Agenda Attachments

21st May 2019

Ordinary Council Meeting

Hamilton Council Chambers

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Central Highlands Council

DRAFT Minutes – ORDINARY MEETING – 16th April 2019

Minutes of an Open Ordinary Meeting of Central Highlands Council held at Bothwell Council Chambers, on Tuesday 16th April 2019, commencing at 9am.

1.0 OPENING

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

Mayor L Triffitt opened the meeting at 9.00am.

2.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer (arrived at 9.07am), Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner, Mrs Lyn Eyles (General Manager) and Mrs Michaela Herbert (Minutes Secretary).

3.0 APOLOGIES

Clr J Poore

4.0 PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor requests Councillors to indicate whether they or a close associate have, or are likely to have a pecuniary interest (any pecuniary or pecuniary detriment) or conflict of interest in any Item of the Agenda.

Clr A Archer 15.1 GRAVEL SUPPLY FOR COUNCIL
Clr S Bowden 15.1 GRAVEL SUPPLY FOR COUNCIL

5.0 CLOSED SESSION OF THE MEETING

Regulation 15 (1) of the *Local Government (Meeting Procedures) Regulations 2015* states that at a meeting, a council by absolute majority, or a council committee by simple majority, may close a part of the meeting to the public for a reason specified in sub-regulation (2).

As per *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, this motion requires and absolute majority

Moved*:** Clr J Honner ***Seconded: Clr R Cassidy

THAT pursuant to *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, Council, by absolute majority, close the meeting to the public to consider the following matters in Closed Session

Item Number	Matter	*Local Government (Meeting Procedures) Regulations 2015*
1.	Confirmation of the Closed Session Minutes of the Meeting held on 19 March 2019	15 (2) (g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.
2.	Councillor Request	Regulation 15 (2) (j) the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.

3.	Confidential Report from General Manager	15 (2) (g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.
4.	Consideration of Matters for Disclosure to the Public	Regulation 15 (8) - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.

CARRIED BY ABSOLUTE MAJORITY

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Mrs Michaela Herbert left the meeting at 9.05am.

5.1 MOTION OUT OF CLOSED SESSION

Moved: Clr J Honner ***Seconded:*** Clr A Campbell

THAT the Council:

(1) Having met and dealt with its business formally move out of the closed session; and
(2) Resolved to report that it has determined the following:

Item Number	Matter	*Outcome*
1.	Confirmation of the Closed Session Minutes of the Meeting held on 19 March 2019	Minutes were confirmed
2.	Councillor Request	Matter was discussed and noted.
3.	Confidential Report from General Manager	Matters were discussed and noted.
4.	Consideration of Matters for Disclosure to the Public	Matters were considered

CARRIED BY ABSOLUTE MAJORITY

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Mrs Michaela Herbert returned to the meeting at 10.15am.
Ms Bec McKinney and Mr Craig Hoey entered the meeting at 10.15am.

OPEN MEETING TO PUBLIC

The meeting opened to the public at 10.15am.

6.0 DEPUTATIONS

10.15 Bec McKinney & Craig Hoey – Provided information and statistics on Road Safety in the Central Highlands Municipality

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Ms Bec McKinney & Mr Craig Hoey left the meeting at 10.52am.

6.1 PUBLIC QUESTION TIME

NIL

7.0 MAYORAL COMMITMENTS

18th March 2019	Business of Council
19th March 2019	Council Meeting - Hamilton
20th March 2019	Business of Council – legal representation
21st March 2019	Business of Council
22nd March 2019	Business of Council – Launceston
23rd March 2019	Professional Development – Launceston
24th March 2019	Professional Development – Launceston
25th March 2019	Business of Council
25th March 2019	Teleconference – Mayor/GM & Admin DES
26th March 2019	Citizenship Bothwell – Mayor & Staff
27th March 2019	Business of council
28th March 2019	Business of council
29th March 2019	Business of council
1st April 2019	Meeting with rate payer
1st April 2019	Meeting with EPURON Mayor & GM
2nd April 2019	Business of council
3rd April 2019	Meeting with ratepayers
5th April 2019	Meeting with ratepayer
8th April 2019	SCS Subregional Brighton
8th April 2019	Pelham Road Onsite Inspection
9th April 2019	Planning Committee Meeting
9th April 2019	Commissioner for Planning Meeting

NOTED

7.1 COUNCILLOR COMMITMENTS

Clr J Honner

19th March 2019	Ordinary council meeting
26th March 2019	Bothwell Football Club & Community Centre Management Committee meeting
9th April 2019	Planning workshop

Clr R Cassidy

19th March	Ordinary Council Meeting- Hamilton
9th April	Planning Committee Meeting / Workshop
10th April	Municipal Tour
11th April	Municipal Tour

Clr J Poore

19th March 2019	Council Meeting at Hamilton
26th March 2019	Meeting with Deputy General Manager and staff at Bothwell Council Office to prepare application to Heritage Tasmania for proposed new sign at Central Highlands Visitors Centre
9th April 2019	Planning Meeting at Bothwell Briefing Meeting on Local Provision Schedule for new planning scheme
10th April 2019	Tour to inspect proposed works prior to budget deliberations.
11th April 2019	Tour to inspect proposed works prior to budget deliberations.

NOTED

7.2 GENERAL MANAGER'S COMMITMENTS

25th March 2019	Meeting with Mayor
	Directions Hearing Wild Drake DA
26th March 2019	Staff Budget Workshop
1st April 2019	Meeting with Mayor and Epuron
8th April 2019	Staff Budget Workshop
9th April 2019	Planning Committee Meeting
10th April 2019	Councillor Tour & Inspections
11th April 2019	Councillor Tour & Inspections

NOTED

7.3 DEPUTY GENERAL MANAGER'S COMMITMENTS

19th March 2019	Council Meeting
20th March 2019	Meeting at Bronte Park regarding Business Recovery grants
20th March 2019	Community Information Event with Dr Rob Gordon at the Great Lake Community Centre
21st March 2019	Meeting with Business South - Entrepreneurship Facilitator
22nd March 2019	Meeting with Deputy Mayor regarding Lake Meadowbank boat tours
26th March 2019	Department Budget meeting for Managers
26th March 2019	Bothwell Football Club & Community Centre Management Committee Meeting
27th March 2019	Meeting at Brady's Fire Station recovery feedback
28th March 2019	Australian Business Register Explorer training
8th April 2019	Department Budget meeting for Managers
9th April 2019	Meeting regarding Asset Management – Roads
10th April 2019	Meeting with OST Accounting Software
16th April 2019	Council Meeting

NOTED

8.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

NIL

Mr Adam Wilson (Deputy General Manager) entered the meeting at 10.54am.

8.1 FUTURE WORKSHOPS

Council Budget Workshop – 20 May 2019 from 10am-12.00 noon at the Hamilton Council Office.

9.0 MAYORAL ANNOUNCEMENTS

Mayor L Triffitt advised that she had a joint media TV interview at the Great Lake Community Centre with the Premier at the 'Thank You Event'. They thanked all those involved with the recent bushfires.

10.0 MINUTES

10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved: Clr J Honner ***Seconded:*** Clr A Campbell

THAT the Draft Minutes of the Open Council Meeting of Council held on Tuesday 19th March 2019 be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

10.2 CONFIRMATION OF MINUTES ORDINARY MEETING

Moved: Clr R Cassidy ***Seconded:*** Clr S Bowden

THAT the Minutes of the Open Council Meeting of Council held on Tuesday 19th March 2019 be confirmed subject to amendments to table under item 5.0 CLOSED SESSION.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

10.3 CONFIRMATION OF MINUTES SPECIAL MEETING

Moved: Clr J Honner ***Seconded:*** Clr A Bailey

THAT the Minutes of the Open Special Meeting of Council held on Tuesday 26th February January 2019 be confirmed.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

10.4 RECEIVAL DRAFT MINUTES BOTHWELL FOOTBALL CLUB & COMMUNITY CENTRE MANAGEMENT COMMITTEE MEETING

Moved: Clr A Bailey ***Seconded:*** Clr J Honner

THAT the Draft Minutes of the Bothwell Football Club & Community Centre Management Committee meeting held on Tuesday 26th March 2019 be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

10.5 RECEIVAL DRAFT MINUTES PLANNING COMMITTEE MEETING

Moved: Clr R Cassidy ***Seconded:*** Clr A Bailey

THAT the Draft Minutes of the Planning Committee Meeting held on Tuesday 9th April 2019 be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

11.0 BUSINESS ARISING

14.1	DA 2018/11 - letter sent
14.2	DA 2018/12 - letter sent
14.3	DES Manager has contacted Meander Valley Council their Planning Officer is not available until after Easter.
14.4	DES Manager reviewing policy 2013-07 Council Camping Ground Facilities Policy for the April Council Meeting with legal feedback.
15.1	Acting General Manager – letter sent
15.2	Acting General Manager and Works & Services Manager applied for Community Road Safety Grant funding.
15.3	Works & Services Manager organised to have abutments inspected.
16.1	Letter sent to Ms Turner
16.2	Letter sent to Mrs Herlihy
16.4	Letter sent to Mrs Downie
16.5	Works & Services Manager has organised municipal tour on 10 and 11 April
16.6	Item deferred until the April Council Meeting
16.7	Letter sent to Organising Committee of the World Fly Fishing Championship of 2019
16.10	Letter drafted for the Mayor to sign
16.11	Letter sent to LGAT
16.12	Policy reviewed and included in April Council Meeting agenda
16.13	Response sent to National Families Week and Mrs Herlihy
16.15	Letter sent to Campdrafting Tasmania Inc.
16.16	Letter sent to Central Highlands Community Health Centre Community Garden Interest Group
16.17	Letter sent to HATCH and users of the community vehicle in the Bothwell area
16.18	Item deferred until the April Council Meeting
16.21	Letter sent to Hobart Pathology
17.1	Nomination lodged with Returning Officer, Tasmanian Electoral Commission

NOTED

12.0 DERWENT CATCHMENT PROJECT REPORT

Moved: Deputy Mayor J Allwright ***Seconded:*** Clr A Bailey

THAT the Derwent Catchment Project report be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

13.0 FINANCE REPORT

Moved: Clr J Honner ***Seconded:*** Clr A Bailey

THAT the Finance Report be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Mr Graham Rogers (Manager of Development & Environmental Services) entered the meeting at 11.00am.
Mr Jason Branch (Manager of Works & Services) entered the meeting at 11.06am and left at 11.08am.

14.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

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

Moved: Clr J Honner **Seconded:** Clr R Cassidy

THAT the Development & Environmental Services Report be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

14.1 DA2019/11: SUBDIVISION (REORGANISATION OF BOUNDARIES) AND DWELLING : 584 MEADOWBANK ROAD, MEADOWBANK

Moved: Clr A Bailey **Seconded** Clr A Campbell

THAT the proposal is assessed to substantially comply with the requirements of the Central Highlands Interim Planning Scheme 2015 and so in accordance with section 57 of the Land Use Planning and Approvals Act 1993, The planning authority is recommended to approve the application for a reorganisation of the boundaries of CT37631/1 and CT37631/2 and development of a single dwelling at 584 Meadowbank Road, Meadowbank.

Recommended Conditions

General

1) The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.

2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

Exterior finishes

3) All external metal building surfaces must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Manager Development Services.

Stormwater

4) Drainage from the proposed development must be retained on site or drain to a legal discharge point to the satisfaction of Council's General Manager and in accordance with any requirements of the Building Act 2016.

Services

5) The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

Access

6) The vehicle access from the carriageway of the road onto the subject land must be located and constructed using a gravel pavement in accordance with the construction and sight distance standards shown on standard drawings SD 1012 and SD 1009 prepared by the IPWE Aust. (Tasmania Division) and to the satisfaction of Council's Manager of Works and Technical Services. The works including are to be modified to suit the conditions.

7) The areas set-aside for parking, access and vehicle manoeuvring:
   a. Must provide for a vehicle to enter and leave the site in a forward direction.
   b. The driveway access must be located over existing tracks or along natural contours to reduce visual impact through excavation and filling and erosion from water run-off.
   c. Have an all-weather pavement constructed and surfaced to the satisfaction of Council's Manager of Works and Technical Services.
   d. Incorporate suitable drainage to avoid erosion and run-off.

Subdivision

8) Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's Municipal Engineer. The cost of locating and creating the easements shall be at the subdivider's full cost.

Final plan

9) A final approved plan of survey and schedule of easements as necessary, together with one copy, must be submitted to Council for sealing. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.

10) A fee of $160.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey.

11) All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage.

12) It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

Construction Amenity

13) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:
   Monday to Friday 7:00 a.m. to 6:00 p.m.
   Saturday 8:00 a.m. to 6:00 p.m.
   Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.

14) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
   a. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
   b. The transportation of materials, goods and commodities to and from the land.
   c. Obstruction of any public roadway or highway.
   d. Appearance of any building, works or materials.
   e. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.

15) The developer must make good and/or clean any road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

a) This permit does not imply that any other approval required under any other legislation has been granted.
b) If you notify Council that you intend to commence the use or development before the date specified above you forfeit your right of appeal in relation to this permit.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Mr Jason Branch returned to the meeting at 11.12am.
Clr A Campbell left the meeting at 11.28am and returned at 11.30am.

14.2 REVIEW OF POLICY NO 2013-07 – COUNCIL CAMPING GROUND FACILITIES POLICY

Moved: Clr R Cassidy **Seconded:** Clr S Bowden

THAT Council adopt Policy No 2013-07 Council Camping Ground Facilities Policy subject to amendments made at this meeting.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

14.3 REQUEST FOR LONG TERM STAY AT BOTWHELL CAMPING GROUND

Moved: Clr A Bailey **Seconded:** Clr J Honner

THAT Council grant permission for Mr Crosswell to stay at the Bothwell Caravan for a period of three months from Wednesday the 17th April 2019 subject to receiving a letter from his employer.

C**ARRIED**

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Clr A Archer left the meeting at 11.41 and returned at 11.44am.

14.4 BOTHWELL CARAVAN PARK – REQUEST FOR LONG TERM STAY

Moved: Clr J Honner **Seconded:** Clr A Bailey

THAT Council grant permission for Mr Gordon to stay at the Bothwell Caravan for a period of three months from Wednesday the 17th April 2019 subject to receiving a letter from his employer.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

14.5 PROPOSED NEW SIGNAGE AT CENTRAL HIGHLANDS VISITOR CENTRE

Moved: Clr J Honner **Seconded:** Clr A Bailey

THAT Council refurbish the old signs for the Central Highlands Visitor Centre as required.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

14.6 DES BRIEFING REPORT

PROPOSED CHANGES TO STREET NAME "ESPLANADE"

Council has received notification from the Nomenclature Office of the Department of Primary Industries and Water regarding the duplication of the road name "Esplanade" across the State. There are currently 57 instances of "Esplanade" across the state which are direct duplications. These include multiple examples of Esplanade East, Esplanade West, Esplanade South and Esplanade North as well as East Esplanade and West Esplanade and instances of The Esplanade. The Esplanade naming duplication has the potential to cause confusion and is an ongoing risk to accurate and timely discovery of any Esplanade property address in an emergency.

There is one instance of Esplanade in the Central Highlands Municipal area at Cramps Bay.

To avoid any confusion or further risks the Nomenclature Board is proposing to amend road names and as such it is being proposed to amend the "Esplanade" at Cramps Bay as follows:

Current Name:	Locality:	Proposed New Name:	Locality:
Esplanade	Cramps Bay	***Cramps Bay Esplanade***	Cramps Bay

A letter has been forwarded to the effected property owners advising of the proposed name change which has to first pass through the Nomenclature Board.

NOTED

PLANNING PERMITS ISSUED UNDER DELEGATION

The following planning permits have been issued under delegation during the past month.

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2019 / 00016	J Fiddo	161 Barren Plains Road, Miena	Shed
2019 / 00018	S Walmsley	22 Berry Drive, Miena	Outbuilding

DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2019 / 00014	S A & C Y Lambourn	39 Dry Poles Road, Ellendale	Shed

NOTED

Mr Graham Rogers left the meeting at 11.53am.

15.0 WORKS & SERVICES

Moved: Clr A Bailey **Seconded:** Clr R Cassidy

THAT the Works & Services Report be received.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Clr A Archer and Clr S Bowden declared an interest for item 15.1 GRAVEL SUPPLY FOR COUNCIL and left the meeting at 12.08pm.

15.1 GRAVEL SUPPLY FOR COUNCIL

Moved: Clr A Bailey **Seconded:** Clr R Cassidy

THAT the Works and Services Manager trial gravel from the Norwood Quarry on Dennistoun Road and report back to Council.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Bailey, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Clr A Archer and Clr S Bowden returned to the meeting at 12.15pm.

15.2 STORMWATER SYSTEM MANAGEMENT PLANNING AND RETICULATION UPGRADE – BOTHWELL

Moved: Clr A Bailey **Seconded:** Clr J Honner

THAT the report be noted**.**

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

15.3 PELHAM ROAD – BUDGET UPDATE

NOTED

15.4 WEST TAMAR COUNCIL DONATION TO CENTRAL HIGHLANDS COUNCIL

Moved: Clr R Cassidy **Seconded:** Clr J Honner

THAT the Mayor write to the Mayor of West Tamar Council thanking them for the donation of $5000.00 towards the purchase of a slide on firefighting unit in the Central Highlands.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

15.5 SHANNON RIVER BRIDGE

Moved: Clr A Archer **Seconded:** Clr R Cassidy

THAT Council thank Mr Reardon for his letter and inform him that Council will investigate the matter further**.**

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

Mr Jason Branch left the meeting at 12.45pm.
The meeting was adjourned for lunch at 12.45pm and resumed at 1.14pm.
Clr A Archer was not in the room when the meeting resumed and returned to the meeting at 1.19pm.

16.0 ADMINISTRATION

16.1 MOTIONS FROM AUDIT PANEL

Moved: Clr J Honner **Seconded:** Clr R Cassidy

THAT Council adopt the Long Term Financial Plan & Strategy as recommended by the Audit Panel subject to the following amendment to the rate increase for 2019/20 to be CPI +1%.

CARRIED 6 / 2

FOR the Motion:

Mayor L Triffitt, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

AGAINST the Motion:

Deputy Mayor J Allwright and Clr A Archer

16.2 TRANSFER OF LOT 1 ELIZABETH STREET BOTHWELL TO TASWATER - BOTHWELL WATER PUMP STATION

Moved: Clr J Honner **Seconded:** Clr A Bailey

THAT Council content to the transfer of CT 4401/92 to TasWater and the General Manager be authorised to provide Page Seager with the original Certificate of Title Volume 4401 Folio 92.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.3 REMISSION UNDER DELEGATION

The following remission has been granted by the General Manager under delegation:

01-0860-03855	$17.90	Penalty
03-0209-00454	$17.40	Penalty
03-0233-01521	$17.30	Penalty

NOTED

16.4 STRATEGIC PLAN 2015-2024

RESOLVED THAT Council defer this item to the Ordinary Meeting of Council in May.

16.5 RECOMMENDATION FROM THE BOTHWELL FOOTBALL CLUB AND COMMUNITY CENTRE MANAGEMENT COMMITTEE – KITCHEN FACILITIES

Moved: Clr J Honner **Seconded:** Clr A Bailey

THAT the Manager Development & Environmental Services obtain quotes for the closing off the kitchen area at the Bothwell Football Club and Community Centre and the quotes be considered by Council during the 19/20 budget deliberations.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.6 RECOMMENDATION FROM THE CENTRAL HIGHLANDS VISITOR CENTRE MANAGEMENT COMMITTEE

Moved: Deputy Mayor J Allwright **Seconded:** Clr A Campbell

THAT Council:

a) Approve the transfer of the $8150 in the 18/19 Capital Works budget for Golf Museum (heat pumps) to supply and install heating in the Old Headmasters Residents, purchase a Smart TV for displays in the Visitor Centre, purchase a new sign for the Visitor Centre and purchase an additional display cabinet for the main area; and

b) Approve the advertisement in the Highlands Digest for the position of Volunteer Centre Co-Ordinator for the Central Highlands Visitor Centre.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.7 HIRE ELLENDALE RECREATION GROUND – THE SALVATION ARMY

Moved: Clr J Honner **Seconded:** Clr A Bailey

THAT Council approve the hire of the Ellendale Recreation Ground on Wednesday the 17 April 2019 to the Salvation Army at no cost for the non for profit event – pop up playground through Adventure Patch and Playgroup Tasmania.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.8 MOBILE BLACK SPOT PROGRAM – ROUND 5

Moved: Clr A Campbell **Seconded:** Clr A Bailey

THAT:

a) The Deputy General Manager organise a meeting between the Mayor, General Manager and Regional General Manager – Tasmania Telstra Regional Australia to discuss a strategy to identify areas that would benefit from a funded base station within the municipality; and

b) The Deputy General Manager draft letters for the Mayor to sign to The Honourable Michael Ferguson and The Honourable Peter Gutwein, asking for State Government funding support towards the reduction of mobile black spots in the Central Highlands.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.9 LIONS CLUB OF HOBART TOWN INC FUNDING SUPPORT 2019 CIRCUS QUIRKUS

NOTED

16.10 SOUTHERN TASMANIAN COUNCILS AUTHORITY SPECIAL MEETING

Moved: Clr A Bailey **Seconded:** Clr J Honner

THAT Council agrees that the Southern Tasmanian Councils Authority continues in its current format with:

- 2019/20 secretariat support being funded out of reserves;
- 2019/20 member subscriptions being set at nil;
- Waste Strategy South and the Regional Climate Change Initiative continue for a further 12 months, subject to appropriate due diligence.
- A report be provided to the Board prior to 31 March 2019 on proposed 2019/20 STCA actions and what advocacy role it can play for the Southern region.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.11 POLICY NO. 2017-46 RELATED PARTY DISCLOSURES POLICY

Moved: Clr A Campbell **Seconded:** Clr R Cassidy

THAT Council approve Policy No. 2017-46 Related Party Disclosures Policy.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.12 POLICY NO. 2013-05 USE OF COUNCIL VEHICLES

RESOLVED THAT Council defer this item until the Ordinary Council Meeting in May 2019.

16.13 CENTRAL HIGHLANDS VISITOR CENTRE – DISPLAY

Moved: Clr R Cassidy **Seconded:** Clr J Honner

THAT the Grote Reber Plaque is displayed on a wall in the main area of the Central Highlands Visitor Centre and that a Grote Reber display is assembled in the front room of the Old Headmasters Residents.

CARRIED 6 / 2

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Bailey, Clr S Bowden, Clr R Cassidy and Clr J Honner.

AGAINST the Motion:

Clr A Archer and Clr A Campbell

16.14 REQUESTS FOR SUPPORT TO PURCHASE A LIGHT FIRE TANKER

Moved: Clr A Archer **Seconded:** Clr R Cassidy

THAT:

a) Council request that light tanker is stationed in the Lake Crescent area; and

b) A letter be written to the Tasmanian Fire Service about the possibility of a establishing a local volunteer brigade

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

16.15 SINGLE-USE PETROLEUM-BASED PLASTIC UTENSILS AND CONTAINERS BY FOOD BUSINESSES

Moved: Clr R Cassidy **Seconded:** Clr S Bowden

THAT Council to write to Hobart City Council to congratulate them for their forward-thinking and proactive leadership in helping to protect Tasmania's environment and reducing litter, by the approval of their proposed By-Law and, in doing so we should also indicate Central Highlands Council's in-principle support to bringing in a similar By-law banning the use of single-use petroleum-based plastic utensils and containers by all Food businesses and functions.

CARRIED 7 / 1

FOR the Motion:

Mayor L Triffitt, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

AGAINST the Motion:

Deputy Mayor J Allwright

16.16 TASMANIAN WILDERNESS WORLD HERITAGE AREA TOURISM MASTER PLAN REGIONAL WORKSHOPS AND DROP-IN SESSIONS

RESOLVED THAT the Deputy General Manager be authorised to complete the registration forms on behalf of the following Councillors: Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey (may be able to attend), Clr A Campbell, Clr R Cassidy and Clr J Honner (may be able to attend).

16.17 REVIEW OF THE MANAGEMENT OF BUSHFIRES DURING THE 2018-19 FIRE SEASON

NOTED

17.0 SUPPLEMENTARY AGENDA ITEMS

Moved: Clr J Honner ***Seconded:*** Clr R Cassidy

THAT Council consider the matters on the Supplementary Agenda.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

17.1 SPATE OF ROBBERIES IN THE MIENA AREA

NOTED

17.2 REQUEST FOR STALL AT THE HAMILTON CAMPING FACILITIES OVER THE EASTER.

Moved: Clr A Campbell ***Seconded:*** Clr R Cassidy

THAT Council grant permission for Mrs Callaghen to hold a stall at the Hamilton Camping Facilities to sell photographs and paintings of the Hamilton Township over the Easter period.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy and Clr J Honner.

18.0 CLOSURE

Mayor L Triffitt closed the meeting at 2.20pm.

Central Highlands Council

Draft Independent Living Units Committee 10th May 2019

Draft Minutes of a Meeting of the Independent Living Units Committee held at the Council Chambers Hamilton on Friday, 10th May 2019 commencing at 10.00am.

1.0 OPENING	The Meeting opened at 10.00am
2.0 PRESENT	Mayor Lou Triffitt, Clr Tony Bailey, Mr Andy Beasant, Mrs Cynthia Cooper
3.0 APOLOGIES	**Nil**
4.0 IN ATTENDANCE	General Manger, Lyn Eyles and Sharee Nichols
5.0 MINUTES	**Moved** Mr Andy Beasant **Seconded** Mrs Cynthia Cooper **THAT** The Minutes of the Independent Living Units Committee meeting held on 20th December, 2017 having been circulated to all members be taken as read and confirmed. **Carried** **For the Motion**: : Mayor Lou Triffitt, Mrs Cynthia Cooper, Clr Tony Bailey, Mr Andy Beasant
6.0 MEETING HOUSING UNIT TENANT	Ms Annette Jenkins Housing Unit 1 Ouse did not attend for the meeting.

Draft Independent Living Units Committee 10th May 2019

7.0 REVIEW LETTERS

7.1 Letter received from **Ms Karen Denise Lester** seeking permission from the committee to have her grandson Kannan Lester- Thomas and his dog reside with her in the Housing Unit 2 Ouse

Moved Mr Andy Beasant **Seconded** Mrs Cynthia Cooper

THAT:

(a) Approval be granted for Ms Karen Denise Lester's grandson to stay with her in the unit;
(b) Approval is for 3 months and will be reviewed at the end of the term (10 August 2019);
(c) Ms Lester be advised that Council's Animal Control Officer will visit to discuss complaints regarding the dog.

Carried

For the Motion: Mayor Lou Triffitt, Mrs Cynthia Cooper, Clr Tony Bailey, Mr Andy Beasant

7.2 Letter received from **Mrs Coleen Onn** seeking permission from the committee for her son, Joshua Onn and his dog, to reside with her in the ILU Unit 1 Ouse.

Moved Mr Andy Beasant **Seconded** Mrs Cynthia Cooper

THAT:

(a) Approval be granted for Ms Coleen Onn's son to stay with her in the unit;
(b) Approval if for 3 months and will be reviewed at the end of the term (10 August, 2019);
(c) Rent will increase to the couples rate of $308.00 per fortnight effective immediately.

Carried

For the Motion: : Mayor Lou Triffitt, Mrs Cynthia Cooper, Clr Tony Bailey, Mr Andy Beasant

8.00 OTHER BUSINESS

8.1 Unit Inspections

RESOLVED THAT The Mayor and Sharee Nichols undertake inspections of the Independent Living Units at Bothwell and Ouse and the Housing Units at Ouse (due August 2019). Sharee Nichols to arrange the appointments in writing with the tenants.

8.2 Letters to Tenants

RESOLVED THAT letters be sent to all ILU and Housing tenants reminding them of the terms under their rental contract re Visitors staying and advising that approval must be obtained from the Committee to have pets at the units. The letter to also state that pets must be confined and controlled by the tenants and must not cause any nuisance to other tenants (e.g. noise).

8.3 Rent Reviews

RESOLVED THAT tenants be advised that the following rent increases will apply from 1st July 2019:

- Housing Units 2 bedroom unit from $100.00 per week to $110.00 per week
- Housing Units 1 bedroom unit from $70.00 per week to $80.00 per week
- ILU Units Ouse no change to the rate charged
- ILU Units Bothwell review the age pension rate per fortnight single 22% - Couple 30% and increase accordingly effective 1st July 2019

9.0 CLOSURE

There being no further business the meeting was declared closed at 10.40am.

MINUTES OF THE PLANNING COMMITTEE MEETING OF THE CENTRAL HIGHLANDS COUNCIL HELD IN THE BOTHWELL COUNCIL CHAMBERS AT 9.00AM ON TUESDAY 14th MAY 2019

1.0 PRESENT

Clr Allwright (Chairperson), Mayor Triffitt, Clr Cassidy & Clr Poore

IN ATTENDANCE

Mrs L Eyles (General Manager), Ms J Tyson (Planning Officer) & Mrs K Bradburn (Minutes Secretary)

2.0 APOLOGIES

Nil

3.0 PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the Chairman requests Councillors to indicate whether they or a close associate have, or are likely to have a pecuniary interest (any pecuniary or pecuniary detriment) in any item of the Agenda.

Nil

4.0 CONFIRMATION OF MINUTES

Moved **Clr Poore** Seconded **Clr Cassidy**

THAT the Draft Minutes of the Planning Committee Meeting of Council held on Tuesday 9th April 2019 to be confirmed.

Carried

For the Motion: Clr Allwright, Mayor Triffitt, Clr Cassidy & Clr Poore

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5.0 QUESTION TIME & DEPUTATIONS

Nil

6.0 DA2019/15 : SUBDIVISION – 13 LOTS AND BALANCE : ARTHURS LAKE ROAD, ARTHURS LAKE

Report by

Jacqui Tyson (Senior Planning Officer)

Applicant

PDA Surveyors

Owner

Trilogy Partners Pty Ltd

Discretions

12.5.1 Subdivision

Proposal

The application is for a subdivision of 13 residential lots off Arthurs Lake Road at Wilburville.

The proposal creates 13 lots and balance, all with frontage to Arthurs Lake Road. The proposed lots have areas of approximately half a hectare, with the smallest 4124m^2 and the largest 6297m^2.

The balance lot is formed with frontage for a future road that will allow further subdivision of the land in the future.

Part of the existing title along the Arthurs Lake shore, is subject to a current permit for subdivision (DA2012/27) that has been commenced but not completed. The approved subdivision includes construction of a road, 22 residential lots and a large public open space area.

The Development Application is accompanied by documents addressing requirements of the planning scheme including the following:

- Planning statement (PDA);
- Bushfire Hazard Management Report (Livingston Natural Resource Services);
- Site and soil evaluation (JMG);
- Natural Values Report (Livingston Natural Resource Services); and
- Aboriginal Heritage search record which '*has not identified any registered Aboriginal relics or apparent risk of impacting Aboriginal relics'*.

The application has been referred to Councils contract Engineering Officer for consideration and advice.

The proposal is discretionary owing to being a subdivision and is assessed against the subdivision standards for the Low Density Residential Zone pursuant to section 12.0 of the Central Highlands Interim Planning Scheme 2015.

Subject site and Locality.

The subject land is a large vacant block in the Wilburville township, located between Arthurs Lake Road and Arthurs Lake.

The site and is mostly vegetated with alpine bushland, other than a grassed area around a drainage line at the western edge of the property.

The locality is generally characterised as a lake side settlement with shacks and permanent dwellings.

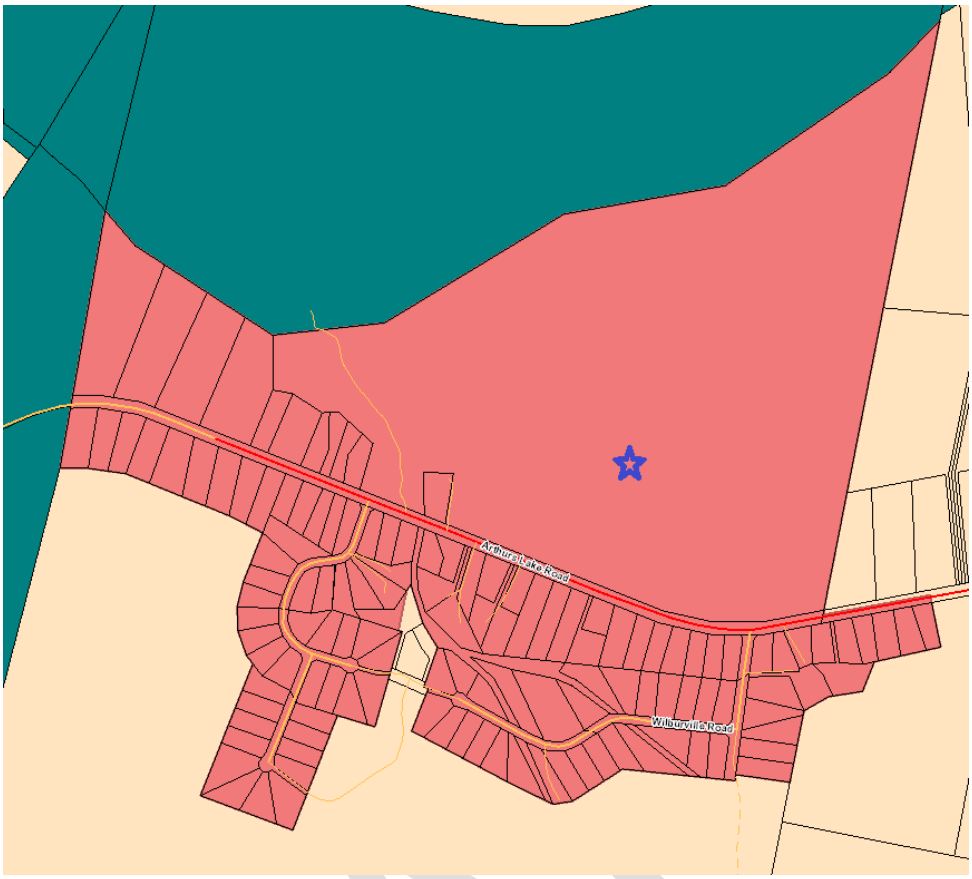


Fig 1. Location and zoning of the subject land (marked by blue star) in the Low Density Residential Zone, with surrounding land in the Rural Resource zone (Cream) and Environmental Management Zone (green). (Source: LISTmap)

Fig 2. Aerial photo of the subject land and surrounding area, subject land marked with blue stars (Source: LISTmap)

Exemptions

Nil

Special Provisions

Nil

Use standards

There are no applicable use standards for subdivision.

Rural Resource Zone - Development standards for subdivision

The subject land is located in the Low Density Residential Zone. The proposal must satisfy the requirements of the following development standards, relevant to subdivisions:

12.5.1 Lot Design To provide for new lots that: (a) have appropriate area and dimensions to accommodate development consistent with the Zone Purpose and any relevant Local Area Objectives or Desired Future Character Statements; (b) contain building areas which are suitable for residential development, located to avoid hazards and values and will not lead to land use conflict and fettering of resource development use on adjoining rural land; (c) are not internal lots, except if the only reasonable way to provide for desired residential density.		
Acceptable Solutions	**Performance Criteria**	**OFFICER COMMENT**
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.	**P1** No Performance Criteria**.**	*Table 12.1 specifies that the minimum lot size in the Low Density Residential Zone is 1500m^2.* *The proposed lots all exceed 1500m^2 in compliance with the 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 10	**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 & dill associated with future development;	*The design and layout of the proposed lots complies with the requirements of Acceptable Solution A2.*

m x 15 m in size.		
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.	**P3** The frontage of each lot must provide opportunity for reasonable vehicular and pedestrian access and must be no less than: 6 m.	*Each lot is provided with frontage to comply with this standard.*
A4 No lot is an internal lot.	**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 proposal does not include any internal lots and therefore complies with the Acceptable Solution.*

	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.	
A5 Setback from a new boundary for an existing building must comply with the relevant Acceptable Solution for setback.	**P5** Setback from a new boundary for an existing building must satisfy the relevant Performance Criteria for setback.	*The land is vacant so this clause is not relevant.*

Codes

E1.0 Bushfire Prone Areas Code
An assessment and Bushfire Hazard Management Plan has been provided by a suitably qualified person to address the requirements of this Code.

The report concludes that there is sufficient space provided on each lot for a hazard management area to provide for BAL 19 level for a habitable dwelling. Suitable access and water supply will need to be provided on each lot when it is developed.

E5.0 Road and Railway Assets Code
The subdivision fronts Arthurs Lake Road which is maintained by Council in this area. Each of the proposed lots will require a new access from the road, which must be constructed in accordance with the required standard.

E7.0 Stormwater Management Code
The proposed lots are large enough to allow for stormwater to be managed onsite. No new stormwater infrastructure is proposed.

Representations

The proposal was advertised for the statutory 14 days period from 1st April 2019 until 15th April 2019. No representations were received.

Conclusion

The proposal for a subdivision of 13 lots and balance at Arthurs Lake Road is assessed to comply with the applicable standards of the Low Density Residential Zone and the relevant codes of the *Central Highlands Interim Planning Scheme 2015* as outlined in the body of this report.

The proposal was advertised for public comment and no representations were received.

Legislative Context

The purpose of the report is to enable the Planning Authority to determine the Development Application DA2019/15 in accordance with the requirements of the *Land Use Planning and*

Approvals Act 1993 (LUPAA). The provisions of LUPAA require a Planning Authority to take all reasonable steps to ensure compliance with the Planning Scheme.

This determination has to be made no later than 24 May 2019, which has been extended beyond the usual 42 day statutory time frame with the consent of the application.

This report details the reasons for the officers Recommendation. The Planning Authority must consider the report but is not bound to adopt the Recommendation. Broadly, the Planning Authority can either: (1) adopt the Recommendation, (2) vary the Recommendation by adding, modifying or removing recommended conditions or (3) replacing an approval with a refusal.

Any decision that is an alternative to the Recommendation requires a full statement of reasons to ensure compliance with the *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015*. Section 25 (2) of the *Local Government (Meeting Procedures) Regulations 2015* states:

> ***25 (2):*** *The general manager is to ensure that the reasons for a decision by a council or council committee acting as a planning authority are recorded in the minutes of the meeting.*

Options

The Planning Authority must determine the Development Application DA2019/15 in accordance with one of the following options:

1. **Approve in accordance with the Recommendation:-**
   In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application for subdivision of thirteen (13) lots and balance at CT171844/1 Arthurs Lake Road, Arthurs Lake, subject to conditions in accordance with the Recommendation.

2. **Approve with altered conditions:-**
   In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application for subdivision of thirteen (13) lots and balance at CT171844/1 Arthurs Lake Road, Arthurs Lake, subject to conditions as specified below.

   Should Council opt to approve the Development Application subject to conditions that are different to the Recommendation the modifications should be recorded below, as required by Section 25(2) of the Local Government (Meeting Procedures) Regulations 2015:

   Alteration to Conditions:-

3. **Refuse to grant a permit:-**
   In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Refuse** the Development Application for subdivision of thirteen (13) lots and balance at CT171844/1 Arthurs Lake Road, Arthurs Lake for the reasons detailed below.

   Should the Planning Authority opt to refuse to grant a permit contrary to the officers Recommendation, the reasons for the decision should be recorded below, as required by Section 25(2) of the Local Government (Meeting Procedures) Regulations 2015:

   Reasons :-

Moved **Clr Poore** Seconded **Clr Cassidy**

THAT In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application for subdivision of thirteen (13) lots and balance at CT171844/1 Arthurs Lake Road, Arthurs Lake, subject to conditions in accordance with the Recommendation.

Carried

For the Motion: Clr Allwright, Mayor Triffitt, Clr Cassidy & Clr Poore

Recommendation

THAT the proposal is assessed to substantially comply with the requirements of the Central Highlands Interim Planning Scheme 2015 and so in accordance with section 57 of the Land Use Planning and Approvals Act 1993, the Planning Authority is recommended to approve the application for subdivision of thirteen (13) lots and balance at CT171844/1 Arthurs Lake Road, Arthurs Lake, subject to the following conditions:

General

1. The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.

2. This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

Public open space

3. As insufficient provision has been made for recreational space, and having formed the opinion that such a provision should be made in respect of the proposal, Council requires that an amount equal to five percent (5%) of the unimproved value of Lots 1-13 must be provided as cash-in-lieu of public open space in accordance with the provisions of Section 117 of the Local Government (Building & Miscellaneous Provisions) Act 1993. The subdivider must obtain a valuation for the unimproved value of the subdivision from a registered Valuer.

Final Plan

4. A final approved plan of survey and schedule of easements as necessary, together with two (2) copies, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.

5. A fee of $205.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey for each stage.

6. All conditions of this permit must be satisfied before the Council seals the final plan. It is the subdivider's responsibility to arrange any required inspections and to advise Council in writing that the conditions of the permit have been satisfied. The final plan of survey will not be dealt with until this advice has been provided.

7. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Easements

8. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the subdivider's full cost.

Endorsements

9. The final plan of survey must be noted that Council cannot or will not provide a means of drainage, water or sewer services to all lots shown on the plan of survey.

Covenants

10. Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's General Manager.

Agreements

11. Agreements made pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* must be prepared by the applicant on a blank instrument form to the satisfaction of the Council and registered with the Recorder of Titles. The subdivider must meet all costs associated with the preparation and registration of the Part 5 Agreement.

Weed management

12. Prior to the carrying out of any works approved or required by this approval, the subdivider must provide a weed management plan detailing measures to be adopted to limit the spread of weeds listed in the Weed Management Act 1999 through imported soil or land disturbance by appropriate water management and machinery and vehicular hygiene to the satisfaction of Council's Municipal Engineer and of the Regional Weed Management Officer, Department of Primary Industries Water and Environment.

Engineering

13. The subdivision must be carried out in accordance with the *Central Highlands Council Subdivision Guidelines 2012* (attached).

14. Engineering design drawings to the satisfaction of the Council's Municipal Engineer must be submitted to and approved by Council before development of the land commences.

15. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's General Manager, and must show -

(a) all existing and proposed services required by this permit;
(b) all existing and proposed roadwork required by this permit;
(c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
(d) measures to be taken to limit or control erosion and sedimentation;
(e) any other work required by this permit.

16. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.

17. The developer shall appoint a qualified and experienced Supervising Engineer (or company registered to provide civil engineering consultancy services) who will be required to certify completion of subdivision construction works. The appointed Supervising Engineer shall be the primary contact person on matters concerning the subdivision.

Property Services

18. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's General Manager or responsible authority.

Existing services

19. The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

Telecommunications and electrical reticulation

20. Where electrical and telecommunications services are to be provided they are to be in accordance with the requirements of the responsible authority and the satisfaction of Council's General Manager.

Roadworks

21. A vehicle access must be provided from the road carriageway to each lot. Accesses must be located and constructed in accordance with the IPWE Aust. (Tasmania Division) standard drawings, the approved Bushfire Hazard management Report and to the satisfaction of Council's General Manager.

Survey pegs

22. Survey pegs are to be stamped with lot numbers and marked for ease of identification.

23. Prior to the works being taken over by Council, evidence must be provided from a registered surveyor that the subdivision has been re-pegged following completion of substantial subdivision construction work. The cost of the re-peg survey must be included in the value of any security.

Defects Liability Period

24. The subdivision must be placed onto a 12 month maintenance and defects liability period following the completion of the works in accordance with the approved engineering plans and permit conditions.

Construction amenity

25. The development must only be carried out between the following hours unless otherwise approved by the Council's Manager Environment and Development Services:

- Monday to Friday 7:00 AM to 6:00 PM
- Saturday 8:00 AM to 6:00 PM
- Sunday and State-wide public holidays 10:00 AM to 6:00 PM

26. All subdivision works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -

(a) Emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property.
(b) Transport of materials, goods or commodities to or from the land.
(c) Appearance of any building, works or materials.

27. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Municipal Engineer.

28. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.

B. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.

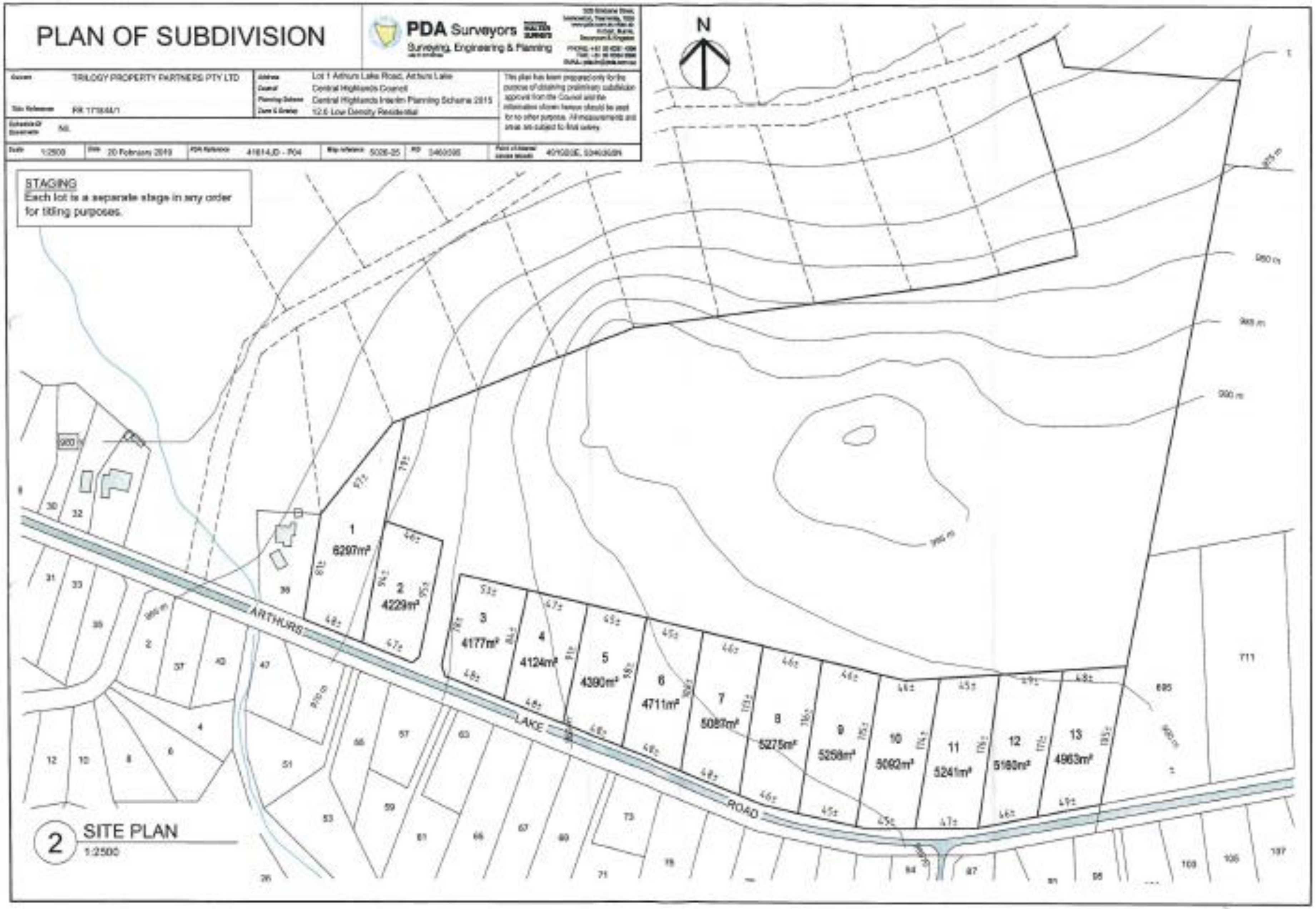
C. This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.

7.0 OTHER BUSINESS

Nil

8.0 CLOSURE

There being no further business the meeting closed at 9.15am


PLAN OF SUBDIVISION
PDA Surveyors
Surveying, Engineering & Planning
TRILOGY PROPERTY PARTNERS PTY LTD
Lot 1 Arthurs Lake Road, Arthurs Lake
Central Highlands Council
Central Highlands Interim Planning Scheme 2015
12.0 Low Density Residential
1:2500
20 February 2019
41614JD - P04
STAGING
Each lot is a separate stage in any order for titling purposes.
N
ARTHURS
LAKE
ROAD
1
6297m²
2
4229m²
3
4177m²
4
4124m²
5
4390m²
6
4711m²
7
5087m²
8
5275m²
9
5258m²
10
5092m²
11
5241m²
12
5160m²
13
4963m²
2
SITE PLAN
1:2500

URBAN EP

Feasibility Study into a Statewide Waste Management Arrangement

Part A summary report – Needs and benefits study

Prepared for

Local Government Association of Tasmania

April 2019

Feasibility study into a Statewide Waste Management Arrangement for Tasmania – Part A

Project: UEP077

Client: Local Government Association of Tasmania

Client contact: Dion Lester, Policy Director

Author

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Quality information

Document	Feasibility Study – Part A summary report
Reference	UEP077-2 version 2.0
Date	April 2019
Prepared by	Nathan Toovey and Nathan Malin

Table of contents

List of acronyms

CCA	Cradle Coast Authority
CCWMG	Cradle Coast Waste Management Group
CDL	Container Deposit Legislation
DPIPWE	Department of Primary Industries, Parks, Water and Environment (Tasmania)
EPA	Environment Protection Authority (of Tasmania, unless otherwise stated)
ILM	Investment Logic Map
LGAT	Local Government Association of Tasmania
NTDC	Northern Tasmania Development Corporation
NTWMG	Northern Tasmania Waste Management Group
STCA	Southern Tasmanian Councils Authority
SV	Sustainability Victoria
WSS	Waste Strategy South

Acknowledgements

The project team recognises the input, expertise and time given from a range of organisations and individuals in supporting the preparation of this report.

We unreservedly acknowledge the involvement of:

- The Local Government Association of Tasmania
- EPA Tasmania
- Cradle Coast Waste Management Group and member councils
- Northern Tasmania Waste Management Group and member councils
- Waste Strategy South and member councils
- Tasmanian Department of State Growth
- Martin Robinson (Veolia Waste Management)
- John Crispijn (Veolia Waste Management and WMAA)
- Brad Mashman (Glenorchy Tip Shop)
- The Honourable Pam Allan, University of Tasmania
- Kassey Truesdale, WA Department of Water and Environmental Regulation

1. Introduction

This report summarises the findings and recommendations on the needs that can be met and benefits that can be delivered by a statewide waste management arrangement for Tasmania. This 'statewide arrangement' grants an opportunity to deliver a number of functions and services to support better waste management across the state, and to complement existing actions and initiatives delivered at state, regional and local scales.

This report satisfies the first stage (i.e. 'Part A') of a two part feasibility study undertaken on the Local Government Association of Tasmania's (LGAT) behalf. In reading the report and its recommendations, LGAT and its partners can make an informed decision to progress with the second part of the feasibility study (i.e. 'Part B').

This second part explores and assesses different approaches to deliver an agreed statewide arrangement; prioritises the allocation of responsibilities to various bodies; and guides interactions across statewide, regional and local spheres of activity. It positions LGAT and its partners to implement a statewide arrangement that is geared towards efficient and confident delivery, and assign roles to entities that have an interest in and capacity to deliver benefits for Tasmania's people and the environment.

Feasibility study for a Tasmanian Statewide Waste Management Arrangement

Part A (Jan – April 2019): Collate evidence and present findings on the needs for and benefits of a Statewide Waste Management Arrangement ('statewide arrangement').

Part B (May – July 2019): Develop the purpose, role, functions and governance apparatus of this statewide arrangement as necessary for planning, co-ordinating and delivering state-wide waste policies, strategies, programs and services.

Drivers for this work include a range of connected concerns that have been expressed by stakeholders:

- Waste management service levels and outcomes in Tasmania lag behind those of the mainland states
- A range of benefits that stem from better waste management will remain unrealised for the foreseeable future (in the absence of change)
- The timing, scope and ambition to finalise and implement a Tasmanian Waste Action Plan, currently being developed by the Tasmanian Government, remain uncertain
- The lack of progress in and political indifference towards addressing the state's waste management challenges causes Tasmania to be increasingly 'out of step' with the more proactive national agenda for waste policy, as set out in the *National Waste Policy 2018*.

The project responds to these drivers by providing an evidence base for the need for action at a statewide level. This evidence base accounts for Tasmania's unique characteristics and acknowledges the continuance of a strong regional and local contribution to waste management outcomes on the island.

2. Methods

Findings for Part A of the feasibility study were prepared through five components of work, completed from January through April 2019.

1. Review of existing Tasmanian waste management arrangements at local, regional, state and national scales.
2. Workshops[1] with stakeholders to incorporate:
    - Waste management priorities
    - Perceptions of where arrangements are achieving and are underperforming
    - The nature of problems that underlie important areas of underperformance
    - Potential solutions, drawing on problem insights shared by stakeholders.
3. Preparation of abridged Investment Logic Maps that define and link problems (such as market failures and organisational deficiencies), benefits, and functions necessary for the arrangement to deal with a set of identified challenges in waste management. These functions are examined in light of National Waste Policy and the development of a Tasmanian Waste Action Plan, led by EPA.
4. Comparison of proposed functions with arrangements adopted in nearby jurisdictions, to better understand how the proposed statewide arrangements relate to current directions and ambitions pursued on mainland Australia and in New Zealand.
5. Exploration of aspirations and ambitions that a statewide arrangement for waste management could be applied towards. Stakeholders had expressed an interest in pursuing a circular economy transition to varying degrees, while adopting measures that improved how existing services and markets function. In examining how a circular economy may be pursued for Tasmania, the study sheds light on the extent that benefits may be captured, and the balance of effort to direct towards different statewide functions to realise them.

[1] A workshop summary report has been separately provided for LGAT's records.

3. Current waste management arrangements in Tasmania

Part A of this study determines the needs and benefits in establishing a statewide arrangement for waste management in Tasmania. To proceed, it is useful to take stock of current arrangements that may be in place at local, regional, whole-of-state and national scales. This process allows for a proposed statewide arrangement to avoid duplication, interact constructively and align with other layers of responsibility that relate to waste management.

While the long form report carries greater detail on current waste management arrangements, Table *1* below presents an overview of public roles (functions) presently performed in Tasmania, at local, regional and state scales.

Table 1: Functions to support, improve and deliver waste management services at local, regional and state scales.

Function	Explanatory notes	State	Regional	Local
Regulation of waste management / litter	Covers regulation, investigation, issuance of penalties, prosecution etc.	✓		✓
Engagement, education & communications	Guidance and education on preferred practice and conduct	✓	✓	✓
Strategy development	Development of strategies, vision, and associated actions	✓	✓	✓
Data gathering	Data gathering in support of strategy and/or operations	✓	✓	✓
Initiative funding	Funding to meet strategic objectives via programs, pilots etc.		✓	✓
Infrastructure funding	Provision of capital in support of strategically aligned infrastructure		✓	✓
Procurement support for waste services‡	Advise, support and navigate procurement processes		✓	
Coordination of actions and commitments	Coordination of core stakeholders and/or members		✓	
Procurement of services‡	Waste, recycling, organics, hard waste, chemicals etc. related services		✓	✓
Advocacy and input‡	Development of positions and representation in support of reforms	✓	✓	✓
Market instruments	Application of charges and levies etc. to alter market landscape		✓	
Ownership / operation of facilities	Ownership and operation of landfills, transfer stations, MRFs etc.			✓
Maintenance of public spaces	Park maintenance, street sweepings, facility waste management			✓

‡ *Procurement support*, direct *procurement of services*, and *advocacy and input* are functions that include activities performed by LGAT on behalf of its member councils.

This review finds that current statewide roles are limited, focusing on:

- **(EPA led) regulatory processes** such as guidelines; permit, licence and works approval processes; investigation and evidence gathering; and penalties and enforcement.
- **Education and engagement** through two separate streams:
  1) Through the *Rethink Waste* website supported by the three regional bodies
  2) EPA's website, containing educational and engagement resources.
- **Strategy and action plan development** through current development of the Waste Action Plan by the EPA, and Department of State Growth's development of a framework for bioenergy (which is yet to establish links to waste outcomes).

Other jurisdictions (see Section 6) have moved beyond this regulatory focus and deploy a wider range of tools at a statewide scale, with these wider obligations often prescribed in legislation. Their wider commitment reveals that the more limited approach taken by Tasmania is atypical, and a willingness for Tasmania to develop further functions is likely to be welcomed by industry.

Table 1 clearly shows that the majority of public roles supporting waste management in Tasmania occur at local and regional levels. Their functions and outlooks are shaped to the needs of each region. There is no evidence of incentives or requirements from state government for increased consistency in or coordination across regional approaches, to ensure benefits are realised across the state. Any coordinated approaches are largely self-organised, driven and resourced by the regional authorities (e.g. *Rethink Waste* and related communications). Within this approach with its dominating reliance on local and regional leadership, it is not clear how any national- or state-driven priority (if defined) could be consistently driven across the state.

This study of current arrangements shows that momentum and achievement at local and regional levels may vary within and across regions:

- Not all of Tasmania's councils derive benefits from membership in a regional waste management arrangement, with the more remote councils being less inclined to be part of a regional arrangement, and with some regional authorities (notably in the south, at the time of writing) undergoing periods of membership instability.
- Two of three regions use a 'voluntary' landfill levy to drive investment in regional waste activities while the other relies on budget contributions from councils that are allocated on an annual basis. These different funding arrangements seemingly affect the level of continuity and confidence that a regional authority brings to its operations and business planning activities, and may influence what can be achieved.
- Subsets of councils own significant regional assets, i.e. Dulverton Waste Management and Southern Waste Solutions are owned by joint authorities in the northwest and south respectively, with collective ownership of assets seemingly more common than collective or group procurement of services. Anecdotally, this may affect perceptions as to whether each council's access to infrastructure and services is transparent and equitable, which in turn may affect councils' ability to collectively negotiate efficient service delivery arrangements.

Current arrangements indicate that there is scope for Tasmania to take on a range of activities to better support and direct waste management at a statewide scale, should there be merit in doing so. As well as improving the response to a range of problems of statewide significance (covered in the next section), this may better prepare the state to leverage the current national momentum for better waste management and to augment local and regional leadership.

Recommendations:

1. An expanded statewide arrangement should in principle and practice, seek to maintain, provide for and leverage a minimum capacity and capability at the regional scale as a component to delivering on statewide goals. This may be achieved through supporting an agreed set of core functions within each region.

2. An expanded statewide arrangement should provide a minimum level of service and support to all Tasmanian councils, irrespective of their membership in a regional authority.

4. Demand for a statewide arrangement

Five workshops were held with stakeholders including the regional waste management authorities; council officers, executives and elected councillors; representatives from the resource recovery sector; and Tasmanian Government officials with an interest in the area.

Despite affirming local, regional and state achievements over the years, workshop participants expressed a strong and common view that current waste management arrangements fall short of what may be achieved with the addition of a suitable statewide contribution. They identified a breadth of areas associated with waste management and resource recovery where this arrangement could respond to challenges and deliver benefits.[2] On this basis, the stakeholders explicitly demonstrated the consensus that an appropriate statewide arrangement for waste management is urgently needed in Tasmania.

Four problem areas were identified by stakeholders (see Table 2) as priorities for the arrangement to attend to, to bring value to the community and protect the environment:

1. Poor cohesion in the demand for organics recovery services
2. Insecure market for investing in recovery infrastructure
3. Risks and harms incurred by tyre stockpiles and illegal dumping
4. Resource inefficient use of single use plastics and packaging.

Table 2: Selection of each priority problem area as a theme to explore in detail during Part A workshops (Marked cells refer to where the stakeholder group expressed strong interest in having the statewide arrangement address the problem area).

Problem area	Southern region councils	Northern region councils	Northwest region councils	State government	Resource recovery sector
Lack of cohesion in demand for organics	●	●		●	●
Illegal dumping and/or tyre stockpiling	●	●	●	●	
Insecure market for investing	●	●	●	●	●
Resource inefficient use of plastics & packaging	●	●	●		

[2] These areas are listed in detail in the long form report, Appendix 3.

The level of stakeholder consensus indicates that benefits will be shared across the island and stakeholder groups rather than accruing to any particular interest groups. This can be re-confirmed during Part B of the feasibility study by further widening the range of stakeholders consulted, and as different models for apportioning roles and responsibilities are tested.

Depending on the needs of partners and stakeholders and how they shift in response to the operating landscape, the priorities that the statewide arrangement focuses its efforts on can be re-aligned over time. That is, the above problems are a suggested starting point to build from.

5. Functions and benefits of a statewide arrangement

Engagement with stakeholders reveal the opportunity to address perceived shortcomings and problems in how waste management functions are delivered in Tasmania. An abridged Investment Management Standard process[3] was followed for this project, where:

1. A number of priority problem areas were selected (see Table 2 above), based on challenges confirmed by waste management stakeholders during workshops held across Tasmania.
2. These problem themes were examined according to the prevailing features that obstruct the delivery of optimal services and outcomes, or otherwise impair public benefits and damage the environment.
3. Each problem was re-cast in terms of the benefits that could be attained in addressing the problem, and government functions were put forward as a means to address those problems and deliver related benefits.
4. Functions were then reviewed for whether they were best delivered at a statewide level. Responding actions to use at local and regional scales were also proposed as a way to deliver a coordinated approach.
5. Proposed functions were finally considered in light of their interdependencies and the necessary phasing in of 'clusters' of functions that follow a logical order of precedence.

This section presents the findings determined through the above sequence, and specifies a statewide arrangement that inherently delivers public value. The proposed scope of functions are examined in light of their alignment to the principles set out in the *National Waste Policy 2018* and draft priorities that the Tasmanian Waste Action Plan is being developed upon.

Proposed functions and their phasing in over time

Based on the above procedure, the proposed model would phase in up to thirteen functions for a statewide arrangement over time (see figure overleaf, green box on right). This would deliver multiple benefits across Tasmania's reputation, human health and the environment, and stimulating economic development (figure overleaf, blue boxes on lower left).

[3] An abridged process (see Appendix 1 of long form report for method details) was used on the basis that the preferred approach which involves a series of workshops to progress through the method is not feasible during this project. However, because the intent of the project is to set out the need for a given set of statewide functions / interventions, rather than to justify a large public outlay or commitment, this abridged approach does not substantially introduce a significant risk to the process.

Tasmanian statewide waste management arrangement

Problems to address

1. Poor cohesion in the demand for organics recovery services
2. Insecure market for investing in recovery infrastructure
3. Risks and harms incurred by tyre stockpiles and illegal dumping
4. Resource-inefficient use of single use plastics and packaging

... plus others to be agreed with waste management partners

Benefits

Enhance Tasmania's image

Positive culture towards waste management and 'faith in the system'

Climate change tackled through local solutions

Tasmania seen as valuing its natural assets

Narrative to attract visitors, residents, investors

Tasmania as a leader in tackling problem wastes

Government delivering on expectations to help people lead lower impact lifestyles & businesses

Protect health & the environment

Effective prevention & inhibition of littering, dumping and stockpiling

Cleaner & safer environment due to less illegal dumping & litter

Low reliance on landfills - lower landfill impacts including gas emissions, leachate, odour and amenity impacts

Greater self assurance in how to recycle

Soil quality improved using locally recovered material

Efficient resource use embedded in consumer decisions

Foster economic development

Natural assets retain value and are untarnished

Brands that rely on a clean image of Tasmania retain market credibility

Resources are recovered and used, in line with the scale of opportunity

Efficient private & public investment in recovery infrastructure and jobs

Efficient service prices that reflect demand over time

Strong local markets for recovered resources

Lower costs & risks borne by the recovery chain

Functions

1. **Vision statement** for waste management / circular economy in Tasmania, linked to a **credible commitment** to take action.

2. **Statewide infrastructure & service planning** and scheduling.

3. **Development of strategies for priority items**, including:
   - organics from municipal and commercial sources
   - end of life tyres
   - single use plastics and non-recyclable packaging
   - others identified as a priority for Tasmania.

4. **Statewide data collection, analytics and reporting**:
   - tracking and investigating illegal dumping incidents
   - volume of waste generated and services demanded at statewide & regional scales
   - projection of capacity needs for infrastructure and services
   - to inform preferred interventions to problem materials.

5. **Governance and collaboration models** to engender trust & commitment:
   - to support surveillance & remediation of dumping sites
   - to build certainty for new services & assets to come online.

6. **Local government engagement and procurement support** to lock in demand for new services and facilitate efficient use of assets.

7. **Coordinated education, engagement and marketing:**
   - to ostracise illegal dumping and encourage reporting
   - to foster acceptance and uptake of new recovery services
   - to stimulate demand for recovered resources
   - to support best practice in local and regional services
   - to guide consumer & purchasing behaviours and decisions.

8. **Statewide enforcement and prosecution** of stockpiling in breach of licence conditions, and illegal dumping.

9. **Market development measures including sustainable procurement:**
   - to stimulate markets for resources recovered locally
   - to foster the replacement of non-recyclable and single use items with reusable / recyclable / recycled content items.

10. **Coordinated advocacy and policy input** at the national level, where national solutions are deemed to be more effective.

11. **Product stewardship of priority items** including product re-design and takeback arrangements (e.g. CDL)- *pending examination of net benefit.*

12. **Infrastructure funding** to stimulate investment in recovery assets
    - *Pending private investment gap analysis & case for public funding.*

13. **Market and/or statutory instruments** (e.g. levies, bans from landfill) to address gate fee differentials
    - *Pending an analysis of gap between gate fees for new services and willingness to pay above existing landfill rates.*

These thirteen functions of a statewide arrangement can be organised into three clusters:

- Functions to support situational awareness and direction setting (Functions 1 to 4)
- Functions to support and influence primary stakeholders (Functions 5 to 10)
- Dedicated intervention measures backed by accumulated evidence (Functions 11 to 13).

As detailed in the long form report, a suitable approach to building up functions for a statewide arrangement may be to phase in clusters of functions according to a logical sequence. In this approach, early stages of the statewide arrangement would focus on processes to:

- Set out a vision and strategic planning on priority components
- Take stock of current infrastructure and services at state and regional scales, and review their fitness for Tasmania's future needs (in light of an agreed vision and direction)
- Plan and invest in a robust and needs-driven data framework, that supports planning and delivery at statewide, regional and local scales; and enables the preparation of materials to support different stakeholders who play a role in the transition to better outcomes.

A phased approach allows time for the arrangement to concurrently plan for and build capacity for core and ongoing 'on the ground' activities (Functions 5 to 10); and to collect and develop robust evidence to inform how infrastructure grants, product stewardship for priority items (such as a container deposit scheme for beverage packaging), and market instruments would optimally work in Tasmania (Functions 11 to 13).

As shown in the above diagram (in blue, lower left corner) the arrangement has the opportunity to deliver multiple benefits to Tasmania and its environment. Whether the arrangement maximises these benefits rests upon the ambition, vision and commitment of partners invested in the statewide arrangement. A strong adoption of circular economy principles while also attending to waste management standards, practices and competitive efficiencies would help to achieve benefits for Tasmania. Resourcing of the arrangement and related activities should be commensurate with the problems and opportunities at hand.

Funding a statewide arrangement

None of the recommended functions dictate a specific funding model, and could be funded through one or more mechanisms including the following (as examples):

- Agreed commitments from partners over a preferred funding cycle (e.g. from their operating budgets)
- State budget allocation processes
- Limited project funding (which may include state and/or Commonwealth contributions)
- Landfill levy[4] revenue hypothecation arrangements, as used by some mainland states.

These options can be further explored in Part B of this study, and need to be viewed from a range of viewpoints to ensure a level of stability, efficiency and consistency with the purposes behind establishing a statewide waste management arrangement.

[4] Pending decisions on the adoption / continuity of landfill levies at state and regional scales and acknowledgement of a relationship to funding waste management activities.

Benefits derived from a statewide arrangement

Benefits aggregated from addressing all four of the initial problem areas are summarised in the figure above[5] and are spread across reputational improvement, economic stimulus, and protection of the environment and human health. As the statewide arrangement takes on a wider range of challenges in waste management in response to needs and demands, the range of benefits may similarly expand.

At this stage, these benefits cannot be verified or quantified until a further level of detail relating to ambitions and target outcomes is confirmed. That is, they remain nominal until partners co-investing in the statewide arrangement make a credible commitment to realise those benefits. Based on a consideration of driving principles used to direct the statewide arrangement (explored later in this report), it is argued that a strong adoption of circular economy practices and adequate resourcing would help to maximise the benefits.

Aligning functions of a statewide arrangement to national and state policy and plans

The proposed functions under a statewide arrangement map well against the five principles of the National Waste Policy 2018 as set out below (Table 3).[6] Improved alignment with national direction should improve Tasmania's ability to leverage national momentum (and any future support) for better waste management, adding value to local, regional and state leadership.

Table 3: Principles included in and guiding the National Waste Policy 2018.

5 principles set out in *National Waste Policy 2018*
1. Avoid waste
2. Improve resource recovery
3. Increase use of recycled material and build demand and markets for recycled products
4. Better manage material flows to benefit human health, the environment and the economy
5. Improve information to foster innovation, guide investment and inform consumer decisions

Guidance from the EPA indicates that the development of the Waste Action Plan will be structured into six themes. In principle, the proposed statewide arrangement could integrate positively with the final Waste Action Plan (see Table 4 below), and may provide a suitable framework to apportion and share implementation responsibilities (pending Part B findings on a recommended configuration and governance for a statewide arrangement).

In effect, local government and other partners' planning on the statewide arrangement (guided through this project) will help them proactively negotiate on the scope and assignment of responsibilities identified as necessary to deliver the Tasmanian Waste Action Plan, pending its release.

[5] Details of each benefit linked to individual problem areas are in Appendix 4 of the long form report.

[6] Further explanation of links between individual national waste policy principles and the proposed functions are set out in the long form report, Section 5.3.

Table 4: Waste Action Plan themes (in development, provided by EPA) and how they intersect with the proposed statewide arrangement.

Action plan theme	Statewide arrangement links
Governance • Statewide arrangements • Roles & responsibilities	This study proposes statewide arrangements to deliver benefits by design. Governance settings, including roles and responsibilities across a number of functions, are to be resolved during Part B. Governance and collaboration expertise is also a capability set out in the suggested arrangement.
Data, target setting & innovation • Develop targets • Improve data to support investment • Bolster innovation & research networks	Vision and targets are posed as priorities for the arrangement to implement, along with improved data collection and reporting. Data management is recommended as requiring a joined up approach. Innovation funding is proposed as a potential means to lift the viability of the recovery sector, although end purposes and outcomes need to be defined with respect to circular economy opportunities.
Infrastructure planning • Develop resilient markets • Account for projected needs	Infrastructure planning has been explored as a critical priority for waste management, with a set of responding functions proposed in Appendix 4. Up to five statewide functions are suggested as being directly applicable to infrastructure planning and granting investor certainty, and other functions may have a supporting role to deliver an environment in which infrastructure delivers optimal returns to the community and private investors.
Support for industry • Cross sector collaboration • Market development & procurement	The proposed arrangement recognises the need to support industry in its role in transitioning to a circular economy, where there is evidence that this support is vital. Should Tasmania commit to an ambitious circular economy vision, market development and procurement will become high priorities.
Education • Enhanced community engagement and education • Roll out of state government election commitments • Private sector promotion and marketing of goods with recycled content	Education is a stated priority for a statewide arrangement to deliver on, with responding functions at the regional and local level. Education is particularly relevant with regard to: • Reducing dumping and guiding communities and business to reporting on and discouraging illegal waste management practices • Gaining community buy in for the transition to organics reprocessing services • Improving the quality and volume of recovered materials collected from the kerbside and elsewhere, and transitioning to lower impact consumer decisions and business practices
State-national policy • Align state and national settings • Specify standards for recycled materials	State-national policy links are not a focus area for this study (but refer to Section 3.5 for a review of interactions. A statewide arrangement that coordinates across local, regional and state government levels will best position the Tasmanian Government to engage with the Commonwealth, noting that policy input and advocacy is recommended as a function for the arrangement to adopt.

Promoting collaboration across state, regional and local levels

Local and regional actions that could be applied in response to each statewide function have been mapped out and are provided in Table 5 overleaf. It shows that opportunities to be involved can be coordinated across different scales. This coordination model will help local governments and regions plan for and capture the benefits that a statewide arrangement offers.

The project team concedes that some of the areas described in Table 5 may already be actively delivered in different regions and council areas. Yet having additional support at a statewide level may engender improved outcomes and efficiencies at these more localised levels. Further, it is through aligning different levels of decision making, investing and taking action that a strategic approach to waste management in Tasmania may be effectively delivered with strong support across the island.

The project team understands that, at the time of writing, one of the regional authorities is undergoing substantial change in its membership composition. Up to four councils may elect to discontinue membership in their regional joint authority in the next financial year, disconnecting them from the services and responsibilities delivered by the regional waste management organisation delegated under that joint authority.[7] This development is important as it illustrates that a statewide arrangement will need to be able to cope with a degree of variation across Tasmanian regions and over time, with respect to the capacity of regional authorities to deliver functions for and represent the interests of different local governments.

While the statewide arrangement could in itself be a stabilising influence, depending on the resilience it can introduce and foster at local and regional levels, it also needs the means to provide functions and services irrespective of changes in regional capabilities. This will be explored further during Part B of the feasibility study.

Should a statewide arrangement come into being in Tasmania informed by this feasibility study, the suggestions in Table 5 may be useful as a starting point to negotiate respective roles through a more formal process. This process might review and harmonise activities at different scales of operation, and enshrine particular roles/actions through suitable governance apparatus and resourcing mechanisms.

[7] This understanding is based on advice provided by LGAT and regional authorities.

Table 5: Suggested functions and actions at regional and local scales, that correspond with proposed statewide waste management arrangement functions.

Statewide function	Regional function / action	Local function / action
Vision statement linked to a credible commitment	Regional waste management & resource recovery strategic plan	Local government waste strategy and deployment of services in line with state and regional goals
Development of strategies for priority areas		
Statewide infrastructure and service plan	Regional infrastructure schedule and plan	Input to regional and state infrastructure plan based on projected needs and service objectives
Data collection, reporting and analytics	Input into requirements based on member needs and constraints, regional strategic objectives	Input into requirements based on needs and constraints, commitment to submit data
Governance and collaboration models	Participation and input to collaboration processes	Participation and input to collaboration processes
Council engagement & procurement support	Partner in engagement & procurement services	Participation as client in procurement support
Coordinated engagement & education programs	Partner in coordinated engagement and education planning, oversight and evaluation	Education program delivery and evaluation
Statewide enforcement & prosecution	Assist to mediate and communicate respective roles in enforcement and prosecution	Partnership in enforcement and prosecution (e.g. surveillance, investigations and reporting roles)
Market development & sustainable procurement	Review of regional opportunities in line with economic development drivers Draft guidance and assist roll out of sustainable procurement in the region	Uptake of sustainable procurement policies Partner in stimulating market development in the local area Trialling of new product applications (e.g. testing specifications and medium scale applications)
Coordinated advocacy & policy input	Coordination of member views and input; and formulation of regional positions	Input into regional and state positions; coordination / collaboration across peer councils
Product stewardship	Input into product stewardship models Review how product stewardship options interact with regional strategic plans, member services, regional communities and economies	Consultation of impacts on local economies and communities Opportunity to deliver services and trial programs
Infrastructure funding	Review of infrastructure needs and opportunities in line with regional schedules and strategic plans Coordination of responses across region	Opportunity to seek infrastructure funding to improve council-owned facilities and services
Market and statutory instruments	Potential role in implementation, collection and/or allocation, depending on model adopted	Potential role in implementation, collection and/or allocation, depending on model adopted

Recommendations:

3. LGAT to note that the stakeholder engagement and analysis in Part A of this project supports the needs for and benefits of a Statewide Waste Management Arrangement, and that those benefits may be shared across state, regional and local levels.

4. LGAT to note the functions proposed in completing Part A of the feasibility study, as providing a statewide arrangement with a suitable scope of responsibilities to deliver the recognised benefits and address priority problems identified by stakeholders.

5. LGAT to support Part B of the project to further develop the purpose, role, functions and governance apparatus of the statewide arrangement as necessary for planning, co-ordinating and delivering statewide waste policies, strategies, programs and services.

6. Alignment with directions taken by mainland states

The proposed arrangement is consistent with the direction of all the mainland Australian states (see Table 6 overleaf for a summary of functions adopted or proposed for each location).

- South Australia (2015-16 recycling rate of 78 %), Victoria (68 %) and New South Wales (59 %) have had similar functions in place since 2014-15, and are leading the country in terms of resource recovery rates.
- Western Australia (53 %) and Queensland (44 %), two historic 'laggards' compared with other mainland states, are moving towards recycling targets of 75 %. They expect to have expanded Waste and Resource Recovery Strategic Plans and arrangements in place by the end of 2019 (Western Australia is now finalised, Queensland is in public draft stage), with a strong commitment to circular economy approaches.

New Zealand is also a useful comparison in terms of what it is not doing, its limited recycling performance (28 %), and the level of criticism this has attracted. Current statewide arrangements in Tasmania arguably have more in common with New Zealand's current national arrangements than they have with the direction taken by other mainland states.

It is instructive to look at public funding levels committed in each state. Public investment in improving waste management in Tasmania via the regional authorities (using landfill levies and council budget allocations paid to regional authorities) is presently around $1.1 million per year. This is in lieu of an ongoing state government budget dedicated to waste related matters. Allowing for differences in the volume of waste generated in each state and in New Zealand, this $1.1 million is substantially less than the state government outlays provided by all mainland Australian states and national outlays implemented by the New Zealand Government.

For example, if the mainland states carried their current (or in Queensland's case, proposed) funding models across to Tasmania, and adjusted for Tasmanian volumes of waste to landfill, they would be investing between $6.4 million and $21 million in a statewide arrangement and its activities each year. That is, between six and twenty times the present level of investment committed via the regional authorities. (While Western Australia's investment would equate to $5.5. million, it is presently reviewing its landfill levy and funding settings on the basis that they may not sufficiently support the new waste strategy.)

This disparity suggests that in pursuing a functionally effective statewide arrangement, the scope of activities and level of investment are both critical to achieving the benefits for Tasmania.

Table 6: A comparison of functions deployed in Australian mainland states and in New Zealand, with additional comparative information.

	Tasmania *proposed*	**Western Australia**	**South Australia**	**Victoria**	**New South Wales**	**Queensland** *from 1/7/19*	**New Zealand**
Timeframe of present strategy / plan	n/a	2019 – 2030	2015 – 2020	2015 – 2025	2014 – 2021	2019 – 2050	2010 onward
Vision statement	✓	✓	✓	✓	✓	✓	✖
Strategies developed for priority areas	✓	✓	✓	✓	✓	✓	✖
Statewide infrastructure and service plan	✓	✓	✓	✓	✓	✓	✖
Data collection, reporting and analytics	✓	✓	✓	✓	✓	✓	✖
Governance and collaboration models	✓	✓	✓	✓	✓	✓	✖
Council engagement & procurement support	✓	✓	✓	✓	✓	✓	✖
Coordinated engagement & education	✓	✓	✓	✓	✓	✓	✓
Statewide enforcement & prosecution	✓	✓	✓	✓	✓	✓	✓
Market development & sustainable proc.	✓	✓	✓	✓	✓	✓	✖
Coordinated advocacy & policy input	✓	✓	✓	✓	✓	✓	✖
Product stewardship (including e.g. CDL)	✓	✓	✓	✓	✓	✓	✖
Infrastructure funding	✓	✓	✓	✓	✓	✓	✓
Market and statutory instruments	✓	✓	✓	✓	✓	✓	✓

2016-17 recycling rates *	49 %	53 %	78 %	68 %	59 %	44 %	28 %
Recycling rate target for strategy endpoint	n/a	75 %	70 to 90 %	n/a	75 %	75 %	n/a
Generation (kg/cap yr) (2014-15) *	1,837	2,623	2,527	2,216	2,144	2,210	3,200
Metropolitan landfill levy rate (2018-19)[‡]	$5 (current)	$70	$100	$64.30	$141.20	$75	$NZ10
Public investment level (adjusted to Tasmanian tonnages)	$1.1 m (i.e. current)	$5.5 m	$19.9 m	$6.4 m	$6.4 m	$21.4 m	$NZ 4.5 m

* References:

Australian figures: Commonwealth Government, *National Waste Report 2018* (recycling rates) and *National Waste Report 2016* (waste generation per capita).
New Zealand figures: Eunomia, *The New Zealand Waste Disposal Levy*, 2017.

[‡] Tasmanian landfill levy based on regional rates. Queensland landfill levy rate relates to 2019-20 (i.e. proposed). Western Australia landfill levy currently under review.

Recommendations:

6. LGAT to note that, should Tasmania fail to install and fund a comprehensive and ambitious statewide arrangement including functions as set out in this report, it is likely to miss out on the benefits that are propelling the other states into action.

7. LGAT to note funding allocations in other jurisdictions, adjusted to Tasmanian tonnages to landfill, equates to investing between $6.4 and $21 million in a Tasmanian statewide waste arrangement each year.

7. A framework that responds to Tasmania's features

During workshops with stakeholders, participants freely mentioned some features that define Tasmania's operating landscape for waste management and resource recovery, such as:

- The costs of exporting recovered materials off the island, and risks associated with trying to sell recovered materials in distant overseas markets (i.e. in China and southeast Asia)
- Logistical costs associated with aggregating material volumes in the country's least populous state, particularly for more challenging or smaller volume materials
- Difficulties in achieving economies of scale to make some infrastructure-based solutions viable in Tasmania, and the primacy this places on getting scales and locations right.

Stakeholders saw the same characteristics as providing an opportunity for Tasmania to forge an independent path and develop solutions that are unique to its needs. Examples of Tasmania's leading position and ability to adopt independent solutions include:

1. The decision by the City of Hobart to eradicate the use of single use plastic items and packaging in retail takeaway outlets
2. Envorinex' innovative operations based in George Town, recovering commercial and industrial polymers from recycled plastic, to supply local and mainland customers
3. The Glenorchy Recovery Shop, as a leader in product and material reuse
4. Kingborough council's use of an aggregate comprising recycled materials to construct a road in partnership with RED Group, Close the Loop and Downer Group
5. City of Launceston's implementation of a food and garden organics processing facility and related kerbside collection service
6. Dulverton Waste Management's national leadership in landfill management, recognised through the WAMA Award for Landfill Excellence in 2017.

The challenges and leadership examples referenced above demonstrate an awareness of how Tasmania's features impact existing resource recovery models and drive the need to explore new solutions tailored to Tasmania's needs. They suggest that it would be appropriate for the statewide arrangement to consider circular economy principles as being core to its operations and a natural fit for Tasmania's circumstances. This is in addition to the statewide arrangement applying more established decision frameworks as represented by the waste hierarchy and the use of interventions to address market failures and drive competitive efficiencies.

Adopting these principles would compel the arrangement to take a systemic view of opportunities to achieve greater resource efficiencies across the economy, rather than being

narrowly focused on waste management and 'end of pipe' interventions. It will help ensure that some functions commonly perceived as being on the periphery of waste management – such as market development, sustainable procurement, and product design and distribution (as components of a wider product stewardship strategy) – will play a greater role where they bring clear benefits to the state and where they complement other functions.

A circular economy perspective may invite perspectives and activities for the arrangement to adopt, that may otherwise be hard to substantiate, such as:

- **A tighter focus on maximising benefits** by authorising the arrangement to work beyond 'end of pipe' solutions, being active across the Tasmanian economy as needed to yield the best results

- **Supporting regional development** by targeting collaboration with regional strategic and growth industries (e.g. food and beverage, tourism, healthcare, adventure sports), as suggested in the text box overleaf (drawing on regional development initiatives led by regional joint authorities)

- **Supporting council led innovations** such as assisting planning and design processes, and conducting research and preparing case studies to support the dissemination of information to other councils

- **Building effective partnerships** by exploiting the link between Tasmania's reputation for its unique environment and industries that benefit from this environment, and using the partnership to influence supply chains, customers, and other stakeholders.

- **Influencing projects of statewide importance** to include sustainable procurement and resource recovery measures that are partly supported by external (i.e. Commonwealth Government) funding, and build the local recovery sector.

Recommendations:

8. LGAT to note stakeholder support for, and the potential to pursue, a strong circular economy ambition through a statewide arrangement.

9. If supported, Part B of this study is recommended to further explore incorporating a strong circular economy ambition into a preferred statewide arrangement.

Circular economy for regional development in Tasmania

The **Northern Tasmania Development Corporation** (NTDC) encompasses seven council areas in the northern region, and is responsible for developing the regional economy in line with the Northern Tasmania *Regional Economic Development Plan* (REDP). Targeted sectors to develop include: innovation, competitive manufacturing, health, education, food and agribusiness, tourism and the visitor economy.

The **Cradle Coast Authority's** (CCA) members include nine councils in the northwest of Tasmania. The CCA is charged with delivering on the Cradle Coast *Regional Futures Plan*, a plan for the region to capture economy opportunities and respond to challenges in the region. The plan has several sectoral priorities including: advanced manufacturing, agribusiness and aquaculture, forestry, renewable energy, health care and social assistance, and tourism.

To the project team's knowledge, a publicly available regional economic plan has not been developed for council members of the **Southern Tasmanian Councils Authority** (STCA). However, in all likelihood, each council in the region may have an economic development plan and an interest in supporting regional industries that are spread across multiple councils.

In adopting one or more circular economy partnership initiatives in the regions, the statewide arrangement could develop action plans to assist some of their stated priority sectors to adopt more innovative and sustainable practices within their operations, e.g.:

Food and agribusiness, tourism, health, education:
Characterise organic and packaging material flows to confirm the opportunity to divert organics and packaging from landfill, and/or substitute non-renewable inputs at scale. This process would test whether the volume and grade of recoverable material meet a threshold to drive investment in additional recovery infrastructure for the region. Pending scale of opportunity, there may be the option for a grants program to fund trials, upgrades and process change-overs.

Food, manufacturing, and related distribution chains:
Explore and promote the use of low impact packaging (reusable, easily recyclable/ compostable, high recycled content) in product packaging and distribution chains. Develop guidance and/or test cases for extending shelf life and durability of products without raising impacts of packaging. Potential to run research and development trials between industry and packaging suppliers.

Education, health, food and other sectors:
Development of sustainable procurement guidance and case studies by sector, including challenges, successes and lessons. Particular focus on moving from single use items to reusable items, and preferencing the use of materials with high recycled content.

Sustainable agribusiness trials:
Test and promote low impact farm techniques e.g. using soil conditioned with recovered nutrients, reusable / recoverable silage, minimal use of chemicals, responsible disposal practice.

Regional partnership and brand development:
Develop regional partnerships with sectoral commitments to progress towards full adoption of circular economy practices. In return, partners gain branding and labelling across food/agribusiness, health, and hospitality sectors; cross-promotion with regional lifestyle and tourism events (e.g. mountain biking, food and wine trails, hiking); potential fast tracking of research and development project funding.

8. List of recommendations

1. An expanded statewide arrangement should in principle and practice, seek to maintain, provide for and leverage a minimum capacity and capability at the regional scale as a component to delivering on statewide goals. This may be achieved through supporting an agreed set of core functions within each region.

