

AGENDA ATTACHMENTS

19 JULY 2022

ORDINARY COUNCIL MEETING

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Central Highlands Council

MINUTES – ORDINARY MEETING – 21 JUNE 2022

Minutes of an Ordinary Meeting of Central Highlands Council held in the Bothwell Town Hall, Bothwell on Tuesday 21 June 2022, commencing at 9.00 a.m.

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.

2.0 ACKNOWLEDGEMENT OF COUNTRY

3.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A W Bailey, Cllr S Bowden, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner and Cllr J Poore. (Cllr J Poore left the meeting at 9.54 a.m.)

3.1 IN ATTENDANCE

Mrs Lyn Eyles (General Manager) Mr Adam Wilson (Deputy General Manager), Mrs Katrina Brazendale (Minute Secretary).

4.0 APOLOGIES

Nil

5.0 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.

Cllr A Archer – Item 16.1 Preparing Australian Communities Program Grant

6.0 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 an absolute majority

Moved: Cllr J Honner

Seconded: Cllr A Campbell

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	<i>Local Government (Meeting Procedures) Regulations 2015</i>
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 17 May 2022	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
2	Confidential Matters	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
3	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

FOR the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A W Bailey, Cllr S Bowden, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

6.1 MOTION OUT OF CLOSED SESSION

Moved: Cllr J Honner

Seconded: Cllr A Bailey

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	<i>Local Government (Meeting Procedures) Regulations 2015</i>
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 17 May 2022	Minutes of the Closed Session of the Ordinary Meeting of Council held on 17 May 2022 were confirmed
2	Confidential Matters	Matters were discussed and Council resolved that a brief update on the process for the General Manager's recruitment be released to the public.
3	Consideration of Matters for Disclosure to the Public	Matters were considered

CARRIED

FOR the Motion

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

OPEN MEETING TO PUBLIC

The meeting resumed and Tony Blake attended at 10.02 a.m.

7.0 DEPUTATIONS

This item was held later in the meeting.

7.1 PUBLIC QUESTION TIME

8.0 MAYORAL COMMITMENTS

May 2022 to June 2022

17 May 2022	Ordinary Meeting of Council – Hamilton
20 May 2022	Common Ground Cup – held at ‘Ratho’
21 May 2022	Inland Fisheries – Liawenee
26 May 2022	Tas Health Services – phone call
27 May 2022	Tas Health Services – phone call
31 May 2022	Budget Workshop
31 May 2022	Leader of the Opposition, Rebecca White MP – phone call
02 June 2022	Leader of the Opposition, Rebecca White MP – phone call
08 June 2022	Recruitment Agency – phone call
10 June 2022	Recruitment Agency – phone call

- Business of Council x 12
- Ratepayer and community members - communications x 12
- Elected Members - communications x 13
- Central Highlands Council Management - communications x4

8.1 COUNCILLOR COMMITMENTS

Deputy Mayor J Allwright

17 May 2022	Ordinary Meeting of Council – Hamilton
14 June 2022	Planning Committee Meeting

Clr A Archer

17 May 2022	Ordinary Meeting of Council – Hamilton
20 June 2022	Meeting GHD with and Council staff

Clr A Bailey

17 May 2022	Ordinary Meeting of Council – Hamilton
31 May 2022	Budget Workshop
14 June 2022	Planning Committee Meeting

Clr S Bowden

17 May 2022	Ordinary Meeting of Council – Hamilton
31 May 2022	Budget Workshop

Clr A Campbell

17 May 2022	Ordinary Meeting of Council – Hamilton
31 May 2022	Budget Workshop
14 June 2022	Planning Committee Meeting

Clr R Cassidy

17 May 2022	Ordinary Meeting of Council – Hamilton
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31 May 2022	Budget Workshop
14 June 2022	Planning Committee Meeting
Clr J Honner	
17 May 2022	Ordinary Meeting of Council – Hamilton
14 June 2022	Planning Committee Meeting
Clr J Poore	
17 May 2022	Ordinary Meeting of Council – Hamilton
31 May 2022	Budget Workshop

STATUS REPORT COUNCILLORS

8.2 GENERAL MANAGER'S COMMITMENTS

17 May 2022	Council Meeting
25 May 2022	Meeting Hydro Tas
31 May 2022	Council Budget Workshop
06 June 2022	Meeting re Insurance
09 June 2022	Interim Audit
14 June 2022	Planning Committee Meeting
16 June 2022	Meeting re Fresh Valuations
20 June 2022	Meeting GHD with Clr Archer & J Branch

8.3 DEPUTY GENERAL MANAGER'S COMMITMENTS

19 May 2022	Tasmanian Asset Management Group Meeting
19 May 2022	TasNetworks R24 Online Council Forum
25 May 2022	MAV Insurance Best Practice Forum
30 May 2022	LGAT - Local Government Health and Wellbeing Project
31 May 2022	Council Budget Workshop
08 June 2022	LGAT H&W meeting
15 June 2022	MAGIQ Documents 8.8 Upgrade Training
16 June 2022	Roadshow 2022 – Release of Fresh Valuation Data
21 June 2022	Council Meeting

9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

31 May 2022- Council Budget Workshop at Hamilton

9.1 FUTURE WORKSHOPS

10.0 MAYORAL ANNOUNCEMENTS

Sponsorship Thank You Card – Veronica Hurst (Camp Drafting Tasmania)

11.0 MINUTES

11.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING 17th MAY 2022**Moved:** Clr J Honner**Seconded:** Clr A Bailey**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 17th May 2022 be received.**CARRIED****FOR the Motion**

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

11.2 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING 17th MAY 2022**Moved:** Clr R Cassidy**Seconded:** Clr J Honner**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 17th May 2022 be confirmed.**CARRIED****FOR the Motion**

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

11.3 RECEIVAL DRAFT PLANNING COMMITTEE MEETING MINUTES 14th JUNE 2022**Moved:** Deputy Mayor J Allwright**Seconded:** Clr R Cassidy**THAT** the Draft Minutes of the Planning Committee Meeting held on Tuesday 14th June 2022 be received.**CARRIED****FOR the Motion**

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

12.0 BUSINESS ARISING:

15.1	DA2021/61 – Motor Racing Facility 8735 Lyell Highway Ouse	Refusal Issued by Planning Officer
15.2	DA2022/15 - Replacement Roof & Cladding 36 High Street Bothwell	Correspondence sent by Planning Officer
15.3	Assessment of St Patricks Plain Windfarm	DES Manager to organise future workshop
15.4	Proposed Bothwell, Ouse & Hamilton Structure Planning Projects	Actioned by Consultant Planner D Mackey
15.5	Scenic Landscapes	Actioned by Consultant Planner D Mackey
15.6	Central Highlands Draft Local Provisions Schedule: Rural – Agriculture Zone Review	Actioned by Consultant Planner D Mackey
15.9	Waste Transfer Station Opening Hours	Actioned by DES Manager
15.10	Cat Management Policy Central Highlands Council	DES Manager to develop Cat Management Policy for approval by Council;
15.13	Explosive Regulations	Correspondence sent by DES Manager

15.14	Southern Tasmania Regional Recycling Processing Services	Correspondence sent by General Manager;
15.15	Hamilton Show Ground – Hall of Industry Building	DES Manager to prepare building plans, develop a schedule of works and prepare a detailed budget so that Council can apply for grant funding to build a new building;
15.16	Request for landowner consent to lodge development application, Waddamana Road, Waddamana	Correspondence sent by General Manager
17.1	Remissions under delegation	Correspondence sent by General Manager
17.2	Anzac Day Committee	General Manager to table Council Committee list with representative elected members.
17.3	Southern Tasmanian Regional Waste Authority	Correspondence sent by General Manager
17.6	Legacy 100 Centenary of Service 1923 – 2023	Correspondence sent by Deputy General Manager
17.7	Request for rates remission	Correspondence sent by Deputy General Manager
17.8	Telstra Payphone Interlaken Tasmania	Correspondence sent by Deputy General Manager
17.9	Lions Club of Bothwell & Districts	Correspondence sent by General Manager
17.10	Highlands Healthy Connect Project 2023/2024	Correspondence sent by Deputy General Manager
17.11	Preparing Australian Communities Program Grant	Correspondence sent by Deputy General Manager
17.12	Community Grant Application – Morass Bay Shack Owners	Correspondence sent by Deputy General Manager
17.13	Policy No. 2018-53 Asset Management Policy	Policy Register Updated
17.14	Policy No. 2018-55 Code of Conduct for Members of Audit Panel	Policy Register Updated
17.15	Policy No. 2020-57 Financial Hardship Assistance Model Policy	Policy Register Updated
17.16	Policy No. 2020-58 Commercial Addendum to Financial Hardship Assistance Model Policy	Policy Register Updated
17.18	Community Grant Application – Country Women's Association of Bothwell -	Correspondence sent by Deputy General Manager
17.19	Community Grant Application – Brighton and Southern Midlands Pony Club	Correspondence sent by Deputy General Manager
18.1	State Grants Commission Road Preservation Model	Correspondence sent by Deputy General Manager
18.2	Valuer-General Municipalities recent revaluation presentation	16 June 2022 at 2pm Hamilton Hall

13.0 DERWENT CATCHMENT PROJECT REPORT

Moved: Clr J Honner**Seconded:** Clr R Cassidy**THAT** the Derwent Catchment Project Monthly Report be received.**CARRIED****FOR the Motion**

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

13.1 DRAFT CHC CLIMATE CHANGE ADAPATION AND MITIGATION POLICY V1

THAT Council defer the discussion on the Climate Change Adaption and Mitigation Policy and invite Dr Josie Kelman to attend the July 2022 meeting to provide an update on planned works.

Moved: Deputy Mayor J Allwright**Seconded:** Clr R Cassidy**CARRIED****FOR the Motion**

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

*Clr R Cassidy to provide a report at the July meeting regarding more places to install car charging stations in the Municipality area Ouse / Hamilton / Bothwell and Miena. It was also noted that there is one already installed at Derwent Bridge and Kempton.***14.0 FINANCE REPORT****Moved:** Clr A Bailey**Seconded:** Clr A Campbell**THAT** the Finance Reports be received.**CARRIED****FOR the Motion**

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

14.1 ADOPTION OF 2022/2023 ANNUAL BUDGET ESTIMATES – (SEPARATE ATTACHMENT)**Moved:** Clr A Campbell**Seconded:** Clr A Bailey**THAT** Council by absolute majority, adopt the 2022/2023 Annual Budget as presented.**CARRIED 8/1****FOR the Motion**

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

AGAINST the Motion

Clr R Cassidy

Louisa Brown (Planning Officer) attended the meeting at 10.18 a.m.

Moved: Clr A Bailey

Seconded: Clr A Campbell

THAT the Meeting move back to Item 7

CARRIED

FOR the Motion

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

7.0 DEPUTATIONS

10.15 – 10.30	Great Lake Community Centre presentation on grants received
10.30 – 10.45	Kieran Massie & Donna Brown, Hydro Tas – briefing on upgrade works and proposed redevelopment Tarraleah project
11.00	Alice Johnson ReCFIT (Renewables, Climate and Future Industries Tasmania) presentation

- The Great Lake Community Centre members provided Council with an update on the grants received for the centre and discussed the plans that are still in draft. Funding has been provided by Cattle Hill Wind Farm, Tasmanian Community Fund, Central Highlands Council, the Black Summer Bushfire Grants and in kind which comes to a total of \$951,280.00. They also require the assistance from Council with advice from the Manager of Environmental and Development Services. The Men's Shed has also received \$50,000 worth of equipment from the George Town Men's Shed. The update concluded at 10.40 a.m.
- Hydro Tas provided Council with a presentation on the upgrade works and proposed redevelopment of the Tarraleah Power Station. The presentation concluded at 10.55 a.m.
- Stewart Sharples from ReCFIT (Renewables, Climate and Future Industries Tasmania) provided Council with a presentation. The presentation concluded at 11.24 a.m.

Moved: Clr A Bailey

Seconded: Clr R Cassidy

THAT the Meeting move back to Item 14.2

CARRIED

FOR the Motion

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

14.2 COUNCIL RATES RESOLUTION 2022/2023

The following rates resolution has been prepared for adoption by Council.

Moved: Clr A Campbell

Seconded: Clr A Bailey

THAT Council by absolute majority, adopt the following Rates Resolution 2022/2023

CENTRAL HIGHLANDS COUNCIL

NOTICE OF 2022/2023 RATES & CHARGES

Under the Local Government Act 1993 and the Fire Service Act 1979, the Central Highlands Council has made the following rates and charges upon rateable land within the municipal area of Central Highlands ("the municipal area"): -

General Rate

1. A General Rate pursuant to Section 90 and Section 91 of the Local Government Act 1993 consisting of:
 - (a) **2.380701** cents in the dollar on the assessed annual value for all separately valued parcels of rateable land within the Central Highlands Council area; and
 - (b) a fixed charge of **\$408.70** which applies to all rateable land.

Waste Management Charge

- 2 A Service Charge pursuant to Section 94 of the Local Government Act 1993 consisting of:
 - (a) for the municipal area, a Waste Management Charge of \$289.00 for all rateable land; and
 - (b) for the different parts of the municipal area specified, by declaration of an absolute majority of Council pursuant to sections 94(3) and 107 of the Local Government Act 1993, the Waste Management Charge is varied as follows:
 - i. land to which Council provides a garbage and recycling collection service and which is used for commercial purposes is charged **\$544.00** per tenement; and
 - ii. all land outside the Council's garbage and recycling collection service area which comprises a separately valued parcel of rateable land within the municipal area is charged the amount specified under the heading "Charge" according to the use or non-use of the land specified under the heading "Type":

Type	Charge	Factor
	\$	
a. Commercial purposes	518.00	Use of land
b. Land used for residential purposes, industrial purposes, public purposes, primary production, sporting or recreational facilities, or quarrying or mining.	176.00	Use of land
c. Non-use of land	92.00	Non-Use of land

Fire Service Contribution:-

- 3 For the Council's contribution to the State Fire Commission pursuant to section 93A of the Local Government Act 1993:
 - (a) for land within the Bothwell Volunteer Brigade Rating District an amount of **0.260793** cents in the dollar on the assessed annual value of all separately valued parcels of rateable land subject to a minimum **\$44.00**; and

(b) for all other land in the municipal area an amount of **0.267424** cents in the dollar on the assessed annual value of all separately valued parcels of the land subject to a minimum **\$44.00**.

Instalments

4 Rates are payable by four instalments due on the following dates:

Instalment No. 1	31 August 2022
Instalment No. 2	30 November 2022
Instalment No 3	28 February 2023
Instalment No 4	28 April 2023

Penalty

5 A penalty of 10% applies to each instalment not paid by the due instalment date.

Adjusted Values

6 For the purposes of this resolution, any reference to the assessed annual value includes a reference to that value as adjusted pursuant to Section 89 and Section 89A of the Local Government Act 1993 as amended.

These rates are for the year commencing 1st July 2022 and ending 30th June 2023 and are payable to the Council at its offices at Alexander Street, Bothwell or Tarleton Street, Hamilton.

CARRIED 5/3

FOR the Motion

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

AGAINST the Motion

Clr R Cassidy, Clr S Bowden and Clr A Archer

14.3 ANNUAL PLAN 2022/ 2023

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT Council adopt the 2022/2023 Annual Plan.

CARRIED 7/1

FOR the Motion

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

AGAINST the Motion

Clr A Archer

15.0 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, Cllr A Archer, Cllr A W Bailey, Cllr S Bowden, Cllr A Campbell, Cllr R Cassidy and Cllr J Honner.

15.1 DA2022/11: SUBDIVISION 38 LOTS: JOHNSONS ROAD (CT152719/622) AND ROBERTSON ROAD (CT134100/1,CT130056/1) MIENA

Moved: Deputy Mayor J Allwright

Seconded: Cllr R Cassidy

THAT in accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approved** the DA2022/11: Subdivision 38 Lots: Johnsons Road (CT152719/622) and Robertson Road (CT134100/1,CT130056/1) Miena, subject to conditions in accordance with the Recommendation.

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*.

Bushfire Hazard Management

3. The development and works must be carried out in accordance with:
Bushfire Hazard Assessment, Proposed Subdivision dated 04/12/2021, prepared by Gifford Bushfire Risk.
4. Prior to Council sealing the final plan of survey for any stage the developer must provide certification from a suitably qualified person that all works required by the approved Bushfire Hazard Management Plan has been complied with.

Agreements

5. Prior to the sealing of the Final Plan of Survey an agreement 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.

Staged development

6. The subdivision must be carried out in the approved stages or in accordance with a staged development plan submitted to and approved by Council's General Manager.

Natural Values

7. Prior to any work being carried out the ground survey for natural values as recommended by the submitted Desktop Natural values Assessments prepared by North Barker Ecosystem Services 23/09/2020 must be completed. The results are to be submitted to and approved by the Council's Planning Officer prior to commencement of works and any recommendations must be complied with.

Public open space

8. In accordance with the provisions of Section 117 of the Local Government (Building and Miscellaneous Provisions) Act 1993, payment of a cash contribution for Public Open Space must be made to the Council prior to sealing the Final Plan of Survey. The cash contribution amount is to be equal to 5% of the value of the land being subdivided in the plan of subdivision at the date of lodgement of the Final Plan of Survey. The value is to be determined by a Land Valuer within the meaning of the Land Valuers Act 2001 at the developers' expense.
9. The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.

Transfer of reserves

10. Land shown as public open space on the final plan of survey must be transferred to the Central Highlands Council by Memorandum of Transfer submitted with the final plan of survey.
11. All roads or footways must be shown as "Road" or "Footway" on the final plan of survey and transferred to the Central Highlands Council by Memorandum of Transfer submitted with the final plan.

Easements

12. 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.

Endorsements

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

Covenants

14. 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 Manager Environment and Development Services.

Final plan

15. 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.
16. A fee of \$180.00, 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.
17. Prior to Council sealing the final plan of survey for each stage, security for an amount clearly in excess of the value of all outstanding works and maintenance required by this permit must be lodged with the Central Highlands Council. The security must be in accordance with section 86(3) of the *Local Government (Building & Miscellaneous Provisions) Council 1993*. The amount of the security shall be determined by the Council's Municipal Engineer.
18. 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. 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.
19. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Water quality

20. Where a development exceeds a total of 250 square metres of ground disturbance a soil and water management plan (SWMP) prepared in accordance with the guidelines *Soil and Water Management on Building and Construction Sites*, by the Derwent Estuary Programme and NRM South, must be approved by Council's Municipal Engineer before development of the land commences.
21. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's Municipal Engineer until the land is effectively rehabilitated and stabilised after completion of the development.
22. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's Municipal Engineer.

23. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's Municipal Engineer.

Weed management

24. 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 control any weeds on the site and 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.

Property Services

25. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's Municipal Engineer or responsible authority.

Existing services

26. 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.

Sizing of services

27. All services must be sized and located to service the ultimate potential development of the site to the satisfaction of Council's Municipal Engineer or the responsible authority.

Telecommunications, electrical and gas reticulation

28. Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and the satisfaction of Council's Municipal Engineer.
29. Prior to the work being carried out a drawing of the electrical reticulation and telecommunications reticulation in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's Municipal Engineer.
30. A Letter of Release from each authority confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed, must be submitted to Council prior to the sealing of the final plan of survey.

Emergency Access

31. The developer will install two signs and two gates at both ends of the proposed emergency access road on Robertson Road, to the satisfaction of the Council's Manager of Works.

Roadwork's

32. The corners of each road intersection must be splayed or rounded by chords of a circle with a radius of not less than 6.00 metres in accordance with Sections 85(d)(viii) and 108 of the *Local Government (Building & Miscellaneous Provisions) Act 1993* and the requirements of the Council's Municipal Engineer.
33. Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's Municipal Engineer.

Rural Access

34. A separate vehicle access must be provided from the road carriageway to each lot. Accesses must be sealed with a minimum width of 3 metres at the property boundary and located and constructed in accordance with the standards shown on standard drawings SD-1009 *Rural Roads - Typical Standard Access* and SD-1012 *Intersection and Domestic Access Sight Distance Requirements* prepared by the IPWE Aust. (Tasmania Division) (attached) and the satisfaction of Council's Municipal Engineer.
35. Road construction standards may be varied by Council's Municipal Engineer.

Engineering drawings

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

37. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, in accordance with Standards Australia (1992): *Australian Standard AS1100.101 Technical Drawing – General principles*, Homebush, and Standards Australia (1984): *Australian Standard AS1100.401 Technical Drawing – Engineering survey and engineering survey design drawing*, Homebush, and must show -
- All existing and proposed services required by this permit;
 - All existing and proposed roadwork required by this permit;
 - Measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - Measures to be taken to limit or control erosion and sedimentation;
 - Any other work required by this permit.
38. Two sets of preliminary engineering design drawings are to be initially submitted to Council for inspection and comment. Following this, four (4) sets of final engineering plans are to be submitted for final approval by Council. The approved engineering design drawings shall form part of this permit when approved.
- Council will keep two (2) sets of approved drawings and two (2) sets will be returned to the subdivider's engineer. One (1) set of the approved engineering design drawings must be kept on site at all times during construction.
39. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.
40. All new public infrastructure and subdivision work must be designed and constructed to the satisfaction of Council's Municipal Engineer and in accordance with the following -
- *Local Government (Building & Miscellaneous Provisions) Act 1993*;
 - *Local Government (Highways) Act*;
 - *Drains Act 1954*;
 - *Waterworks Clauses Act*;
 - Australian Standards;
 - Building and Plumbing Regulations;
 - Relevant By-laws and Council Policy;
 - Current IPWEA (Tasmanian Division) and central Highlands Council Municipal Standard Drawings;
 - Current IPWEA and central Highlands Council Municipal Standard Specification.

Construction amenity

41. 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 |
42. 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 -
- 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.
 - Transport of materials, goods or commodities to or from the land.
 - Appearance of any building, works or materials.
43. 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.
44. 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.

Construction

45. The subdivider must provide not less than 48 hours written notice to Council's Municipal Engineer before commencing construction works on site or within a council roadway. The written notice must be

accompanied by evidence of payment of the Building and Construction Industry Training Levy where the cost of the works exceeds \$12,000.

46. The subdivider must provide not less than 48 hours written notice to Council's Municipal Engineer before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's Manager Engineering Services.
47. A fee for supervision of any works to which Section 10 of the *Local Government (Highways) Council 1982* applies must be paid to the Central Highlands Council unless carried out under the direct supervision of an approved practising professional civil engineer engaged by the owner and approved by the Council's Municipal Engineer. The fee must equal not less than three percent (3%) of the cost of the works.

Survey pegs

48. Survey pegs to be stamped with lot numbers and marked for ease of identification.
49. 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.

'As constructed' drawings

50. Prior to the works being placed on the maintenance period an "as constructed" drawing of all engineering works provided as part of this approval must be provided to Council to the satisfaction of the Council's Municipal Engineer. These drawings must be prepared by a qualified and experienced civil engineer or other person approved by the Municipal Engineer and provided in both digital and "hard copy" format.

Defects Liability Period

51. The subdivision must be placed onto a 6 month statutory defects liability period in accordance with section 86 of the *Local Government (Buildings and Miscellaneous Provisions) Act 1993*, Councils Specification and Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.

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 permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- C. The issue of this permit does not ensure compliance with the provisions of the *Threatened Species Protection Act 1995* or the *Environmental Protection and Biodiversity Protection Act 1999* (Commonwealth). The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Threatened Species Unit of the Department of Tourism, Arts and the Environment or the Commonwealth Minister for a permit.
- D. The issue of this permit does not ensure compliance with the provisions of the *Aboriginal Relics Act 1975*. If any aboriginal sites or relics are discovered on the land, stop work and immediately contact the Tasmanian Aboriginal Land Council and Aboriginal Heritage Unit of the Department of Tourism, Arts and the Environment. Further work may not be permitted until a permit is issued in accordance with the *Aboriginal Relics Act 1975*.
- E. The SWMP must show the following:
 - (a) Allotment boundaries, north-point, contours, layout of roads, driveways, building envelopes and reticulated services (including power and telephone and any on-site drainage or water supply), impervious surfaces and types of all existing natural vegetation;
 - (b) Critical natural areas such as drainage lines, recharge area, wetlands, and unstable land;
 - (c) Estimated dates of the start and completion of the works;
 - (d) Timing of the site rehabilitation or landscape program;
 - (e) Details of land clearing and earthworks or trenching and location of soil stockpiles associated with roads, driveways, building sites, reticulated services and fire hazard protection.
 - (f) Arrangements to be made for surface and subsurface drainage and vegetation management in order to prevent sheet and tunnel erosion.
 - (g) Temporary erosion and sedimentation controls to be used on the site.
 - (h) Recommendations for the treatment and disposal of wastewater in accordance with Standards Australia (2000), AS/NZS 1547: *On-site wastewater management*, Standards Australia, Sydney.

Appropriate temporary control measures include, but are not limited to, the following (refer to brochure attached):

- Minimise site disturbance and vegetation removal;
- Diversion of up-slope run-off around cleared and/or disturbed areas, or areas to be cleared and/or disturbed, provided that such diverted water will not cause erosion and is directed to a legal discharge point (eg. temporarily connected to Council's storm water system, a watercourse or road drain);
- Sediment retention traps (e.g. sediment fences, straw bales, grass turf filter strips, etc.) at the down slope perimeter of the disturbed area to prevent unwanted sediment and other debris escaping from the land;
- Sediment retention traps (e.g. sediment fences, straw bales, etc.) around the inlets to the stormwater system to prevent unwanted sediment and other debris blocking the drains;
- Stormwater pits and inlets installed and connected to the approved stormwater system before the roadwork's are commenced; and
- Rehabilitation of all disturbed areas as soon as possible.

F. The owner is advised that an engineering plan assessment and inspection fee of 1% of the value of the approved engineering works, or a minimum of \$220.00, must be paid to Council in accordance with Council's fee schedule.

G. 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.

CARRIED

FOR the Motion

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

15.2 DA2022/05 : VISITOR ACCOMODATION & OUTBUILDING: LOT 3 & 4 MEADOWBANK ROAD, MEADOWBANK

Moved: Cllr R Cassidy

Seconded: Cllr A Bailey

THAT in accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approved** the Development Application DA2022/05 VISITOR ACCOMODATION & OUTBUILDING at Lot 3 Meadowbank Road, Meadowbank, subject to conditions in accordance with the Recommendation.

CONDITIONS

General

- 1) The use 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 letter or the date of the last letter to any representor, which ever is later, in accordance with section 53 of the land Use Planning And Approvals Act 1993.

Approved Use

- 3) The development is approved for use as *Visitor Accommodation* only and must not be used for any other purpose unless in accordance with a permit issued by Council or as otherwise permitted by Council's planning scheme.

Outbuilding

- 4) The outbuilding must not exceed a maximum [gross floor area](#) of 50m² and must be used for the purposes detailed within the approved plan only, that is; a storage shed. It must not to be used for habitable, industrial, commercial or other purposes without the prior written consent of Council.

- 5) The outbuilding is approved as *ancillary to the Visitor Accommodation* use only and must not be used for any other purpose unless in accordance with a permit issued by Council or as otherwise permitted by Council's planning scheme.

Bushfire

- 6) The development must be in accordance with the endorsed Bushfire Hazard Report prepared by GES Solutions December 2021 or as otherwise required by this permit, whichever standard is greater.

Aboriginal Heritage

- 7) The recommendations made within the Aboriginal Heritage Assessment Report must be implemented in accordance with the report prepared by Cultural Heritage Australia 24.9.2021.

Amenity

- 8) The proposed colours and materials for the walls and roof as shown on the approved drawings are accepted. Any variation in the colours and materials must be submitted to and approved by Council's General Manager.
- 9) All external metal building surfaces must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Council's General Manager.
- 10) External lighting must be designed and baffled to ensure no light spill to surrounding properties to the satisfaction of the Council's General Manager.

Parking & Access

- 11) At least three (3) parking spaces must be provided on the land at all times for the use of the occupiers in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 12) The internal driveway and areas set-aside for parking and associated access and turning must be provided in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney and Tasmanian Municipal Standard Specifications and Drawings to the satisfaction of Council's General Manager, and must include all of the following;
 - a. Constructed with a durable all weather gravel pavement;
 - b. Appropriately drained, avoiding concentrated flows to the road; and
 - c. Be in accordance with an approved bushfire management plan.
- 13) All areas set-aside for parking and associated turning, and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's General Manager.

Services

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

Stormwater

- 15) 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.

Wastewater

- 16) Wastewater from the development must discharge to an on-site waste disposal system in accordance with a Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.

Weed management

- 17) Prior to or in conjunction with lodgment of a building application, a weed management plan prepared by a suitably qualified person (or as otherwise approved) must be submitted to the satisfaction of Council's General Manager.
- 18) The approved weed management plan will form part of this permit and is to be implemented during and after construction to the satisfaction of Council's General Manager.

Soil and Water Management

- 19) Before any work commences a soil and water management plan (SWMP) prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences. The SWMP shall form part of this permit when approved.
- 20) Before any work commences install temporary run-off, erosion and sediment controls in accordance with the recommendations of the approved SWMP and maintain these controls at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South and to the satisfaction of Council's General Manager.

Construction Amenity

- 21) 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.
- 22) 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.
- 23) The transportation of materials, goods and commodities to and from the land.
 - a. Obstruction of any public roadway or highway.
 - b. Appearance of any building, works or materials.
 - c. 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.
- 24) 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 Manager of Works and Technical Services.

The following advice applies to this permit:

- A. This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing. A copy of the Directors Determination – categories of Building Work and Demolition Work is available via the Customer Building and Occupational Services (CBOS) website.
- C. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development shall be treated as a new application.
- D. A covenant on the title restricts development, stating not to construct any building or construct or maintain any wastewater infrastructure on such lot north east of the line marked 100 METRE SET BACK FROM MEADOWBANK LAKE FULL SUPPLY LINE on the plan. The development approved by this permit may not be able to proceed without further written approval of the covenanters and Central Highlands Council.
- E. The issue of this permit does not ensure compliance with the provisions of the *Threatened Species Protection Act 1995* or the *Commonwealth Environmental Protection and Biodiversity Protection Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Threatened Species Unit of the Department of Primary Industry, Parks, Water & Environment or the Commonwealth Minister for a permit.

- F. The prevention of spread of any declared weeds from your site is legal requirement under the Weed Management Act 1999. Follow the guidelines of the *Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania* to ensure you are meeting this requirement. This can be found at www.dpipwe.tas.gov.au.
- G. A separate permit is required for any signs unless otherwise exempt under Council's planning scheme.

CARRIED**FOR the Motion**

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

15.3 SCOPING THE STATE PLANNING PROVISIONS REVIEW

Louisa Brown (Planning Officer), provided an update at the meeting

15.4 TASMANIAN HERITAGE COUNCIL NOTIFICATIONS

Noted

15.5 DRAFT CAT MANAGEMENT REGULATIONS 2022 - CONSULTATION

Moved: Clr R Cassidy

Seconded: Clr J Honner

THAT comments on the draft Cat Management Regulations 2022 be forwarded to the Manager Development & Environmental Services by Friday 1 July 2022.

CARRIED**FOR the Motion**

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

15.6 DAGO POINT

Moved: Clr R Cassidy

Seconded: Clr A Campbell

Council defer this item to the September 2022 meeting to allow time for Public consultation with regard to the new name.

CARRIED**FOR the Motion**

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

15.7 LANDFILL LEVY READINESS GRANT PROGRAM – GRANT DEED

Moved: Clr J Honner

Seconded: Clr A Bailey

THAT the General Manager be authorised to sign the Landfill Levy Readiness Grant Program Grant Deed.

CARRIED**FOR the Motion**

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

15.8 SES SHED MIENA

Moved: Clr R Cassidy

Seconded: Clr A Bailey

That this item be deferred until the July 2022 meeting

CARRIED

FOR the Motion

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

15.9 TIP SHOP PROPOSAL

Moved: Deputy Mayor J Allwright

Seconded: Clr R Cassidy

That this item be deferred until the July 2022 meeting

CARRIED

FOR the Motion

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

15.10 FOOTPATH AT BOTHWELL MEDICAL CENTRE

Moved: Clr J Honner

Seconded: Clr A Bailey

THAT Council allocate \$7492.50 (excl GST) to replace the footpath outside the Bothwell Medical Centre.

CARRIED

FOR the Motion

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

15.11 DES BRIEFING REPORT

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
2022 / 00043	N Young	67 Jones Road, Miena	Dwelling & Outbuilding
2022 / 00046	S A Eaves	39 Fleming Drive, Miena	Shed - (Storage)
2022 / 00047	W P Stoward	18 Trout Crescent, MIENA	Carport
2022 / 00050	Urban Design Solutions	5 Ruby Road, Miena	Dwelling
2022 / 00054	K N Studley	346 Tods Corner Road, Tods Corner	New Dwelling & Shed

PERMITTED USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2022 / 00042	R Fowler	2 Logan Street, Bothwell	Outbuilding

DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2022 / 00035	Vietnam Veterans Association Of Australia - Tasmania Inc	2 Galaxia Avenue, Interlaken	Training Facility
2022 / 00036	P Davies	8 High Street, Bothwell	Demolition and Additions
2022 / 00034	Darryn White Building Design & Consulting	Meadow Bank Road, Meadowbank	Outbuildings (2)

ANIMAL CONTROL

IMPOUNDED DOGS

No dogs have been impounded during the past month.

STATISTICS AS OF 15 JUNE 2022

Registrations

Total Number of Dogs Registered in 2020/2021 Financial Year – 978

2021/2022 Registrations

- Number of Dogs Currently Registered - 930
- Number of Dogs Pending Re-Registration – 29

Kennel Licences

Total Number of Kennel Licences Issued for 2020/2021 Financial Year – 29

2021/2022 Licences

- Number of Licences Issued –30
- Number of Licences Pending – 0

15.12 DEFIBRILLATOR INSTALLATION

Resolved that a notice to go out to the community about defibs at Hamilton and Ouse

Damian Mackey gave an update regarding Planning Scheme, the draft report will come through to the July Planning meeting.

The meeting was suspended for lunch at 12.05 p.m. resumed at 12.40 p.m. Cllr A Bailey was not in attendance when the meeting resumed.

16.0 WORKS & SERVICES

Moved: Cllr J Honner

Seconded: Cllr R Cassidy

THAT the Works & Services Report be received.

CARRIED

FOR the Motion

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

16.1 PREPARING AUSTRALIAN COMMUNITIES PROGRAM GRANT

Moved: Clr A Archer

Seconded: Clr R Cassidy

THAT Council

- (a) waive the provisions of Policy 2015-06 and Policy 2016-44 in this instance due to the time to complete the project;
- (b) authorise General Manager to sign the agreement with GHD and;
- (c) request GHD to provide monthly updates to the General Manager, so that if there are surplus funds left then it can go towards the goals provided by Clr A Archer.

CARRIED 6/1

FOR the Motion

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

Against the Motion

Clr A Campbell

Clr S Bowden left the meeting at 1.12 p.m.

17.0 ADMINISTRATION**17.1 REMISSIONS UNDER DELEGATION**

Moved: Clr R Cassidy

Seconded: Clr J Honner

THAT the remissions granted by the General Manager under delegation.

03-0237-01708	20.70	Penalty
01-0822-04050	16.30	Penalty
03-0228-01107	18.30	Penalty
01-0859-02576	123.40	Penalty

CARRIED

FOR the Motion

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

Clr A Archer left the meeting at 1.16 p.m.

17.2 CATERING COUNCIL MEETINGS BOTHWELL

Moved: Clr A Campbell

Seconded: Deputy Mayor J Allwright

THAT Council accept the expression of interest from the Bothwell CWA and Bothwell Bunnies for catering for Bothwell Council meetings and other meetings as required.

CARRIED

FOR the Motion

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

17.3 AUDIT PANEL CHAIR

Moved: Deputy Mayor J Allwright

Seconded: Clr R Cassidy

THAT:

- (a) Council advertise for an Independent Chair for the Central Highlands Council Audit Panel; and
- (b) Council thank Mr McMichael for his dedication and commitment as Chair of the Audit Panel

CARRIED

FOR the Motion

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

17.4 COMMUNITY DONATION - 'COMMON GROUND' CHARITY FUNDRAISER

Moved: Clr J Honner

Seconded: Clr A Campbell

THAT Council donate \$750.00 to the 'Common Ground' Charity fundraiser

CARRIED

FOR the Motion

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

17.5 ANGLICAN PARISH OF HAMILTON – COMMUNITY GRANT APPLICATIONS

Moved: Clr A Campbell

Seconded: Clr J Honner

THAT Council donate \$1500.00 to the Anglican Parish of Hamilton for works on the St Peters Church in Hamilton, St John the Baptist Church in Ouse and the St Andrew's Church in Ellendale.

CARRIED

FOR the Motion

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

17.6 NOTICE OF COUNCIL & COMMITTEE MEETINGS JULY 2022– DECEMBER 2022

Moved: Clr A Campbell

Seconded: Clr R Cassidy

THAT Council approve the Council & Committee Meeting dates between July 2022 and December 2022.

Ordinary Meeting of Council:

Tuesday 19th July 2022 - Hamilton
 Tuesday 16th August 2022 – Bothwell
 Tuesday 20th September 2022 – Hamilton
 Tuesday 18th October 2022 – Bothwell
 Tuesday 15th November 2022 – Hamilton
 Tuesday 6th December 2022 – Bothwell

Annual General Meeting – Tuesday 6th December 2022 – Bothwell at 8.45 am.

Planning Committee Meeting of Council:

Planning Committee Meetings are at the Bothwell Council Chambers at 9.00 am.
 Tuesday 12th July 2022
 Tuesday 9th August 2022
 Tuesday 13th September 2022
 Tuesday 11th October 2022

Tuesday 8th November 2022

CARRIED

FOR the Motion

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

Clr A Archer returned to the meeting at 1.32 p.m.

17.7 HATCH COMMUNITY GRANT APPLICATION – MEAL DELIVERY PROGRAM

Moved: Deputy Mayor J Allwright

Seconded: Clr R Cassidy

THAT Council donate \$3000.00 to the Health Action Team Central Highlands (HATCH) to provide the ‘Meal Delivery Program’ within the Central Highlands.

CARRIED

FOR the Motion

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

17.8 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA - LOCAL GOVERNMENT SERVICE AWARDS

Noted

17.9 ABORIGINAL LANDS ACT - CONSULTATION PAPER

Moved: Clr J Honner

Seconded: Clr A Campbell

THAT Councillors provide their comments on the consultation paper on the proposed amendments to the Aboriginal Lands Act 1995 to the Deputy General Manager by Friday the 15 July 2022 so that Council can provide comments to the Department of Natural Resources and Environment.

CARRIED

FOR the Motion

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

17.10 ICON TO REPRESENT BOTHWELL

Moved: Clr R Cassidy

Seconded: Clr J Honner

THAT the Manager of Works and Services look at the costs associated with repairing the Black Angus sign.

CARRIED

FOR the Motion

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

17.11 FAMILY DAY CARE CENTRAL HIGHLANDS

Moved: Clr A Archer

Seconded: Clr R Cassidy

THAT Council make a donation of \$5,000.00 to the Brighton Family Day Care Scheme to continue to support and increase services within the Municipality.

FOR the Motion

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

17.12 MOTION ALGA NATIONAL GENERAL ASSEMBLY 2022

Noted

17.13 ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Moved: Clr A Campbell

Seconded: Clr R Cassidy

THAT Council donate \$250 to the Royal Society for the Prevention of Cruelty to Animals regarding the 'Safe Beds Program'.

CARRIED 5/1

FOR the Motion

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

AGAINST the Motion Deputy Mayor J Allwright

17.14 COMMUNITY GRANT APPLICATION – RURAL ALIVE & WELL

Moved: Deputy Mayor J Allwright

Seconded: Clr R Cassidy

THAT Council donate \$2,000.00 to Rural Alive & Well's for their mental health program 'taking time for myself' within the Central Highlands.

CARRIED

FOR the Motion

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

18.0 SUPPLEMENTARY AGENDA ITEMS

Nil

Clr R Cassidy discussed with Council that his book is nearly ready to be published regarding his 4 years flight career.

19.0 CLOSURE

Mayor Lou Triffitt thanked everyone for their contribution and closed the meeting at 1.55pm



MINUTES OF THE PLANNING COMMITTEE MEETING OF THE CENTRAL HIGHLANDS COUNCIL HELD AT THE BOHTWELL COUNCIL CHAMBERS, AT 9.00AM ON TUESDAY 12TH JULY 2022

1.0 PRESENT

Deputy Mayor Allwright (Chairperson), Mayor Triffitt, Clr Bailey & Clr Cassidy

IN ATTENDANCE

Clr Honner, Clr Campbell, Clr Archer (Attended at 9.05am), Mrs L Eyles (General Manager), Mrs L Brown (Planning Officer), Mr D Mackey (Planning Consultant), Mr G Rogers (Manager DES), & 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 Cassidy**

Seconded **Mayor Triffitt**

THAT the Draft Minutes of the Planning Committee Meeting of Council held on Tuesday 14th June 2022 to be confirmed.

Carried

For the Motion: Deputy Mayor Allwright, Mayor Triffitt, Clr Bailey & Clr Cassidy

5.0 QUESTION TIME & DEPUTATIONS

Item 6.2 – Jason Lynch from Pinion

6.0 DA2022/32 : SUBDIVISION (3 LOTS) : 1160 ELLENDALE ROAD, ELLENDALE

Report by

Jacqui Tyson (Senior Planning Officer)

Applicant

Michael Walsh (Peter Binny Surveys)

Owner

T & K Rayner

Discretions

Rural Living Zone - 13.5 Subdivision

Proposal

The proposal is for subdivision of an existing title at 1160 Ellendale Road, Ellendale into three (3) lots.

The land is currently undeveloped other than farming improvements as it has been used for grazing and hay production in the past.

The property has frontage to Ellendale Road at the western side and adjoins Jones River at the eastern side.

Under the proposal three lots will be created as follows:

- Lot 1 – 1.368ha with over 50m frontage to Ellendale Road;
- Lot 2 – 1.169ha with 75m frontage to Ellendale Road: and
- Lot 3 – 2.271ha with 20m frontage via an access strip between Lots 1 and 2

Lot 2 will be accessed using an existing crossover at the southern end of the frontage to Ellendale Road. Lots 1 and 3 will be provided with a new access from Ellendale Road, co-located at the shared boundary.

The area is serviced by water infrastructure and all lots will be connected in accordance with Taswater requirements.

Subdivision is a Discretionary use and development in the Rural Living Zone.

Options

The Planning Authority must determine the Development Application DA2020/13 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 DA2022/32 for subdivision (3 lots) at 1160 Ellendale Road, Ellendale, 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 DA2022/32 for subdivision (3 lots) at 1160 Ellendale Road, Ellendale, 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 DA2022/32 for subdivision (3 lots) at 1160 Ellendale Road, Ellendale, 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 :-

Council's Planning Officer advised there was a clerical error in the lots numbers in the report and recommendation which will be corrected.

RECOMMENDATION

Moved: Cllr Cassidy

Seconded: Cllr Bailey

THAT it be recommended to Council that:

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 DA2022/32 for subdivision (3 lots) at 1160 Ellendale Road, Ellendale, subject to conditions in accordance with the Recommendation.

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.

Public Open Space Contribution

- 3) Council requires that an amount equal to five percent (5%) of the unimproved value of the land 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.
- 4) The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey.

Bushfire Hazard Management

- 5) The development and works must be carried out in accordance with the approved Bushfire Hazard Report (Notre Dame Priory Bushfire Hazard Report. dated 11 May 2022, prepared by ERA Planning & Environment).

Services

- 6) 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.
- 7) Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and the satisfaction of Council's General Manager.

Access

- 8) A sealed vehicle access must be provided from the road carriageway to each lot. The accesses must be located and constructed in accordance with the standards shown on standard drawings TSD-R09-v2 and the satisfaction of Council's Works Manager.
- 9) The access strips to the internal lot (Lot 3) is to be sealed from Ellendale Road to the lot proper and must incorporate stormwater drainage, to the satisfaction of Council's Manager Infrastructure and Works.

Note: This is required by Clause 13.5.1 P4 (i).

Easements

- 10) 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.

Endorsements

- 11) The final plan of survey must be noted that Council cannot or will not provide a means of drainage to all lots shown on the plan of survey.

TasWater

- 12) Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P (2) (b) TasWater impose conditions on the permit as per Form PL05P (attached).

Final plan

- 13) 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.
- 14) 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.
- 15) 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.
- 16) 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.

