.
Medium	The tree appears to be retainable with an acceptable level of risk for 15 to 40 years.
Long	The tree appears to be retainable with an acceptable level of risk for more than 40 years.
Remove	The tree presents with a high level of risk that would need removal within the next 5 years

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RISK

Risk is calculated using the following chart.



Passive Assessment - is simply picking up on Obvious Tree Risk Features you can't help but notice as you go about your daily routine. We carry it out in all zones of use. Passive Assessment is our most valuable risk management asset because it can be done by anyone and it's going on day in day out.

Active Assessment - is where we have trained assessors looking for risks that might not be Acceptable or Tolerable. Or where Passive Assessment has picked up an Obvious Tree Risk Feature that needs a closer look. Active Assessment has three levels to it that increase in depth of investigation from Basic, to Detailed, up to Advanced. We'll carry out Active Assessment in zones of high confluence every 5 years.

Risk Ratings - VALID has applied ISO 31000: Risk Management and the Tolerability of Risk Framework to tree risk-benefit assessment and management, which we've adopted. We're going to manage the risk from our trees and branches falling using four easy-to-understand traffic light signal coloured risk ratings. Red Not Acceptable risks will be reduced to an Acceptable level Amber Not Tolerable risks will be reduced to an Acceptable level, but with a lower priority than red Not Acceptable risks Amber Tolerable risks will not be reduced but may require an increased frequency of assessment than green Acceptable risks Green Acceptable risks will not be reduced.

More documentation is attached.

TREE PROTECTION ZONES

The T.P.Z. applied is AS 4970-2009 'Protection of trees on development site'. AS 4970-2009 uses a multiplication method to determine the T.P.Z. based on T.P.Z. radius being 12 times stem diameter measured 1.4 metres above ground.

$$\text{T.P.Z. radius} = \text{DBH} \times 12$$

STRUCTURAL ROOT ZONE

The S.R.Z. applied is AS 4970-2009 'Protection of trees on development site'. The SRZ is the area required for tree stability. A larger area is required to maintain a viable tree.

$$\text{SRZ radius} = (D \times 50)^{0.42} \times 0.64$$

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11. Supporting documents

Tree Risk-Benefit Validator



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*Trees give us many benefits that we need
We're going to manage the risk from trees and branches falling
to an Acceptable or Tolerable level*

Tree Risk-Benefit Validator

1 Establishing the context

Trees give us many benefits that we need

1 The more obvious benefits that trees give us are visual beauty in the landscape, wood, and the various crops they produce. Further values include wildlife habitat, pollution filtering, and reducing the harmful effects of both weather and climate change. Trees also have important social value as part of our culture, history, or because they commemorate an important event. As if all those benefits weren't enough, an ever-increasing body of scientific evidence shows that trees are essential for our physical health, mental wellbeing, and quality of life.

The overall risk to us from trees and branches falling is extremely low

2 Compared to other everyday risks we readily accept, the overall risk to us from branches or trees falling is extremely low. Our annual risk of being killed or seriously injured is less than one in a million. That's so low, we're at greater risk driving about a 400km/250mi round trip to visit friends for a weekend than from branches or trees falling over an entire year. Given the number of trees we live with, and how many of us pass them daily, being killed or injured by a tree is a rare event; one that usually happens during severe weather.

We can't be an insurer of nature or eliminate the risk from trees

3 Of course, we can't be an insurer of nature, and trees are living structures that sometimes shed branches or fall over. But this usually happens because of severe weather. Or because they have an obvious risk feature. Since we need the many benefits from trees, we have to accept we can't remove all of the risk. Trees also drop leaves, bark, cones, nuts, and fruits, but the risk from this natural debris falling is so low it's Acceptable: any exceptions are in the Plan.

1.1 Duty of care

Reasonable Proportionate Reasonably practicable

4 We have a duty of care to manage the risk from our trees. That duty also says we should be reasonable, proportionate, and reasonably practicable when managing the risk. What that means is, there's a balance we need to strike between the many benefits trees provide, the risk, and the costs of managing the risk. By taking a balanced approach, we don't waste resources by reducing risk - and losing benefits - when the risk is already Acceptable or Tolerable.

We all have a responsibility to make reasonable decisions

5 We're all expected to act reasonably and responsibly. When severe weather is forecast, we can manage our exposure to the higher risk from tree failure by not going out. If we go out, we're choosing to accept some of the risk.