2. An expanded statewide arrangement should provide a minimum level of service and support to all Tasmanian councils, irrespective of their membership in a regional authority.

3. LGAT to note that the stakeholder engagement and analysis in Part A of this project supports the needs for and benefits of a Statewide Waste Management Arrangement, and that those benefits may be shared across state, regional and local levels.

4. LGAT to note the functions proposed in completing Part A of the feasibility study, as providing a statewide arrangement with a suitable scope of responsibilities to deliver the recognised benefits and address priority problems identified by stakeholders.

5. LGAT to support Part B of the project to further develop the purpose, role, functions and governance apparatus of the statewide arrangement as necessary for planning, co-ordinating and delivering statewide waste policies, strategies, programs and services.

6. LGAT to note that, should Tasmania fail to install and fund a comprehensive and ambitious statewide arrangement including functions as set out in this report, it is likely to miss out on the benefits that are propelling the other states into action.

7. LGAT to note funding allocations in other jurisdictions, adjusted to Tasmanian tonnages to landfill, equates to investing between $6.4 and $21 million in a Tasmanian statewide waste arrangement each year.

8. LGAT to note stakeholder support for, and the potential to pursue, a strong circular economy ambition through a statewide arrangement.

9. If supported, Part B of this study is recommended to further explore incorporating a strong circular economy ambition into a preferred statewide arrangement.

Tasmanian Walking and Cycling for Active Transport Strategy

Department of Infrastructure,
Energy and Resources

Tasmania
Explore the possibilities

Foreword

The Tasmanian Government has recently released the *Tasmanian Urban Passenger Transport Framework* to provide a wider range of transport choices to meet our travel needs. Providing greater transport choice is important for Tasmania, to address long-term challenges to our transport system, including climate change, rising transport costs, improving the health of the community and developing liveable urban communities.

The *Tasmanian Walking and Cycling for Active Transport Strategy* is a key initiative under the Framework, as it outlines the Tasmanian Government's plan to create a more supportive and encouraging environment for pedestrians and cyclists. Cycling and walking are important transport options now and for the future and will make our communities more liveable and better connected and our people healthier and physically active.

Evidence shows that up to 80 percent of coronary heart disease, 90 percent of type 2 diabetes and up to 34 percent of some cancers could be preventable by being more physically active as well as eating healthy, maintaining a healthy weight and not smoking.

The Strategy supports the Government's commitment to building a more sustainable future for all Tasmanians, and provides a starting point to ensure that our transport and land use systems create a more supportive and encouraging environment for pedestrians and cyclists.

We recognise that improving safety and infrastructure are important in encouraging people to choose to walk and cycle in order to meet their everyday transport needs. This Government has made a commitment of $4 million to the *Trails and Bikeways Funding Program*, which aims to provide matching funds to Councils and community organisations, for cycleways and trails projects.

Actions must be supported by reliable information in order to ensure that we make the right decisions. Access to better information and improving our knowledge and skills will ensure that we make investments that deliver the best outcomes for our communities, particularly in the current economic climate. In order for cycling and walking to become an integral component of our physical and cultural environment, we must ensure that the needs of cyclists and pedestrians are considered in policy development at all levels.

The Department of Infrastructure, Energy and Resources recognises that it will need to take a leading role in guiding the implementation of this Strategy and work more closely with Councils and other stakeholders. A consistent and collaborative approach is required in order to ensure a more sustainable future where more and more Tasmanians walk and cycle for transport, rather than just for recreational reasons.

We look forward to working with the community to achieve these outcomes.

Norm McIlfatrick

Secretary,
Department of Infrastructure, Energy and Resources

Context

In Tasmania, like the rest of Australia, cars dominate our choice of transport options. The rates of car ownership and usage have steadily increased in Tasmania over the last decade and are likely to continue to do so without any form of active intervention.

While the private car is likely to remain the dominant transport mode for some time because of its convenience, a greater shift to other transport modes is needed to better manage the impacts of our car use.

The majority of car trips that Tasmanians make are short trips. Walking and cycling are important transport modes and are viable alternatives to private car use, especially for short trips to work, school, the local shop or to visit friends and family.

Walking and cycling can also be used to complement other modes, such as walking or cycling to the bus stop, or combining walking or cycling with a car trip.

The environmental, social and health benefits of walking and cycling, together with opportunities to improve the liveability of our communities, are now widely recognised. However, there is also a growing awareness that further action must be taken in order to encourage and support an increased modal shift to walking and cycling. While a number of actions designed to achieve this modal shift are already in place at a State, regional and local level, the State Government recognises that a greater level of effort is required to encourage and support walking and cycling as viable transport modes.

Common walking and cycling distances

Walking

- The majority of walking trips are less than 1 km.
- Most people are prepared to walk 400m or 5 minutes to a bus stop and 800m or 10-15 minutes to a local shop.
- People are prepared to walk longer distances - 3 km or 30 minutes to access work or education.

Cycling

- The majority of cycling trips are less than 3 km.
- Cyclists aged between 20-39 years are more likely to travel longer distances.
- Most people are prepared to cycle up to 30 minutes or around 10 km to access work or education.

While the Walking and Cycling for Active Transport Strategy focuses on cycling as a form of transport, an improved transport system will also benefit those who walk and cycle for recreation and pleasure.

The Department of Infrastructure, Energy and Resources (DIER) will take the lead in developing State-wide policy and planning for cycling and walking as viable and desirable forms of transport. Other State agencies, Local Government and interested organisations will also play an important role in the development and implementation of policy and planning that supports walking and cycling.

Vision and Objectives

Our vision

To create a safe, accessible and well connected transport system that encourages more people to walk and cycle as part of their everyday journeys.

Objectives

The vision supports the priority areas of the Tasmanian Urban Passenger Transport Framework to:

- **Reduce greenhouse emissions**
  Climate change means that we need to transition to a low carbon emissions transport system, including promotion of low carbon passenger transport options, such as walking and cycling.

- **Create liveable and accessible communities**
  Our urban areas must support a broader range of transport modes. We need more compact, connected communities that reduce overall distances travelled and car reliance through the provision of safe walking and cycling opportunities. Social inclusion is also important – our transport systems should aim to cater for the broad range of needs within our communities.

- **Increase travel reliability**
  Providing consistent travel times for all transport users, including pedestrians and cyclists, to ensure that we can predict the time taken to travel to a destination and reliably plan our journey. This is in contrast to mobility, which aims to simply reduce the time it takes to travel between different destinations, and emphasises the fastest mode of transport – generally cars.

- **Encourage healthy, active communities**
  Many of our daily trips are short journeys. Many people make these short trips by car, and there is significant opportunity to substitute these trips with walking or cycling. The flow-on benefits for the health of individuals are significant.

- **Integrated transport and land use planning**
  We need to ensure our land use decisions support our passenger transport system. We have dispersed, low-density urban areas with many outlying centres. While we can't change the land use planning decisions of the past, we can strategically plan and design our existing metropolitan areas so that future development is more sustainable and supports attractive and efficient low carbon transport modes.

Links to other policies and plans

The Walking and Cycling for Active Transport Strategy forms part of the State Government's strategic transport planning framework. The Strategy underpins core transport objectives in terms of improving the safety and sustainability of our transport system and increasing people's accessibility.

The Walking and Cycling for Active Transport Strategy also supports strategic policies such as the:

- *Tasmanian Urban Passenger Transport Framework;*
- *Tasmanian Physical Activity Plan*;
- *Tasmanian Primary Health Services Plan*;
- *Tasmanian Framework for Action on Climate Change*; and
- *Trails Tasmania Strategy 2007.*

The Strategy is also linked to the Australian National Cycling Strategy 2005-2010, including its overall objectives to increase participation in cycling and improve safety for cyclists.

The Strategy also links to policies and plans developed by Local Government such as sustainable transport strategies, local bicycle plans and urban design frameworks.

Why encourage walking and cycling?

It is well known that walking and cycling offer many benefits to the community and also to the transport system as a whole.

Far more of us walk on a daily basis than cycle. Walking is most likely to be used for short trips - less than one kilometre - or at the start or end of a longer trip, such as walking to the bus stop or walking to and from the car park to work.

Preliminary analysis from the Greater Hobart Household Travel Survey (2008-09) shows that walking accounted for 27 percent of household daily trips in Greater Hobart, whereas cycling accounted for less than one percent of daily trips.

While walking is common for short trips, fewer people cycle, as it requires not everyone has a bicycle and helmet and not everyone feels comfortable being a cyclist. However, cycling can cover much greater distances than walking and in some cases can offer quicker and more direct trips than the car or public transport.

Health benefits of increased walking and cycling

- Participating in 30 minutes of moderate intensity physical activity on a daily basis can deliver significant health benefits such as lowering the risk of diabetes, heart disease, osteoporosis and improving personal wellbeing.
- Currently, 69% of Tasmanians are not sufficiently active and 48% of Tasmanians are considered overweight or obese (Health Indicators Tasmania 2008).
- The incidence of preventable diseases such as type two diabetes, heart disease and some forms of cancer is increasing due to the prevalence of risk factors such as obesity and inactivity.
- In 2004, the cost of cardiovascular disease alone in Tasmania was $322 million.

Building healthy communities

Population health underpins the social and economic well being of a community. Making physical activity part of everyday activities such as walking or cycling to work, school or the local shops, is vital to maintaining good health outcomes for Tasmania's population. The Premier's Physical Activity Council encourages Tasmanians to participate in 30 minutes of physical activity on most days of the week and make it a regular part of our lifestyles.

Research shows that improving the health of communities through primary health prevention measures such as walking and cycling are generally low cost and these measures are more likely to have greater long-term success as they become part of everyday behaviour.

Reducing our greenhouse gas emissions

Road transport is a major contributor to greenhouse gas emissions in Tasmania. Cars, together with trucks, are also a major cause of other environmental issues such as noise and air pollution. Road transport can also affect water quality and contribute to the loss of biodiversity due to road run-off.

Substituting short car trips with walking and cycling can help to reduce greenhouse gas emissions and other environmental impacts from transport. Many car trips are less than three kilometres, which could easily be substituted with walking and cycling, or combined with walking or cycling with a car or bus trip.

Greenhouse gas emissions from transport

- Road transport contributes 92% of transport greenhouse gas emissions in Tasmania, with cars being the largest contributors (Australian National Greenhouse Accounts, 2006).
- Greenhouse gas emissions by cars have grown 21% Australia-wide since 1990 and are expected to rapidly increase without any form of active intervention (Australian National Greenhouse Accounts, 2006).
- If a person walked or cycled to work 3km each way, they would reduce their greenhouse gas emissions by 350kg per year.
- A 10% increase in walking and cycling trips in Greater Hobart – 3km each way to work and back – would reduce greenhouse gas emissions by 50 000 tonnes per year. This decrease represents a 1% mode shift away from cars.

Creating more liveable communities

An increase in walking and cycling within a community can help make it more liveable because people are more likely to interact with their local community. Infrastructure and land uses that support walking and cycling can increase the attractiveness of a place to live, work, shop and socialise in.

A liveable community is also a more accessible community, where people are able to access key destinations through a number of transport options safely, using an acceptable amount of time, money and effort. A more liveable and well designed community also benefits those who may have lower levels of mobility such as the aged, people with disabilities and chronic illness. Walking and cycling are low cost forms of transport, particularly useful for young people, low income families or those that do not have access to a car.

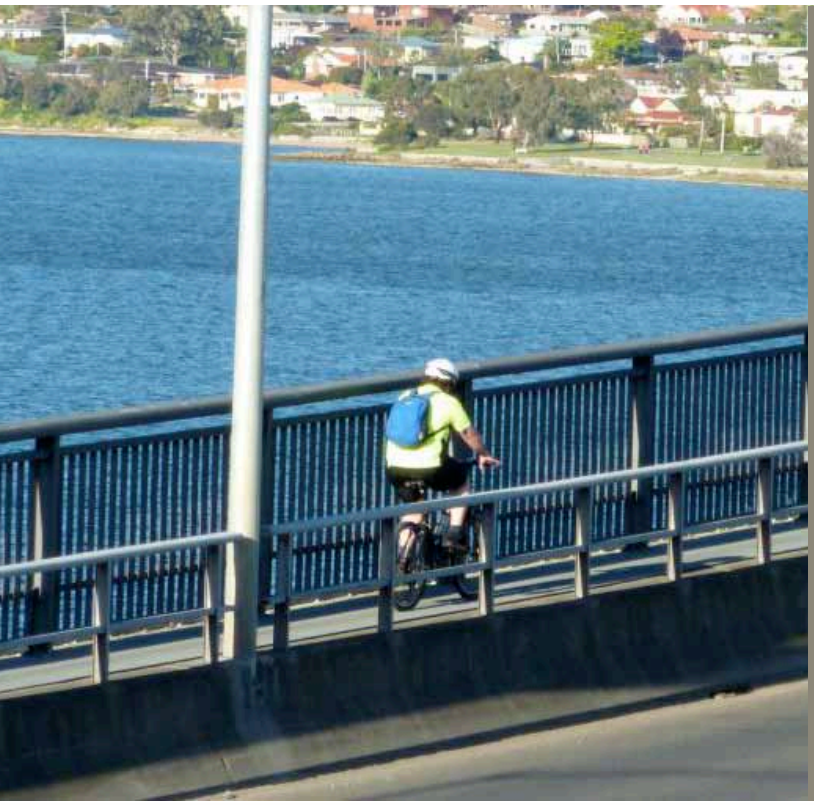
Walking and cycling also supports public transport by extending the catchment area and patronage of services such as buses.

What do pedestrians and cyclists need?

The needs of pedestrians and cyclists are diverse, and vary according to age, levels of mobility, experience and confidence. For example, more experienced cyclists commuting to work prefer fast and direct on-road facilities, whereas children riding to school may prefer off-road facilities or riding on the footpath. Similarly, pedestrians' needs vary between those who have low mobility levels and use mobility scooters to mothers pushing prams and those walking for fitness or pleasure. People with low levels of mobility prefer less steep gradients, and require ramps, even surfaces, removal of obstacles and safe crossing points on roads.

It is not possible to cater for all users in all situations; however, infrastructure and the built environment must be designed so that it is attractive to as wide a range of users as possible. Walking and cycling are essential transport options for all communities, but are particularly important in urban areas, where the majority of trips tend to be shorter than in rural areas. Urban areas that are more compact, with a mixture of different land uses such as houses, shops, schools and jobs, are more likely to provide the best opportunities for replacing short car-based trips with walking and cycling.

More people will walk and cycle in urban areas that have higher population densities, as the trip distances between origin and destination are shorter. Improved cycling and walking routes in more densely populated areas will service a greater proportion of the population, are likely to be used more and provide greater benefits the wider community.



Key walking and cycling statistics

- Greater Hobart has the highest proportion of people walking to work of Australia's capital cities (6.2%). The proportion of people cycling to work in Greater Hobart is lower at 0.9%, but has been steadily increasing over the last decade.
- In the Greater Hobart area, the Hobart municipality has the highest proportion of people walking (16.1%) and cycling (1.9%) to work. Glenorchy has relatively high proportions of walking and cycling to work, along with Clarence and Kingborough.
- The Greater Hobart Household Travel Survey found that use of cycling and walking is highest in the Hobart, Glenorchy and Clarence municipalities.
- The Survey also found that 47% of households in greater Hobart own at least one bicycle.
- In the Burnie/Devonport urban areas, walking comprised 4.5% of all trips to work and cycling 0.6%. Residential areas that were closer to the CBD had higher proportions of people walking and cycling to work.
- Walking represented 4.9% of all trips to work for Greater Launceston, with the Launceston municipality recording the highest proportion at 6.5%. Other municipalities in the region had much lower levels of walking to work.

What infrastructure and policies are currently in place?

There are a number of current initiatives already in place around Tasmania to encourage and support walking and cycling. These initiatives provide a strong base for us to build on. However more action is required, particularly to ensure consistency across urban areas.

Existing infrastructure for pedestrians and cyclists in Tasmania is of variable standard. Even within large urban areas such as Hobart and Launceston, inconsistencies exist between suburbs with disjointed and missing gaps in cycling routes and pedestrian footpaths and key destinations that are not easily accessible by pedestrians or cyclists.

State transport infrastructure and policy

DIER is responsible for the safe movement of all people within the State road network, including pedestrians and cyclists. The *Tasmanian Urban Passenger Transport Framework* aims to provide:

"*a safe and responsive passenger transport system that supports improved accessibility, liveability and health outcomes for our communities, in the context of the challenges of climate change.*"

DIER currently provides infrastructure for cyclists when it is safe and practical to do so when upgrading existing roads or constructing new roads, and provides technical advice to Local Government on walking and cycling infrastructure treatments from a road safety perspective.

Cycling infrastructure projects currently being undertaken by DIER includes reducing barriers to safe cycling on the Tasman Bridge, by replacing steps with ramps and improving the approaches to the Bridge from existing cycling routes. In addition, paths along the South Arm Highway and around Cambridge Road roundabout were recently widened and resurfaced in order to cater for pedestrian movements.

Pedestrians, cyclists and road safety policy

- The *Tasmanian Road Safety Strategy 2007-2016* includes actions such as the adoptions of safer travel speeds that will positively impact pedestrian and cyclist safety.
- The Community Road Safety Partnerships Program and Road Safety Taskforce integrate public education campaigns with enforcement measures.

Local transport infrastructure and policy

Many of Tasmania's large, urban councils have developed local bicycle plans or otherwise support local bicycle user groups, which provide an important means for cyclists to collectively provide input into the identification of local cycling needs.

Some of Greater Hobart's metropolitan Councils have also undertaken to develop more pedestrian friendly environments. For example, Hobart City Council has developed a mobility map which provides a guide to accessing facilities for those with limited mobility.

In the north of the State, the Launceston City Council has developed the *Launceston Cycling Infrastructure Strategy*, which supports the *Launceston Bike Plan*. The Strategy provides details on the principles and supporting measures that will underpin the development of cycling infrastructure and identifies routes and relevant infrastructure requirements.

The Devonport City Council has developed a draft cycleway master plan that outlines a network of priority bikeways though the city's urban areas, as well as connections to Spreyton and Latrobe. The Council is actively working on this bikeway network as well as upgrading their existing network of coastal bike paths.

Burnie City Council has incorporated cycling and walking infrastructure into the redevelopment of the Burnie waterfront and is actively pursuing cycling and walking opportunities in the area, particularly those that link to the proposed coastal pathway concept from Stanley to Devonport.

Regional planning initiatives

The State Government, in conjunction with Local Government has developed, or is in the process of developing, regional transport plans and land use strategies for each of Tasmania's three regions.

These plans will see State and Local Government, along with key stakeholders and the community, working together to better understand how we can improve transport and land use planning systems to improve outcomes across a range of policy areas. Supporting more accessible and livable communities is a key focus, and cycling and walking is one of the key components in this area.

Regional transport plans have been completed in the Cradle Coast and Northern regions and a draft Southern Integrated Transport Plan was released in July.

Cycle counts – Greater Hobart (November 2008)

The Tasman Bridge provides a critical link between Hobart's eastern shore and the CBD, and the Intercity cycleway provides a cycling link between the northern suburbs and the CBD.

Cycling South conducted cycle counts at three locations in November 2008: on the Tasman Bridge, on the Inter city cycleway at the Botanical Gardens, and on the Intercity cycleway near Albert Road in Moonah.

Tasman Bridge

- Over 1100 cyclists use the Tasman Bridge each week (Cycling South, 2009).
- Weekdays attract higher cycle usage, with the 8-9am and 5-6pm peaks the busiest times of the day, with up to 40 cyclists per hour.

Intercity cycleway – Botanical Gardens

- The Intercity cycleway is also well used, with over 3100 cyclists using the cycleway weekly.
- Weekdays attract more usage, especially by commuters, with up to 130 cyclists per hour.
- Weekend use is strong, with an average of 313 cyclists per day on weekends, compared to the weekday average of 509 cyclists.

Intercity cycleway – Albert Road, Moonah

- The cycleway is also well used at Albert Road, with over 2500 trips per week.
- Similar to other locations, cyclist numbers are highest mid-week, but there are higher level of usage outside peak commuter periods.
- There are also high levels of weekend use, with nearly 270 cyclists per day on weekends, compared to the mid-week daily average of 410 cyclists.

Physical activity promotion and education programs

There are a number of physical activity promotion and education programs from different levels of government. The State Government currently has a number of initiatives, including the *Premier's Physical Activity Council's Find thirty*® physical activity campaign. This campaign aims to increase the number of active Tasmanians who do at least thirty minutes of physical activity per day with a walking and cycling focus.

The Department of Health and Human Services and Active Launceston's Get Active Program aims to increase the amount of physical activity that school children do daily. The *Walking Bus* and *Move Well, Eat Well* programs run by the Department of Health and Human Services and Sustainable Living Tasmania encourage primary school children to walk to and from school and undertake daily physical activity.

Cycling South

Greater Hobart's five metropolitan Councils have formed a joint venture called Cycling South, the primary role of which is to encourage more people to cycle through education and awareness raising and to ensure the consistency of cycling infrastructure provision across municipal boundaries.

Cycling South in conjunction with Greater Hobart Councils have also developed a draft *Hobart Regional Arterial Bicycle Network Plan*, which aims to develop an integrated metropolitan cycle network.

Urban Design Guidelines

There is a direct relationship between the design of the built environment, the level of people's physical activity and their health. The *National Healthy Spaces and Places Project* and the Heart Foundation's *Tasmanian Healthy by Design Guidelines* are examples of design-related initiatives occurring at both the national and state levels. The initiatives aim to make it easier for those involved in the planning, design and development of our urban and rural areas to incorporate design considerations that positively impact on the health and well being of our communities. Creating an attractive and safe walking and cycling environment is a key component of these projects.

Trails and Bikeways Funding Program

The State Government has allocated $4 million over three years for the construction of trails and city bikeways. The funding is being administered through the *Trails and Bikeways Program* by Sport and Recreation Tasmania. As part of this program the State Government will provide funding, in conjunction with Councils or community organisations, to implement trail and bikeway projects that are consistent with the *Trails Tasmania Strategy* and city bike plans. Funding has already been allocated for the first year with five Councils implementing components of the *Hobart Regional Arterial Bicycle Network Plan*. Funding has also been provided for the implementation of the Launceston Arterial Bike Route Network and the Burnie cycleway.

What is required?

Getting more people to walk and cycle instead of using their cars requires a number of different approaches. Substantial increases in numbers of people walking and cycling have been experienced in other Australian cities, such as Perth and Melbourne. The experiences in these jurisdictions show that implementing a range of integrated measures is important to encourage more people to walk or cycle.

People are more likely to walk or cycle if the transport system and surrounding areas are perceived to be safe and offer a reasonable level of amenity. Having to travel in close proximity to cars can make pedestrians and cyclists feel vulnerable. Many parents have concerns about their children cycling or walking to school because of perceived risks and they see car travel as safer, faster and more convenient. Addressing these personal safety and security concerns is important, especially for parents concerned about children walking and cycling to school without supervision.

Transport and land use systems should also support direct, convenient and interconnected routes between key destinations and residential areas. Some of the barriers identified which stop people from cycling and walking include lack of direct connections and discontinuities in cycling and walking routes, especially to key destinations.

People use both on-road and off-road cycling facilities. More experienced cyclists usually prefer riding on-road as it is faster. However, for some users, roads with high speed limits and traffic volumes, particularly high truck volumes, are a major barrier. Improvements to the road corridor such as wider shoulders, separation of cyclists and other road users and safer intersections can help to overcome these concerns.

Reported crashes for cycling and walking

- There are more than 300 reported pedestrian and cyclist crashes in Tasmania annually. Pedestrians comprise about two thirds of these accidents (DIER, 2009). Reported accidents involving pedestrians and cyclists comprise about 2% of overall reported accidents.
- There are around 130 pedestrians and 62 cyclists killed or injured on Tasmanian roads each year. These make up 10.3% of all road users killed or injured.
- The proportion of cyclists and pedestrians killed or injured is higher than the proportions of deaths or injuries from all crashes combined. This reflects the increased vulnerability of both pedestrians and cyclists as road users.
- The most reliable cyclist crash data comes from police reports. Cyclist crash statistics are generally considered to be under reported because many cyclist crashes occur either off road, involve only the cyclist or cause little damage to other vehicles.

Less experienced cyclists generally prefer riding on off-road facilities, such as the Hobart intercity cycleway or the shared pathway along the western shore of the Mersey River at Devonport. Off-road facilities offer continuous and attractive cycling and/or walking routes away from cars, usually adjacent to foreshores or parks or alongside rail easements.

People's behaviour and attitude can also be barriers to the uptake of walking and cycling. Some people prefer the personal comfort and security of their cars and perceive walking or cycling to be slower and less convenient, especially for multipurpose trips such as dropping children at school on the way to work or stopping to buy groceries on the way home.

Tasmania's topography and climate are cited barriers that affect walking and cycling. However, Hobart has the highest proportion of people walking to work of all Australian capital cities, despite having a much cooler climate and steeper topography than other capital cities.

Increasing the number of people walking and cycling, particularly to school or work, will increase the community's acceptance of cycling and walking as legitimate modes of transport. Behavioural change through greater promotion will encourage more people to start walking and cycling more.

Roles and responsibilities

Both State and Local Government are responsible for planning and managing the transport system, including the provision of walking and cycling infrastructure.

The State Government, through the Department of Infrastructure, Energy and Resources, is responsible for the development of strategic transport policy and planning frameworks, the provision and management of infrastructure and the safe movement of people including cyclists and pedestrians within the State road network. The State Government recognises that it needs to take a more active role in the provision of policy and planning advice in relation to cycling and walking.

Local Government plays an important role in facilitating cycling and walking through its local road network, footpaths, pathways and local parks, along with land use planning. Local Government has developed various initiatives to support cycling and walking such as local bicycle and mobility plans and cycling-related education programs.

Encouraging more people to walk and cycle requires a coordinated and consistent approach, which cuts across Council boundaries and different spheres of Government. People expect to be able to move from one area to another in a consistent manner, regardless of who owns and manages the infrastructure. Even within towns and cities there are inconsistencies and varying standards between different suburbs for walking and cycling infrastructure.

Implementation – How will this strategy be used?

The actions within the Walking and Cycling for Active Transport Strategy will be used to guide planning and investment decision making by DIER.

This Strategy provides the overall direction for those working at regional and local levels to incorporate walking and cycling principles into their own planning processes.

It must be recognised that increasing the amount of walking and cycling undertaken by Tasmanians will not happen immediately. Experiences in other Australian cities show that, with the best strategies and infrastructure, it could take a number of years for people to start substituting everyday car trips with walking and cycling.

The number of pedestrians and cyclists will increase as it becomes more acceptable in the broader community for people to walk and cycle as part of everyday trips and as better infrastructure and supportive land use systems develop.

Key Priority Areas

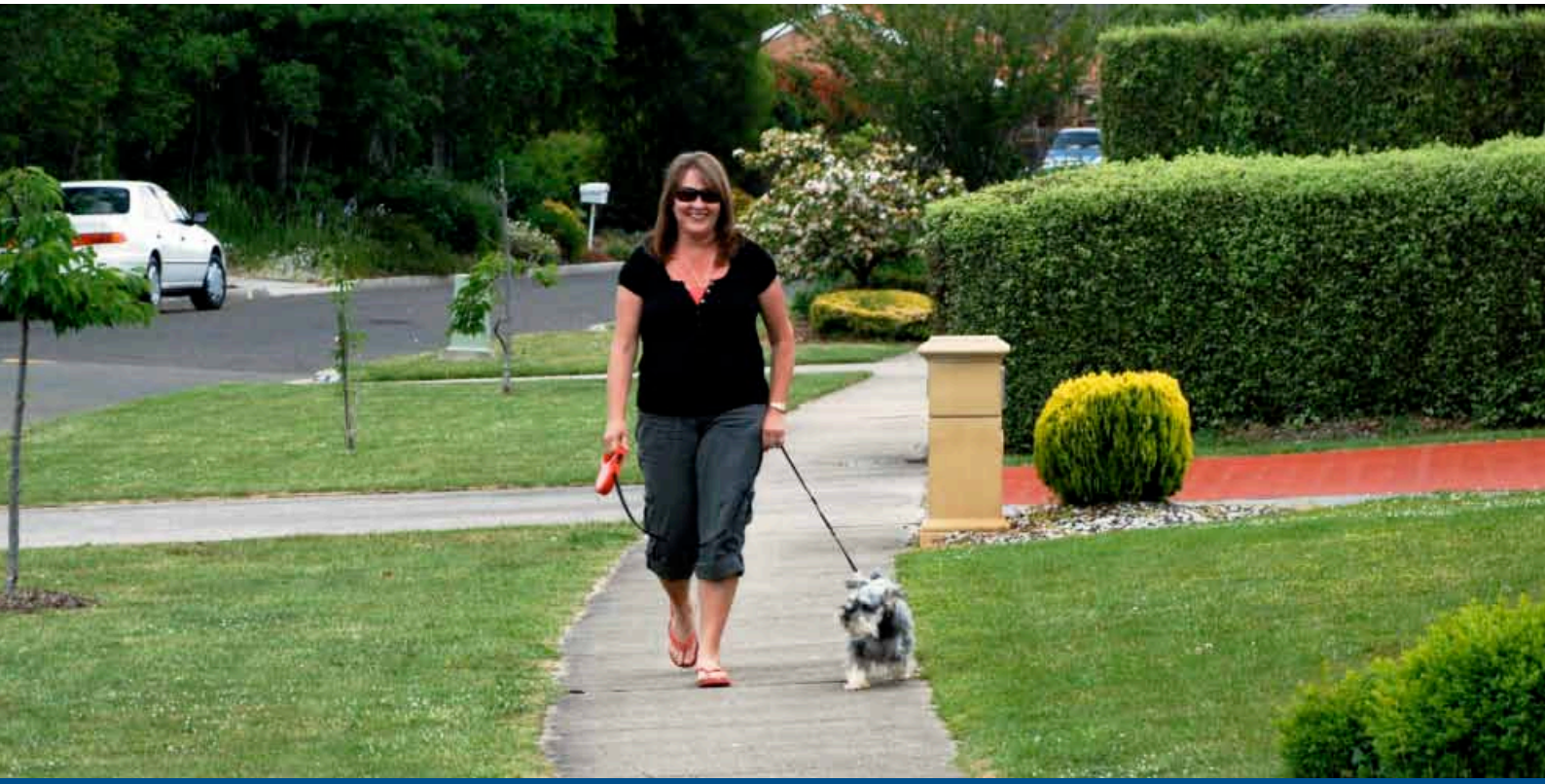
The Walking and Cycling for Active Transport Strategy has seven priority areas to support the vision and overarching objectives are:

- supportive land use systems that encourage walking and cycling;
- improved infrastructure and facilities to support walking and cycling;
- improved safety for pedestrians and cyclists;
- improved policy and planning that ensures that walking and cycling needs are considered;
- better coordination and collaboration with stakeholders.
- better understanding walking and cycling needs and pattern ; and
- creating a walking and cycling culture.

All priority areas are linked and are supported by actions that reflect the connections between each area. While some actions will deliver direct results, others require further analysis or will provide long-term rather than short-term benefits.

The priority areas cover a range of cycling and walking related issues. Addressing these areas will be the first step in encouraging more people to walk and cycle as part of everyday trips, particularly substituting short car based trips, where we can.

The State Government, through the Department of Infrastructure, Energy and Resources, will take the lead in implementing these actions over the next three years, in conjunction with other State Agencies and interested organisations.



Supportive land use systems that encourage walking and cycling

Why?	Key priority areas
Land use planning practices have resulted in a separation of land uses and a dispersed settlement pattern, creating longer distances between origins and destinations and increasing our dependence on car-based travel. Increased walking and cycling is supported by more compact and mixed use development patterns, as the distances between origin and destination in residential areas are shorter and there are more trip attractors. Mixed use developments occur where shops, offices, health and education facilities are co-located with residential areas. This creates areas more easily accessible by walking, cycling or public transport. The design and layout of urban and rural centres, particularly local streets, is also important. A well connected street network that links to key destinations can shorten travel distances for walking and cycling. Well designed urban areas with good lighting and visibility also facilitate increased walking and cycling as it creates a more pleasant and safe environment.	We will work with the new Tasmanian Planning Commission to ensure that the Model Planning Scheme provisions of *Planning Directive 1* include the requirements that: · subdivision design provides better connectivity and accessibility and includes provision of walking and cycling routes; · development that attracts high numbers of people provides end of trip facilities for cyclists such as cycle racks or lockers and change room facilities; and · bicycle parking is included in provisions for car parking. We will work with the Regional Planning Initiatives to encourage and support walking and cycling through compact land use patterns that support greater residential densities and mixed land use. We will work with other State Government agencies to ensure that the design of new Government developments support walking and cycling, including affordable housing, education and health services. We will encourage Councils to adopt and use the Tasmanian Healthy by Design Guidelines.

Improved infrastructure and facilities that support walking and cycling

Why?	Key priority areas
Improving walking and cycling connections and ensuring that key activity centres and destinations are connected by direct and continuous routes will encourage more people to walk and cycle. The road network is the most important cycling and walking facility. Ensuring that the network can safely accommodate all road users is a key challenge in planning and managing the transport system although it may not be feasible or safe on all routes, particularly major freight routes. Priority should be given to routes that connect to key destinations, integrate with high frequency public transport routes and are in locations with high population densities to maximise the number of users. Integrating cycling and walking routes with existing public transport services aims to encourage people to combine walking and cycling with public transport trips, thereby extending the reach of services. Improving other infrastructure such as off-road walking and cycling routes, end of trip facilities and clearly marking and signposting cycling and walking routes are also important in increasing walking and cycling numbers and should be developed and prioritised as part of an overall network. Well planned walking and cycling routes must be able to cross municipal and other infrastructure owner boundaries without interruption to the destination.	We will work with Local Government to identify principal cycling routes, through the development of an integrated cycling network plan for Tasmania's major urban areas, to guide future investment in cycling infrastructure. Integrated cycling network plans will: · identify a hierarchy of routes; · identify locations for, and type of, end-of-trip facilities; and · develop a consistent signage strategy. Routes will be prioritised by: · key destinations; · route connectivity; · high frequency public transport routes; · areas with high population densities and/or cycling demand; and · cost effectiveness. We will develop guidelines to ensure cycling and walking needs are considered in the planning and design of new roads and road upgrades for principal routes identified in the integrated cycling network plans. We will continue to work with Councils to improve cycling and pedestrian connections to major destinations and public transport routes on local roads. We will work to maximise the useability of existing and future walking and cycling infrastructure on State Roads for all users, including provision and maintenance of infrastructure to an appropriate standard.

Continued over page….

Improved infrastructure and facilities that support walking and cycling *(continued)*

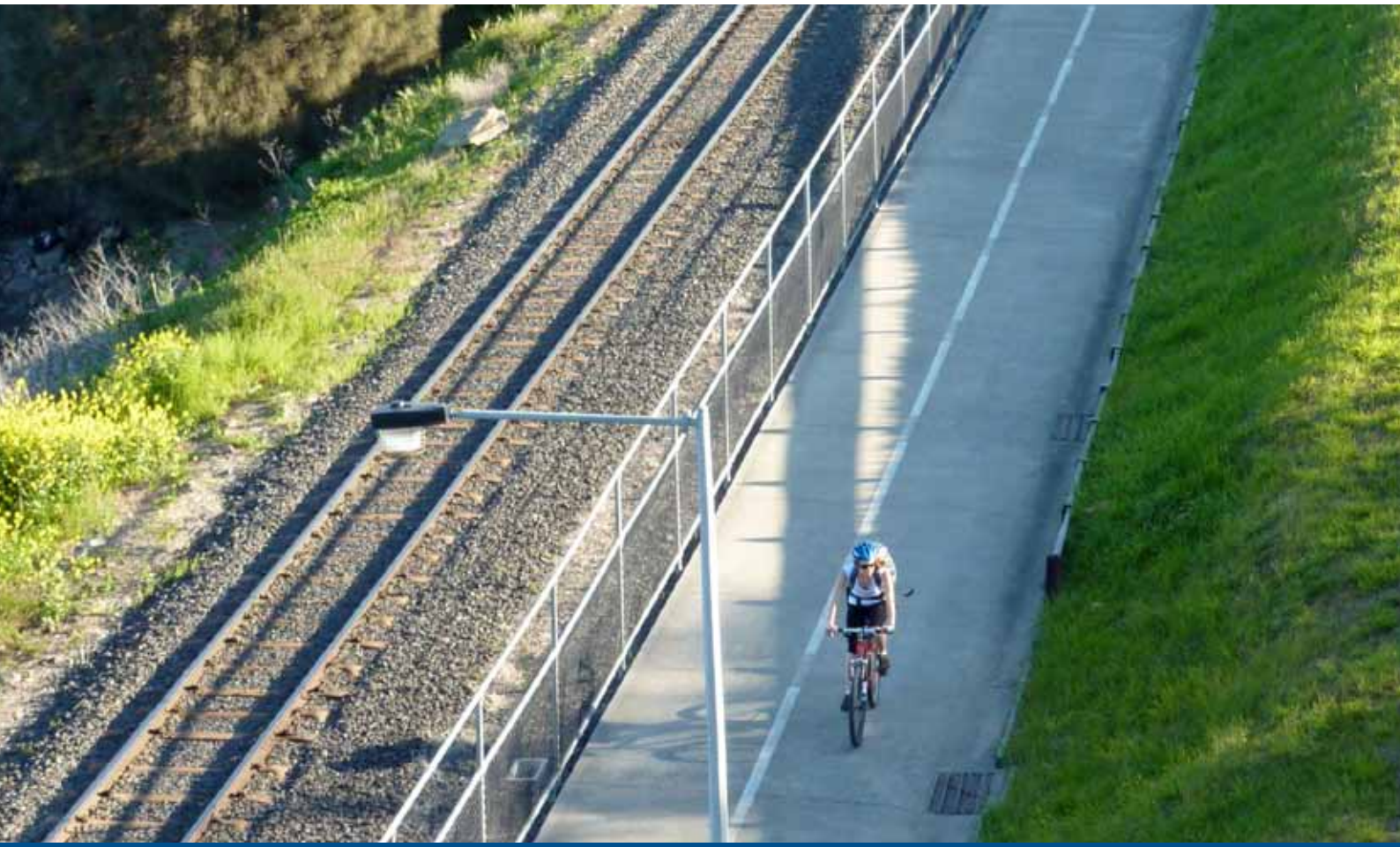
Why?	Key priority areas
	We will improve the knowledge and skills base of planning and engineering practitioners in the planning and design of cycling and walking infrastructure. We will consider and facilitate the use of existing easements such as rail corridors for the provision of cycling and walking routes.

Improved safety for pedestrians and cyclists

Why?	Key priority areas
Both the real and perceived risks of walking and cycling impact upon transport choices. Pedestrians and cyclists are vulnerable road users, having little or no protection in a crash. Reducing conflicts and improving overall safety levels requires a mixture of approaches, including changes in road user behaviour and attitudes and improving the safety of infrastructure. On-road infrastructure must be designed with pedestrians and cyclists safety and needs in mind. Off-road infrastructure must cater for a wide variety of users and be safe from a personal security perspective.	We will continue to monitor crash statistics and identify appropriate measures to improve safety for cyclists and pedestrians. We will ensure that road regulations aimed at protecting the safety and accessibility of cyclists and pedestrians are appropriate and equitable and reflect their needs. We will consider targeted traffic calming and speed management strategies in shared spaces in order to minimise conflict between cars, pedestrians and cyclists. We will work to increase the safety of existing walking and cycling infrastructure on State Roads for all users.

Better understanding walking and cycling needs and patterns

Why?	Key priority areas
In order to encourage and support walking and cycling, we need to know more about the needs of cyclists and pedestrians and what can be done to support them. This research and analysis will enable policy makers and planners to better understand travel patterns and decisions and will result in the development of responses that better target needs. There is always room for practitioners to further develop and expand their knowledge and technical skills base regarding the planning and design of walking and cycling infrastructure. Cities with good walking and cycling networks such as Melbourne and Perth constantly trial innovative solutions in order to determine which solutions work best in which situations.	We will use the *Austroads Road Design Guidelines Part 6A - Pedestrian and Cyclist Paths* - for the planning and design of cycling and walking infrastructure, and be innovative in our approach to new ideas and concepts. We will continue to improve our understanding of the barriers and motivators to walking and cycling through research and analysis of travel behaviour and needs of pedestrians and cyclists.



Better coordination and collaboration with stakeholders

Why?	Key priority areas
The responsibility for walking and cycling is shared between different spheres of Government. Developing a supportive walking and cycling environment relies on coordination and collaboration from all public and private stakeholders in order to develop whole of government policy and planning that is supported by the community. This coordination is especially important to ensure that walking and cycling networks function effectively when they cross different Council boundaries or asset owners. The input of walking and cycling advocates is very important. Greater collaboration with advocates will enable potential issues to be addressed early.	We will establish processes that ensure greater and more effective collaboration between State Government Agencies, Councils and walking and cycling advocates. We will engage with key stakeholders early in the development of integrated cycling network plans and planning of new roads and road upgrades to ensure that walking and cycling needs are addressed.

Improved policy and planning processes that ensures that walking and cycling needs are considered

Why?	Key priority areas
Walking and cycling are important transport modes that increase accessibility, reduce car use and extend the reach of public transport services. In order to facilitate a shift away from the car, the needs of pedestrians and cyclists must be integrated with the wider transport and land use planning systems. The integration of cycling and walking into strategic and operational policy and planning will enable the needs of cyclists and pedestrians to be actively considered and incorporated wherever possible.	We will ensure the needs of pedestrians and cyclists are included in regional transport and corridor plans We will work with Councils to ensure that pedestrian and cyclist needs are included in local transport plans. We will ensure that the safety of pedestrians and cyclists is considered in the development of road safety strategies. We will contribute to the development and implementation of Australia's National Bicycle Strategy.

Creating a walking and cycling culture

Why?	Key priority areas
Creating awareness that cycling and walking are viable everyday transport options is important in encouraging travel behaviour change.	We will support and assist in the promoting events aimed at increasing the participation in cycling and walking, such as State Bike Week and Walk to Work Day.
Along with infrastructure and safety initiatives, travel behaviour change measures are required which aim to increase the community's acceptance of cycling and walking as legitimate transport modes.	We will continue to work, through the Community Road Safety Partnerships approach, with communities and individual schools that identify cycling and pedestrian safety issues.
Behavioural change can include greater education and awareness of the benefits of walking and cycling and targeted programs which encourage safe cycling and walking in schools, specific user groups and in the community.	We will work with Sport and Recreation Tasmania, the Premiers Physical Activity Council and the Department of Health and Human Services to promote and encourage walking and cycling promotional and educational campaigns.
Development of travel plans which aim to improve people's understanding of the impacts of their travel behaviour and transport options, also assist in creating a cultural shift	We will work with the Department of Premier and Cabinet to encourage Tasmanian Government Agencies to develop workplace travel plans to encourage their employees to use modes, such as walking and cycling, to get to and from work.

Department of Infrastructure,
Energy and Resources

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ISBN: 978-0-9757152-9-1
January 2010

STRATEGIC PLAN 2015—2024

CONTENTS

INTRODUCTION

Introduction

The Central Highlands of Tasmania is one of the most beautiful and unique natural areas in the world. It covers a total area of 8,010 square kilometres (11.6% of the State) and makes a significant and increasing contribution to the economic wealth of Tasmania. Our region supports a large and diverse agriculture industry and a significant livestock industry including meat and dairy production and contains in excess of 15% of the state's sheep and lambs. Our horticulture sector produces grapes, stone fruit and berries, and together with the forestry industry, power production, trout fishing, tourism and recreation makes our area a diverse rural location.