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: Deputy Mayor Allwright, Mayor Triffitt, Cllr Bailey & Cllr Cassidy

6.1 PROPOSED BOTHWELL, OUSE, HAMILTON, GREтна & MIENA STRUCTURE PLANNING PROJECTS

Report By

Council Planning Consultant (SMC) Damian Mackey

Attachment

Project Plan – Draft 4, 6 July 2022

Purpose

The purpose of this report is to progress the initiative to develop 'structure plans' for the townships of Bothwell, Ouse, Hamilton and possibly Miena, Gretna and Ellendale.

It is now the appropriate time to appoint the Project Steering Committee. It is envisaged this will be made up of Council elected members and officers. It will be subject to overall direction from Council and will report back to Council at key points. The first task of the Project Steering Committee will be to finalise the Project Brief.

A second purpose of this report is to consider a recent proposal from the State Planning Office that Council undertaking the first stage of the project collectively with other rural councils in Southern Tasmania. This would be a departure from the early drafts of the Project Brief previously considered by Council.

The Planning Committee's recommendations on the above issues will form a report to the next Council meeting.

Background

The feedback received during last year's public notification of the Central Highlands Draft Local Provisions Schedule brought into focus a need to undertake strategic land use planning exercises for the townships of Bothwell and Ouse.

It is now standard practice for the Tasmanian Planning Commission to require that proposed planning scheme amendments within towns are supported by wholistic strategic planning. In other words: 'structure plans. With this in mind, the project scope has been expanded to include other towns in the municipality.

To pursue the above, a submission and draft project plan was prepared and forwarded to the State Planning Office (SPO) within the Department of Premier and Cabinet. The SPO subsequently advised it has funds available to assist Councils with this work. A total budget of \$240,000 was foreshadowed by Council over two years and the SPO confirmed it will provide up to \$140,000, with the first financial year's allocation of \$70,000 confirmed.

Through the recent budgeting workshop process, Council has allocated the necessary funds for the coming financial year.

The Structure Planning Process

The development of a structure plan is generally undertaken by suitable qualified and experienced independent consultants appointed by Council and working under the direction of a Council-appointed Project Steering Committee.

Prior to seeking proposals from potential consultants, the Steering Committee would finalise the Project Brief which would set out the key parts of the project, such as timeframes, community consultation components, any specific matters that need to be addressed, specific and general outputs and the project budget.

Substantial community involvement is essential to ensure the vision developed for a town is the best it can be, and the local community ultimately have a level of ownership of it. There are usually two phases of community involvement. The first phase is a structured process run by the consultants calling for all manner of ideas, issues, problems, risks, opportunities, etc, from the community. This usually involves a community workshop and a submission process for those unable to attend. The second phase of community consultation is undertaken after the consultants (with Council endorsement) have developed a draft of the structure plan which is then put out to the community for comment.

Other inputs besides that from the community include research on population growth forecasts, residential land demand & supply analysis, demographic trends, gaps in social services, key infrastructure issues and system capacities (water, sewer, roads, etc.), employment trends including existing and future industry sectors and a range of other issues.

All inputs contribute to a collective 'visioning' phase of the process

Benefits

The final structure plans would set out an agreed vision for each town. Desirable zone changes will be highlighted and the strategic planning rationale underpinning these changes explained. Recommendations may also go to community infrastructure and/or facilities that may be missing or inadequate and where there is a demonstrated need. Where such facilities are within Council's purview, these recommendations can inform Council's future works program and budgeting and/or support grant applications to State or Federal Government. Where such facilities are State-level responsibilities, then the structure plan can be used to form the basis of Council's lobbying efforts.

Governance

Full Council will always provide high level governance and make/endorse key decisions. The Steering Committee will provide regular direction and governance, and report back to full Council at key decision points, which will be specified in the Project Brief.

The Steering Committee would oversee the process to seek proposals from interested consultants, interview those on a short-listed and make a recommendation to Council for the appoint of the successful consultant.

Day-to-day liaison with the project consultants will be through a Project Manager, who will report to the Project Steering Committee.

Budget Considerations

It is proposed that the project be split into Part 1 and Part 2 with each part occurring in each of the two coming financial years. The total cost of the project is anticipated to be \$240,000, with the State providing \$140,000 and Council providing \$100,000, across the two financial years.

The State Planning Office has advised that it is prepared to provide \$70,000 this coming financial year, to assist with Part 1 of the project. This represents half of the \$140,000 requested by Council. The remainder would be provided in the following financial year for Part 2, and would be up to the remaining \$70,000, depending on the scope and breadth of the Part 2.

Draft Project Brief

Draft 4 of the Project Brief is attached for information. Once the Project Steering Committee is appointed, it will then finalise the Project Brief and forward it to full Council for endorsement.

As mentioned above, it is proposed that the project be split into two parts.

- Part 1 – conducted across the municipality:
 - The background research: population growth forecasts, residential land demand & supply analysis, demographic trends, gaps in social services, key infrastructure issues and system capacities (water, sewer, roads, etc.), employment trends including existing and future industry sectors and a range of other issues., and
 - Identifying the issues and opportunities for each of the settlements. This would include the first phase of the public consultation for each town.
- Part 2' – The creation of the individual town structure plans.
 - The Part 1 would inform the scope and breadth of Part 2.
 - For example, it may be determined that one or more of the towns do not need a full structure planning process – but something less. (Noting that Bothwell, Hamilton and Ouse would almost certainly be identified as needing the full process).

Discussion by Planning Committee

The process was discussed in detail and it was identified that the looming local government elections in October will occur at a crucial time and resolved that the appointment of the Steering Committee be deferred until after the October Council elections.

State Planning Office Proposed Change

The State Planning Office has recently suggested that Council consider undertaking Part 1 collectively with other rural councils in the Southern Region. This idea has arisen because the SPO has received requests from many of the rural councils for funding to assist in township structure planning. The reasoning is provided in the following excerpt from the SPO's recent email:

- *The State Planning Office is currently funding a number of regional and local strategic planning studies to inform the review of the three regional land use strategies in Tasmania.*
- *Last year's State Budget delivered \$3.45 million over 3 years for the regional land use strategy reviews.*
- *A number of projects are currently underway to inform the review of the Southern Tasmania*

Regional Land Use Strategy (STRLUS).

- *For the metropolitan area, the Greater Hobart Plan has examined residential demand and supply for the four metropolitan councils in Greater Hobart (Hobart, Clarence, Glenorchy and Kingborough) specifically in relation to the current urban growth boundary. The Greater Hobart Plan has been managed through the Hobart City Deal under the Greater Hobart Act 2018.*
- *Complementary work has also recently commenced for the Outer Hobart Residential Demand and Supply Study to examine the urban areas of Greater Hobart outside the scope Greater Hobart Plan (Brighton and Sorell and the remaining areas Clarence (e.g. Lauderdale) and Margate and Snug in Kingborough) along with the settlements within a 45 minute commute from the Hobart CBD (e.g. Huonville, New Norfolk, Richmond, Bagdad, Campania).*
- *On the back of a number of requests for local strategic planning funding for the rural council areas in the Southern Region, the State Planning Office is currently considering options for funding a further complementary demand and supply study to be managed as sub-regional project for the remaining settlements in the Southern Region – the Outlying Settlements.*
- *Running this as a coordinated project provides value in terms of resourcing, time and cost savings and greater consistency in the collection and analysis of data.*
- *There is the potential to consider demand and supply in the context of the three different sub-regional segments in the Southern Region – for example an East Coast Sub-Region, a Huon Valley/Channel Sub-Region, Midlands/Highlands/Derwent Valley Sub-region.*
- *The completion of the residential demand and supply studies will inform the review of the STRLUS and local strategic planning work (e.g. the preparation of structure plans).*
- *The studies will also complement those underway and proposed in the Northern and Cradle Coast regions and create a full picture of residential demand and supply in the State, providing a baseline for the ongoing monitoring and implementation of the regional land use strategies.*

Discussion by Planning Committee

The State Planning Offices proposal was discussed with the following questions were raised:

- Will joining with a combined project delay our project? Central Highlands is close to commencing and reaching agreement with all other rural Councils in the Southern Region to undertake a collective project may take some time.
- Within a combined project, the importance of the Central Highlands' towns and the issues they face may get lost, or diminished in importance. How can we insure against this?
- Our 'Part 1' also includes other components, such as the initial community consultation work. How would this mesh with a combined approach?
- If Council does not participate in the combined approach, would this put the promised funding from the SPO at risk?
- Is the proposed combined project purely a residential supply and demand analysis?
- Would there be opportunity for Council to have input into the project, for example regarding the unique current and envisaged population growth drivers for our area?
- Would there be opportunity for the community to similarly have input?

Council's Planning Consultant, Damian Mackey, to follow up with the State Planning Office prior to the Council Meeting.

RESOLVED THAT:

It be recommended to Council that:

- A. The Project Steering Committee be appointed after the October Council elections; and
- B. Prior to October, full Council develop the Project Brief to a penultimate stage, to be finalised under the new Council after the elections.

*Broke for Morning Tea at 9.47am
Meeting Resumed at 10.15am
Jason Lynch attended Meeting at 10.15am*

6.2 CENTRAL HIGHLANDS DRAFT LOCAL PROVISIONS SCHEDULE : RURAL-AGRICULTURE ZONE REVIEW

Report By

Council Planning Consultant (SMC) Damian Mackey

Attachment

Draft Report - Pinion Advisory (to be provided)

Purpose

The purpose of this report is to consider the draft report from Pinion Advisory reviewing Council's methodology in allocating the Rural and Agriculture Zones in the Central Highlands Draft Local Provisions Schedule.

Background

In March the Tasmanian Planning Commission directed Council to engage a suitably qualified independent consultant to review its methodology in allocating the Rural and Agriculture Zones in the Central Highlands Draft Local Provisions Schedule.

Council sought proposals, including timeframes and costs estimates, from two companies considered capable of undertaking this kind of work, and appointed Pinion Advisory Services.

Discussion

Jason Lynch from Pinion presented the draft report to the Council Planning Committee. A number of minor modifications and additions were identified and agreed including historical irrigation data for properties.

Pinion Advisory will amend the document accordingly and provide the final version prior to the July Council Meeting.

RECOMMENDATION

Moved: Mayor Triffitt

Seconded: Clr Cassidy

THAT it be recommended to Council that it accept the Rural Land Zoning Review from Pinion Advisory, dated July 2022, which reviews Council's allocation of the Rural and Agriculture Zones in the Central Highlands Draft Local Provisions Schedule, subject to the amendments and additions discussed at the Planning Committee meeting, and forward the report to the Tasmanian Planning Commission.

For the Motion: Deputy Mayor Allwright, Mayor Triffitt, Clr Bailey & Clr Cassidy

7.0 OTHER BUSINESS

Nil

8.0 CLOSURE

There being no further business the Chairperson thanked everyone for attending and closed the meeting at 11.20am.



Derwent Catchment Project Monthly Report for Central Highlands Council

June-July 2022

General

As we wake to frosty mornings and fog descends upon our river valleys our team has been busy tackling weeds, planting trees and working to protect some of the regions endangered species.

This month we congratulate James, a valuable member of our on-ground works team, for completing his Certificate III in Conservation Land Management. We also welcome our second trainee, Tim Jenkins, to the team who will be working with us three days a week and attending TAFE the other two days.

We are very excited to see our Hamilton nursery continue to grow its capacity. This month, Karen our nursery manager, has installed heat beds that will allow us to establish cuttings and increase germination of seeds. This will greatly increase the nurseries productivity.

We have also been engaged in external projects on the east coast of Tasmania this month. Projects include controlling willows and planting Morrisby's gum, an endangered eucalypt, for a scientific study investigating assisted migration of this species.

Central Highlands weeds program

As weeds are less responsive to herbicides during the winter months, this time of year is predominantly a time to plan weed control and apply for grants to ensure funding for next season.

We are pleased to report that we have finished writing and submitted all our Weed Action Fund grants. These reports were applying for funding to continue control programs for orange hawkweed, African feathergrass and karamu.

Ouse River Recovery Program – Landcare Action Grant funded by DPIPW through the TFGA

We continue our work to control weeds and re-establish native vegetation along the banks of the River Ouse. This project aims to remove weeds and rehabilitate areas of the Ouse River as part of our Landcare Action Grant.

This month our team has been inspecting and performing blackberry and willow control on previously planted sites.

Agri-best practice programs

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

Derwent Pasture Network – funded by NRM South through the Australian Government’s National Landcare Program

The Derwent Pasture Network, our dryland focused ag program, continues to work alongside pastoralists to tackle the challenges of grazing in the semi-arid regions of the catchment.

The program taps into local knowledge, supported by our pasture expert Peter Ball, to overcome the challenges of improving productivity and reducing erosion in the rugged low-rainfall environments that we have throughout the Derwent region. We have demonstration sites, workshops, pasture courses and field days on the go.

This month Peter delivered the next session of the dry land grazing course at Bushy Park to interested land managers. This session focused on budgeting for paddock feed and exploring the impacts of systems on feed demand.

Peter also delivered the first session of our third series of our Grazing Time course this month. It was conducted at Apsley Park, hosted by Sarah Barrington. This session introduced participants to the Pasture Condition Tool; how to use it to better understand pasture health and productivity.

Our team also hosted a seminar at Hamilton on the value of legume species for pasture productivity. At this seminar, Dr Rowan Smith from The Tasmanian Institute of Agriculture shared his findings from his research trials investigating the establishment of legume populations within existing and renovated pastures. We shared

observations from our demonstration sites including how legume species respond to fertilizer response at different times of the year and to grazing exclusion.

Demonstration sites and case studies

Peter has been busy assessing a range of our demonstration trails looking at differences in establishment and productivity between pasture species and cultivar comparisons, fertiliser test strips, multi-species forage and seedling recruitment on North Facing Slopes.

Restoration and Conservation

Strategic Actions: 4.1 Continue to fund and support the Derwent Catchment Project and 4.7 Support and assist practical programs that address existing environmental problems and improve the environment.

Tyenna River Recovery – willow warriors – funded by the Australian Government’s Community Environment Program, IFS, DV council and DCP



Willow Warrior member tackling willows on the Tyenna River

This year we have continued working with volunteers and our on-ground works team to control willows along the Tyenna River. We have been following a top to bottom strategy to remove willows, treating willows within the Maydena township working towards Westerway.

This month our working bee concentrated on controlling willows on the Tyenna River near Newbury Road. It was great to see the Willow Warriors braving the cold weather to work with our on-grounds team to clean up this section of river.

Miena cider gum post fire program – funded by NRE

The Miena cider gum is an iconic species which is endemic to the Central Highlands of Tasmania. Miena cider gums are struggling after drought and bushfires have caused many of the older trees to die.

With the support of Hydro, this month our on-grounds works team revisited Miena cider gum trees at Tods Corner to check on our browsing protection infrastructure, and to install additional tree bands and cages. Our team were able to install protection around an additional 20 trees!



Installing cages around Miena cider gums

We also undertook monitoring of Miena cider gum trees to understand how the trees are responding to the conservation interventions we have implemented.

We have ordered more wombat gates which will be installed into our fences protecting Miena cider gums to allow wombats to come and go into these areas and reduce the damage they otherwise cause.

Native plantings

We continue to support farmers undertaking on-farm restoration projects which build long term farm resilience.

This month our on-ground works team conducted new planting jobs on multiple properties in the region. They also revisited old planting sites from last year and infilled and maintained them where necessary.

Grant applications

The Tasmanian Innovation Hub (Drought Hub) has recently put out expressions of interests for projects in two streams. DCP have applied for three grants, details below:

1. *Drought Risk Assessment: Practical Management Support To Build Resilience* - In partnership with Rural Business Tasmania we have submitted a project that will develop a simple assessment tool for farmers and landowners to identify how vulnerable they are to the impacts of drought. This project is explicitly working to address accessibility issues for the farming community that are not operating in the top 20% of producers. The assessment and scorecard will provide the farmer with a risk rating and pathways to increase their preparedness for future droughts. **\$100,000 (pending)**
2. *A model for grass-roots biosecurity collaboration in the Derwent Catchment* - This project will implement the highest priority actions of the regional biosecurity plan in collaboration with the Derwent Catchment Biosecurity Network, land holders and community and offers a model for place-based biosecurity networks that strengthen the work undertaken by Biosecurity Tasmania. **\$100,000 (pending)**
3. *Natural capital & On-farm opportunities in the Derwent* - This project is a collaboration between commercial primary producers and the Derwent Catchment Project. The project will explore market opportunities for natural capital and carbon projects and how to integrate new investment streams to build on farm resilience. **\$100,000 (pending)**

Lachlan River to support flood resilience – successful

We are pleased to announce that we have been successful in our bid for funding to support flood resilience in the Lachlan community. This grant will fund work focusing on improving river health through actions including willow removal, stormwater management and supporting landholders with flood preparedness and recovery. This funding will be delivered over the next three years.

Please don't hesitate to call us if you have any queries about our programs.

Yours Sincerely,

Josie Kelman, Executive Officer, The Derwent Catchment Project 0427 044 700

Eve Lazarus, NRM Co-ordinator, The Derwent Catchment Project 0429 170 048



Title:	Climate Change Adaptation & Mitigation Policy
Policy Ref Number:	
Approved Date:	
Next Review Date:	
Responsible Officer:	

1. BACKGROUND

Across Australia there is an increasing awareness and understanding of the economic, environmental and social impacts of climate change and that the impacts of climate on communities are continuing to increase.

Central Highland Council recognises that climate change is a complex issue that impacts on Council's role, functions and processes, and that it needs to take reasonable and practical measures to increase climate change resilience.

Council also recognises the important role it needs to play in building community awareness and fostering community resilience.

This climate change policy will provide Council with direction on how it can best adapt to and mitigate the current and potential impacts of climate change.

2. PURPOSE

The purpose of this policy is to support Council with the preparation and delivery of climate change adaptation and mitigation planning, actions and programs. The policy also aims to ensure that Council takes reasonable and practical measures to increase climate change resilience in its operations and lead the community in this area by increasing community understanding of climate change and promoting preparedness.

3. SCOPE

This policy applies across Council to all services and activities undertaken by Councillors, Council officers, contractors and external consultants on behalf of the Council.

4. OBJECTIVES

- To ensure the impacts of climate change on Council operations, functions and processes are considered
- To support Council to promote initiatives and partnerships that support climate change adaptation and mitigation
- To outline Council's role in engaging and leading the community to build climate change resilience across the community.



Title:	Climate Change Adaptation & Mitigation Policy
Policy Ref Number:	
Approved Date:	
Next Review Date:	
Responsible Officer:	

5. KEY DEFINITIONS

Adaptation

Adaptation is the process of adjustment to actual or expected climate change and its effects *eg minimising risks of damage by relocating critical infrastructure*

Mitigation

Mitigation is the process of intervention to reduce the causes of climate change *eg reducing emissions, retrofitting old buildings to make them more energy-efficient, planting trees and preserving forests to store carbon*

6. POLICY

Council is committed to addressing climate change issues and broader sustainability objectives. Council recognises the importance of allocating appropriate resources to implementing effective climate change actions and strategies that

- assist the Council and the community to reduce carbon footprints, adapt to climate change impacts; and
- increase awareness and understanding of climate change within Council and across the community.

6.1 Council Operations

Council will ensure that climate impacts are considered by

1. Taking all reasonable and practical measures to increase climate change resilience and reduce greenhouse gas emissions across all Council assets, functions, services and programs, and prioritising actions that also contribute to mitigation and adaptation.
2. Undertaking and/or supporting initiatives that will increase the understanding of future climate impacts across the Central Highlands LGA, community and the region, and sharing this information with other stakeholders
3. Seeking opportunities and/or continuing to collaborate on climate change adaptation and mitigation actions with key stakeholders and all levels of Government.
4. Being flexible and timely in its response to climate impacts, risks and hazards
5. Developing cooperative partnerships to secure support for better climate planning
6. Developing clear criteria relating to climate change and natural hazards for decision making. Ensuring that all relevant law is identified and the relevant information and facts are known and understood to minimise exposure of Council to potential liability for decisions made, or not made, now or in the future.



Title:	Climate Change Adaptation & Mitigation Policy
Policy Ref Number:	
Approved Date:	
Next Review Date:	
Responsible Officer:	

6.2 Community Leadership

Council will engage with community and provide leadership by undertaking the following

1. Providing effective and strong leadership on climate change to increase sustainability to its communities, the Central Highlands LGA and across other regions,
2. Continuing to develop and implement actions and strategies that assist communities to reduce carbon footprints, adapt to climate change impacts and increase their awareness and understanding of climate change
3. Ensuring that Council plans for and manages adaptation to the impacts of climate change, particularly where these impacts represent a threat to people and property
4. Making information available to the community on climate change risks and hazards to enable residents, business and community groups to manage the impacts on private property, business and on community assets and services
5. Increasing the resilience of Central Highland communities, enabling better preparedness, response and recovery from inevitable climate change impacts and increased frequency and intensity of natural hazards, through targeted programs, services and appropriate management of the Council assets and other relevant resources
6. Promoting the important roles biodiversity and ecosystem services play in building climate resilience

5 LEGISLATION AND REFERENCES:

Climate Change (State Action Act) 2008

Local Government Act (Tas) 1993

Local Government Order (Content of Plans and Strategies) 2014

Climate Action 21:Tasmania's Climate Change Action Plan 2017 - 2021

Central Highlands Council Strategic Plan 2015-2024

CHC Risk Management Policy & Strategy Policy No 2015-41

Land Use and Planning Approvals Act 1993

Central Highlands Interim Planning Scheme 2015

Central Highlands Strategic Risk Register

Regional Climate Change Adaptation Program (RCCAP)

Regional Climate change Initiative Background (RCCI)

Regional Council Climate Resilience Strategy Southern Tasmania 2013-2017



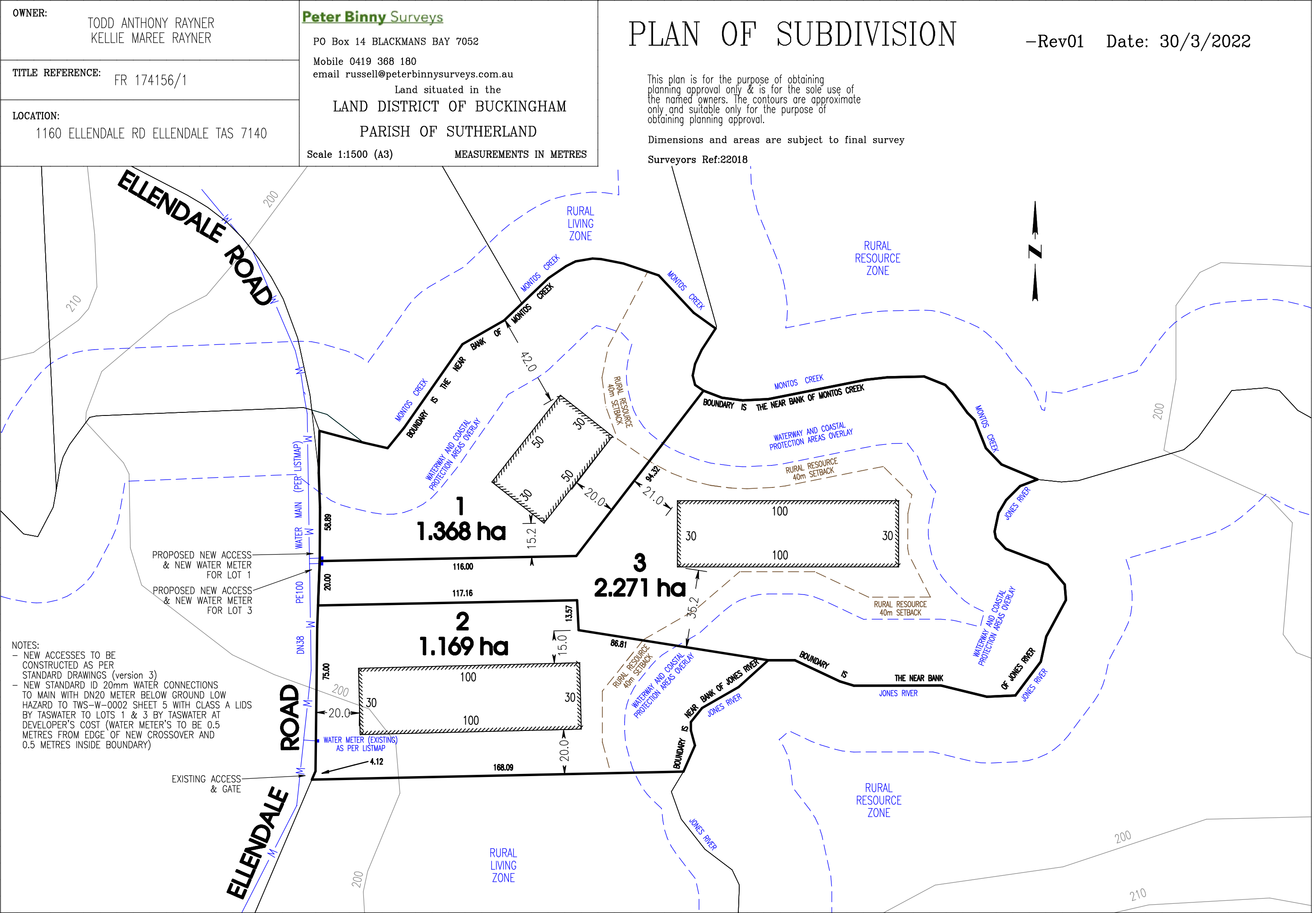
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Graham, K., Green, G., Heyward, O. 2013 *Regional Councils Climate Change Adaptation Strategy, Southern Tasmania*, Southern Tasmanian Councils Authority.

Southern Tasmanian Council's Authority, 2019, *Central Highlands Council Community Energy Use and Greenhouse Gas Footprint Summary Report May 2019* – Regional Climate Change Initiative

Gorse, Michael - Antarctic Climate & Ecosystems Cooperative Research Centre - Local Climate Profile – Central Highlands Municipality - Regional Councils Climate Adaptation Project using material from the technical reports of the Climate Future for Tasmania project. Central Highlands Council Climate Change Information For Decision Making 2020

DRAFT





BUSHFIRE HAZARD ASSESSMENT REPORT

PROPOSED 3 LOT SUBDIVISION
1160 ELLENDALE ROAD,
ELLENDALE

Dated April 2022

Report by Samuel Walters BFP-130

Report Code: M22-2

**Bushfire
Tasmania**

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APPENDICES

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Appendix C – Bushfire Hazard Management Plan

1. Report Summary

The purpose of this report is to provide a Bushfire Hazard Management Plan (BHMP) and Bushfire Attack Level (BAL) assessment in compliance with Planning Directive No. 5.1 Bushfire Prone Areas Code 2017 and Australian Standard 3959 2018 (incorporating Amendments 1 & 2) in relation to a 3 lot subdivision at 1160 Ellendale Road, Ellendale (C.T 174156/1).

Our findings conclude that the potential bushfire hazard risk for the proposal is tolerable providing the recommendations and findings of this report are followed and implemented in accordance with Planning Directive No. 5.1 Bushfire Prone Areas Code 2017 and Australian Standard 3959 2018 (incorporating Amendments 1 & 2).

E1.6.1 A1(b) in Planning Directive No. 5.1 2017 states that the deemed to satisfy solution is to achieve a minimum BAL-19 outcome for building areas on lots.

Bushfire-prone vegetation that poses the greatest threat is G. Grassland on all aspects.

New buildings constructed within proposed the building areas (BA's) on all lots will comply with requirements for a BAL-12.5 compliant building solution and will be approved at the time of subdivision. A HMA is required with separation distances from BA of:

- Lot 1 - 14m on the north western, south western and south eastern aspects as well as 16m on the north eastern aspect.
- Lot 2 - 14m on the western and southern aspects as well as 16m on the northern and eastern aspects.
- Lot 3 - 14m on all aspects.

Site access requirements are as follow:

- Lot 1 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 as driveway will >30m and <200m in length and will provide access to a static firefighting water supply.
- Lot 2 will comply with E1.6.2 A1(b) Table E2(A) of Planning Directive No. 5.1 2017 if driveway is <30m and/or <30m to a static firefighting water supply, and the water supply is within 90m of the furthest part of a dwelling as a hose lay. However, if driveway is >30m and <200m in length and will provide access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017.
- Lot 3 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 if driveway is >30m and <200m in length and provides access to a static firefighting water supply. If driveway is >200m in length and provides access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(C) of Planning Directive No. 5.1 2017.

Proposed habitable dwellings on lots will require a static water supply in accordance with E1.6.3 A2(b) Table E5 of Planning Directive No. 5.1 2017.

If mains fire hydrants are installed, they must be in line with E1.6.3 A1(b) Table E4(B).

2. Introduction

2.1. The Proposal

The proposal involves a 3 lot subdivision at 1160 Ellendale Road, Ellendale (C.T 174156/1). Lot 1 will be 1.368 hectares in size, lot 2 1.169 hectares and Lot 3 2.271 hectares.

2.2. Scope of Report

Bushfire Tasmania was engaged by Alastair Macleod to undertake a Bushfire Hazard Management Plan (BHMP) and BAL assessment for planning approval for a 3 lot subdivision to determine vegetation management requirements, firefighting water supply requirements, site access requirements and construction requirements to comply with Planning Directive No. 5.1 Bushfire Prone Areas Code, September 1 2017 and Australian Standard 3959 – Construction of Buildings in Bushfire Prone Areas 2018 (incorporating Amendments 1 & 2).

The proposal is assessed in accordance with E1.6 of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017, specifically E1.6.1 A1(b), E1.6.2 A1(b), E1.6.3 A1(b) and E1.6.3 A2(b) as well as Australian Standard 3959 – Construction of Buildings in Bushfire Prone Areas 2018 (incorporating Amendments 1 & 2). The site is assessed to a Fire Danger Index (FDI) of 50.

2.3. Property Information

Address: 1160 Ellendale Road, Ellendale

Zoning: Rural Living

Municipality: Central Highlands

Planning Scheme: Central Highlands Interim Planning Scheme 2015

2.4. Planning Overlays

Based on the Central Highlands Interim Planning Scheme 2015:

- Waterway and Coastal Protection Areas

3. Site Conditions and Observations

3.1. Site Description

The subject property is located on the across-/down-slope eastern side of Ellendale Road. The property has been used for grazing and hay production. There are no existing structures on the site.

It is flanked by Montos Creek and Jones River on the northern and eastern boundaries.

The topography is gently sloped to undulating in the range of 1-5° with an overall north easterly to easterly aspect.

The property has a history of agricultural activities and is currently uncut native and improved pastures, weeds and previous short rotation crops.



Figure 1: contoured listmap. www.thelist.tas.gov.au Subject property and proposed lot structure outlined in blue with proposed BA's in orange.



Figure 2: contoured listmap. www.thelist.tas.gov.au Subject property and proposed lot structure outlined in blue with proposed BA's in orange. Shows site situated in Rural Living zoning.

3.2. Surrounding Area

The subject site is located in a rural living zoned area, which borders rural resource to the east and west. Both zonings make up the larger area surrounding for several kms on all aspects. Typically, the higher elevation land is rural resource and the lower lying plains are rural living.

Properties within rural resource are very large and tend to have more large remnant vegetation with some dwellings and out buildings constructed. Dwellings tend to be surrounded by gardens in a managed state. Forestry operations make up a considerable proportion of this zoning to the west.

Rural living land is generally cleared of large vegetation and mostly made up of grazing land and pasture on smaller allotments that have a higher density of dwellings and other buildings. Dwellings are surrounded by managed garden settings.

Figure 3 below gives the TasVeg4.0 listmap of the area.

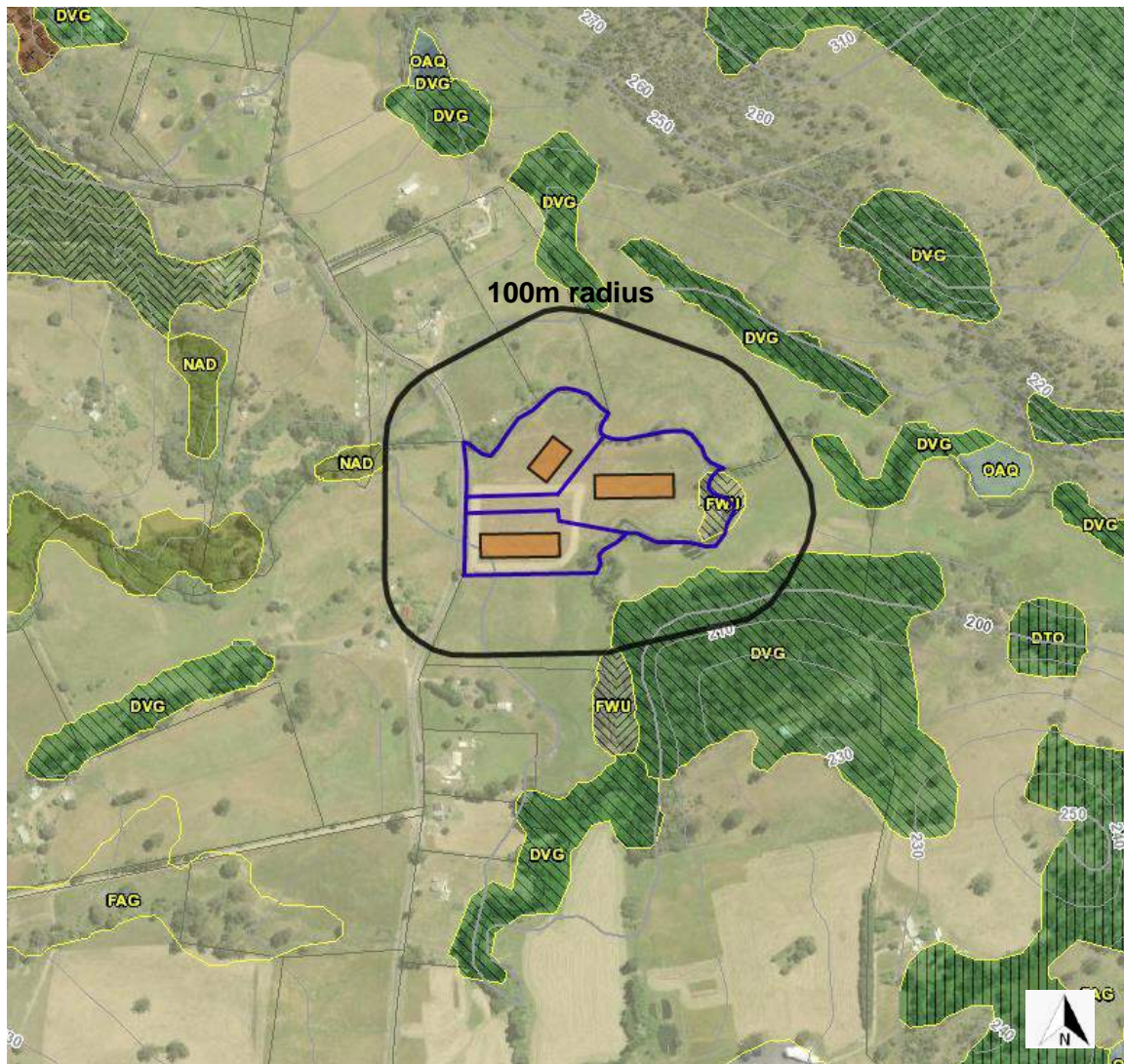


Figure 3: contoured TasVeg4.0 listmap. www.thelist.tas.gov.au Subject property and proposed lot structure outlined in blue with proposed BA's in orange.

3.3. Additional Information

Boundary adjustment/subdivision not expected to be staged.

Performance criteria satisfied under the Central Highlands Interim Planning Scheme 2015 E11.8.1 P1(b)(ii) relating to waterway and coastal protection area and the ability for this development to accommodate this code. The waterway zone on each lot is currently cleared and encroachment of HMA's within this zone is minor (1-2m at most on lots 2 and 3) with the majority of HMA's not impacting the waterway zone. Implementation of HMA's will not alter the current site and vegetation conditions, thus not impacting natural values or the watercourse.

There has been bushfire activity surrounding the site. The latest fire to impact the proposal and surrounds occurred in 2012-2013 and was the result of an accident. This burned several km's of land in a north west/south east pattern, all located to the west and north of the site.

See Figure 4 below for these events on a listmap.



Figure 4: Fire History listmap. www.thelist.tas.gov.au Subject property outline in blue, fire events denoted by hashed areas with dates inserted.

4. Bushfire Attack Level Assessment

4.1. Vegetation

According to TasVeg4.0, the entire proposal is situated within vegetation classified as (FAG) agricultural land. This includes properties on all aspects. Majority of this land consists of grazing grassland or hay production. Some sparse remnant larger Eucalyptus remain. Poplars and other assorted small to medium sized trees line Montos Creek and Jones River riparian strips. Widths of these strips ranges from approximately 6-30m, with the majority in the range of 6-12m.

Interspersed between (FAG) agricultural land are small to large parcels of (DVG) Eucalyptus *viminalis* grassy forest and woodland as well as some (DOB) Eucalyptus *obliqua* dry forest. These stands are scattered surrounding the proposal are >100m from building areas and extend into elevated areas and hills surrounding. These hills are dry and have typical dry land shrubby undergrowth.

Fire behaviour suggests that threats to building areas on lots would stem from potentially fast-moving grass fires, fanned by northerly, north westerly, westerly and south westerly winds burning up-, down- and across-slope. This may result in BA's being subjected to flanking and/or head fires.

All lots would likely experience ember attack and possible spot fires. Spot fires may be unpredictable/erratic depending on wind conditions.

The following table gives the predominant vegetation types for ground cover, middle growth and canopy for the surrounding area within 150m of building areas:

Table 1: Predominant grassland vegetation on all aspects.

Vegetation Height	Species
Canopy	N/A
Middle Growth	N/A
Ground Cover	Assorted native and introduced pasture species Assorted weed species Assorted native and introduced shrubs

Vegetation on all aspects is assessed as G. Grassland.

See photographs in appendix A for an indication of the surrounding vegetation.

4.2. Slope

Majority of land below grassland bushfire prone vegetation ranges between approximately 1-5° with a range of aspects but predominantly a north easterly to easterly aspect.

4.3. Separation Distances

Refer to Tables 2, 3 and 4 indicating the minimum defendable space distances required from shrubland bushfire prone vegetation in order to achieve BAL-19 and BAL-12.5.

Table 2: Defendable Space Table for building area on lot 1

	North West	North East	South East	South West
Vegetation Type	G. Grassland	G. Grassland	G. Grassland	G. Grassland
Surrounding land relative to site	Up-slope / Across/flat	Down-slope 0-5°	Up-slope / Across/flat	Up-slope / Across/flat
Minimum Defendable Space Required to achieve BAL-12.5	≥14m	≥16m	≥14m	≥14m

Table 3: Defendable Space Table for building area on lot 2

	North	East	South	West
Vegetation Type	G. Grassland	G. Grassland	G. Grassland	G. Grassland
Surrounding land relative to site	Down-slope 0-5°	Down-slope 0-5°	Up-slope / Across/flat	Up-slope / Across/flat
Minimum Defendable Space Required to achieve BAL-12.5	≥16m	≥16m	≥14m	≥14m

Table 4: Defendable Space Table for building area on lot 3

	North	East	South	West
Vegetation Type	G. Grassland	G. Grassland	G. Grassland	G. Grassland
Surrounding land relative to site	Up-slope / Across/flat	Up-slope / Across/flat	Up-slope / Across/flat	Up-slope / Across/flat
Minimum Defendable Space Required to achieve BAL-12.5	≥14m	≥14m	≥14m	≥14m

All separation distances are in accordance with Table 2.6 in AS3959 2018 and apply as part the HMA's set out in the BHMP.

Implementation and ongoing maintenance of these separation distances and subsequent HMA would allow a BAL-12.5 compliant building solution on all aspects for any building within BA's on all lots.

4.4. BAL

For BA'S on all lots, BAL ratings can be seen in Table 5. These are in accordance with Table 2.6 of AS3959 2018. Table 3.1 of AS3959, 2018 (incorporating Amendments 1 & 2) describes BAL-12.5:

Table 5: Building Area BAL ratings for all lots

Bushfire Attack Level (BAL)	Heat flux exposure thresholds for classified vegetation within 100m of site	Predicted bushfire attack and levels of exposure	Construction Sections
ALL LOTS BAL – 12.5 All Aspects	≤12.5 kW/m ²	Ember attack	3 & 5

5. Bushfire Hazard Management Objectives

5.1. Hazard Management Areas

The purpose of hazard management areas (HMA) is to provide a vegetation buffer in order to reduce fuel loads to a manageable level and aid in preservation of life and property. HMA's can be vegetated but in a manner that does not facilitate fire spread and helps occupants and/or firefighters to control fire activity (where possible) within the HMA.

However, HMA's are not intended as fail safe, they are highly dependent on the prevailing weather and fire conditions on the day as well as to what degree they are maintained (measured against clause 2.2.3.2 of AS3959 2018).

On all lots, setbacks have been imposed to allow a BAL-12.5 rating for the entire building area in line with E1.6.1 A1(b) of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017.

For HMA's on all lots, compliance can be achieved by the mowing and ongoing maintenance of grassland. Grass should be mowed to a nominal height of 100mm or less as per Clause 2.2.3.2 (f) of AS3959 2018.

Future plantings/landscaping within HMA's on all lots:

New vegetation may be planted within the HMA but must satisfy low threat conditions. New shrubs up to 2m in height can be planted either individually or in single rows but must be spaced with a minimum 4m between foliage and should not be within 4m of any dwelling (or class 10a building within 6m of a habitable residence).

New vegetation <1m in height may be planted not closer than 3m from buildings.

Large plants 4m or more in height can be planted but low and mid-level growth up to 2m in height to be trimmed and maintained over time with a minimum spacing between crowns of 15m.

New vegetation 2m or more in height should not be planted within 6m of any proposed dwelling or class 10a building within 6m of a habitable residence.

All new vegetation 1-4m in height should be spaced from large vegetation (>4m) at least 8m from tree trunk.

Firewood should be appropriately contained away from dwellings and plant debris should be removed.

Future plantings must take into account the requirement to maintain the HMA's as low threat and in line with this report and Clause 2.2.3.2 (d)(e)(f) AS3959 2018.

Future plantings/landscaping should be planned with this in mind and be appropriately managed. We recommend plants of low flammability, such as – but not limited to – those in the Tasmania Fire Service booklet *Fire Resisting Garden Plants for the urban fringe and rural areas*, 2017.

5.2. Private Access

Private site access is important for firefighting services in order to enter and exit the property under all circumstances, especially threatening and potentially dangerous conditions. There are certain design parameters that must be met to allow safe vehicle and foot access by firefighters and emergency services.

Proposed BA's have varying setbacks from road boundary. As such:

- Lot 1 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 as driveway will >30m and <200m in length and will provide access to a static firefighting water supply.
- Lot 2 will comply with E1.6.2 A1(b) Table E2(A) of Planning Directive No. 5.1 2017 if driveway is <30m and/or <30m to a static firefighting water supply, and the water supply is within 90m of the furthest part of a dwelling as a hose lay. However, if driveway is >30m and <200m in length and will provide access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017.
- Lot 3 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 if driveway is >30m and <200m in length and provides access to a static firefighting water supply. If driveway is >200m in length and provides access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(C) of Planning Directive No. 5.1 2017.

See Table E2 below:

Table E2 Standards for property access

Element		Requirement
A.	Property access length is less than 30m; or access is not required for a fire appliance to access a fire fighting water point.	There are no specified design and construction requirements.
B.	Property access length is 30m or greater; or access is required for a fire appliance to access a fire fighting water point.	The following design and construction requirements apply to property access: <ul style="list-style-type: none"> (a) all-weather construction; (b) load capacity of at least 20t, including for bridges and culverts; (c) minimum carriageway width of 4m; (d) minimum vertical clearance of 4m; (e) minimum horizontal clearance of 0.5m from the edge of the carriageway; (f) cross falls of less than 3 degrees (1:20 or 5%); (g) dips less than 7 degrees (1:8 or 12.5%) entry and exit angle; (h) curves with a minimum inner radius of 10m; (i) maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and (j) terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> (i) a turning circle with a minimum outer radius of 10m; or (ii) a property access encircling the building; or (iii) a hammerhead "T" or "Y" turning head 4m wide and 8m long.
C.	Property access length is 200m or greater.	The following design and construction requirements apply to property access: <ul style="list-style-type: none"> (a) the requirements for B above; and (b) passing bays of 2m additional carriageway width and 20m length provided every 200m.
D.	Property access length is greater than 30m, and access is provided to 3 or more properties.	The following design and construction requirements apply to property access: <ul style="list-style-type: none"> (a) complies with requirements for B above; and (b) passing bays of 2m additional carriageway width and 20m length must be provided every 100m.

5.3. Water Supply for Firefighting

The ability for firefighters and occupants alike to have easy and safe access to a firefighting water supply point is paramount. Water supply points and fire hydrants (whether on the subject property or along public streets and roads) must be visible and positioned to allow easy/safe approach. Static (unreticulated) water supply points must be clearly labelled with water signage.