1.2 Risk tolerance

What's an Acceptable or Tolerable level of risk from our trees?

6 The Tolerability of Risk Framework (ToR) is an internationally recognised approach to making risk management decisions. It's used by duty holders where they manage a risk that's imposed on the public. ToR defines Broadly Acceptable and Unacceptable levels of risk. Between them is a region where the risk is Tolerable if it's 'as low as reasonably practicable' (ALARP). Put simply, ALARP means the risk is Tolerable if the costs of the risk reduction are much greater than the value of the risk reduction.

1.3 Risk ratings

Risk ratings are as easy to understand as traffic lights

7 VALID has applied ISO 31000 - Risk Management and ToR to tree risk-benefit assessment and management, which we've adopted. We're going to manage the risk from our trees and branches falling using four easy-to-understand traffic light signal coloured risk ratings.

Red	Not Acceptable risks will be reduced to an Acceptable level
Amber	Not Tolerable risks will be reduced to an Acceptable level, but with a lower priority than red Not Acceptable risks
Amber	Tolerable risks will not be reduced, but may require an increased frequency of assessment than green Acceptable risks
Green	Acceptable risks will not be reduced

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We're looking for obvious tree risk features where the risk might not be Acceptable or Tolerable
Active Assessment

Tree Risk-Benefit Validator

	2	What is Active Assessment?
Trained assessors looking at trees with three levels of assessment	8	Active Assessment is where we're looking for risks that might not be Acceptable or Tolerable. It has three levels to it that increase in depth of evaluation from Basic, to Detailed, up to Advanced.
Risk ratings are limited by the level of assessment	9	Risk ratings have limitations that depend on the level of assessment at which they're made. For instance, when we carry out a Basic Assessment, if there are no Obvious Tree Risk Features then the risk is Acceptable. A Detailed or Advanced Assessment is an increase in depth of investigation, which might find features that weren't obvious at a Basic level, and could mean a higher risk. However, carrying out a higher level of assessment, with the additional costs, when there are no obvious risk features to trigger it is not reasonable, proportionate, or reasonably practicable.
	2.1 Basic Assessment	
Finding the few trees where the risk might not be Acceptable or Tolerable	10	At a Basic level of assessment, we aim to find trees with obvious features where the risk might not be Acceptable or Tolerable. We'll carry out a Detailed Assessment on these trees. This is also the level at which we evaluate any tree alerts you raise from Passive Assessment (Obvious Tree Risk Features Guide). If we come across emergency work, we'll let you know as soon as possible.
We'll assess the trees from easily accessible ground	11	We'll assess trees from easily accessible ground, by foot, bike, or in a vehicle with a drive-by, and agree which one with you beforehand.
If we can't get a close enough look at a tree that we need to we'll let you know	12	If there are any trees with obvious risk features we need to get a closer look at, but can't because of climbing plants, undergrowth, basal growth, hedgerows, or because the ground is difficult, we'll let you know about them. Similarly, if you have a boundary tree that we'd like to see the other side of.
The trees or what they could fall on and the type of assessment will be recorded	13	We'll record trees or what they could fall on and how we covered the ground. For example, in a park, we'll plot and record individual or groups of trees as having been assessed on foot. Whereas, if there are many trees beside a road, we'll record the road as having been assessed and how we covered it.
No Obvious Tree Risk Features The risk is Acceptable	14	Unless we come across an obvious risk feature on a tree that requires a Detailed Assessment, we'll record the risk as Acceptable.
	2.2 Detailed Assessment	
We do a Detailed Assessment when a tree needs a closer look	15	We'll carry out a Detailed Assessment out on trees that we've picked up during a Basic Assessment as needing a closer look because they have an obvious risk feature. Or on trees where we've been asked to carry out a Detailed Assessment by you.
The risk is assessed with the App	16	The assessment will be done from ground level with the VALID Tree Risk App.
We'll produce a report	17	The report will include the risk rating, risk review year, any risk reduction work options, and management advice.
	2.3 Advanced Assessment	
Large and important trees might be worthy of more effort and cost	18	If we need more information about the likelihood of failure, an Advanced Assessment can be carried out. This might be an aerial inspection to take a closer look at the upper stem and branches. Or because we have extensive decay with significant strength-loss and want to find out whether the tree is strong enough. When a tree needs an Advanced Assessment we'll let you know and go through the options with you. If the costs are substantial, we can help you decide whether the tree has enough value and future benefits to justify the costs. We'll produce a report that'll include the risk rating, risk review year, any risk reduction work options, and management advice.