This Strategic Plan identifies key issues affecting the municipality and provides direction and strategies for the Central Highlands Council to continue to manage the assets (including natural, human, social, physical and organisational assets) and deliver services for our area for the ten-year period from 2015 to 2024.

The Plan is a dynamic document that sets out goals, strategies and programs for Council and the community and serves as a benchmark by which progress can be judged.

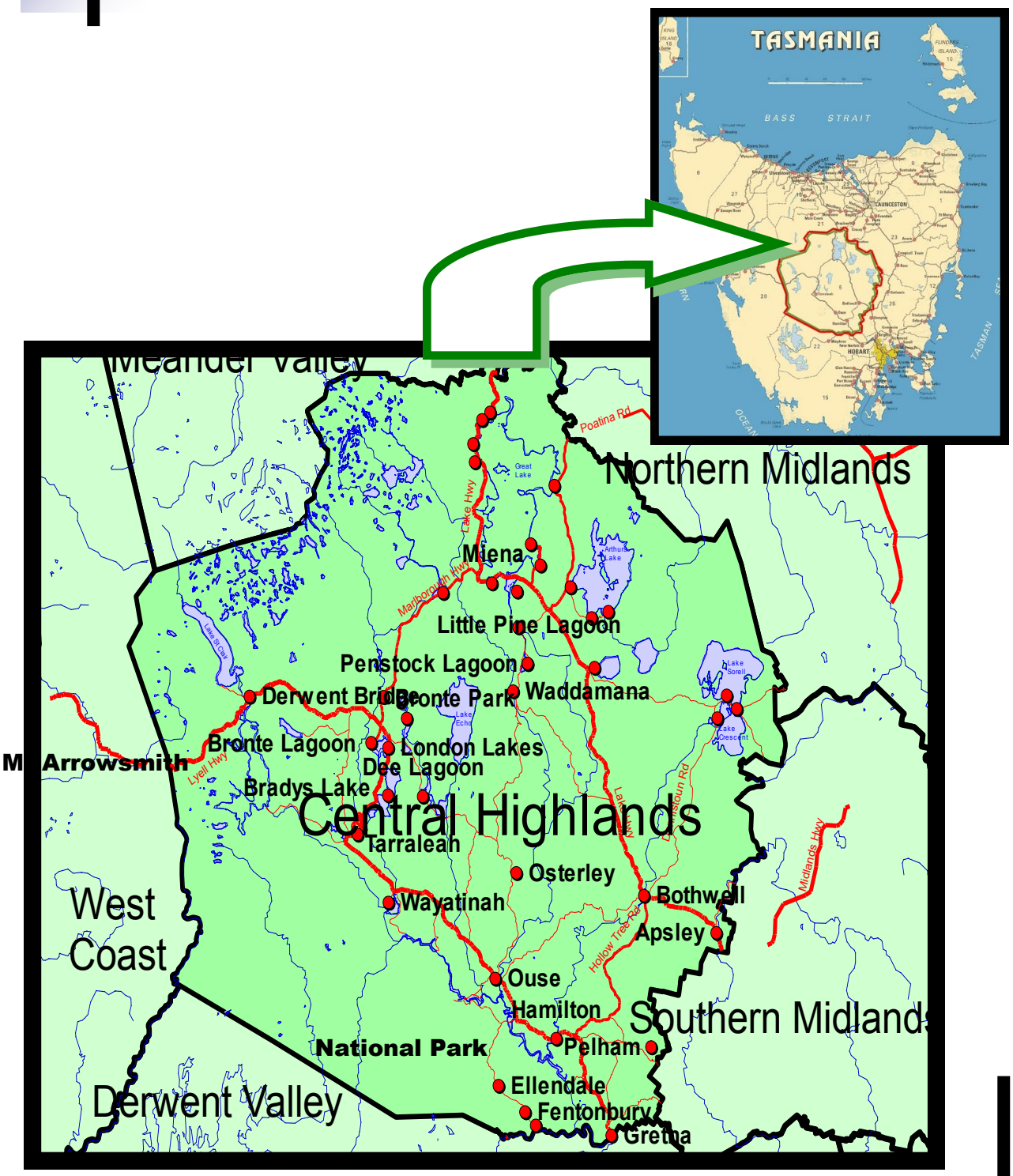
It is intended that regular minor reviews of the document will be conducted annually from it's adoption to ensure currency.

This Plan has been prepared for formal consideration by the community in accordance with the *Local Government Act, 1993*, which states " A Council is to prepare a strategic plan for its municipal area".

Lake Meadowbank

MAP OF THE CENTRAL HIGHLANDS

(Not to Scale)



COMMUNITY STATISTICS

The following statistics are provided from the 2016 Census Data

POPULATION

Male 1,141 Female 998 Total 2141

The median age of people in the Central Highlands was 50 years. Children 0-14 years made up 16.2% of the population and people aged 65 years and over made up 23.6% of the population.
Aboriginal and/or Torres Strait Islander people made up 5.3% of the population.

EMPLOYMENT

897 people, aged 15 years and over, reported being in the labour force in the week before Census night. Of these 53.6% were employed full time, 30.9% were employed part-time and 8.0% were unemployed.
Of the employed people in Central Highlands, 19.9% worked in Sheep and Beef Cattle Farming, 3.5% worked in accommodation and 3.9% in local government administration.
The most common occupations included managers 23.7%, Labourers 21.4%, Technicians and Trade Workers 15.1%, Community and Personal Service Workers 9.4% and Machinery Operators and Drivers 9.2%.

EDUCATION

In the Central Highlands, 24.5% of people were attending an educational institution. Of these, 31.9% were in primary school, 15.4% in secondary school and 9.9% in a tertiary or technical institution.
Of people aged 15 years and over in Central Highlands, 9.1% reported having completed Year 12 as their highest level of educational attainment, 16.1% had completed a Certificate III or IV and 5.9% had completed an Advanced Diploma or Diploma.

FAMILIES

Of the families in the Central Highlands 31.1% were couple families with children, 54.6% were couple families without children and 12.4% were one parent families.
In the Central Highlands, of all households, 60.6% were family households, 35.1% were single person households and 4.3% were group households
34.7% of households had a weekly household income of less than $650 and 3% of households had a weekly income of more than $3,000.
The median weekly income for people aged 15 years and over was $467.

DWELLINGS

36.3 % (891) of private dwellings were occupied and 63.7% (1,561) of private dwellings were unoccupied on census night. Of the occupied private dwellings, 4.0% had 1 bedroom, 23.4% had two bedrooms and 49.4% had 3 bedrooms. The average household size was 2.1 people.

STRATEGIC DIRECTION

1. Vision

To provide residents and visitors opportunities to participate in and enjoy a vibrant local economy, rewarding community life, cultural heritage and a natural environment that is world class.

2. Mission

Provide leadership to ensure that local government and other services are provided to satisfy the social, economic and environmental needs of the present day community, whilst endeavouring to ensure the best possible outcomes for future generations.

3. Goals

1. Community Building—Build capacity to enhance community spirit and sense of wellbeing

2. Infrastructure and Facilities—Manage Council's physical assets in an efficient and effective manner

3. Financial Sustainability—Manage Council's financies and assets to ensure the long term viability and sustainability of Council

4. Natural Environment—Encourage responsible management of the natural resources and assets in the Central Highlands

5. Economic Development—Encourage economic viability within the municipal area

6. Governance and Leadership—Provide governance and leadership in an open, transparent, accountable and responsible manner in the best interests of our Community.

Australasian Golf Museum

5

Goal 1 Community Well-Being

Build capacity to enhance community spirit and sense of wellbeing

Strategies

1.1 Continue to upgrade existing public open spaces and sporting facilities and encourage community use

1.2 Advocate for improved health, education, transport and other government and non-government services within the Central Highlands

1.3 Continue to strengthen partnerships will all tiers of government

1.4 Support and encourage social and community events within the Central Highlands

1.5 Provide support to community organisations and groups

1.6 Foster and develop an inclusive and engaged community with a strong sense of ownership of its area

1.7 Foster and support youth activities in the Central Highlands

Bothwell Medical Centre

Goal 2 Infrastructure and Facilities

Manage Council's physical assets in an efficient and effective manner

Strategies

2.1 Develop and implement a 10 year Asset Management Plan for all classes of assets

2.2 Continue to lobby at regional and state levels to improve transport and infrastructure

2.3 Seek external funding to assist with upgrading of existing infrastructure and funding of new infrastructure and facilities

2.4 Ensure that the standard of existing assets and services are maintained in a cost effective manner

Pelham Tier Diversion

Goal 3 Financial Sustainability

Manage Council's finances and assets to ensure long term viability and sustainability of Council

Strategies

3.1 Manage finances and assets in a transparent way to allow the maximisation of resources to provide efficient and consistent delivery of services

3.2 Review annually, Councils Long Term Financial Management Plan and Council's Long Term Asset Management Plan

3.3 Where efficiency gains can be identified, resource share services with other local government councils

3.4 Endeavour to, and continue to lobby for, an increase in the level of grant income

3.5 Encourage development to expand Council's rate base

3.6 Identify revenue streams that could complement/substitute for existing resources

3.7 Develop and maintain sound risk management processes

Power & lights upgrade at Bothwell Recreation Ground

Goal 4 Natural Environment

Encourage responsible management of the natural resources and assets in the Central Highlands.

Strategies

4.1 Continue to fund and support the Derwent Catchment Project

4.2 Continue with existing waste minimisation and recycling opportunities

4.3 Promote the reduce, reuse, recycle, recover message

4.4 Continue the program of weed reduction in the Central Highlands

4.5 Ensure the Central Highlands Emergency Management Plan is reviewed regularly to enable preparedness for natural events and emergencies

4.6 Strive to provide a clean and healthy environment

4.7 Support and assist practical programs that address existing environmental problems and improve the environment

Goal 5 Economic Development

Encourage economic viability within the municipality

Strategies

5.1 Encourage expansion in the business sector and opening of new market opportunities

5.2 Support the implementation of the Southern Highlands Irrigation Scheme

5.3 Continue with the Highlands Tasmania and Bushfest branding

5.4 Encourage the establishment of alternative industries to support job creation and increase permanent residents

5.5 Promote our area's tourism opportunities, destinations and events

5.6 Support existing businesses to continue to grow and prosper

5.7 Develop partnerships with State Government, industry and regional bodies to promote economic and employment opportunities

5.8 Work with the community to further develop tourism in the area

Highlands Bushfest 2014

Goal 6 Governance and Leadership

Provide governance and leadership in an open, transparent, accountable and responsible manner in the best interests of our community

Strategies

6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures

6.2 Ensure that Council members have the resources and skills development opportunities to effectively fulfil their responsibilities

6.3 Ensure appropriate management of risk associated with Council's operations and activities

6.4 Provide a supportive culture that promotes the well-being of staff and encourages staff development and continuous learning

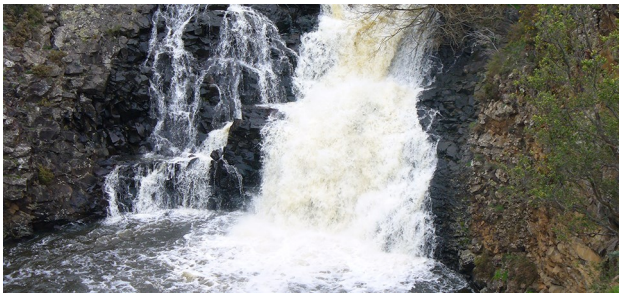
6.5 Provide advocacy on behalf of the community and actively engage government and other organisations in the pursuit of community priorities

6.6 Consider Council's strategic direction in relation to resource sharing with neighbouring councils and opportunities for mutual benefit

6.7 Support and encourage community participation and engagement

6.8 Ensure that customers receive quality responses that are prompt, accurate and fair

6.9 Council decision making will be always made in open council except where legislative or legal requirements determine otherwise.



Tarraleah Falls

Policy No. 2013- 05

Use of Council Vehicles Policy

CONTENTS **Page No.**

1. Purpose.

The purpose of this policy is to ensure that Council maintains a suitable fleet of vehicles that contributes positively and effectively to the work performance of the Central Highlands Council.

2. Legislative Requirements, Regulations and Associated Council Policies, Procedures and Guidelines.

This policy should be read in conjunction with applicable, appropriate and associated Legislative Requirements, Regulations, Council Policies, Procedures and Guidelines. These include but are not limited to:

- The Local Government Act 1993;
- Local Government (General) Regulations 2015 (SR2015, No. 37);
- Risk Management Policy and Strategy;
- Staff Induction Procedures;
- Duty Statements (Job Descriptions, etc.);
- Delegations of Authority;
- Policy 2015-06 Tendering and Procurement Policy.

3. Glossary of Terms.

3.1 This Policy

2013-05 Use of Council Vehicles Policy April 2019.

3.2 Council

Central Highlands Council.

3.3 Contractor

A contractor is defined as a person or organisation, external to Council, engaged under a contract for service (other than as an employee) to provide specified services to Council. A Contractor generally works under the supervision of a Council Manager to provide services which are not readily available in the Council.

3.4 Procurement

The entire process by which all resources are obtained by Council, including planning, design, standards determination, specification, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

Further guidance on Council's tendering processes are contained in Policy 2015-06, Tendering and procurement Policy, especially sections 3.9 – Tenders, 3.10 Standing Tenders and 3.11 Multiple Use Registers.

3.5 Tendering and Procurement Thresholds

There are a number of tendering and procurement thresholds that require different levels of involvement in planning and executing the purchase. The following table refers to the thresholds and summarises what purchasing method Council utilises based on the total dollar value of the purchase.

Procurement Value	Minimum Requirement	
Under $5,000	One verbal quotation where applicable. Council Purchase Order where appropriate.	Orders over $1,000 to be authorised by applicable Manager
$5,001 to $10,000	Two verbal quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	To be authorised by applicable Manager.
$10,001 to $30,000	Two written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	To be recommended by applicable Manager and authorised by Deputy General Manager or General Manager.
$30,001 to $99,999	Three written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	To be recommended by applicable Manager and authorised by Deputy General Manager or General Manager.
$100,000 up to $249,999	Council will, where it considers it beneficial or desirable, advertise each tender at a minimum in the local regional newspaper. Other advertising may be utilised as considered appropriate. To be advertised on the Council	Contracts to be awarded and signed by the General Manager after acceptance and approval by Council.

	Website. Council to seek at least one tender from a local business, if applicable.	
$250,000 or over	Council must advertise each tender at a minimum in the local regional newspaper and advertise on the Council website.	Contracts to be awarded and signed by the General Manager after acceptance and approval by Council.

3.6 Confidentiality

Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons.

3.7 Sensitive Information and Conflicts of Interest

Council employees, contractors, sub-contractors, consultants and elected members are reminded that the best interests of the Council are fundamental and are to be served at all times. Notifications of conflicts of interest (actual and perceived) are to be advised and recorded as early as possible. Disclosure of sensitive and confidential information, including prices, terms and conditions are strictly commercial in confidence and their unauthorised disclosure, particularly with a motive to provide personal financial gains or benefits is contrary to the principles of ethical behaviour and may result in dismissal, prosecution or other sanctions.

3.8 Disposals and Trade-Ins

The disposal or trade-in of obsolete assets (including motor vehicles) is an area that can be open to criticism and one in which the possibility of unethical behaviour can be perceived and needs to be controlled with guidelines and processes that will prevent or lessen unfounded criticism or claims. All disposals, write-offs, cannibalisation and trade-ins are to be considered on a case by case basis and are to be authorised by the General Manager and recorded in a Disposals Register.

Disposals of assets of considerable value or high interest items will be subject to disposal either through a tender process or be traded-in as part of the procurement deal, whichever is the most cost-effective to Council.

3.9 Disposal of Vehicles to Staff, Contractors, Sub-Contractors, Consultants and Elected Members.

Subject to the terms, conditions and provisions contained within this Policy and 2015-06 Tendering and Procurement Policy, staff, contractors, sub-contractors, consultants and elected members are not excluded from tendering or applying for the purchase of items to be disposed of.

4. Policy Statement.

The General Manager will determine vehicle requirements, allocations, types, categories of use, models, colours and accessories applicable to employees and/or positions, taking into consideration industry and market trends and whole of life costing. Advice will be sought from the Works Manager as appropriate and approval is to be obtained from the Plant Committee prior to the procurement of the vehicle.

In determining vehicle allocations and vehicle use a flexible approach to the changeover of Council's vehicle fleet will be observed with due consideration being given to the make and model of vehicles and the kilometres travelled, to ensure the most cost effective outcome for Council at any given time.

5. Acquisition and Disposal.

The Central Highlands Council will apply a structured test based on four key sustainability principles when acquiring and disposing of motor vehicles:

Economic Criteria	Whole of life costs shall be estimated from best available data and highest preference shall be given to the vehicle with the lowest optimised whole of life cost.
Functional Criteria	Highest preference shall be given to the vehicle that best fits the functional requirements of the position for which the vehicle is being acquired.
Social Criteria	Highest preference shall be given to vehicles that confirm a responsible, accountable image compatible with Council's values.
Environmental Criteria	A recognition of the CO2 emissions allocated to the vehicle.

6. Council Pool Vehicle.

Provision of Council Pool Vehicle

A vehicle has been provided by Council as a pool vehicle and is housed at Hamilton.

Authorised Users

(a) Council administration staff

Council administration staff are authorised to use the pool vehicle for Council business.

(b) Council Environmental Health Officer

The Environmental Health Officer is authorised to use the pool vehicle for Environmental Health Officer duties.

(c) Councillors

Councillors are authorised to use the pool vehicle to undertake duties/business associated with the discharge of their function as Councillor.

Limited private use is available where the Councillor has private commitments immediately before or after conducting council business.

Bookings

Bookings for the pool vehicle are to be made through the Hamilton office.

Where the vehicle is required outside of normal business hours, arrangements for pick up and return of vehicle are to be made with the Hamilton office staff.

Vehicle Log Book

A vehicle log book is provided for the recording of the following details:

- The dates on which the journey began and ended
- The odometer readings at the start and end of each journey
- The kilometres travelled
- The purpose of the journey

Where any part of the journey was for private business, it is to be noted in the log book.

7. Home Garaging.

All Council vehicles that are not private use are to be garaged at a Council Depot. The Works and Services Manager or the General Manager has authority to approve the home garaging of a Council vehicle when it is required to go directly to a job.

Home garaging includes private use by the Mayor or an employee who occupies a position or is employed in a capacity, which by nature of the specialist employment supervisory or management responsibility necessitates immediate access to a vehicle or vehicles after hours on a frequent basis.

8. Public Visibility.

The Mayor's and General Manager's vehicles are not required to have a Council logo displayed.

All other Council vehicles are to display the appropriate Central Highlands Council logo during normal working hours. Logos are to be permanently fixed to all vehicles except that Departmental Managers' vehicles may be fitted with magnetic logos.

No other decals or signage are to be displayed or attached to the vehicle unless written permission has been obtained from the General Manager.

9. Categories of Use.

There are 5 distinct categories of use relating to Council owned motor vehicles. As discussed in Section 4, the General Manager will negotiate the appropriate category of use with applicable employees. The Mayor's vehicle is a Category A as per Council motion 16.12 of the March 2019 Ordinary Council Meeting Minutes.

The 5 categories are:

Category A **Up to a maximum 10,000 kilometres per annum private use of the vehicle within Tasmania.**

This includes private use during annual and sick leave, providing that:

- To be approved by the General Manager.
- Fuel costs during annual and sick leave are to be met by the employee.
- Private use for periods of sick leave exceeding 2 weeks per year requires Council approval.

Category B **Up to a maximum 5,000 kilometres per annum private use of the vehicle within Tasmania.**

This includes private use during annual leave, providing that:

- To be approved by the General Manager.
- Fuel costs for all private use are to be met by the employee.
- This category may include a weekly fee determined by Council from to time.

Category C **Occasional private use of vehicles.**

To be considered on a case by case basis within the following criteria:

- To be submitted for approval by the General Manager or Works Manager.
- This category will incur a per kilometre charge as per the Local Government Industry Award 2010 (currently $0.78 per kilometre)

Category D **Use of vehicles and plant during the course of employment, including commuting use.**

No private usage apart from specific authority for commuting purposes:

- To be approved by the General Manager.
- No fees or reimbursements are required.

Category E **Unique conditions.**

Special conditions relating to motor vehicle usage contained in contractual arrangements, conditions of employment or employee contracts:

- To be approved by the General Manager.

10. Agreement for use of Council Vehicles

1. Name

2. Position

3. Address

4. ***Category of Use (Delete as appropriate)***

Category A Category B Category C Category D Category E Category F

5. I hereby acknowledge that I am permitted to use a Council vehicle in accordance with the conditions as set out in the category description detailed in Section 8 of this Policy.

6. The vehicle may only be driven by an Authorised Employee of the Council holding a current Tasmanian drivers licence. However, in the event of an emergency, the vehicle may be driven by a person holding an open licence authorised by the employee.
7. In the event of the Employee's drivers licence becoming invalid or cancelled for any reason, this agreement shall be void and the Employee is no longer entitled to drive a Council vehicle.

8. An Employee convicted of drink-driving in a Council vehicle and whose licence to drive is consequently endorsed may lose the right to drive a Council vehicle.

9. In the event of an accident involving a Council vehicle, the Employee must inform the General Manager as soon as practicable.

10. If home garaged, the vehicle is to be brought onto the job every normal Council working day for which the employee is required to work and be used for all organisational duties.

11. Any service difficulty or fault should be reported to the Council's Works Manager or Supervisor who will arrange periodic workshop servicing, maintenance and any repairs necessary.

12. All employees to whom vehicles are allocated are responsible for the care of their vehicle, including interior and exterior cleaning and checking that normal running items such as fuel, lubricant, radiator and battery are checked and duly attended to. It is an expectation that Category A and B users will attend to these functions during their own time.

13. Modifications (including the fitting of towbars) cannot be made to the vehicle without the approval of the Mayor and General Manager.

14. The vehicle will not be used to compete in any car rally, competition or for any illegal purpose.

15. The agreement may be terminated by either party on three months' notice or as mutually agreed, but will otherwise cease on termination of employment with Council.

16. Failure to comply with the terms of this policy may result in termination of this agreement.

17. Fuel cost for private use is to be met by the employee in accordance with the designated category provisions.

18. A vehicle log book is to be kept which clearly records private, commuting and work use of the vehicle.

19. For every kilometre of private use exceeding the stated maximum for the category (5,000 or 10,000 kilometres per annum) a rate per kilometre will be agreed upon.

20. Council Logo is to be displayed prominently on both sides of the vehicle at all times during working hours in accordance with the terms outlined under Section 7 of this policy - Public Visibility.

21. I agree to be bound by and adhere to these conditions of the use of a vehicle.

Signed_____ Date_____

Signed_____ Date_____

General Manager

Local Government Association Tasmania

107th LGAT Annual Conference

Finding Your Voice

3-5 July 2019
Wrest Point, Hobart

Program and Registration

Thank you to our 2019 Sponsors already on board - more to come!

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President's Welcome

There is nothing quite like the buzz of bringing Local Government together under one roof to learn, share experiences and network at the LGAT Annual Conference. This year's Conference theme is "Finding Your Voice" recognising the unique voices across Local Government as a sector, as individuals and as communities. Our 2019 conference will be particularly exciting as we welcome many new faces to the sector with fresh ideas, ready to benefit from shared knowledge.

The voice of council leaders is a powerful tool for influencing change. We will challenge delegates to strengthen leadership, inspire communities and achieve the best for municipalities through harnessing their authentic voice.

The 107th LGAT Annual Conference offers an exciting program. Our Key Note speaker is Heather Rose, award winning and bestselling Tasmanian author of seven novels. Heather's career is diverse, from winning the Telstra Business Woman of the Year (2004), to chairman of the Festival of Voices (2007 – 2012) and creator and Managing Director of a Tasmanian advertising agency (1999 – 2012). Who better to discuss how to find your voice!

Penny Terry, ABC radio presenter and Creative Director of 'Healthy Tasmania' has broadcast more than 20,000 stories from diverse perspectives and loves a good yarn. Penny knows good stories create lasting change and will unpack authenticity, the science of opinion and the power of emotion and vulnerability in demonstrating the necessity of storytelling along the path to influence.

New Zealand's longest serving Mayor, Tim Shadbolt, joins us from across the Tasman. Sir Tim is a Knight Companion of the New Zealand Order of Merit for his services to Local Government and the community. A leading figure in key New Zealand protests of the 60s and 70s, he served two prison sentences for political activism and in 2012 broke a world record for the longest television interview.

We welcome back Mayor David O'Loughlin, President of the Australian Local Government Association to discuss the national agenda and the work ALGA is undertaking for all councils. Matt Pinnegar, CEO of the Local Government Association of South Australia will join us to discuss the challenges of rates setting and how councils promote the importance of rates and services.

We are bringing back the popular panel session on day one with a focus on the Federal sphere of Government. Our workshop program includes more opportunity to collaborate and learn from each other, featuring a series of local case studies on citizen engagement and world café sessions. A symposium featuring the Road Safety Advisory Council, the Mental Health Council of Tasmania and Volunteering Tasmania will bring together some important voices impacting Local Government.

There will be time for networking and catching up at our welcome event, conference dinner and lunchtimes and we encourage you to peruse the Trade Exhibit at your leisure. Our much loved Coffee Corner is back, again with washable cups and you are welcome to bring your own. Don't forget your LGAT reusable bag from last year and to join the conversation on Twitter during conference at #LGATconf2019.

We look forward to seeing you at the 2019 LGAT Annual Conference.

LGAT President, Mayor Doug Chipman

Plenary Speakers

Heather Rose

What makes a powerful story? How do we grow big ideas? How do we harness our Tasmanian stories to connect people with place, history, community and each other? Heather Rose, bestselling author, business woman, brand strategist and entrepreneur, leads us through the art of storytelling, the role of imagination and how our stories make us who we are. A passionate Tasmanian, Heather will delve into the power of effective narratives and how councils can reach their audience through bringing alive the very heart of Tasmania.

Heather is the bestselling author of seven novels. The Museum of Modern Love winning the 2017 Stella Prize for best book by an Australian woman. It has been published internationally and translated into a number of languages. Heather also writes for children under the pen-name Angelica Banks. Heather has had a significant career in business, winning the Telstra Tasmanian Business Woman of the Year (2004), Chairman of the Festival of Voices (2007 – 2012) and inaugural board member of the Macquarie Point Development Corporation (2013 – 2016). She was creator and Managing Director of Tasmania's most highly awarded advertising agency (1999 – 2012), and co-creator of the award-winning Library House luxury accommodation business (2012 - 2014). Heather's next novel will be published in October, 2019.

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Mayor David O'Loughlin

David O'Loughlin was elected as a Adelaide Councillor in 2003 before being elected as Mayor of the City of Prospect in 2006, and again in 2010 and 2014. In 2013, David was elected President of the Local Government Association of South Australia for a term of 2 years, which he completed in early 2015.

With over 8 years' service on the Executive Board of the LGA SA, including two years as President, David has contributed to the championing of economic development, regional service-sharing, boundary adjustment reform, planning reform and service improvements.

David was elected as President of the Australian Local Government Association in November 2016 and re-elected in 2018, representing local communities and councils at the highest levels of government, including Ministerial Councils and the Council of Australian Governments (COAG).

Sponsored by

Mayor Tim Shadbolt

Knight of the NZ Order of Merit (KNZO), Mayor, JP, author, actor, Marriage Celebrant, Professional Dancer, Scooter Extraordinaire and all-round Kiwi Bloke.

Having won, in total, 12 Local Government elections in two cities, Sir Tim Shadbolt is New Zealand's longest serving Mayor. A concrete contractor, by trade, Tim was a leading figure in the key New Zealand protests of the 60s and 70s. He has served two prison sentences for political activism. In 2012 he broke the record for the World's Longest Television Interview talking non-stop for 26 hours and 4 seconds!

Tim tours the country with humourist and social commentator Gary McCormick and is a passionate supporter of the NZ film industry. He has acted in many New Zealand films including Two Little Boys with Oscar winner Brett McKenzie and celebrity radio host Hamish Blake. Tim was also a key propagator of the Zero Fees Scheme which established free education at S.I.T (Southern Institute of Technology) in Invercargill.

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Plenary Speakers

Matt Pinnegar

Councils are the closest government to communities, and best understand the impact that poor policies will have on their constituents. Rates are the critical element of council funding and a direct source into community investment in council activities. How councils promote the importance of rates and services to their communities as well as decision makers such as the State Government, Opposition and the Parliament is critical for ensuring informed discussion and debate about the vital role Local Government plays in local communities.

By working together and reinforcing a consistent, evidence based and shared message, councils can drive policy change at a state and national level.

Matt was born and bred in the northern suburbs of Adelaide, and has a Bachelor of Laws from the University of Adelaide and a Bachelor of Arts from the University of South Australia. Matt is the CEO of South Australia's Local Government Association and a Board Member of Statewide Super.

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Penny Terry

Tell your untold stories: This is the fastest way to create community pride and prosperity. It can be frustrating when community members only focus on 'bad news' stories rather than seeing the true value of the work that councils do. While it can feel impossible to shift this thinking, research suggests there is a way!

After 10 years as an ABC radio presenter Penny Terry has witnessed how quickly stereotypes can be dissolved and attitudes changed through successful storytelling. In this energetic and insightful presentation, Penny draws from the 20,000 stories she has shared throughout her career.

She will unpack the science of storytelling, its application in community development and outline practical steps to help delegates set up a system of storytelling that will influence the way their community interacts with, values and feels about their council.

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The Panel

It's back! Our panel session makes a return focusing on the Federal sphere of Government and how at a local level you can use your voice and influence the national agenda.

Federal representatives and others will be invited to participate. Confirmation of panellists will be confirmed post elections.

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Regional Development Australia
TASMANIA

21st Century World Café

Thursday 4 July - 1.40pm - 2.40pm

Welcome to our World Café Series. Last year, our delegates told us they would like more opportunity to engage in and influence LGAT policy and advocacy. This series of workshops is about giving delegates a voice! Choose from three topics and join your colleagues and peers in a facilitated conversation designed to generate ideas and identify opportunities for the future of the Tasmanian Local Government Sector.

Café 1 Future Focussed Representation and Engagement	Early feedback from the Local Government legislative review has identified a strong community desire for more effective engagement on matters which affect the community as well as improved transparency around key decision-making. What can and should this look like? What are the barriers to change? How do we innovate and embrace new technology to assist? How can we learn from each other?
Café 2 Enhanced Service Delivery	We know there is a strong belief in the significant potential for shared services but, apart from the fact there are a diverse range of shared service models, there are other mechanisms for enhancing service delivery. How can we enhance productivity in the context of a competitive labour market with emerging Local Government skills shortages? In the context of increasing demands for infrastructure and services from our communities as well as ever growing statutory requirements of councils, where are the opportunities to make lasting improvements?
Café 3 21st Century Health and Wellbeing	Section 20(1)(a) of the Local Government Act requires that councils are to provide for the health, safety and welfare of the community. What does this mean in the contemporary Local Government environment? How can councils encompass health and wellbeing into their practice? What are the implications of a drive for placed based health and wellbeing services on council budgets and council business? What should councils be doing and how should we be funding that activity?

Workshop - Finding Your Authentic Voice

Friday 5 July - 9.10am - 10.30am

To find your authentic voice and create impact, you need to develop three things: a strong sense of identity; a clear understanding of your message and the impact you want to have, and mastery of your skills and platform. While it's possible to piece it all together over time through trial and error, this workshop will help you fast-track the process to ensure your message is delivered with impact. In this workshop we'll explore all three elements so you can walk away with a clear understanding of your identity and communication style, how fear could be holding you back, and how to master delivery.

Linda Manaena, Director and Coach

Early Bird Prize

Go in the draw to win a prize worth $250 if you register a full conference registration by 1 May 2019!

Craig Reucassel, 2018 Conference Key Note

Symposium - Community Voices

Friday 5 July - 9.10am - 10.30am

A State Based Approach to Mental Health and Suicide Prevention

Tasmania is the first state to adopt a mental health and suicide prevention communications charter which is a state-based approach to mental health and suicide prevention.

The Charter aims to reduce stigma and promote help seeking behaviour through consistent language and a shared understanding of mental health and suicide prevention. Hear how Local Government can be a leading voice in strengthening community literacy around mental health and suicide.

CEO, Mental Health Council Connie Digolis.

Emergency Volunteering Community Response to Extreme Weather

How can we as leaders support those in crisis? This talk will explore how we can coordinate the activities of spontaneous volunteers during emergency events.

It will explore contemporary national practice but draw on the lessons of the recent Tasmanian bushfire events to demonstrate the power of effectively harnessing the efforts of spontaneous volunteers.

CEO, Volunteering Tasmania Dr Lisa Schimanski

Towards Zero a Shared Responsibility

Tasmania's road safety strategy, Towards Zero, aims to eliminate trauma on our roads and recognises road safety is a shared responsibility. Everyone has an important role in helping reduce road trauma and death shouldn't be seen as an inevitable consequence of making a mistake on our roads.

Local Government is ideally placed to lead road safety at the community level. Through Towards Zero, the Road Safety Advisory Council is partnering with Local Government to help lead community road safety through a number of initiatives.

Chair, Road Safety Council Gary Bailey

Symposium - Citizen Engagement

Friday 5 July - 9.10am - 10.30am

City of Hobart's Community Vision & Strategic Plan

The City of Hobart's community vision, *Hobart: A Community Vision For Our Capital*, was created in collaboration with community members and stakeholders from across the Hobart region. Over 1100 contributions helped shape the document, through 214 one-on-one interviews, a city forum, online surveys, pop-ups, and workshops with key stakeholders and Hobart students. The process culminated in the Vision Project Community Panel, 46 panellists drafted their vision for Hobart and presented it to Elected Members. Listen to how the vision and community engagement are setting the direction for the City of Hobart's 10-year strategic plan.

Luke Doyle, Manager - Future, Engaged and Active Communities & Marisa McArthur, Lead Community Vision Project

Waratah/Wynard Community Charter & Advisory Board

The Waratah Community is the first in Australia to have established a Community Charter and Advisory Board, to devolve responsibility to the community.

Hear how the Advisory Board is working to achieve the Waratah Community Plan 2018-21, developing and delivering on community priorities and liaising with, and providing advice to, Council and other relevant authorities. Learn how the Advisory Board is providing local and representative leadership for the Waratah community as well as effectively engaging with the community and organisations to achieve common goals.

Tracey Bradley, Director of Community and Engagement at Waratah/Wynyard Council

Tasman – Engaging Community around Potential Amalgamation

Following the 2018 Tasmanian Local Government elections, the Tasman Council made a decision to revisit the idea of amalgamation with the Sorell Municipality and to undertake an elector poll of its local community.

Elector polls have not been used recently in Tasmania and the legislation does not provide a 'how to' manual.

Find out about the process undertaken by Tasman Council and what Council has learned along the way.

Delegates Program

Wednesday 3 July 2019	
10.00am - 2.00pm	**Registrations Open**
11.00am	**Annual General Meeting (General Meeting to immediately follow)**
12.30pm - 1.30pm	**Dial Before you Dig Lunch – Exhibition Foyer**
1.30pm	**Meetings continued**
5.00pm – 6.00pm	**Jardine Lloyd Thompson Welcome Reception – Exhibition Foyer**
Thursday 4 July 2019	
8.00am - 2.00pm	**Conference Registration**
8.45am	**Welcome and Opening - LGAT President, Mayor Doug Chipman**
9.05 am	**Speaker - Mayor David O'Loughlin**
9.40 am	**Speaker - Mayor Tim Shadbolt**
10.30am	**MORNING TEA – Tasman Room**
11.00am	**Speaker - Matt Pinnegar**
11.30pm	**Speaker - Heather Rose**
12.10pm	**Speed Networking – Meet the experts**
12.40pm	**LUNCH – Tasman Room**
1.40pm - 2.40pm	**World Café Series**
	Stream 1: Future Focussed Representation **Stream 2: Enhanced Service Delivery** **Stream 3: Health and Wellbeing**
2.40pm	**COMMONWEALTH BANK AFTERNOON TEA**
3.15pm	**The Panel**
4.30 - 5.30pm	**COMMONWEALTH BANK HAPPY HOUR**
7.15pm – 11.00pm	**MAV Insurance Conference Dinner – Derwent Room, Wrest Point**

LGAT Conference Dinner

This years Conference Dinner theme is "Splash of Colour" - wear your boldest and brightest and let your personality shine! Enjoy the music by The Royal Australian Army Band Ensemble!

Friday 5 July 2019	
8.50am	Welcome back - **Reflections from Day One**
9.10am	Symposiums and Workshops
	Citizen Engagement Symposium
	Community Voices Symposium
	Finding Your Authentic Voice Workshop
10.30am	MORNING TEA – **Tasman Room**
11.10am	**2019 Local Government Awards for Excellence**
11.55pm	Speaker - **Penny Terry**
12.50pm	Conference Wrap up & Wrest Point Prize Draw
1.00pm	LUNCH – **Tasman Room**
2.00pm	Close

Latest Program information

Please visit our website:

www.lgat.tas.gov.au

or hover your phone camera over the QR code

Genevieve Lilley - 2018 Speaker

Social Program Information for Delegates

Welcome Reception
Boardwalk Gallery
Wednesday 3 July 5.00-6.00pm
Conference delegates and members of the Australian Local Government Women's Association (ALGWA) are invited to attend the Welcome Reception to connect with some new and familiar faces, and to network with representatives of other tiers of government. Bring your business cards and take part in the ALGWA raffle for your chance to win a prize. Drinks and canapes provided. Entertainment provided by the Choir of High Hopes.

Commonwealth Bank Happy Hour
Tasman Room
Thursday 4 July 4.30-5.30pm
Unwind after a long day of conferencing and enjoy a drink or two with colleagues, sponsors and trade exhibitors at the Commonwealth Bank Happy Hour. Raffle tickets will be on sale in support of The Choir of High Hopes. The winner will receive an accomodation voucher for two people for the Country Club Casino.

MAV Insurance Conference Dinner
Derwent Room, Wrest Point
Thursday 4 July 7.15-11.00pm
What colour best represents your authentic self? This year the dinner theme is 'Splash of Colour' - Dress in your boldest and brightest colour that represents your personality. A lucky door prize, a framed print courtesy of Beatties Studio will be drawn.

Have a LGAT reusable bag from last year? Don't forget to bring it along to this year's event!

Registration
The Registration Desk is located inside the main exhibition area and will open from 10.00am to 2.00pm on Wednesday, 3 July and from 8.00am to 2.00pm on Thursday, 4 July.

Conference Carry Bags
Do you have a reusable bag from last years Conference? Bring it along so you can do your bit to reduce waste!

Lanyards
Lanyards bearing delegate names are distributed at registration. Lanyards need to be worn all times for entry to conference sessions and functions.

Trade Exhibition
Exhibitors will be located in the Tasman Room. Tea breaks, luncheons and the Commonwealth Bank Happy Hour will be hosted in the Tasman Room.

Mobile Phones
For the convenience of all delegates, please turn off your mobile phone during conference and workshop sessions. LGAT collects a $20 penalty to be donated to the Choir of High Hopes for any phones ringing during sessions.

Accommodation
Conference delegates and trade exhibitors are encouraged to book their accommodation direct with Wrest Point by Monday, 25 June. Choose from the 269 superbly appointed rooms and suites with stunning views of the Derwent River, Mount Wellington and surrounds. Room rates are inclusive of GST:

Motor Inn Room (3.5 star) - $125
Water Edge Room (4 star) - $135
Tower Room – City/Mountain/Harbour (4.5 star) - $155-$165
Tower Deluxe Room - (4.5 star) - $175-185, Suite $284-$304

Rooms are available for people with disabilities. For reservations, call Wrest Point on 1800 139 760, or email groups@wrestpoint.com.au, quoting Business Block No. BB966520 or online here.

Parking
Wrest Point provides ample free parking onsite for conference delegates.

Check in and out
Check in is from 2:00pm on the day of arrival. Check-out at Wrest Point is prior to 11.00am.

Cancellation Policy
If you have registered for the conference and are unable to attend, a substitute participant will be welcome at no extra charge. If a substitute cannot be made, a full refund will be given if you notify the LGAT in writing no later than Monday 24 June. Cancellations received after 24 June will forfeit the full amount. If no cancellation notice is received, full payment will apply. For cancellations, email: reception@lgat.tas.gov.au.

Privacy Statement
Some of the information provided on this form is personal information as defined in the Privacy Act 1998. This information is required for the purposes of processing your conference registration.

Registration Form/Tax Invoice

ABN 48 014 914 743 (please retain a copy of this form for your tax records. (Prices include GST)

☐ Delegate ☐ Workshop Attendee only ☐ Sponsor/Valued Contributor ☐ Trade Exhibitor ☐ Media Rep (please tick)

Title: ☐ Clr ☐ Ald ☐ Mayor ☐ Deputy Mayor ☐ Dr ☐ Mr ☐ Mrs ☐ Ms (please tick)

Name: _____

Organisation: _____

Address: _____

Postcode: _____ Phone: _____

Email Address: _____

Special requirements (dietary/medical/wheelchair access/other): _____

Option 1 - Full Registration

***Full registration (3 - 5 July)** ☐ **$905**

(Includes AGM, Welcome Reception, Day One & Day Two, Happy Hour and Conference Dinner)

Will you be attending the AGM? ☐ Yes ☐ No

Will you be attending the Dinner? ☐ Yes ☐ No
(Theme - splash of colour)

Will you be attending the Welcome Reception? ☐ Yes ☐ No

Note: Please indicate your preferred workshops under 'Workshop Bookings'.

Option 2 - Partial Registration

Make your selection from the options below. Sponsors, please register for all entitlements and write 'nil' in the total column, where applicable.

Wednesday, 3 July

AGM (must register) ☐ $Free

General Meeting (lunch included) ☐ $150 $_____

Welcome Reception ☐ $90 $_____

Thursday, 4 July

Day One Registration only ☐ $490 $_____

Includes Plenary Sessions, Workshops, Happy Hour, Lunch, Morning and Afternoon Tea.

Conference Dinner (theme - splash of colour)

No. of seats required _____ x ☐ $145 _____

If registering multiple dinner guests, please attach names on a separate piece of paper

Friday, 5 July

Day Two Registration only ☐ $430

Includes Plenary Sessions, Workshops, Morning Tea and Lunch

Local Government Awards for Excellence Presentation

(Includes Morning Tea) ☐ $60

****Early Bird registrations - If you make a booking prior to 1 May, you enter a draw to win a $250 voucher!!**
***Please note that special rate applies for King Island and Flinders Island**

Option 3 -Workshops Only

No of workshops_____x ☐ $155 $_____

(Includes workshop +morning tea or afternoon tea)

Workshop/World Café/Symposium Bookings

All delegates must complete this section

Please select the the session you will be attending (one per day)

Thursday, 4 July-World Café Series (1.40 - 2.40pm)

☐ Engagement ☐ Service Delivery ☐ Health & Well Being

Friday, 5 July-Symposiums and Workshop (9.10 - 10.30am)

☐ Symp - Community ☐ Symp - Citizen ☐ Workshop - Voice

Partners

Name.....

Dietary Requirements .....