All lots must install a static water supply point. This is to be in accordance with E1.6.3 A2(b) Table E5 of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017. See Table E5 below:

Table E5 Static water supply for fire fighting

Element		Requirement
A.	Distance between building area to be protected and water supply.	The following requirements apply: <ul style="list-style-type: none"> (a) the building area to be protected must be located within 90m of the fire fighting water point of a static water supply; and (b) the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.
B.	Static Water Supplies	A static water supply: <ul style="list-style-type: none"> (a) may have a remotely located offtake connected to the static water supply; (b) may be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times; (c) must be a minimum of 10,000l per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems; (d) must be metal, concrete or lagged by non-combustible materials if above ground; and (e) if a tank can be located so it is shielded in all directions in compliance with section 3.5 of <i>Australian Standard AS 3959-2009 Construction of buildings in bushfire-prone areas</i>, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by: <ul style="list-style-type: none"> (i) metal; (ii) non-combustible material; or (iii) fibre-cement a minimum of 6mm thickness.
C.	Fittings, pipework and accessories (including stands and tank supports)	Fittings and pipework associated with a fire fighting water point for a static water supply must: <ul style="list-style-type: none"> (a) have a minimum nominal internal diameter of 50mm; (b) be fitted with a valve with a minimum nominal internal diameter of 50mm; (c) be metal or lagged by non-combustible materials if above ground; (d) if buried, have a minimum depth of 300mm²; (e) provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment; (f) ensure the coupling is accessible and available for connection at all times; (g) ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length); (h) ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and (i) if a remote offtake is installed, ensure the offtake is in a position that is: <ul style="list-style-type: none"> (i) visible; (ii) accessible to allow connection by fire fighting equipment; (iii) at a working height of 450 – 600mm above ground level; and (iv) protected from possible damage, including damage by vehicles.
D.	Signage for static water connections.	The fire fighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must: <ul style="list-style-type: none"> (a) comply with water tank signage requirements within <i>Australian Standard AS 2304-2011 Water storage tanks for fire protection systems</i>; or (b) comply with the Tasmania Fire Service Water Supply Guideline published by the Tasmania Fire Service.
E.	Hardstand	A hardstand area for fire appliances must be: <ul style="list-style-type: none"> (a) no more than 3m from the fire fighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like); (b) no closer than 6m from the building area to be protected; (c) a minimum width of 3m constructed to the same standard as the carriageway; and (d) connected to the property access by a carriageway equivalent to the standard of the property access.

As a mains water supply is available at the road frontage, there is the possibility that fire hydrants could be installed to provide the firefighting water supply points. If mains fire hydrants are installed, they must be in line with E1.6.3 A1(b) Table E4(B).

See Table E4 below:

Table E4 Reticulated water supply for fire fighting

Element		Requirement
A.	Distance between building area to be protected and water supply.	The following requirements apply: (a) the building area to be protected must be located within 120m of a fire hydrant; and (b) the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.
B.	Design criteria for fire hydrants	The following requirements apply: (a) fire hydrant system must be designed and constructed in accordance with <i>TasWater Supplement to Water Supply Code of Australia WSA 03 – 2011-3.1 MRWA 2nd Edition</i> ; and (b) fire hydrants are not installed in parking areas.
C.	Hardstand	A hardstand area for fire appliances must be: (a) no more than 3m from the hydrant, measured as a hose lay; (b) no closer than 6m from the building area to be protected; (c) a minimum width of 3m constructed to the same standard as the carriageway; and (d) connected to the property access by a carriageway equivalent to the standard of the property access.

6. Subdivision Plan

6.1. Proposed Layout

The intended subdivision layout is such that all lots will have road frontage with lot 3 opening up more as an internal lot.

6.2. Preferred Layout

This can be used as a guide to achieve optimal bushfire management outcomes, or best practice. The aim is to provide solutions that are comparable to the existing layout but incorporate practical bushfire safety measures whilst at the same time not reduce the commercial appeal of the development.

Given the relatively simple nature of the development, there is no comment on any preferred layout.

7. Additional Planning Requirements

7.1. Vegetation Management

There are no specific planning scheme requirements in terms of vegetation management. In addition, there are no threatened species of flora or fauna.

7.2. Environmental Values

As a general rule it is important that proposed works do not lead to excessive vegetation removal (beyond what is required in this report) and measures should be taken to control and stabilize soil where vegetation has been removed in order to prevent erosion. This subdivision is unlikely to significantly alter existing site conditions.

A waterway and coastal protection area borders the proposal on the northern and eastern aspects. The HMA's imposed for BA's on lots 1 and 3 will slightly encroach into parts of this protection area.

Performance criteria satisfied under the Central Highlands Interim Planning Scheme 2015 E11.8.1 P1(b)(ii) relating to waterway and coastal protection area and the ability for this development to accommodate this code. The waterway zone on each lot is currently cleared and encroachment of HMA's within this zone is minor (1-2m at most on lots 2 and 3) with the majority of HMA's not impacting the waterway zone.

Implementation of HMA's will not alter the current site and vegetation conditions, thus not impacting natural values or the watercourse.

8. Regulations

Regulations governing construction in bushfire prone areas encompass all documents relating to planning, design and implementation. These documents include:

- Tasmania Building Act 2016
- Tasmania Building Regulations 2014
- Tasmania Building Regulations 2016
- Director's Determination - Requirements for Building in Bushfire-Prone Areas (transitional) Version 2.2 March 16, 2020
- Director's Determination - Application of Requirements for Building in Bushfire-Prone Areas (transitional) Version 1.3 March 16, 2020
- Planning Directive No.5.1 Bushfire-Prone Areas Code - September 1 2017
- BCA (as part of the National Construction Code) - 2019
- AS3959 (2018) (incorporating Amendments 1 & 2) - Construction of buildings in bushfire prone areas
- The ABCB Performance Standard for Private Bushfire Shelters Part 1

9. Report Limitations and General Information

This report aims to provide sound advice, best practice strategies and measures in accordance with AS3959 2018 (incorporating Amendments 1 & 2), Planning Directive No 5.1 Bushfire-Prone Areas Code – September 1 2017, the Director's Determination Requirements for Building in Bushfire-Prone Areas (transitional) Version 2.2 2020, and Director's Determination – Application of Requirements for Building in Bushfire-Prone Areas (transitional) Version 1.3 March 16, 2020 relevant to the site assessed.

We rely on information provided to us by clients and agents on behalf of clients. The assessment provided in this report relates only to the subject proposal/land/property, which has been identified in this report.

It is outside the scope of our accreditation to provide performance solutions. Bushfire Tasmania can provide performance solutions only with the advice and approval of the Tasmania Fire Service.

The purpose of recommendations contained in this report are to deliver clarity of circumstances relating to potential bushfire hazard(s). In addition, they are designed to assist in developing mitigation measures and on-going management of the site and surrounding area to provide a tolerable level of risk in accordance with all relevant standards. Any proposed future building(s) or changes in vegetation that may impact this site from a bushfire hazard perspective have not been considered in this report. No responsibility is taken for any loss as a result of actions taken which may be contrary to AS3959 2018 or the Directors Determinations. All findings and conclusions in this report are based on these.

Of particular note and importance from AS3959:

This standard is primarily concerned with improving the ability of buildings in designated bushfire-prone areas to better withstand attack from bushfire thus giving a measure or protection to the building occupants (until the fire front passes) as well to the building itself.

Improving the design and construction of buildings to minimize damage from the effects of bushfire is but one of several measures available to property owners and occupiers to address damage during bushfire. Property owners should be aware that this Standard is part of a process that aims to lessen the risk of damage to buildings occurring in the event of the onslaught of bushfire. Other measures of mitigating damage from bushfire fall within the areas of planning, subdivision, siting, building design, landscaping and maintenance.

Furthermore, compliance with AS3959 does not guarantee that no loss will occur to life or property as a result of bushfire, as stated in AS3959:

It should be borne in mind that the measures contained in this Standard cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the degree of vegetation management, the unpredictable nature and behaviour of fire, and extreme weather conditions.

The survivability of buildings is also dependent on a combination of measures such as landscaping, water supplies, access, building design and maintenance. Care should also be exercised when siting and designing for these measures when constructing a building under this Standard.

Monitoring current TFS advice is imperative and landowners should be aware in Catastrophic Fire Danger Rating conditions, even very well-prepared buildings may not be safe. Residents in bushland areas should not plan to defend any building, regardless of any preparations they have made.

It is the intention that based on the implementation of sound bushfire prevention measures in conjunction with on-going maintenance and keeping informed of possible fire threats that loss of property and/or life may be reduced.

If your property is within a bushfire prone area or if likely to be impacted by bushfire in some way, it is highly recommended that property owners/managers develop and implement a bushfire survival plan. This should address all aspects of bushfire safety and bushfire prevention measures applicable to the property. In addition, an evacuation plan should be developed and rehearsed to ensure occupants can realistically enforce it should the need arise. Please refer to the TFS Bushfire Emergency Planning Guidelines V2.0 2017 as a reference to better plan evacuation procedures as part of any bushfire survival plan and listen to ABC local radio for updates in the event of a fire in your area.

10. Recommendations

Hazard Management Areas

There is a requirement for the proposed BA's on all lots to achieve the minimum BAL-19 rating in line with E1.6.1 A1(b) of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017.

- New buildings constructed within proposed the BA's on all lots will comply with requirements for a BAL-12.5 compliant building solution and will be approved at the time of subdivision. HMA's are required with separation distances from BA's of:
 - Lot 1 - 14m on the north western, south western and south eastern aspects as well as 16m on the north eastern aspect.
 - Lot 2 - 14m on the western and southern aspects as well as 16m on the northern and eastern aspects.
 - Lot 3 - 14m on all aspects.
- For HMA's on all lots, compliance can be achieved by the mowing and ongoing maintenance of grassland on the subject property. Grass should be mowed to a nominal height of 100mm or less as per Clause 2.2.3.2 (f) of AS3959 2018.

Future plantings/landscaping within HMA's on all lots:

New vegetation may be planted within the HMA but must satisfy low threat conditions.

New shrubs up to 2m in height can be planted either individually or in single rows but must be spaced with a minimum 4m between foliage and should not be within 4m of any dwelling (or class 10a building within 6m of a habitable residence).

New vegetation <1m in height may be planted not closer than 3m from buildings.

Large plants 4m or more in height can be planted but low and mid-level growth up to 2m in height to be trimmed and maintained over time with a minimum spacing between crowns of 15m.

New vegetation 2m or more in height should not be planted within 6m of any proposed dwelling or class 10a building within 6m of a habitable residence.

All new vegetation 1-4m in height should be spaced from large vegetation (>4m) at least 8m from tree trunk.

Firewood should be appropriately contained away from dwellings and plant debris should be removed.

Future plantings must take into account the requirement to maintain the HMA's as low threat and in line with this report and Clause 2.2.3.2 (d)(e)(f) AS3959 2018.

- HMA's and site access to BA's on all lots should be installed and compliant prior to the sealing of titles.

Site Access

Proposed BA's have varying setbacks from road boundary. As such:

- Lot 1 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 as driveway will >30m and <200m in length and will provide access to a static firefighting water supply.
- Lot 2 will comply with E1.6.2 A1(b) Table E2(A) of Planning Directive No. 5.1 2017 if driveway is <30m and/or <30m to a static firefighting water supply, and the water supply is within 90m of the furthest part of a dwelling as a hose lay. However, if driveway is >30m and <200m in length and will provide access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017.
- Lot 3 must comply with E1.6.2 A1(b) Table E2(B) of Planning Directive No. 5.1 2017 if driveway is >30m and <200m in length and provides access to a static firefighting water supply.
If driveway is >200m in length and provides access to a static firefighting water supply, it must comply with E1.6.2 A1(b) Table E2(C) of Planning Directive No. 5.1 2017.

Firefighting Water Supply

- All lots must install a static water supply point. This is to be in accordance with E1.6.3 A2(b) Table E5 of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017.
- As a mains water supply is available at the road frontage, there is the possibility that fire hydrants could be installed to provide the firefighting water supply points. If mains fire hydrants are installed, they must be in line with E1.6.3 A1(b) Table E4(B).

General

- We recommend future owner(s) of any lot be issued with a copy of the bushfire hazard management plan and this report for future planning and reference.

11. Conclusion

The proposal is for a 3 lot subdivision at 1160 Ellendale Road, Ellendale (C.T 174156/1). Lot 1 will be 1.368 hectares in size, lot 2 1.169 hectares and Lot 3 2.271 hectares
The bushfire prone vegetation of greatest threat is G. Grassland on all aspects.

It is the conclusion of this bushfire hazard assessment report that if all findings and recommendations contained within this report and BHMP are implemented and maintained, the proposal will comply with all DtS requirements as well as Central Highlands Interim Planning Scheme 2015 E11.8.1 P1(b)(ii).

Building areas on all lots are approved at the time of subdivision and will comply with BAL-12.5 requirements in accordance with E1.6.1 A1(b) of Planning Directive No. 5.1 Bushfire Prone Areas Code 2017.

The site has been assessed in accordance with Planning Directive No. 5.1 Bushfire Prone Areas Code September 1 2017 and Australian Standard 3959 – *Construction of Buildings in Bushfire Prone Areas 2018* (incorporating Amendments 1 & 2).



Samuel Walters B.Agr Sc.; BFP-130 (1, 2, 3A, 3B)
Bushfire Tasmania

12. References

- AS3959-2018 Construction of buildings in bushfire prone areas, Standards Australia, Sydney (incorporating Amendments 1 & 2).
- Wiltshire,R and Jordan,G. *Treeflip*, School of Plant Science, University of Tasmania, 2009.
- Wiltshire,R and Potts,B. *Eucaflip*, School of Plant Science, University of Tasmania, 2007.
- Planning Directive No.5.1 Bushfire-Prone Areas Code – September 1 2017.
- Tasmania Building Act 2016.
- Tasmania Building Regulations 2014.
- Tasmania Building Regulations 2016.
- From Forest to Fjaeldmark, *Descriptions of Tasmania's Vegetation*. Department of Primary Industries, Water and Environment, 2005.
- Central Highlands Interim Planning Scheme 2015.
- www.thelist.tas.gov.au
- Chladil, M and Sheridan, J. *Fire Resisting Garden Plants for the urban fringe and rural areas*. Tasmania Fire Service, 2017.
- TasVeg3.0 Tasmanian Vegetation Monitoring and Mapping Program, Biodiversity Conservation Branch, DPIPWE, 2013.
- Bushfire Planning Group, *Guidelines for Development in Bushfire Prone Areas of Tasmania*, Tasmania Fire Service, Hobart, 2005.
- www.fire.tas.gov.au
- TFS *Bushfire Emergency Planning Guidelines* Version 2.0, November 2017. Tasmania Fire Service.
- TFS *Building for Bushfire booklet*, Tasmania Fire Service, June 2020.
- TFS *Water Supply Signage Guideline* Version 1.0, Tasmania Fire Service, February 2017.
- TFS *Firefighting Water Supplies booklet*, Tasmania Fire Service.

Appendix A – Site Photographs

Photograph 1 – Looking south from southern boundary of lot 2, approximately 40m in from Ellendale Road. Buildings are on 1144 Ellendale Road.



Photograph 2 – Looking east from same location as photo 1 along southern fence of lot 2.



Photograph 3 – Looking north east over proposal from south western corner of lot 2 (near existing gate and gravel entrance).



Photograph 4 – Looking north over proposal from same location as photo 3. Ellendale Road can be seen on the left.



Photograph 5 – Looking north up Ellendale Road from outside existing gate and entrance to the site.



Photograph 6 – Looking north west from same location as photo 5.



Photograph 7 – Looking south west from same location as photo 6. Dwelling is on 1145 Ellendale Road.



Photograph 8 – Looking south from same location as photo 7. 1145 Ellendale Road on the right and 1140/1150 Ellendale Road on the left.



Photograph 9 – Looking east toward existing site entrance from Ellendale Road.



**Photograph 10 – Looking north west from northern boundary of lot 1 along Montos Creek.
Adjoining property is 1188 Ellendale Road.**



Photograph 11 – Looking north east from same location as photo 10.



Photograph 12 – Looking north from northern boundary of lot 1. House in middle is 1204 Ellendale Road.



Photograph 13 – Looking east from eastern most boundary of lot 1. Adjoining property over Montos Creek is C.T 244823/1.



Photograph 14 – Looking east along northern boundary of lot 3. Montos Creek riparian strip over fence. Lot 3 on right hand side.



Photograph 15 – Looking south east from same location as photo 14 across lot 3.



Photograph 16 – Looking south from northern boundary of lot 3. Buildings on right are 1144 Ellendale Road.



Photograph 17 – Looking east from building area on lot 3.



Photograph 18 – Looking east from eastern most point of lot 3. Beyond riparian strip of Jones River is paddock grassland.



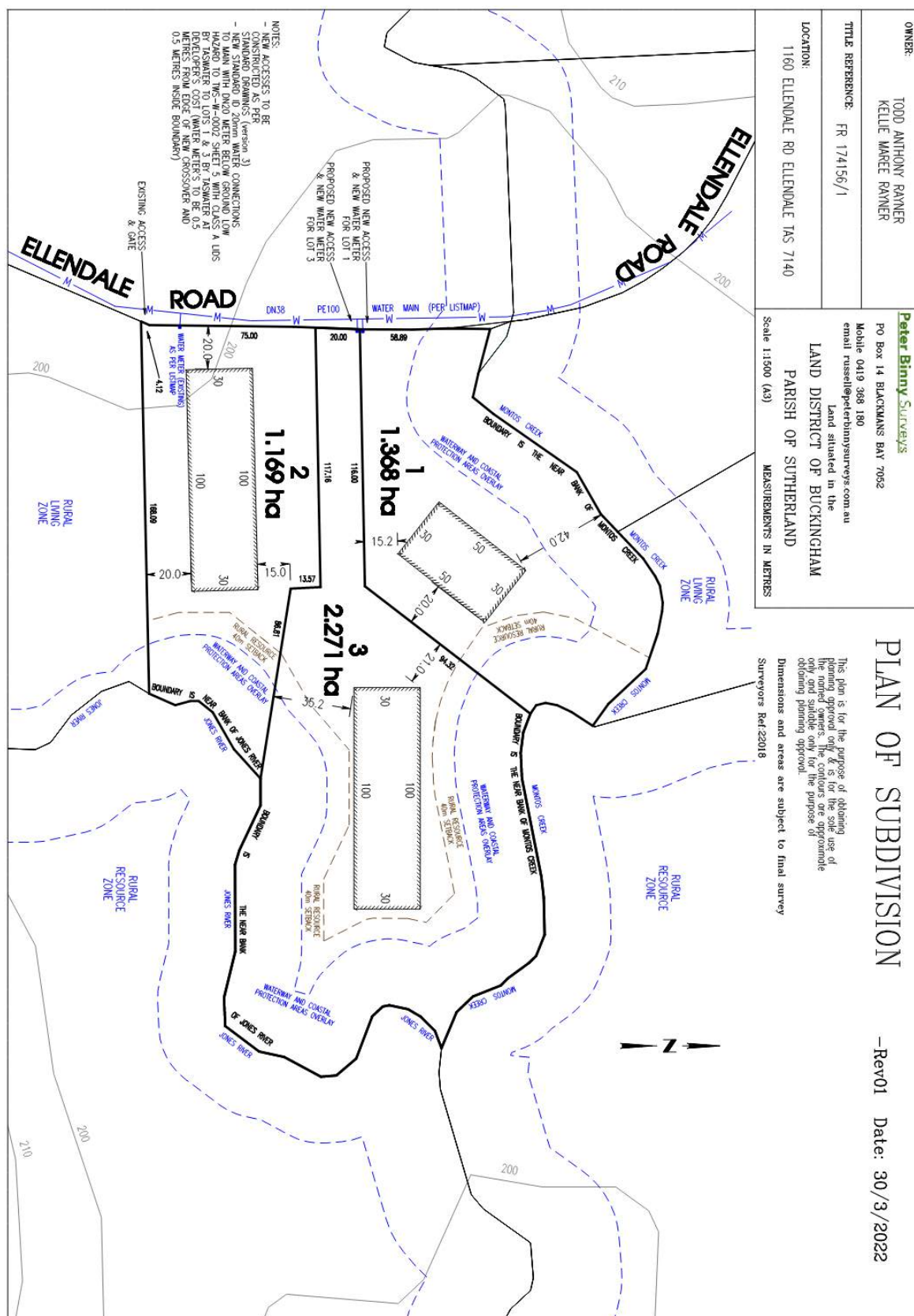
Photograph 19 – Looking south from southern boundary of lot 3 over grassland on 1084 Ellendale Road. Forest beyond, >100m from the proposal.



Photograph 20 – Looking west along southern boundary of lot 3. 1084 Ellendale Road on left, lot 3 on right and riparian strip of Jones River in middle.

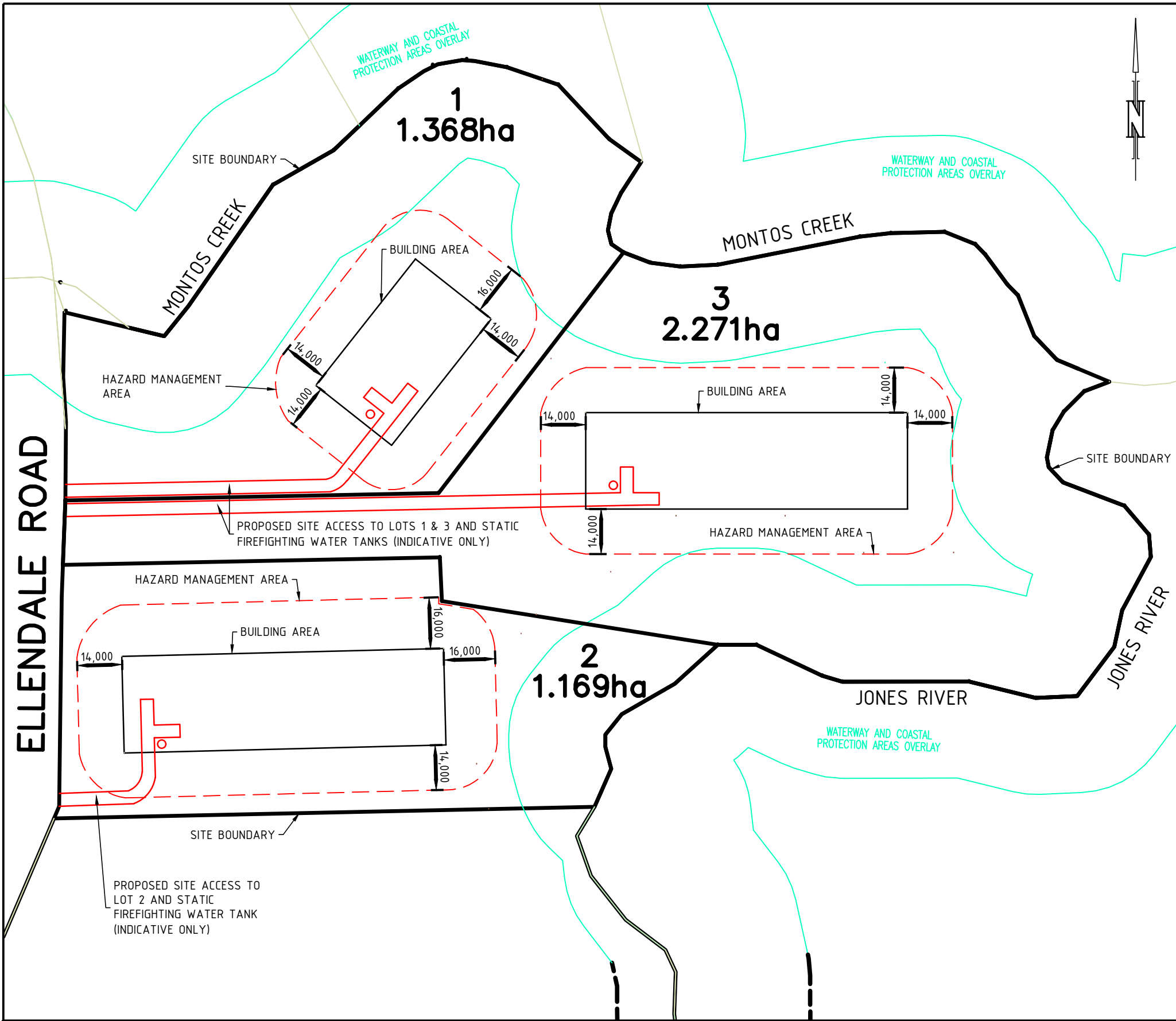


Appendix B – Subdivision Plans



Appendix C – Bushfire Hazard Management Plan

See attached



VEGETATION MANAGEMENT:
IN ACCORDANCE WITH TABLE 2.6 IN AS3959, 2018 AND E1.6.1 A1(B) OF PLANNING DIRECTIVE 5.1 BUSHFIRE-PRONE AREAS CODE 2017.

- LOT 1 - FROM PROPOSED BUILDING AREA, SEPARATION DISTANCES ARE 14m ON THE NW, SW AND SE ASPECTS AND 16m ON THE NE ASPECT. PROVIDES BAL-12.5 COMPLIANCE FOR THE BUILDING AREA.
- LOT 2 - FROM PROPOSED BUILDING AREA, SEPARATION DISTANCES ARE 14m ON THE W AND S ASPECTS AND 16m ON THE N AND E ASPECTS. PROVIDES BAL-12.5 COMPLIANCE FOR THE BUILDING AREA.
- LOT 3 - FROM PROPOSED BUILDING AREA, SEPARATION DISTANCES ARE 14m ON ALL ASPECTS. PROVIDES BAL-12.5 COMPLIANCE FOR THE BUILDING AREA.

ALL LOTS:
TO SATISFY HMA VEGETATION REQUIREMENTS, GRASS MUST BE REGULARLY MOWN TO A NOMINAL 100mm OR LESS HEIGHT AS PER AS3959 2018 CLAUSE 2.2.3.2(F).

GENERAL VEGETATION MANAGEMENT INFORMATION:
NEW VEGETATION MAY BE PLANTED WITHIN THE HMA BUT MUST SATISFY LOW THREAT CONDITIONS IN ACCORDANCE WITH AS3959 2018 CLAUSE 2.2.3.2(D)(E)(F).
NEW SHRUBS UP TO 2m IN HEIGHT CAN BE PLANTED EITHER INDIVIDUALLY OR IN SINGLE ROWS BUT MUST BE SPACED WITH A MINIMUM 4m BETWEEN FOLIAGE AND SHOULD NOT BE WITHIN 4m OF ANY DWELLING.
NEW VEGETATION <1m IN HEIGHT MAY BE PLANTED NOT CLOSER THAN 3m FROM BUILDINGS.
LARGE PLANTS 4m OR MORE IN HEIGHT CAN BE PLANTED BUT LOW AND MID-LEVEL GROWTH UP TO 2m IN HEIGHT TO BE TRIMMED AND MAINTAINED OVER TIME WITH A MINIMUM SPACING BETWEEN CROWNS OF 15m. NEW VEGETATION 2m OR MORE IN HEIGHT SHOULD NOT BE PLANTED WITHIN 6m OF ANY DWELLING OR ANY CLASS 10A SHED WITHIN 6m OF A HABITABLE DWELLING.
ALL NEW VEGETATION 1-4m IN HEIGHT SHOULD BE SPACED FROM LARGE VEGETATION (>4m) AT LEAST 8m FROM TREE TRUNK.

SITE ACCESS:
LOT 1 PROPOSED DRIVEWAY:

- ANY DRIVEWAY WILL BE >30m & <200m AND WILL PROVIDE ACCESS TO A STATIC FIREFIGHTING WATER SUPPLY. IT MUST COMPLY WITH E1.6.2 A1(B) TABLE E2(B) OF PLANNING DIRECTIVE NO. 5.1 2017.

LOT 2 PROPOSED DRIVEWAY:

- IF DRIVEWAY IS <30m AND/OR <30m TO A STATIC FIREFIGHTING WATER SUPPLY, AND THE WATER SUPPLY IS WITHIN 90m OF THE FURTHEST PART OF A DWELLING AS A HOSE LAY, IT WILL BE DEEMED TO COMPLY WITH E1.6.2 A1(B) TABLE E2(A) OF PLANNING DIRECTIVE NO. 5.1 2017.
- IF DRIVEWAY IS >30m & <200m AND PROVIDES ACCESS TO STATIC FIREFIGHTING WATER SUPPLY, IT MUST COMPLY WITH E1.6.2 A1(B) TABLE E2(B) OF PLANNING DIRECTIVE NO. 5.1 2017.

LOT 3 PROPOSED DRIVEWAY:


- IF DRIVEWAY IS >30m & <200m AND PROVIDES ACCESS TO STATIC FIREFIGHTING WATER SUPPLY, IT MUST COMPLY WITH E1.6.2 A1(B) TABLE E2(B) OF PLANNING DIRECTIVE NO. 5.1 2017.
- IF DRIVEWAY IS >200m AND PROVIDES ACCESS TO STATIC FIREFIGHTING WATER SUPPLY, IT MUST COMPLY WITH E1.6.2 A1(B) TABLE E2(C) OF PLANNING DIRECTIVE NO. 5.1 2017.

WATER SUPPLY:
ALL LOTS:
ANY FUTURE HABITABLE BUILDING MUST INSTALL A STATIC WATER SUPPLY POINT IN ACCORDANCE WITH E1.6.3 A2(B) TABLE E5 OF PLANNING DIRECTIVE NO. 5.1 2017.
THIS INVOLVES A MINIMUM 10,000L WATER TANK PER HABITABLE BUILDING, LOCATED WITHIN 3m OF A HARDSTAND. THE HARDSTAND MUST BE AT LEAST 3m WIDE, MADE OF THE SAME MATERIAL AND CONSTRUCTION AS THE DRIVEWAY AND BE AT LEAST 6m FROM THE DWELLING(S). THE TANK SHOULD BE NON-COMBUSTIBLE BUT IF IT CAN BE SHOWN THAT THE TANK IS SHIELDED FROM BUSHFIRE PRONE VEGETATION IN ACCORDANCE WITH SECTION 3.5 OF AS3959 2018, IT MAY BE POLY WITH THE BOTTOM 400mm ABOVE GROUND NON-COMBUSTIBLE.
IF THE INTENTION IS TO UTILISE THE MAINS WATER CONNECTION AND INSTALL A FIRE HYDRANT, IT MUST BE IN ACCORDANCE WITH E1.6.3 A1(B) TABLE E4(B) OF PLANNING DIRECTIVE NO. 5.1 2017

RECOMMENDATIONS:
MINIMUM SEPARATION DISTANCES ON ALL LOTS ARE TO BE MAINTAINED AS LOW THREAT AND IN ACCORDANCE WITH CLAUSES 2.2.3.2(d)(e)(f) OF AS3959 2018 AND BUSHFIRE HAZARD ASSESSMENT REPORT.
THE HMA AND SITE ACCESS TO THE BUILDING AREA ON ALL LOTS SHOULD BE IN PLACE PRIOR TO SEALING OF TITLES.
CURRENT AND FUTURE OWNERS OF EITHER LOT SHOULD RECEIVE A COPY OF THIS BHMP.
WE RECOMMEND USE OF LOW FLAMMABILITY PLANTS. EXAMPLES IN THE TASMANIA FIRE SERVICE BOOKLET FIRE RESISTING GARDEN PLANTS FOR THE URBAN FRINGE AND RURAL AREAS, 2017.
CONSTRUCTIONS REQUIREMENTS FOR ANY PROPOSED CLASS 1A DWELLING OR CLASS 10A SHED WITHIN 6m OF A HABITABLE BUILDING WITHIN THE BUILDING AREA ON ALL LOTS MUST COMPLY WITH CONSTRUCTION STANDARDS AS DETAILED BY AS3959, 2018 SECTIONS 3 AND 5 SPECIFICALLY CLAUSES 5.2 TO 5.8 FOR BAL-12.5.

BUSHFIRE HAZARD MANAGEMENT PLAN

SCALE 1:1500

		 <div>21 Dysart Street Clifton Beach 0438 559 371 sam@bushfiretasmania.com.au</div>	CLIENT: MACLEOD	SHEET: BUSHFIRE HAZARD MANAGEMENT PLAN	DRAWN: SW		APPROVED: SW BFP-130	
			ADDRESS: 1160 ELLENDALE ROAD ELLENDALE	PROJECT: PROPOSED 3 LOT SUBDIVISION	SCALE: 1:1500	SIZE: A3	DATE: 19/04/2022	
				ISSUE: PLANNING APPROVAL	PROJECT No. M22-2		SHEET No.	REV No. A
A	PLANNING APPROVAL		19/04/2022					
REV.	DESCRIPTION		DATE					

BUSHFIRE-PRONE AREAS CODE

CERTIFICATE¹ UNDER S51(2)(d) *LAND USE PLANNING AND APPROVALS ACT 1993*

1. Land to which certificate applies

The subject site includes property that is proposed for use and development and includes all properties upon which works are proposed for bushfire protection purposes.

Street address:

1160 Ellendale Road, Ellendale

Certificate of Title / PID:

C.T. 174156/1

2. Proposed Use or Development

Description of proposed Use and Development:

3 Lot Subdivision

Applicable Planning Scheme:

Central Highlands Interim Planning Scheme 2015

3. Documents relied upon

This certificate relates to the following documents:

Title	Author	Date	Version
Bushfire Hazard Assessment Report for 3 Lot subdivision at 1160 Ellendale Road, Ellendale, report code M22-2	Samuel Walters Bushfire Tasmania BFP-130	April 2022	1.0
Bushfire Hazard Management Plan for 1160 Ellendale Road, Ellendale dated 19/04/2022, code M22-2	Samuel Walters Bushfire Tasmania BFP-130	19/04/2022	Rev A
Plan of Subdivision for 1160 Ellendale Road, Ellendale	Peter Binny Surveys	30/03/2022	Rev 01

¹ This document is the approved form of certification for this purpose and must not be altered from its original form.

4. Nature of Certificate

The following requirements are applicable to the proposed use and development:

<input type="checkbox"/>	E1.4 / C13.4 – Use or development exempt from this Code	
	Compliance test	Compliance Requirement
<input type="checkbox"/>	E1.4(a) / C13.4.1(a)	Insufficient increase in risk

<input type="checkbox"/>	E1.5.1 / C13.5.1 – Vulnerable Uses	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.5.1 P1 / C13.5.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.5.1 A2 / C13.5.1 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.1 A3 / C13.5.1 A2	Bushfire hazard management plan

<input type="checkbox"/>	E1.5.2 / C13.5.2 – Hazardous Uses	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.5.2 P1 / C13.5.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.5.2 A2 / C13.5.2 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.2 A3 / C13.5.2 A3	Bushfire hazard management plan

<input checked="" type="checkbox"/>	E1.6.1 / C13.6.1 Subdivision: Provision of hazard management areas	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.1 P1 / C13.6.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.1 A1 (a) / C13.6.1 A1(a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.1 A1 (b) / C13.6.1 A1(b)	Provides BAL-19 for all lots (including any lot designated as 'balance')
<input type="checkbox"/>	E1.6.1 A1(c) / C13.6.1 A1(c)	Consent for Part 5 Agreement

<input checked="" type="checkbox"/>	E1.6.2 / C13.6.2 Subdivision: Public and fire fighting access	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.2 P1 / C13.6.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.2 A1 (a) / C13.6.2 A1 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	<u>E1.6.2 A1 (b)</u> / C13.6.2 A1 (b)	Access complies with relevant Tables

<input checked="" type="checkbox"/>	E1.6.3 / C13.1.6.3 Subdivision: Provision of water supply for fire fighting purposes	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.3 A1 (a) / C13.6.3 A1 (a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.3 A1 (b) / C13.6.3 A1 (b)	Reticulated water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A1 (c) / C13.6.3 A1 (c)	Water supply consistent with the objective
<input type="checkbox"/>	E1.6.3 A2 (a) / C13.6.3 A2 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	<u>E1.6.3 A2 (b)</u> / C13.6.3 A2 (b)	Static water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A2 (c) / C13.6.3 A2 (c)	Static water supply consistent with the objective

5. Bushfire Hazard Practitioner

Name: Samuel Walters

Phone No: 0438 559 371

Postal Address: 21 Dysart Street
Clifton Beach
TAS 7020

Email Address: sam@bushfiretasmania.com.au

Accreditation No: BFP – 130

Scope: 3B

6. Certification

I certify that in accordance with the authority given under Part 4A of the *Fire Service Act 1979* that the proposed use and development:

- ☐ Is exempt from the requirement Bushfire-Prone Areas Code because, having regard to the objective of all applicable standards in the Code, there is considered to be an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures, or
- ☒ The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and compliant with the relevant **Acceptable Solutions** identified in Section 4 of this Certificate.

Signed:
certifier



Name: Samuel Walters

Date: 19/04/2022

Certificate
Number: M22-2 001

(for Practitioner Use only)

Submission to Planning Authority Notice

Council Planning Permit No.	DA 2022/32	Council notice date	21/04/2022
TasWater details			
TasWater Reference No.	TWDA 2022/00575-CHL	Date of response	09/06/2022
TasWater Contact	Ahmad Khateib	Phone No.	0476 184 094
Response issued to			
Council name	CENTRAL HIGHLANDS COUNCIL		
Contact details	kbradburn@centralhighlands.tas.gov.au		
Development details			
Address	1160 ELLENDALE RD, ELLENDALE	Property ID (PID)	3550286
Description of development	Subdivision - 3 Lot		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
Peter Binny Surveys	Plan of Subdivision	Rev01	30/03/2022
JMG Engineers	Hydraulic Model	--	08/06/2022
Conditions			
SUBMISSION TO PLANNING AUTHORITY NOTICE OF PLANNING APPLICATION REFERRAL			
Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:			
CONNECTIONS, METERING & BACKFLOW			
<ol style="list-style-type: none"> 1. A suitably sized water supply with metered connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit. 2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost. 3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater. 			
FINAL PLANS			
<ol style="list-style-type: none"> 4. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for sealing is made. <i>Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.</i> 			

DEVELOPMENT ASSESSMENT FEES

5. The applicant or landowner as the case may be, must pay a development assessment fee of \$363.57 and a Consent to Register a Legal Document fee of \$154.42 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater.

The payment is required within 30 days of the issue of an invoice by TasWater.

Advice

General

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

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

Service Locations

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

- (a) A permit is required to work within TasWater's easements or in the vicinity of its infrastructure.

Further information can be obtained from TasWater

- (b) TasWater has listed a number of service providers who can provide asset detection and location services should you require it. Visit www.taswater.com.au/Development/Service-location for a list of companies

- (c) TasWater will locate residential water stop taps free of charge

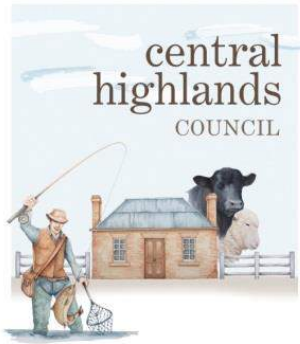
- (d) Sewer drainage plans or Inspection Openings (IO) for residential properties are available from your local council.

Declaration

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

TasWater Contact Details

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



DRAFT PROJECT BRIEF

CENTRAL HIGHLANDS TOWNSHIP STRUCTURE PLANS

BOTHWELL

HOUSE

HAMILTON

GRETNNA

MIENA

ELLENDAL/ENTONBURY

Draft 5 - Prepared by Damian Mackey

13 July 2022

1. INTRODUCTION:

The Central Highlands Council intends to undertake a single coordinated project over two financial years to develop structure plans for the townships of Bothwell, Ouse and Hamilton, and potentially Ellendale, Gretna, and Miena.

The work will involve an initial collective analysis of all relevant background information, including a municipal-wide residential demand & supply analysis. This will inform revised growth management strategies for the individual settlements, within the context of the expected revision of relevant components of the Southern Tasmania Regional Land Use Strategy, (STRLUS).

This, along with an initial public consultation phase involving the individual communities to identify issue and opportunities, will constitute Part 1 of the project and is expected to be completed in the first financial year.

Part 2 of the project, to be undertaken and completed in the second financial year, will involve the drafting of the structure plans, public consultation, and finalisation.

The individual structure plans will take into account the characteristics and issues of the particular townships, with full community and stakeholder consultation.

The plans will take the form of written documents that will include detailed maps and design plans with measures to be actioned and implemented as demand increases and funding is available.

The recommendations are to constitute a coherent set of coordinated actions and strategies for Central Highlands Council and other stakeholders to pursue. All recommendations are to be realistic, implementable, and achievable and meet the needs of key stakeholders and the community.

Recommendations of particular interest to Council will include desirable planning scheme amendments (with articulated supporting material), town improvement priorities and community goals.

The project will be managed by a Project Manager under general guidance and direction from a Project Steering Committee comprised of Council Officers and Elected Members. Key decision points will be referred to full Council by the Steering Committee.

2. BACKGROUND:

2.1 Catalyst for the Project

Feedback received during the recent public notification of the Central Highlands Draft Local Provisions Schedule brought into focus a need to undertake strategic land use planning exercises for the townships of the municipality, with several of the representations raising potential rezoning issues.

In considering Bothwell and Ouse representations, Council noted the following:

Council intends to pursue a structure plan for Bothwell once the LPS work is completed, potentially with financial support from the State Government. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.

and

A structure plan for the township of Ouse, with input from the local community should be developed. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.

The public exhibition of the Draft Local Provisions Schedule included planning scheme zone maps. However, the zoning of the municipality's townships had been directed by the State to simply be a direct transition from the current planning scheme zones. In other words, no fundamental zone changes were able to be considered. Nevertheless, members of the community lodged representations requesting such changes.

In addition to the matters raised in the representations, Council has been aware of a number of other zoning issues in and around the towns for some time. It has been decades since whole-of-town future-looking strategic planning exercises have been undertaken for the towns in the municipality.

It is now standard practice for the Tasmanian Planning Commission to require that proposed planning scheme amendments within towns are supported by wholistic strategic planning: 'structure plans'.

Finally, whilst no representations were received regarding zone changes in Hamilton, Miena, Ellendale and Gretna, Council believes that those towns would potentially also benefit from a strategic planning process.

2.2 Existing Documents

- *Southern Tasmania Regional Land Use Strategy 2010-2035*. This major statutory instrument is now significantly out-of-date, having been largely based on the 2006 census data and prepared prior to the housing boom and subsequent shortage of the land three years. Key aspects are about to be reviewed, including those components relevant to outlying township such as those in Central Highlands.
- *Joint Land Use Planning Initiative- Settlement and Open Space Strategy*, July 2010. This sub-regional strategic work spanned four municipal areas; Central Highlands, Southern Midlands, Derwent Valley and Brighton.
- *Central Highlands Strategic Plan*.
- *Central Highlands Interim Planning Scheme 2015*.
- *Central Highlands Draft Local Provisions Schedule* and the State Planning Provisions.
- ...
- ...

3. OBJECTIVES & ISSUES

3.1 Project Outputs

- The final structure plans will set out an agreed vision for each town. Desirable zone changes will be highlighted and the strategic planning rationale underpinning these changes explained.
- The process of developing the structure plans is to fully involve the local communities, ensuring that the recommendations reflect agreed visions for each town and instilling a sense of shared community purpose and action.
- Recommendations will also relate to community infrastructure and/or facilities that may be missing or inadequate and where there is a demonstrated need. Where such facilities are within Council's purview, these recommendations can inform Council's future works program and budgeting and/or support grant applications to State or Federal Government. Where such facilities are State-level responsibilities, then the structure plan can be used to form the basis of Council's lobbying efforts.

3.2 Project Objectives

- Growth of population through greater retention of existing population and encouragement of new residents.
- Support for local business and service providers through improved town amenity, greater visitor numbers, residential and business growth.
- Greater visitor numbers stopping in the towns and staying for longer.
- Maximise the use of space and linkages between key areas, including safe and efficient traffic management for major roads passing through the towns.
- Alignment of future growth with current state and regional strategies where necessary.
- Attraction of further investment and funding for infrastructure, including for water, sewer, power and roads.
- Identification and recommendations for the reinforcement of each town's unique points of difference.

It is expected that other relevant issues will be raised through the community and stakeholder consultation process.

3.3 Issues to be Addressed – Bothwell potentially include but are not limited to:

- Capacity of the town's water and sewer services.
- Potential reinstatement of Village Zone area along northern boundary of town (removed in the 2015 scheme) for which a live subdivision approval exists.
- Increasing town capacity through potential rezoning of existing serviced Low Density Residential land to Village.
- Increasing town capacity through potential rezoning of existing Rural Living land to smaller lot size and/or Low Density Residential.
- Increasing town capacity through potential rezoning of existing rural living use lots, that effectively form part of the town, from Rural/Agriculture to Rural Living Zone.
- Strengthening the town's visitor potential as the gateway to the Highlands Lakes' fishing, bushwalking and hunting areas, and the birthplace of golf in Australia.
- Improving pedestrian/cycle linkages within the town between the town's facilities, attractions and open space areas.
- Improving linkages to key adjacent visitor attractions such as Ratho and Nant.