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*Keeping an eye out for obvious tree risk features
you can't help but notice
Passive Assessment*



3 Obvious Tree Risk Features Guide | Tree Risk-Benefit Management Strategy

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When might your trees be dangerous?

**Trees with the highest risk
are the easiest to spot**

When a tree has a risk that might not be Acceptable or Tolerable, it'll usually have an obvious tree risk feature that you can't help but notice. If you come across one of your trees with any of these obvious features in a well-used area, then you should get in touch with us for advice. We call this Passive Assessment.

Root failure

Be watchful after storms
Storms can break tree roots
without blowing them over
Telltale signs are
Change in angle of the trunk
Large cracks in the soil
Hump in the ground on one side



Hanging branches

Don't forget to look up
Branches can break during storms
and still hang on
Sometimes they can get stuck
up there for quite a while



A crack or split into the wood, beyond the bark

When trees bend and twist in storms
the wood can split and crack
Vertical cracks in the bark
are just the tree growing well
there's no need to worry



Advanced decline or death

To be healthy and stay strong
trees need 'solar panel' leaves to
make food and new rings of wood
When trees are suffering
there's often much less leaf cover
and many more dead branches
Standing dead trees have great
habitat benefits but need checking



Decay fungi fruiting bodies

To decay fungi these 'fruits' are
like apples to an apple tree
Decay fungi and trees mostly
live happily together creating
essential habitat for wildlife
Fungi can sometimes 'eat' too
much wood and weaken the tree



Photographs

Jake Miesbauer, Michael Richardson, Roy Finch, Mark Hartley, Rick Milson, David Abrahams
Felicity Cloake & Wilf, David Humphries, Jack Prynne

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VALID will replace current methods because
it's much smarter, a lot easier to use, and it's more efficient"
Steve Kneebone, Director, Classic Tree Services, AU

"An elegantly simple solution to a complex problem
all in the palm of your hand!"
Andrew Benson PhD, The Tree Consultancy Company, NZ



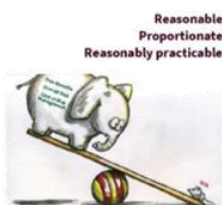
Uncomplicated, intuitive, smarter

Whether you manage or assess tree risk, we're here to help make your life less complicated and more effective.

From **Strategy** to **App**, we've got all your bases covered with the first complete tree risk-benefit management system. By taking out the *bafflebub* (vague and ambiguous words) and *numberwang* (questionable maths that you can easily get wrong) from tree risk, we've made it:

"Uncomplicated...intuitive...simpler...clearer...smarter"

This is what Duty Holders, Arborists, and other staff who we've trained as Basic Validators **are all saying**. These are some words you'll likely use to describe how you feel after you've validated your approach to tree risk.



VALID has been stress-tested
to breaking point



Tree risk-benefit management

Whether you're a Government Agency, Landowner, or Homeowner you have a duty of care to manage the risk from your trees dropping branches or falling. That duty of care says you should be reasonable, proportionate, and reasonably practicable when managing the risk to an Acceptable or Tolerable level.

VALID's got your back here with our full range of easy to understand and common sense **Tree Risk-Benefit Management Strategies**. As part of our not-for-profit goals, they're released under a creative commons license. That means they're *free* and open to *everyone*. **Validators** can help you customise these strategies. They also have a potted version to help you if you've not yet formally adopted a strategy.

Tree risk-benefit assessment

Our Tree Risk Benefit Management Strategies do over 99% of your risk-benefit assessments for you. When you need to carry out a *Detailed Assessment*, you'll use our super smart and intuitive **Tree Risk App**.

The engine of the App has been built with a Professor of Natural Hazards & Risk Science. The Professor's an internationally distinguished expert in this field. He's test-driven the model to breaking point:

"We have stress-tested VALID and didn't find any gross, critical sensitivities. In short, the mathematical basis of your approach is sufficiently robust and dependable for any practical purpose."

Willy Aspinall
Cabot Professor in Natural Hazards & Risk Science
University of Bristol

Tree risk ratings

Yes, it really is that clear and easy to understand. There's no confusion about what vague and ambiguous words or complicated numbers mean. We have four easy-to-understand traffic light coloured risk ratings.