Welcome Reception ☐ $ 90 $_____

Happy Hour ☐ $ 35 $_____

Conference Dinner ☐

No. of seats required _____x ☐ $145 $_____

Grand Total $_____

Payment by eftpos

Date /___ / ___ Amount: $_____

Name on card: _____

Card Type: (AMEX and Diners Club not accepted)_____

Expiry date:_____/_____/_____CCV no._____

Card no: _____

Authorised Signature: _____

Direct Deposit

Account Name: LGAT Commonwealth Bank: BSB: 067 028 A/C:10152336

Post form & payment to: LGAT, GPO Box 1521, Hobart, Tasmania 7001

or email to reception@lgat.tas.gov.au

REGISTRATIONS REQUIRED BY MONDAY, 2 June

Post form and payment to:
LGAT, GPO Box 1521, Hobart, Tasmania 7001
or email to reception@lgat.tas.gov.au

REGISTRATIONS ARE REQUIRED BY MONDAY, 2 June, 2019

Refunds and further information: All cancellations must be in writing to LGAT. A full refund will be provided if you notify the LGAT no later than Monday, 2 June, 2019. No refunds will be given for cancellations received after this date. Phone: (03) 6146 3740 or email: reception@lgat.tas.gov.au.

TAS RECOVERY

2019 BUSHFIRES

DRAFT Final Recovery Plan

27 May 2019

TABLE OF CONTENTS

BACKGROUND

Introduction

In December 2018 and January 2019, dry lightning strikes started a number of bushfires across Tasmania. The Gell River fire was started by lightning on 27 December 2018, 40 kilometres to the northwest of Maydena in the Franklin-Gordon Wild Rivers National Park. On 15 January 2019, dry lightning ignited a large number of additional fires, including fires at Great Pine Tier (Central Plateau) and Riveaux Road (Huon Valley). A combination of dry conditions, strong winds and inaccessible terrain prevented many of these fires from being controlled and many communities across the State were directly threatened by bushfires.

Smoke significantly affected air quality in parts of the State, particularly in the Huon Valley. Public health warnings were issued throughout January 2019, suggesting that vulnerable people affected by smoke seek respite with family or friends or go to a public place away from smoke. Air conditions continued to be variable throughout January and into February 2019.

In total, the burnt areas amount to 205,000 hectares, which is about 3 per cent of the total land mass of mainland Tasmania. The sustained impact and spread of the bushfires has meant that while property losses have been limited, the impact on the communities affected has been significant. It also resulted in recovery commencing in parallel with the ongoing emergency response.

Purpose of Recovery Plan

The Bushfire Recovery Taskforce, in the Department of Premier and Cabinet (DPAC), has prepared this *2019 Bushfires Final Recovery Plan* (the Recovery Plan) to guide the medium to long-term recovery priorities following the 2019 bushfires. It outlines the actions that will be undertaken by the Tasmanian Government to assist communities recovering from the effects of the bushfires. The focus of the plan is the four local government areas most affected by the 2019 bushfires – Huon Valley, Derwent Valley, Central Highlands and the West Coast.

A key objective of the Tasmanian Government is to support community-led recovery. This Recovery Plan aims to support and empower the communities affected by the bushfires to identify their own recovery needs and drive recovery efforts over the long-term. To support this approach, some of the actions in the Recovery Plan will be initiated by the Tasmanian Government but led over the medium to long-term by local government. More broadly, The Recovery Plan has been developed in close consultation with the Huon Valley, Derwent Valley, Central Highlands and West Coast councils.

This Recovery Plan replaces the *Interim Recovery Plan*, prepared in March 2019, which guided the early phases of the recovery effort. A summary of progress against the *Interim Recovery Plan* actions is provided at Appendix A.

Recovery coordination arrangements

The Tasmanian Government established a Bushfire Recovery Taskforce in February 2019, led by the Bushfire Recovery Coordinator, to coordinate the recovery and provide affected communities with information and assistance. The Taskforce has provided a single point of contact within the Tasmanian Government for key issues related to the 2019 bushfires. This coordination role and the delivery of any remaining taskforce activities will be taken on by the Office of Security and Emergency Management in DPAC and Tasmanian Government partner agencies from June 2019.

Longer-term oversight of recovery activities will be provided by the State Recovery Committee and the Affected Area Recovery Committee, as detailed below.

State Recovery Committee

The State Recovery Committee (SRC) will oversee implementation of the Recovery Plan. The SRC is established in accordance with the provisions of Section 9(2)(b) of the *Emergency Management Act 2006*. Its purpose is to oversee the development of state-level policies, plans and operational arrangements for recovery from emergencies and the implementation of state-level recovery arrangements, assistance measures and work programs.

The SRC is chaired by the Deputy Secretary, DPAC and reports to the State Emergency Management Committee. A six-monthly report on progress to implement the Recovery Plan will be provided to the Ministerial Committee for Emergency Management, through the SRC and the State Emergency Management Committee.

Affected Area Recovery Committee

A Huon Valley Affected Area Recovery Committee (HVAARC) was established in April 2019 to assist Huon Valley communities manage their own recovery from the bushfires. Specifically, the HVAARC has responsibility for:

- providing advice to the Tasmanian Government and Huon Valley Council to ensure that recovery programs and services meet the needs of the communities impacted by the fires;
- overseeing the delivery of projects that support social, infrastructure, economic and environmental recovery, where required, to ensure that they are community-owned and targeted to best support the recovery of impacted communities;
- providing a central point of communication and coordination for the actions of the recovery-related services and projects being progressed; and
- responding to recovery-related issues that arise in the community and ensuring appropriate action is taken.

The HVAARC is chaired by the Huon Valley Council mayor, Ms Bec Enders, and includes members from local community groups and individuals with broad connections and respect in the Huon Valley region. The HVAARC will liaise with the Economic Recovery Officer in the Department of State Growth and report to the State Recovery Committee on its activities. The need for the HVAARC will be reviewed by September 2019.

Tasmanian Government Partner Agencies

Although DPAC is the lead agency for whole-of-government coordination of recovery, several Tasmanian Government agencies play key frontline roles in disaster recovery in line with their portfolio responsibilities, including the:

- Department of Health / Tasmanian Health Service – social recovery;
- Department of Communities Tasmania – social recovery;
- Department of State Growth – infrastructure recovery and economic recovery; and
- Department of Primary Industries, Parks, Water and Environment – environmental recovery.

KNOWN IMPACTS

The majority of impacts from the bushfires have been social, economic and environmental. There was no significant damage to public infrastructure, except for the combined Parks and Wildlife Service (PWS) walking tracks and associated facilities. The prolonged nature of the bushfires meant that some communities faced displacement, road closures and were on alert for several weeks.

Social impacts

There were no reports of personal injury to individuals or presentations to hospital as a direct result of the bushfires. However, many individuals and families were displaced from their homes and had to seek temporary accommodation with family, friends or at evacuation centres. Fewer than 10 properties were destroyed, with many other properties facing significant clean-up.

Many individual stories of psychological impact and personal distress have been reported to the Bushfire Recovery Taskforce. The disruption and stress caused by the prolonged period of threat to communities can have lasting impacts. Some small business owners reported significant levels of stress due to financial pressures from the business downturn. Forestry workers also reported feelings of stress as a result of the uncertainty surrounding their ongoing employment.

Economic impacts

The 2019 bushfires struck during the peak summer tourism season and the extended nature of the bushfires caused a significant downturn in business for many small businesses across the affected municipalities. There will be longer term impacts from the damage to infrastructure and loss of natural heritage, such as the damage to the Tahune Airwalk. The damage to wilderness and other assets in national parks may also impact visitation to these areas over the medium term.

The Southwood forest industry precinct in the Huon Valley was damaged, with sheds, an excavator and some product lost. Power to the site was also cut. Ta Ann, which operates a veneer mill at the Southwood site, is yet to decide whether to reopen the mill following the bushfires. The business employs 42 permanent staff, but the closure has affected other businesses in the supply chain. Neville-Smith Forest Products, which operates a saw mill at the Southwood site, was also impacted by the bushfires and could not operate for several months from 22 January 2019. The business employs 30 staff at the Southwood site. All staff were employed during the period of the closure.

Forest resources have also been impacted, with around 40,000 hectares of the total public forest estate estimated to be within the fire footprint. This represents about 5 per cent of total production forest land. The total private forest estate estimated to be within the fire footprint is around 36,000 hectares, affecting about 150 land owners.

The bushfires had a significant impact on the Geeveston tourism industry due to damage to the Tahune Airwalk. The Tahune Airwalk is a premier tourism drawcard for the Huon Valley region, attracting around 110,000 visitors to the region annually. It is expected that the Tahune Airwalk will be closed for at least a year to allow for repairs to damaged infrastructure and rehabilitation and regeneration of the site. The business normally provides employment for over 60 casual and part-time staff over the summer season. The network of small tourism and hospitality businesses in the region that rely on the passing trade generated by visitation to the Tahune Airwalk has collectively suffered as a consequence of the loss of this attraction. Australian and State Governments have contributed $2 million for a public art installation that aims to attract tourists to the region to offset the loss of the Tahune Airwalk.

In addition to tourism and hospitality businesses, other impacted sectors include perennial horticulture, rangeland grazing, processors, apiarists (beekeepers), wineries and small landholders. No major stock losses were reported, however some fencing and pasture were impacted. This may have a flow-on impact into winter feed availability in some regions of the State.

Based on the number of applications approved for business disruption and recovery grants from bushfire affected businesses, about 20 per cent of businesses operating in the affected municipalities were materially adversely affected by the bushfires. The impact was most acute in the Huon Valley, with about 25 per cent of local businesses in the municipality seeking financial assistance.

Infrastructure impacts

There was significant damage to transmission infrastructure supplying the Southwood site as a result of the bushfires. A total of 25 transmission related structures were damaged and around 11 kilometres of new conductor wire was re-strung. Power to the site was restored in early April 2019.

The state road impacts as a result of the bushfires included removal of around 300 unsafe fire damaged trees from roadsides and replacement of several hundred fire affected guideposts. Some fire damaged infrastructure may be affected by increased maintenance requirements into the future as a result of the heating of the road surface. This may lead to premature failure, or impacts on drainage structure due to changes in the nature of ground water run-off.

The damage to property fences across the four affected municipalities has been extensive. Many property owners did not have insurance coverage for their fences and reported difficulty meeting the cost to repair the damage.

The greatest asset impacts are expected to be identified within PWS managed land. Within the fire boundaries there is about 170 kilometres of walking track network as well as over 100 km of roads, 4 vehicle bridges, 9 pedestrian bridges and numerous other built assets such as huts, toilets and signs. Restoring access to the various parks and reserves will also be a significant task and will require the removal of fallen trees as well the identification and management of potentially hazardous trees.

Environmental impacts

The 2019 bushfires affected around 95,430 hectares or about 6 per cent of the Tasmanian Wilderness World Heritage Area (TWWHA) and approximately 36,000 hectares of other reserved land managed by the PWS.

In February 2019, the PWS commenced a rapid impact assessment on the natural and cultural values of the TWWHA. The rapid impact assessment consisted largely of aerial assessments, with on-ground assessment conducted where conditions allowed. The impact assessment revealed a small amount of substantial damage to some natural values with most impacts primarily to organic soils and conifers.

Organic soils have been impacted differently across the landscape, and it is common to have areas of severely damaged soils adjacent to areas where the impact has been minimal or absent. Areas of alpine vegetation have also been burnt, with most of the observed vegetation of a type that contains species with fire resilient properties. Whilst evidence of re-sprouting in some alpine flora has been observed, steep severely burnt slopes are now prone to increased rates of soil erosion.

Many of the vegetation communities within the fire perimeter are adapted to, and rely on fire. The extent to which non fire tolerant communities within the fire edge have been affected will take considerable time to fully assess. Whilst much of the flora and fauna communities that have been burnt are adapted to fire and expected to recover naturally, others are fire sensitive and may never fully recover. Recovery of fire damaged vegetation is likely to be slow in the harsh alpine conditions.

Re-generation may be hampered in locations where soil has been lost due to combustion and/or erosion post-fire. In the Central Plateaux fire area, browsing pressure may also contribute to slow vegetation recovery. As part of the aerial suppression activity, use of fire suppression chemicals occurred. There is the potential for this practice to contaminate soils, water bodies and equipment therefore there may be some rehabilitation requirements in response to this practice.

Substantial areas of native forest on forestry industry and private lands have been impacted by the bushfires with environmental impacts not fully known. However, confirmed losses include crop from a seed orchard, including seed for rare and endangered eucalypts and a significant conservation stand of eucalypts. Also lost was the 'Arve Big Tree' and at least fourteen other recognised giant Mountain Ash trees (*E. regnans*) of which around 48 giant trees are known to occur within the area burnt by the Riveaux Road fire. Some of Tasmania's very tall forests in the Gell River fire area are known to have been impacted.

The Great Pine Tier fire burnt areas of the Tasmanian Land Conservancy's 'Five Rivers Reserve'. This expansive private reserve is managed at a landscape scale with substantial areas of the 11,000 hectare property included within or adjacent to the TWWHA. Researchers are studying the impacts of the bushfires on this reserve.

The fire burnt across karst country with inspected sites largely unaffected. It is considered likely that some karst features will experience increased runoff and sedimentation during rainfall events, due to their location downslope of burnt areas.

Fire impacts on cultural values are largely limited to the erosion potential that has been increased as a result of the fires, with no evidence of a direct heat impact on cultural values. In some locations, on-ground inspections will be required to be certain of impacts.

RECOVERY

Although some recovery activities occurred in parallel to response, this Recovery Plan applies to the period commencing on the formal handover from response to recovery which occurred on 15 February 2019.

The Tasmanian Government's objectives in recovery are to:

- support the restoration of social, economic, infrastructure and natural environments to minimise long-term consequences for individual and community wellbeing, the economy and environment;
- facilitate community participation in recovery planning and decision-making;
- ensure that government and non-government support is targeted and appropriate;
- assist communities to rebuild in a way that enhances resilience across social, economic, infrastructure and environmental values and encourages risk management; and
- learn from experience and continually refine arrangements to enhance future recovery processes.

These objectives align with and build on the National Principles for Disaster Recovery, which provide a national framework for recovery management and coordination.

The Tasmanian Government's approach recognises that recovery is most effective when communities are empowered to lead and manage recovery efforts. A key focus of the 2019 bushfire recovery effort has been to work with existing community structures and leaders, rather than imposing new structures on affected communities. Adaptive coordination has also been important and has meant that the recovery efforts have been adjusted throughout the recovery period to meet evolving community needs.

Early recovery

The early recovery activities were led by the Bushfire Recovery Taskforce, supported at the municipal level by the affected area councils. During this stage, the focus was on social recovery by supporting individuals, families and communities with recovery information and support services and economic recovery, by providing advice and assistance to affected businesses. In the context of restoring infrastructure and environmental recovery, the initial focus was to understand impacts on natural and cultural values and infrastructure assets to inform the medium to long-term recovery response.

Supporting individuals, families and communities

Recovery Hubs and outreach services

The Bushfire Recovery Taskforce coordinated a range of personal and mental health support services to assist people who were experiencing trauma, distress or personal challenges following the bushfires.

The Huonville Recovery Hub commenced operation from the Huonville Library as a temporary base on 12 February 2019. This facility provided the local community with a central point to access a range of services, information and assistance. A longer term base was made available by Huon Regional Care at 121 Main Road Huonville. The Hub commenced operation at this location on 18 February 2019 and was open Monday, Wednesday and Friday from 10am to 5pm.

On the advice of Huon Valley council staff and other locally based staff the Hub operated out of the Esperance Community Health Centre (Dover) on Tuesdays and the Geeveston Community Hall on Thursdays. This routine continued for three weeks until 8 March 2019, by which time visitation to the Hub had declined to the point that closure was appropriate.

The Hub was staffed with personnel from a range of agencies and organisations, whose representation changed over time, based on need. Representation included:

- DPAC, Bushfire Recovery Taskforce – Community Recovery Coordinator
- Department of Health – social worker
- Department of State Growth, Business Tasmania – support officers
- Department of Primary Industries, Parks, Water and Environment – support officers
- Australian Government Department of Human Services – Centrelink team member
- Red Cross – emergency support volunteers
- Tasmanian Council of Churches, Emergencies Ministry – pastoral care volunteers

Over the three weeks of Hub operation, approximately one hundred individuals visited the three locations. On a daily basis, Geeveston was the busiest of the three (approximately thirty visitations over two days), although Huonville had the highest total number (approximately seventy visitations over twelve days). The reasons for visiting the Hubs were varied, with many people dropping in for general information, including the status of the fires which were still burning. The majority of visits to the Hubs related to accessing grant funding, or for information relating to individual or family grant possibilities.

From 12 March 2019, responsibility for service coordination was transferred to a Department of Health social worker based in Huonville. The base for recovery services was moved to the Huonville Community Health Centre, with outreach provided in the Dover shopping centre on Tuesdays and the Geeveston Neighbourhood House on Thursdays.

In the Central Highlands, the Bushfire Recovery Taskforce worked with the Central Highlands Council to provide a range of recovery support and information sessions. These sessions were provided at Miena on 20 February 2019 and Bronte Park on 21 February 2019. The Taskforce was also present at the Bothwell SpinIN and the Hamilton Show. A total of 73 individuals visited the information sessions held in the

Central Highlands. Information sessions were also provided in the Derwent Valley in Westerway on 27 February 2019 and Maydena on 28 February 2019. A total of 26 individuals attended these sessions.

Outreach services to the Derwent Valley and Central Highlands commenced from 12 March 2019, with the transfer of service coordination to a Department of Health social worker. Individuals who required further support or assistance were able to make appointments directly with the social worker to discuss their needs.

The outreach services provided by the Bushfire Recovery Taskforce have been varied and include brief counselling for individuals in need, referrals to other support services, providing support for affected forestry workers and participating in community meetings and business group sessions. Close and ongoing liaison with the affected area councils has been a priority. It was agreed with the West Coast council that a hub or outreach services were not required.

In addition to the Recovery Hubs and outreach services, recovery information was available on the TasRECOVERY website and social media channels. The TasRECOVERY website was launched on 18 February 2019 as the sister site for TasALERT and contains information about community events, financial assistance and grants, recovery resources, business information and donations and volunteering.

Since the launch of TasRECOVERY on 18 February 2019 and to XX April, there have been:

- Xx likes on the Facebook page
- Xx Twitter
- Xx website

Financial assistance

During the bushfires, the Tasmanian Government activated a number of assistance measures for individuals under the Disaster Recovery Funding Arrangements (DRFA), co-funded with the Australian Government. This included Emergency Assistance Grants of up to $2,000 per household ($500 per adult and $250 per child) to help individuals and families to purchase essential items such as food, clothing and personal items. About 8,580 Emergency Assistance Grants were paid to bushfire affected Tasmanians, at a total cost of about $6.2 million.

Due to the scale and duration of the bushfires, some impacted members of the community were unable to attend a location where the Emergency Assistance Grants were being distributed. Special Circumstance Emergency Assistance Grants were made available to people in this situation, who could also demonstrate they had suffered personal distress and hardship. Assistance was $500 per adult and $250 per child, capped at $2,000 per household. About 300 applications were received for Special Circumstance assistance, with $260,000 in payments being made.

A small number of individuals that were experiencing financial hardship but were ineligible for the Emergency Assistance Grants or the Special Circumstance Emergency Assistance Grants were managed on a case-by-case basis by the Bushfire Recovery

Taskforce. Assistance for these individuals was provided through St Vincent De Paul. St Vincent De Paul was the official appeal organisation for the Tasmanian Government and raised about $120,000. The Bushfire Recovery Taskforce has worked with Vinnies to coordinate the distribution of these appeal funds.

Means-tested grants for Repair and Restoration, Replacement of Household Items and Temporary Living Expenses where a principal residence is uninhabitable or destroyed attracted XX applications with four paid to a value of $8,686.

Community recovery events

The Tasmanian Government, in partnership with affected area councils, hosted four 'Thank you' events to acknowledge and thank emergency service staff and community members who contributed during the 2019 bushfire campaign. The four events, held at Geeveston, Zeehan, Miena and Westerway, were family-friendly BBQs with entertainment and activities for children.

The 'Thank You' events were an opportunity for those who contributed to the bushfire response, those who were affected by the bushfires, and those who simply wanted to say 'thanks' to emergency service workers and volunteers to come together and celebrate their community. The events were well received by the communities, with about XXX people in attendance at the events.

Dr Rob Gordon sessions

In collaboration with the Huon Valley and Central Highlands councils, the Bushfire Recovery Taskforce arranged for Dr Rob Gordon to come to Tasmania to give a series of public presentations to people affected by the 2019 bushfires. Dr Gordon is a clinical psychologist who has spent over 30 years working with people affected by emergencies and natural disasters. The sessions were held at Miena, Bothwell, Geeveston and Huonville. Dr Gordon shared stories, learnings and practical examples to help people understand their reactions to trauma and grief and come to terms with their situation and emotions. A video of the presentation will be made available online and via social media for those who were unable to attend. About 80 people in total attended the sessions.

Providing advice and assistance to businesses

Financial assistance

A number of business assistance grants were provided by the Tasmanian Government to support the economic recovery of the affected municipalities. Bushfire Small Business Disruption Grants, of up to $2,000, were available to businesses that experienced significant disruption as a result of the bushfires. Almost 347 applicants received this assistance, at a total cost of $670,120. Also available were Bushfire Business Recovery Grants of up to $25,000 for small to medium sized enterprises to help cover demonstrated irrecoverable losses. XX applicants received this assistance, totalling $XXX.

A Concessional Business Recovery Loan Scheme was available so that small businesses and farmers could access up to $100,000 on an unsecured basis for up to five years to help re-establish after the bushfires. Applications for this scheme closed on 30 April 2019, and assistance has been provided to XX businesses.

Freight subsidies to primary producers were activated under the DRFA with the Australian Government. Uptake of this assistance has been low and only one application for assistance has been received and approved.

The Australian Government also made available a Disaster Recovery Allowance to provide short-term income support to assist employees, sole traders and farmers who could demonstrate that the bushfires had affected their income.

Targeted support for forest industry

The Department of State Growth has worked with the Bushfire Recovery Taskforce to coordinate support for the forest industry, and in particular for displaced forestry workers. An information session was provided by the Skills Response Unit to affected workers from Ta Ann at the Huonville Town Hall on 6 March 2019. Employees were advised of the Rapid Response Skills Initiative which allowed up to $3,500 per person for re-training. The event also included presentations from Centrelink and a range of employment and training providers. Additional Centrelink support was also provided at the Geeveston Community House on 21 March 2019 to Ta Ann employees who required further assistance.

A Forestry Industry Bushfire Recovery Project has also commenced in the Department of State Growth. The project aims to deliver a co-ordinated response to forestry related bushfire recovery incorporating Tasmanian Government, local government and community level issues. The focus of the project is the Huon Valley and the Derwent Valley local government areas, but it will have broader applicability to other affected municipalities such as the Central Highlands and Circular Head. Particular areas of focus for the project include coordinating communications with the industry and its markets; considering options to maintain the broader forestry supply chain and opportunities to re-establish the affected resources.

Tourism support

The tourism industry was particularly impacted by the bushfires through a reduction in business during the peak tourism season. Destination Southern Tasmania, in partnership with Tourism Tasmania, developed a bushfire recovery marketing campaign titled 'Love Autumn in the South' which was launched on 1 March 2019 by the Premier. The campaign focused on the Huon and Far South, the Central Highlands and the Derwent Valley, where operators were subject to emergency alerts and where there were road closures restricting access to tourism operators and their experiences. The key messages of the campaign drew attention to the beauty and appeal of southern Tasmania during the autumn and the vast array of things to do and see at that time of the year. The campaign focused on events and experiences and encouraged people to get out and embrace Tasmania's autumn in a spirit of fun, adventure and curiosity.

The Tasmanian and Australian Governments have also committed $2 million in funding to support the temporary installation of a public art attraction in the Huon Valley municipality. The aim of this support is to encourage visitation to the area to support local businesses, particularly during the winter months. The Huon Valley Council has also received a $2.14 million grant from the Tasmanian Government to upgrade the Arve Road, which is a major tourist route connecting Geeveston with the Tahune Airwalk site. The upgrade will improve the safety for all road users as well as provide a more enjoyable route for attracting tourists to the region.

Restoring essential infrastructure

In January 2019, the Tasmanian Government activated the Australian Government-State DRFA with regard to the bushfires. Since the establishment of the Bushfire Recovery Taskforce, a significant amount of work has been dedicated to understanding and quantifying the impacts of the bushfires on important infrastructure assets in the State's national parks and the Tasmanian Wilderness World Heritage Area. This will enable financial assistance to be sought under the Category C and D measures of the DRFA for restoration of the damaged assets.

MEDIUM TO LONG-TERM RECOVERY

The primary focus of this Recovery Plan is medium to long-term recovery activities. The Recovery Plan will set out ongoing and planned activity under five outcome areas. Some actions will be broad and applicable across all affected local government areas, other actions will be region specific based on assessed need.

The actions demonstrate the Tasmanian Government's commitment to supporting the affected communities throughout the recovery process. The Government has provided additional support, including financial resource, to help the affected communities reach a point where they can continue the recovery process on their own terms. Ongoing community participation in the implementation of this plan will be a priority, as will close collaboration with the affected area councils.

Outcome One: Social recovery

Aim: individuals, families and communities have rebuilt emotional, social and physical wellbeing through a community-led, coordinated and planned process.

Outcome Two: Infrastructure recovery

Aim: homes, businesses and local infrastructure have been restored in a timely manner.

Outcome Three: Economic recovery

Aim: the local economy has been revitalised and visitation levels to the affected areas restored.

Outcome Four: Environmental recovery

Aim: the natural and cultural values of impacted environments have been rehabilitated.

Outcome Five: Identify and share learnings from the recovery process

Aim: future recovery processes are enhanced by sharing lessons learnt in a systematic and consistent way.

Transitional arrangements

It is anticipated that by 31 May 2019 the affected communities will be ready to manage their ongoing recovery efforts locally and with targeted assistance from Tasmanian Government partner agencies. At this time, the Bushfire Recovery Taskforce will be dissolved and Tasmanian Government agencies will resume the delivery of

mainstream services and the specific actions identified in this Recovery Plan. Remaining administrative responsibilities associated with the recovery effort will transfer to the Office of Security and Emergency Management in DPAC, in accordance with the medium to long-term actions outlined in the table below. Support to communities will continue to be provided by the relevant agencies in line with their portfolio responsibilities.

Ongoing oversight of the implementation of the Recovery Plan will be done by the State Recovery Committee, reporting to the State Emergency Management Committee. Regular reports on implementation progress will be provided to the Ministerial Committee for Emergency Management.

If the Huon Valley Affected Area Recovery Committee continues to meet past 31 May 2019, responsibility for providing executive support to the group will transfer to the AARC.

Medium to long-term actions

Outcome	Action		Deliverable	Expected completion date	Responsible Agency
1. Social Recovery Aim: individuals, families and communities have rebuilt emotional, social and physical wellbeing through a community-led, coordinated and planned process.	1.1	Provide personal and social support for individuals and families in need	Engage Community Recovery Officers (for up to 6 months) Deliver personal and social support to affected individuals and families through locally based social work services	30 Sept 2019 31 Mar 2020	Tasmanian Health Service
	1.2	Support existing social recovery networks in local businesses and communities	Deliver clinical psychological support and mentoring sessions Deliver psychological first aid training courses	31 Aug 2019 31 Dec 2019	Tasmanian Health Service

Outcome	Action		Deliverable	Expected completion date	Responsible Agency
2. Infrastructure recovery Aim: homes, businesses and local infrastructure has been restored in a timely manner.	2.1	Assist the Parks and Wildlife Service to restore visitor access and damaged infrastructure	Community Recovery Fund application submitted	31 May 2019	DPAC (Bushfire Recovery Taskforce)
			Program of restoration works and resource needs developed	31 July 2019	DPIPWE
			Assets within parks and reserves are made safe and reopened	30 June 2021	DPIPWE
	2.2	Restore essential public assets	Public assets made safe, restored and reopened	30 June 2021	Asset owners
	2.3	Work with councils and property owners to restore destroyed boundary fences	Boundary fences restored at eligible properties	30 June 2019	DPAC (Bushfire Recovery Taskforce) and Department of Justice (Tasmanian

					Prison Service)

Outcome	Action		Deliverable	Expected completion date	Responsible Agency
3. Economic recovery Aim: the local economy has been revitalised and visitation levels to the affected areas restored.	3.1	Co-ordinate and deliver forestry related recovery effort	Implement the Forest Industry Bushfire Recovery Project	31 Dec 2019	DSG
	3.2	Promote the fire affected regions to tourists and other visitors	Deliver autumn tourism promotional campaign "Love Autumn in the South"	31 May 2019	Tourism Tasmania, with Destination Southern Tasmania
	3.3	Deliver the Economic and Community Recovery Grants program	Grant recipients notified All approved projects completed	31 July 2019 31 Dec 2020	DPAC (OSEM)
	3.4	Provide recovery support, mentoring and business development services to affected businesses	Engage Economic Recovery Officer (for up to 12 months)	31 Aug 2019	DSG

Outcome	Action		Deliverable	Expected completion date	Responsible Agency
4. Environmental recovery Aim: the natural and cultural values of impacted environments have been rehabilitated.	4.1	Develop and progress action plans arising from the Rapid Impact Assessment	Rehabilitation plans, with monitoring program, developed Consider need for Category D application under the DRFA Site specific recovery works commenced, where funded	TBA	DPIPWE DPIPWE with the Department of Premier and Cabinet (OSEM) DPIPWE
	4.2	Improve understanding of the extent and severity of impact on TWWHA natural and cultural values	Undertake detailed impact assessment activities at identified sites within the TWWHA	TBA	DPIPWE
	4.3	Reduce detrimental impacts (direct and indirect to the fire	Program of recovery work developed and works commenced	TBA	DPIPWE

		events) and enhance recovery of natural and cultural values			

Outcome	Action		Deliverable	Expected completion date	Responsible Agency
5. Identify and share learnings from the recovery process Aim: future recovery processes are enhanced by sharing lessons learnt in a systematic and consistent way.	5.1	Bushfire Recovery Taskforce operational and administrative learnings shared	Final report of the Bushfire Recovery Taskforce provided to Cabinet	31 May 2019	DPAC (Bushfire Recovery Taskforce)
	5.2	Update recovery arrangements to capture learnings from the 2019 bushfires recovery	Findings from all relevant agency reviews consolidated and recovery arrangements updated	30 Sept 2019	DPAC (OSEM)
	5.3	Evaluate the Community Recovery Fund	Engage a consultant to undertake the evaluation Final evaluation report provided to the State Recovery Committee	XX XX 2020 XX XX 2020	DPAC (OSEM)

Community Recovery Fund

Under the Australian Government-State Disaster Recovery Funding Arrangements (DRFA), the Tasmanian Government can request additional financial assistance from the Australian Government where a community is severely affected by an eligible disaster and needs assistance to restore community facilities and activities, and increase community resilience.

The Tasmanian Government sought assistance from the Australian Government to establish a Community Recovery Fund in response to the 2019 bushfires. On 9 April 2019, the Prime Minister, the Hon Scott Morrison MP, agreed to co-fund an economic recovery package of up to $9.9 million under Category C of the DRFA.

The Community Recovery Fund will assist the communities affected by the bushfires by providing for projects and initiatives that:

- support long-term economic and community recovery needs, to help the local economies rebound;
- assist with the restoration of business and community infrastructure by providing coordinated services and advice;
- support individuals, families and the community; and
- restore and reinstate PWS assets and access.

The Tasmanian Government will establish and oversee administration of the Fund, but delivery of some funded projects will be undertaken by councils. The following actions in this Recovery Plan will be funded through the Community Recovery Fund:

1.1 Provide recovery information and support services for individuals and families in need

1.2 Support existing social recovery networks in local businesses and communities

2.1 Assist the Parks and Wildlife Service to restore visitor access and damaged infrastructure

3.2 Promote the fire affected regions to tourists and other visitors

3.3 Deliver the Economic and Community Recovery Grants program

3.4 Provide recovery support, mentoring and business development services to affected businesses

5.3 Evaluate the Community Recovery Fund

Appendix A: Progress against Interim Recovery Plan actions

Establish the Bushfire Recovery Taskforce within DPAC

Complete

The Bushfire Recovery Taskforce, led by Mr Michael Stevens as the State Recovery Coordinator, was established in late January 2019.

Establish and run Recovery Hubs

Complete

The Huonville Recovery Hub commenced operation on 12 February 2019 and operated until 8 March 2019. The Hub operated from Dover on Tuesdays and Geeveston on Thursdays during this period. Approximately 100 individuals visited across the three locations. Recovery support and information sessions were also provided in the Central Highlands and Derwent Valley, with almost 100 people attending these sessions.

Liaise with affected councils regarding proposed Affected Area Recovery Committees

Complete

A Huon Valley Affected Area Recovery Committee was established in April 2019 to assist the Huon Valley communities to manage their own recovery from the bushfires. The HVAARC is chaired by the Huon Valley Council mayor, Ms Bec Enders, and includes members from local community groups and individuals with broad connections and respect in the Huon Valley region.

Affected Area Recovery Committees were not required for the Derwent Valley, Central Highlands and West Coast municipalities. A range of other support measures were implemented.

Provide a key point of coordination with non-government organisations and other recovery partners

Complete

The Bushfire Recovery Taskforce has been a central contact point for non-government organisations and other recovery partners. It has liaised with St Vincent de Paul to distribute the 2019 Bushfire Appeal monies to affected individuals. The Taskforce has also connected individuals with appropriate services provided by the NGO partner organisations.

Work with the Australian Government to claim reimbursement of funding under the DRFA

In progress – continued as an action in the Recovery Plan

A Category C request form, under the DRFA, has been submitted to the Australian Government. It supports the activation of the Community Recovery Fund for the restoration of 'non-essential' community assets, community awareness initiatives and recovery and resilience building activities.

The Bushfire Recovery Taskforce has engaged with agencies across the Tasmanian Government and with affected area councils and government business enterprises to collate the actual costs incurred as a result of the 2019 bushfires. This information will inform an application for the partial reimbursement of costs under the DRFA Category B and D measures.

Undertake needs assessment and develop longer term plans and initiatives to support recovery

Complete

Consultation with local councils, community organisations and other service providers has informed the development of this Recovery Plan and the application for assistance under the DRFA Category C measures.

Dedicated social workers have engaged with, and provided support to, individuals in the Huon Valley, Derwent Valley and Central Highlands. This has identified a number of priority needs for these communities, including ongoing community mental health support and dedicated community recovery officers. A full time social worker at the Huon Valley Health Centre has been funded through Primary Health Tasmania. The position will focus on reducing symptoms and improving the quality of life for patients impacted by the bushfires. This position has been funded until February 2022.

Work with councils to involve affected communities in recovery coordination

Complete

The Bushfire Recovery Taskforce has engaged with the affected area councils on a regular and ongoing basis. The recovery efforts have aimed to support community-led recovery. A Huon Valley Affected Area Recovery Committee has been established to support the recovery of that community.

Support individuals and families with Recovery and Restoration Grants

Complete

The Recovery and Restoration Grants assist with the re-establishment of a principal place of residence to a basic, minimum standard to allow it to be inhabited. A total

of 36 applications for assistance have been received (as at the end of March 2019) and were being assessed.

Provide information and advice for businesses

Ongoing – will continue as a business as usual function of the Department of State Growth

The Department of State Growth provided information and advice to affected businesses through the Business Tasmanian information line. A dedicated business liaison officer in the Bushfire Recovery Taskforce has also provided outreach support and advice to businesses across the affected areas.

Work with councils to identify the impacts to public and recreational facilities and assist councils to meet the costs of restoring essential public assets

Complete

The Bushfire Recovery Taskforce has met with affected area councils to discuss impacts and identify costs. The DRFA has been activated.

Provide information and advice to affected agricultural producers

Ongoing – will continue as a business as usual function of the Department of Primary Industries, Parks, Water and Environment

Understand impacts on natural, cultural and Aboriginal heritage

In progress – will continue as an action in the Recovery Plan

In February 2019, the PWS initiated a rapid impact assessment of on the TWWHA's natural and cultural values. This consisted largely of aerial assessments, with on-ground assessments done where conditions were safe. A desktop assessment of possible impacts to Aboriginal heritage sites was also completed. Assessments will continue as on-ground access allows.

Ensure affected forestry workers are engaged and supported with re-employment opportunities through Skills Response Unit

Ongoing – will continue as a business as usual function of the Department of State Growth

An information session, run by the Skills Response Unit, was provided to affected workers from Ta Ann at the Huonville Town Hall on 6 March 2019. Additional Centrelink support was also provided at the Geeveston Community House on 21 March 2019. Three displaced employees from Ta Ann have accessed the Rapid Response Skills Initiative which provides up to $3,500 per person for re-training.

Assess need for targeted business communication materials

Complete

A variety of methods were used to share information with affected businesses about available grants and other business assistance measures. This approach was assessed regularly.

Coordinate and deliver dedicated forestry related recovery response

In progress – continued as an action in the Recovery Plan

The Department of State Growth has commenced a Forest Industry Bushfire Recovery Project, with key industry stakeholders and local government. This project is ongoing and its delivery will continue as an action in the Recovery Plan.

Work with local government, Parks and Wildlife Service and other asset owners to determine the extent of infrastructure damage

Complete

The Bushfire Recovery Taskforce has worked closely with councils, the PWS and asset owners to identify infrastructure damage and quantify the costs of the damage. A summary of known impacts is provided in this Recovery Plan. The greatest asset impacts are expected to be identified within PWS land, where the bushfires have burnt extensively causing damage to tracks, bridges, signage, huts, shelters and other public access infrastructure.

Deliver a tourism marketing campaign to support visitation to affected areas

Commenced

A bushfire recovery marketing campaign titled "Love Autumn in the South" was launched on 1 March 2019, in partnership with Destination Southern Tasmania.

TasRECOVERY
GPO Box 308, Hobart TAS 7001
1800 567 567
recovery@dpac.tas.gov.au

Economic and Community Recovery Grants

Application Form A – Grants up to (and including) $10,000

The Tasmanian and Australian Governments are offering grants to eligible organisations under the *Disaster Recovery Funding Arrangements* as part of an Economic and Community Recovery initiative that will assist those communities most affected by the Tasmanian Bushfires of December 2018 and January 2019.

The *Guidelines for Economic and Community Recovery Grants* set out the eligibility requirements and conditions of funding and must be read in conjunction with this application form.

These grants are not intended to replace insurance or to compensate for losses or the full extent of damage.

The Crown in Right of Tasmania is not responsible for any liabilities incurred by an applicant, or any obligations entered into by the applicant, as a result of or arising out of this program.

Applications must be submitted by close of business on 7 June 2019.

1. APPLICANT CHECKLIST

- ☐ I have read the *Guidelines for Economic and Community Recovery Grants.*
- ☐ My organisation is eligible to apply.
- ☐ The project/initiative relates to the 2018 - 2019 bushfires.
- ☐ The project/initiative will benefit communities in one or more of the affected local government areas (Central Highlands, Derwent Valley, Huon Valley and West Coast).
- ☐ The project/initiative will be completed and expenditure incurred prior to 30 June 2020.
- ☐ The budget accurately reflects the scope and scale of the project/initiative.
- ☐ I have included any relevant supporting documentation.
- ☐ My organisation has no outstanding acquittals to the Tasmanian Government.
- ☐ I have in principle land owner consent (if applicable).

2. APPLICANT DETAILS

Name of Organisation	Click or tap here to enter text.
ABN or ACN	Click or tap here to enter text.
Postal Address	Click or tap here to enter text.
Application Contact	
Name	Click or tap here to enter text.
Position	Click or tap here to enter text.
Phone	Click or tap here to enter text.

Email	Click or tap here to enter text.

Is your Organisation registered for GST? Yes ☐ No ☐

3. DETAILS OF THE PROJECT/INITIATIVE

Project/Initiative Title	Click or tap here to enter text.
Project Overview (brief)	Click or tap here to enter text.
Start Date	Click or tap to enter a date.
Completion Date	Click or tap to enter a date.

Project/Initiative Contact

Name	Click or tap here to enter text.
Position	Click or tap to enter a date.
Phone	Click or tap to enter a date.
Email	Click or tap to enter a date.

Project Description

Please provide a description of your project and include the following information:

a) how the project relates to the Tasmanian Bushfires of December 2018 and January 2019;
b) how the project aligns with one or more of the key objectives of the Economic and Community Recovery Grants;
c) how the local community and/or economy will benefit from the project/initiative; and
d) any other relevant information.

Click or tap here to enter text.

Which local government area(s) will benefit from this project/initiative?
(Please tick all that apply)

☐ Central Highlands ☐ Derwent Valley ☐ Huon Valley ☐ West Coast

Project Budget

Total project value: $ Funding requested: $

If partial funding is sought, please provide evidence that sufficient funding and resources are available to successfully deliver the project/initiative (e.g. copy of recent bank statement).

Will your organisation be providing any in-kind assistance? If so, please provide details.

Click or tap here to enter text.

Will your organization be partnering with community group(s) to deliver this project/initiative?

If yes, please provide supporting evidence

Click or tap here to enter text.

Has your organisation applied for funding for this project/initiative from another source? If so, please provide details.

Click or tap here to enter text.

Project Milestones

Milestone	Date
Click or tap here to enter text.	Click or tap to enter a date.
Click or tap here to enter text.	Click or tap to enter a date.
Click or tap here to enter text.	Click or tap to enter a date.

4. TAXATION AND FINANCIAL IMPLICATIONS

Grants under this program may attract GST. Grant payments to successful applicants may be increased to compensate for the amount of GST payable.

The receipt of funding from this program may be treated as income by the Australian Taxation Office, depending on the applicant's circumstances. It is strongly recommended that potential applicants consider seeking relevant independent financial advice before submitting an application.

5. SUPPORTING DOCUMENTATION

If you are requesting partial funding for a project/initiative, you must also provide evidence of your capacity to fund the remaining value of the project/initiative (such as financial records).

Please note that further information may be requested after your application has been submitted.

6. DECLARATION

I certify that:

- I have the authority to submit this application and enter into a funding agreement on behalf of the applicant;
- all of the information provided in this application is true and accurate;
- funds will be used for the purpose of the grant outlined in this form; and
- costs for items in this application are not the subject of grants from other sources, and/or are not recoverable through other means (e.g. insurance).

Signature	
Full Name	Click or tap here to enter text.
Date	Click or tap to enter a date.

SUBMIT APPLICATION

Please send the completed application via one of the following methods (email preferred) by close of business on 7 June 2019:

Mail: Bushfire Recovery Taskforce
Office of Security and Emergency Management
Department of Premier and Cabinet
GPO Box 123
HOBART TAS 7001

Email: recovery@dpac.tas.gov.au

Economic and Community Recovery Grants

Application Form B – Grants over $10,000

The Tasmanian and Australian Governments are offering grants to eligible organisations under the *Disaster Recovery Funding Arrangements,* as part of an Economic and Community Recovery initiative that will assist those communities most affected by the Tasmanian Bushfires of December 2018 and January 2019.

The *Guidelines for Economic and Community Grants* set out the eligibility requirements and conditions of funding and must be read in conjunction with this application form.

These grants are not intended to replace insurance or to compensate for losses or the full extent of damage.

The Crown in Right of Tasmania is not responsible for any liabilities incurred by an applicant, or any obligations entered into by the applicant, as a result of or arising out of this program.

Applications must be submitted by close of business on 7 June 2019.

1. APPLICANT CHECKLIST

- ☐ I have read the *Guidelines for Economic and Community Recovery Grants*.
- ☐ My organisation is eligible to apply.
- ☐ The project/initiative relates to the 2018 - 2019 bushfires.
- ☐ The project/initiative will benefit communities in one or more of the affected local government areas (Central Highlands, Derwent Valley, Huon Valley and West Coast).
- ☐ The project/initiative will be completed and expenditure incurred prior to 31 December 2020.
- ☐ The budget accurately reflects the scope and scale of the project/initiative.
- ☐ I have attached a detailed budget for the project/initiative and other relevant supporting documentation (if necessary).
- ☐ My organisation has no outstanding acquittals to the Tasmanian Government.
- ☐ I have in principle land owner consent (if applicable).