- Improving safety at the main junction in the town (Highlands Lakes Road / William Street, Market Place / Queen Street).
- ...
- ...

3.4 Issues to be Addressed – Ouse potentially include but are not limited to:

- Capacity of the town’s water and sewer services.
- Potential rezoning of former Education Department land next to school from Rural/Agriculture to Village.
- The apparent lack of vacant lots in the town and potential town expansion areas (i.e. potential extension of the Village Zone).
- Strengthening the town’s visitor potential as the gateway to the ‘western wilds’ fishing and bushwalking areas.
- Improving pedestrian/cycle linkages between the town’s facilities, attractions and open space areas, including the Hamilton Showgrounds 1 km west of the town.
- Pedestrian safety across the Lyell Highway.
- ...

3.5 Issues to be Addressed – Hamilton potentially include but are not limited to:

- Capacity of the town’s water and sewer services.
- Potential relocation of the town’s sewerage treatment facility, which is currently too close to the town.
- Appropriate zoning of the existing small lots south and east of the town currently zoned Rural.
- Improving pedestrian/cycle linkages between the town’s facilities, attractions and open space areas, including Department of Health and Human Services facilities.
- Strengthening the town’s visitor potential as a beautifully preserved Georgian sandstone village.
- Pedestrian safety across the Lyell Highway.
- ...
- ...

3.6 Issues to be Addressed – Gretna potentially include but are not limited to:

- Capacity of the town's water services.
- Potential expansion of the Rural Living Zone, taking advantage of exiting patterns of development and relative proximity to Greater Hobart.
- Future road layout plan
- Appropriate zoning of the existing small rural living use lots west of the town currently zoned Rural.
- Pedestrian safety across the Lyell Highway.
- Improving pedestrian/cycle linkages between the town's facilities and open space areas, including the war memorial.
- ...
- ...

3.7 Issues to be Addressed – Miena potentially include but are not limited to:

- The appropriate spatial allocation and zoning of the heart of the town, currently Local Business. Alternatives include Village Zone and/or the Community Purpose and Recreation Zones.
- Strengthening the town's visitor potential as the heart of the Highlands Lakes' fishing and bushwalking areas.
- Examining the relationship with, and linkages to, the business hub to the north at the junction of Highland Lakes Road and Marlborough Road.
- Assessing the supply of Low Density Residential land in the vicinity.
- Improving pedestrian/cycle linkages between the town's facilities, attractions and open space areas, including to/from the mooted Great Lake circuit.
- ...
- ...

3.8 Issues to be Addressed – Ellendale/Fentonbury potentially include but are not limited to:

- The essentially rural living (hobby farming) nature of most of the area, not just the portion zoned Rural Living, and the desirability of changing zoning to reflect realities on the ground.
- The potential to expand rural living opportunities.
- Examining the relationship with, and linkages to, the nearby village of Westaway in the Derwent Valley municipal area.
- Assessing the supply of Low Density Residential land in the vicinity.
- ...
- ...
- ...

4. COMMUNITY GROUPS AND ORGANISATIONS

The project will involve multiple community consultation phases. In addition to members of the general public it is important to ensure that all community groups, clubs and organisations are invited to participate. These are listed below:

4.1 Bothwell

4.2 Ouse

4.3 Hamilton

4.4 Gretna

4.5 Miena

4.6 Ellendale / Fentonbury

5. PROJECT OUTLINE

5.1 General

The focus of the project is for the Consultant to prepare and finalise the initial collective analysis, including the municipal-wide residential demand analysis and revised growth management strategies for the individual settlements, and then to progress with the individual structure plans over the course of two financial years.

The structure plans will take the form of a written document that will include detailed maps and design plans to be adopted and implemented as demand increase and funding is available.

The Consultant will work under the broad direction of the Steering Committee and in regular consultation with the Project Manager.

Initiatives identified and recommended in the structure plans have a far greater chance of succeeding where they are supported by the community and form a part of a bigger strategic viewpoint.

5.2 Response to Project Brief

In their response to the Project Brief, potential consultants are to provide a costed and itemised project plan. Council is flexible in terms of how the project may unfold and is willing to consider alternative suggestions. The following outline is provided as a guide:

PART 1

To be completed in the first year of the project.

Stage 1 Background and data gathering/understanding scope/needs

- Provide a draft snapshot of Central Highlands generally and the five townships in particular. This would include population data, business data, trends and strategic direction (from the Strategic Plan, Planning Scheme, Southern Tasmanian Regional Land Use Strategy, Joint Land Use Planning Initiative, etc):
 - Gather further background information to gain a full understanding of the issues and context, as agreed with the Steering Committee.
 - Undertake a needs analysis and scrutiny of the project objectives and issues.

Stage 2 Residential demand and supply analysis across the municipality and revised draft growth management strategies for the individual settlements.

- In concert with the expected revision of relevant components of the Southern Tasmania Regional Land Use Strategy.
- This will form the first major deliverable of the project.
- The development of each of the five structure plans will follow their own pathway following this point.

Stage 3 First Round of Public Consultation (Repeated for each town)

- Undertake Public and Stakeholder Consultation
 - Develop an agreed methodology for the initial consultation. It is envisaged this will include a community township workshop, involving SWOT analysis, vision-forming, etc.
 - Provide timeframes for consultation
 - Provide objectives for consultation
 - Identify/confirm the drivers for change (i.e. the catalysts for the Project).
 - Compile and consider the feedback and direction of the Structure Plan with the Steering Committee.

Stage 4 Part 1 Report

- Compile the outcomes of the above into a Part 1 Report.
- In addition to the learnings and from the first three stages, the report will include specific recommendations regarding the structure planning work for the five townships.
- Part 2, the structure planning process, will be informed by this work, including whether any settlements need a full structure plan or if something less would suffice.
- The consultants will liaise with the Steering Committee in drafting the report, and the Steering Committee will refer it to full Council for endorsement before Part 2 of the project commences.

PART 2

To be completed in the second year of the project.

Stage 5 Draft Structure Plan Document (For each town)

- Prepare draft Structure Plan for review by the Steering Committee.

Stage 6 Second Round of Public Consultation: Exhibition of Draft Structure Plans
(For each town)

- Commence second round of public and stakeholder consultation on the draft Structure Plan- and:
 - Compile and consider the feedback
 - Input into the draft Structure Plan or amend otherwise
 - Report back to the Steering Committee with changes.

Stage 7 Finalise the Structure Plan for Endorsement (For each town)

- Finalise the Plan with the Steering Committee to prepare for Council endorsement.

5.3 Communications and Governance

The Steering Committee will guide the project as well provide a sounding board and tool for the Consultant. The Consultant's primary point of contact will be the Project Manager. The Consultant will, at times, be required to discuss the development of the plans with the Steering Committee and possibly full Council.

Communications with media will be undertaken by the Mayor per Council's existing *Communications Policy*.

Day-to-day communications from the community or stakeholders will be filtered by the Project Manager and/or Administration staff. Some communications will be directed to the Consultant where required.

Communications between Council representatives and the Consultant will be largely email and telephone with face to face as required and for key development meetings.

Communications through the community and stakeholder consultation will be agreed between the Steering Committee and the Consultant.

5.4 Timeframes & Reporting Requirements

Part 1

Stage 1 (estimate: 8 weeks)

The Consultant is to first meet with the Project Manager and Steering Committee to map out the way forward and any modifications to the proposed project plan. Then to prepare the first output and beginnings of the Structure Plan i.e. background analysis and snapshot of the municipality and the townships.

Stage 2 (estimate 4 weeks)

The Consultant to undertake the residential demand analysis across the municipality and produce revised draft growth management strategies for the individual settlements.

Stage 3 (estimate 4 weeks for each town, occurring consecutively)

First round of public consultation envisaged as including a township community planning workshop. Compile outcomes and feedback.

Stage 4 (estimate 4 weeks)

Development of the Stage 1 Report and submission to the Steering Committee, (which will then forward it to full Council for endorsement).

Part 2

Stage 5 (estimate 12 weeks for all five structure plans)

Prepare the first draft of the five Structure Plans and report to Steering Committee for agreement to proceed to community consultation.

Stage 6 (estimate 4 weeks for each town: 20 weeks)

Conduct community consultation of each Structure Plan and compile. Report to Steering Committee to debrief and seek agreement on amendments and to proceed to completion of the Plan.

Stage 7 (estimate 2 weeks for each town: 10 weeks)

Complete the draft Structure Plan and report to Steering Committee to commence endorsement process from Council.

Variation to above

As indicated above, Council is open to consider alternative proposals that achieve the same ends, if put forward by prospective Consultants.

6. EVALUATION CRITERIA & BUDGET

The successful Consultant will be selected on the basis of the following criterion:

- Ability to meet desired consultancy tasks and deliver desired project outcomes and outputs;
- Experience in public consultation including face-to-face meetings with the public including public meetings or group sessions;

- Suitability of the Consultant’s proposed public consultation and engagement program – including:
 - Modern day best practice;
 - Lessons learned from previous engagement processes;
 - Is open and includes meetings and face to face;
 - Is respectful of the values and uniqueness of a rural community;
- Suitability of the Consultant’s proposed project methodology. The Consultant is to provide methodology and a project plan that takes into account the stages of the project as outlined above for undertaking the services;
- Relevant skills, qualifications & experience, including of any sub-consultants proposed to be engaged by the Consultant;
- The Consultant’s understanding and experience in strategic land use planning, economic development, development of public open spaces and community engagement;
- The ability for the Consultant to travel and meet face-to-face and costs associated with travel;
- Any further initiative taken by the Consultant to identify alternative methodology or expansion of objectives and outputs;
- The Consultant’s ability to deliver project outputs on time in accordance with the above timeline requirements including of any sub-consultants proposed to be engaged by the Consultant;
- Value for money.

7. PROJECT BUDGET

The proposed Project Budget (excluding GST) shall not exceed:

Part 1, (Stages 1 -4):	\$120,000
Part 2 (Stages 5 to 7):	\$120,000
Total:	\$240,000

It is anticipated that Parts 1 and 2 will each span a financial year.

8. PROJECT STEERING COMMITTEE

Council has appointed a Project Steering Committee to provide high-level management and direction. The Steering Committee will liaise with full Council at key decision points. (TO BE APPOINTED AFTER THE OCTOBER ELECTIONS)

Committee Members:

Chair:	Councillor ...?
Deputy Chair:	Councillor?
Member:	Councillor ...?
Member:	Councillor ...?
Member:	Councillor ...?

Committee Advisors:

Council Officer:	?
Council Officer:	?
Council Officer	

Project Manager: Damian Mackey

All Councillors are able to attend meetings.

When appropriate, the Project Consultants will attend meetings.

Directions from the Steering committee will be implemented by the Project Manager, who will liaise with the Project Consultants on a day-to-day level.

9. CONTACT DETAILS

Further information regarding the consultancy can be obtained from:

Damian Mackey
Special Projects Officer
Central Highlands Council
Phone: 0499 782 584
Email: dmackey@southernmidlands.tas.gov.au



Development & Environmental Services
19 Alexander Street
BOTHWELL TAS 7030

Phone: (03) 6259 5503
Fax: (03) 6259 5722

www.centralhighlands.tas.gov.au

OFFICE USE ONLY

Application No.: _____

Property ID No.: _____

Date Received: _____

Application for Planning Approval Use and Development

Use this form to apply for planning approval in accordance with section 57 and 58 of the *Land Use Planning and Approvals Act 1993*

Applicant / Owner Details:

Applicant Name

GREAT LAKE COMMUNITY CENTRE INC.

Postal Address

P.O. Box 91

Phone No: 0427686371

Longford 7301

TAS.

Fax No:

Email address

greatlakecommunitycentre@gmail.com.

glowackitoni@gmail.com.

Owner/s Name

(if not Applicant)

Postal Address

Phone No:

Fax No:

Email address:

Description of proposed use and/or development:

**Address of new use
and development:**

55-57 CIDER GUM Rd. Miena

**Certificate of Title
No:**

Volume No

Lot No:

**Description of
proposed use or
development:**

GREENHOUSE & MEN'S SHED.

community Centre / MAINTENANCE.

Removal of tanks & Fence - new tanks & Fence to be installed

ie: New Dwelling / Additions / Demolition
// Shed / Farm Building / Carport /
Swimming Pool or detail other etc.

**Current use of land
and buildings:**

Community Centre Hall.

Ambulance Station

Fire station

Eg. Are there any existing buildings
on this title?

If yes, what is the main building
used as?

Proposed Material

What are the proposed
external wall colours

cream walls

What is the proposed roof colour

GREEN.

What is the proposed
new floor area m².

What is the estimated value of
all the new work proposed:

\$951,218

Is proposed development to be staged:

Yes ☐

No ☒

Tick ✓

Is the proposed development located on land previously used as a tip site?

Yes ☐

No ☒

Is the place on the Tasmanian Heritage Register?

Yes ☐

No ☒

Have you sought advice from Heritage Tasmania?

Yes ☐

No ☒

Has a Certificate of Exemption been sought for these works?

Yes ☐

No ☒

Signed Declaration *T. Glowacki*

I/we hereby apply for a planning approval to carry out the use or development described in this application and in the accompanying plans and documents, accordingly I declare that:

1. The information given is a true and accurate representation of the proposed development. I understand that the information and materials provided with this development application may be made available to the public. I understand that the Council may make such copies of the information and materials as, in its opinion, are necessary to facilitate a thorough consideration of the Development Application. I have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application, for the purposes of assessment of that application. I indemnify the Central Highlands Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.
2. In relation to this application, I/we agree to allow Council employees or consultants to enter the site in order to assess the application.
3. I am the applicant for the planning permit and I have notified the owner/s of the land in writing of the intention to make this application in accordance with Section 52(1) of the *Land Use Planning Approvals Act 1993* (or the land owner has signed this form in the box below in "Land Owner(s) signature");
Applies where the applicant is not the Owner and the land is not Crown land or owned by a council, and is not land administered by the Crown or a council.

Applicant Signature

T. Glowacki
(if not the Owner)

Applicant Name (Please print)

TONI GLOWACKI

Date

27-6-2022

Land Owner(s) Signature

Land Owners Name (please print)

Date

Land Owner(s) Signature

Land Owners Name (please print)

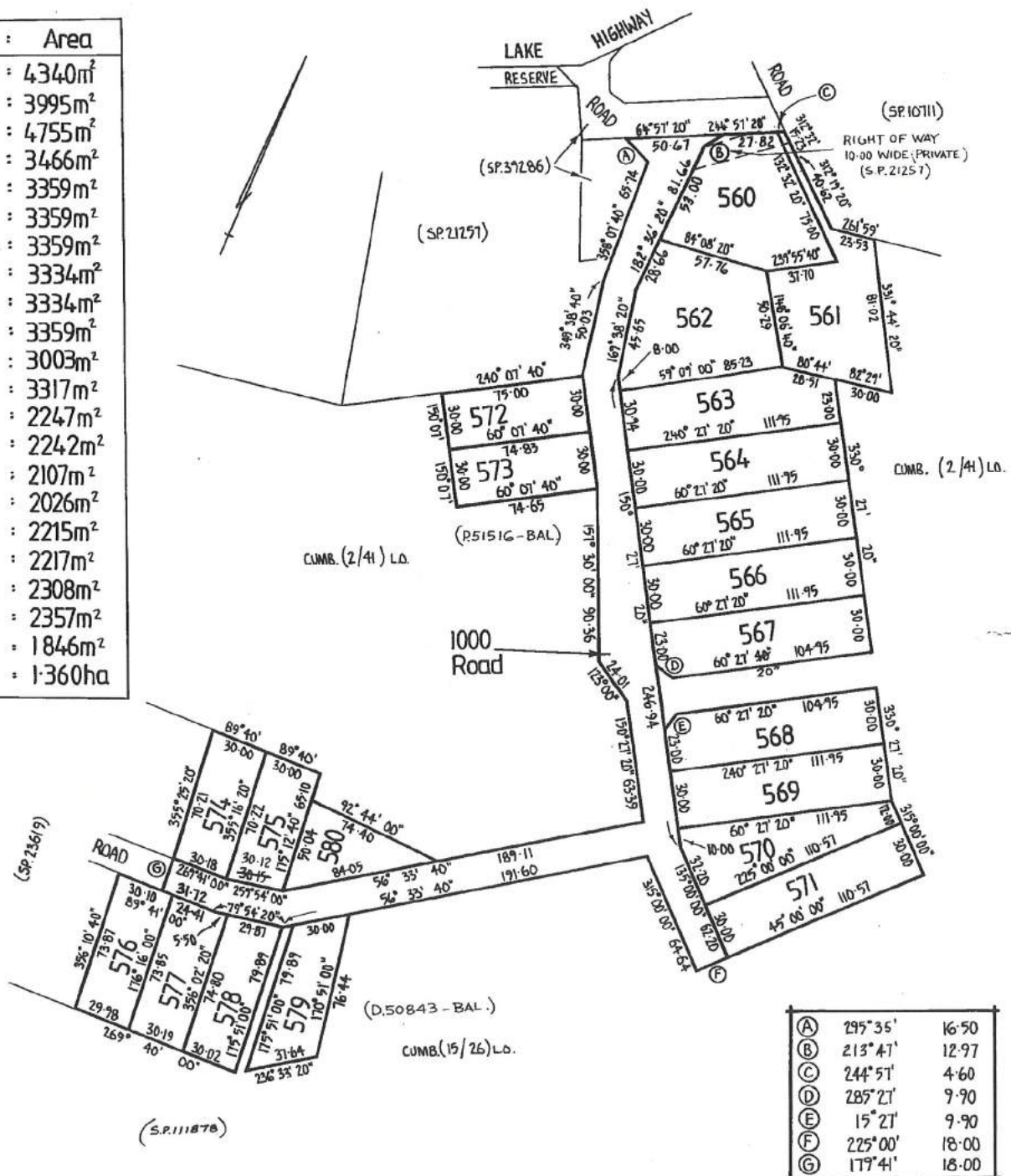
Date

<p>Information</p> <p>If you provide an email address in this form then the Central Highlands Council ("the Council") will treat the provision of the email address as consent to the Council, pursuant to Section 6 of the Electronic Transactions Act 2000, to using that email address for the purposes of assessing the Application under the Land Use Planning and Approvals Act 1993 ("the Act").</p> <p>If you provide an email address, the Council will not provide hard copy documentation unless specifically requested.</p> <p>It is your responsibility to provide the Council with the correct email address and to check your email for communications from the Council.</p> <p>If you do not wish for the Council to use your email address as the method of contact and for the giving of information, please tick <input checked="" type="checkbox"/> the box</p>	<input type="checkbox"/>
<p>Heritage Tasmania</p> <p>If the Property is listed on the Tasmanian Heritage Register then the Application will be referred to Heritage Tasmania unless an Exemption Certificate has been provided with this Application. (Phone 1300 850 332 or email enquires@heritage.tas.gov.au)</p>	
<p>TasWater</p> <p>Depending on the works proposed Council may be required to refer the Application to TasWater for assessment (Phone 136992)</p>	

20/8/91

Owner: PETER HENRIC THIESSEN	PLAN OF SURVEY by Surveyor <u>J. B. Medbury</u> of land situated in the LAND DISTRICT OF CUMBERLAND PARISH OF FENWICK	Registered Number: SP50870 Approved 27 SEP 1991 Effective from: <i>Medbury</i> Recorder of Titles
Title Reference: C.T. 4764/75 CNN 52/8875 & C.T. 4353/18.	SCALE 1: 2000 MEASUREMENTS IN METRES	
Grantee: PART OF LOT 3156 (640 ACRES), FREDERICK & WALTER SYNNOT, Pur.; AND PART OF LOT 24651 (978, 2, 28) ARTHUR JAMES DRYSDALE Pur.		

Lot N ^o	Area
560	4340m ²
561	3995m ²
562	4755m ²
563	3466m ²
564	3359m ²
565	3359m ²
566	3359m ²
567	3334m ²
568	3334m ²
569	3359m ²
570	3003m ²
571	3317m ²
572	2247m ²
573	2242m ²
574	2107m ²
575	2026m ²
576	2215m ²
577	2217m ²
578	2308m ²
579	2357m ²
580	1846m ²
1000	1360ha





SCHEDULE OF EASEMENTS

PLAN NO.

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

The Schedule must be signed by the owners and mortgagees of the land affected. Signatures should be attested.

SP50870

EASEMENTS AND PROFITS

Each lot on the plan is together with:—

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

Each lot on the plan is subject to:—

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

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

FENCING COVENANT

The Owner of each Lot on the Plan covenants with the Vendor, Peter Henric Thiessen, that the Vendor shall not be required to fence.

COVENANTS

The Owner of each Lot on the Plan covenants with Peter Henric Thiessen and the owners for the time being of each and every other Lot shown on the Plan, to the intent that the burden of this covenant may run with and bind the covenantors Lot and every part thereof and that the benefit thereof may be annexed to and devolve with each and every part of each and every other Lot shown on the Plan to observe the following stipulations namely:

1. Not to conduct or carry on any trade or business of an industrial, commercial or manufacturing nature at anytime hereafter upon the lot or any part thereof.
2. Not to erect upon the boundaries of the Lot or any part thereof any fence.
3. Not to erect or permit to be erected on the Lot or any part thereof or to attach to or permit to be attached to any structure erected on the Lot or part thereof any advertisements, hoarding, bill or poster or any similar erection of an unsightly nature.

SIGNED by the said PETER HENRIC)
THIESSEN the registered proprietor)
of Certificate of Title volume)
4353 folio 18 and comprised in)
Conveyance 52/8875 in the presence)
of:)

R Shackelady
Law Clerk
Hobart.

[Signature]

)
)

50870

This is the schedule of easements attached to the plan of MIR PETER HANRICH THURSDEN
(Insert Subdivider's Full Name)

..... affecting land in

CONV 52/8875 & CT 4353/18
(Insert Title Reference)

Sealed by MUNICIPALITY OF BATHURST on 16TH APRIL 1991

Solicitor's Reference
Council Clerk/Town Clerk

OSK 3134



SCHEDULE OF EASEMENTS

PLAN NO.

SP50870

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

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EASEMENTS AND PROFITS

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

FENCING COVENANT

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COVENANTS

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1. Not to conduct or carry on any trade or business of an industrial, commercial or manufacturing nature at anytime hereafter upon the lot or any part thereof.
2. Not to erect upon the boundaries of the Lot or any part thereof any fence.
3. Not to erect or permit to be erected on the Lot or any part thereof or to attach to or permit to be attached to any structure erected on the Lot or part thereof any advertisements, hoarding, bill or poster or any similar erection of an unsightly nature.

SIGNED by the said PETER HENRIC THIESSEN the registered proprietor of Certificate of Title volume 4353 folio 18 and comprised in Conveyance 52/8875 in the presence of:

R Shackley
Law Clerk
Hobart.

[Signature]

50870

This is the schedule of easements attached to the plan of MR PETER HENRICH THIRSSIN
(Insert Subdivider's Full Name)

..... affecting land in

CONV 52/8875 & CT 7353/18
(Insert Title Reference)

Sealed by MUNICIPALITY OF BATHURST on 16TH APRIL 1991

Solicitor's Reference
Council Clerk/Town Clerk

OSA 3134



SCHEDULE OF EASEMENTS

PLAN NO.

SP50870

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

The Schedule must be signed by the owners and mortgagees of the land affected. Signatures should be attested.

EASEMENTS AND PROFITS

Each lot on the plan is together with:—

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

Each lot on the plan is subject to:—

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

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3. Not to erect or permit to be erected on the Lot or any part thereof or to attach to or permit to be attached to any structure erected on the Lot or part thereof any advertisements, hoarding, bill or poster or any similar erection of an unsightly nature.

SIGNED by the said PETER HENRIC)
THIESSEN the registered proprietor)
of Certificate of Title volume)
4353 folio 18 and comprised in)
Conveyance 52/8875 in the presence)
of:)

R Shacklesdy
Law clerk
Hobart.

)
)

50870

This is the schedule of easements attached to the plan of MR PETER HENRICH THIESSEN
(Insert Subdivider's Full Name)

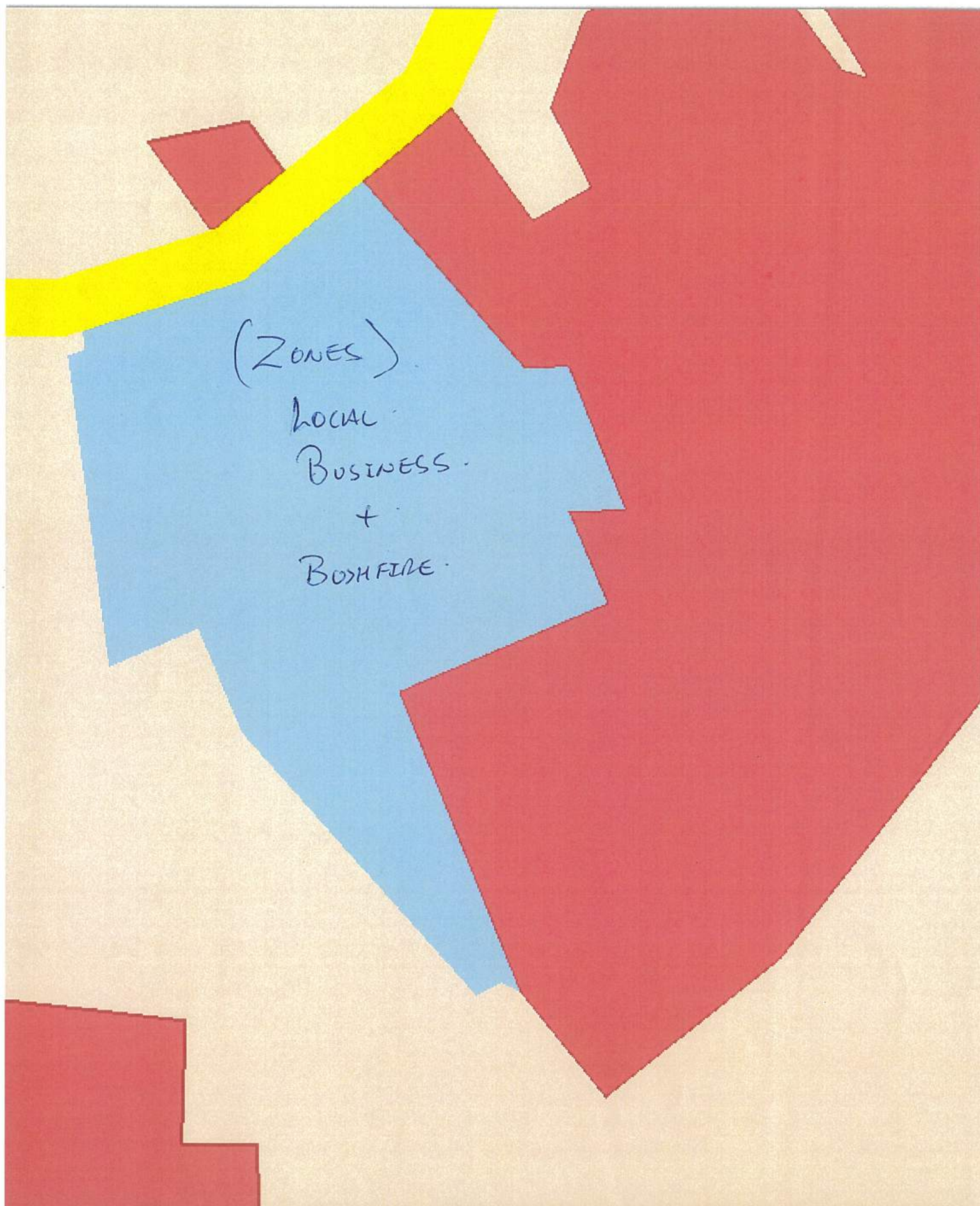
..... affecting land in

CONV 52/8875 & CT 4353/18
(Insert Title Reference)

Sealed by MUNICIPALITY OF BATHURST on 16TH APRIL 1991

Solicitor's Reference
Council Clerk/Town Clerk

OSA 3134





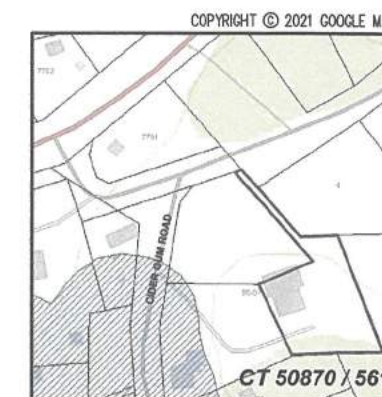
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Proposed GREENHOUSE, MAKER'S SHED & OTHER MINOR AMENDMENTS at 55-57 CIDER GUM ROAD, MIENA 7053, TASMANIA

(Class 8 Buildings to NCC/Bca 2019 Volume 1)

for GREAT LAKES COMMUNITY CENTRE
(Central Highlands Council)



LOCALITY PLAN
NOT TO SCALE

ABSTRACT

THE MIENA GREENHOUSE PROJECT HAS BEEN GENERATED AS A RESPONSE TO THE LOCAL COMMUNITY NEEDS, WHERE THERE HAS BEEN SHORTAGE OF INFRASTRUCTURE THAT PROMOTES ACTIVITIES FOR SOCIAL CONNECTION AND WELLBEING.

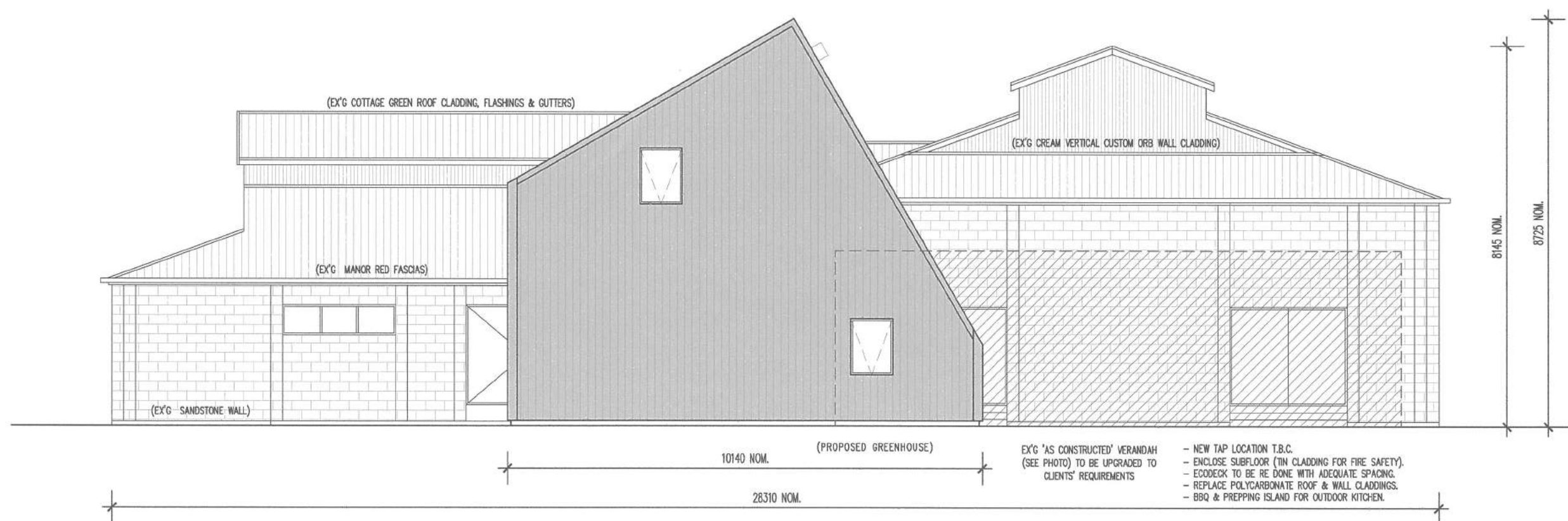
THE NEW BUILDING WILL BE A MEETING PLACE WHERE LOCAL PEOPLE CAN CONNECT, SHARE, LEARN AND FOSTER A SENSE OF BELONGING WITH THE PLACE, THEIR NEIGHBORS AND NATURE. THROUGH GARDENING TOGETHER, ISSUES AS ISOLATION, MENTAL HEALTH AND EDUCATION, CAN BE ADDRESSED AND ENCOURAGE POSITIVE THERAPEUTIC OUTCOMES FOR THE COMMUNITY.

AREAS

GREENHOUSE GROUND FLOOR	131.8 m ²
MAKERS' SHED BUILDING COMPLEX	162.6 m ²
EXISTING COMMUNITY CENTRE	±476 m ²
EXISTING VERANDAH	43.6 m ²
BUILT FOOTPRINT	±814 m²
LOT 1 SITE AREA	4000 m ²
SITE COVERAGE	20.4%

DRAWING INDEX

- 1 of 8. COVER SHEET
- 2 of 8. SITE PLAN
- 3 of 8. GREENHOUSE FLOOR PLAN
- 4 of 8. GREENHOUSE ELEVATIONS
- 5 of 8. GREENHOUSE SECTION A-A'
- 6 of 8. WALL MEMBERS
- 7 of 8. MAKER'S SHED FLOOR PLAN
- 8 of 8. MAKER'S SHED ELEVATIONS



EAST ELEVATION - GREENHOUSE AGAINST EXISTING COMMUNITY CENTRE

SCALE 1 : 100

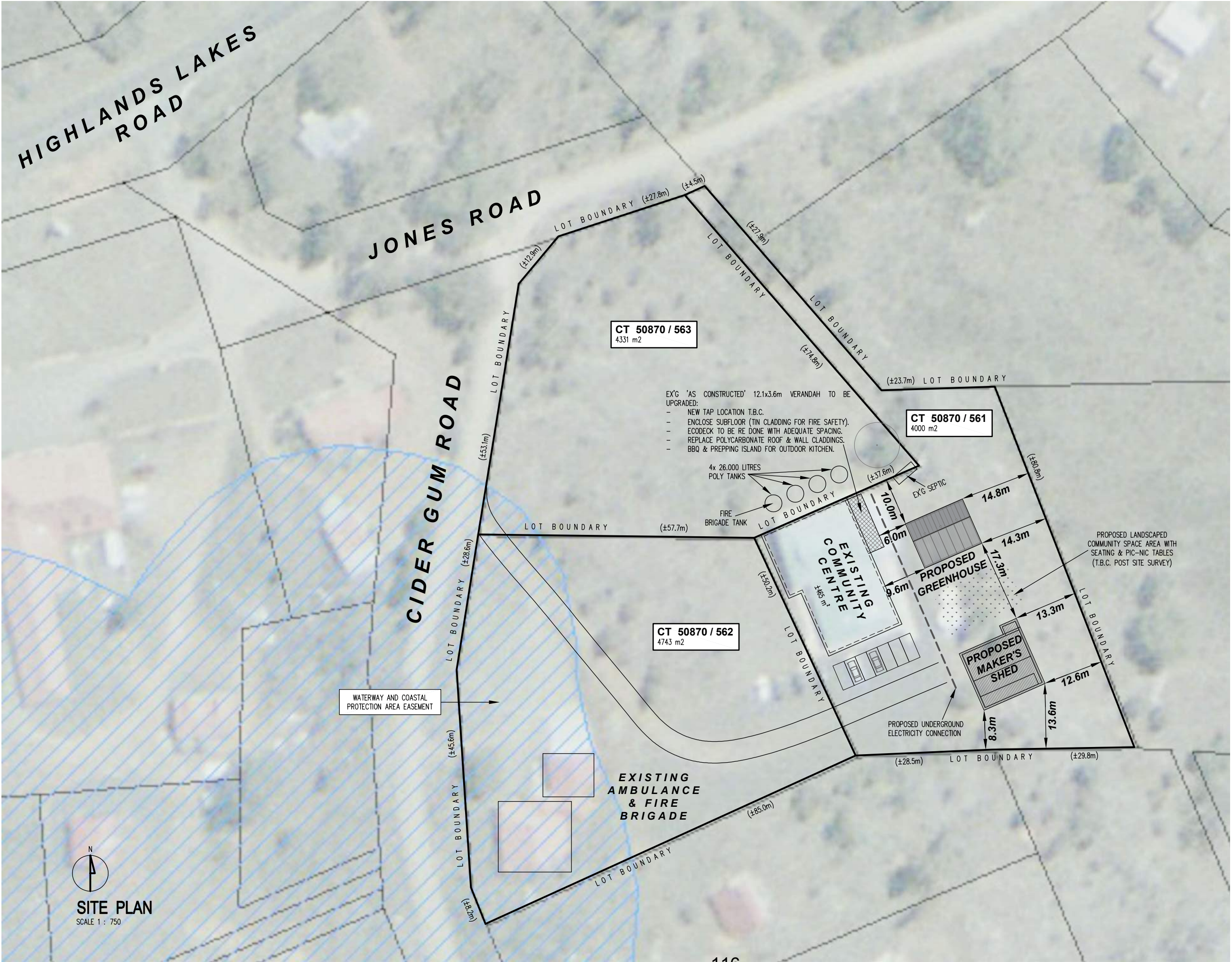


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**GREENHOUSE & MAKERS' SHED
at 55-57 CIDER GUM ROAD,
MIENA 7030
for GREAT LAKES
COMMUNITY CENTER**

Date :	02/06/2022	Job No. :	H2121
Scale :	Shown at A3	Sheet :	1 of 8
Drawn :	P. SEGURA	Issue :	DA

Check all dimensions on site before commencing work.
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General Notes:
Workmanship, materials and design shall comply with the Australian Standards, The National Construction Code of Australia, local Council requirements, and relevant codes and standards.

Builder shall verify all sizes and dimensions on site before commencing works.

All written dimensions are to take preference over scaled dimensions.

Site set-out to be undertaken by a qualified surveyor.

Site preparation:
Site preparation to be in compliance with AS2870 and The National Construction Code of Australia 3.2.2.

Earth works:
All site earthworks to be in compliance with 3.1.1. of The National Construction Code of Australia, and AS3798.

Excavate site to the required levels.

Slope ground away from the footings at a slope of not less than 50mm over 1000mm.

Drainage of water to comply with The N.C.C. Part 3.1.2.

Fence Notes:
A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:
(a) 1.2m if the fence is solid; or
(b) 1.8m, if any part of the fence that is within 4.5m of a primary frontage has openings above 1.2m high which provide a uniform transparency of not less than 30% (excluding any posts or uprights).