- Red** **Not Acceptable** risks will be reduced to an Acceptable level
- Amber** **Not Tolerable** risks will be reduced to an Acceptable level, but with a lower priority than red Not Acceptable risks
- Amber** **Tolerable** risks will not be reduced but may require an increased frequency of assessment than green Acceptable risks
- Green** **Acceptable** risks will not be reduced

Tree risk-benefit management advice & training

We work with duty holders to help them manage the risk and benefits from their trees. We also **train** Arborists to become **Validators**, or staff who aren't Arborists to be **Basic Validators**.

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4 What is VALID? | Tree Risk-Benefit Management Strategy

v7.1

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12. Assumptions and limitations

1. Any legal description provided to Tree Pioneers Pty Ltd is assumed to be correct. Any titles and ownerships to any property are assumed to be correct. No responsibility is assumed for matters outside the consultant's control.
2. Tree Pioneers Pty Ltd assumes that any property or project is not in violation of any applicable codes, ordinances, statutes or other local, state or federal government regulations.
3. Tree Pioneers Pty Ltd has taken care to obtain all information from reliable sources. All data has been verified insofar as possible; however, Tree Pioneers Pty Ltd can neither guarantee nor be responsible for the accuracy of the information provided by others not directly under Tree Pioneers Pty Ltd control.
4. No Tree Pioneers Pty Ltd employee shall be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services.
5. Loss of this report or alteration of any part of this report not undertaken by Tree Pioneers Pty Ltd invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by anyone but the client or their directed representatives, without the prior consent of the Tree Pioneers Pty Ltd.
7. This report and any values expressed herein represent the opinion of the Tree Pioneers Pty Ltd consultant and the Tree Pioneers Pty Ltd fee is in no way conditional upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
8. Sketches, diagrams, graphs and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural drawings, reports or surveys.
9. Unless expressed otherwise: 1) Information contained in this report covers only those items that were covered in the project brief or that were examined during the assessment and reflect the condition of those items at the time of inspection; and 2) The inspection is limited to visual examination of accessible components without dissection, excavation or probing unless otherwise stipulated.
10. There is no warranty or guarantee, expressed or implied by Tree Pioneers Pty Ltd, that the problems or deficiencies of the plants or site in question may not arise in the future.
11. All instructions (verbal or written) that define the scope of the report have been included in the report and all documents and other materials that the Tree Pioneers Pty Ltd consultant has been instructed to consider or to take into account in preparing this report have been included or listed within the report.
12. To the writer's knowledge all facts, matter and all assumptions upon which the report proceeds have been stated within the body of the report and all opinion contained within the report have been fully researched and referenced and any such opinion not duly researched is based upon the writers' experience and observation.

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Tasmanian Heritage Register Datasheet



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Name: Fort Pierson / Oxley Lookout
Status: Permanently Registered
Tier: State

THR ID Number: 8,310
Municipality: Kingborough Council
Date Listed: 18-November-2004

Location Addresses

310-316 TINDERBOX RD, TINDERBOX 7054 TAS

Title References

64877/8

Property Id

5764261



Untitled

No copyright on file



Untitled

No copyright on file

Setting: The site is situated on the east side of Tinderbox Road at Piersons Point. It commands views up the Derwent River and West Bay, down the D'Entrecasteaux Channel, and out to Storm Bay and the Tasman Sea.