2. APPLICANT DETAILS

Name of Organisation	Click or tap here to enter text.
ABN or ACN	Click or tap here to enter text.
Postal Address	Click or tap here to enter text.
Application Contact	
Name	Click or tap here to enter text.
Position	Click or tap here to enter text.
Phone	Click or tap here to enter text.

Economic and Community Recovery Grants

Email	Click or tap here to enter text.

Is your Organisation registered for GST? Yes ☐ No ☐

3. DETAILS OF THE PROJECT/INITIATIVE

Project/Initiative Title	Click or tap here to enter text.
Project Overview (brief)	Click or tap here to enter text.
Start Date	Click or tap to enter a date.
Completion Date	Click or tap to enter a date.

Project/Initiative Contact

Name	Click or tap here to enter text.
Position	Click or tap to enter a date.
Phone	Click or tap to enter a date.
Email	Click or tap to enter a date.

What does your organisation do?

Briefly outline the main activities and programs your organisation delivers.

Click or tap here to enter text.

How does this project/initiative relate to 2018 - 2019 bushfires? And is there and identified need that this will address?

Click or tap here to enter text.

Which local government area(s) will benefit from this project/initiative?

(Please tick all that apply)

☐ Central Highlands ☐ Derwent Valley ☐ Huon Valley ☐ West Coast

What are the benefits to the local community and/or economy as a result of this project?

Click or tap here to enter text.

How does this project/initiative relate to the key objectives of the Economic and Community Recovery Grants?

Click or tap here to enter text.

What evidence and consultation has informed the development of this proposal?

(Please attach any supporting evidence)

Economic and Community Recovery Grants

Click or tap here to enter text.

If your application is approved, what will you do with the funding?

Click or tap here to enter text.

Project budget

Please attach a detailed budget for the project.

Total project value: $

Funding requested: $

If partial funding is sought, please provide evidence that sufficient funding and resources are available to successfully deliver the project/initiative (e.g. copies of financial records).

What are the expected outcomes of your project/initiative?

Click or tap here to enter text.

Will your organization, or partner organisation be providing any in-kind assistance? If so, please provide details.

Click or tap here to enter text.

Will your organization be partnering with community group(s) to deliver this project/initiative?

If yes, please provide supporting evidence

Click or tap here to enter text.

Has your organisation applied for funding for this project/initiative from another source? If so, please provide details.

Click or tap here to enter text.

Project Milestones

Milestone	Date
Click or tap here to enter text.	Click or tap to enter a date.
Click or tap here to enter text.	Click or tap to enter a date.
Click or tap here to enter text.	Click or tap to enter a date.
Click or tap here to enter text.	Click or tap to enter a date.

4. TAXATION AND FINANCIAL IMPLICATIONS

Grants under this program may attract GST. Grant payments to successful applicants may be increased to compensate for the amount of GST payable.

The receipt of funding from this program may be treated as income by the Australian Taxation Office, depending on the recipient's circumstances. It is strongly recommended that potential applicants consider seeking relevant independent advice before submitting an application.

Economic and Community Recovery Grants

5. SUPPORTING DOCUMENTATION

Please attach the following supporting documentation:

- a detailed budget for the project; and
- any other supporting documentation that you consider relevant to your application e.g. letters of support from your community for the project/initiaitive

If you are requesting partial funding for a project/initiative, you must also provide evidence of your capacity to fund the remaining value of the project/initiative (such as financial records). Projects/initiatives that are funded only partially by an Economic and Community Recovery Grant must still be completed and all expenditure incurred by 31 December 2020.

Please note that further information may be requested after your application has been submitted, particularly for projects/initiatives of a high value.

6. DECLARATION

I certify that:

- I have the authority to submit this application and enter into a funding agreement on behalf of the applicant;
- all of the information provided in this application is true and accurate;
- funds will be used for the purpose of the grant outlined in this form; and
- costs for items in this application are not the subject of grants from other sources, and/or are not recoverable through other means (e.g. insurance).

Signature	
Full Name	Click or tap here to enter text.
Date	Click or tap to enter a date.

7. SUBMIT APPLICATION

Please send the completed application via one of the following methods (email preferred) by close of business on 7 June 2019:

Mail: Bushfire Recovery Taskforce
Office of Security and Emergency Management
Department of Premier and Cabinet
GPO Box 123
HOBART TAS 7001

Email: recovery@dpac.tas.gov.au

Tasmanian Bushfires 2018 - 2019 Economic and Community Recovery Initiative

Guidelines for Economic and Community Recovery Grants

OVERVIEW

The Tasmanian Government is providing grants to eligible organisations as part of an Economic and Community Recovery Initiative. This initiative is jointly funded by the Australian and Tasmanian Governments under the *Disaster Recovery Funding Arrangements 2018*.

Grants may be provided under the program to eligible organisations for projects and initiatives that will assist the communities most affected by the Tasmanian Bushfires of December 2018 and January 2019.

KEY OBJECTIVES

The key objectives of the Economic and Community Recovery Grants are, to:

- support current economic and community recovery needs;
- revitalise the local economy; and
- build community resilience and capacity to respond to and recover from future disasters.

ELIGIBILITY

The following organisations are eligible to apply:

- local government agencies and bodies;
- incorporated, non-profit organisations; and
- businesses with an Australian Business Number.

Eligible organisations may partner with community groups that do not meet the eligibility requirements.

Projects/initiatives must:

- relate to the declared natural disaster – the *Tasmanian Bushfires of December 2018 and January 2019*; and
- benefit affected communities in one or more of the following local government areas: West Coast, Derwent Valley, Central Highlands and Huon Valley.

ASSESSMENT CRITERIA

Applications must address the following criteria:

1. The level of impact the project/initiative will have in relation to one or more of the Economic and Community Recovery Grants key objectives.
2. Value for money. The budget must accurately reflect the scope and scale of the project/initiative. (Where a project/initiative is co-funded, the applicant must be able to provide evidence of sufficient funding to successfully deliver the project/initiative).
3. How the project addresses a demonstrated community need.
4. The capacity of the applicant to successfully deliver the project/initiative within the stated timeframes.

Preference will be given to projects/ initiatives that:

- have clear and demonstrable outcomes for the community and local economy;
- provide evidence of the extent of community support;
- provide an economic benefit to the community;
- involve collaboration between multiple organisations and community groups; and
- build knowledge or capabilities within the community that support community resilience for future disasters.

HOW TO APPLY

Complete the appropriate Economic and Community Recovery Grants application form:

- Application Form A – Grants up to $10,000; or
- Application Form B – Grants over $10,000.

Submit the completed application form and any supporting documentation to:

Bushfire Recovery Taskforce
Department of Premier and Cabinet
GPO Box 123
HOBART TAS 7001

Email: recovery@dpac.tas.gov.au

ASSESSMENT PROCESS

Eligible applications will be assessed against the criteria defined in these Guidelines.

The grants program is a competitive process and applications that meet the assessment criteria are not guaranteed funding. A specific amount of $500 000 in funding has been made available for the Economic and Community Recovery Grants program and successful applicants may receive partial funding rather than the full amount requested.

PROJECT TIMEFRAMES

Projects up to $10,000 must be completed and expenditure incurred prior to 30 June 2020.

Projects over $10,000 must be completed and expenditure incurred prior to 31 December 2020.

Extensions will only be considered in exceptional circumstances and no extensions will be granted past 30 June 2021.

REPORTING REQUIREMENTS

Grant recipients must submit quarterly progress and expenditure reports, as well as a final report on completion, to the Bushfire Recovery Taskforce, Department of Premier and Cabinet. The Taskforce may also request additional information or reports at any time.

It is expected that applications will contain project milestones. Progress against milestones must be included in the application or project plan and form part of the quarterly progress report.

PUBLIC ANNOUNCEMENTS

The Australian and Tasmanian Governments must agree on the nature and content of any public announcements relating to projects/initiatives funded through this grant program.

All public announcements, including promotional material and social media postings, must acknowledge that the project/initiative has been jointly funded by the Australian and Tasmanian Governments under the *Disaster Recovery Funding Arrangements 2018*.

Organisations should contact the Bushfire Recovery Taskforce by emailing recovery@dpac.tas.gov.au or phoning 1800 567 567 before making any of the following public announcements:

- initial announcements of eligible projects/initiatives;
- subsequent media releases; and
- media events.

EXCLUSIONS

Grants will not be provided for:

- environmental initiatives;
- revenue loss as a result of the bushfires;
- regular day-to-day activities of the organisation or the maintenance of assets;
- projects and initiatives that require ongoing funding;
- projects that duplicate existing initiatives; or
- expenditure for which organisations would have been liable had the bushfires not occurred (for example, employment costs, rent and utilities).

These grants are not intended to replace insurance or to compensate for losses or the full extent of damage.

CONDITIONS OF FUNDING

Funding agreements will be based on the information contained in the application, including any supporting documentation provided.

After grants are offered, applicants may be required to provide further details on project budgets and work plans before an agreement is signed.

Grant recipients must provide quarterly progress and expenditure reports and a final report of the project. Grant recipients must also keep evidence of all financial transactions related to the project for audit purposes. These records may be requested up to three years after the project has been completed.

Funding may be paid upfront or in instalments, depending on the project value. Any unspent monies must be returned to the Tasmanian Government.

Funding may be terminated by the Tasmanian Government if the recipient fails to adhere to the conditions of the funding agreement.

CLOSING DATE

Applications must be submitted by close of business on 7 June 2019.

Unsuccessful applicants may request feedback on their application by contacting the Bushfire Recovery Taskforce by email at recovery@dpac.tas.gov.au or by phoning 1800 567 567.

QUESTIONS

If you have any questions about the program or your eligibility to apply, or require assistance completing an application form, please contact the Bushfire Recovery Taskforce by phoning 1800 567 567 or emailing recovery@dpac.tas.gov

Lessons Management Summary Report

2018-19 Bushfires in Tasmania, on and following 28 December 2018

Southern Region- Social Recovery Committee

19 February 2019

Tasmanian Government

Executive Summary

In December 2018 and January 2019, a significant number of bushfires, many in remote locations including the Tasmanian Wilderness World Heritage Areas (TWWHA), were ignited as a result of lightning strikes. This fire season was unprecedented in the total area burnt and extraordinary in duration, with firefighting activities undertaken for over 80 days, much of it in remote areas.

At the peak of fire activity approximately 70 fires were burning across Tasmania. Between December 2018 and March 2019, over 205 000 hectares (ha) was burnt, approximately 40% of which was in TWWHA. This represents almost 3% of the state burnt by bushfires this season.

There were a number of fire-sensitive values, including areas of mixed forest and temperate rainforest. Heritage cultural sites and commercial values as well as crucial telecommunication infrastructure and power transmission were also at risk.

Property losses included one house in the Central Plateau, four other houses and a number of sheds in the south, damage to the Tahune Airwalk, the Southwood Timber Mill and an apple packing shed in the Huon Valley. There was no loss of life or reports of significant injuries relating to the fires.

On 19 February 2019, the Southern Region – Social Recovery Committee (SR-SRC) held a formal debrief to capture observations of what worked well and what didn't work well. These observations will support the development of insights to inform business improvement activities for the SR-SRC as part of the lessons management process following this bushfire campaign.

Below is a summary of what worked well, as well as what didn't work well categorised by capability element (PPOSTT). Emergency responders and councils were able to build trust within the community; evacuation centres were well equipped and managed, with councils supporting each other; scheduled briefings supported decision making, and information was accessible by the community in a number of formats. There were a number of gaps identified in knowledge and understanding of roles and functions, as well as consistency issues and gaps in planning, including grants, personal support coordination, volunteers, registration, and road closures. Formal relationships at a variety of levels were not well supported by systems and processes, so informal mechanisms were often used, which made the management of some activities difficult. Single points of dependency, messaging and training needs were also identified.

Potential treatment options

Plans and process could be revisited to ensure relationships and accountabilities are formalised, roles and functions are clear, and address single points of dependency (business continuity), across the areas identified.

- there should be consistency and discipline in application of plans and processes.
- training should support knowledge and understanding of plans and processes.

Registration of evacuees could be addressed from a whole of government perspective through policy, process, and training. It could ensure state-wide consistency in the understanding of needs and expectations, applications and coordination across stakeholders.

What worked well and why?

People By providing opportunities and mechanisms to support public messaging (one on one, briefings and the use of technology) within the communities and evacuation centres, emergency responders and council staff built relationships, networks and trust, and the community felt involved. Evacuation centres were well supplied, organised and run, with largely the appropriate people and mechanisms to support additional requests or needs. Regional coordination and leadership was outstanding with cross council municipal coordination undertaken by experienced people who understood their roles and functions. Valuable experience was gained for future events through the development of well embedded relationships and networks which enabled trust and a flexible approach to activities, supporting each other across municipalities and roles.

Process Written whole of government reports and briefings from Emergency Services to Councils assisted planning and preparations. Their timing was consistent and scheduled, enabling information to be anticipated and built in to decision making cycles. This meant issues could be considered proactively and contingencies considered in planning (e.g., pre-emptive establishment of Kingborough evacuation centre, school buses as transport, Telstra, TasNetworks). In general, plans were known and in place, which provided comfort and confidence in activities, including volunteering support.

Organisation Councils were aware of their responsibilities, with the Huon Valley Council accepting responsibility for a number of activities beyond those required. Councils supported each other and their staff, and there was good collaboration between the Police Operations Centre, the Regional Emergency Management Commander and the Social Recovery Coordinator. The Huon Valley Council worked very well with non-government organisations, with additional support provided by the Departments of Education and State Growth. Decisions were often difficult, but made early with a rationales to support resourcing needs. The Lend a Paddock Program worked well and should continue to be encouraged and supported.

Support Evacuation centres were well equipped and resourced, locations ideal for purpose and pre-prepared plans supported their establishment. Support mechanisms (donations and volunteering) were recognised as invaluable services which contributed to Community, Staff, Councils and cross agency needs (supplies and capacity).

- Organisations (non-government, volunteer, telecommunications and utilities) were proactive and their pre-planning supported flexible and agile responses to fluctuating community needs (mental health, domestic violence, special needs).
- Systems worked well, with other Councils identifying areas for improvement in their own centres and plans. Kingborough Council is to be commended for opening an evacuation center on the basis of public health information. Despite the centre not being used, it enabled people to practice enacting plans, supported other Councils and was supported by SR-SRC members.
- The activation of an emergency cost centre enabled immediate support to the front line (resources, supplies), additional resourcing to be unlocked as needed and funding of state-wide recovery arrangements.

Technology supported information sharing with the community through live streaming, websites, as well as more traditional media (e.g., radio) which were well received, accessible and supported a number of other activities including recovery.

What didn't work well and why?

People There is gap in understanding around the personal support coordination role, its functions, activation and agency accountabilities. There is also limited understanding around the need for, importance of and ability to use information obtained from evacuee registration in evacuation centres for wider emergency response and recovery activities. There are single points of dependency (people, roles, functions and knowledge) which impacted response and recovery capabilities at all levels.

Process In general, some processes and plans lacked consistency, with forms and templates across councils and regions not standardised. Triggers for activation and notification processes were not well captured, which impacted situational awareness, decision making and supporting activities.

There was a lack of clarity in, or understanding of Tasmania's Emergency Management Arrangements, State Special Plans and associated plans on:

- **Grants** - roles, functions, responsibilities and processes (including eligibility criteria based on need and distribution at evacuation centres) for grants, as some affected community members who needed support were ineligible for funding, while unaffected community members were eligible.
- **Cost Recovery** - arrangements and guidance on cost recovery for community sector service providers, as providers currently fund their own capacity and deployment costs without knowing if or where they will be used, or whether cost recovery might apply.
- **Vulnerable people** and associated risks (mental health, family violence, smoke and heat), such that seasonal workers and tourists (campers) did not appear to be captured in considerations for evacuee registers or the need for proactive public communications (language barriers).
- **Personal support coordination** - roles, functions, responsibilities and accountabilities for personal support coordination, activation and resourcing, as well as what constitutes "personal support." THS has overarching responsibility for personal support, but responsibilities, mechanisms and interactions (community organisations, RECCs, OSEM) are less clear in the broader recovery context.
- **Pets and animals** - the status/definitions of pets and animals, meant animal welfare support was not requested early enough through DPIPWE and Volunteer Emergency Response Team (VERT), with delays in addressing quarantine and insurance concerns.

The following were identified as gaps in current planning (and associated processes), or the knowledge, understanding and application of current plans:

- **Volunteers** - the management of volunteers, including the need for specific skills, oversight and accountability, rostering (including spontaneous or unexpected, surge capacity or no-shows) and tasking requirements.
- **Registration** of evacuees, their possessions, as well as inventories for the management of borrowed equipment is inconsistent across councils and regions. The potential whole of government applications of registration data are not well understood or supported, and the process too complex. Data was not used nor was it provided when request by Huon Valley Council to support other activities. These activities included centre administration and capacity, management of vulnerable people, volunteering, recovery and grants, the missing persons or other investigations.
- **Health** considerations within evacuation centres (smoke, heat, gastro) including the need for specialist equipment and services and EHO inspections at the beginning of an event.

- **Road closures** - Communications, in particular primacy, coordination and consistency on road closure information and mapping.
- **Validation of information** prior to its escalation to other areas, which has the potential to impact coordination of capability across government.
- **Security** at evacuation centres for evacuees, their privacy and possessions, grant distribution and children at play.
- **Closure or shut down of evacuation centres** and return of borrowed equipment.

Organisation Formal relationships and accountabilities between non-government organisations, volunteers, state, regional and municipal governments were not well understood or were not supported by systems and processes, so any tasking was informal which made management of some activities difficult (grants, vulnerable people including seasonal workers and tourists, volunteering support, donations of goods, surplus animal feed and storage).

There are single points of dependency across a number of roles (Interoperability support), functions (overnight support) and facilities (Huon Valley PCYC) which impacted response and recovery capability and capacity, and contingency planning.

Public messaging on TasALERT appeared delayed, which made the provision of accurate information on community notice boards difficult. There were inconsistencies in reporting road closures (naming conventions), messaging and mapping product which may have been the result of a lack of understanding of whole of government naming conventions and which agency had primacy under Tasmania's Emergency Management Arrangements. It was also unclear if social media was being monitored and who was responsible for ensuring there was a closed loop for feedback on information provision and actions undertaken.

Training There was an initial/ongoing sense of helplessness in evacuees. Staff or volunteers had limited understanding of what happens to people in emergency situations and knowledge of the tools to support evacuees and emergency responders.

There was a lack of understanding on the Red Cross Register.Find.Reunite system, its applicability/ability to support Council needs, as well as a lack of capability, capacity and consistency in its use across regions. A coordinated and consistent, state-wide approach to evacuee information (data capture and use) to support Council needs and recovery arrangements is required. Irrespective of the system or mechanism it should articulate needs, roles, functions and accountabilities as well as ensure access, education support and triage processes are consistently applied across regions.

This summary report was prepared by Dr Marian Quilty, Principal Policy Officer, Special Response and Counter-Terrorism Command, Tasmania Police on behalf of Mr Peter Rawlings, Southern Region Social Recovery Coordinator.

ELECTRIC VEHICLE CHARGESMART GRANTS — DESTINATION CHARGING

CLOSING DATE: 10 MAY 2019

To support electric vehicle uptake, the Tasmanian Government is offering grants of up to $2,500 to eligible organisations towards the upfront cost of purchasing and installing a destination Alternating Current (AC) electric vehicle charging station in Tasmania.

The Guidelines for the ***Electric Vehicle ChargeSmart Grants – Destination Charging*** set out the eligibility requirements and conditions of funding and must be read in conjunction with this application form. Applications must be submitted by 5pm on **Friday 10 May 2019**.

1. APPLICANT DETAILS

Organisation details

Name of organisation

Organisation type

ABN or ACN

Registered for GST ☐ Yes ☐ No

Organisation contact

The contact person must be authorised to submit the application on behalf of the organisation. The contact will receive all correspondence and be responsible for responding to queries.

Title ☐ Mr ☐ Mrs ☐ Ms ☐ Dr ☐ Professor Other

Name

Position

Address

Suburb

Postcode

Phone

Email address

2. PROJECT DETAILS

Type of charging station (eg rate of charge and number of connectors)

Location of charging station

Region ☐ Central ☐ North ☐ North-East ☐ North-West ☐ West ☐ East ☐ South

Site description (eg area and carpark)

Address (eg building address where carpark is located)

What is the total project budget? (purchase and installation of charging station) ($)

Amount requested (maximum $2,500) ($)

Project start date ***Anticipated project end date***

Insurance

Does your organisation have public liability insurance for the purpose of the proposal? ☐ Yes ☐ No

A copy of your current policy coverage must be attached to this application.

Site owner / host consent

If your organisation does not own (or have direct control of) the property where the charger is being installed, has the owner given consent for the installation? ☐ Yes ☐ No

A copy of the owner's written approval/agreement must be attached to this application.

Will you accept funding in-part? ☐ Yes ☐ No

Prioritisation

If you are submitting more than one application, what is the priority of this application? ☐ 1 ☐ 2 ☐ 3 ☐ N/A

3. ASSESSMENT CRITERIA

Please address the assessment criteria (numbered 1 to 3 below) against which your application will be assessed.

In addition to these assessment criteria, you may include additional information relating to the preferential criteria (number 4 below).

Applicants may attach additional supporting documentation in response to the assessment criteria/preferential criteria.

1. How does your project align with the objectives of the grants program (as outlined below)? (approx. 200 words)

Objectives of the Grants Program

The key objectives of the grants program are to:

- Increase the number of destination electric vehicle charging stations to support:
  - local electric vehicle users across Tasmania (both high population areas and regional areas); and
  - visitor electric vehicle drive journeys across Tasmania.
- Encourage electric vehicle uptake through increased convenience of charging.
- Encourage other organisations to install destination charging stations through leading by example.

2. Please outline how your project relates to the installation of an eligible destination charger (approx. 100 words)

3. Please outline the project budget (purchase and installation cost) and project milestones.

Project budget

Project milestones (eg purchase date, installation date):

4. You may provide additional information relating to preferential criteria (as outlined below)

Preference will be given to projects that:

- are located in an area where electric vehicle charging is currently not available;
- maximise the availability of the charging site to the public (hours of operation per day); and
- demonstrate how the charging station will be future-proofed
  (eg opportunity to expand the site to include more chargers as electric vehicle uptake increases).

4. TAXATION AND FINANCIAL IMPLICATIONS

Grants under this program may attract GST. Grant payments to successful applicants may be increased to compensate for the amount of GST payable.

The receipt of funding from this program may be treated as income by the Australian Taxation Office, depending on the recipient's circumstances. We strongly recommended that you consider seeking relevant independent advice before submitting an application.

5. APPLICANT CHECKLIST

- ☐ I have read the *Guidelines for the Electric Vehicle ChargeSmart Grants – Destination Charging*
- ☐ My organisation is eligible to apply (refer to the Guidelines)
- ☐ The project relates to the installation of an eligible electric vehicle destination charger (refer to the Guidelines)
- ☐ The project will be completed and expenditure incurred within one year from the signing of the grant agreement
- ☐ The budget accurately reflects the scope and scale of the project
- ☐ I have answered all the questions in this application

6. SUBMIT APPLICATION

Send your completed application and any supporting documents (email preferred) by 5pm on **Friday 10 May 2019**.

Email: climatechange@dpac.tas.gov.au with the subject line ChargeSmart Grants.

Post: ChargeSmart Grants Program, Tasmanian Climate Change Office, Department of Premier and Cabinet, GPO Box 123, HOBART TAS 7001.

If your application is successful you will receive a grant agreement (for signing) outlining the terms and conditions of the funding. A template of the applicable grant agreement will be provided on the TCCO website.

Please telephone (03) 6232 7162 if you have any questions or require any assistance with the application process.

ChargeSmart

Tasmanian Climate Change Office
Department of Premier and Cabinet
GPO Box 123, HOBART TAS 7001
Phone: 03 6232 7173
Email: climatechange@dpac.tas.gov.au
Visit: www.climatechange.tas.gov.au

ChargeSmart

ELECTRIC VEHICLE CHARGING GRANTS

DESTINATION CHARGING: GUIDELINES

With electric vehicle uptake on the rise, it's important Tasmania has the charging infrastructure in place to support local electric vehicle users, and visitors who wish to tour the State using electric vehicles. The *Electric Vehicle ChargeSmart Grants – Destination Charging* can help your organisation get ready for electric vehicle charging.

OVERVIEW

The Tasmanian Government is offering individual grants of up to $2,500 towards the upfront cost of purchasing and installing an Alternating Current (AC) electric vehicle charging station at destinations around Tasmania for use by the public. The total available funding pool is $50,000.

Eligible organisations may submit more than one application (provided the applications are ranked in order of priority), however only one application (ie charging station) will be considered for each location.

Organisations will need to contact a licensed electrical contractor to find out the cost of installing the charging station, noting that installation costs vary depending on the site-specific requirements (eg whether or not the charger is located close to the switchboard and whether the switchboard has sufficient capacity).

Organisations that receive a grant are responsible for the ongoing operation and maintenance of the charging stations, including considering whether the public pays to use the charging stations and how this may be facilitated.

ChargeSmart – Destination Charging is managed by the Department of Premier and Cabinet (DPAC)'s Tasmanian Climate Change Office (TCCO).

OBJECTIVES

The objectives of the grants program are to:

- Increase the number of destination electric vehicle charging stations to support:
  - local electric vehicle users across Tasmania (both high population areas and regional areas); and
  - visitor electric vehicle drive journeys across Tasmania.
- Encourage electric vehicle uptake through increased convenience of charging.
- Encourage other organisations to lead by example and install destination charging stations.

WHAT IS DESTINATION CHARGING?

Destination chargers are useful for locations where electric vehicle drivers typically remain for an hour or more, such as businesses, shopping centres, accommodation providers (eg hotels and caravan parks), public car parks, restaurants/cafes and visitor/tourist attractions.

A destination charger refers to:

- a permanently-wired single phase AC electric vehicle charging station that provides a 2.5kW to 7kW rate of charge (most commonly used for commercial hosts); or
- a permanently-wired three phase AC electric vehicle charging station that provides up to 23kW rate of charge (useful for sites that may require some vehicles to be used during the day).

Destination charging at an AC electric vehicle charging station occurs at a slow-to-medium rate. While the charge-rate depends on the type of vehicle, a destination electric vehicle charging station takes some hours to fully recharge from empty, but can assist an organisation's visitors to top up their state of charge.

The installation of electric vehicle charging can have positive flow-on effects to the local economy through attracting visitors.

ELIGIBILITY REQUIREMENTS

Eligible organisations

The grants program is open to organisations **located in Tasmania** that are suited to operating publicly accessible destination charging stations, including:

- local government agencies and bodies;
- not-for-profit incorporated organisations;
- not-for-profit organisations or community groups that are not incorporated, if sponsored by an incorporated organisation. The sponsoring organisation must provide a letter to confirm that it will accept the relevant legal and financial requirements;
- for-profit incorporated organisations;
- businesses with an Australian Business Number; and
- Tasmanian Government agencies, Government Business Enterprises and State-Owned Companies.

The site (ie parking space) where the charger is installed must be owned or under the direct control (eg under lease) of the applicant. In cases where the applicant does not own the site where the charger is being installed, the owner must give consent.

Proposals to install destination charging stations at multiple locations are welcome. Applicants must submit a separate application for each location (and rank the applications in order of priority). Only one application will be considered per location (site).

The grants program is open to proposed new projects to install destination charging stations. Projects to install charging stations that have commenced, been contracted or completed prior to the commencement of this grants program will not be considered.

Eligible destination chargers

Proposals to install electric vehicle destination charging stations under this Grants Program must meet the following minimum requirements to be eligible for consideration:

- the charger must be either a:
  - permanently-wired single phase AC electric vehicle charging station that provides a 2.5kW to 7kW rate of charge; or
  - permanently-wired three phase AC electric vehicle charging station that provides up to 23kW rate of charge.
- the charger must be new and must meet relevant Australian Standards;
- the charger must be installed by a licensed electrical contractor and installation must be compliant with standards for electrical works; and
- the charger must be available for use by the public (eg customers, visitors, guests, patrons, employees, the general public etc) through a dedicated electric vehicle parking space.

It is not a requirement for applicants to provide a physical plug to connect the electric vehicles to the charging station socket. There are a variety of plug types and there are no current standards in place. The vehicle owner will need to provide a plug that is suitable for connecting their vehicle to the charging station socket.

HOW TO APPLY

Complete an Application Form available for download at the **TCCO website**[1].

Submit the completed application form to TCCO.

Electronic copies (preferred) can be emailed to **climatechange@dpac.tas.gov.au** with the subject line ChargeSmart Grants.

Hard copies can be mailed to:

ChargeSmart Grants
– Destination Charging
Tasmanian Climate Change Office
Department of Premier and Cabinet
GPO Box 123
HOBART TAS 7001

CLOSING DATE

Applications must be submitted by **5pm on Friday 10 May 2019**.

Late applications will not be accepted.

Successful applicants will be offered a grant on the terms set out in these Guidelines and will receive a grant agreement outlining the funding terms and conditions. The funding will be provided when the grant agreement is finalised.

Unsuccessful applicants will receive a letter advising they have been unsuccessful and be provided with an opportunity to discuss the outcome.

2 http://www.dpac.tas.gov.au/divisions/climatechange/Climate_Change_Priorities/reducing_emissions/transport/chargesmart_grants

ASSESSMENT PROCESS

An assessment panel will assess applications against the Eligibility Requirements and Assessment Criteria defined in these Guidelines.

The assessment panel will consist of DPAC representatives and a representative from outside DPAC.

The grants program is a competitive process. Applications that meet the Eligibility Requirements and Assessment Criteria are not guaranteed funding. In addition, successful applicants may receive partial funding rather than the full amount of funding requested.

ASSESSMENT CRITERIA

Applications will be assessed against the following three criteria:

1. Projects align with the objectives of the grants program (as outlined in this document).
2. Projects relate to the installation of an eligible destination charger.
3. Applicants outline a project budget (accurately reflecting the purchase and installation cost) and project milestones.

Preference will be given to projects that:

- are located in an area where electric vehicle charging is currently not available;
- maximise the availability of the charging site to the public (hours of operation per day); and
- demonstrate how the charging station will be future-proofed (eg opportunity to expand the site to include more chargers as electric vehicle uptake increases).

PROJECT TIMEFRAMES

Projects must be completed and grant funding spent within 12 months from the signing of the grant agreement.

CONDITIONS OF FUNDING

The following conditions of funding apply:

- Funding is subject to acceptance by successful applicants of the terms and conditions set out in the grant agreement.
- Funding may be terminated by the Tasmanian Government if the recipient fails to adhere to the conditions of the funding agreement.
- Funding must be used for the purposes outlined in the application and the subsequent grant agreement. Any changes to the purposes of funding must be requested in writing by the successful applicant to TCCO.
- Grant recipients must provide a final report (with financial acquittal) of the project. Grant recipients must also keep evidence of all financial transactions related to the project for audit purposes. These records may be requested up to three years after the project has been completed. Any unspent monies must be returned to the Tasmanian Government.
- Applicants must demonstrate that their project will be undertaken by suitably qualified and experienced people who have the appropriate insurance cover, where needed.

REPORTING REQUIREMENTS

Organisations must submit a final report on completion of the project to TCCO. The Final Report must include site photos showing the charging station, and an explanation of how the grant funds were used, with receipts provided for expenses of $500 or more.

TCCO may also request additional information or reports at any time.

PUBLIC ANNOUNCEMENTS

All public announcements, including promotional materials and social media postings, must acknowledge the funding support provided by the Tasmanian Government.

Organisations should contact TCCO by email **climatechange@dpac.tas.gov.au** or telephone (03) 6232 7173 before making any of the following public announcements:

- initial announcements of eligible projects/ initiatives;
- subsequent media releases; and
- media events.

GOODS AND SERVICES TAX (GST) REQUIREMENTS

Organisations must indicate whether they are registered for GST in their grant application. Please contact the Australian Tax Office (ATO) on 13 28 66 or **www.ato.gov.au** if you require any clarification on GST.

PERSONAL INFORMATION

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. You can request access to your personal information from DPAC.

RIGHT TO INFORMATION

Information provided to DPAC is subject to the provisions of the *Right to Information Act 2009*. More information about this Act and what it means is available at **www.dpac.tas.gov.au/rti**. You can view the Act in full on the Tasmanian Legislation website: **www.thelaw.tas.gov.au**.

MORE INFORMATION

For more information about the grants program please visit the TCCO website at **www.climatechange.tas.gov.au**.

If you have any queries, or you require assistance accessing the application form or completing your application, please contact TCCO by email: **climatechange@dpac.tas.gov.au** or by telephone: (03) 6232 7173.

ELECTRIC VEHICLE CHARGESMART GRANTS — FAST CHARGING

CLOSING DATE: 24 MAY 2019

To support electric vehicle uptake, the Tasmanian Government is offering grants of up to $50,000 to eligible organisations towards the upfront cost of purchasing and installing Direct Current (DC) electric vehicle charging stations in Tasmania for use by the public.

The Guidelines for the ***Electric Vehicle ChargeSmart Grants – Fast Charging*** set out the eligibility requirements and conditions of funding and must be read in conjunction with this application form. Applications must be submitted by 5pm on **Friday 24 May 2019**.

1. APPLICANT DETAILS

Organisation details

Name of organisation

Organisation type

ABN or ACN Registered for GST ☐ Yes ☐ No

Organisation contact

The contact person must be authorised to submit the application on behalf of the organisation. The contact will receive all correspondence and be responsible for responding to queries.

Title ☐ Mr ☐ Mrs ☐ Ms ☐ Dr ☐ Professor Other

Name Position

Address

Suburb Postcode Phone

Email address

2. PROJECT DETAILS

Type of charging station (eg rate of charge, type of plug, number of connectors)

Location of charging station

Region ☐ Central ☐ North ☐ North-East ☐ North-West ☐ West ☐ East ☐ South

Site description (eg area and carpark)

Address (eg building address where carpark is located)

Prioritisation of charging stations

If you are submitting separate applications for multiple charging stations, please identify your order of priority for locations that you are seeking funding for.

What is the total project budget? (purchase and installation of charging station) ($)

Amount requested (maximum $50,000 per electric vehicle charging station) ($)

Project start date ***Anticipated project end date***

Insurance

Does your organisation have public liability insurance for the purpose of the proposal? ☐ Yes ☐ No

A copy of your current policy coverage must be attached to this application.

Site owner / host consent

If your organisation does not own (or have direct control of) the property where the charger is being installed, has the owner given consent for the installation? ☐ Yes ☐ No

A copy of the owner's written approval/agreement must be attached to this application.

Will you accept funding in-part? ☐ Yes ☐ No

Prioritisation

If you are submitting more than one application, what is the priority of this application? ☐ 1 ☐ 2 ☐ 3 ☐ N/A

Applications from a consortium

If this is a joint application, please identify the lead organisation[1] and identify all other members of the proposed consortium.
The application must include a letter of support from each organisation involved in the consortium.

Has your organisation applied for, or received, funding for the project from another source? ☐ Yes ☐ No
If yes, please provide details:

3. ASSESSMENT CRITERIA

Please address the assessment criteria (numbered 1 to 7 below), against which your application will be assessed.

In addition to these assessment criteria, you may include additional information relating to the preferential criteria (number 8 below).

Applicants may attach additional supporting documentation in response to the assessment criteria/preferential criteria.

[1] The lead organisation must complete the application, and only the lead organisation will enter into a grant agreement and be responsible for the grant.

1. **How does your project align with the objectives of the grants program (as outlined below)? (approx. 450 words)**

   Objectives of the Grants Program

   The key objectives of the grants program are to:

   - support the market to install an electric vehicle charging network in Tasmania that considers:
     - the charging needs of Tasmanians and visitors to the State;
     - the charging needs of high population areas and regional areas of Tasmania;
     - the distance between charging stations;
     - ease of access from major transport routes;
     - the ability of the existing electricity network to support the chargers; and
     - convenient access across all areas of Tasmania for electric vehicles.
   - Provide charging infrastructure that supports local electric vehicle users (individuals and fleets) to be able to drive between main population centres, and supports visitor electric vehicle drive journeys across the State.
   - Provide a positive and convenient experience for users of the installed charging infrastructure.

2. **Please outline your project and how it relates to the installation of an eligible fast charger (approx. 200 words)**

3. **Please demonstrate that the site is located in an easily accessible and visible location (approx. 200 words)**

4. **Please demonstrate your capacity to successfully deliver the project (purchase and install the charging station) and operate the charging station on an ongoing basis**

Project budget

Project timeframes and milestones

Business model for operation (eg estimated operating costs [such as the cost of electricity and billing system costs] and cost recovery from electric vehicle customers)

5. **Please demonstrate your capacity to maintain a high level of charging station reliability and customer service during operation (eg charger warranty, ongoing service and maintenance) (approx. 250 words)**

6. **Please outline your proposed open payment mechanism suitable for local users, visitors and vehicle fleets (approx. 250 words)**

7. Please outline how you will incorporate appropriate signage and instructions on how to use the charging station (approx. 100 words)

8. You may provide additional information relating to preferential criteria (as outlined below)

Preference will be given to projects that:

- demonstrate the project has leveraged support, capabilities and/or funding from other sources (eg evidence of financial or in-kind support from the applicant or from other partners);
- are located close to local amenities (eg public toilets, shelter, food, commercial centres, attractions, local services, local businesses);
- maximise the availability of the charging site to the public (hours of operation per day);
- enhance security through environmental design (eg lighting, visibility, passive surveillance by nearby businesses);
- demonstrate how the charging station will be future-proofed (eg opportunity to expand the site to include more chargers as electric vehicle uptake increases, and installing chargers that can be upgraded as technology improves); and
- maximise the geographic charger network coverage across Tasmania.

4. TAXATION AND FINANCIAL IMPLICATIONS

Grants under this program may attract GST. Grant payments to successful applicants may be increased to compensate for the amount of GST payable.

The receipt of funding from this program may be treated as income by the Australian Taxation Office, depending on the recipient's circumstances. We strongly recommended that you consider seeking relevant independent advice before submitting an application.

5. APPLICANT CHECKLIST

- ☐ I have read the *Guidelines for the Electric Vehicle ChargeSmart Grants – Fast Charging*
- ☐ My organisation is eligible to apply (refer to the Guidelines)
- ☐ The project relates to the installation of an eligible electric vehicle fast charger (refer to the Guidelines)
- ☐ The project will be completed and expenditure incurred within one year from the signing of the grant agreement
- ☐ The budget accurately reflects the scope and scale of the project
- ☐ I have answered all the questions in this application

6. SUBMIT APPLICATION

Send your completed application and any supporting documents (email preferred) by 5pm on **Friday 24 May 2019**.

Email: climatechange@dpac.tas.gov.au with the subject line ChargeSmart Grants.

Post: ChargeSmart Grants Program, Tasmanian Climate Change Office, Department of Premier and Cabinet, GPO Box 123, HOBART TAS 7001.

If your application is successful you will receive a grant agreement (for signing) outlining the terms and conditions of the funding. A template of the applicable grant agreement will be provided on the TCCO website.

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U.S. DEPARTMENT OF ENERGY | Energy Efficiency & Renewable Energy

Costs Associated With Non-Residential Electric Vehicle Supply Equipment

Factors to consider in the implementation of electric vehicle charging stations

November 2015

Prepared by New West Technologies, LLC for the U.S. Department of Energy Vehicle Technologies Office

EV Everywhere
U.S. DEPARTMENT OF ENERGY

Clean Cities
U. S. Department of Energy

Acknowledgments

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Authors

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Jonathan Castellano, New West Technologies LLC

Executive Summary

As more drivers purchase plug-in electric vehicles (PEVs), there is a growing need for a network of electric vehicle supply equipment (EVSE) to provide power to those vehicles. PEV drivers will primarily charge their vehicles using residential EVSE, but there is also a need for non-residential EVSE in workplace, public, and fleet settings. This report provides information about the costs associated with purchasing, installing, and owning non-residential EVSE. Cost information is compiled from various studies around the country, as well as input from EVSE owners, manufacturers, installers, and utilities. The cost of a single port EVSE unit ranges from $300-$1,500 for Level 1, $400-$6,500 for Level 2, and $10,000-$40,000 for DC fast charging. Installation costs vary greatly from site to site with a ballpark cost range of $0-$3,000 for Level 1, $600-$12,700 for Level 2, and $4,000-$51,000 for DC fast charging.

Many factors lead to highly variable costs associated with EVSE. The report includes example cost ranges for both different types and applications of EVSE as well as the cost factors that can influence whether a particular EVSE unit or installation will fall on the lower or higher end of the cost range. Employers, business owners, and fleet operators can find the best EVSE solution for a specific site by evaluating needs and opportunities, then strategically determining the optimal number of EVSE, types of features, and location.

In general, there is an industry consensus that the cost of EVSE units is trending downwards and will continue to decrease. However, installation costs are highly variable and there is no consensus among industry stakeholders about the direction of future installation costs. In addition, state and local incentives in many places encourage EVSE installation through funding and technical assistance.

While the available cost information from past EVSE installations provides a wide ballpark range for future installations, the only way to determine a cost estimate for a specific site is to contact the utility, EVSE manufacturers, and EVSE installers for a site assessment. Clean Cities coalitions around the country bring together a network of contacts in the electric vehicle industry and are a good starting place for identifying local contacts. To find a local Clean Cities coalition, visit cleancities.energy.gov.

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Introduction

This document is designed to help employers, business owners, and fleet operators understand the costs associated with installing, operating, and maintaining electric vehicle supply equipment (EVSE), also known as electric vehicle "charging stations." It provides an overview of the equipment and processes needed to install EVSE and offers representative examples of cost ranges. The information presented is based on data collected from various studies around the country, as well as input from EVSE owners, manufacturers, installers, and utilities.

Many plug-in electric vehicle (PEV) drivers charge their vehicles at home using residential charging located at single family homes or multi-family complexes such as apartments and condominiums. This report however, focuses on the costs of non-residential stations such as public access, workplace, and fleet stations shown in the middle and top of the pyramid in Figure 1[1]. Increasing the number of EVSE available in these non-residential locations can help expand the electric driving range for PEVs, as well as enable PEV ownership for drivers without access to home charging. Public access charging stations are available for use by the general public or patrons/visitors to businesses, institutions, and municipalities. Workplace charging stations are intended for the use of employees or guests of a particular organization. Fleet stations are primarily used by business, government, or other fleet vehicles and are located at commercial, government, or other non-residential parking locations.