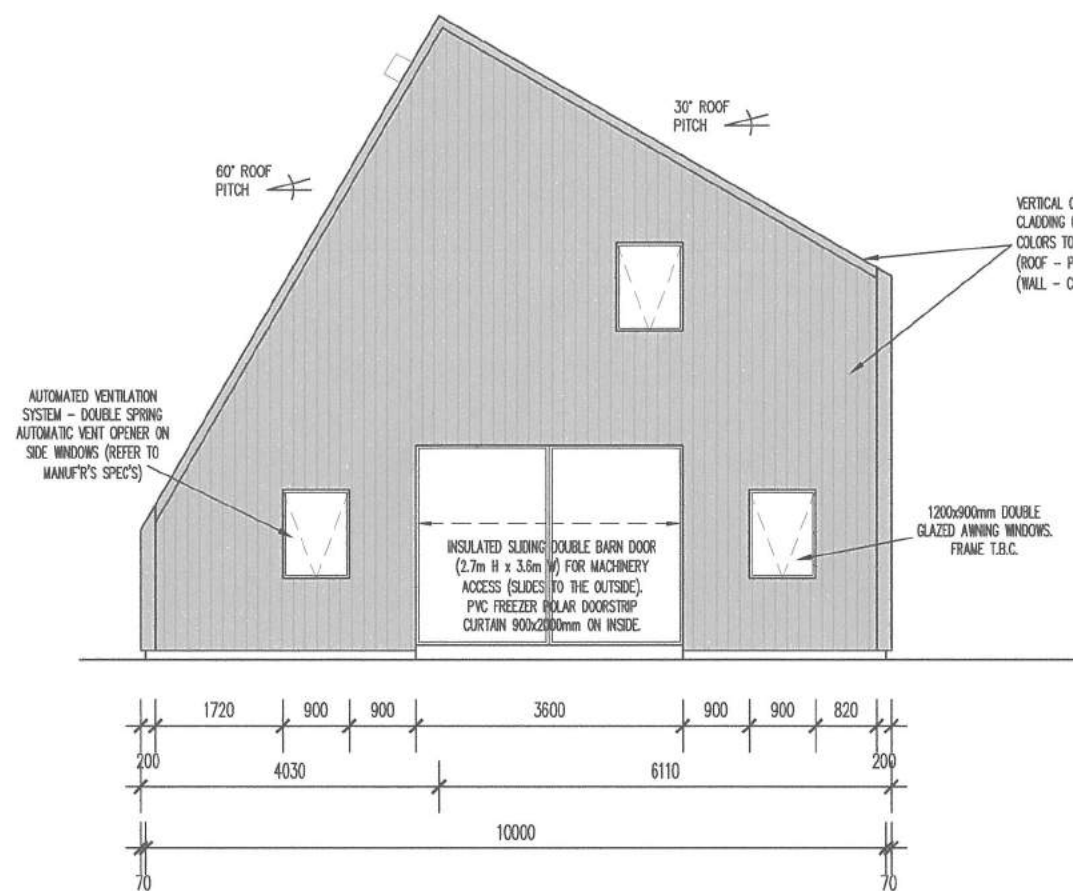


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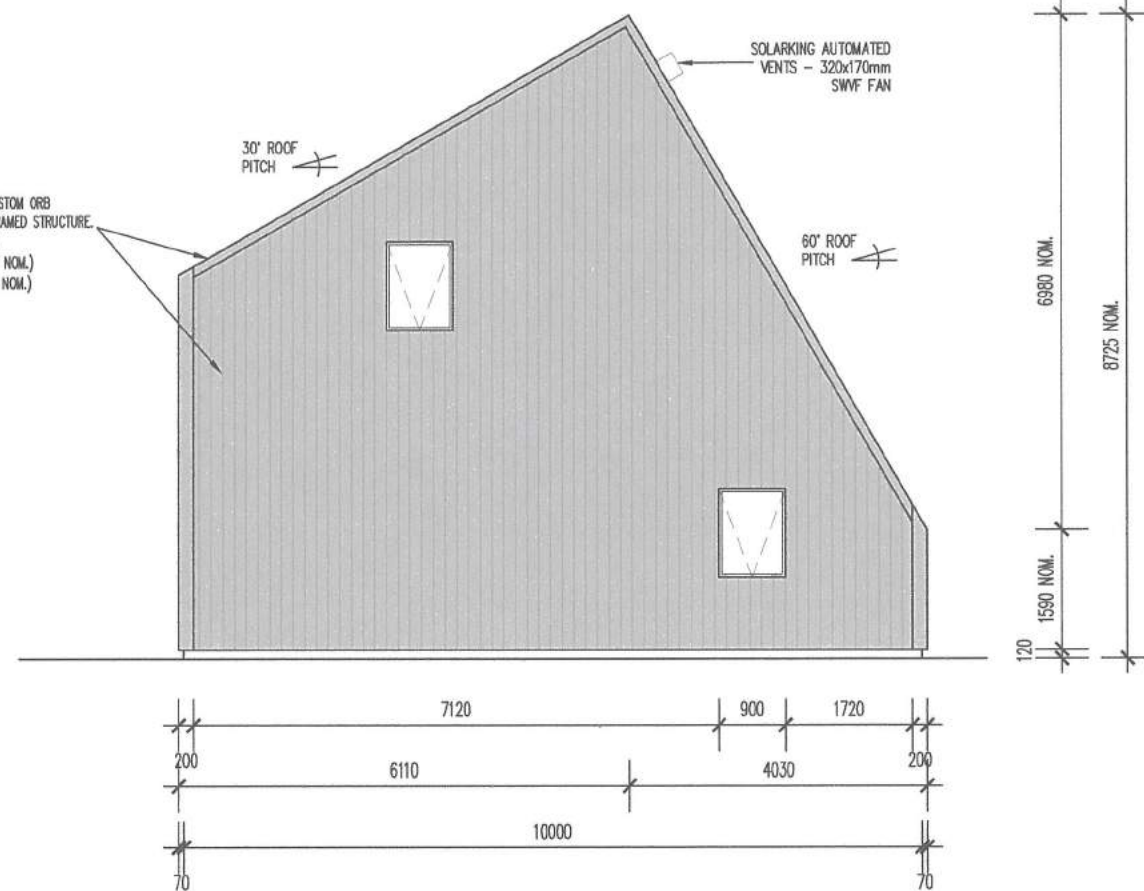
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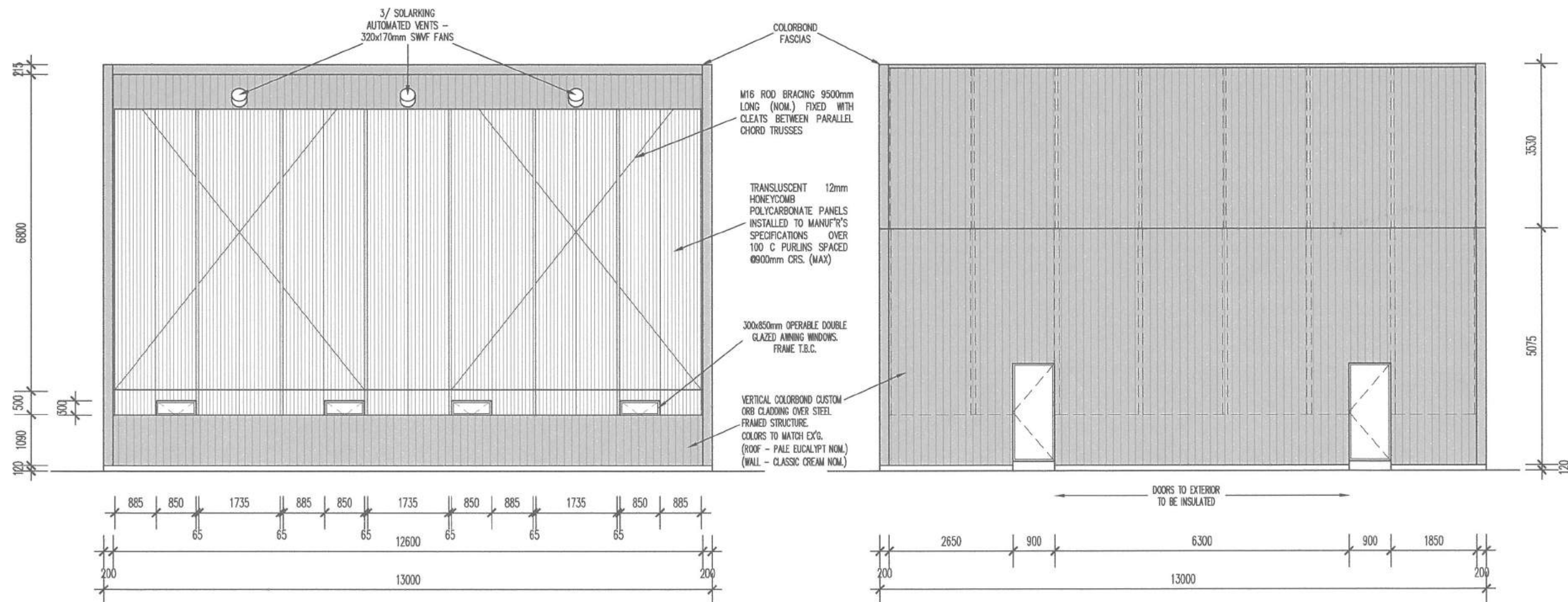
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WEST ELEVATION
SCALE 1 : 100



EAST ELEVATION
SCALE 1 : 100



NORTH ELEVATION
SCALE 1 : 100

SOUTH ELEVATION
SCALE 1 : 100



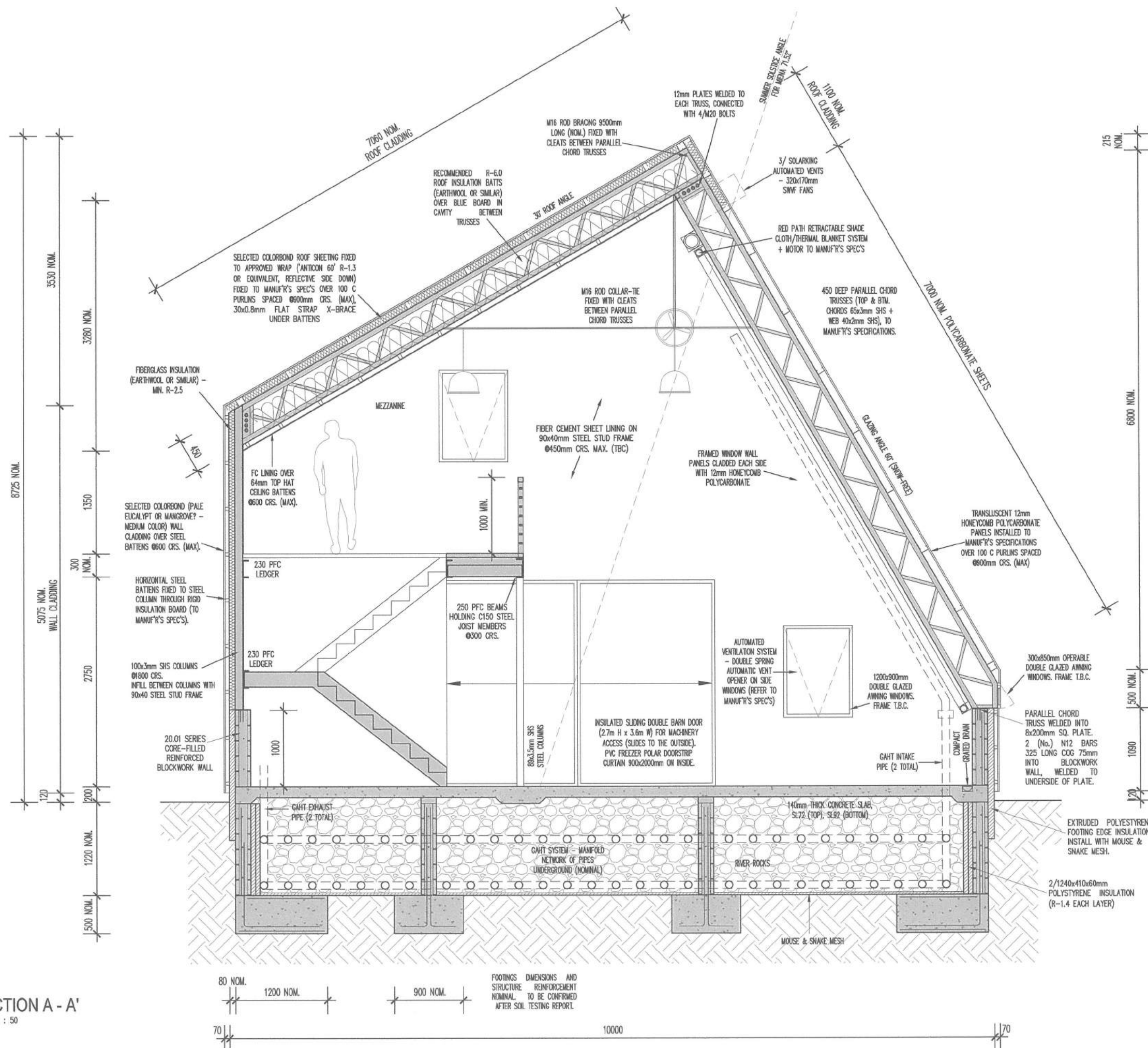
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SECTION A - A'
SCALE 1 : 50



STEEL FRAMING

STEEL FRAMING TO COMPLY WITH ONE OR MORE OF THE FOLLOWING: THE N.C.C. VOL. 2 PART 3.4.2, AS4100, AS4600 OR NASH STANDARD.

WELDS TO ADHERE TO AS4100 AND AS/NZS 1554.5, 6MM MIN. CONT. FILLET WELDS.

STEEL MEMBERS:

STRUCTURAL STEEL MEMBERS TO BE CONSTRUCTED IN ACCORDANCE WITH N.C.C. VOL. 2 PART 3.4.4. AND AS 4100. FOR COLD-FORMED STEEL STRUCTURES, MEMBERS ARE TO COMPLY WITH AS/NZS 4600.

STRUCTURAL STEEL MEMBERS THAT ARE NOT BUILT INTO A MASONRY WALL MUST BE PROTECTED AGAINST CORROSION ACCORDING TO TABLE 3.4.4.2 OF THE N.C.C. VOL. 2. FOR INTERNAL MEMBERS IN A "MODERATE" ENVIRONMENT THAT IS PERMANENTLY DRY NO PROTECTION IS REQUIRED.

JOISTS, BEARERS AND LINTELS MUST BE RESTRAINED FROM LATERAL MOVEMENT OR TWISTING ALONG THEIR LENGTH BY FIXING RAFTERS OR JOISTS TO THE TOP FLANGE OF MEMBERS.

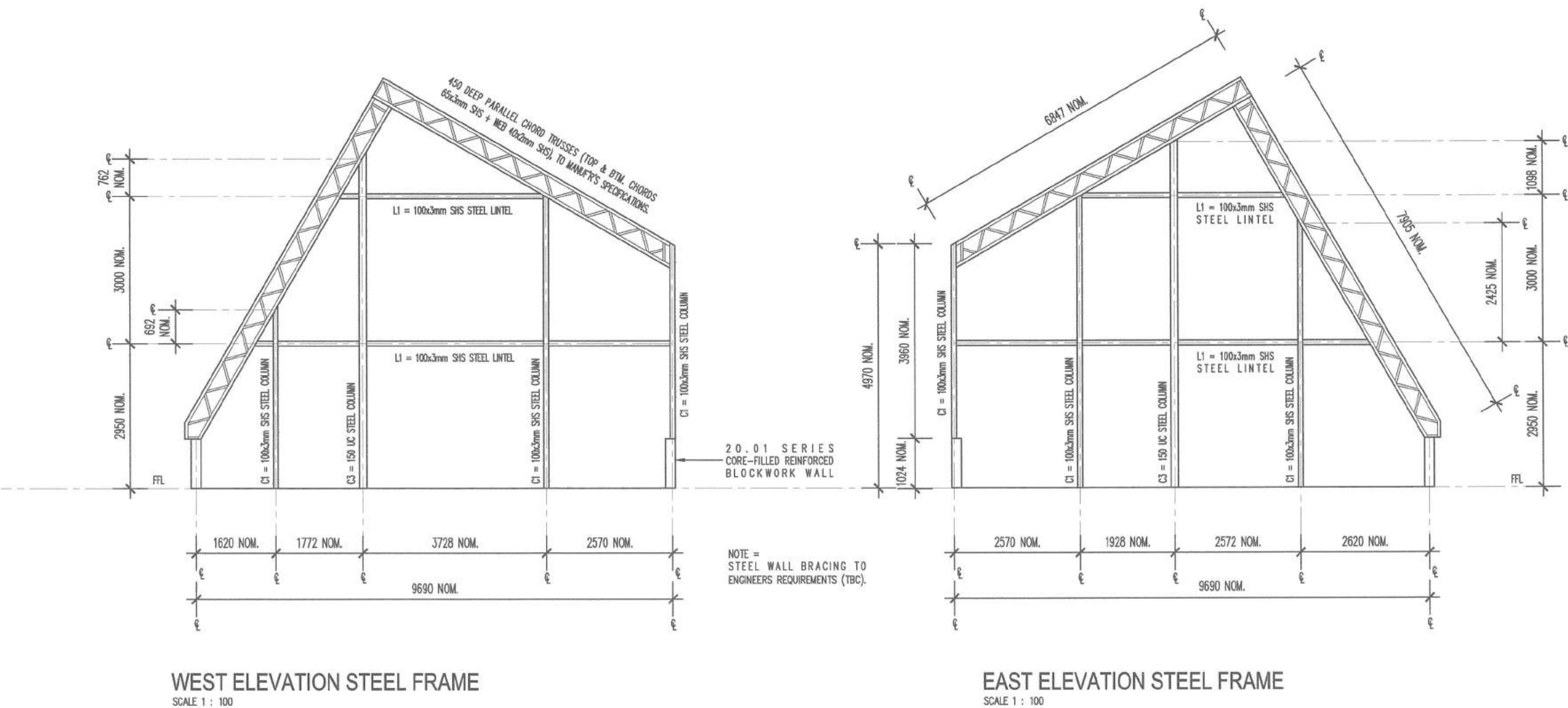
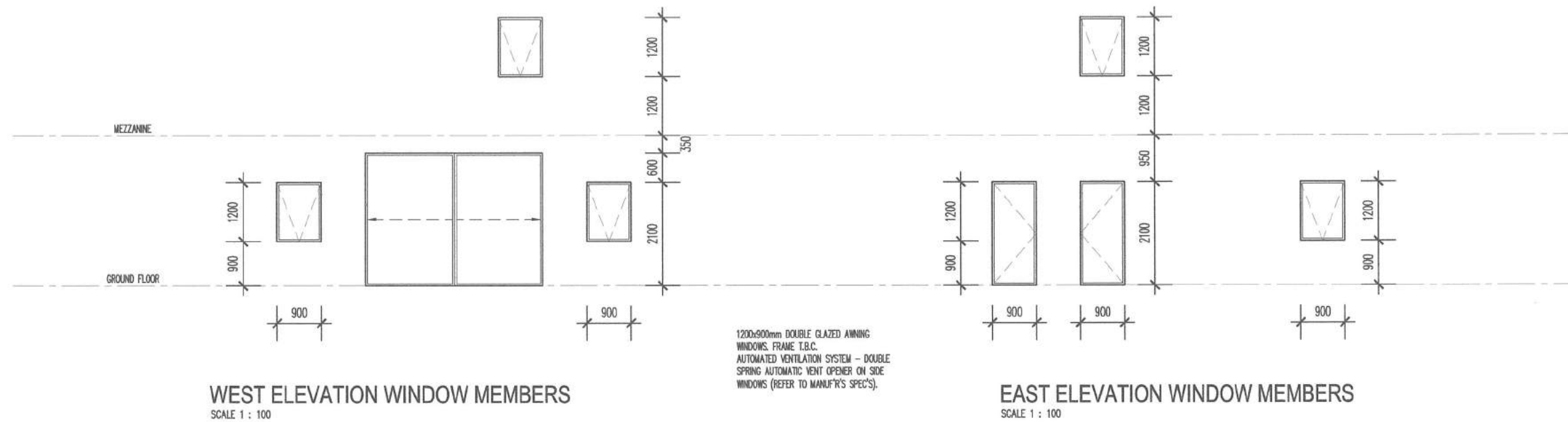


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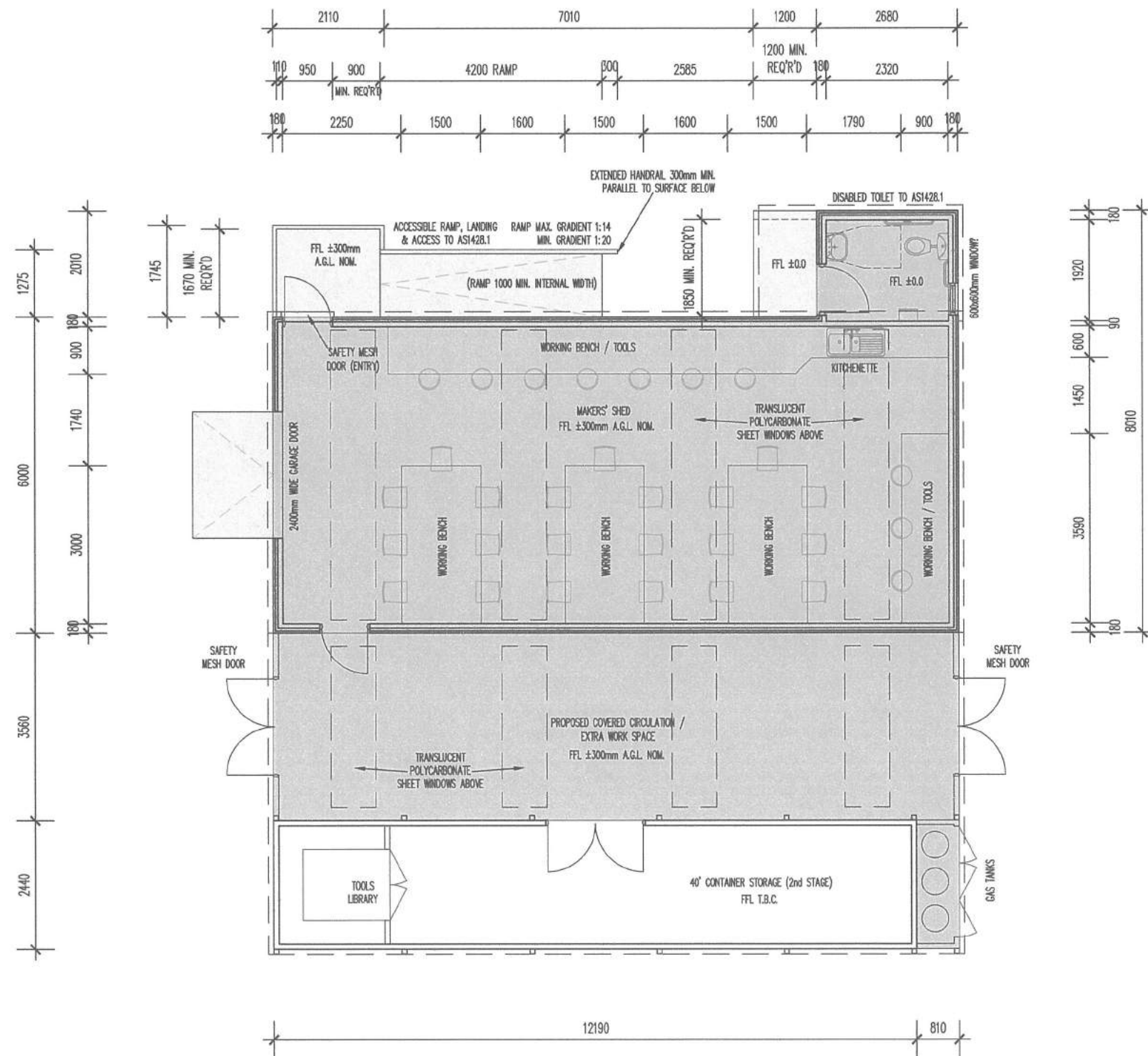


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GREENHOUSE & MAKERS' SHED at 55-57 CIDER GUM ROAD, MIENA 7030 for GREAT LAKES COMMUNITY CENTER	
Date : 02/06/2022	Job No. : H2121
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Drawn : P. SEGURA	Issue : DA

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AREAS	
TOILET LANDING, RAMP, ENTRY =	17.22m ²
LANDING, GARAGE DOOR RAMP	
ACCESSIBLE TOILET =	5.63m ²
MAKER'S SHED =	78.0m ²
COVERED CIRCULATION =	48.26m ²
/ EXTRA WORK SPACE	
FUTURE STORAGE CONTAINER =	29.74m ²
TOTAL	178.85m ²
	(NOM.)



PRELIMINARY MAKER'S SHED FLOOR PLAN
SCALE 1 : 100

NOTE:

THE REQUIREMENTS FOR A COMPARTMENT SUITABLE FOR USE BY A PERSON WITH AN AMBULANT DISABILITY ARE DETAILED IN CLAUSE 16 OF AS 1428.1 AND INCLUDE:

- MINIMUM CLEAR CIRCULATION SPACES OF 900MM x 900MM ON EITHER SIDE OF THE AIRLOCK (TOILET ENTRY) DOOR.
- 900-920MM WIDTH INSIDE THE CUBICLE.
- ACCESSIBLE SIGNAGE ON THE CUBICLE DOOR.
- 45MM LONG PRIVACY LOCKING SNIB LOCK LEVER (THE SAME REQUIREMENT AS AN ACCESSIBLE TOILET).
- MINIMUM CLEAR CIRCULATION SPACES OF 900MM x 900MM ON EITHER SIDE OF THE CUBICLE DOOR.
- 900MM DISTANCE BETWEEN THE DOOR SWING (IF DOOR IS SWINGING INWARDS) AND THE TOILET PAN OR 900MM DISTANCE BETWEEN THE DOOR OPENING AND THE TOILET PAN (IF DOOR IS SWINGING OUTWARDS).
- A COAT HOOK WITHIN THE CUBICLE.
- THE NEED FOR GRABRAILS ON EACH SIDE OF THE CUBICLE. EACH GRABRAIL MUST BE ABLE TO WITHSTAND A FORCE OF 1100N APPLIED AT ANY POSITION (CLAUSE 17).
- A 610-660MM TOILET PAN PROJECTION FROM THE REAR TO THE FRONT OF THE TOILET PAN.
- A 460-480MM HEIGHT RANGE OF THE TOILET PAN SEAT ABOVE THE FINISHED FLOOR LEVEL (THE SAME REQUIREMENT AS AN ACCESSIBLE TOILET).
- A TOILET ROLL HOLDER IN AN ACCESSIBLE LOCATION (THE SAME REQUIREMENT AS AN ACCESSIBLE TOILET).
- THE WASHBASIN FOR EACH AMBULANT TOILET MUST BE OUTSIDE THE CIRCULATION SPACES OUTLINED ABOVE.
- A MINIMUM CLEAR OPENING IN THE AMBULANT CUBICLE DOORWAY OF 700MM.



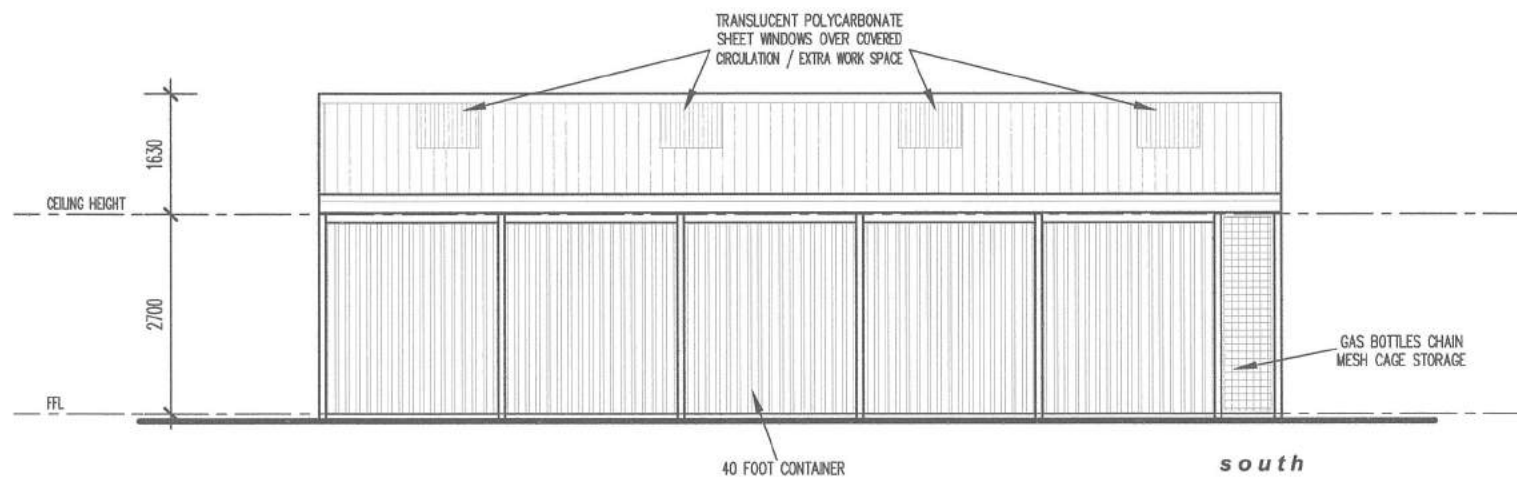
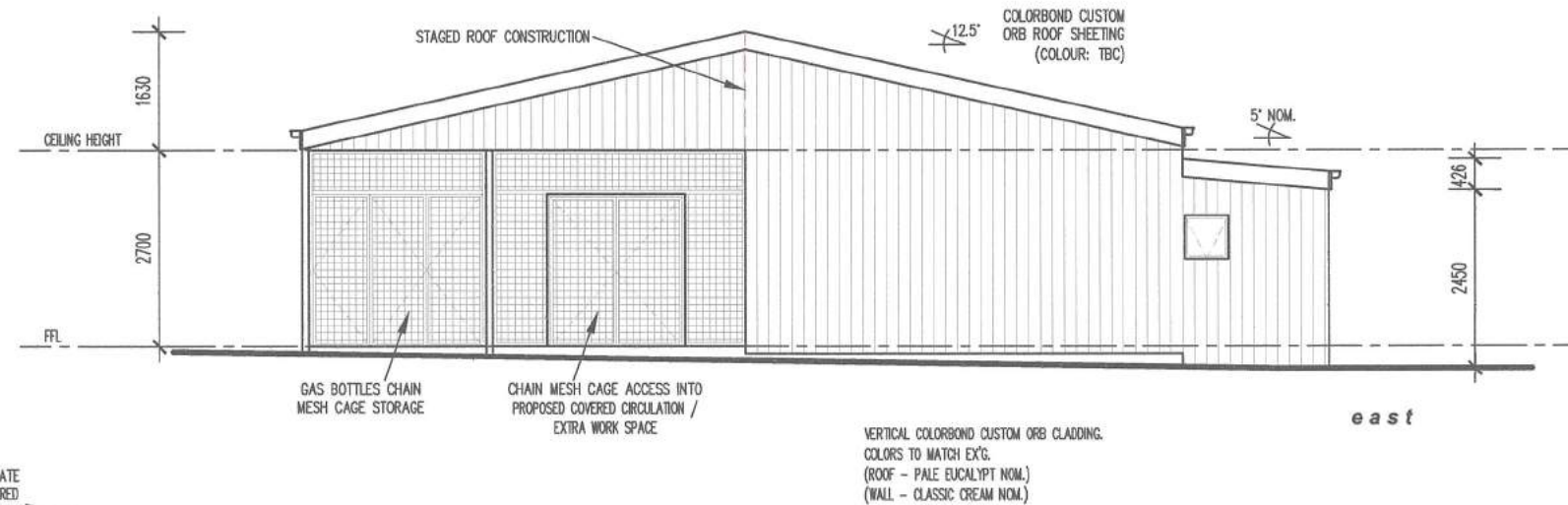
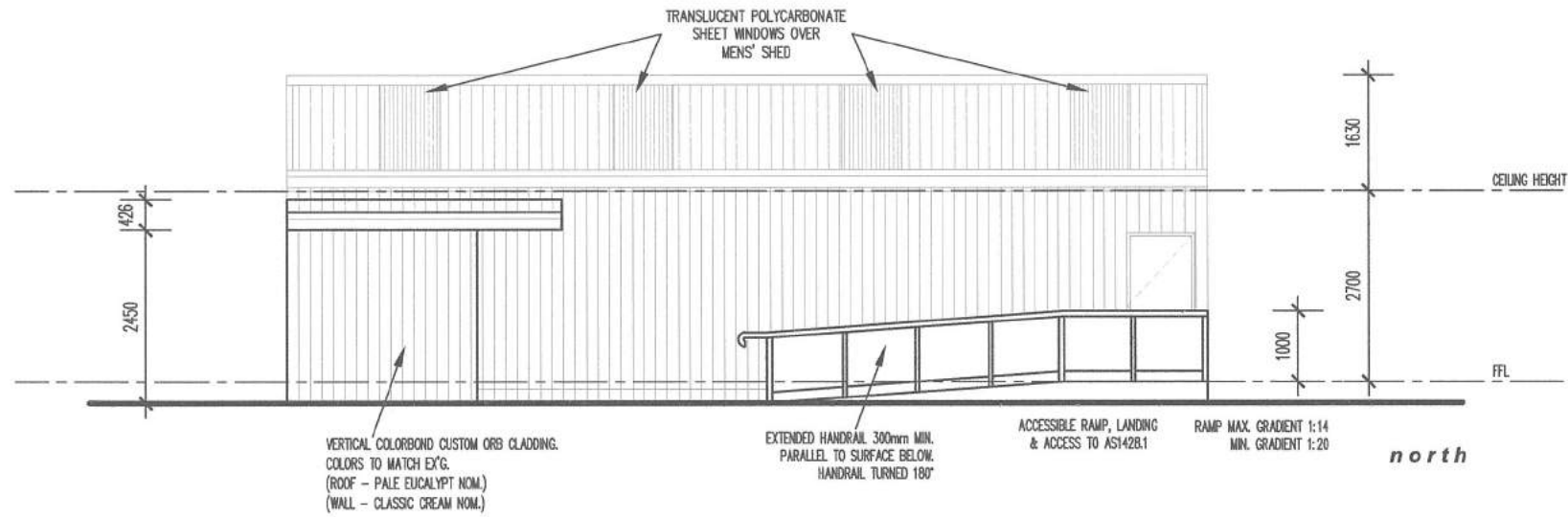
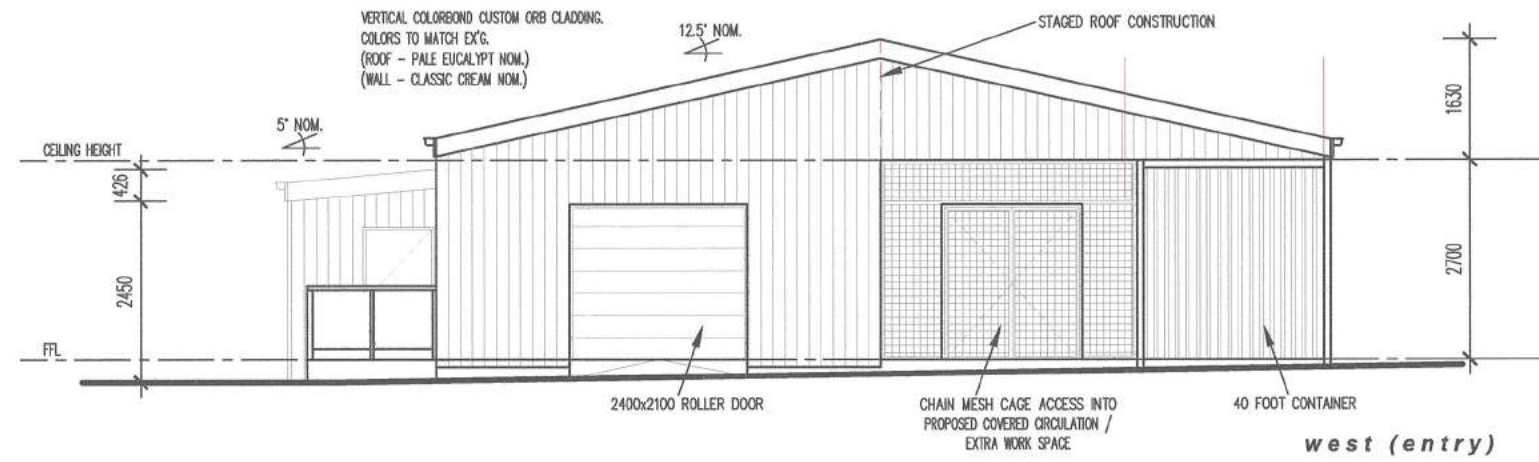
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ELEVATIONS SCALE 1 : 100



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The Central Highlands Council
Alexander Street
Bothwell
Tasmania, 7030

7th July 2022

Re: Council assistance in development of new facilities at the Bothwell Golf Club.

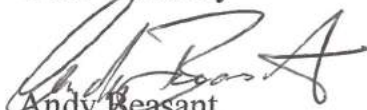
The Bothwell Golf Club has received grants to improve its facilities which we hope will benefit the long term use of the club by members and community groups, including students from Bothwell High School. The principal use of the grants is to construct a new storage building and junior training area.

We have had the plans drawn up and now been advised that we need to put in a development application to Council.

We request that Central Highlands Council assist us in waiving the application fees in this instance, this will be of considerable help, as the cost of the application will of course reduce the amount of grant money available for the actual construction of facilities.

We respectfully request that Council assist us in the project which will be of long term benefit to the community.

Your Sincerely



Andy Beasant
Secretary/Treasurer

Central Highlands Council
10/04/2022

**To Mayor Lou Triffitt
and all Councilors
and GM Lyn Eyles**

Tip Shop Hamilton overview

Vision

To save the home industries building from being bulldozed and use this sturdy building as a community based recycle venue for the central highlands

What are we developing?

A useful and sustainable venture to reduce landfill and create a more circular economy through this recycling initiative

Mission – Why is this community project needed?

We all know recycling is good for the environment, but many don't realise the ways recycling can positively impact their own community. Today, there are more than just moral and ethical incentives for communities to establish recycling options and encourage participation. Here are five ways the benefits of recycling can hit close to home.

The potential industry can grow exponentially the more the community invests in their own recycling efforts.

The old saying one man's trash is another man's treasure couldn't be truer than in the case of recycling. The market value of recycled or recyclable materials offers a great incentive for communities that recycle. There are growing opportunities for communities to earn money by selling the items donated. When communities earn

money from recycling this can be used to help with other community events and local needs, this is a recycling win-win.

Recycling isn't just saving materials from the landfill; it's also saving expenses and resources for communities that participate. Recycling can help save money by diverting solid waste from regular garbage collection. Landfills are an easily overlooked aspect of throwing your rubbish out, but they are costs that add up and are usually absorbed by local council budgets.

These recovered materials, furniture, tools and the like that would be sold at low prices would offer somewhere for people to put their good used items, keeping it out of landfill and making money to go back into the community

Objectives – How will we measure outcomes?

- ✓ Public participation,
- ✓ Purchases
- ✓ Quality of recycled products
- ✓ Feedback from waste disposal areas in relation to reduction of landfill
- ✓ Income being used to help the community

Strategies – How will we build this venture?

The old home industries hall is perfect for this sensible recycling venture
It will be open Saturdays from 2pm to 4pm fitting in with the waste disposal operating time on Saturdays.

During this time the Tip Shop will be opened to receive goods only for the purpose of sorting and valuing items for sale.

The Tip Shop will be open on the first Sunday of every month from 10am to 3pm for selling to the community/general public.

If the need arises and the Tip Shop is well patronised, we will be receptive to being open more often.

At present we operate Ye Old Thrift Shop on the second Thursday of every month, this will continue and be an arm of the Tip Shop.

Plans -What is the work to be done?

Our vision is to work as volunteers, hoping to train others in retail and customer service. We are both from a vocational training and assessment background

We are looking to council to assist with insurance.

There also needs a discussion in relation to power and water usage.

There needs to be discussion on how/where all the piping that is at present stored in the old home industry building can be stored elsewhere.

The Issue of birds and possums will be better managed if the building is in constant use. A possum trap would be needed to be kept on premises and used as required to manage the possums

The fact that the building has been repainted and repaired after the major flood last year is a bonus so this project can get up and running ASAP

As the Tip Shop gets going and becomes more financial, we as volunteers will investigate the maintenance project of getting new doors for the building.

We have support from the Hamilton tip caretaker Peter Marks. (attached)

Kind regards

Jannie Fahey and Allacia Penn Ford

Email: faheyjannie0@gmail.com or naneth53@hotmail.com

Phone: 0488 456 657 0409 959 953

PO BOX 93 Ouse TAS 7140

Dispute Resolution

Within the Residential Building
(Miscellaneous Consumer Protection Amendments) Bill 2022

The Residential Building (Miscellaneous Consumer Protection Amendments) Bill 2022 will update and amend key Acts within Tasmania's Building Regulatory Framework to provide additional protections for owners undertaking residential building work. The Bill focuses on three priority areas, including dispute resolution, addressing defective building work, and accountability of statutory office holders.

This Infosheet provides information on the Dispute Resolution provisions of the Bill, which can be found at Parts 5 and 6 of the Bill.

Current Mediation and Adjudication Process

The *Residential Building Work Contracts and Dispute Resolution Act 2016* (the Contracts Act) is the Act which regulates residential building contracts and provides mechanisms for the resolution of disputes relating to these contracts. Currently, the Contracts Act provides for the resolution of disputes via mediation and adjudication.

A party to residential building work may lodge a notice of dispute relating to the residential building work contract or the performance of the work under such a contract. This notice then commences the mediation process. The Contracts Act also provides that an owner may make an application for adjudication in relation to a work-completion claim if the owner is of the opinion that the residential building work has not been satisfactorily completed.

Work-completion claims may only be served by the owner within the period of 12 months after the last day on which any residential building work was performed under the contract. In determining an adjudication application, an expert panel may make orders for the completion of the residential building work, or other associated orders relating to the work completion.

The adjudication processes within the existing Act have not functioned as intended, despite the promotion of this service to consumers, industry bodies and other relevant stakeholders. Due to the limited opportunities for recourse relating to the disputes, affected consumers have instead chosen to pursue civil action against the building contractor, often resulting in costly and protracted legal arguments.

A new proposed role for the Tasmanian Civil and Administrative Tribunal (TASCAT)

The recently established Tasmanian Civil and Administrative Tribunal (TASCAT) presents an opportunity to improve the existing dispute resolution framework of the Contracts Act, by providing the TASCAT with original jurisdiction for residential building work dispute matters. This will bring Tasmania in line with other jurisdictions and will be an important step in providing a more timely and cost-effective dispute resolution pathway.

The changes proposed within the Bill would provide that a party to a dispute will be able to lodge a notice of dispute with the TASCAT if mediation, by a mediator appointed by the Director of Building Control, has failed to resolve the dispute to the satisfaction of the parties.

Proposed jurisdiction of the TASCAT

The Bill amends the Tasmanian Civil and Administrative Appeals Tribunal Act 2020 (the TASCAT Act) to establish a new stream under the General Division of the Tribunal. This stream will be called the Residential Building Dispute Stream and will have original jurisdiction for matters (as well as some discrete review powers) within the Contracts Act. The Tribunal's composition for Residential Building Dispute matters will be similar to its constitution for matters under the existing Resource Management and Planning Appeals Stream.

The Tribunal will have the power to determine a range of matters, including:

- If residential building work is incomplete or is deficient;
- The work has not been completed to the standard, or using the materials, required under the contract;
- If the work has caused, or resulted in, damage to any building, structure or residential building work;
- If residential building work complies with the requirements of a relevant Act, such as permits, certificates and compliance orders under the Building Act; and
- Disputes relating to the terms of a contract.

The Bill provides that the TASCAT does not have jurisdiction to determine matters in the following circumstances:

- The matter is, or has been, the subject of an adjudication application under the *Building and Construction Security of Payment Act 2009*;
- Matters which are, or have been, determined by a the Magistrates Court or other court of competent jurisdiction;
- Matters which are the subject of a work-completion claim under the existing framework; and
- Matters relating to contracts which were entered into prior to 1 July 2021.

Contact

Postal Address, PO Box 56, ROSNY PARK TAS 7018
Phone: 1300 654 499
Email: cbos.info@justice.tas.gov.au Visit: cbos.tas.gov.au

Under the Bill, TASCAT will also have the power to review certain decisions made by the Director under the Contracts Act relating to mediation.

Processes

The Bill provides that a residential building work dispute notice may be lodged with the TASCAT if the parties to the dispute have attempted mediation and a certificate of mediation has been issued by the mediation panel appointed by the Director. A Building Dispute Application must then be submitted to the TASCAT, which is an application for the commencement of proceedings.

Proposed Orders of the Tribunal

The Bill will provide the Tribunal with powers in addition to existing powers within the TASCAT Act. These include the power to make orders such as:

- Orders relating to the payment of a sum of money found owing to a party to proceedings, or that the Tribunal considers reasonable to award as damages or restitution;
- Orders for the repayment of money paid by a party to proceeding outside of the terms of a contract;
- Orders to rectify or complete residential building work;
- Monetary orders requiring a party to pay the reasonable costs required for another person to complete or rectify work;
- Orders relating to the contract, including the voiding or variation of a term of a contract; and
- Any other order the Tribunal considers fair or reasonable.

These changes will deliver a significant reduction in time and costs to consumers seeking rectification of defective work where other methods of mediation have failed.

How to Have Your Say

For full details on how to Have Your Say in relation to this Bill, [click here](https://www.justice.tas.gov.au/community-consultation) or visit: <https://www.justice.tas.gov.au/community-consultation>.

Submissions close **5 August 2022**.

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Addressing Defective Work

Within the Residential Building

(Miscellaneous Consumer Protection Amendments) Bill 2022

The Residential Building (Miscellaneous Consumer Protection Amendments) Bill 2022 will update and amend key Acts within Tasmania's Building Regulatory Framework to provide additional protections for owners undertaking residential building work. The Bill focuses on three priority areas, including dispute resolution, addressing defective building work, and accountability of statutory office holders.

This Infosheet provides information on the Defective Work provisions of the Bill, which can be found at Parts 2, 3 and 4 of the Bill.

Addressing Defective Work

Under Tasmania's Building Regulatory Framework, the *Building Act 2016* (the Building Act) provides the processes and mechanisms for the design, approval, construction, completion and maintenance of all building, plumbing and demolition work carried out in this state.

If, during construction, work is identified which does not comply with the requirements of the Building Act, the relevant approval authority, including the building surveyor or the council permit authority, is to issue notifications of a requirement to comply. This can be done through the issuing of inspection directions or building notices. If notifications are not complied with, orders may be issued which then require the person responsible to rectify the defective work.

However, if defective work is discovered after the project is completed, there are currently limited opportunities for the work to be rectified.

New 'Defective Work Orders'

The Bill will amend the Building Act to provide for a new type of compliance order called a 'Defective Work Order'.

If, within 24 months of work being completed, the relevant building surveyor or the Director of Building Control certify work as defective, the relevant building surveyor is to issue a Defective Work Order to the person responsible for the work. The responsible person will then need to rectify this work at their cost to remedy the defect and make the building work compliant with the approval which was originally issued.

If the relevant building surveyor is no longer a building surveyor, the Director of Building Control may issue the Defective Work Order.

Mandatory Notification Stages for Inspections

Under the Building Act, the responsible builder must notify the relevant building surveyor when they reach certain mandatory notification stages. This notification informs the building surveyor that they can now inspect the work to ensure that the work is safe and compliant, allowing the builder to proceed. Alternatively, if the work is not compliant, the building surveyor is to direct the builder to carry out work to make sure it does comply.

Currently, there are four mandatory notification stages, which are:

- Covering the foundations of the work;
- Pouring structural concrete;
- Cladding or building in the structural framework; and
- Completion of the building work.

The Bill amends the Building Regulations 2016 to include two additional mandatory stages, which are:

- Waterproofing of wet areas; and
- Penetrations of fire-rated construction (on building classes 2-9).

These new mandatory notification stages are consistent with the recommendations of the Building Confidence Report (the Shergold Weir Report), and will ensure that buildings are checked and inspected at key stages to reduce the risk of defects and structural issues post-construction.

Failure to comply with Orders

The Bill will amend the *Occupational Licensing Act 2005* to provide that a failure for licensed persons to comply with orders made under the *Building Act 2016*, settlements reached under the *Residential Building Contracts and Dispute Resolution Act 2016*, or orders made by the TASCAT, may be considered as proper cause for disciplinary action.

How to Have Your Say

For full details on how to Have Your Say in relation to this Bill, [click here](https://www.justice.tas.gov.au/community-consultation) or visit: <https://www.justice.tas.gov.au/community-consultation>.

Submissions close **5 August 2022**.

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Accountability of Statutory Office Holders

Within the Residential Building
(Miscellaneous Consumer Protection Amendments) Bill 2022

The Residential Building (Miscellaneous Consumer Protection Amendments) Bill 2022 will update and amend key Acts within Tasmania's Building Regulatory Framework to provide additional protections for owners undertaking residential building work. The Bill focuses on three priority areas, including dispute resolution, addressing defective building work, and accountability of statutory office holders.

This Infosheet provides information on the Accountability of Statutory Office Holder provisions of the Bill, which can be found at Part 2 of the Bill.

Existing Role of Statutory Office Holders

The Tasmanian Building Regulatory Framework is reliant on all people operating within the Building Regulatory Framework playing their part to ensure a safe and compliant built environment.

Recent experiences have brought to light occasions where existing protections of the framework may have been inadequate, resulting in unacceptable risks to health, safety and amenity, in addition to the potential for substantial financial loss.

One example included a number of significant non-compliances with both the Building Act and the National Construction Code. In some instances, these non-compliances may have presented a threat to occupant and community safety, resulting in this review of what options are available to strengthen the accountability and roles of statutory office holders within the state's building regulatory framework.

The Role of Councils

The role of councils in building assessment, approval and inspections has evolved over time. However, councils as a body corporate, their General Managers and the officers appointed as 'Permit Authorities', continue to have important roles in granting approvals and for ensuring general compliance regarding building and construction in their local government area.

The *Local Government Act 1993* provides the framework for councils to plan for, develop and manage municipal areas in the interests of their communities.

To achieve this objective, councils have been given wide powers within the *Building Act 2016* (the Building Act) for dealing with approvals of building work and for enforcement when there are examples of non-compliance within their municipality.

The Act also provides for specific roles within a council, with distinct and separate responsibilities regarding approvals, compliance and enforcement.

Permit Authorities

Permit authorities approve permits for building, plumbing and demolition work as part of their duties to ensure that the Building Act is complied with.

Each council must appoint a permit authority. The permit authority may be one or more people, appointed by a General Manager of a council in Tasmania.