Description: The complex contains remains of the WWII defence installation, a recreation area/park, and a more recent automatic navigation light (on top of the gun emplacement). The bunker is a pillbox style structure in shuttered concrete. It has a ground entry on the north side into an observation area with a room behind with fireplace with square steel flue and two window openings on the west side. In front and at lower level and accessed by concrete steps is a second observation area. Possibly contemporary steel tread steps with fine steel pipe rail provide access to the flat roofs of the two sections and to the ground. This structure was modified in 1973 to be the Oxley Lookout. Modifications include installation of one stone and one concrete pedestal style memorial and an interpretation panel. The gun emplacement c100m to the east-south-east is a shuttered concrete structure which has been excavated back into the spur with earth replaced over the structure. The circular gun emplacement consists of a ramped concrete dais with a central circle of steel bolts and a cantilevered flat concrete roof with steel bolts and hooks in the underside of the roof. A modern navigation light has been built on the roof of the gun emplacement. Behind the emplacement is a block for that was possibly used for accommodation/mess or ordinance storage. This is all in concrete and the layout is a corridor on each side running back into the slope to meet bedrock at the end with a connecting corridor also at the end. There are two rooms in front of the rear corridor. Each is accessed from the side corridor. A benched track runs east to the south side of the gun emplacement and appears to be a contemporary access road. An anti aircraft gun emplacement is located on the nose of the spur of Passage Point to the north. This is a small pill box style structure in shuttered concrete with the main opening to the east facing Fort Direction. This is empty except for a central east-west groove in the floor and remains of metal hinges of steel shutter for the opening. A timber flagpole with a circle of stone edging, which was probably installed in 1973. Two guns thought to date from 1903 and 1905 (Morrison, 1988: 92) a small gun on a solid concrete mounting and a larger gun on a steel mounting have been installed after 1973 as interpretive features. Later recreational and memorial features include a brick plinth with a stone memorial plaque, a low broken brick structure (possibly a BBQ) and three sets of picnic tables. Most of this, including the two guns, is located in a relatively straight line from the observation post to slightly north of the gun emplacement. There is also a north-south line of steel posts halfway between the observation post and gun emplacement with associated bushes (recent plantings). The posts are likely to be c1973 or later. There is a tennis court to the west of the observation post and beside the road that is also likely to be c1973.

History: Fort Pierson was installed as a defensive fortification in 1939 after the break-out of World War II. It was to

be used in conjunction with Fort Direction on South Arm. It was intended that the two batteries should be used to defend against water-borne assaults on the port of Hobart. Fort Pierson grew during the early years of the war to contain 4 inch and 6 inch gun emplacements, a search light, a battery commander's hut, mess huts, kitchen, engine room, workshop, stores and sleeping quarters. Target practice using live ammunition was carried out on at least one occasion, but its guns were never fired in anger. The fort was also used as an army enlistment point, and records of 79 Tasmanian soldiers who registered there are held at the National Archives in Canberra. Following the war Fort Pierson was deemed surplus to requirements. Most of the installation was dismantled in 1945, and before long the site ceased to be manned (NAA P617: 49/24, 475/7/33 & 484/11/62). In 1973 the area was redeveloped as a recreational reserve. It was named Oxley Lookout after Surveyor-General J. Oxley, who explored the area in 1809/10 (ADB on line), and Colonel P. Oxley, Military Commandant in Tasmania from 1969-73. A tennis court, picnic facilities, a car park, a memorial to the English naval officer and explorer John Hayes (who mapped the area in 1793), and a small lighthouse were added to the site.

Constructed: 1939-40

Statement of No Statement is provided for places listed prior to 2007

Significance:

(non-statutory
summary)

Significance:

The Heritage Council may enter a place in the Heritage Register if it meets one or more of the following criteria from the Historic Cultural Heritage Act 1995:

a) **It is important in demonstrating the evolution or pattern of Tasmania's history.**

Fort Pierson is of historical heritage significance because it demonstrates an aspect of Australia's WWII defence strategies. In particular it shows how the military intended to protect the Port of Hobart from waterborne attack by jointly using Fort Pierson and Fort Direction on South Arm.

b) **It demonstrates rare, uncommon or endangered aspects of Tasmania's heritage.**

Fort Pierson is of historical heritage significance because it represents a rare example of a WWII coastal defence fort.

c) **It has potential to yield information that will contribute to an understanding of Tasmania's history.**

d) **It is important as a representative in demonstrating the characteristics of a broader class of cultural places.**

e) **It is important in demonstrating a high degree of creative or technical achievement.**

f) **It has strong or special meaning for any group or community because of social, cultural or spiritual associations.**

g) **It has a special association with the life or work of a person, a group or an organisation that was important in Tasmania's history.**

PLEASE NOTE This data sheet is intended to provide sufficient information and justification for listing the place on the Heritage Register. Under the legislation, only one of the criteria needs to be met. The data sheet is not intended to be a comprehensive inventory of the heritage values of the place, there may be other heritage values of interest to the Heritage Council not currently acknowledged.