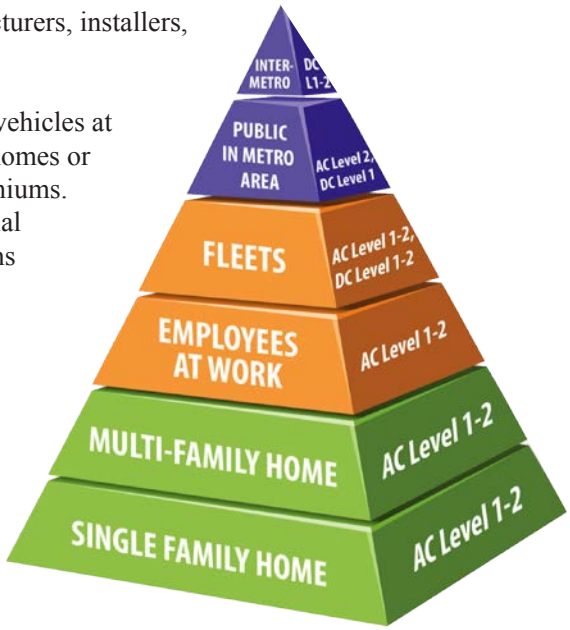

Figure 1. This pyramid illustrates how likely PEV drivers are to need and use each type of charging infrastructure. *Image from Argonne National Laboratory.*

EVSE Overview

EVSE consists of all the equipment needed to deliver electrical energy from an electricity source to a PEV battery. The EVSE communicates with the PEV to ensure that the plug is securely connected to the vehicle receptacle before supplying a safe flow of electricity. There are three primary types of EVSE. Two types—AC Level 1 and AC Level 2—provide alternating current (AC) to the vehicle, which the vehicle's onboard charging equipment

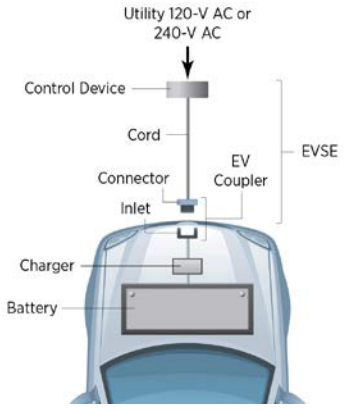

Figure 2. AC Level 1 and 2 charging schematic. *Image from Dean Armstrong, National Renewable Energy Laboratory (NREL).*

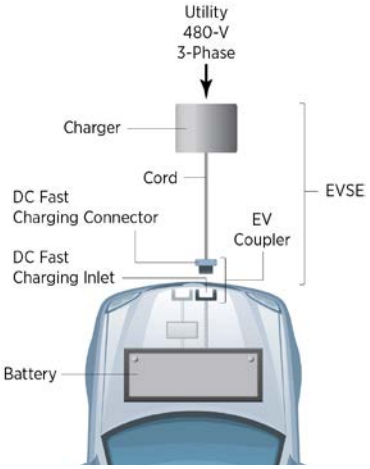

Figure 3. DC fast charging schematic. *Image from Dean Armstrong, NREL.*

1 This is a companion resource to the Clean Cities' Plug-In Electric Vehicle Handbook series available at www.cleancities.energy.gov/publications. These handbooks provide information about PEVs, benefits of owning EVSE, and the process for installing EVSE.

converts to the direct current (DC) needed to charge the batteries. Note that for AC Level 1 and 2 the *charger built directly into the car* is charging the battery. The third type—DC fast charging—provides DC electricity directly to the vehicle's battery. The charger is located off-board the vehicle, in the DC fast charger (DCFC). The charging schematics in Figures 2 and 3 depict the components involved with charging a PEV.

The differences in supply power and charging time for AC Level 1, AC Level 2, and DC fast charging are illustrated in Figure 4. The supply power is a product of the voltage in volts (V) and current in amperes (A). EVSE units are available in different amperage ratings which correlate to charging power. The vehicle charging time depends on the state of charge of the battery, the power coming from the EVSE, and the rate a vehicle can accept power, which may be lower than the supply power. The EVSE's dedicated circuit must be rated for a larger current than the EVSE continuous load rating (at least 125% larger) to conform to the National Electrical Code (NEC). For instance, a Level 2 EVSE rated for 30A continuous load will require a 40A circuit. Please refer to Appendix A for more information about EVSE charging types, PEV charging components, electrical hardware, and EVSE connector standards.

Charging Level	Vehicle Range Added per Charging Time and Power	Supply Power
AC Level 1	4 mi/hour @ 1.4kW 6 mi/hour @ 1.9kW	120VAC/20A *(12-16A continuous)*
AC Level 2	10 mi/hour @ 3.4kW 20 mi/hour @ 6.6kW 60 mi/hour @ 19.2 kW	208/240VAC/20-100A *(16-80A continuous)*
DC Fast Charging	24 mi/20minutes @24kW 50 mi/20minutes @50kW 90 mi/20minutes @90kW	208/480VAC 3-phase *(input current proportional to output power; ~20-400A AC)*

Figure 4. Description of charging level supply power and charging times. The power coming from the EVSE depends on the voltage from the electrical service and the EVSE amperage rating.

EVSE Costs Overview

The costs associated with installing and operating EVSE can vary widely, depending on the EVSE unit features, site location, available electrical capacity, and labor costs. It is difficult to compare or predict EVSE costs since actual costs of a given project will depend on the specific needs and constraints of the station and its users. The cost ranges shown in this document should only be used for the purposes of preliminary investigation of PEV charging infrastructure and not as a tool for estimating the cost of an individual project. To obtain estimates for a specific project, contact EVSE manufacturers and electricians[2]. The installation costs presented in this report are primarily from early installations of the technology that occurred between 2009

2 For more information, consult your local Clean Cities coalition. Contact information can be found at afdc.energy.gov/cleancities/coalitions/coalition_contacts.php

and 2013 because robust data sets of newer installations are not yet available. As the PEV market develops and matures in the future, installation costs may vary from those presented herein.

This report draws from published studies and interviews with industry experts to provide cost approximations across a range of EVSE types, geographic locations, and complexity. Two recent and robust sources of information are the EV Project and a study by the Electric Power Research Institute (EPRI).

Photo 1. This series of Level 2 EVSE were installed by the EV Project. *Photo from INL.*

The EV Project, funded by the U.S. Department of Energy (DOE) and private partners, deployed Level 2 and DCFC EVSE from 2011 to 2013. Idaho National Laboratory (INL) has cost data for about 2,500 single port Level 2 EVSE (pictured in Photo 1) and over 100 dual port DCFC installed for non-residential use.

EPRI conducted a study on installation costs for EVSE installed in the 2010 to 2013 timeframe. EPRI analyzed 385 commercial charging sites that installed 989 Level 2 EVSE including both single port and dual port EVSE (EPRI 2013).

The West Coast Electric Highway (WCEH) is another public-private partnership with cost information for DCFC installations. The WCEH installed 56 DCFC stations across Oregon and Washington between 2011 to 2015.

The costs associated with owning and operating EVSE include:

- EVSE unit hardware cost, which may include:
  - EVSE unit
  - optional EVSE equipment (e.g., RFID card reader);
- Installation cost, which may include:
  - contractor labor and materials for
    * connecting EVSE to the electrical service (e.g., panel work, trenching/boring, and repaving parking)
    * new electrical service or upgrades (e.g., transformers)
    * meeting Americans with Disabilities Act (ADA) requirements
    * traffic protection
    * signage
    * lighting
  - permitting and inspection
  - engineering review and drawings;
- Additional capital cost, which may include:
  - hardware extended warranty
  - repair labor warranty
  - land/parking space purchase or lease;
- Incentive credits (to reduce equipment or installation costs), which may include:
  - rebates
  - tax credits/exemptions
  - grants
  - loans

Photo 2. Pedestal-mounted EVSE installed by the City of Raleigh, N.C., for free public use. *Photo from Kathy Boyer, NREL 18520*

- Operation and maintenance cost
  - electricity consumption and demand charges
  - EVSE network subscription to enable additional features
  - management time
  - billing transaction costs
  - preventative and corrective maintenance on EVSE unit
  - repairs (scheduled and unscheduled).

A site owner may also want to consider the upfront costs that are incurred to identify viable locations for an EVSE station. This may include fees for consultants, site evaluations, or feasibility studies needed to assess the electrical capacity and location of utility service lines serving a given facility or site.

EVSE Unit Costs

EVSE units are available from many different manufacturers with a variety of designs and features. Features range from a simple unit that turns on and off to units that collect data, communicate to users, and provide a billing option for the owner of the charging station. The type and quantity of EVSE chosen for a site will depend on the intended users, site specific conditions, data management, and business case for the station. When purchasing an EVSE unit, an owner may choose to also purchase an extended warranty to cover potential repairs beyond the standard unit warranty period.

EVSE Unit Cost Drivers

EVSE unit costs are affected by the charging level, number of ports, communications system, data analysis, and other features.

Charging Level and Amperage Rating

All PEVs have a cordset that plugs into a Level 1 outlet (110-120V) and connects to the vehicle's charging port with a connector as shown in Photo 3. Providing Level 1 charging is the most inexpensive charging option. It can range from offering an outlet for a PEV driver to plug in a Level 1 cordset to offering an EVSE with a connector. Level 2 units are the midrange cost option and DCFC is the highest cost tier. The EVSE charging power depends on the voltage from the electrical service and the EVSE unit amperage rating. Level 1 EVSE are rated from 12-16A continuous, Level 2 EVSE are commonly rated from 16-48A continuous, and DCFC typically have a maximum of 60-200A. An increase in charging power also increases the cost of the unit due to the higher manufacturing cost to accommodate the higher amperage (e.g., a 48A Level 2 EVSE costs more than a 30A Level 2 EVSE).

Photo 3. This EVSE cordset can be stored in a vehicle and plugged into an available electrical outlet. It can be used for Level 1 or Level 2 charging. *Photo from AeroVironment.*

Charging Ports

Single port EVSE units provide access for only one vehicle to charge at a time. Multiple port EVSE units (commonly 2, 3, or 4 ports) are available to allow multiple vehicles to charge simultaneously or sequentially. DCFC connectors (the part of the EVSE that is inserted into the vehicle inlet) can meet either an SAE standard

or CHAdeMO standard[3]. A dual port DCFC may offer multiple EVSE connector standards at one unit, but only allow one vehicle to charge at a time. Careful consideration should be given to these options so that the EVSE is compatible with the PEVs that will be using it as well as potential future estimated usage. Multiple port units are more expensive than single port units but both the unit cost and the installation cost are less expensive on a per-port basis for multiple port units.

Type of Mounting System

Units are typically available as either wall mounted (shown in Photo 4) or pedestal mounted (shown in Photo 5). Ceiling mounted units are also available but are more common for residential use. A pedestal mounted unit costs about $500-$700 more than a wall mounted one due to the material and manufacturing cost of the pedestal. There is also an additional construction cost for installing a pedestal mounted unit (e.g., pouring a concrete pad at the base). Typically, site owners choose a wall mounted unit if the parking spots to be used for charging are close to a wall, since the unit and installation cost less than a pedestal mount. However, pedestal mounted units provide more design flexibility, such as the ability to place the EVSE in the middle of a parking lot or in front of a sidewalk. They can also hold multiple EVSE units.

Photo 4. Wall mounted EVSE installed by the New York Power Authority for employee charging. *Photo from NY Power Authority, NREL 26468.*

In the EV Project, the average installation cost for a wall mounted Level 2 EVSE unit ($2,035) is 37% lower than the average installation cost for a pedestal unit ($3,209).

Photo 5. NREL employee plugging in his electric vehicle in one of the 36 EVSE in the NREL parking garage. *Photo from Dennis Schroder/NREL, NREL 26675.*

Additional Features

The most basic EVSE unit will be UL (Underwriters Laboratories) approved to safely supply electricity to the vehicle and provide lights to show when it has started and stopped charging. More sophisticated ("smarter") units are available with a variety of additional features described below, although these increase the cost of the EVSE unit.

- **Communications capabilities** enable different levels of data communication with the user, site host, utility grid, and the Internet. For instance, a user may be able to use a mobile application to remotely find an EVSE and check if it is available for use or out of service. Also, site hosts may be able to remotely update pricing, push messages out to users, and control other charging parameters.
- **Access control** restricts the use of EVSE to specific users. Systems range from a simple keypad or padlock to more complex, (e.g., granting access through radio-frequency identification (RFID) cards or mobile phone applications.)
- **Point of sale (POS)** functionally allows units to recover costs/fees associated with charging events. They could include a credit card reader, RFID reader, or mobile phone application.

3 See Appendix A: Acronyms, Definitions, and Equipment Overview for more information about EVSE connectors and standards.

- **Energy monitoring** tracks the EVSE's energy consumption and provides reports on greenhouse gas emissions reductions. This can help site hosts show how the EVSE is contributing to their sustainability goals.
- **Energy management and demand response** optimizes load management to maximize charging during low rate periods and minimize charging during high-rate periods. For instance, an EVSE can be programmed to only charge a vehicle during predetermined times.
- **Advanced display screen** provides user communication, advertising, and brand promotion.
- **Retractable cord** protects the cord and connector from damage and freezing, as well as reduces the risk of tripping on the cord.
- **Automated diagnostics** are used to troubleshoot issues or malfunctions that occur with the EVSE.

Networked or Non-Networked

EVSE units can be networked or non-networked. Networked units are connected to the Internet via a cable or wireless technology and send data to a network host's computer server, also known as the "back office." They provide the ability to remotely access availability of EVSE in real-time. Non-networked units are not connected to the Internet. They provide basic charging functionality without advanced communications or monitoring capabilities, so the equipment is priced lower than networked EVSE. Secondary systems can be purchased to incorporate additional features such as access control, payment systems, and data collection into a non-networked unit. These secondary systems can be useful if a grant or incentive requires data collection but the site host wants to purchase a non-networked EVSE.

Networked EVSE are typically part of a charging network, which is a group of EVSE units with access control and payment systems that are managed by a single organization. A sampling of the major networks includes AeroVironment, Blink, ChargePoint, GE WattStation Connect, Greenlots SKY, NRG eVgo, SemaConnect, and Tesla. Each charging network has its own PEV driver payment model, the most common being monthly subscriptions, pay-as-you-go (pay per charge), and free (free to charge; no subscription fee required). Benefits of a site host paying for a charging network can include charging station visibility and availability for drivers, energy monitoring, station usage analysis, automated payments, automated diagnostics, access control, and customer support. A site host may set pricing policies using a networked EVSE (e.g., employees consume electricity for free and visitors pay a fee).

EVSE Unit Costs Ranges and Examples

EVSE unit costs have decreased over the past five years as the PEV industry has matured and manufacturers have improved EVSE technology. The EVSE unit costs presented in Table 1 are based on single port products available in 2014 and 2015. EVSE with multiple ports may have a price higher than these ranges.

EVSE Unit Costs

EVSE Type (single port)	EVSE Unit Cost Range
Level 1	$300-$1,500
Level 2	$400-$6,500
DCFC	$10,000-$40,000

Table 1. EVSE unit cost ranges based on units available in 2015

The lowest price Level 1 unit is a simple plug-in cordset costing about $300. A wall mounted cordset with a keypad for access control is at the middle of the cost range.
A hardwired Level 1 pedestal unit with access control and cable management could cost closer to $1,500. A pedestal Level 1 EVSE is shown in Photo 6.

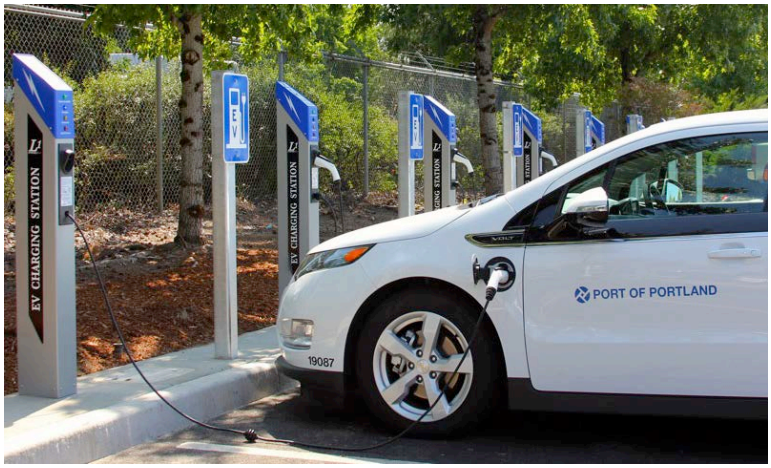

Photo 6. Portland International Airport installed 42 Level 1 EVSE for employees and airport customers. *Photo from Telefonix.*

Single port Level 2 units are available spanning a $400-$6,500 cost range depending on the included features. While there is no standard EVSE unit for the fleet, workplace, or public sites, the graphic in Figure 5 illustrates example costs for sample Level 2 EVSE units with different tiers of additional features. The pictured examples are meant only to show how the cost of an EVSE unit may change based on the mounting system and selected features.

Ballpark Cost Ranges for Level 2 EVSE

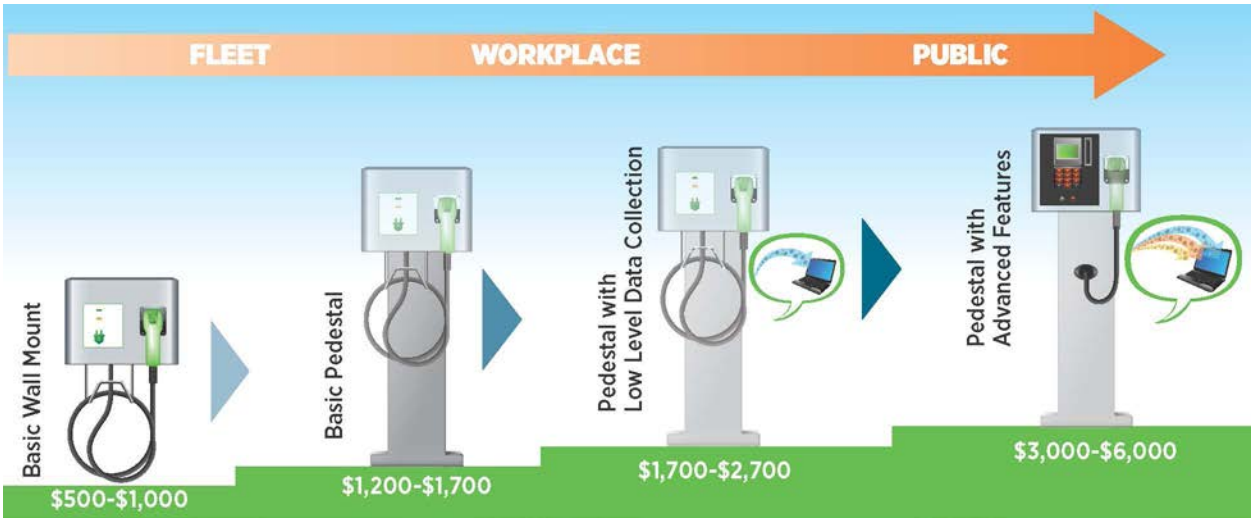

Figure 5. Ballpark cost ranges for different tiers of Level 2 EVSE units. *Image from Kristina Rivenbark, New West Technologies.*

A low price DCFC costing approximately $10,000 would typically have low power (25-50kW) with low charging amperage, a single port, and no display or networking components. The lower cost for a low power output is a tradeoff for a slower charging speed but it may be a good fit for the vehicles that are expected to use the DCFC. A mid-price DCFC will have higher power (50kW+), single or multiple ports, a keypad or some other simple form of access control, and a simple display. It might also be networked and have POS. The highest price DCFC will have higher power (50kW+) with high charging amperage enabling multiple vehicles to charge at once, RFID or some other advanced access control method, an advanced display, and software enabling energy consumption monitoring and data analysis, in addition to being networked and having POS. A high end single port DCFC could cost up to $40,000.

Installation Costs

Potential EVSE hosts are encouraged to have an electrical contractor complete a site evaluation when budgeting for a specific EVSE installation. An initial site evaluation should include determining the electrical capacity of the site, the location of distribution or service lines, the required electrical capacity for the type and quantity of EVSE units, and the best location for the EVSE unit(s). The best location for the units will take into consideration minimizing the installation costs and ADA accessibility requirements.

For Level 2 commercial EVSE in the EPRI study, the installation cost break down is approximately:

- Labor: 55 - 60%
- Materials: 30 - 35%
- Permits: 5%
- Tax: 5%.

During the installation process, a contractor will procure the EVSE unit(s), install a new or upgraded electrical service or connect the EVSE to an existing electrical service that will accommodate the EVSE load, install the EVSE equipment, and re-stripe parking spaces as necessary to fulfill the ADA parking requirements. The local electric utility may need to be involved if the necessary electrical supply upgrades to the facility are considerable (e.g., higher capacity supply wires, transformers, etc.).

Installation Cost Drivers

A simple installation will be at the lower end of the cost range while a more complex installation will move toward the middle or higher end. An installation becomes more complex when it requires one or more of the following:

- Trenching or boring a long distance to lay electrical supply conduit from the transformer to the electrical panel or from the electrical panel to the charging location;
- Modifying or upgrading the electrical panel to create dedicated circuits for each EVSE unit if none are already available;
- Upgrading the electrical service to provide sufficient electrical capacity for the site;
- Locating EVSE on parking levels above or below the level with electrical service; and/or
- Meeting ADA accessibility requirements such as ensuring the parking spaces are level.

Level 2 commercial sites that required special work such as trenching or boring were about 25% more costly than those that did not need special work (EPRI 2013).

"Electric service" refers to the utility infrastructure that provides power to customers.

This infrastructure consists of many components such as power generating stations, substations, transmission lines, and distribution facilities, including transformers.

Connecting the EVSE to the Electrical Service

The EVSE unit is connected to the electrical service by wiring enclosed in an electrical conduit. A surface-mounted conduit can be placed along a wall or ceiling. If the conduit needs to run underground, such as in a parking lot, contractors will trench or bore a path for the conduit.

Assuming $100 per foot to trench through concrete, lay the conduit, and refill, it would cost:

- $5,000 to trench 50 feet
- $10,000 to trench 100 feet

When trenching is needed, contractors will dig the trench, lay the conduit, and then back-fill the trenched area. An open trench is shown in Photo 7 and replaced trench is shown in Photo 8. Before digging, a contractor will need to have any existing buried utilities marked by contacting a state's utility marking service (Miss Utility or 811). In some areas of the country, it costs from $10-$20 per foot to trench through soil, and $100-$150 per foot to trench through asphalt or concrete. The total cost of trenching is affected by:

Photo 7. Trenching through a parking lot to install a public dual-port Level 2 EVSE in Haverstraw, N.Y. *Photo from New York State Research and Development Authority (NYSERDA).*

- Type of material being dug (asphalt, concrete, or soil);
- Labor costs;
- Distance to be traversed (wire pull boxes may be needed for long distances);
- Asphalt or concrete replacement (if needed);
- Re-landscaping (if needed);
- Re-striping parking areas (if needed); and/or
- Temporarily closing roads or parking lots (if needed).

Photo 8. Trenching through soil and sidewalk was needed to install EVSE at the University of Buffalo. *Photo from NYSERDA.*

For some sites, directional boring may be a more cost effective method for installing the conduit in longer runs. Whereas trenching opens the ground from above to dig a path, the boring process consists of drilling a tunnel underneath the surface. Since boring is less invasive, there are fewer costs for disposing of removed concrete and restoring the surface to its original appearance. It also has the added benefit of not disrupting traffic flows. However, enough room must be available to locate boring pits at the starting and ending points of the bore path.

Electrical Upgrades

It is important to consult with a licensed electrician when installing EVSE. In most cases, each EVSE unit must have an available dedicated circuit. There are some cases where multiple EVSE can be connected to a dedicated circuit, such as when the circuit is controlled by an energy management system. Be aware that this option is available and have your licensed electrician provide additional guidance.

The site must also have sufficient electrical capacity at the appropriate voltage flowing from the utility to the site's electrical panel to meet the EVSE power needs. If the site does not meet these requirements, then it will need electrical service upgrades. Contact the utility to make sure that the system can handle the load.

Electrical work can vary from a simple electrical panel modification to more costly transformer upgrades or installations. Site hosts are encouraged to choose an EVSE design that meets their projected requirements. However, to minimize costs, consideration should be given to a design that doesn't require more power than the available electrical capacity. If electrical upgrades are necessary, the costs can be minimized by placing the EVSE unit close to the electrical service. A long distance from the EVSE to the electrical service can lead to higher trenching costs. It can also lead to higher material costs in order to meet electrical requirements (e.g., larger wire to account for voltage drops).

3 Fundamental EVSE Electrical Needs

1. A dedicated circuit for each EVSE unit on the electrical panel (in most cases).
2. Sufficient electrical capacity from the utility connection to the electrical panel.
3. Sufficient electrical capacity at the panel.

Electrical Panels

If there is insufficient capacity on the electrical panel for the dedicated circuit(s), an electrician will need to create additional capacity by replacing or upgrading the panel, re-working the panel to provide more breaker positions, or adding a sub-panel for the EVSE units. If there is sufficient capacity on the panel, then additional breakers can be simply added to the panel to create the necessary dedicated circuits.

About 72% of Level 2 commercial installations in the EPRI study required work on the electrical panel.

New or Upgraded Electrical Service

When a customer requests new or upgraded electrical service to power EVSE, the utility will make sure that the existing or new electrical service will safely deliver the proper voltage and power requested for the equipment being installed. Some installations require upgrades to the electrical service, such as upgrading the utility distribution line and/or transformer, or installing a new transformer. DCFC sites or sites with many Level 2 units are more likely to require a service upgrade than a single Level 1 or Level 2 EVSE. For the DCFC stations along the WCEH, it cost $10,000-$25,000 for service upgrades such as installing a new transformer (Botsford 2014). Some installations may need to bring in new electrical service from the grid to the host site. In the EV Project, the costs of extending new electrical service for DCFC installations varied from $3,500-$9,500 per site (INL 2015a).

It is important to work with the utility early in the process to minimize costs, optimize the electrical design, and eliminate scheduling bottlenecks.

In Seattle, one large commercial building was able to bundle energy efficiency upgrades with their EVSE installations as a way to avoid upgrading the electrical service for the building. They were able to free up electrical capacity with a large lighting retrofit for the facility.

Metering Systems

Some utilities may have special commercial rates for PEV charging, which requires a separate electrical service and meter. The electricity consumed at the EVSE can be measured by the EVSE unit software, which is typically a feature available through a network subscription. However, for separate utility billing, the meter accuracy must meet the utility's billing standard. An external meter can also be installed for networked or non-networked EVSE. Photo 9 shows a typical electrical meter. The cost for installing a new service with a separate meter depends on the distance to the power source, trenching requirements, local codes, and the amount of labor required for connecting the meter to the electrical service. Some utilities offer incentives to reduce the cost associated with installing a separate meter.

Photo 9. Electrical meter and switch servicing Level 2 EVSE. *Photo from Don Karner.*

Planning for Growth

It is a good practice to consider long term EVSE needs when installing an EVSE unit. If a site host anticipates installing more EVSE in the future, it is cost effective to install conduit from the electrical panel to future EVSE locations while the ground is already trenched for the

Upgrading the electrical service for future EVSE loads and installing conduit to future EVSE locations during the initial EVSE installation can result in significant future cost savings.

initial EVSE installation. Future EVSE installations would simply require running wire through the existing conduit and putting the EVSE unit in place. Upgrading the electrical service for the anticipated long term EVSE electrical load is also recommended. These steps may result in an increased initial installation cost but will result in significant cost savings if additional EVSE are installed in the future.

Labor Costs

Labor costs for EVSE installation will vary based on the contractor's hourly rate and the time it takes to perform the work. These costs are affected by the contractor's experience and the geographic location. Complying with prevailing wage laws or using union labor may cost 20% more than similar work done for private sector entities (EPRI 2013).

Visibility and Aesthetic Factors

Aesthetic requirements such as making conduit less visible, replacing disturbed landscaping, or placing the unit in a location that requires extensive trenching can add cost to a basic installation. Some site hosts may choose to place the EVSE in a high visibility location to bring attention to the EVSE and make it easy for drivers to find. However, choosing a high visibility location can add significant installation costs if it is far from the electrical panel.

In the EPRI study, 9% of commercial Level 2 sites had site factors including visibility and aesthetics that more than doubled the average installation cost from $3,552 to $8,005.

Photo 10. Facebook supplies free PEV charging to its Menlo Park, Calif., employees. *Photo from Lauren Bonar Swezey, NREL 26457.*

Poured Foundation and Traffic Protection

Some pedestal mounted EVSE are directly installed on an existing hard surface such as a sidewalk. Others will require a concrete foundation as part of the installation process. Foundations range in complexity from placing a precast base on the surface for about $100 to digging a hole and pouring concrete. Hole depth, and therefore the amount of concrete needed, depends on the depth to which the ground water in soil can freeze. In some locations, a site owner may install bollards or wheel stops to protect the EVSE from being damaged by vehicles. A ballpark bollard cost is $200-$800 and wheel stops are generally $100-$200.

Geographic Region

Some states have notably lower or higher EVSE installation costs than average. The EV Project installed public Level 2 EVSE in 13 markets around the country. The average installation cost for those markets ranged from $2,100-$4,600, as shown in Figure 6. The primary reason for the geographic difference in cost is the labor cost in each region. Additionally, each region's local authority having jurisdiction (AHJ) had varying interpretations of ADA requirements. The Washington D.C. installations had the least expensive average

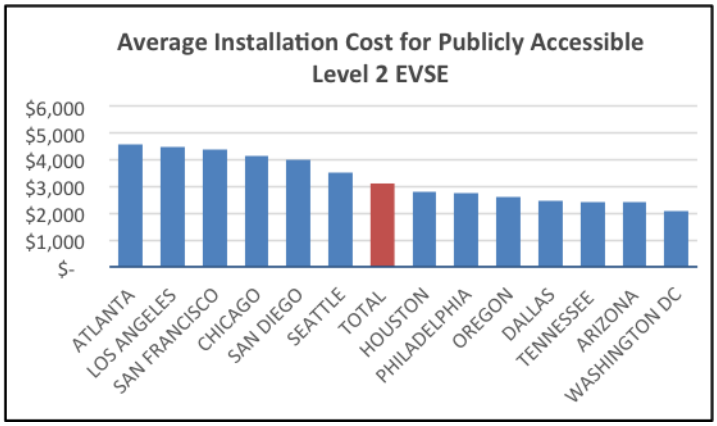

Figure 6. Average installation cost for publicly accessible Level 2 EVSE by EV Project market. *Graph from INL (INL 2015b).*

cost because nearly 80% of them were wall mounted. The Atlanta installation costs had a high average since many of them were installed in a high visibility parking space requiring long electrical runs from the electric service panel. Costs for labor and permitting at California sites made them among the most expensive sites (INL 2015b).

Installation Cost Ranges and Examples

Installation costs are highly variable and are difficult to compare from one site to another. The installation cost ranges and averages described in Table 2 are based on past installations and provide a ballpark idea of how much future installations may cost. These installation costs do not include the cost of the EVSE unit.

Ballpark EVSE Installation Costs

EVSE Type	Average Installation Cost (per unit)	Installation Cost Range (per unit)
Level 1	not available	$0-$3,000* *Source: Industry Interviews*
Level 2	~$3,000 *EV Project (INL 2015b)*	$600-$12,700 *EV Project (INL 2015b)*
DCFC	~$21,000 *EV Project (INL 2015d)*	$4,000-$51,000 *EV Project (INL 2015d) and (OUC 2014)*

Table 2. Ballpark costs for installation of Level 1, Level 2, and DCFC EVSE (not including the EVSE unit.)
**The $0 installation cost assumes the site host is offering an outlet for PEV users to plug in their Level 1 EVSE cordsets and that the outlet already has a dedicated circuit.*

Level 1 Installation

Offering Level 1 charging at a site can range from providing an electrical outlet for PEV drivers to plug in a portable Level 1 cordset (shown in Photo 11) to installing a wall mounted or pedestal mounted EVSE unit.

When offering an electrical outlet for Level 1 charging, the installation process may be as simple as confirming the outlet is a commercial grade National Electrical Manufacturers Association (NEMA) outlet and it is connected to a dedicated circuit breaker. Ground-fault circuit interrupter (GFCI) outlets, which protect against electrical shock, are required for outdoor use. It is a good practice to ask an electrician to inspect an outlet and ensure it is in good condition before using it for Level 1 charging. If a dedicated outlet is available within reach of the parking space, there may be no additional installation costs.

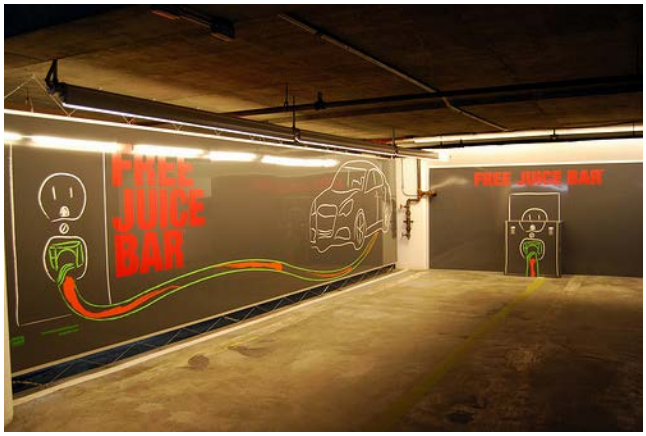

Photo 11. The Juice Bar at Charles Hotel in Cambridge, Mass., offers a wall outlet for PEV drivers to plug in their Level 1 cordset. *Photo from Steve Russell.*

According to the North Carolina PEV Task Force, if a new outlet or upgrade to a 120V circuit is needed, there may be a cost of $200-$500, assuming no unusual construction is needed (NCPEV 2013). A site host may choose to install outlets along a parking lot. A reasonable cost range for installing an outlet and dedicated circuit in a parking lot or garage is $300-$1,000 per outlet. Installing multiple outlets on a site can result in the costs being closer to the lower end of that cost range. Installing a wall mounted Level 1 EVSE hardwired to the electrical service would also cost around $300-$1,000 assuming the unit is located within 50 feet of the electrical service and no trenching or complex electrical work is needed.

The installation cost for offering pedestal mounted Level 1 EVSE (shown in Photo 12) will greatly depend on the selected location. Trenching or boring to connect the EVSE to the electrical service can add a significant cost to the installation process. A ballpark cost range for a pedestal mounted Level 1 EVSE installation, assuming no major electrical upgrades are needed, is $1,000-$3,000.

Additionally, there are products available that allow site hosts to install multiple electrical outlets mounted to a wall or a pedestal. This enables site hosts to place outlets in a convenient location for PEV drivers to plug in their portable Level 1 EVSE cordsets.

Photo 12. Level 1 pedestal EVSE at Rosalind Franklin University in Illinois. *Photo from Telefonix.*

Level 2 Installation

There is significant variation in costs for installing Level 2 EVSE. The EV Project has cost data from 2,809 non-residential, workplace and public, Level 2 EVSE installed between 2011 and 2013 with an average installation cost of $2,979. The average installation cost for workplace charging ($2,223) was lower than for public charging ($3,108). This cost information is on par with the EPRI study's non-residential Level 2 installations, which cost on average $3,005 per port. The graphs in Figure 7 and Figure 8 show the distribution of Level 2 EV Project installation costs, one for public charging (Figure 7) and the other for workplace charging (Figure 8).

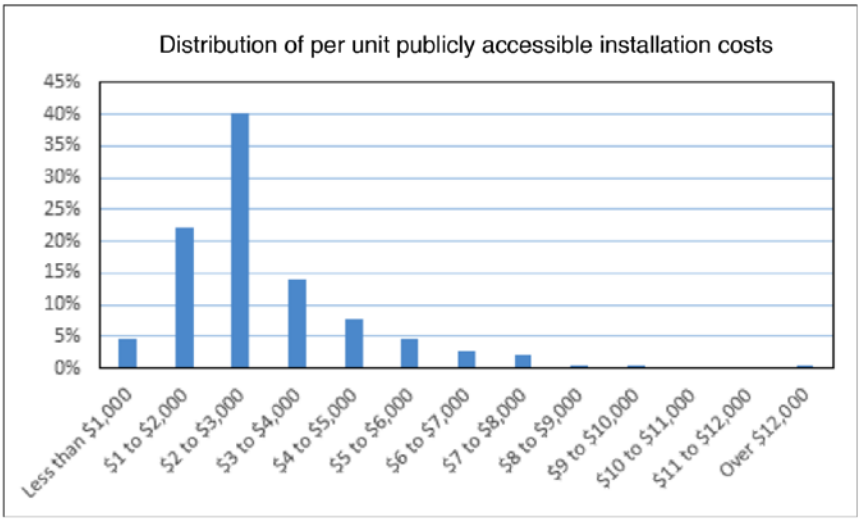

Figure 7. Distribution of EV Project per unit Level 2 public installation costs for about 2,500 installations. *Graph from INL.*

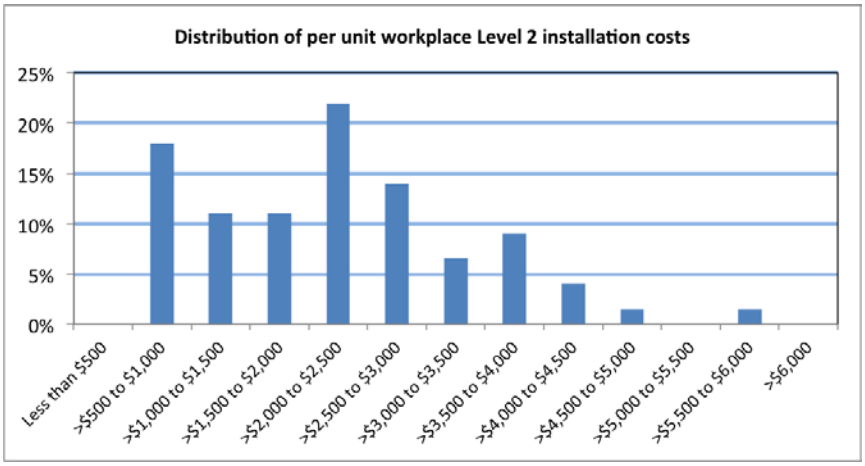

Figure 8. Distribution of EV Project per unit Level 2 workplace installation costs for 208 installations. *Graph from INL.*

DCFC Installation

There is also a wide variation in cost for installing DCFC. In the EV Project, the cost to install over 100 dual port DCFC units ranged from $8,500 to $50,820 with an average installation cost of $23,662. The lower installation costs ($8,500-$20,000) were generally for sites that were able to use existing electrical service. Figure 9 shows the distribution of EV Project DCFC installation costs, by cost tier. The WCEH had an average installation cost of $40,000 for the DCFC. The higher DCFC installation costs for the WCEH compared to the EV Project is partially due to many WCEH installations taking place in rural locations that required electrical service upgrades. The WCEH project had rigorous design and construction standards that required a deep concrete foundation. The EV Project focused on taking advantage of existing electrical service infrastructure to drive down costs.

The Orlando Utilities Commission (OUC) installed five DCFC units in Orlando with installation costs ranging from $4,000-$9,000 each (OUC 2014). They were able to minimize costs through careful selection of site locations such that minimal trenching or boring was needed to connect the DCFC to the electrical service. OUC also conducted a competitive bidding process that included training electricians on how to install EVSE.

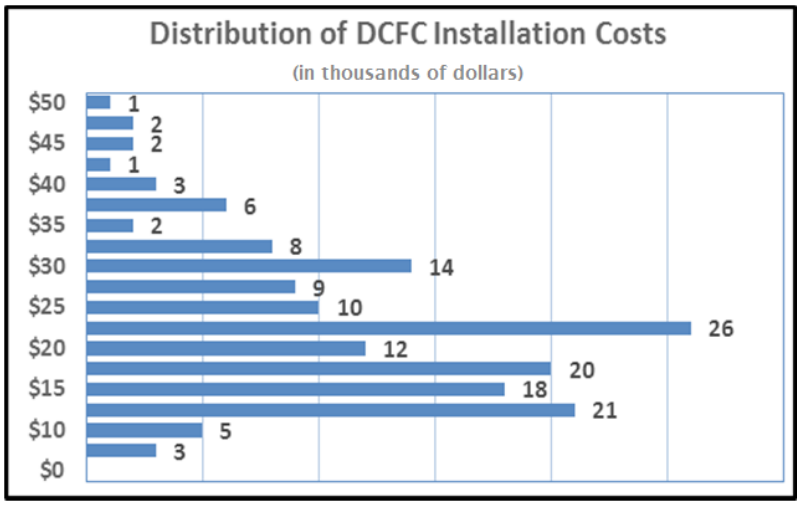

Figure 9. Distribution of EV Project per unit DCFC installation cost, shown in thousands of dollars. *Graph from INL.*

Operation and Maintenance (O&M) Costs

Operation and maintenance (O&M) costs for EVSE include charges for electricity, software subscriptions, station management, billing, site rental or lease, preventative maintenance, and corrective maintenance.

Ask your local utility if they offer special PEV charging rates or time-of-use (TOU) rates.

Electricity Consumption Charges

EVSE operating costs include the cost of electricity to charge the vehicles. Charging hosts are encouraged to contact the electric utility to review the options for rate structure and any implications of using PEV charging rates or time-of-use (TOU) rates on the facility as a whole. In general, the annual electricity consumption cost for an EVSE owner is determined based on the electricity rate measured in dollars per kilowatt-hour ($/kWh) and the amount of electricity consumed. Commercial electricity rates typically range from $0.08-$0.15 per kWh, while industrial fleets could have lower rates[4]. The consumption of electricity will vary based on the number of vehicles using the EVSE, power output of the EVSE, vehicle power acceptance rate, climate, and amount of time the vehicles charge. See Appendix C for electricity consumption examples for Level 1, Level 2, and DCFC EVSE.

Electricity Demand Charges

In addition to electricity costs based on energy consumption, many commercial and industrial facilities may be subject to power demand charges from the utility. The use of Level 2 and DCFC stations located at these facilities may result in higher electricity costs by increasing the facility's peak electricity demand[5]. Some locations that have not previously been subject to demand charges may find that the additional power consumption from EVSE will now result in demand charges.

Demand charges can cause a business' monthly utility bill to increase by as much as four times (INL 2015d). An EVSE site can experience demand charges from $0 to over $2,000/month. At many sites, demand charges can be avoided by strategically managing the EVSE energy consumption such as charging at off peak times or staggering vehicle charging during high consumption periods. Some EVSE models come with energy management features. Separate load management systems that automatically sequence multiple EVSE to avoid demand charges can also be purchased. It is recommended that the utility be contacted prior to installation of the EVSE to obtain information regarding demand charges and how they may be minimized or eliminated.

Photo 13. One of many side by side DCFC and Level 2 EVSE installed along the West Coast Electric Highway in Oregon and Washington. *Photo from Washington State Department of Transportation (WSDOT).*

4 Retail electricity rates for each state by sector can be found at http://www.eia.gov/electricity/monthly/epm_table_grapher.cfm?t=epmt_5_6_a.

5 Each utility has its own rate structure that may or may not include demand charges. Once a customer uses power in excess of the utility's threshold, typically 20-50kW, the utility transitions the customer to a rate structure that includes demand charges. The demand charge is determined by looking at the consumer's average energy consumption in 15 minute intervals for the whole month, identifying the highest average value (kW), and charging a fee ranging from $3-$40/kW. The utility may also have different fees based on the time of day and season. Any use of electricity that causes peak demand to exceed this highest average value will result in increased demand charges for the entire month.

Network Fees

If an EVSE unit is networked, the owner will pay a fee that covers the cost for cellular/Wi-Fi network communications and back office support. Network fees will vary from $100-$900 annually, depending on the type of EVSE unit (Level 1, Level 2, DCFC), the EVSE unit features, and the EVSE manufacturer or provider.

Ask suppliers or manufacturers about network fees before purchasing your equipment.

Maintenance and Repair

Since the PEV market is relatively new, there is not much information available about the maintenance costs or lifespan of EVSE. The information below addresses the potential maintenance costs according to best assumptions from industry experts. The type of EVSE and its features will affect the maintenance and repair costs. Regular maintenance is generally not required for Level 1 and Level 2 basic EVSE units. If the EVSE is damaged due to vandalism or driving over a cord, it is more common to replace the damaged component than to try to repair it. For budgeting purposes, some industry stakeholders assume EVSE has at least a 10 year lifespan.

EVSE units with advanced features or communications systems may require more periodic maintenance than a basic unit simply because there are more components that have the potential to malfunction. In many cases a local electrician has the skills to trouble shoot problems with units. Extended warranties and other options made available by the EVSE manufacturers can reduce the long term maintenance and repair costs. In addition to warranties that cover replacement EVSE hardware, there may be warranties available to cover the labor to perform a repair.