The permit authority is usually an employee of the council, however they may also be employed by another council and carry out the role through resource sharing arrangements.

Licensing of permit authorities was introduced in 2017 along with changes to the *Occupational Licensing Act 2005*, and they are a class of building services provider along with building surveyors and designers.

The permit authority has many important functions and powers, including:

- receiving and assessing permit applications and checking them for completeness and compliance;
- granting or refusing permits;
- checking to ensure that work performed under a permit is carried out by an appropriately qualified person;
- issuing or refusing a permit of substantial compliance for building work performed without a permit;
- placing conditions on permits;
- issuing notices and orders to rectify noncompliant or illegal work, including:
 - Building or Plumbing Notices;
 - Building or Plumbing Orders;
 - Demolition Orders;
- following up on non-compliance by:
 - enforcing building orders issued by a building surveyor;
 - serving infringement notices;

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- assisting in preparing a prosecution by the council;
- recovering reasonable costs and expenses from a person served with a building order.

With this range of functions and powers, the permit authority plays a significant role in the safety, health and amenity of Tasmania's built environment.

However, the permit authority is a council-appointed person, usually an employee, and therefore can be directed by council management to either take action or not to take action. In these circumstances, disciplinary action by the Administrator of Occupational Licensing under the *Occupational Licensing Act 2005* against an individual permit authority licensee may be inappropriate where they are acting under the order or supervision of their superiors.

Consolidated Responsibilities of Permit Authority on the Council

The Bill proposes to consolidate responsibilities of the roles of Permit Authority on the council, so that the responsibility of the permit authority functions sit with the council as a body corporate. This will address a key issue regarding the appropriateness of the regulator taking disciplinary action, where necessary, against the permit authority in cases where the permit authority may have failed to exercise their powers or functions.

Minister May Direct Permit Authority

The Bill provides that the Minister for Workplace Safety and Consumer Affairs may direct a permit authority, or a council, to exercise any of their respective functions under the Building Act, if the Minister is satisfied that the permit authority has not satisfactorily performed its functions.

This amendment will resolve situations where the council refuses to take prompt and appropriate action for the protection of consumers, residents or the public. In such circumstances, where the Minister is satisfied that the circumstances warrant it, the Minister may then direct the council to carry out their functions within a specified time.

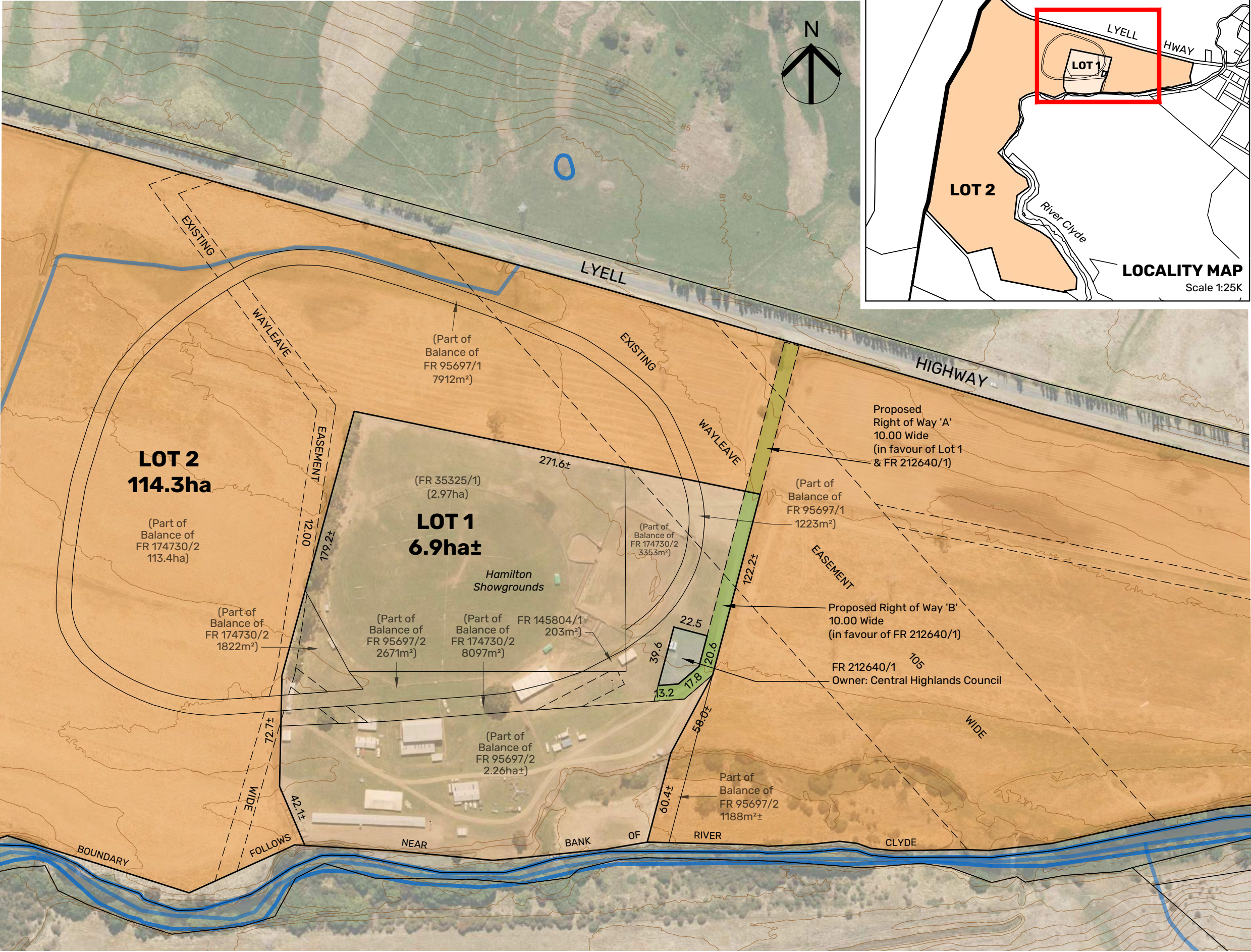
How to Have Your Say

For full details on how to Have Your Say in relation to this Bill, [click here](https://www.justice.tas.gov.au/community-consultation) or visit: <https://www.justice.tas.gov.au/community-consultation>.

Submissions close **5 August 2022**.

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PLAN OF SUBDIVISION

Owners
Edward Stuart Archer;
Central Highlands Council;
The Crown

Title References (Area)
FR 174730/2 (114.7ha);
FR 95697/1 (1.181ha calc)
FR 95697/2 (2.38ha calc)
FR 35325/1 (2.97ha)
FR 145804/1 (203m²)

Address
'Rivers'
5685 Lyell Highway, Hamilton
'Hamilton Showgrounds'
5595 Lyell Highway, Hamilton

Council
Central Highlands

Planning scheme
Central Highlands Interim Planning
Scheme 2015

Zone
26.0 Rural Resource

Zone Overlay
126.ETI, 126.FRE, 126.WCP

Map reference
'Hamilton' 4828

PID
1454901;
5472605

Point of interest GDA2020 MGA55
484880E, 5287690N

Schedule of Easements
All Existing Easements to be carried
forward - See SP 174730 for full details
of all easements appurtenant to
FR 174730/2.

Proposed
Rights of Way as shown

- NOTES
1. This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.
 2. Lot 2 is the consolidation of multiple parts of Balance titles added together to form a new single parcel of 110.8ha±.

LEGEND

PROPOSED BOUNDARY

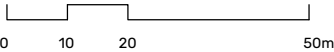
PROPOSED EASEMENT

LOT 1 (NEW PARCEL)

LOT 2 (CONSOLIDATED BALANCE TITLES)

D				
C				
B				
A				
O	FIRST ISSUE	MK	11.07.22	CMT
REV	AMENDMENTS	DRAWN	DATE	APPR.

NOTES:



SURVEYOR	GEOCIVIL
DRAWN	CHECKED
MK	CMT
DATE	11 JULY 2022

PLAN OF SUBDIVISION
RECREATION GROUND ROAD, HAMILTON
for CENTRAL HIGHLANDS COUNCIL

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Tasmanian Emergency Management Arrangements

Issue 1



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State Emergency Service

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Date: 2019

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Acknowledgement

Some elements of the Tasmanian emergency management arrangements articulated in this document do not necessarily reflect current practice. Rather, there is an aspirational intent to ensure that these arrangements are contemporary and to encourage continuous improvement.

In some instances, information contained in this document has been directly sourced from the *Australian Emergency Management Arrangements Handbook* (AIDR 2019).

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Some information relating to The *Australasian Inter-Service Incident Management System* (AIIMS®) has been directly sourced for inclusion in this document from the 2017 Australasian Fire and Emergency Service Authorities Council publication by the same name.

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The contributions of many individuals and agencies across the Tasmanian emergency management sector is also acknowledged.

Authorisation

These Tasmanian Emergency Management Arrangements (TEMA) are issued under the authority of the Minister for Police, Fire and Emergency Management in accordance with the requirements of Section 32 of the *Emergency Management Act 2006*. This document is maintained by the State Emergency Service (SES) on behalf of the State Emergency Management Committee (SEMC).

The TEMA Issue 1 is hereby recommended for approval.



10 December 2019

.....
DARREN HINE

.....
Date

State Emergency Management Controller

Chairperson, State Emergency Management Committee

Approved



10 December 2019

.....
THE HON. MARK SHELTON MP

.....
Date

Minister for Police, Fire and Emergency Management

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Minister's Foreword



The consequences of a changing climate and increasing risks, together with lessons identified from previous events, have informed Tasmania's resilience-based and all hazards approach to emergency management.

A resilience-based approach focuses on reducing risks so that we are all better able to withstand and recover from emergencies. Disaster resilience is everybody's business and everyone has a part to play in reducing risks and being prepared, as outlined in the *Tasmanian Disaster Resilience Strategy 2020–2025*.

Tasmania's emergency management arrangements reflect our geography, demographics and values. As an island state, our transport networks are critical and energy supply security is vitally important. The State's natural and cultural heritage also needs to be protected.

In recent history, the State has experienced a number of events that have impacted on Tasmanian communities, environment, infrastructure and the economy. This includes major bushfire events in 2013, 2016 and 2018–19, major flood events in 2016 and the Queensland fruit fly incursion in 2018.

The Tasmanian Emergency Management Arrangements (TEMA) support Tasmanians to become more disaster resilient. The Arrangements define activities that mitigate risks and outline whole-of-State, regional and municipal preparedness measures and describe how to effectively respond to, and recover from, the impacts of emergencies. The Arrangements are dynamic and responsive to change.

The TEMA are established by the *Emergency Management Act 2006* (the Act) and in accordance with the Act, the arrangements are reviewed every two years to ensure continuous improvement.

I wish to acknowledge the ongoing and valuable partnerships between all levels of government, emergency managers and the Tasmanian community that work with these arrangements to keep Tasmanians safe and protect the Tasmanian way of life.

A handwritten signature in dark ink that reads "Mark Shelton". The signature is fluid and cursive.

The Hon Mark Shelton MP
Minister for Police, Fire and Emergency Management

Executive Summary

The TEMA provide essential information for people who have a direct involvement in emergency management:

- full time;
- an occasional part of their normal duties; or
- as an emergency service volunteer.

The TEMA outlines the 'who', 'what' and 'when' of emergency management arrangements for prevention (mitigation), preparedness, response and recovery.

Providing guidance on emergency management

The TEMA:

- outlines the roles, authorities and responsibilities for emergency management. This includes governance, administrative and legal frameworks; and
- defines the planning and management arrangements that bring all the different elements together.

The terms 'emergency' and 'disaster' are used interchangeably throughout the United Nations *Sendai Framework for Disaster Risk Reduction* (the Sendai Framework). In keeping with that approach, the terms are also used throughout the TEMA where appropriate and are defined below:

- **Emergency:** an event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.
- **Disaster:** a serious disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to one or more of the following: human, material, economic or environmental losses and impacts.

Defining key roles and responsibilities

Tasmania has integrated 'man-made' hazards into the emergency management arrangements so these arrangements apply to emergency events in this State irrespective of cause.

TEMA now recognises that response and recovery agencies work in partnership with individuals and communities to ensure Tasmanians' safety during and after emergencies.

Covering all phases of emergency management

After outlining the context in which Tasmania's emergency management arrangements operate, the TEMA describes roles, responsibilities and agreed arrangements for the four phases of emergency management, abbreviated to PPRR:

- Prevention (mitigation);
- Preparedness;
- Response; and
- Recovery.

Overview of key points

Chapter 1 – Introduction

- The *Australian Emergency Management Arrangements* outline a consistent approach to enable coordinated effort nationally and across States and Territories.
- In line with national and international standards, Tasmania adopts a resilience-based approach.
- Tasmania's geography, demographics and location influence our emergency management arrangements. As an island state, transport networks are critical. Our natural heritage attracts many visitors, and this has implications for emergency management.
- Bushfire is the most prominent natural hazard but other hazards impact Tasmanian communities.
- Tasmania's energy supply security is vitally important.
- Tasmania's comprehensive, all-hazards and resilience-based approach to emergency management is informed by events in Tasmania and elsewhere.

Chapter 2 – State Emergency Management Framework

- Tasmania's approach to emergency management is guided by a set of nationally agreed upon principles.
- Tasmanian emergency management arrangements are scalable and flexible. They are underpinned by partnerships at every level.
- The Tasmanian Disaster Resilience Strategy 2020-2025 (the Strategy) underpins Tasmania's approach to emergency management.
- The SEMC is responsible for influencing and advocating for State policies and capabilities that:
 - reduce disaster risk;
 - minimise the potential for harm; and

- up-hold public trust and confidence in Tasmania's emergency management arrangements.
- Tasmania's governance structures for emergency management aim to enable effective coordination across key players.
- All parties use a risk-based approach to emergency management planning.
- The *Emergency Management Act 2006* (the Act) provides for a suite of policy functions and powers.
- Government Agencies, Statutory Authorities, government business enterprises and other stakeholders are responsible for managing the risks associated with specified hazards.

Chapter 3 – Roles and responsibilities

- Disaster resilience is everybody's business. Everyone has a part to play in reducing risks and being prepared. Emergencies are not a matter for governments alone.
- There are shared and defined responsibilities across sectors and levels, including individuals and families, businesses and other organisations plus all levels of government.
- An effective state framework for emergency management requires a high level of collaboration and coordination within and across all levels of government, and with non-government stakeholders, including communities and the private sector.
- Tasmania's emergency management sector includes specialist individuals and organisations with accountabilities and/or formally defined roles relating to supporting everyone's risk reduction and preparedness, emergency response, relief and recovery. This chapter outlines these management authorities and support agencies.
- Transition of responsibility arrangements between key authorities are a crucial component of emergency management in Tasmania.

Chapter 4 – Prevention and mitigation

- Reducing disaster risks through prevention and mitigation measures is everybody's business.
- Prevention aims to decrease or remove the negative consequences of hazards.
- Mitigation seeks to minimise the impact and consequences of an emergency.
- Prevention and mitigation activities are a shared responsibility – everybody has a role in the community.
- Land owners' decisions and actions are often key to reducing risks. They play key roles in prevention and mitigation actions for their own benefit, and for the broader safety of their communities.
- Hazard reduction activities and priorities should be informed by risk. Risk is the product of likelihood and consequences of an event.

Chapter 5 – Preparedness

- Preparedness is the ability to be ready for, or to anticipate action, in response to or recovery from the risk of an emergency occurring.
- Preparedness should increase as the risk from hazards increases.
- All levels of all entities should amend their preparedness as the future risk changes.
- Planning, exercising and lessons management are key to continually improving preparedness and development of capability systems.
- Regularly scheduled testing of procedures and systems is an indicator of a resilient community.

Chapter 6 – Response

- Response is primarily about protecting life, critical infrastructure, property and the environment.
- First responders to an emergency are often the local community and local emergency responders.

- Arrangements include systems for incident management, unity of command and coordination, and effective communication.
- A key feature of response is the provision of timely warnings and information to enable the community to act to protect themselves.
- Response planning should adopt an 'all hazards' approach and be applied at incident (local), region and state levels.
- Planning for relief and recovery commences in parallel with the response phase.

Chapter 7 – Recovery

- Recovery starts during the emergency response and encompasses linked and overlapping phases of relief and short term recovery, early recovery planning and medium to long term recovery.
- Recovery activities extend across social, economic, infrastructure and environmental domains.
- Recovery is focused on and led by affected communities. Government recovery efforts aim to support communities through the recovery process and should recognise the key leadership role of landowners, local communities and their leaders.
- Effective coordination, planning and communication is essential. Recovery efforts generally involve all levels of government, including municipal, regional and state emergency management structures, as well as non-government and community organisations.
- DPAC is the SEMC Advisory Agency for recovery and maintains the *State Recovery Plan*.

Chapter I: **Introduction**



I. Introduction

Key points

- The *Australian Emergency Management Arrangements* outline a consistent approach to enable coordinated effort nationally and across States and Territories.
- In line with national and international standards, Tasmania adopts a resilience-based approach.
- In line with national and international standards, Tasmania adopts a resilience-based approach.
- Tasmania's geography, demographics and location influence our emergency management arrangements. As an island state, transport networks are critical. Our natural heritage attracts many visitors, and this has implications for emergency management.
- Bushfire is the most prominent natural hazard but other hazards impact Tasmanian communities.
- Tasmania's energy supply security is vitally important.
- Tasmania's comprehensive, all-hazards and resilience-based approach to emergency management is informed by events in Tasmania and elsewhere.

I.1 Nationally consistent and coordinated efforts

There is a consistent approach to emergency management arrangements in Australia. Australians expect their governments at all levels to do their best to ensure that:

- their communities are as well protected from emergencies and disasters as is reasonably possible; and
- when emergency situations occur, communities will be well served by effective response, relief and recovery arrangements.

Under Australia's constitutional arrangements, State and Territory governments have primary responsibility for emergency management within their jurisdiction. However, all levels of government acknowledge that some emergencies could exceed the capability of a single State or Territory.

Australia's emergency management arrangements coordinate efforts across all hazards by bringing together:

- all governments;
- the private and the not-for-profit sectors; and
- volunteer agencies.

These arrangements are also based on a high level of trust and cooperation between the community and the emergency management sector.

I.2 A resilience-based approach

The Australian Government aims to enhance disaster resilience so that Australians:

- focus on proactively reducing risks; and
- are better able to withstand and recover from disasters.

Australia is increasingly forming strategic partnerships to mitigate or reduce the impact of emergencies globally, particularly in Australia's region of interest.

The *Australian Emergency Management Arrangements* provide high-level overview of how our nation addresses the risks and impacts of hazards through a collaborative approach to PPRR.

1.3 The influence of Tasmania's geography, demographics and location

Tasmania's population of approximately 530,000 is dispersed amongst 29 council areas. The State has one of the higher median ages in the nation. There are also about 1.2 million visitors to Tasmania annually.

1.4 An island state with significant natural heritage

As an island state, transport networks are critical. Numerous seaports and airports enable access to other parts of Australia and overseas. Internal road and rail networks link populations around the State.

Agriculture is one of the key pillars of Tasmania's economy. Our wilderness and other areas attract many visitors but there are risks associated with our diverse topography and weather conditions. The State's natural and cultural heritage also needs to be protected. Due to these local factors, the State maintains response and recovery arrangements for:

- road crash rescue;
- biosecurity;
- search and rescue; and
- managing environmental pollution on land and at sea.

1.5 Bushfires and other hazards

Tasmania's low humidity, temperate weather and forest mean that bushfire is the most prominent natural hazard. Other hazards affecting the Tasmanian community include:

- flood;
- severe storms;
- coastal inundation;
- heatwave;
- landslide;
- pandemic influenza;
- earthquake; and
- tsunami.

Tasmania has low levels of animal, plant and marine disease. Maintaining this pest and disease-free status is very important for rural communities and crucial for primary production industries. As an island state, it is easier to control movements through the air and seaports.

1.6 Energy supply security

Tasmania's energy supply security is vitally important. Tasmania is part of the National Electricity Market and the Australian Energy Market Operator (AEMO). AEMO manages the market and power system from two mainland control centres. Most electricity in Tasmania is from water (hydro generation) and wind. A gas-fired thermal plant and Basslink (a sub-sea inter-connector) supplements hydro and wind power generation. TasNetworks own Tasmania's transmission and distribution assets. A transmission pipeline supplies natural gas from mainland Australia. Sea tankers from mainland refineries and terminals supply petroleum products to Tasmania.

1.7 An approach informed by events

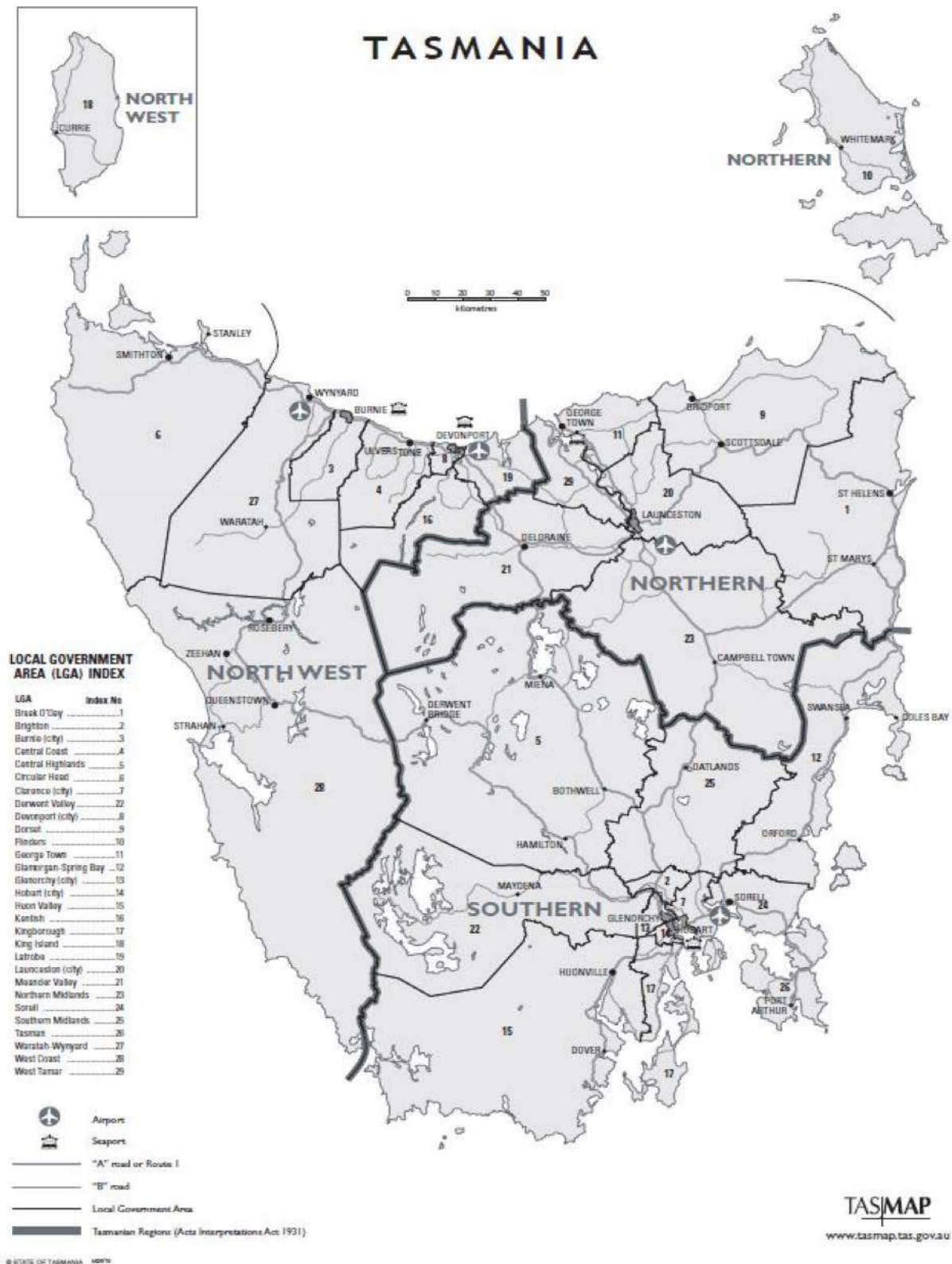
Tasmania has adopted a whole-of-nation, resilience-based approach to emergency management.

Experience gained and lessons identified from prior events that have occurred within the State and elsewhere have shaped the State's capacity to prepare for, respond to and recover from emergencies (refer TEMA appendix 5).

International and national events over the past two decades highlight the devastation caused by natural, technological and (human) behavioural-related emergencies. The consequences of climate change and increasing risks have contributed to Australia adopting a comprehensive and all-hazards approach to emergency management.

Tasmania has integrated security and emergency management arrangements. These arrangements apply to any emergency event in this State, no matter what the cause.

Figure 1: Map of Tasmanian Municipal Council Areas and Regions



2

Chapter 2: State Emergency Management Framework



2. State Emergency Management Framework

Key Points

- Tasmania's approach to emergency management is guided by a set of nationally agreed upon principles.
- Tasmanian emergency management arrangements are scalable and flexible. They are underpinned by partnerships at every level.
- The *Tasmanian Disaster Resilience Strategy 2020–2025* (the Strategy) underpins Tasmania's approach to emergency management.
- The SEMC is responsible for influencing and advocating for State policies and capabilities that:
 - reduce disaster risk;
 - minimise the potential for harm; and
 - up-hold public trust and confidence in Tasmania's emergency management arrangements.
- Tasmania's governance structures for emergency management aim to enable effective coordination across key players.
- All parties use a risk-based approach to emergency management planning.
- The *Emergency Management Act 2006* (the Act) provides for a suite of policy functions and powers.
- Government Agencies, Statutory Authorities, government business enterprises and other stakeholders are responsible for managing the risks associated with specified hazards.

2.1 Overview

2.1.1 Nationally agreed, high-level principles guide Tasmania's approach

These national principles improve and provide consistency in policy and decision-making and support a disaster-resilient Tasmania (and Australia).

Table 1: Principles of Emergency Management (source: The Australian Emergency Management Arrangements Handbook – AIDR 2019)

PRINCIPLE	EXPLANATION
Primacy of life	The protection and preservation of human life (including both communities and emergency service personnel) will be paramount over all other objectives and considerations.
Comprehensive	The development of emergency and disaster arrangements to embrace the phases of prevention, preparedness, response, and recovery (PPRR) across all hazards. These phases of emergency management are not necessarily sequential.
Collaborative	Relationships between emergency management stakeholders and communities are based on integrity, trust and mutual respect, building a team atmosphere and consensus. Planning and systems of work reflect common goals and all stakeholders work with a unified effort.
Coordinated	The bringing together of organisations and other resources to support emergency management response, relief and recovery. It involves the systematic acquisition and application of resources (organisational, human and equipment) in an emergency situation. Activities of all stakeholders are synchronised and integrated. Information is shared to achieve a common purpose and impacts and needs are continuously assessed and responded to accordingly.
Flexible	Emergency situations are constantly changing. Emergency management decisions may require initiative, creativity and innovation to adapt to new and rapidly emerging challenges. Emergency plans need to be agile to change and adapt to these new circumstances.
Risk based	Emergency managers use sound risk management principles and processes in prioritising, allocating and monitoring resources to manage the risks from hazards. Risk based planning will anticipate the effect of efforts, the changing hazard landscape and the changing consequences of the emergency.
Shared responsibility	Everyone understands their own responsibility in an emergency, and the responsibility of others. Communities and individuals understand the risk. This encourages all stakeholders to prevent, prepare for, and to plan for how they will safely respond to and recover from an emergency situation.
Resilience	The ability of a system, community or society exposed to hazards to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management (UNISDR).
Communication	Information is crucial to decision making and to the preservation of life. Emergency managers need to support common information systems and are responsible for providing and sharing clear, targeted and tailored information to those who need it, and to those at risk, to enable better decision making by all stakeholders.
Integrated	Emergency Management efforts must be integrated across sectors, not progressed in silos, ensuring the engagement of the whole of governments, all relevant organisations and agencies, the private sector and the community.
Continual improvement	All sectors continuously learn and innovate to improve practices and share lessons, data and knowledge so that future emergency management is better and the overall cost of impact of emergencies and disasters is reduced. Continuous monitoring, review and evaluation should examine the processes, timelines and outcomes of plans. Review informs communities and displays transparency and accountability. Review also enables facilitation of the adaptive change process with communities.

2.1.2 The Tasmanian government works in partnership with others

The Tasmanian Government has primary responsibility for emergency management legislation, policies and frameworks within Tasmania. Partnerships across all levels of government and sectors underpin these arrangements.

2.1.3 Defined responsibilities

The Act defines formal emergency management coordination responsibilities. Chapter 3 of the TEMA describes these in more detail.

Table 2: Emergency management roles defined by the Act

Emergency management activities, functions and powers	Defined in the Act by	Articulated through	Activities are coordinated / supported by
State level	Division 1	TEMA State Special Emergency Management Plans (SSEMP)	The State Emergency Management (EM) Controller oversees emergency management activities, supported by the three Regional Emergency Management (EM) Controllers who are the conduits between regional and state arrangements. The State EM Controller chairs the State Emergency Management Committee (SEMC).
Regional level	Division 2	Regional Emergency Management Plan (REMP)	Regional EM Controller supported by the Regional Emergency Management Committee (REMC). The Regional EM Controller's Executive Officer is the conduit between municipal and regional arrangements.
Municipal level	Division 3	Municipal Emergency Management Plans (MEMP)	Municipal Emergency Management Committees (MEMC). Municipal Emergency Management (EM) Coordinators.
Recovery	Division 3A	Tasmanian Relief and Recovery Arrangements	State Recovery Advisor.

2.1.4 *Tasmania's Disaster Resilience Strategy 2020–2025*

The Strategy has a vision that:

Using available data and evidence, everyone works together to reduce their disaster risk, to prepare to withstand and adapt to disasters.

There are four goals that underpin this vision:

1. Understanding disaster risk – everyone understands the disaster risks affecting them.
2. Working together – everyone plays their part in reducing and preparing for disaster risks.
3. Reducing disaster risk – if possible, everyone reduces risk in ways that have everyday benefits, even if a disaster does not happen.
4. Prepared for disasters – if a disaster does occur, everyone knows what to do and can do it.

Disaster resilience underpins the PPRR phases of emergency management. However, in line with national and international frameworks, the primary focus is on prevention/risk reduction and preparation.

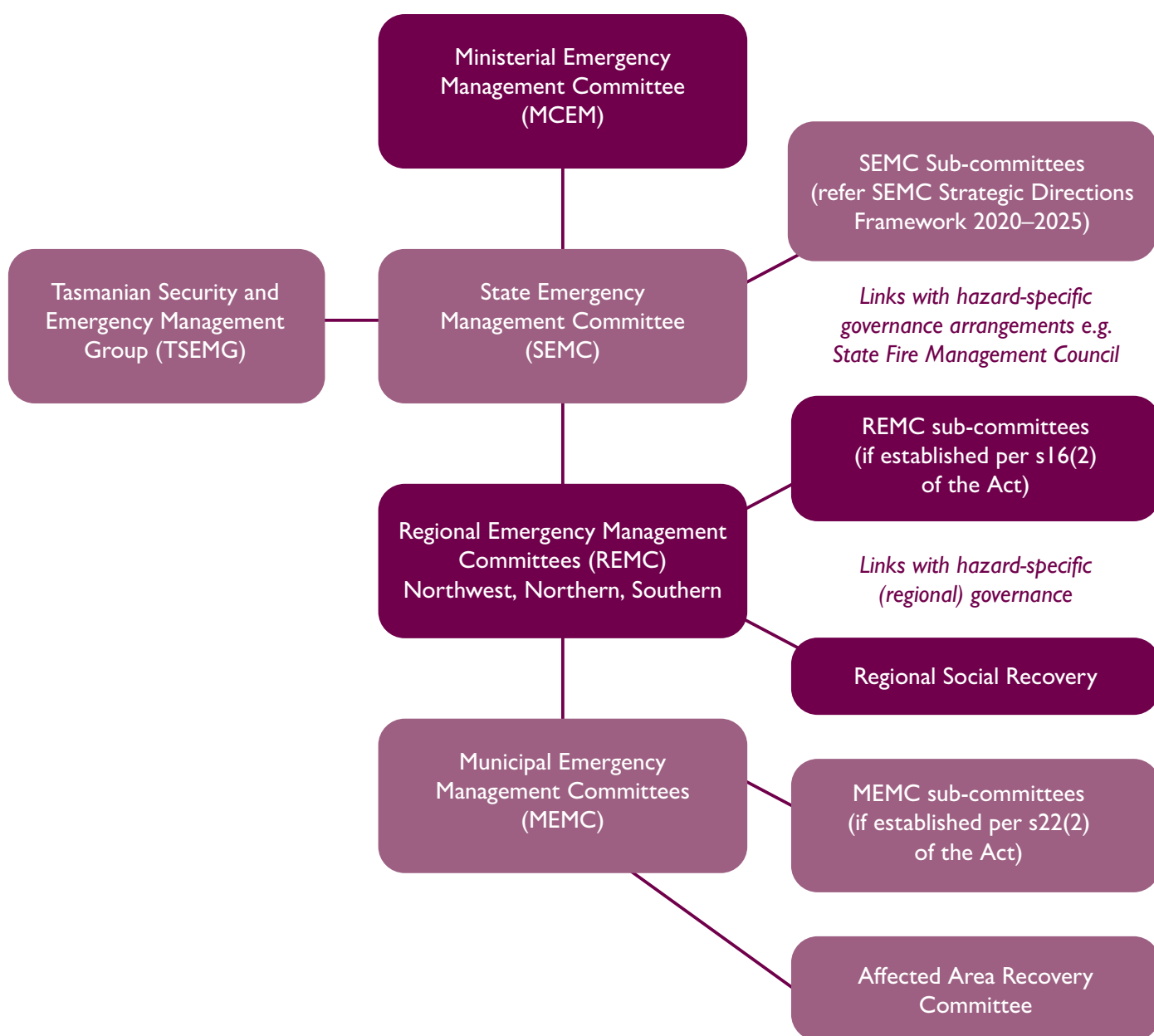
The Strategy aims to address gaps, barriers or issues from a whole-of-system perspective. It identifies priorities to implement the Sendai Framework and the *National Strategy for Disaster Resilience* (NSDR) in Tasmania. The Strategy aligns with these international and national frameworks and reflects common principles of disaster resilience:

- Shared and defined responsibilities;
- Reducing risk is everybody's business;
- Integrated action;
- Inclusive engagement;
- Continual improvement;
- Data-driven decision-making; and
- Leadership commitment at all levels.

2.2 Governance / Administrative Framework

Tasmania's governance structures for emergency management aim to enable effective coordination across key players.

Figure 2: Tasmanian emergency management governance structure



2.2.1 Ministerial Committee for Emergency Management (MCEM)

The MCEM provides ministerial-level strategic policy oversight of measures to prevent, prepare for, respond to and recover from emergencies. The Premier chairs the MCEM. The Office of Security and Emergency Management (OSEM) of DPAC provides the secretariat. The MCEM is supported by the State Emergency Management Committee (SEMC).

MCEM functions and powers are detailed in Section 6C of the Act.

Table 3: MCEM functions and powers under the Act

FUNCTIONS / POWERS
<ul style="list-style-type: none"> imposes functions relating to emergency management on: <ul style="list-style-type: none"> the SEMC; a State Recovery Coordinator; or the State Recovery Advisor. requires the State EM Controller to provide any necessary information; establishes sub-committees to assist it in the performance and exercise of its functions and powers. These sub-committees include members or non-members of the MCEM as it sees fit; does any other things necessary or convenient related to its functions and powers; and delegate any of its powers and functions, other than the power of delegation.
Additional functions (determined by Premier) – MCEM Terms of Reference
<ul style="list-style-type: none"> to assist the Premier in the performance and exercise of his/her functions and powers under the Act; to review policies and arrangements for emergency management, on the advice of the SEMC; to oversee the readiness of the State to prepare for, respond to and recover from emergencies; during and following an emergency, in the event that a Cabinet decision is not practicable, to: <ul style="list-style-type: none"> provide strategic policy direction to the State EM Controller; and make decisions as required on the response to and/or recovery from the emergency, including budget decisions. establish arrangements for reconstruction and recovery; and any other emergency management functions as may be determined by the Premier.

2.2.2 SEMC

The SEMC is chaired by the State EM Controller. SES EMU provides the secretariat.

SEMC functions are detailed in Section 9 of the Act.

Table 4: SEMC functions and powers under the Act

FUNCTIONS / POWERS
<ul style="list-style-type: none"> to institute and coordinate, and to support the institution and coordination of, emergency management, including the preparation and review of the Tasmanian Emergency Management Arrangements (TEMA) and State Special Emergency Management Plans; to determine and review emergency management policy; to review the management of emergencies that involve more than one region, and other emergencies as the SEMC considers appropriate, and to identify and promote opportunities for improvement in emergency management; at the direction of the State EM Controller, to assist them in the performance and exercise of their functions and powers; and other emergency management functions imposed by the Minister for Police, Fire and Emergency Management or stipulated in the TEMA.
STATE EM CONTROLLER
<ul style="list-style-type: none"> chairs the SEMC. appoints a member of the SEMC as the Executive Officer in accordance with section 8 of the Act. may convene SEMC meetings prior to or during emergency response or recovery operations, to share information and provide high level advice or support as required.

The SEMC *Strategic Directions Framework 2020–2025* (the Framework) aims to enable an agile, inclusive and coordinated approach to emergency management. It outlines strategies for the SEMC to achieve its functions and mission in line with:

- the Act and other relevant legislation;
- the Strategy;
- the Sendai Framework; and
- relevant national frameworks, particularly the NSDR and the *National Disaster Risk Reduction Framework*.

The Framework describes the strategic priorities of the SEMC relating to disaster resilience and emergency management. It focuses on ensuring:

- inclusive networks and governance structures to ensure cohesive actions and best use of available resources;
- available resources are directed to where they have the greatest community benefit through prioritisation, appropriate plans and project oversight; and
- continual improvement informed by evidence, including evaluation and lessons learnt.

The Framework is aligned with the TEMA and the Strategy. Together, these documents guide disaster resilience and emergency management actions for Tasmania through pursuing four disaster resilience goals:

1. Understanding risk.
2. Working together.
3. Reducing risk.
4. Being prepared for disasters.

There are three dimensions to governance structures and networks for emergency management in Tasmania:

- The SEMC and its sub-committees focus on strategic emergency management themes across all regions, all hazards and agencies.
- Hazard-specific governance arrangements exist for some of the highest priority hazards (e.g. the State Fire Management Council).
- REMCs and MEMCs focus on all hazards within defined geographical areas.

Together, these governance structures often include external to government stakeholders either through direct membership or via working groups or reference groups.

2.2.3 SEMC Sub-committees

The four (proposed) SEMC sub-committees are:

1. Informed risk management.
2. Community resilience.
3. Emergency management sector capability.
4. Recovery.

Each sub-committee is responsible for identifying priorities in its area and for overseeing continual improvements. Annual action plans help ensure strategic priorities translate to actions that directly improve Tasmania's disaster resilience.

The structures, agreed objectives and roles in the Framework help to ensure:

- specific risk reduction and preparedness actions taken link with standards of best practice;
- the involvement of key stakeholders to ensure actions taken meet diverse needs;
- coordinated efforts make the best use of available resources, building on current capabilities; and
- ongoing sustainable improvements to Tasmania's emergency management capability and capacity for Tasmanians' safety and wellbeing in the face of increasing disaster risks.

2.2.4 Tasmanian Security and Emergency Management Group (TSEMG)

The TSEMG is established under section 9(2) of the Act. TSEMG provides policy advice to the Premier, the Minister for Police and Emergency Management, and State EM Controller (Commissioner of Police). The group oversees and coordinates actions associated with identified security and emergency management priorities (with an approved Charter). Membership of TSEMG includes:

- Deputy Commissioner of Police;
- Deputy Secretary, DPAC;
- Director, SES; and
- Chief Fire Officer, TFS (invitee).

2.2.5 Regional Emergency Management Committee (REMC)

The REMCs coordinate emergency management activities in the South, North and Northwest regions of the State. Regional EM Controllers (TASPOL Western, Northern, and Southern District Commanders) chair the REMCs. SES Regional EM Planners (REMPs) provide the secretariat.

Regional emergency planning activities and priorities are to be aligned with the SEMC's strategic priorities, as outlined in the Strategy and the Framework.

The functions and powers of a REMC are detailed in Section 16 of the Act.

Table 5: REMC functions and powers under the Act

FUNCTIONS / POWERS
<ul style="list-style-type: none"> • institute and coordinate policy, arrangements and strategies for regional emergency management: includes maintaining the Regional Emergency Management Plan (REMP) and any related regional sub-plans; • coordinate/oversee the management of emergencies that affect the region, and support neighbouring regions where able; • review the management of emergencies that have occurred in the region to identify and promote opportunities for improved emergency management. This can include imposing functions on MEMCs, assisting neighbouring REMCs, reporting to the SEMC, and proactively engaging with stakeholders to enhance regional emergency management arrangements; and • report to the State EM Controller on any regional matters that relate to the functions of the State EM Controller or SEMC.
REMC MEMBERSHIP
<p>Membership should include those that have legislative responsibilities, investment in emergency management programs or capabilities and that are exposed to the consequences of emergencies within the region.</p> <ul style="list-style-type: none"> • representatives of government agencies (including emergency services); • Municipal EM Coordinators; • business enterprises; • utilities / critical infrastructure representatives; • volunteer / not-for-profit organisations; and • others, determined by the Regional EM Controller as or if required. <p>The Regional EM Controller may convene REMC meetings prior to or during emergency response or recovery operations to share information and provide advice or support as required.</p>

2.2.6 Municipal Emergency Management Committee (MEMC)

Municipal emergency management activities are coordinated by a MEMC. MEMCs report directly to the REMCs. The Council for the municipal area decides on and provides the MEMC Chairperson. The Chairperson of each MEMC is responsible for managing its operation and administration. The Regional EM Controller has overall responsibility for activities undertaken across the PPRR phases.

The Act provides for a 'combined area' being determined by the Minister, enabling two or more Municipal Councils to establish a MEMC for the combined area (section 19). MEMCs are established under section 20 of the Act.

The functions and powers of a MEMC are detailed in section 22 of the Act.

Table 6: MEMC functions and powers under the Act

FUNCTIONS / POWERS
<ul style="list-style-type: none"> • to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area or, in a combined area, including the preparation and review of the Municipal Emergency Management Plan and Special Emergency Management Plans that relate to emergency management in that municipal area or any one or more of those municipal areas; • to determine and review emergency management policy for the municipal area, or combined area; • to review the management of emergencies that have occurred in the municipal area, and identify and promote opportunities for improvement in emergency management; • to report to the Regional EM Controller on any municipal matters that relate to the functions and powers of the Regional EM Controller or REMC; • at the direction of the Municipal Chairperson or a Municipal EM Coordinator, to assist them or a Municipal Council in the performance and exercise of their or its functions and powers under the Act; • other functions imposed from time to time by the REMC or Regional EM Controller; • other functions imposed on the MEMC by a Municipal Emergency Management Plan or a State Special Emergency Plan that relates to emergency management in the municipal area; and • establish sub-committees for the purposes of assisting the MEMC in the performance and exercise of its functions and powers.

MEMC MEMBERSHIP

Membership should include those that have legislative responsibilities, investment in emergency management programs or capabilities and that are exposed to the consequences of emergencies within the municipal area (or combined area).

- MEMC Chairperson;
- Municipal EM Coordinator;
- Municipal Recovery Coordinator;
- Executive Officer (appointed by the MEMC Chairperson); and
- Others, determined appropriate by the MEMC Chairperson or Municipal EM Coordinator if or as required.

The MEMC chairperson may convene MEMC meetings prior to or during emergency response or recovery operations to share information and provide advice or support as required.

2.2.7 Recovery Committees

The MCEM, the State EM Controller, the State Recovery Advisor or a State Recovery Coordinator may establish a committee, or more than one committee, for one or more of the following purposes in accordance with Division 3A of the Act:

- coordinating recovery processes;
- engaging affected communities in recovery processes; and/or
- any other purpose related to recovery.

An 'Affected Area Recovery Committee' (AARC), or more than one AARC, is established in partnership with affected communities and focus on the recovery from a specific event. The chairperson, membership and terms of reference of an AARC is determined by the MCEM, the State EM Controller, the State Recovery Advisor or a State Recovery Coordinator in consultation with the relevant Municipal Recovery Coordinator and/or Municipal EM Coordinator/s and affected communities.

2.2.8 Emergency Management Sub-committees (State, Regional and Municipal)

Sub-committees are groups that deal with either broad functional areas or non-hazard-specific arrangements

that require ongoing strategic direction and input from the emergency management committees outlined above.