15.6 APPENDICES

RECOMMENDATION

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

16 NOTICES OF MOTION

16.1 BRUNY ISLAND PROTECTIONS

The following Notice of Motion was submitted by **Cr Cordover**:

RECOMMENDATION

That Kingborough Council

1. Directs the Chief Executive Officer (CEO) to immediately commence strategic work to develop an island-wide Bruny Island Strategic Environmental Planning Framework and Structure Plan (the Framework). The Framework shall serve as the evidence-based foundation for any future Specific Area Plan (SAP) or planning controls designed to protect the island's unique environmental, landscape, and settlement values.
2. Allocates a dedicated operational budget within the next quarterly budget review (or from unallocated strategic planning reserves) to fully fund this project, including the procurement of any independent ecological assessments, visual impact analyses, and landowner consultation services deemed necessary by the CEO.
3. Directs the CEO to allocate appropriate staff resources to this project to coordinate the development of the Framework in tandem with the ongoing Local Provisions Schedule (LPS) hearings.
4. Establishes the following project timeframes and milestones:
 - (a) Within 4 months: Present a detailed Project Scoping Report and Stakeholder Engagement Plan to Council for endorsement.
 - (b) Within 6 months: Complete preliminary engagement with environmental stakeholder groups and/or suitably qualified environmental planning professional(s) to ensure appropriate environmental mapping and field verification of key priority vegetation and critical habitat areas occurs.
 - (c) Within 12 months: Complete the draft Bruny Island Strategic Environmental Planning Framework, including draft SAP provisions, for Council's consideration.
 - (d) Post-LPS Enactment: Formally initiate a Planning Scheme Amendment under LUPAA to integrate the community-endorsed SAP into the Kingborough Local Provisions Schedule as soon as practicable after the Tasmanian Planning Scheme (TPS) comes into effect.
5. Mandates that the development of the Framework strictly adheres to the principles of natural justice and procedural fairness for landowners by incorporating:
 - (a) A Multi-Stage Community Consultation Process: Direct, transparent engagement with private landowners, community associations (including the Bruny Island Community Association, Friends of North Bruny, and Bruny Island Environment Network), and the Weetapoono Aboriginal Corporation.
 - (b) Plain English Drafts & Clear Impact Guidance: Provision of clear, plain-English summaries detailing how proposed rules differ from standard State Planning Provisions (SPPs).

- (c) Field-Verification of Overlays: An accessible, Council-funded property-scale verification pathway to ensure landowners are not unfairly burdened with disproving inaccurate desktop-derived vegetation or habitat mapping.
- (d) Balanced and Proportionate Controls: Drafting that explicitly balances environmental protections with agritourism opportunities, agricultural diversification, and essential bushfire mitigation/fire safety requirements.

Background

Bruny Island possesses unique environmental, landscape, settlement, and cultural values of state, national, and international significance. It serves as a vital refuge for endangered species, hosting up to one-third of the remaining population of the critically endangered Swift Parrot and critical habitat for the forty-spotted pardalote.

While there is strategic justification for place-based planning controls to manage cumulative development impacts, any Specific Area Plan (SAP) must be built on rigorous local evidence, clear drafting, and fair, transparent consultation. To avoid the High Risk scenario of having no targeted environmental protections, while respecting the principles of natural justice and procedural fairness for landowners, this Council must proactively prepare a comprehensive, island-wide environmental framework.

This strategic work will ensure that, immediately following the implementation of the Kingborough Local Provisions Schedule (LPS), Council is fully prepared to initiate a legally robust, community-supported Planning Scheme Amendment to protect Bruny Island's special character.

Officer's Response

The Tasmanian Planning Commission is currently considering matters relating to the Kingborough Local Provisions Schedule (LPS), including issues associated with planning controls applying to Bruny Island. Until that process is finalised, the existing planning provisions continue to apply and the extent of any future planning scheme changes affecting environmental protections on Bruny Island remains uncertain.

The motion proposes commencement of strategic planning work in advance of the completion of the LPS process, including preparation of a Bruny Island Strategic Environmental Planning Framework and Structure Plan, allocation of dedicated funding, assignment of staff resources and establishment of defined project milestones. If supported, the motion would effectively allocate Council resources to this strategic planning work without the benefit of a broader assessment against other existing or emerging strategic planning priorities, including the finalisation of the LPS process. Council would therefore need to consider whether this work should be prioritised ahead of other strategic planning demands, and the associated budget and resource implications of doing so.

Officers note that any future planning framework for Bruny Island would likely need to consider a broad range of matters, including environmental values, settlement patterns, infrastructure capacity, development opportunities, agricultural activities, community aspirations and landowner interests.

The motion contemplates development of planning controls that may inform a future Specific Area Plan or Planning Scheme Amendment. Any such proposal would be subject to the statutory requirements of the Land Use Planning and Approvals Act 1993, including relevant assessment, consultation and approval processes applicable at that time.