Photo 14. The Hartford's workplace charging installations at various locations across Connecticut will help the company meet its greenhouse gas reduction goals. *Photo from the Hartford, NREL 26470.*

Level 1 EVSE

Over time, there may be a need to replace the commercial grade NEMA electrical outlet used with portable Level 1 EVSE cordsets. Depending on the outlet age, type, and use, the outlet should function appropriately for many years. The cost of an outlet can range from $1-$40 depending on whether it is for an indoor or outdoor application, the quality level, and if it protects against electrical shock (GFCI rated). An electrician's fee for replacing outlets is in the $50-$75 range, depending on how many outlets need to be changed.

Maintenance Budget (sample case):

- Replacement or upgrade of electrical outlet to maintain safe operation;
- Replacement of cordset due to vandalism or misuse; and
- Replacement of EVSE unit or cordset at the end of its useful life.

Level 2 EVSE

Basic Level 2 EVSE require minimal maintenance. They are often modular in design, so that malfunctioning components can be replaced, avoiding the cost of replacing the whole unit.
Maintenance Budget (sample case):

- Repair or replacement of EVSE components due to malfunction or vandalism (if not covered under warranty);

- Replacement of EVSE unit at the end of its useful life;
- For networked units, add:
  - Cost of technician troubleshooting (if not covered in network subscription fees), and
  - Cost of manual resets for software malfunctions.

DCFC EVSE

DCFC units require ongoing maintenance because they have cooling systems, filters, and other components that do not exist in Level 1 or Level 2 units.

Maintenance Budget (sample case):

- Replacement of charge cord due to vandalism or misuse;
- Repair or replacement of EVSE components (if not covered under warranty);
- Technician troubleshooting (if not covered in network subscription fees);
- Manual resets for software malfunction (if not covered in network subscription fees); and
- Preventative and corrective maintenance.

Station Management

Management activities for a station or cluster of stations might include managing driver access, billing, providing driver support, and monitoring the station. Renting or leasing a location, such as parking spots, can be an added operational cost if the EVSE owner does not own the property. The value of a parking space will vary widely depending on geographical location.

Additional Cost Factors

Incentives

Many incentives are available to reduce the cost of installing EVSE. Electric vehicles are of greater interest in certain parts of the country due to policies enacted for zero emissions vehicles and low carbon fuels. EVSE incentives offered by state agencies or by local utilities take a variety of forms such as tax credits/exemptions, rebates, grants, or loans. Figure 10 illustrates the type of electric vehicle incentives in each state, as of July 2015. Details about these incentives can be found in Appendix D. Because available incentives frequently change, visit the AFDC Laws and Incentives website at afdc.energy.gov/laws for current incentive information. In addition to financial assistance, many states provide technical assistance to incentivize EVSE installations. While the Federal Alternative Fuel Infrastructure Tax Credit has expired, equipment installed before December 31, 2014 may still be eligible.

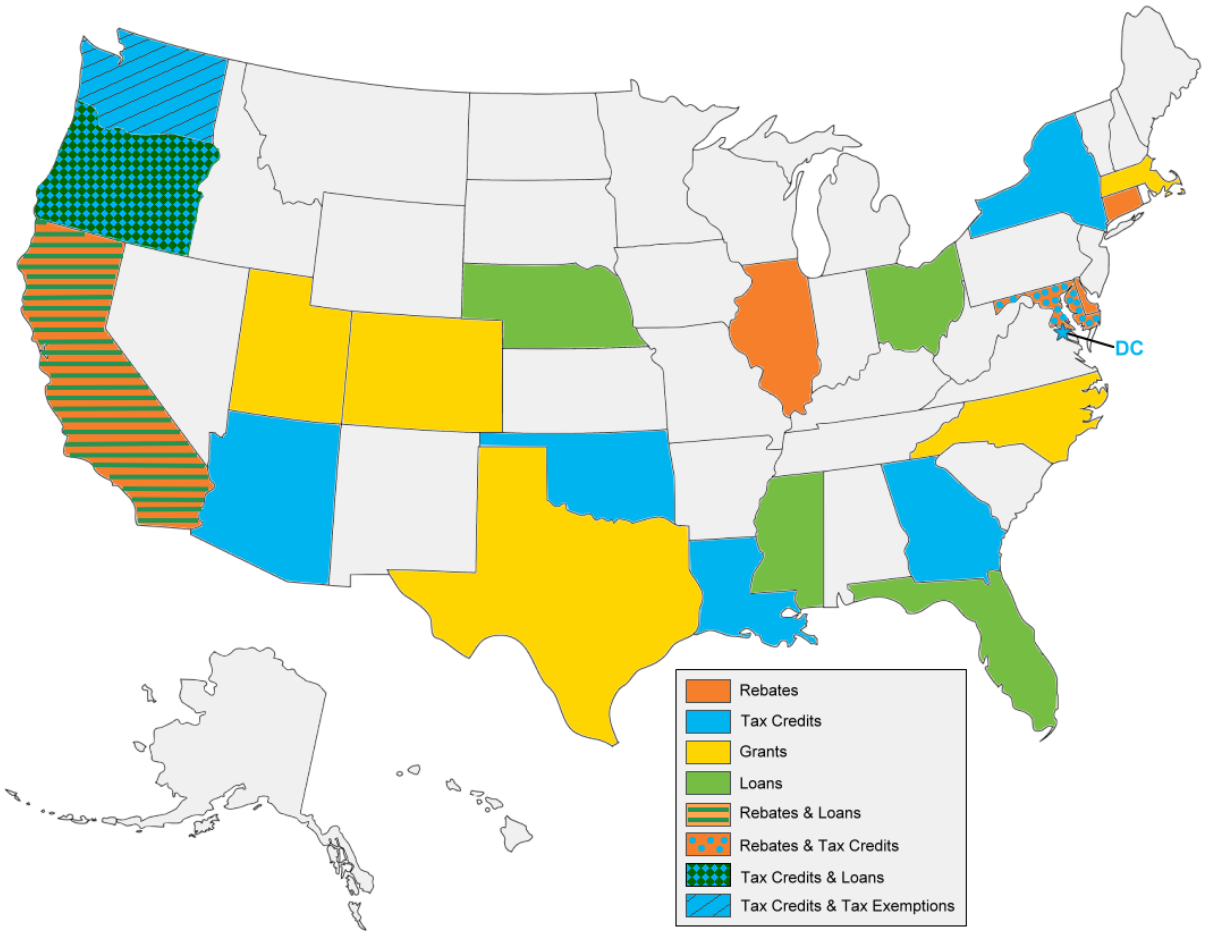

Figure 10. This map illustrates the types of EVSE incentives offered in each state as of July 22, 2015. Appendix D provides details about these incentives. This information is frequently changing; visit http://www.afdc.energy.gov/laws for latest incentive information. *Graphic from Oak Ridge National Laboratory.*

Table 3 describes some current state incentives and provides examples of how they can affect the cost of an EVSE unit.

Incentive Example	Incentive Description	Base EVSE Unit Cost	EVSE Unit Cost after Incentive
Income Tax Credit	Income tax credit for 20% of the cost of the EVSE, up to $2,500.	$4,000	$3,200
Level 2 Rebate	$1,000 rebate for the purchase and installation of Level 2 EVSE	$3,000	$2,000
DCFC Rebate	$15,000 rebate for the purchase of DC fast charge EVSE.	$30,000	$15,000

Table 3. Example incentives for purchasing and/or installing EVSE units.

Permitting and Inspection

Permitting costs vary by state, county, and/or municipality. The local AHJ requires permits and inspections for commercial electrical upgrades. The costs may be fixed or determined on a site-by-site basis. Some localities are moving to streamline the permitting process as PEV adoption increases. In addition to the permit fee charged by the AHJ, there may also be a cost for the contractor's time spent to obtain the permit. Level 2 EVSE installed by the EV Project had permitting costs ranging from $14-$821 (Francfort 2013). Depending on the permitting authority, commercial installations might require engineered drawings for the permitting process. Engineering drawings can cost about $1,000-$3,000 (INL 2015a).

Engage the AHJ (e.g., permitting agencies, fire marshals, and zoning boards) early in the planning process to ensure that you understand the requirements and associated permitting costs.

Adhering to ADA requirements to ensure access to EVSE for people with disabilities are another project cost consideration. ADA compliance can require special curb cutouts, van accessible parking spaces, level parking spaces, and specific connector heights, all of which affect the design and cost of the EVSE. Photo 15 shows an EVSE unit with a connector designed to meet ADA requirements.

The US Access Board has established accessibility standards for public facilities, such as parking areas and fueling stations, but there are not specific ADA requirements for EVSE. Some sites may not be able to fully meet accessibility standards and will be encouraged to meet the requirements to the extent possible (Chittenden County RPC 2014). Work with your local AHJ to determine how ADA requirements affect your site.

Photo 15. The connector on this EVSE unit is low to the ground to meet ADA accessibility requirements. *Photo from Ecotality.*

Workplace, Public, and Fleet EVSE Costs

According to the EPRI study comparing Level 2 installation costs, fleet EVSE stations had the lowest installation cost, followed by workplace charging, and public sites had the highest cost. The average cost per port and per EVSE unit for each of these venues is shown in Figure 11. The higher costs for public and workplace settings are due to complex siting issues, high visibility parking locations, constraints on available parking spaces, ADA requirements, and available electrical capacity (EPRI 2013).

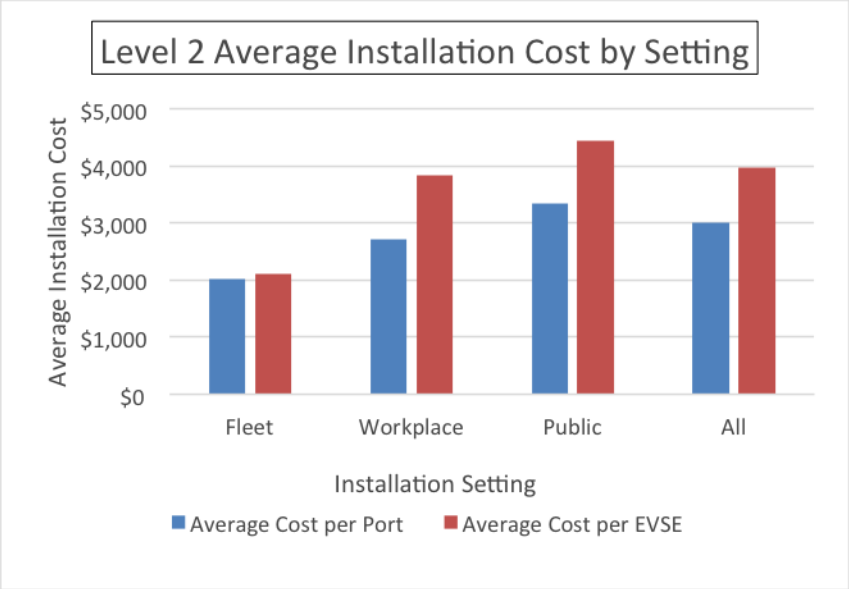

Figure 11: Level 2 installation cost by public, workplace, and fleet settings from EPRI study. *Graph from EPRI.*

Cost Factors to Consider for Workplace Charging

While many PEV drivers charge their vehicles primarily at home, the availability of EVSE at work can help owners nearly double their vehicles' all-electric daily commuting range. Visit the DOE Workplace Charging Challenge website for more resources on installing and managing EVSE in the workplace: energy.gov/eere/vehicles/ev-everywhere-workplace-charging-challenge

Charging Level

Workplace EVSE are typically Level 1 or Level 2 single or dual port units. Employers can provide Level 1 charging either through offering electrical outlets (shown in Photo 16) or hardwired Level 1 EVSE units. For many employees, Level 1 charging has sufficient power to replenish their vehicles' batteries during work hours.

Photo 16. Electrical outlets are available along a row of parking stalls for PEV drivers to charge their vehicles using a Level 1 cordset. *Photo from Jonathan Kirchner, Coca-Cola.*

If an employer chooses to provide Level 2 EVSE, multiple employees may be able to charge their vehicles during the day using a single port. This requires a management policy that covers disconnecting the connector from one vehicle and moving it to another vehicle. Level 2 EVSE decreases the vehicle charge time, but requires a higher power circuit for operation. As the quantity of EVSE units at a workplace increases, electrical upgrades may be required, which could increase costs. Talk with an electrical contractor to determine how much power is available from your electrical service. The amount of available power will affect the quantity and type of EVSE that can be installed at your location without the need for extensive electrical upgrades.

EVSE Features

While some employers will choose the most basic system, others may want networking, access control, point of sale, and energy monitoring/management. Employers can minimize their costs by not paying for features that they do not need or are unlikely to use.

Some employers offer free charging to employees and do not need POS capabilities. An employer that wishes to charge employees for PEV charging could purchase an EVSE unit with POS capability or simply charge employees a flat monthly rate. Careful consideration should be given to access control and pricing policies. If an access control mechanism is not in place to limit free EVSE use to employees and guests, an employer might unintentionally attract other PEV drivers to charge their vehicles after business hours.

Location Selection

Choosing a wall mounted unit close to an existing electrical panel will typically be the lowest cost installation option. Keep in mind that PEV drivers do not need prime parking spots near a building's entrance, although this is sometimes done as an added incentive for drivers to adopt PEV technology. If that prime location is far from the electrical service, there will be a significant cost to connect the EVSE to the electrical service. Choosing a less prominent, but easier to install location will minimize costs. Consult resources on the DOE Workplace Charging Challenge website for information on how to choose EVSE locations. The EVSE in Photo 17 are close to the building which reduces trenching costs.

Photo 17. These two EVSE are located close to the building, reducing trenching costs. *Photo from NYSERDA.*

Installation

The EPRI study found that Level 2 EVSE at workplace sites cost, on average, $2,704 per port and $3,842 per EVSE (refer to Figure 11). For the EV Project Level 2 workplace EVSE, the installation of pedestal units cost $2,305 on average and the installation of wall mounted units cost $2,000 on average. Workplace charging sites frequently involve the installation of two or more EVSE, which lowers the installation cost per unit. Workplace installations typically cost less than public installations because they have a higher percentage of stations with wall mounted units and there is more flexibility to place EVSE close to the electrical service panel (INL 2015c).

Cost Factors to Consider For Public Charging

Public charging locations include, but are not limited to, parking garages, transportation hubs, retail stores, and leisure destinations.

Charging Level

Public charging is typically a mix of Level 2 and DCFC units, although Level 1 EVSE may make sense for some sites. It is important to take into consideration the amount of time a vehicle will stay parked in the location and the amount the vehicle will likely need to replenish its battery. A DCFC unit may be the best choice close to an interstate highway, while Level 2 EVSE may be appropriate for a shopping mall.

EVSE Features

Some public EVSE providers may require POS and billing capabilities to charge consumers for the electricity. EVSE units with more features will be at the higher end of the cost range. Other public EVSE providers may not need these features because they incorporate the charging service into a parking fee or provide free charging. Offering free PEV charging may provide intangible or indirect benefits such as positive public relations and increased revenue from purchases made by PEV owners waiting for their vehicles to charge. These intangible or indirect benefits may offset the cost of the electricity use. A networked station can allow the site host to provide free charging during business hours and charge a fee for charging after business hours. To minimize EVSE costs, it is important to identify your business model prior to determining the needed EVSE features.

Installation

Installation costs for public sites are generally higher than for workplace and fleet sites. This is due to higher permitting related costs, EVSE located far from the electrical service, and necessary electrical upgrades. Additionally, there are often more jurisdictions and overall entities involved making the process more complicated and expensive. Public charging sites frequently involve the installation of two or more EVSE which can lower costs per EVSE. The EPRI study showed that Level 2 EVSE at public sites cost on average $3,343 per port and $4,448 per EVSE (refer to Figure 11). The public Level 2 EVSE installed through the EV Project had an average installation cost of $3,108. Pedestal unit installation averaged $3,308 while wall mounted unit installation averaged $2,042 (INL 2015c).

Visibility and Signage

Developers at public sites often value high visibility locations for the EVSE to ensure that it is well utilized. This can significantly increase the costs for trenching, boring, and/or electrical upgrades. Rather than incurring larger installation costs for a high visibility EVSE location, site hosts are encouraged to place the EVSE unit close to the electrical service and use signage to help PEV drivers find it. Signage is used to help PEV drivers locate EVSE and to discourage drivers from using the parking space if they are not charging a vehicle. The cost to install signage is a minimal portion of the total installation costs.

Photo 18. This DCFC unit is part of the Arizona EV Highway corridor project linking Tucson to Phoenix. *Photo from Pima Association of Governments, NREL 24345.*

Transaction Costs

A public EVSE unit that uses a credit card payment system should expect to pay a transaction fee of about 5-7.5% (Botsford 2012).

Vandalism

Public EVSE units that provide unrestricted site access may be more subject to vandalism than workplace or fleet EVSE. Site owners may choose to build the cost of EVSE repairs or replacement into their financial plans.

Electrical Upgrades

For DCFC, the EVSE should be located in close proximity (preferably within 100 feet) to existing electrical service lines, to avoid the need for installing transformers. Work with your local utility to determine viable low cost locations for DCFC public charging.

Advertising

A public host may choose an EVSE unit that has a display screen and use that screen for advertisements. Advertising revenue can help offset the costs of providing PEV charging.

Cost Factors to Consider for Fleet Charging

There are a growing number of PEVs on the market that work well in fleet applications.

Photo 19. Fleet EVSE at Frito Lay Depot in Federal Way, Wash. *Photo from Mike Simpson/NREL, NREL 29587.*

Charging Level

Fleet charging will typically be a mix of Level 1 and Level 2 units and may include the use of multiple port units. The amount of time needed to charge all the fleet vehicles will be an important consideration when selecting the charging level. Medium- and heavy-duty vehicles will have larger batteries than light-duty vehicles and will therefore affect the EVSE selection. DCFC may be needed if fleet vehicles require higher power and/or faster charging because of their fleet vehicle usage patterns. Photo 19 shows the fleet EVSE at the Frito Lay Depot in Federal Way, Wash.

Demand Charges

A fleet that is installing many EVSE units and operating them all at the same time may face demand charges. However, overnight charging of fleets may avoid peak demand issues. Some fleets may be able to utilize a fixed schedule for charging PEVs and have a staff person manually plug in vehicles on a timetable that avoids demand charges. It is important for fleet managers to contact the utility before purchasing EVSE to understand both the utility's pricing structure for demand charges and the full cost impact of PEV charging on demand charges.

EVSE Features

After assessing the fleet's charging needs, the fleet manager will work with an EVSE manufacturer, electrician, and utility to determine the lowest cost solution to meet the fleet's needs. For example, if tracking the fleet's energy consumption is desired, the fleet manager may compare the cost of purchasing a sophisticated

EVSE unit with energy monitoring capabilities to the option of using a basic EVSE unit and a third party or aftermarket metering and data collection system.

Installation

Installation costs for fleet sites are generally lower than workplace and public sites. This is partly due to installation without public access, lower permitting related costs, and because fleets typically are better able to minimize cost through optimal siting choices. The EPRI study determined that Level 2 EVSE at fleet sites cost, on average, $2,018 per port and $2,109 per EVSE (refer to Figure 11).

Tips for Minimizing EVSE Costs

EVSE Unit Selection

- Choose the EVSE unit with the minimum level of features that you will need.
- Choose a wall mounted EVSE unit, if possible, so that trenching or boring is not needed.
- Choose a dual port EVSE unit to minimize installation costs per charge port.
- Determine the electrical load available at your site and choose the quantity and level of EVSE units to fit within that available electrical capacity.

Location

- Place the EVSE unit close to the electrical service to minimize the need for trenching/boring and the costs of potential electrical upgrades.
- Instead of locating the EVSE at a highly visible parking spot a great distance from the electrical panel, use signage to direct PEV drivers to the EVSE unit.
- If trenching is needed, minimize the trenching distance.
- Choose a location that already has space on the electrical panel with a dedicated circuit.

Long Term Planning

- Contact your utility early in the planning stages to discuss electricity consumption and demand charges as well as electrical service needs. Avoid utility demand charges by balancing charging time windows with other electricity usage and working closely with your utility.
- Consider the quantity and location of EVSE that you plan to install over the next 10-20 years when installing your first unit. Upgrade your electrical service for your anticipated long term EVSE load and run conduit to your anticipated future EVSE locations. This will minimize the cost of installing future units.
- Consider the electricity infrastructure for EVSE when building a new facility. It is less expensive to install extra panels and conduit capacity during initial construction than to modify the site later.

Summary

As is discussed in this report, many factors lead to highly variable costs associated with EVSE. Utilizing best practices for choosing EVSE types, quantities, and locations will help minimize the financial impact of buying and installing EVSE. Ballpark cost ranges for EVSE units and installation are shown in Table 4, which reproduces the information in Table 1 and Table 2. Within each charging level (Level 1, Level 2, and DCFC),

the EVSE unit cost depends on the mounting system, number of charge ports, communications system, and additional features. Installation costs have the most significant variability and are influenced by how much electrical work is needed, how much trenching or boring is needed, permitting, labor rates, and ADA requirements. Contact your utility, EVSE manufacturers, and EVSE installers for a site assessment and cost estimate.

Ballpark EVSE Unit and Installation Costs

EVSE Type	EVSE Unit* Cost Range (single port)	Average Installation Cost (per unit)	Installation Cost Range (per unit)
Level 1	$300-$1,500	not available	$0-$3,000** *Source: Industry Interviews*
Level 2	$400-$6,500	~$3,000 *EV Project (INL 2015b)*	$600-$12,700 *EV Project (INL 2015b)*
DCFC	$10,000-$40,000	~$21,000 *EV Project (INL 2015d)*	$4,000-$51,000 *EV Project (INL 2015d) and (OUC 2014)*

Table 4. Ballpark costs for EVSE units and installation.
**EVSE unit costs are based on units commercially available in 2015.*
***The $0 installation cost assumes the site host is offering an outlet for PEV users to plug in their Level 1 EVSE cordsets and that the outlet already has a dedicated circuit.*

There is general industry consensus that the cost of EVSE units is trending downwards and will continue to decrease. Installation costs, however, are highly variable and there is no consensus among industry stakeholders about the direction of future installation costs.

State and local incentives will continue to influence and aid in establishing EVSE installations. In addition to funding assistance, the organizations offering incentives (such as state agencies and utilities) will likely offer technical assistance, recommend vendors, and conduct or suggest individuals to conduct site evaluations. There are many organizations that can guide an EVSE host through the evaluation of site, selection of EVSE unit, and installation.

It is important for employers, business owners, and fleet operators to understand the costs involved in installing, operating, and maintaining EVSE in order to make informed decisions regarding long term EVSE development. Thoroughly evaluating the needs and opportunities for PEV charging, as well as strategically determining the optimal EVSE features, location, and quantity are critical for finding the best EVSE solution for a specific site. Utilizing incentives, cost saving approaches, and innovative ownership models will make installing EVSE more attractive to potential site hosts.

Technology is always evolving and future advancements in PEV charging are inevitable. Wireless PEV charging, also called inductive charging, is currently being developed. With wireless charging, drivers will simply park over a charging pad and will not need to plug a connector into the vehicle. The future may also bring bidirectional charging, allowing a vehicle to both charge its battery from the utility and provide power back to the utility via the electrical grid. The timeframe for when these advancements will penetrate the market and the impact on the cost of PEV charging is currently unclear.

Installing more public, workplace, and fleet EVSE is critical for providing a robust charging infrastructure network needed for the growing PEV market. Workplace and public charging will enable drivers to purchase PEVs even if they do not have access to residential charging infrastructure. By purchasing PEVs and EVSE,

fleets can have a significant impact on advancing the PEV market, as well as reducing greenhouse gas and other emissions that contribute to climate change and smog. With more PEVs on the road, we are making progress towards the Clean Cities goal to reduce our dependence on petroleum and advance our nation's energy security.

Additional Resources

For more information about EVSE, visit the resources below.

1. Alternative Fuel Data Center EVSE page: http://www.afdc.energy.gov/fuels/electricity_stations.html
2. Clean Cities' Plug-In Electric Vehicle Handbook for:
   - Workplace Charging Hosts: http://www.afdc.energy.gov/uploads/publication/pev_workplace_charging_hosts.pdf
   - Fleet Managers: http://www.afdc.energy.gov/pdfs/pev_handbook.pdf
   - Public Charging Station Hosts: http://www.afdc.energy.gov/pdfs/51227.pdf
   - Consumers: http://www.afdc.energy.gov/uploads/publication/pev_consumer_handbook.pdf
   - Electrical Contractors: http://www.afdc.energy.gov/pdfs/51228.pdf
3. Clean Cities Electric Vehicle Community Readiness Projects summary reports and 16 individual community readiness plans: http://www1.eere.energy.gov/cleancities/electric_vehicle_projects.html
4. INL Lessons Learned papers from the EV Project: http://avt.inl.gov/evproject.shtml
5. Electric Vehicle Supply Equipment Installed Cost Analysis study by EPRI: http://www.epri.com/abstracts/Pages/ProductAbstract.aspx?ProductId=000000003002000577
6. DOE Workplace Charging Challenge: http://energy.gov/eere/vehicles/ev-everywhere-workplace-charging-challenge
7. Workplace Charging Request for Proposal Guidance: http://energy.gov/eere/vehicles/downloads/request-proposal-guidance
8. Amping Up California Workplaces: Case Studies by California Plug-In Electric Vehicle Collaborative http://www.ct.gov/deep/lib/deep/air/electric_vehicle/CAPEV_-_Amping_Up_California_Workplaces.pdf
9. Center for Climate and Energy Solutions' study "Business Models for Financially Sustainable EV Charging Networks": http://www.c2es.org/publications/business-models-financially-sustainable-ev-charging-networks.
10. Clean Cities YouTube Channel: https://www.youtube.com/user/CleanCitiesTV

Appendix A: Acronyms, Definitions, and Equipment Overview

Acronyms

AC – Alternating current

ADA – Americans with Disabilities Act

AHJ – Authorities having jurisdiction

DC – Direct current

DCFC – Direct current fast charger

EPRI – Electric Power Research Institute

EV – Electric vehicle

EVSE – Electric vehicle supply equipment

GFCI – Ground-fault circuit interrupter

NEC – National Electrical Code

NEMA – National Electrical Manufacturers Association

NFPA – National Fire Protection Association

NREL – National Renewable Energy Laboratory

NYSERDA – New York State Research and Development Authority

OUC – Orlando Utilities Commission

INL – Idaho National Laboratory

PEV – Plug-in electric vehicle

PHEV – Plug-in hybrid electric vehicle

POS – Point of sale

RFID – Radio-frequency identification

SAE – Society of Automotive Engineers

TOU – Time-of-use

UL – Underwriters Laboratories

WCEH – West Coast Electric Highway

WSDOT – Washington State Department of Transportation

EVSE Charging Types

AC Level 1 EVSE, commonly referred to as Level 1, provides charging through a 120-volt (V) alternating current (AC) circuit and requires a dedicated branch circuit. Most plug-in electric vehicles (PEVs) come with a Level 1 EVSE cordset. One end of the cord is a standard, three-prong household plug. The other end is an SAE J1772 standard connector that plugs into the vehicle. Level 1 EVSE that can be wall mounted or pedestal mounted at parking spots is also available. Depending on the battery and vehicle type, Level 1 charging adds about 2 to 5 miles of range per hour of charging time.

AC Level 2 EVSE, commonly referred to as Level 2, provides charging through a 240V (typical in residential applications) or 208V (typical in commercial applications) electrical service. Level 2 EVSE requires installation of a dedicated circuit of 20-80A, in addition to the charging equipment. Most Level 2 EVSE uses a dedicated 40A circuit. As with Level 1 equipment, Level 2 equipment uses the SAE J1772 connector. Depending on the vehicle and circuit capacity, AC Level 2 adds about 10-20 miles of range per hour of charging time.

DCFC (Direct Current Fast Charger) enables rapid charging and is generally located at sites along heavy traffic corridors and at public fueling stations. It is sometimes called DC Level 2 or DC fast charging. Some DC fast charging units are designed to use 480V input, while others use 208V input. PEVs equipped with either a CHAdeMO or SAE DC fast charge receptacle can add 50 to 70 miles of range in about 20 minutes.

PEV Charging Components

Charger* – An electrical device that converts alternating current energy to regulated direct current for replenishing the energy of an energy storage device (i.e., battery), and may also provide energy for operating other vehicle electrical systems. A PEV charger is located on the vehicle.

Cord – An EVSE component that transmits electricity from the control box to the connector.

Cordset – The cordset provides AC Level 1 charging and includes the connector, cord, control box, and standard three prong household plug (NEMA 5-15 connector). The cordset can connect a vehicle to an electrical outlet that is rated for the appropriate voltage.

Connector* – A conductive device that, by insertion into a vehicle inlet, establishes an electrical connection to the electric vehicle for the purpose of transferring energy and exchanging information. This is part of the coupler.

Coupler* - A mating vehicle inlet and connector set.

EVSE (electric vehicle supply equipment) consists of all the equipment needed to deliver electrical energy from an electricity source to charge a PEV's battery. It communicates with the PEV to ensure that an appropriate and safe flow of electricity is supplied.

Handshake – A colloquial term for the communication protocol between the EVSE and the vehicle. The handshake ensures the connector is not energized until it is inserted in the inlet and the proper communication has taken place between the vehicle and EVSE.

Photo 20. An electrical meter mounted alongside the EVSE and connected with conduit. *Photo from NYSERDA.*

Vehicle inlet/receptacle* is the device on the electric vehicle into which the connector is inserted for the purpose of transferring energy and exchanging information.

*SAE Definitions

Electrical Hardware

Conduit - The electrical conduit is a tube or piping system for enclosing electric wiring. If the conduit needs to be placed underground for EVSE installation, then the installation will require trenching or boring.

Meter/Sub-Meter – Electric utilities use meters to measure the amount of electricity provided to a customer and bill for that usage. Sub-meters may be used to measure the electricity consumed by the EVSE, separate from electricity delivered to the rest of the premise. Sub-meters allow for advanced data collection and specialized electricity pricing based on the time of day.

Panel – The electrical panel (also known as breaker panel, service panel, or load center) is a box containing the circuit breakers that are wired to circuits that distribute power to the EVSE. The circuit breakers turn the power to the EVSE on and off to protect equipment from damage in the event of an electrical short or overcurrent. The circuit breaker is also used to turn off power to the EVSE when it is being serviced.

Photo 21. Electrical panel. *Photo from NYSERDA.*

Photo 22. Step-down transformer located at the utility service point. *Photo from Don Karner.*

Step-down Transformer – The step-down electrical transformer converts high voltage electricity from power lines to a lower voltage that can be used by consumers. It is typically located at the utility pole but can also be placed on a concrete pad. A transformer may need to be upgraded to accommodate the electricity consumed by EVSE.

EVSE Connector Standards

CHAdeMO is a DC fast charging standard proposed as a global industry standard by the CHAdeMO association starting in 2009. It is used by the Nissan Leaf and Mitsubishi vehicles to quickly charge a vehicle with direct current through a CHAdeMO connector. CHAdeMO connectors are not compatible with SAE J1772 vehicle receptacles. Most DCFC connectors currently available in the United States uses the CHAdeMO standard.

SAE J1772 is the Society of Automotive Engineers (SAE) Recommended Practice that covers the general physical, electrical, functional and performance requirements to facilitate conductive charging of PEVs in North America. It defines the physical configuration of how the EVSE connector attaches to the vehicle receptacle and the communication process for safely providing power to the vehicle. All major vehicle and EVSE manufactures support this standard in the U.S. and use SAE J1772 compatible connectors and receptacles for Level 1 and Level 2 charging.

Photo 23. SAE J1772 CCS connector (left) and CHAdeMO connector (right). *Photo from Margaret Smith.*

SAE J1772 Combined Charging System (CCS) is a revised SAE Recommended Practice that uses a single port for either AC Level 1 and 2 or DC fast charging. This standard came to market in 2014 through the Chevy Spark and BMW i3. Most major vehicle manufacturers in the United States utilize or plan to utilize connectors and receptacles based on the SAE J1772-CCS standard.

Tesla SuperChargers are DCFCs based on Tesla's own connector and currently only charge Tesla vehicles. Tesla is rapidly expanding their supercharger network across the country.

Connector Standard	Charging Level	Vehicle
SAE J1772	Level 1 and Level 2	All PEVs available in the U.S.
SAE J1772-CCS	Level 1, Level 2, and DCFC	Currently available: GM Chevrolet Volt and Spark EV, BMW i3, Volkswagen eGolf, and Ford C-Max Energi Products pending: Chrysler, Daimler, Toyota, Honda and others
CHAdeMO	DCFC	Nissan Leaf, Mitsubishi iMIEV
Tesla SuperCharger	DCFC	Tesla Model S

Table 5. Connector standards for each charging level and the corresponding vehicles.

Photo 24. This public parking lot in Charlottesville, VA offers DC fast charging using SAEJ1772 CCS and CHAdeMO connector standards as well as a Tesla Level 2 connector. *Photo from Margaret Smith..*

Appendix B: Codes and Standards

Check with your local fire marshal or authority having jurisdiction to ensure that you are aware of the local codes and standards for installing EVSE and selling electricity. The technical bulletin located at http://www.afdc.energy.gov/bulletins/technology-bulletin-2015-08.html reviews the role that zoning, permitting and codes, and parking ordinances can play within a comprehensive PEV and EVSE deployment strategy, and it includes a variety of state and local examples.

A U.S. National Work Group (USNWG) is developing proposed requirements for devices used to measure and sell electricity dispensed at EVSE. The group seeks to ensure that the methodologies and standards facilitate measurements that are traceable to the International System of Units. For more information including the NIST Handbook 130 "Method of Sale for Electrical Energy as Vehicle Fuel" and the NITS Handbook 44 "Device Code Requirements for Electric Vehicle Fueling," visit http://www.nist.gov/pml/wmd/usnwg-evfs.cfm.

It should be noted that safety standards for standard residential and commercial outlets were not developed with repeated operations for charging plug-in electric vehicles in mind. The current safety standard that covers 120 volt/20 amp electrical outlets is UL 498, the Standard for Safety for Attachment Plugs and Receptacles. The protocol recommends that these electrical outlets (which are the type typically used for AC Level 1 charging) complete a number of tests to pass safety standards. These include tests wherein the receptacle has a plug inserted and removed 250 times in various conditions without sustained flaming of the material in excess of five seconds duration. Ideally, PEVs will charge more than 250 times per year and thus would plug in many times the UL 498 standard in their operational lifetime.

The National Fire Protection Association (NFPA) addresses the safe interface between PEVs and EVSE in the NEC Article 625, "Electric Vehicle Charging System." The NEC also provides minimum requirements for performing site assessments. Specifically, NEC Articles 210, 215, and 220 contain rules that relate to calculations and loading of services, feeders, and branch circuits in all occupancies.

Appendix C: Electricity Consumption Examples

The scenarios below are based on specified assumptions and provide an example of annual electricity cost for Level 1, Level 2, and DCFC EVSE.

Level 1, Single Port Scenarios	Annual Electricity Consumption & Cost	Installation Cost Amortized Over 10yrs/kWh & cost/yr.*	Assumptions
Workplace charging • 1 light-duty vehicle • Charging 6hrs/day • 5 days/week	• 2,184 kWh/yr • $218/yr	$0.000-$0.023/kWh $0-$50/yr	• EVSE Type: Level 1 120 VAC • Power Level: 1.4kW (12A) • 4 miles added range/hr. of charging • Electricity Cost: $0.10/kWh • Installation Cost $0-$500
Fleet charging • 1 light-duty vehicle • Charging 14hrs/night • 5 days/week	• 5,096 kWh/yr • $510/yr	$0.000-$0.010/kWh $0-$50/yr	

Level 2, Single Port Scenarios	Annual Electricity Consumption & Cost	Installation Cost Amortized Over 10yrs/kWh & cost/yr.*	Assumptions
Workplace charging • 2 light-duty vehicles • Each charging 3hrs/day • 5 days/week	• 10,296 kWh/yr • $1,030/yr	$0.006-$0.123/kWh $60-$1,270/yr	• EVSE Type: Level 2 240 VAC • EVSE Amperage: (30A) • Vehicle Power Acceptance Rate: 6.6kW • 20 miles added range/hr. of charging • Electricity Cost: $0.10/kWh • Installation Cost: $600-$12,700
Public charging • 1 light-duty vehicles • Each charging 5hrs/day • 4 days/week	• 6,864 kWh/yr • $686/yr	$0.009-$0.185/kWh $60-$1,270/yr	
Fleet charging • 2 medium-duty vehicles • Each charging 5hrs/night • 5 days/week	• 17,160 kWh/yr • $1,716/yr	$0.003-$0.074/kWh $60-$1,270/yr	

DCFC, Single Port Scenario	Annual Electricity Consumption & Cost	Installation Cost Amortized Over 10yrs/kWh & cost/yr.*	Assumptions
Public charging • 2 light-duty vehicles • Each charging 20 min/day • 7 days/week	• 11,278 kWh/yr • $1,128/yr	$0.035-$0.452/kWh $400-$5,100/yr	• EVSE Type: DCFC 480 VDC • Power Level: 48kW (100A) • 50 miles added range/20 min of charging • Electricity Cost: $0.10/kWh • Installation Cost: $4,000-$51,000

**The installation cost amortized over 10yrs/kWh provides the cost per kWh that would need to be added to the electricity consumption rate in order to recoup the installation costs. This calculation assumes a 10 year lifespan for the EVSE and does not account for potential borrowing costs.*

Appendix D: State and Utility EVSE Incentives

These incentives were compiled from the Alternative Fuel Data on July 22, 2015 by Stacy Davis, Oak Ridge National Laboratory. This information accompanies Figure 10, the State EVSE Incentive map. For current incentive information, visit the Laws and Incentives database at http://www.afdc.energy.gov/laws.

State EVSE Incentives as of July 22, 2015

State	Description	$ Value
AZ	Tax credit for individuals for the installation of EVSE in a house or housing unit that they have built.	up to $75
CA	Loans to property owners for purchasing and installing EVSE.	not stated
CA	Small business loans up to $500,000 on the installation of EVSE; rebate of 50% of loan under certain conditions.	up to $250,000
CO	Grants from the Charge Ahead Colorado Program provide 80% of the cost of an EVSE to local governments, school districts; state/federal agencies; public universities; public transit agencies; private non-profit or for-profit corporations; landlords of multi-family apartment buildings; and owners associations of common interest communities.	up to single port Level 2 $3,260; multiple ports Level 2 $6,260; single port DC $13,000; multiple port DC $16,000
CT	Funding up to 100% of EVSE installation cost dependent on certain conditions.	up to $10,000
DC	Income tax credit of 50% of equipment and labor costs for the purchase and installation of EVSE (publicly available commercial or residential).	Commercial up to $10,000; Residential up to $1,000
DE	Rebate available for purchase of EVSE (commercial or residential).	$500
FL	Assistance with financing EVSE installation from local governments.	not stated
GA	Income tax credit of 10% for purchase or lease of EVSE.	up to $2,500
IL	Rebates available to offset cost of EVSE for governments, businesses, educational institutions, non-profits, and individuals.	up to $50,000
LA	Corporate or income tax credit for 10% to 25% of the project costs of state-certified green projects, such as capital infrastructure for advanced drivetrain vehicles.	up to $1 million
LA	Income tax credit up to 50% of the cost of alternative fueling equipment.	not stated
MA	Grants from the Massachusetts Electric Vehicle Incentive Program for 50% of the cost of Level 1 or 2 workplace EVSE.	up to $25,000
MA	Grants from the Massachusetts Electric Vehicle Incentive Program provide for the purchase or lease of Level 2 EVSE by local governments, universities, driving schools, and state agencies.	up to $13,500
MA	Grants from the Department of Energy Resources' Clean Vehicle Project for public and private fleets to purchase alternative fuel infrastructure.	not stated

State	Description	$ Value
MD	Rebates available for governments, businesses, and individuals for the cost of acquiring and installing EVSE.	up to: Individual $900; Gov. or Bus. $5,000; Service Station $7,500
MD	Income tax credit of 20% for cost of EVSE.	up to $400
MS	Zero-interest loans for public school districts and municipalities to install fueling stations for alternative fuels.	up to $500,000
NC	Grant funding from the Clean Fuel Advanced Technology Project for fueling infrastructure related to emissions reduction.	not stated
NE	Low-cost loans through the Dollar and Energy Saving Loan Program for the construction or purchase of fueling station or equipment, up to $750,000.	not stated
NY	Income tax credit for 50% of EVSE.	up to $5,000
OH	Loans up to 80% of the cost for purchase and installation of fueling facilities for alternative fuels.	not stated
OK	Tax credit available for up to 75% of the cost of installing alternative fuel infrastructure.	not stated
OR	Tax credit of 25% of alternative fuel infrastructure purchase costs. A company that constructs the dwelling or a resident may claim the credit.	up to $750
OR	Tax credit for business owners of 35% of cost for alternative fuel infrastructure project.	not stated
OR	Low-interest loans for alternative fuel infrastructure projects.	not stated
TX	Grants from the Alternative Fueling Facilities Program provide for 50% of the cost of alternative fuel facilities.	up to $600,000
TX	Grants from the Emissions Reduction Incentive Grants Program provide for alternative fuel dispensing infrastructure.	not stated
UT	Grants from the Utah Clean Fuels and Vehicle Technology Grant and Loan Program provide for the cost of fueling equipment for public/private sector business and government vehicles.	not stated
WA	Leasehold excise tax exemption for public lands used for installing, maintaining, and operating PEV infrastructure.	not stated
WA	State sales and use taxes do not apply to labor and services installing, repairing, altering, or improving PEV infrastructure; those taxes do not apply to the sale of property used for PEV infrastructure.	not stated
WA	An additional 2% rate of return for a utility installing an EVSE for the benefit of ratepayers.	not stated
US Airports	The Zero Emissions Airport Vehicle and Infrastructure Pilot Program provides funding for public airports to install or modify fueling infrastructure to support zero emission vehicles.	not stated

Utility/Private Incentives as of July 22, 2015

State	Description	$ Value
AL	Alabama Power - Rebate for commercial customers installing EVSE.	$500
CA	Los Angeles Department of Water and Power - Rebates for Level 2 or DC fast charge EVSE (commercial or residents owning PEVs).	Commercial up to $15,000; Residential up to $750
CA	Glendale Water and Power - Rebate to first 100 single-family residential PEV owners to install a level 2 EVSE.	$200
FL	Orlando Utilities Commission - Rebate for the purchase and installation of commercial EVSE.	up to $750
GA	Georgia Water and Power - Rebate to business and residential customers installing a level 2 EVSE; Rebate for new home construction builders installing a dedicated circuit.	Residential $250; Business $500; New home construct $100
IN	NIPSCO - Credit to purchase and install residential EVSE.	up to $1,650
IN	NIPSCO - up to 50% of cost to install public EVSE.	up to $3,000
MI	Indiana-Michigan Power - Rebate to first 250 residential PEV owners/leasers installing level 2 EVSE with separate meter.	$2,500
TX	Austin Energy - Rebate of 50% of purchase cost for Level 2 EVSE for PEV owners.	up to $1,500
WA	Puget Sound Energy - Rebate to first 5,000 PEV owners for Level 2 EVSE.	$500

Appendix E: References

Note: All reference web links accessed as of October 8, 2015.

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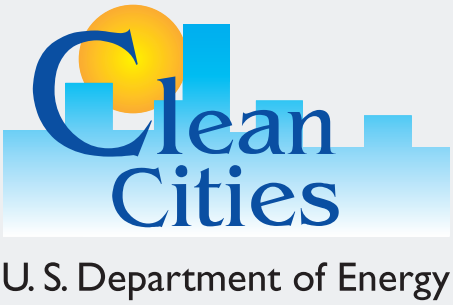

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