The Act provides authority for emergency management committees to establish and recognise groups as sub-committees. Their membership usually includes subject matter experts and/or policy and planning Advisers. Sub-committees usually focus their attention on identified hazards or emergency management functions.

The functions of sub-committees include:

- coordinate or oversee emergency management work that may be routine or ongoing, or project based (this can include providing advice for plans);
- support the respective committee to set emergency management priorities; and
- promote opportunities for improved emergency management, including checking that plans and arrangements are interoperable.

There are also collaborative relationships maintained between sub-committees at different levels.

2.2.9 Other Stakeholder and Advisory Groups

Other groups are often established by other legislation or administrative arrangements. These can support emergency management activities at national, state, regional and municipal levels. These groups provide advice to governments, forums, committees or other groups as required. They can be recognised as sub-committees under the Act.

Working Groups are groups that deal with a specific task relating to function or hazard-specific issues with a definite time limit for completing their work.

Sub-committees may establish discrete Working Groups to complete a specific task. In that instance, the proposal to establish a Working Group would be considered by the sub-committee along with a draft Terms of Reference.

Reference Groups are groups that promote best practice through information sharing and networking.

They do not generally provide strategic direction and decision-making. Reference groups operate within existing policy contexts and can submit proposals to be considered by the 'parent' committee or its sub-committees.

Where appropriate, sub-committees may also establish Reference Groups to provide expert advice and analyse a specific task. In that case, the proposal to establish a Reference Group will be considered by the parent committee or sub-committee, along with a draft Terms of Reference.

Advisory Groups can be established to provide advice or evaluation. Members of an Advisory Group may be subject matter experts and/or evaluation experts, and may be stakeholders that work within or are external to the emergency management sector for example.

An Advisory Group does not have any formal authority in a governance context and can be standing (ongoing) or established for a specific period of time.

2.2.10 Inter-Jurisdictional Coordination and Assistance Arrangements

Australia-New Zealand Emergency Management Committee (ANZEMC) is the peak consultative emergency management forum. Membership includes representatives of each State and Territory emergency management committee and a representative of the Australian Local Government Association. ANZEMC provides advice and direction on the coordination and progress of nationwide emergency management issues.

Australia-New Zealand Counter-terrorism Committee (ANZCTC) was established by the variation to the Intergovernmental Agreement on Australia's National Counter-terrorism Arrangements. The mission of the ANZCTC is to contribute to the security of both Australian and New Zealand by:

- coordinating a cooperative arrangement to counter-terrorism and its consequences;
- promoting nationally consistent approaches to countering terrorism, with an emphasis on interoperability across PPRR; and

- enhancing the existing relationship between Australia and New Zealand specifically in relation to counter-terrorism.

Australian Government Crisis Coordination Centre (CCC) is a division of the Australian Government Department of Home Affairs and provides 24/7 monitoring of all security and emergency management events. The CCC is the facility through which the Australian Government's emergency management assistance to States and Territories is coordinated.

Emergency Management Australia (EMA) is responsible for the day-to-day management of Australian Government assistance to States and Territories to develop their emergency management capabilities. EMA's operational function is to coordinate Australian Government (physical) assistance to States and Territories during major emergencies if requested. Assistance must be formally requested by a designated State Officer. In Tasmania, the State EM Controller is the Officer designated to request assistance from the Australian Government.

Australian Defence Force (ADF) involvement during emergencies is generally by way of Defence Assistance to the Civil Community (DACC) which is the provision of ADF resources for emergency and non-emergency support within Australia. The ADF also maintains capabilities to assist civil authorities under the Defence Force Aid to Civil Authority (DFACA) arrangements in circumstances where force is required in threat and/or terrorism situations.

2.3 Legal Framework

There is a range of emergency powers available to Tasmanian authorities for the protection of life, property and the environment. These powers are provided for in different Acts of Parliament administered by a number of ministerial portfolios and implemented by several State Government agencies. This legal framework is designed to provide for scalable and flexible emergency management and a safer Tasmania.

The provisions of the Act prevail where there are any inconsistencies with provisions of any other Tasmanian

Acts that relate to emergency management. The Act provides for:

- the protection of life, property and the environment in the event of an emergency; and
- establishes Tasmania's overarching emergency management arrangements, including the four categories of powers:
 - General risk identification, assessment and management (sections 36 to 39).
 - Emergency powers (section 40–41 and Schedule 1).
 - State of alert (sections 41A–41D).
 - State of emergency (sections 42–45).

The Minister for Police, Fire and Emergency Management is responsible for the administration of the Act.

The department responsible to that Minister – the Department of Police, Fire and Emergency Management (DPFEM) – administers the Act (section 65).

Recent experiences during both real events and exercises have highlighted the importance of being able to authorise, delegate and execute emergency powers in a timely manner. At a strategic level, these experiences have demonstrated the critical need to provide succinct and accurate advice on the use of emergency powers to relevant senior officers.

A 'ready-reckoner' on emergency powers is available for relevant officers such as the State EM Controller and Regional EM Controllers at TEMA appendix 4.

Specific arrangements relating to counter-terrorism are provided by a combination of State and Commonwealth legislation. Legislation relevant to the Tasmanian context includes:

- the *Police Powers (Public Safety) Act 2005*;
- the *Terrorism (Preventative Detention) Act 2005*; and
- the *Terrorism (Commonwealth Powers) Act 2002*.

The latter refers certain matters relating to terrorist acts to the Parliament of the Commonwealth for the purposes of section 51(xxxvii) of the Constitution of the Commonwealth.

2.4 Planning Framework

All parties use a risk-based approach to emergency management planning to:

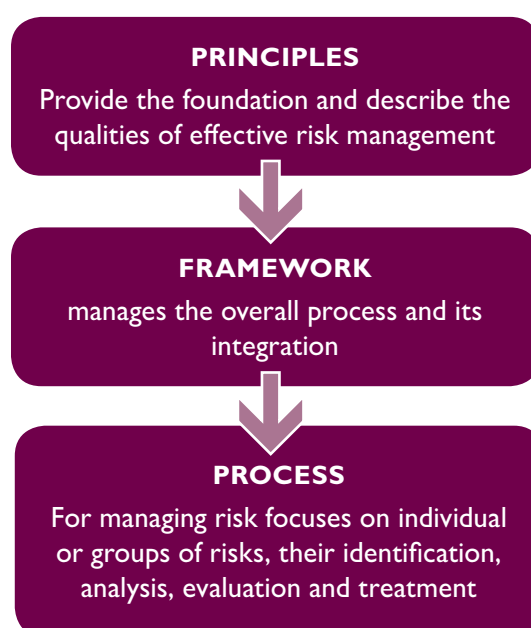
- reduce the number of emergency events;
- contain the scale and extent of emergency event impacts; and
- minimise the consequence of emergency events.

The SEMC adopted the *Tasmanian Emergency Risk Assessment Guidelines* (TERAG) that was developed in accordance with the AS/NZS ISO 31000:2018 Risk Management – Principles and Guidelines Standard and the aligned *National Emergency Risk Assessment Guidelines* (NERAG).

The TERAG outlines:

- the principles for an emergency risk management process;
- the elements of a risk management framework; and
- a risk management process.

The ISO 31000:2018 Risk Management principles are consistent for all hazards, including acts of terrorism (intentional violence).



2.5 Policy

The Act provides for a suite of policy functions and powers.

Table 7: Policy functions and powers under the Act

LEVEL	THE ACT (PART 2)	FUNCTIONS / POWERS	THROUGH
State level	Section 9	Determining and reviewing emergency management policy. To impose functions on a REMC. Identify and promote opportunities for improvement in emergency management.	SEMC
Regional level	Section 16	Determining and reviewing emergency management policy. To impose functions on a MEMC. Identify and promote opportunities for improvement in emergency management.	REMC
Municipal level	Section 22	Determine and reviewing emergency management policy for the municipal area (or combined area). Identify and promote opportunities for improvement in emergency management.	MEMC

2.6 Planning

Government Agencies, Statutory Authorities, government business enterprises and other stakeholders are responsible for managing the risks associated with specified hazards. These entities are termed 'Management Authorities'. Management Authorities' responsibilities may be defined in legislation and/or the TEMA.

State Special Emergency Management Plans (SSEMPs) outline the specific arrangements to manage the risks posed by a specific hazard. The Management Authority responsible for a specified hazard or event is responsible for planning for that hazard and exercising the plan. The plan should cover all PPRR elements. In some cases, there may be sub-plans for extra levels of detail or associated plans to support arrangement delivery.

Management Authorities manage these plans collaboratively in a 'Plan, Implement, Review and Report' cycle.

PLAN	Identify the control arrangements for the hazard
Implement arrangements and risk treatments for each hazard	Prevention and Mitigation
	Preparedness
	Response
	Recovery
Review	For effectiveness of controls
Report	To SEMC on adequacy of arrangements

Emergency management committees at the state, regional and municipal (limited to emergency planning activities Municipal Councils have direct responsibility for) levels have two planning objectives:

- the collation of the emergency management arrangements, including governance and coordination within their jurisdiction; and
- to institute and coordinate policy, arrangements and strategies for emergency management within their jurisdiction.

Table 8: Planning objectives of state / regional / municipal committees

	STATE	REGIONAL	MUNICIPAL
Arrangements (Plans)	Emergency Management Arrangements State Special Emergency Management Plans and Associate Plans	Emergency Management Plan	Emergency Management Plan
Policy and Strategy	SEMC policies SEMC Strategic Directions Framework 2020-2025 Tasmanian Disaster Resilience Strategy 2020-2025	Identify strategic risk management treatment priorities Regional strategic plan	Identify risk priority treatments
Management Authority programs		Resource and coordinate arrangements, programs and risk priorities for identified hazards across the PPRR phases	
Coordination	Policy and strategic directions Statewide risk assessment and priorities	Coordinate development of regional risk treatment plan	Inform works program (municipal risk treatment plan)

Emergency management arrangements/plans are maintained by:

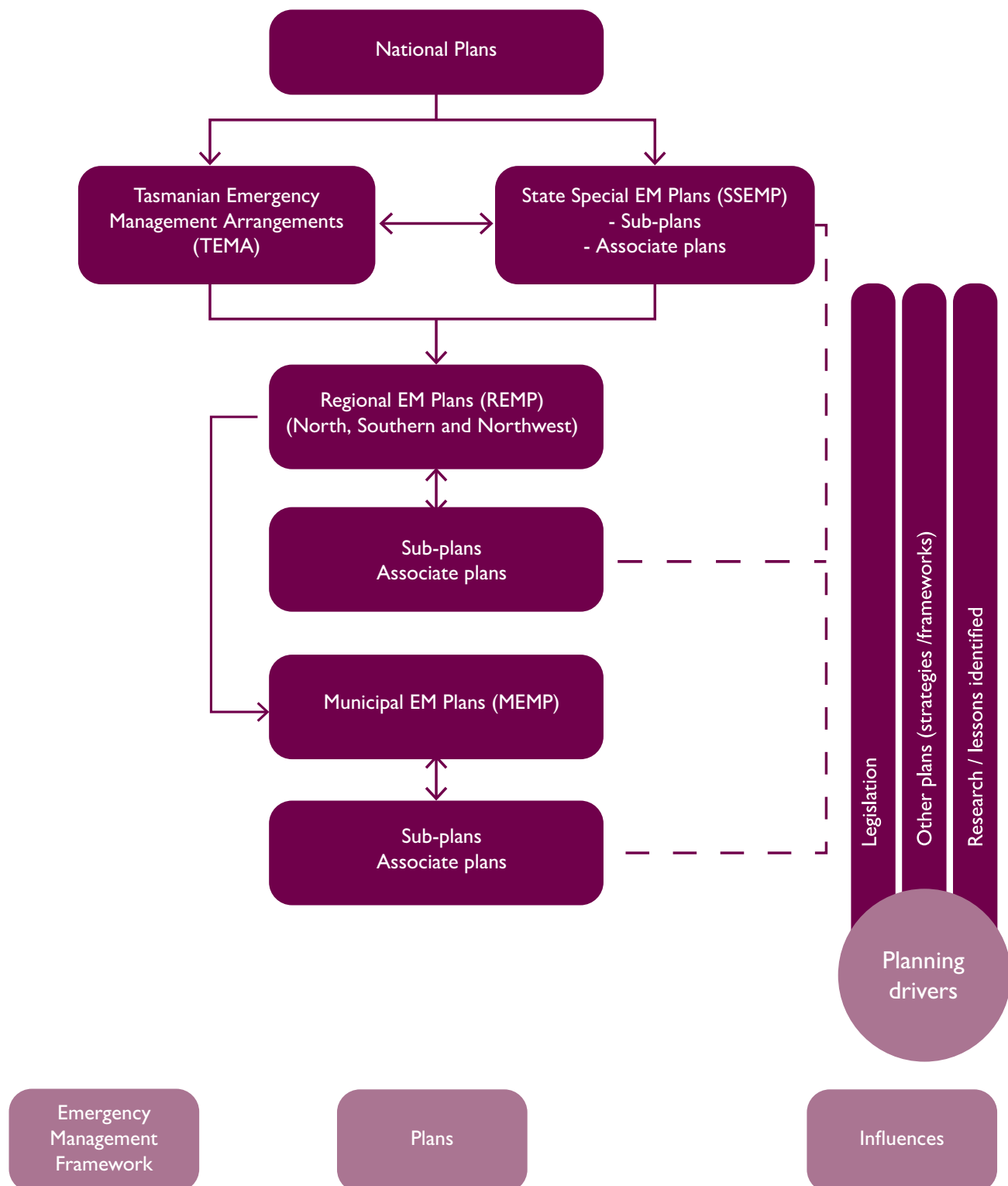
- the SEMC (comprising the TEMA and the range of SSEMPs);
- the three REMCs; and
- the MEMCs (and combined area MEMCs).

While the outputs of the Regional and Municipal EM Committees described above are not prescribed within the Act, the Act does provide for:

- the SEMC to develop policy and impose functions on REMCs; and
- Regional EM Committees to develop policy and impose functions on MEMCs.

Those provisions are outlined in sections 9 and 16 of the Act.

Figure 3: Tasmanian emergency management plan heirarchy



Notes:

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3

Chapter 3:
Roles and responsibilities



3. Roles and responsibilities

Key points

- Disaster resilience is everybody's business. Everyone has a part to play in reducing risks and being prepared. Emergencies are not a matter for governments alone.
- There are shared and defined responsibilities across sectors and levels, including individuals and families, businesses and other organisations plus all levels of government.
- An effective state framework for emergency management requires a high level of collaboration and coordination within and across all levels of government, and with non-government stakeholders, including communities and the private sector.
- Tasmania's emergency management sector includes specialist individuals and organisations with accountabilities and/or formally defined roles relating to supporting everyone's risk reduction and preparedness, emergency response, relief and recovery. This chapter outlines these management authorities and support agencies.
- Transition of responsibility arrangements between key authorities are a crucial component of emergency management in Tasmania.

3.1 Overview

A shared responsibilities approach to emergency management and disaster resilience relies on all parties working collaboratively. This includes the following:

All levels of government

- Local
- State
- National

Tasmanian communities

- Individuals and families
- Business, industry and primary producers
- Owners and operators
- Schools and school communities, childcare and elderly service providers
- Community organisations

Key non-government stakeholders – such as:

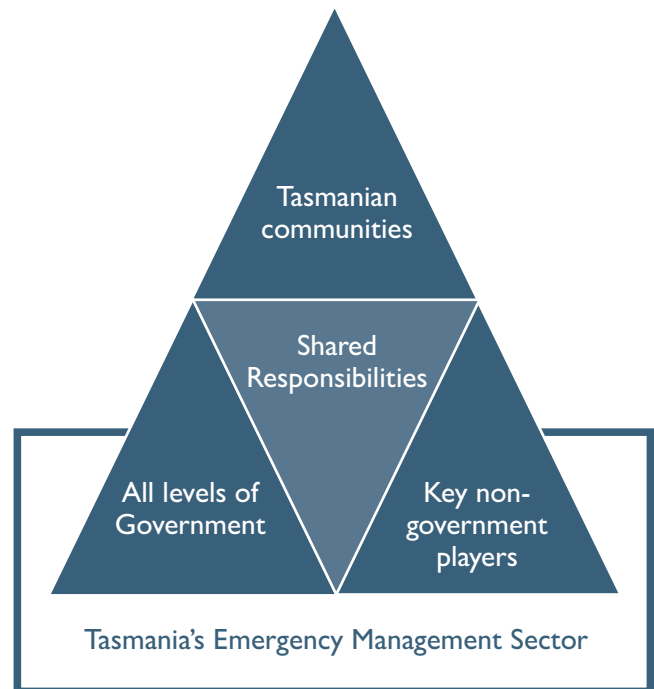
- critical infrastructure and service providers
- broadcasters and other information disseminators
- the not-for-profit sector and emergency management volunteers
- the insurance industry
- design, building and construction industries, land-use planners and natural resource management bodies
- scientists and research organisations

Effective emergency management requires collaboration and coordination within and across all levels of government and with non-government stakeholders, including communities and the private sector.

3.2 Tasmania's emergency management sector

Tasmania's emergency management sector includes:

- Hazard Advisory Agencies;
- Management Authorities;
- Support agencies for specific functional or consequence management areas.



The following key roles coordinate the State's emergency management sector:

- State EM Controller
- State Operational Liaison Adviser (response)
- State Emergency Management Team (response)
- Public Information Unit (PIU)
- State Recovery Advisor
- State Recovery Coordinator and Recovery Taskforce

At a regional level there are the following key roles:

- Regional EM Controller
- Regional Operational Liaison Officer (response)
- Regional Emergency Management Team (response)

At a municipal level there are the following key roles:

- Municipal EM Coordinators
- Municipal Operational Liaison Officer (response)
- Municipal Emergency Management Team (response)

This chapter describes these roles and responsibilities in more detail.

3.3 Government's key roles

While everyone has a role to play in reducing their disaster risks, governments have key roles in emergency management.

Each level of government has different roles and responsibilities in emergency management. State and local governments have legislative, organisational arrangements and lines of reporting. They are responsible for emergency planning within their jurisdiction. This may include prevention (mitigation) and preparedness relating to:

- Individual and community safety and well-being.
- Property, assets and infrastructure.
- Landscape and the environment.

They also plan for response, relief and recovery.

All levels of government have disaster resilience obligations in line with the following:

- *Australian Government's Critical Infrastructure Strategy (2015).*
- *National Climate Resilience and Adaptation Strategy (2015).*
- *National Disaster Risk Reduction Framework (2018).*
- *National Partnership Agreement for Risk Reduction (2019).*
- *Australian Disaster Preparedness Framework (2019).*

Decisions should be taken at the lowest appropriate level of authority, in accordance with legislative requirements. Local responders are the building blocks of response and recovery on any scale. As the size, complexity, impacts and consequences of an emergency grow, the level of support from each level of government may increase.

3.3.1 Local Government

Municipal Councils play a fundamental role in emergency management. This is because of their:

- local community networks; and/or
- knowledge of local resources; and
- municipal emergency risk profile.

Local government often have a more detailed knowledge of the population dimensions within a municipal area such as people at risk and special interest groups.

In partnership with the State Government, Municipal Councils contribute to the safety and wellbeing of their communities through their local emergency management capability.

Municipal Councils work with partners at a municipal, regional and state level to fulfil the following emergency management roles and responsibilities in line with State and Commonwealth legislation.

Oversee prevention and mitigation

within the municipality or combined area:

- Research.
- Risk management - including risk assessments and risk reduction activities.
- Business continuity.
- Land-use planning.

Prepare for emergencies

- Work health and safety legislation and requirements compliance.
- Fulfil councils' legislative responsibilities defined in the Act:
 - provide resources and facilities to manage emergencies within the municipal area in accordance with the MEMP.
 - provide facilities and resources for the council-supported volunteer SES Unit/s. This includes storage and maintenance of the units' equipment and training areas (section 49 of the Act).
 - nominate the Municipal EM Coordinator and Deputy Municipal EM Coordinator roles (section 23).
 - Provide a Chairperson for the MEMC (section 21).

Support agencies and owner/operators of specific facilities to be ready to:

- fulfil their emergency management roles;

- maintain 'business as usual' for as long as possible; and
- coordinate recovery and support broader recovery efforts after the emergency, if required.

Ensure evacuation arrangements within the municipality by the identification, preparation and management of the municipality's 'evacuation centre'.

Plan and coordinate recovery activities within the municipality in partnership with the affected community and relevant State Government authorities. These activities should be in line with agreed priorities and arrangements and cover across all recovery domains:

- social;
- economic;
- infrastructure; and
- environment.

Represent the municipality on emergency management committees and groups, as required.

3.3.2 State Government

The State Government has primary responsibility for the protection and preservation of life, property and the environment within its jurisdiction. Community safety and wellbeing drives Tasmania's emergency management arrangements. This includes the protection of systems that support communities' safety and wellbeing; e.g. critical infrastructure such as power, water, telecommunications and other systems or assets located within the State.

The State Government establishes arrangements for most functions essential for effective emergency management (PPRR). For example, it maintains emergency service agencies such as:

- Police;
- Fire;
- Ambulance;
- State Emergency Service; and
- Health and medical services.

The Tasmanian Government's roles include:

- represent the State on inter-jurisdictional committees and groups;
- periodically assess state-level risks and assurance monitoring;
- facilitate and promote disaster resilience;
- develop, implement and ensure compliance with emergency mitigation policies and strategies in all relevant areas of government activity, including land-use planning, infrastructure provision and building standards;
- encourage and support stakeholders to assess and mitigate emergency risks;
- develop arrangements and plans for state-level emergency preparations;
- provide appropriate emergency awareness and education programs;
- ensure warning systems are in place;
- ensure that arrangements for evacuation are in place;
- ensure community and emergency management agencies are prepared for, and able to respond to emergencies, and that plans are exercised regularly;
- maintain adequate levels of capability, including appropriately equipped and trained career and volunteer emergency response personnel;
- ensure there are appropriate state-level relief and recovery arrangements;
- facilitate post-emergency assessment and lessons management processes;
- monitor, review and develop state-level capability;
- ensure arrangements for coordinating State Government resources and capabilities; and
- coordinate the response to and recovery from an emergency within Tasmania.

State Government Agencies should use a risk-based approach to develop their own (internal) emergency management arrangements to support their disaster resilience and emergency management responsibilities.

3.3.3 Australian Government

The Australian Government has specific responsibilities in relation to an emergency of national consequence. The Australian Government also maintains response plans that can support the Tasmanian Government in responding to an emergency.

A range of Australian Government departments have important roles in developing policies and planning for emergencies, facilitating resilience and providing services during and after emergencies. The Australian Government's roles include:

- facilitate and promote resilience to emergencies;
- provide leadership and collaborate with other levels of government in emergency management research and policy-making;
- identify national priorities for mitigating emergencies in collaboration with other levels of government, non-government organisations (NGOs), the business community and individuals;
- support emergency risk assessment and mitigation with other levels of government. This includes funding disaster mitigation;
- provide information services that underpin emergency management, such as meteorological, hydrological and geo-data services;
- provide public warnings for severe weather, bushfire, flood and tsunami;
- support emergency response when the State Government requests assistance;
- support public information, such as public safety broadcasts; and
- support disaster relief and recovery, including funding through the Disaster Recovery Funding Arrangements.

3.3.4 A shared approach

Dealing with emergencies is not a matter for governments alone. The shared roles and responsibilities for key non-government stakeholders, families and communities provide many benefits, including those summarised below.

3.4 Key non-government players

3.4.1 Critical infrastructure and services providers / operators

Critical infrastructure provides essential services such as:

- energy;
- utilities (water and waste);
- health;
- transport;
- food supply;
- communications;
- banking and finance;
- Government services;
- essential manufacturing; and
- emergency services.

Crowded places were previously considered as a sector within critical infrastructure. Due to the security profile for crowded places being distinct from other critical infrastructure, crowded places are now considered separately.

Inadequate infrastructure protection greatly impacts on emergency services. For example, emergency services agencies rely on telecommunications to alert and activate people and provide safe and effective resource coordination in an emergency.

Essential critical infrastructure and services providers must determine and discharge their legal obligations and must manage risks to their operations that could impact others. This may include material, financial, legal or reputational impact on others. Critical infrastructure and service providers have community service obligations. They are often subject to national regulatory frameworks. These overlap with Tasmania's emergency management arrangements.

Essential service providers and critical infrastructure owners and operators meet their obligations through appropriate risk management practice. Essential service providers, critical infrastructure owners and operators, and owners and operators of crowded places should:

- maintain a current and informed awareness of their operating environment;
- actively apply risk management techniques to their planning processes;
- conduct regular reviews of risk assessments, and security, emergency and contingency plans;
- provide adequate security for their assets;
- develop plans for crowded places in consultation with other agencies and organisations; and
- make provision to protect/replace their assets, including arranging adequate insurance.

3.4.2 Broadcasters and information dissemination mechanisms

Everyone needs information in order to make appropriate and informed decisions and actions before, during and after emergencies. The community must have information that is timely, tailored and relevant to enable their own decision-making.

Emergency managers rely on multiple modes of communication to the public. The public needs to have multiple ways to receive communications due to their individual circumstances and needs. Social media is increasingly used alongside other media. As the risk from a hazard increases, so too does the level of information and warnings about that hazard. Experience shows that having multiple modes of information transmission reinforces the message – for example: radio, television, websites, social media, and face-to-face meetings.

Broadcasters and information dissemination media have an important role in the conversations about changing risks and community vulnerabilities. They can convey messages about how to manage risks and preparedness. Broadcasters and media managers provide vital information in advance of and during emergency response, relief and recovery operations.

Managing and updating incident information is essential. Emergency managers rely on publishers and broadcasters:

- to disseminate information on preparation and mitigation strategies;
- to enable community understanding about their local risks; and
- for the communication of timely warnings when an emergency is imminent or occurring.

Broadcasters and publishers disseminate recovery information. They play a key role in framing recovery messages and ensuring affected communities understand the recovery support available.

Agreements between emergency agencies and key organisations, such as the Australian Broadcasting Corporation (ABC), Commercial Radio Australia, local and community broadcasters, ensure educational and warning messages are distributed as needed.

There are contracts between State and Territory governments and major telecommunication providers for the provision of emergency messages through the telephone-based *Emergency Alert*.

3.4.3 Not-for-profit sector

The not-for-profit sector plays an important role in emergency management. Specific roles depend on the nature of the organisation. They may, for example:

- provide resources and support services directly to those in need or via disaster relief organisations in accordance with pre-event planning;
- prevent and mitigate the impact of disasters, particularly natural disasters, through preparedness and recovery services and connections with communities; and
- support Government and emergency services, particularly in relief and recovery activities, by providing expertise, services and support under established arrangements with Government agencies.

Not-for-profit organisations should protect/replace their own assets from the likely risks in their area. As per

businesses and other organisations, they should:

- have adequate levels of insurance; and
- develop and test business continuity plans so that their operations can continue if they are impacted by an emergency.

3.4.4 Emergency management volunteers

Emergency management volunteers enable community participation in preparing for, responding to and recovering from emergencies and disasters. Emergency management volunteers include those involved in:

- prevention and mitigation (including community preparedness and education);
- response; and
- relief and recovery that may extend for months and years after an event.

Community members can best assist during the response and early recovery phases of an emergency through an existing emergency management support organisation.

It is useful to consider two groups of non-traditional volunteers who may become involved in emergencies: one 'formal' and the other 'informal'.

The formal group (organisation) has a well-developed emergency management capability or technical skill/s developed specifically for activation in times of emergency or disaster. These volunteers usually have leadership, command or supervision structures within their organisation. They can generally be readily tasked within their existing capability.

The informal group are self-activating individuals without an overarching command structure of organisation to take operational responsibility. These spontaneous volunteers may come together in an unplanned and sometimes unprepared ways.

3.4.5 The insurance industry

The insurance industry assists (insured) individuals, businesses and the community to recover financially from disasters. The insurance industry also provides

information and advice on recovery and re-establishment following an emergency.

Insurance is a key element of community resilience although not all hazards can be mitigated by insurance. Insurance provides financial protection in the event of loss through aggregating premiums and spreading risk. All property owners – including home owners, occupiers and small businesses – can minimise the financial impact from many emergencies by purchasing insurance.

Having insurance for disasters does not reduce the number of deaths and injuries, physical damage and disruption to normal life, however, it provides readily available funds.

Insurance is essentially risk transfer. It allows the economy to:

- manage risk more effectively;
- reduce financial uncertainty in the event of a disaster; and
- allows for a more efficient use of capital by individuals, business and government.

Any transfer of risk in an insurance context does not relieve the responsibility of the owner to prepare their property adequately.

Insurance can also encourage mitigation to reduce losses from future disasters. The price, or premium for, and availability of, insurance signals the level of risk from a range of hazards. It encourages risk mitigation and therefore helps reduce vulnerability to loss.

3.4.6 Design, building and construction industries

The resilience of the built environment to hazards is a key factor in:

- promoting human safety;
- reducing damage costs; and
- enabling business continuity when emergencies occur.

Hazard leaders, developers, architects, engineers and the construction industry have important roles in improving

disaster resilience:

- Hazard leaders are responsible for:
 - understanding industry hazards and the consequent risks; and
 - ensuring collaborative plans and networks are in place to mitigate, plan, prepare for and recover from risks as they eventuate or as lessons are learnt from events.
- Developers have a responsibility to ensure their projects do not compromise the long-term safety, health and wellbeing of those who will live and work in their developments or increase or transfer exposure to hazards or risks for others in society.
- Architecture and engineering professionals have roles in being educated about hazard impacts on structures. They should promote best practice and innovation, and the use of suitable building products that are resilient to hazards.
- The building and construction industry has a role in promoting hazard awareness and risk minimisation in the industry. It facilitates a culture of compliance with building codes and standards.

All organisations should consider climate risks. For example, low lying coastal areas and associated coastal environment landscapes will be vulnerable to storm tides and rising sea levels.

3.4.7 Land-use planners

Land-use planning and environmental management that takes into account hazard risks is the most important measure in preventing and mitigating future vulnerabilities and emergency losses in areas of new development. The professions involved with land-use planning and design have important roles and responsibilities. These include:

- prudent risk assessment and management;
- implementing best practice planning; and
- taking into account emergency risk reduction measures, including evacuation routes.

Planning needs to ensure that legislative and policy frameworks enable recovery operations and that

urgently required works are not constrained during and after an emergency.

3.4.8 Natural resource management bodies

Tasmania's three regional Natural Resource Management (NRM) bodies provide a crucial link between:

- Government;
- communities;
- community organisations;
- rural and public land interest groups;
- land owners; and
- land managers.

They help prevent and/or mitigate damage to the natural environment at a broad geographic landscape or catchment scale. The NRM bodies are well placed to deliver post-disaster rehabilitation programs. This can also provide opportunities for social recovery in rural communities.

Good natural resource management assists emergency management and improves economic, social and environmental outcomes. Specific example strategies include:

- waterway protection;
- conservation of range lands;
- soil conservation; and
- control of weed, vermin and pest animals.

3.4.9 Scientists and research organisations

Scientists and research organisations:

- play a vital role in understanding and recording disasters; and
- can inform theoretical, predictive and evidence-based emergency management approaches.

For example:

- Research relating to climate change (including bushfire), social, economic, engineering, ICT and

cybersecurity, and other fields of research help to understand the short, medium and long term impacts of disasters.

- Exploring the reasons why people do or do not prepare for disasters can usefully help inform the broader evidence base for making decisions about managing risk.
- Scientific endeavour may devise measures, including monitoring and early warning networks, to help forecast and inform decision-makers of new opportunities to mitigate the impact of natural events.
- Researchers can also provide recommendations from their research outcomes for consideration that can often link with other considerations for policy and decision-makers.

Research work by the University of Tasmania (UTAS) has covered climate change as a cause of changing risk profile throughout the State. UTAS significantly contributed to the *Tasmanian Natural Disaster Risk Assessment 2016*. UTAS (through the *Climate Futures for Tasmania* project and the Antarctic Climate and Ecosystems Cooperative Research Centre) have completed work on impacts of extreme events and changes to bushfire hazard.

The *Climate Futures for Tasmania* project is an important source of information on the impacts of climate change for the Tasmanian Government and community. A current initiative being undertaken within UTAS to identify and coordinate research in the field of disaster resilience will contribute to building resilience in the Tasmanian community through greater knowledge.

National and inter-jurisdictional research focused groups, such as the Australasian Fire and Emergency Service Authorities Council (AFAC) Knowledge, Innovation and Research Utilisation Network, collaboratively assess research outcomes and use research to inform policy development and strategic directions.

The Australian Institute for Disaster Resilience (AIDR) Knowledge Hub includes links to research conducted within Australia and internationally. The Bushfire Natural Hazards Cooperative Research Centre (BNHCRC)

is another example of a multi-jurisdictional research organisation with a research program shaped to meet the needs of partner agencies throughout Australia.

3.5 The Tasmanian Community

All levels of government and non-government stakeholders focus on ensuring the wellbeing and safety of Tasmanians before, during and after emergencies. All individuals and organisations have key roles in understanding and mitigating the risks that affect them, and being prepared for an emergency. This includes being prepared for disruptions to essential services.

3.5.1 Businesses, industry and primary producers

Business continuity planning, risk management and contingency planning is crucial for individual businesses and industries resilience. Many of the responsibilities for businesses also apply to other organisations. Business operators, whether residential-based, small or large, must plan for their own business continuity.

Business continuity planning is about considering what would happen if a business or other organisation has limited or no access to the following during or after an emergency:

- buildings and other infrastructure;
- people (e.g. pandemic, or people not being physically able to travel to work and tourism operators); and
- systems including power and ICT.

Business continuity plans should identify possible and likely risks from hazards and consequent threats to the conduct, viability and profitability of an enterprise.

Businesses, industry and primary producers contribute to disaster resilience and emergency management by:

- understanding the risks they face and the risk their activities pose to the natural environment and to the community;
- ensuring they can provide their services during or soon after an emergency; and

- they can continue to contribute to their local community after an emergency.

Business owners need to:

- understand and manage their risks - they should be aware of legislation that may apply to their enterprise and the activities they are involved in before, during and after emergencies;
- make resilience a strategic objective - include it in plans and strategies;
- invest in organisational resilience - plan for disruptions and business continuity when a disaster occurs.
 - e.g. plan to make the operation less vulnerable to emergency impacts (like power failure) and protect and prepare assets from the likely risks in their area, including arranging adequate insurance.
- practice plans and arrangements to be ready and make improvements;
- try to find solutions with everyday benefits;
- consider how they can contribute to the local community's resilience;
- keep the long-term in mind when buying or maintaining assets;
- collaborate with others locally or in their sector for mutual benefits; and
- learn about what to do when a disaster happens.

Business operators that own or look after animals have a responsibility to look after those animals. They must try and ensure the animals' safety and wellbeing without endangering their own or others' lives. Primary producers must plan how to manage livestock when there is increased risk and after an emergency.

Businesses and industries can contribute local, state, national and international knowledge. Particular industries may provide expert resources, before, during and after emergencies. Industry peak bodies also have a role in managing industry recovery programs to improve resilience. Peak bodies may help ensure that landholders and operators can access information, advice and support tailored for that industry.

ICT businesses have a role in helping other businesses to reduce cybersecurity risks. Businesses also have a responsibility to prevent the spread of cybersecurity threats from one business to another.

3.5.2 Owners and operators

Owners or managers have overall responsibility for the safety and security of their property or services. They must:

- maintain a business continuity plan;
- consider the security profile for crowded places in their planning process (if applicable);
- maintain effective arrangements for requesting assistance;
- maintain emergency management capabilities and arrangements compatible with relevant Government agencies or other organisations for when additional assistance/coordination is needed; and
- resume ongoing responsibilities for the property or services after the emergency.

3.5.3 Families and individuals

Families and individuals have principal responsibility for their own safety and security, health and wellbeing, social connection and knowledge. This is done through household, family and individual risk identification and implementing mitigation measures, including having adequate financial protection through insurance.

Responsibilities for families and individuals include:

- Understand their risks.
- Reduce their risks.
- Consider future risks when buying items or property.
- Prepare themselves and their household (e.g. the SES 'Emergency Kit' or Australian Red Cross 'Get Prepared' app or 'Rediplan').
- Plan for disruption (e.g. no power/water/communications).
- Know where to find key information and use it.

- Know their neighbours – everybody is each other's front line.
- Be involved - volunteering helps local communities.

3.5.4 Communities and local community organisations

Local community organisations can take a wide range of actions to assist communities to become more disaster resilient. In particular, community organisations and community leaders should:

- promote high levels of awareness of the risks arising from hazards in their community, and the collective preparations and actions that should be taken to minimise risk;
- appreciate the consequences of such risks;
- provide active support for government and community efforts to minimise the possible consequences of emergencies, such as hazard risk reduction measures as well as helping to prioritise recovery efforts;
- promote a culture of support and recognition for volunteers;
- identify community strengths and capacities that can be used to support prevention and mitigation, preparedness, response and recovery; and
- provide local leadership in recovery, including establishing initial recovery activities before more formal recovery structures are established then using skills, experience and local knowledge in longer-term recovery.

3.5.5 Schools and school communities

Emergency plans for schools and school communities are important because:

- many communities have schools;
- schools may be associated with and organised by specific providers (this includes State Government, private and independent schools, and faith-based schools);

- school staff have a formal duty of care to students to keep them safe while at school;
- at times of emergency during school terms, schools may be required to keep students safe until they can be reunited with family;
- many people may be involved in the broader school community, including extended families and after school hours care-givers;
- through teaching and support staff, schools are able to communicate to school families about risks and actions in time of uncertainty, increased risk or emergency;
- some school buildings may be specifically constructed to better withstand extremes of weather and risks such as bushfire and therefore offer some level of protection to occupants; and
- specific transport arrangements might mean that it is possible to move students and teachers in a timely and efficient manner away from areas of greater or emerging risk.

The same principles apply to child care centres.

3.6 Roles and responsibilities within Tasmanian Emergency Management

Collaboration is a fundamental Tasmanian emergency management principle. It is key to addressing the responsibilities listed in TEMA Tables 10 and 11. The hazard groups, functional roles and responsibilities listed are not exhaustive. Changes can be made through the consultation process for future issues of the TEMA.

Hazard or function-specific and/or consequence management plans outline emergency management activities. This includes specific arrangements relating to intentional violence for Tasmania. Where there are no specific plans, the approaches included in the TEMA are to be used. This may be complemented by national plans or arrangements.

There are three types of emergency management sector roles:

- Hazard Advisory Agencies.
- Management Authorities.
- Supporting Agencies.

3.6.1 SEMC Hazard Advisory Agencies

- Hazard Advisory Agencies provide subject matter expertise and advice about risk and key mitigation strategies relating to particular hazards and emergency events.
- Hazard Advisory Agencies may have legislative and strategic policy responsibilities in Tasmania and nationally.

3.6.2 Management Authorities

Management Authorities provide direction so that capability is maintained for identified hazards or emergency events across the PPRR phases.

Management Authorities are responsible for coordinating and providing guidance for comprehensive emergency management. Management Authorities' activities can range from providing advice (as required) to actively coordinating and aligning effort between relevant emergency management partners. These variations in activities are due to a range of factors including:

- available research;
- relative maturity of current capacity and capability;
- resource constraints and allocation decisions;
- complementary initiatives; and
- other priorities.

Management Authority roles across the PPRR phases are broadly described below, with more detail in respective chapters of the TEMA.

Table 9: SEMC Hazard Advisory Agencies

NATURAL HAZARD	
Bushfire	TFS
Coastal erosion (Crown and Reserve Estate)	DPIPWE
Coastal inundation	SES
Flood	SES
Geological hazard: including earthquake, landslide/landslip, sink hole, debris flow	DSG
Space debris / object	SES
Tsunami	SES
Meteorological emergency including severe storm, volcanic ash cloud, solar flares	BoM
ENVIRONMENTAL	
Biosecurity emergency	DPIPWE
Environmental contamination emergency	DPIPWE
Hazardous material	DoJ
MAN-MADE	
Building / infrastructure failure	DoJ
Dam failure	DPIPWE
Cyber emergency	DPaC DSS
Intentional violence	TAPOL
CRITICAL INFRASTRUCTURE DISRUPTION	
Energy supply	DSG
Transport	DSG
Communications	DPAC and DSG
Water supply	TasWater
Financial services	DoTF
OTHER	
Public health emergency including pandemic influenza, heatwave, drinking water supply contamination, food contamination, and radiological hazardous materials (unintended release)	DoH

PREVENTION AND MITIGATION	<p>Maintains strategic oversight of relevant research, risk assessment and risk treatment activities within Tasmania, across all levels of government and the emergency management sector. This can include:</p> <ul style="list-style-type: none"> • planning process (risk assessment); • providing information on hazards or events to the Tasmanian Government via SEMC and/or REMC so priorities can be set for risk treatment activities; and • supporting Municipal Councils, critical infrastructure owners and other organisations in hazard research and risk assessment activities.
PREPAREDNESS	<p>Maintains strategic oversight of, and can provide planned and coordinated measures for:</p> <ul style="list-style-type: none"> • emergency planning; • validation; • capacity building; • response capability; and • education within the Tasmania community and across all levels of government and the emergency management sector to ensure continuous improvement. <p>This can include:</p> <ul style="list-style-type: none"> • planning process, strategy and risk treatments; • maintaining special plans, sub-plans or other associated plans; and • evaluating and reporting on observations identified during exercises and operations.
RESPONSE	<p>Deploys, commands and controls resources to save lives, protect property and the environment. Preserves the social and economic structure of the community. This can include:</p> <ul style="list-style-type: none"> • dissemination of warnings; • gaining and maintaining situational awareness; • activating and deploying resources and capabilities; • coordinating response actions and flow of operational information; • coordinating short-term relief to affected areas and supporting short term recovery activities; • ensuring the formal transition to recovery; • arranging de-activation/stand-down of operations and coordination centres; and • evaluating and reporting on observations identified during operations.
RECOVERY	<p>Management Authorities are not allocated for recovery from specific hazards.</p> <p>Recovery planning and coordination occurs at municipal, regional and state-level across four domains: social, economic, infrastructure and environment. This includes:</p> <ul style="list-style-type: none"> • assessing recovery needs; • establishing appropriate governance and coordination arrangements; • coordinating recovery activities; • reporting and financial arrangements; and • evaluating and reporting on observations identified during recovery. <p>Agencies are allocated for each of the recovery domains. They are responsible for managing and coordinating the planning, delivery, monitoring and reporting on recovery functions within the domain.</p> <p>DPAC is the SEMC Advisory Agency for recovery. It maintains the State Recovery Plan.</p>

Table 10: Management Authorities for Hazards or Emergency Events

HAZARD OR EMERGENCY EVENT	MANAGEMENT AUTHORITY			
	Advisory Agency (Division)	Prevention/ Mitigation	Preparedness	Response
Biosecurity	DPIPWE (Biosecurity Tasmania)			
Coastal Inundation – Storm Tide	SES	SES	DoJ (Land Use Planning)	SES
Cyber security	DPAC (Digital Strategy & Services)			
Energy infrastructure Includes: electricity, gas & petroleum	TasNetworks Enwave (TasGas) / Tas Gas Pipeline Co. / Fuel Distributors			
Energy Supply Includes: petroleum, gas & electricity Excludes: energy infrastructure failures	DSG (Office of Energy Planning)			
Fire National parks & other reserves	DPIPWE (Parks & Wildlife)			
Fire Declared forest land/State forest	SST			
Fire Future potential production forest lands	DPIPWE (Parks & Wildlife)			
Fire Urban, structural & privately managed rural land	TFS			
Flood – dams Dam safety emergencies	DPIPWE (Water & Marine Division – Water Operations)			TASPOL (assisted by dam owner)
Flood – flash flood including associated debris flow	SES	Municipal Councils		SES
Flood – rivers	SES			
Food contamination	DoH (PHS)			
Hazardous materials	DoJ (Worksafe Tasmania)			TFS
Hazardous materials – radiological unintended release of	DoH (PHS)	DoH (PHS)		TFS
Heatwave	DoH (PHS)			
Infrastructure failure – building collapse	DoJ (Building Standards & Occupational Licencing)			TASPOL
Infrastructure failure – State roads & bridges	DSG (State Roads)			
Intentional violence eg. CBRN attacks, terrorist events	TASPOL			
Marine mammal stranding and entanglements	DPIPWE (Natural & Cultural Heritage Division)			DPIPWE (Parks & Wildlife)
Marine Pollution	DPIPWE (EPA)			
Pandemic Influenza	DoH (PHS)		DPAC (OSEM)	DoH (PHS)
Pest infestation	DPIPWE (Biosecurity Tasmania)			
Public health emergency	DoH (PHS)			
Recovery	DPAC	per Municipal and Regional EM plans		

Table 10: Management Authorities for Hazards or Emergency Events

HAZARD OR EMERGENCY EVENT	MANAGEMENT AUTHORITY			
	Advisory Agency (Division)	Prevention/ Mitigation	Preparedness	Response
Space debris	SES	Monitored and regulated by Aust Gov		TASPOL, DSG, TMAG (for preservation of meteorite & impact scene)
Storm / high winds / tempest	SES			
Transport crash – aviation Less than 1000m from the airport runway	TASPOL	Aust Gov regulated	Airline Operator Airport Manager	TASPOL
Transport crash – aviation More than 1000m from the airport runway	TASPOL	Aust Gov regulated	Airline Operator	TASPOL
Transport crash – marine No environmental emergency	MAST			TASPOL
Transport crash – railway	National Rail Safety Regulator DSG	Rail operator		TASPOL TFS
Transport crash – road vehicles	DSG			TASPOL
Tsunami	SES			TASPOL
Water supply contamination Drinking water	DoH (PHS)			
Water supply disruption	TasWater			

3.6.3 Support Agencies

Support Agencies are organisations responsible for the delivery and/or coordination of specific functions, as agreed with Management Authorities. Support Agencies command their own resources in collaboration with the Management Authority, as required.