Councillors should be aware that the eventual findings and decisions of the Tasmanian Planning Commission in relation to the LPS may influence the nature, scope and necessity of any subsequent strategic planning work relating to Bruny Island.

Dave Stewart, Chief Executive Officer

17 CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION

RECOMMENDATION

That in accordance with the *Local Government (Meeting Procedures) Regulations 2025* Council, by absolute majority, move into closed session to consider the following items:

Confirmation of Minutes

Regulation 40(6) *At the next closed meeting, the minutes of the previous closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.*

Applications for Leave of Absence

Regulation 17(2)(i) *applications by councillors for a leave of absence*

In accordance with the *Council Meetings & Councillor Workshops Audio Recording Guidelines Policy*, recording of the open session of the meeting ceased.

Open Session of Council adjourned at

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	

CLOSURE

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APPENDICES

A Acting Mayor's Activities 28 May 2026 to 11 August 2026

Public Copy

A ACTING MAYOR'S ACTIVITIES 28 MAY 2026 TO 11 AUGUST 2026

DATE	LOCATION	ITEM
30 May	Taroona Bowls Club	With Councillors Bain, Deane and Fox, attended and opened the Taroona Bowls Club's new green.
31 May	Kingborough Sports Precinct	Attended a site visit of the new JackJumpers and Jewels High Performance Centre with Minister Duigan incl. media.
1 June	Civic Centre	Chaired Council meeting.
5 June	Taroona	Participated in the launch of the joint bushfire preparedness and community resilience pilot with the City of Hobart, RACT and the University of Tasmania Fire Centre.
9 June	Radio	Mayor on the Air interview with Triple M regarding progress on the Tasmania Devils High Performance Centre and other municipal matters.
15 June	Kingston Beach	Joined Veolia representatives for the rollout of Council's new kerbside collection truck fleet.
15 June	Civic Centre	Chaired Council meeting, including consideration and adoption of the 2026–27 Budget.
17 June	Hobart Town Hall	Attended Greater Hobart Mayor's Forum
22 June	Civic Centre	Chaired Councillor workshop on Blackmans Bay Water Quality, Social Media and WHW policies
29 June	Civic Centre	With Councillor Antolli, met with David Grace and Brett Lovell regarding a planning issue.
29 June	Twin Ovals Pavillion	With Councillors and staff, attended the Community Cabinet cocktail event with the State Cabinet and community representatives.
30 June	Kingborough Community Hub	With the Premier, Jeremy Rockliff, chaired a Community Cabinet meeting with Councillors and the State Cabinet.
6 July	Civic Centre	Chaired Council meeting.
7 July	Civic Centre	With the CEO, met with Nic Street from the office of the Premier regarding post-regional cabinet follow up.
9 July	Salty Dog, Kingston Beach	Met with representatives of the Southern Obedience Club regarding future site plans.
13 July	Civic Centre	Chaired Councillor workshop on the SGS Economics report and Strategic Asset Management Planning.
16 July	Blackmans Bay Beach	With representatives from TasWater and the Derwent Estuary Program, released the DEP's annual recreational water quality report.

DATE	LOCATION	ITEM
20 July	Hobart	With the CEO and Councillor Cordover, attended a workshop for the Copping Refuse Disposal Site Joint Authority.
20 July	Civic Centre	Chaired Council meeting.
21 July	Media	Provided comment to The Mercury regarding Greater Hobart housing supply, residential density and higher-rise development.
22 July	Kingborough Community Hub	Presided over a Citizenship Ceremony and welcomed new Australian citizens.
25 July	ABC Radio	Interview regarding plans for the 60th anniversary commemoration of the 1967 bushfires.
26 July	Kingborough Sports Precinct	Attended the Kingborough Lions United Football Club Australia Cup match.
27 July	Civic Centre	Chaired Councillor workshop on the Greater Hobart Sport and Infrastructure Plan and on Specific Area Plans
30 July	Kingborough Sports Precinct	Attended the official opening of the Tasmania JackJumpers and Tasmania Jewels High Performance Centre and spoke on behalf of Council.
31 July	Master Builders, Cambridge	Attended a panel discussion for the Tasmanian Leaders Program
3 August	Civic Centre	Chaired Council meeting.
4 August	Radio	Mayor on the Air interview with Triple M regarding community grants, public access to the JackJumpers High Performance Centre and progress on the Tasmania Devils High Performance Centre.