The role of Support Agencies may include:

- providing functional support for activities across the PPRR phases. This can include providing workers, goods and services, especially for operations;
- providing advice relating to activities across the PPRR phases;
- requesting assistance from and coordinating efforts with other Support Agencies and other organisations to maximise use of all available resources;

- coordinating agency-specific planning and preparation for performing functions in the short term and over protracted periods in partnership with other Support Agencies. This can include:
 - development of supporting operational plans/ orders/SOPs/checklists/protocols, training, procurement, equipment and supplies maintenance; and
 - identifying ways to improve the emergency management capacity of the agency.

Some of the functions (or consequences) listed below may not be easily re-assigned to Support Agencies as most of these functions are either legislative responsibility-based or key functions of a specific agency.

The 'primary' support agency (in bold below) works collaboratively with other support agencies and, during the response to an emergency, in support of a RMA.

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
Advice	
• Aboriginal heritage sites – protection during operations	DPIPWE Natural and Cultural Heritage Division (Aboriginal Heritage)
• Dam safety	DPIPWE (Water & Marine Division – Water Operations) Tasmanian Irrigation TasWater Hydro Tasmania (generation)
• Emergency Management consultation framework	SES
• Emergency management plans (legislation)	Reviewing authorities
• Emergency plans (other)	Reviewing authorities
• Emergency risk framework	SES
• Energy supply (electricity, gas & petroleum)	DSG (Office of Energy Planning) TasNetworks Hydro Tasmania TasGas Energy suppliers, distributors & retailers
• Environmental Health	DoH (PHS) Municipal Councils
• GIS / spatial data	DPIPWE (Land Tasmania)
• Hazard risk assessments	Prevention & Mitigation Management Authorities
• Historic heritage (building, places & features)	DPIPWE Natural and Cultural Heritage Division (Heritage Tasmania)
• Infrastructure impacts and consequences	Infrastructure owner/operator DSG (Transport Systems & Planning Policy) Municipal Councils
• Internet services	NBN Co
• Mitigation funding programs	SES DPAC OSEM
• Natural values assessments	DPIPWE (Natural and Cultural Heritage Division) Municipal Councils Community groups
• Counter-terrorism arrangements	TASPOL – Special Response and Counter-terrorism
• Radiological & nuclear hazards	DoH (PHS)
• Recovery funding programs	DPAC DoH DoC
• Transport services and planning	DSG (Transport Systems & Planning) Transport service providers

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
Analytical services	
• biological	DPIPWE (EPA) FSST DoH (PHS) DoH (THS)
• chemical	DPIPWE (EPA)
• animal health laboratory	DPIPWE (Biosecurity Tasmania)
Australian Government assistance (response & recovery)	Aust Gov agencies ADF assistance (DACC / DFACA) State EM Controller through the SCC DPAC OSEM (Recovery)
Blood supplies	Australian Red Cross Blood Service DoH (THS)
Casualty triage, treatment & transport (single & multi/mass casualty events)	Ambulance Tasmania St John Ambulance
Centres	
• Emergency Coordination - Municipal	Municipal Councils (facility for ECC) MEMC (managing an ECC) SES
• Emergency Coordination – Regional	SES
• Emergency Operations	RMA Support Agencies
• Flu clinics	DoH (THS) DoH (PHS) Municipal Councils
• State Control Centre (administration & maintenance)	TASPOL (Special Response & Counter-terrorism)
Civil defence	SES ADF MJOSS
Community awareness/education	Preparedness Management Authorities
Coronial investigation	DoJ (Coronial Division) TASPOL FSST
Counter-terrorism arrangements	TASPOL (Special Response & Counter-terrorism)
Criminal investigations (during emergencies)	TASPOL
Debriefs (combined / multi-agency)	Agencies / organisations SEMC (for multi-agency lessons management)

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
Decontamination from:	
• CBRN events	TFS DoH (PHS) DoH (THS) DPIPWE (EPA) Municipal Councils Facility / site owner
• Hazardous materials emergencies (chemical, biological, explosives)	TFS TASPOL FSST DoH (PHS) DoH (THS) Municipal Councils Facility / site owner DPIPWE (EPA)
Disaster Victim Identification (DVI)	TASPOL DoJ (Coronial Division) FSST
Emergency Powers:	
• Authorisation of emergency powers	State EM Controller DPFEM Legal Services SEMC Executive Officer Regional EM Controllers
• State of Alert	State EM Controller DPFEM Legal Services SEMC Executive Officer Regional EM Controllers
• State of Emergency	Premier DPFEM Legal Services State EM Controller Regional EM Controllers MCEM & SEMC Executive Officers
• Risk identification and assessment	State EM Controller DPFEM Legal Services State EM Controller Regional EM Controllers SEMC Executive Officer
Evacuation	
• Decision to evacuate (including issue of warnings)	RMA

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
<ul style="list-style-type: none"> Evacuation centre (activation) 	Municipal Councils <i>(formal request to activate from Regional EM Controller)</i> NGOs DoH (THS)
<ul style="list-style-type: none"> Operational 	TASPOL Operational support agencies
Fire response on a marine vessel	Captain TFS <i>(by agreement with Captain of the vessel)</i>
Food and essential goods supply continuity	Distributors and wholesalers DSG (Transport Systems & Policy Planning) Freight and logistic companies / retailers
Forensic chemistry and biology services	FSST TASPOL
GIS <ul style="list-style-type: none"> Web & desktop mapping systems Coordination of remotely sensed imagery 	DPIPWE (ES GIS) Aust Red Cross
Insurance industry advice	DPAC Insurance Council of Australia
Internet services	NBN Co
Interoperability arrangements	DPAC OSEM Tas Gov Agencies
Land rehabilitation	Land manager / owner DPIPWE (Natural and Cultural Heritage Division)
Land-use planning	DoJ Municipal Councils DPIPWE SES TFS DSG (Infrastructure Tasmania)
Liaison (in emergencies):	
<ul style="list-style-type: none"> Colleges and schools 	DoE Independent Schools Tas Catholic Education Office Tas TasTAFE
<ul style="list-style-type: none"> Municipal Councils 	SES DPAC OSEM LGAT DoH (THS)
<ul style="list-style-type: none"> Critical Infrastructure 	Owners / operators <i>(Liaison through municipal / regional / state authorities depending on level of incident)</i>

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
• Media (at emergency site)	RMA DPAC PIU
• Media (at centres)	Centre Public Info Officer DPAC PIU
• Media (for the community)	Council Mayor DPAC PIU RMA Public Info Officer (Depending on level of incident)
Marine mammal stranding and entanglement	DPIPWE (Natural Heritage) DPIPWE (Parks & Wildlife)
Operational and coordination information – situation reports, operational logs etc.	Centres (coordination, operations, others)
Performance management of emergency management arrangements	State EM Controller Regional EM Controllers Municipal EM Coordinators SEMC and REMC ExOs
Pollution management – land	Facility / site owner Municipal Councils DPIPWE (EPA) TFS DoJ (Worksafe Tasmania)
Pollution management – marine:	
• In port	TasPorts BoM DPIPWE (EPA) Shipping operator TFS Municipal Councils
• Less than 3 nautical miles from the Tasmanian coastline	DPIPWE (EPA Division) AMSA BoM Shipping operator TasPorts TFS
• More than 3 nautical miles from the Tasmanian coastline	AMSA BoM DPIPWE – EPA TasPorts TFS Shipping operator Municipal Councils SES TFS DoJ – Worksafe Tasmania

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
Property reinstatement (survey & valuation)	DPIPWE (Land Tasmania) Municipal Councils
Rapid impact and damage assessments	RMA Municipal Councils Support Agencies
Registration:	
• Affected persons (evacuation centre)	Municipal Councils NGOs
• Affected persons (reunification)	TASPOL Aust Red Cross
• Business and economic impacts	DSG (Business Tasmania) Municipal Councils Business support services
• Casualties	Ambulance Tasmania TASPOL DoH (Tasmanian Health Service)
• Volunteers	Municipal Councils NGOs
• Witnesses	TASPOL Support agencies
Rescue (technical):	
• Aircraft crash (all areas except Hobart & Launceston airports)	TFS Airline operators SES Ambulance Tasmania
• Aircraft crash (Hobart & Launceston airports)	Air Services Australia Airline operators SES TFS TASPOL Ambulance Tasmania
• Cave rescue	TASPOL SES Ambulance Tasmania Australian Cave Rescue Commission (ACRC)
• Confined space	TFS Infrastructure / asset owner
• Domestic and industrial accidents	TFS Ambulance Tasmania Infrastructure / asset owner

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
• Extrication from road crash & heavy vehicles (rural)	SES Ambulance Tasmania TFS Transport operator
• Extrication from road crash & heavy vehicles (urban)	TFS Ambulance Tasmania Transport operator
• Mines	Mine management TFS Ambulance Tasmania (<i>by agreement with mine management</i>)
• Swift water	TASPOL Surf Life Saving Tas SES
• Trench	TFS Municipal Councils Ambulance Tasmania
• Urban (USAR)	TFS Asset/property owner Ambulance Tasmania TASPOL SES
• Vertical (built environment)	TFS SES Ambulance Tasmania
• Vertical (natural environment)	TASPOL SES TFS PWS Ambulance Tasmania
Road Management:	
• Municipal roads	Municipal Councils State Growth
• Other roads	Asset owner State Growth
• State roads	DSG
Search:	
• Air search of coastal & inland waters	TASPOL SES Surf Life Saving Tas Volunteer Marine Rescue / Coast Guard

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
• Air search of (Tasmanian) territorial waters	AMSA BoM TASPOL
• Land	TASPOL SES
SEWS (Standard Emergency Warning Signal)	DPFEM Media & Comms or PIU (in consultation with Tas Regional Director of BoM) Media outlets/broadcasters
TasALERT www.alert.tas.gov.au	DPAC Communications & Protocol Office (CPO)
TEIS (Tasmania Emergency Information Service)	DPAC State Agencies (interoperability arrangements)
Traffic control any emergency except road / bridge infrastructure failure	TASPOL DSG SES
Translation & interpreter service:	
• AUSLAN (sign language)	Not-for-profit provider Community leaders
• Languages other than English (LOTE)	DoH (Federal) – National Translation & Interpreting Service Community leaders NGOs (Migrant Resource Centre)
Warnings for the community (community warnings):	
• About severe weather events	BoM DoH (PHS) Municipal Councils DPAC CPO / TasALERT SES TASPOL
• About the emergency	RMA DPAC PIU / TasALERT Municipal Councils SES TASPOL DoH (PHS)
Waste management	Land owner / manager DPIPWE (EPA Division)
Wildlife & animal welfare in emergencies:	

Table 11: Support Agencies by functional and consequence responsibilities

FUNCTION / CONSEQUENCE	SUPPORT
<ul style="list-style-type: none"> • Animal welfare (pets & companion animals) 	Owner Municipal Councils (if facilities available) DPIPWE (Biosecurity Tas) Community groups
<ul style="list-style-type: none"> • Animal welfare (livestock) 	Owner DPIPWE (Biosecurity Tasmania) Municipal Councils (if facilities available) Community groups
<ul style="list-style-type: none"> • Animal welfare (wildlife) 	DPIPWE – Natural Heritage DPIPWE – Biosecurity Tas Municipal Councils Community groups

3.7 State Level Responsibilities

Key statewide emergency management coordination roles include the following.

3.7.1 State Emergency Management (EM) Controller

The role of the State EM Controller in the PPRR phases includes the following.

Table 12: Functions and powers of the State EM Controller under the Act

PREVENTION / PREPAREDNESS	RESPONSE / RECOVERY
<ul style="list-style-type: none"> chair the SEMC; as chair of the SEMC, provide strategic leadership and direction in the development of emergency management policy; ensure effective command, control and coordination arrangements are established prior to an emergency and maintained for the duration of an emergency; provide relevant advice to the Minister for Police, Fire and Emergency Management on emergency management matters arising from the SEMC and as a consequence of discharging State EM Controller duties; and contribute to national emergency management capability statements or agendas as/when required. 	<ul style="list-style-type: none"> direct the activation of the State Control Centre (SCC) if/when required; establish the strategic objectives and priorities for the overall consequence management of an incident, including the high-level activities during an emergency; require the Response Management Authority (RMA), Policy and Recovery Advisers to service the strategic objectives, priorities and high-level activities during an emergency; ensure all agencies involved in the emergency effort are properly discharging their responsibilities in respect to the emergency; identify and remedy critical capability or capacity gaps that may exist between agencies' responsibilities during an emergency; ensure the provision and maintenance of effective interoperability; ensure the coordination of public information; if necessary, support the RMA and other agencies through the acquisition and coordination of external resources to meet the strategic objectives, priorities and high-level activities in respect to an emergency; establish effective high-level multi-agency emergency management information sharing arrangements during an emergency; ensure community relief arrangements have been considered and are implemented when required; in conjunction with the State Recovery Advisor or State Recovery Coordinator, establish priorities and coordination of resources to meet recovery objectives; and provide strategic leadership and direction in the development of emergency management plans.

3.7.2 Deputy State EM Controller

The Minister may appoint a Deputy State EM Controller under section 10 of the Act. The Deputy State EM Controller is the Deputy Commissioner of Police.

The Deputy State EM Controller may act as the State EM Controller in circumstances described in section 5 of the Act.

3.7.3 State Operational Liaison Adviser (Response)

The State Operational Liaison Adviser (OLA) is a representative of the RMA and will be appointed by the State EM Controller. The OLA will be of suitable seniority so they can authoritatively advise of the operational response to an emergency but are *not directly involved in the management of any operational response*.

The OLA will liaise with the state-level RMA Incident Control Centre (often referred to as a State Operations Centre) in order to:

- provide advice enabling the State EM Controller to direct the use of resources for emergency management as appropriate;
- ensure any instructions and decisions of the State EM Controller are transmitted to and adequately carried out by the RMA; and
- advise SEMC on the operational response to the emergency.

The OLA, through coordination with the SCC Manager, will establish Support Officers from within their agency or per the Interoperability Arrangements for the Sharing of Skilled Resources in Tasmania Plan (the Interoperability Arrangements) if required. In addition, the State EM Controller will determine any other members as the State Emergency Management Team (SEMT) to assist this role as appropriate.

3.7.4 SEMT (Response)

In addition to the established roles within the SCC, the State EM Controller may determine additional

emergency services and other agency representatives are appropriate to assist in carrying out the functions of specific SCC advisory roles.

The State EM Controller will identify a cohort of subject matters experts from SEMC Hazard Advisory Agencies and they will be members of the SEMT, as directed.

3.7.5 Public Information Unit

The PIU of the SCC will be led by the Manager of the DPAC Communications and Protocol Unit. The PIU of the SCC will develop key public messages relating to an event / incident.

The structure and operations of the PIU is described in the *Public Information Unit Operations Manual*. Further information is in the *Protocol for Whole-Of-Government Public Information Support in Emergencies*. Both documents are available through the DPAC.

The PIU of the SCC will:

- support the dissemination of public information from the whole-of-government response to an emergency;
- provide advice to the State EM Controller, SEMC when/if constituted, and RECCs on media and public information issues;
- develop a whole-of-government media and public information strategy in consultation with relevant agencies as appropriate;
- develop media releases and talking points as appropriate;
- clear Ministerial media releases and media responses for the Head of Government Media Office;
- liaise with the RMA Public Information Officer, Head of the Government Media Office and Public information officers in the Department of Home Affairs (EMA); and
- manage TasALERT.

In a terrorist-related situation, public information strategies will be in accordance with the *National Security Public Information Guidelines* (NSPIG).

The Manager of the PIU of the SCC, through coordination with the SCC Manager, will establish Support Officers from within their Agency or use the Interoperability Arrangements.

3.7.6 State Recovery Advisor

Unless otherwise determined by the Premier or delegated under the Act, the State Recovery Advisor is the Secretary DPAC. The State Recovery Advisor may hold that office in conjunction with any other appointment, position or office.

Table 13: Functions and powers of the State Recovery Advisory under the Act

FUNCTIONS / POWERS – SECTION 24B OF THE ACT
<ul style="list-style-type: none">• to ensure that plans and arrangements for recovery are prepared and maintained;• to support the State EM Controller, Regional EM Controllers and State Recovery Coordinator to coordinate recovery processes during and after an emergency;• to advise, on request, the Premier or the MCEM on matters related to recovery including –<ul style="list-style-type: none">» the appointment of a State Recovery Coordinator; and» the establishment of a Recovery Taskforce;• to oversee the transition of responsibility for recovery under section 24F of the Act;• other functions in respect of recovery imposed on the State Recovery Advisor by the Premier;• other functions in respect of recovery imposed on the State Recovery Advisor by the MCEM;• other functions imposed by the Act or any other legislation; and• prescribed functions.

3.7.7 State Recovery Coordinator and Recovery Taskforce

Table 14: Provisions relating to a State Recovery Coordinator and Recovery Taskforce under the Act

STATE RECOVERY COORDINATOR (SECTION 24D OF THE ACT)
<ul style="list-style-type: none">• Premier may appoint (in writing) a State Recovery Coordinator to lead a Recovery Taskforce.• Premier is to specify the term of the appointment and the functions of the State Recovery Coordinator, and is to notify the State EM Controller of the appointment.
STATE RECOVERY COORDINATOR (SECTION 24D OF THE ACT)
<ul style="list-style-type: none">• Premier may determine that a Recovery Taskforce is to be established to support recovery during or after an emergency.• If the Premier is not available to make a determination, the MCEM may determine that a Recovery Taskforce is to be established.• If the determination is made, the DPAC Secretary is to establish a Recovery Taskforce.

3.8 Regional level

3.8.1 Regional EM Controller

The Regional EM Controller is the Tasmania Police District Commander in each of the three regions. The Regional EM Controller is appointed under section 17 of the Act. The functions and powers of a Regional EM Controller per section 18 of the Act are as follows.

Table 15: Functions and powers of Regional EM Controllers under the Act

FUNCTIONS
<ul style="list-style-type: none"> to assist and advise the State EM Controller on all matters relating to emergency management in the region; prior to, during or after an emergency in the region, to ensure that their instructions and decisions and the instructions and decisions of the REMC, SEMC and State EM Controller are transmitted to, and adequately carried out by whomever they are directed or relate; to consider whether any powers or declarations under the Act need to be exercised or made for the purposes of emergency management in the region and, if so, to advise the State EM Controller of that need; if the Regional EM Controller considers that resources of another region are necessary for emergency management in the region, the Regional EM Controller may request those resources; other functions relating to emergency management imposed by the SEMC or State EM Controller; other functions imposed by the Act or any other Act; prescribed functions.
POWERS
<ul style="list-style-type: none"> impose functions on a MEMC and Municipal EM Coordinator within the region from time to time; determine powers that may be exercised by a Municipal EM Coordinator within the region from time to time; and do all other things necessary or convenient to be done in connection with the performance of their functions.

Regional EM Controllers are responsible for:

- overseeing emergency management activities and planning at municipal level;
- reviewing all emergency management plans and procedures within the region to identify deficiencies, capability shortfalls and omissions;

- issuing emergency management instructions to all relevant agencies within the region; and
- performing the role of Chair of the REMC and guiding the activities of the REMC that relate to emergency management in the region.

The Regional EM Controller is accountable for notifying and activating all resources deemed necessary to manage a declared event (per Division 3A and 4 of the Act). This may include resources from other regions. That function may be delegated to the REMC Executive Officer.

A Deputy Regional EM Controller for a region is also appointed under section 17 of the Act.

3.8.2 Regional Operational Liaison Officer (Response)

The Regional Operational Liaison Officer (OLO) is a representative of the RMA and will be appointed by the Regional EM Controller. The OLO will be of suitable seniority so they can authoritatively advise of the operational response to an emergency but *not directly involved in the management of any operational response*.

The OLO will liaise with the (regional level) RMA Incident Control Centre (often referred to as a Regional Operations Centre) in order to:

- provide advice enabling the Regional EM Controller to direct the use of resources for emergency management as appropriate;
- ensure the instructions and decisions of the Regional EM Controller are transmitted to and adequately carried out by the RMA; and
- advise REMC on the operational response to the emergency.

The OLO, through coordination with the RECC, will establish Support Officers from within their agency or per the Interoperability Arrangements if required.

In addition, the Regional EM Controller will determine any other members as the Regional Emergency Management Team (REMT) to assist in this role as appropriate.

3.8.3 Regional Emergency Management Team (REMT)

In addition to the established roles within the RECC, the Regional EM Controller may determine additional emergency services and other agency representatives are appropriate to assist in carrying out the functions of specific advisory or liaison roles in a RECC.

The Regional EM Controller will identify a cohort of subject matters experts from Hazard Advisory Agencies and/or other agencies/organisations as or if required and request their physical presence in the RECC to form the REMT.

3.9 Municipal level

3.9.1 Municipal Emergency Management (EM) Coordinator

The Municipal EM Coordinator is nominated by a Municipal Council and appointed by the Minister under (section 23) the Act. Functions and powers of the position are detailed at section 24 of the Act.

Table 16: Functions and powers of Municipal EM Coordinator under the Act

FUNCTIONS
<ul style="list-style-type: none"> • to assist and advise the Municipal Chairperson and the relevant council on all matters with respect to emergency management in the municipal area or combined area; • if the Regional EM Controller requires it, to assist and advise the Regional EM Controller on matters with respect to emergency management in the municipal area; • prior to, during or subsequent to the occurrence of an emergency in the municipal area, to ensure that – <ul style="list-style-type: none"> » the resources of the relevant council are coordinated and used as required for the establishment and coordination of evacuation centres and recovery centres in the municipal area; and » his or her instructions and decisions and the instructions and decisions of the MEMC, Municipal Chairperson and Regional EM Controller are transmitted to, and adequately carried out by, the bodies and other persons to whom they are directed or relate; • to consider whether any powers or declarations under this Act need to be used or made for the purposes of emergency management in respect of an emergency in the municipal area and, if so, to advise the Regional EM Controller of that need; • if the Municipal EM Coordinator considers that resources of another municipal area are necessary to make better provision for emergency management in the municipal area, to request those resources; • to assist the Unit Managers of the municipal volunteer SES units with the supply and coordination of equipment and facilities provided by the council and the maintenance of such equipment and facilities; • other functions in respect of emergency management imposed by the REMC or the Regional EM Controller.
POWERS
<ul style="list-style-type: none"> • to utilise the resources of the municipal volunteer SES units in support of statutory services for emergency purposes within the municipal area; • to advise the Municipal Council and councillors in the municipal area in respect of the facilities required for effective operation of the municipal volunteer SES units; • powers determined by the Regional EM Controller by notice provided to the Municipal EM Coordinator.

The position's primary function is to coordinate, advise and assist the relevant Municipal Council on all matters pertaining to emergency management within the municipal area.

Tasks of a Municipal EM Coordinator include:

- as a member of a MEMC, participate in the development, review and exercise of relevant emergency management plans within the designated municipal area/s in accordance with legislative requirements and State policy;
- facilitation of emergency risk assessment including the development, implementation and monitoring of appropriate risk treatment activities;
- provision of executive support services to the MEMC and any special purpose committees established by Municipal Council for the purposes of emergency management;
- represent relevant Municipal Council/s on regional and, as required, State forums e.g. REMC;
- provide briefings to and advise Municipal Council and the Regional EM Controller on emergency management measures within the relevant municipal area;
- coordinate Municipal Council's response to the management of emergency events which occur within the municipal area in accordance with relevant plans;
- support the development and implementation of community education and awareness programs within the municipal area; and
- liaise with SES regional staff and the Unit Manager of the relevant SES Unit/s regarding development and maintenance of resource agreements and the delivery of Municipal Council responsibilities under any such agreements establish with the SES in Tasmania.

3.9.2 Municipal Recovery Coordinator

The functions and powers of a Municipal Recovery Coordinator are detailed at section 24H of the Act.

Table 17: Functions and powers of Municipal Recovery Coordinator under the Act

FUNCTIONS
<ul style="list-style-type: none"> • A Municipal Recovery Coordinator has the following functions, for the purposes of the planning, review and implementation of recovery processes, in respect of the municipal area for which he or she is the Municipal Recovery Coordinator: • prior to, during or subsequent to the occurrence of an emergency within the municipal area, to ensure that – <ul style="list-style-type: none"> » arrangements are in place to implement recovery processes, including the establishment and coordination of evacuation centres and recovery centres; and » his or her instructions and decisions and the instructions and decisions of the MEMC, Municipal Chairperson and Regional EM Controller are transmitted to, and adequately carried out by, persons to whom they are directed or relate; • to advise the Regional EM Controller of any powers or declarations under the Act that are to be used, or made, for the purposes of recovery within the municipal area; • to request resources of another municipal area if the Municipal Recovery Coordinator considers that those resources are necessary to implement recovery processes within the municipal area; • to assist a recovery committee established under section 24E within the municipal area or a combined area; • to assist and advise the Municipal Chairperson, the MEMC or the relevant council on all matters with respect to recovery within the municipal area or a combined area; • other functions in respect of recovery imposed on the Municipal Recovery Coordinator by the MEMC or the Municipal EM Coordinator; • other functions imposed on the Municipal Recovery Coordinator by the or any other Act; • other functions imposed on the Municipal Recovery Coordinator by a MEMP.
POWERS
<ul style="list-style-type: none"> • prescribed powers; • the power to do all things necessary or convenient to perform their functions.

Notes:

4

Chapter 4:
Prevention and mitigation



4. Prevention and mitigation

Key points

- Reducing disaster risks through prevention and mitigation measures is everybody's business.
- Prevention aims to decrease or remove the negative consequences of hazards.
- Mitigation seeks to minimise the impact and consequences of an emergency.
- Prevention and mitigation activities are a shared responsibility – everybody has a role in the community.
- Land owners' decisions and actions are often key to reducing risks. They play key roles in prevention and mitigation actions for their own benefit, and for the broader safety of their communities.
- Hazard reduction activities and priorities should be informed by risk. Risk is the product of likelihood and consequences of an event.

4.1 Overview

Hazard and risk are related. Untreated, a hazard may increase the likelihood and consequence of an event (risk). Risk management processes can be guided by relevant industry standards.

Prevention measures seek to eliminate the impact of hazards and/or reduce susceptibility to them. Mitigation measures accept that the event will occur and seek to reduce the inevitable impact by both:

- physical means (e.g. flood levees); and
- increasing the resilience of the community that may be impacted by those hazards through education and awareness.

Governments, non-government organisations, businesses, communities and individuals must undertake prevention and mitigation activities and strategies.

The *Tasmanian Disaster Resilience Strategy 2020–2025* strongly emphasises:

- Risk reduction (prevention) is a shared responsibility.
- The need to focus more on reducing risks to reduce response and recovery impacts.

These arrangements outline key responsibilities relating to all parts of the PPRR phases.

While the State Government has the lead role for response and recovery, plus whole-of-jurisdictional and emergency management sector preparedness, all parties have shared responsibilities especially in prevention, mitigation, and risk reduction.

- Government agencies, businesses and other organisations are responsible for prevention, risk mitigation and preparedness as part of their day-to-day functions within the scope of their responsibilities.
- Individuals and households play key roles in reducing their risks through prevention, mitigation and preparedness decisions and actions.
- Governments at all levels and non-government

organisations support individuals and other organisations to reduce their risks.

Examples of whole-of-community prevention and mitigation strategies include:

- cybersecurity policies, procedures and standards to protect critical information and infrastructure;
- hazard-specific control programs, such as building flood levees, bushfire mitigation programs and installation of automatic sprinkler systems;
- land-use planning and building controls in legislation and regulations, construction and infrastructure design standards and codes;
- quarantine and border control measures;
- public health strategies;
- community education and awareness;
- hazardous material safety/security initiatives;
- critical infrastructure protection;
- resilience programs;
- crowded places strategy;
- ensuring access to publicly available geologic and topographic mapping and earthquake and tsunami monitoring services; and
- implementing specific hazard/risk and research studies.

Examples of organisations' prevention and mitigation strategies include:

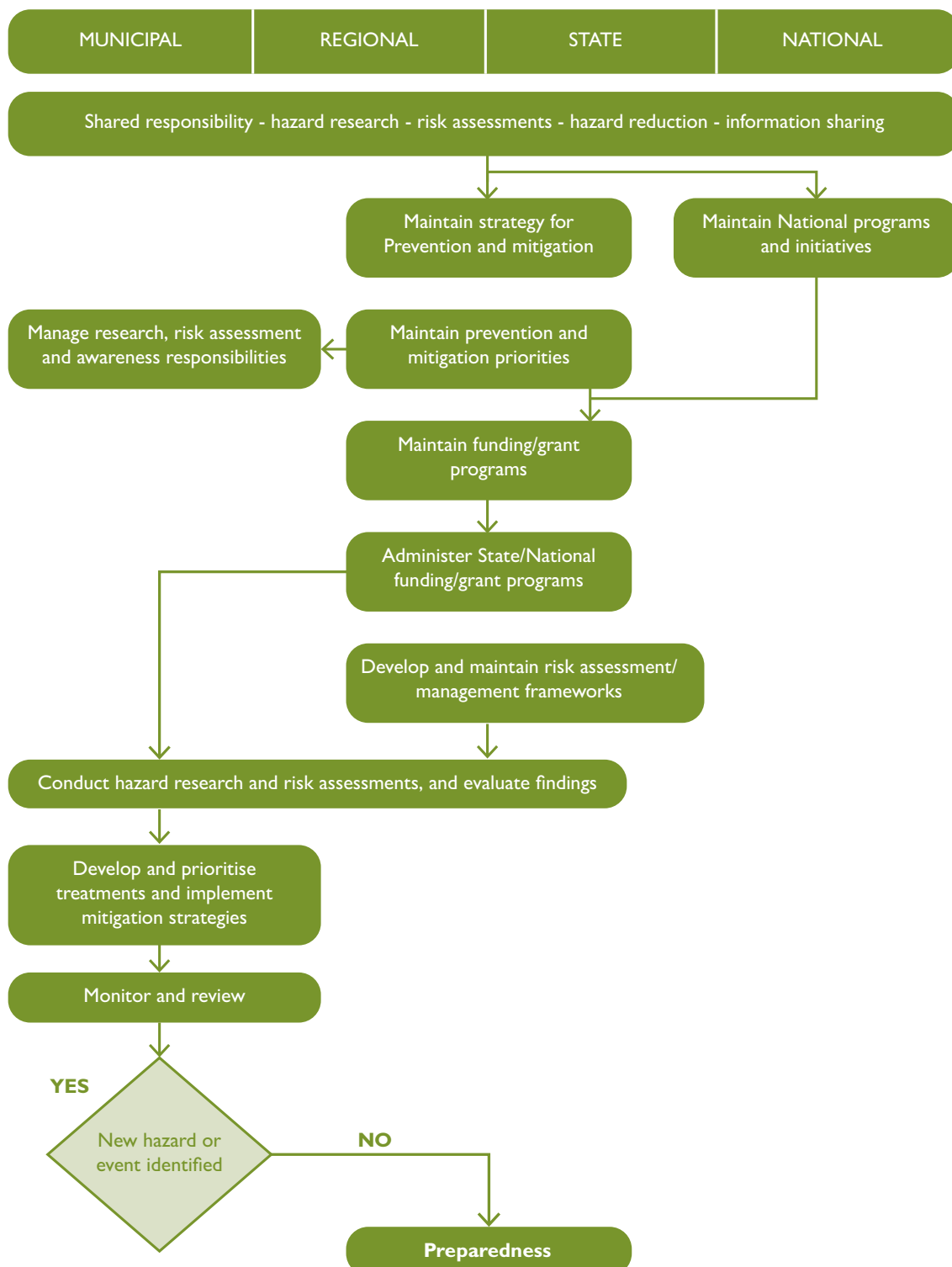
- business continuity plans and contingency planning; and
- building and other facilities' risk management.

Individuals' and households' prevention and mitigation strategies include:

- considering risk when making major purchases; and
- home maintenance and insurances.

TEMA Table 10 outlines prevention and mitigation Management Authorities. The functional responsibilities listed in TEMA Table 11 are not exhaustive.

Figure 4: Summary of prevention/mitigation processes



4.2 Risk Assessment

The *2016 Tasmanian State Natural Disaster Risk Assessment* (TSNDRA) provides an understanding and awareness of the natural hazard-based and other risks that have the most potential to impact the State. The TSNDRA is a key driver of emergency management strategy and requires review every four years to capture emerging risks or threats. The 2020 TSNDRA will include non-natural hazards such as cybersecurity.

The TSNDRA includes the risk register and risk treatment options, together with the accompanying hazard summary report. Stakeholders and practitioners throughout the Tasmanian emergency management sector use the TSNDRA to inform emergency management planning.

Management Authorities responsible for prevention and mitigation functions must ensure that processes are in place to provide specialist advice to support hazard-specific risk assessments in Tasmania.

At the municipal level, emergency risk assessment processes are used to understand and maintain awareness of local hazards, the risk they pose to the community and to help Municipal Councils to prioritise risk treatment strategies when setting their work programs.

Preparedness Management Authorities apply it when reviewing their arrangements and updating their risk-based plans.

All facilities/building managers, critical infrastructure providers, agencies and businesses do, or should, have risk assessment and management as part of their normal business.

Risk assessment and risk management activities are completed in line with processes set out in:

- *Tasmanian Emergency Risk Assessment Guidelines* (TERAG) 2017;
- *National Emergency Risk Assessment Guidelines* (NERAG) 2015; and
- Current national/international standards (AS/NZS ISO31000:2018 Risk Management Principles and Guidelines).

4.3 Risk Management

The identification and implementation of risk treatments, controls or mitigation strategies occurs after emergency risk assessments. Risk reduction strategies may be categorised in a number of ways and summarised as:

- levels of autonomy (e.g. behavioural, procedural and physical controls);
- nature of control (e.g. process or physical); and
- life-cycle phases (e.g. PPRR, operational phases/elements).

Once risk assessments are validated and accepted, relevant stakeholders manage programs and projects to treat those risks. Management Authorities for prevention and mitigation and/or the relevant SEMC Hazard Advisory Agencies report the outcomes of the programs and projects through the emergency management governance framework.

4.4 Current Themes in Prevention and Mitigation

Current research and risk assessment themes in Tasmania include:

- climate change impacts on frequency and intensity of flooding and bushfire;
- cybersecurity;
- protection of critical infrastructure and crowded places;
- cascading and concurrent events;
- flooding;
- land stability and debris flow;
- storm surge and coastal erosion;
- bushfire;
- pandemic influenza;
- heatwave; and
- tsunami.

Current themes in risk treatment focus include:

- business continuity management;
- physical prevention works and activities;

- building capacity; and
- land-use planning reforms.

Business continuity planning and management is critical, especially during a protracted emergency event. Planning for emergencies will help to protect and prepare businesses.

4.4.1 Business continuity planning

A business continuity plan should include four parts:

1. Know your disaster risk: assess the risks to the business.
2. Get ready: prepare the business and staff for emergencies.
3. Take action: the business owner/operator to know what to do during an emergency.
4. Re-assess, recover and learn: track recovery after a disaster.

For further information and guidance, see the Tasmanian Government Business Tasmania website.

4.4.2 Mitigation strategies

Building capability and capacity is an important mitigation strategy. This includes developing skill and knowledge sets, and tangible resources related to:

- plan management, equipment and infrastructure enhancements;
- developing and/or maintaining tangible assets and/or resources (e.g. stockpiles, hazard-specific response equipment and deployable kits); and
- risk management, project management and business system integration, community education and awareness programs (e.g. psychological first aid).

Tasmania's strategic and statutory land-use planning instruments, along with building controls, include a range of prevention and mitigation strategies that can be

used by State and local planning authorities to reduce communities' exposure to emergencies resulting from natural hazards. The intent of this approach is to deliver long-term community safety outcomes and, by either requiring a greater consideration of the hazard for new development or strategically changing settlement patterns, to minimise the risks (financial, infrastructure, cultural) to the community.

While climate change is not in itself classified as a hazard, it is predicted to contribute to global sea level rise and to increase the frequency and intensity of natural hazard events. Incorporating consideration of climate change in the land-use planning system helps to mitigate impacts associated with climate change. A range of complementary initiatives for achieving an integrated approach is currently being undertaken, including:

- The Tasmanian Planning Scheme and Tasmanian Building Codes implements hazard policy for coastal erosion and coastal inundation, landslip and bushfire prone areas by incorporating state-wide mapping and coordinated statutory controls in land-use planning.
- The upcoming consultation and development of the Tasmanian planning policies.
- State-wide sea level rise planning allowances based on the IPCC 5 – RCP 8.5 emissions scenario.
- The *Climate Change (State Action) Act 2008*.
- Climate Action 21: Tasmania's Climate Change Action Plan.
- State Coastal Policy 1996;
- Implementation guidelines for risk in planning schemes;
- Commonwealth-funded grant programs;
- Regional Planning Initiative;
- Standard Schedules Project; and
- Tasmanian Emergency Management Spatial Information System Project.

5

Chapter 5: Preparedness



5. Preparedness

Key points

- Preparedness is the ability to be ready for, or to anticipate action, in response to or recovery from the risk of an emergency occurring.
- Preparedness should increase as the risk from hazards increases.
- All levels of all entities should amend their preparedness as the future risk changes.
- Planning, exercising and lessons management are key to continually improving preparedness and development of capability systems.
- Regularly scheduled testing of procedures and systems is an indicator of a resilient community.

5.1 Overview

Preparedness involves actions to ensure that, as the risk increases or when an emergency happens, communities, resources and services are available and capable of taking appropriate actions for response and recovery.

Examples of preparedness activities include:

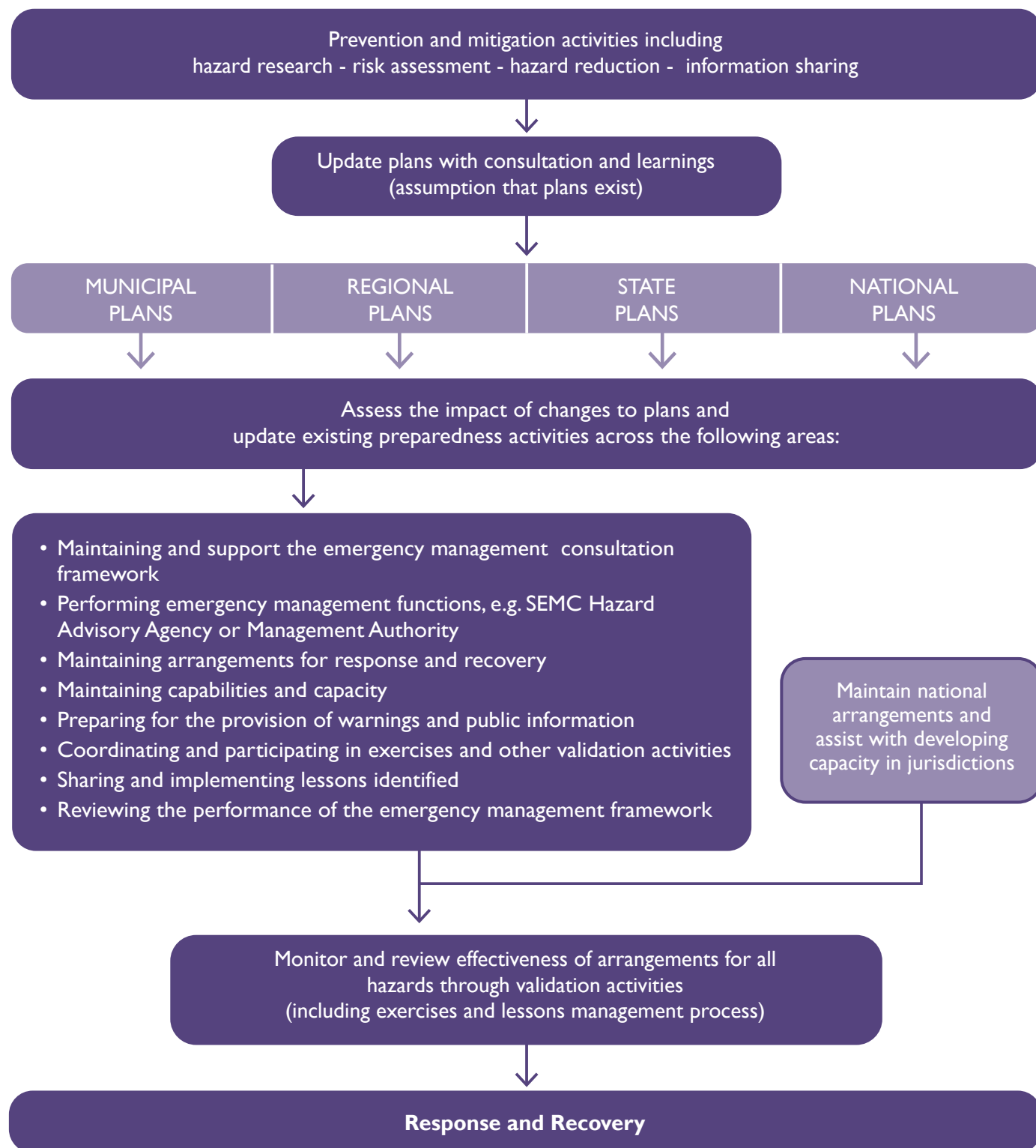
- developing household emergency plans and preparing emergency kits to last 72 hours;
- audits and planning to establish response and recovery capabilities and capacity;
- developing tailored response plans;
- critical infrastructure resilience planning and cooperation, undertaken by all levels of government in partnership with the private sector;
- public communication arrangements;
- interoperability of systems across the State;
- warning systems for the public, including the national telephone-based warning system – **Emergency Alert**;
- stockpiling and distribution of essential items, such as generators and medicines;
- education and training programs;
- testing of procedures through exercise programs; and
- managing lessons learnt and continually improving preparedness systems.

Planning is guided by a risk-based approach to the actions taken and resources applied. This involves an analysis of the likelihood and consequence of an event occurring.

Agencies will individually and collectively prepare for known, potentially dangerous conditions. This may include pre-positioning scarce resources such as heavy plant, specialists, aircraft and other resources (including incident management teams and personnel) to locations where conditions are likely to become unsafe.

Preparedness for disasters also occurs in businesses, industry (including primary producers), the community, neighbourhoods, families and individuals.

Figure 5: Summary of preparedness processes



5.2 Shared responsibility

Ownership of preparedness activities is shared across the emergency management and volunteer sectors, the community, business and relevant industries. A collaborative state-wide effort is required to make Tasmania better able to withstand and recover from an emergency.

The State, regional and municipal emergency committees, sub-committees and other reference groups undertake a range of activities that provide strategic direction and guidance to preparedness Management Authorities.

5.3 Responsibility for preparedness

Preparedness Management Authorities, support agencies and other organisations are responsible for preparedness activities such as establishing or maintaining relationships, systems, processes and arrangements to ensure:

- an appropriate level of preparedness at all times;
- they are adequately prepared to fulfil their roles in emergency management if required;
- business continuity for as long as possible; and
- management of agency/organisational recovery of workers and services after an emergency.

Owners or operators of specific facilities and services establish or maintain systems, processes and arrangements so they can manage emergencies at their sites and assist their emergency management partners to be effective in response and recovery.

5.4 Planning for emergencies

Planning is a key element of being prepared.

Governments, business, non-government organisations and communities develop and document appropriate anticipated and planned actions, and develop capability and provisions for their own preparedness.

5.4.1 Emergency planning must be collaborative, integrated and inclusive

In some hazard types, risk management planning may be determined by relevant standards and legislation. Examples include standards for:

- critical infrastructure;
- bushfire risk minimisation;
- flood mitigation; and
- built environment standards.

These plans must be tested through exercises and events to ensure they are current and appropriate to the task. This process also helps build relationships between key people in different roles and in different organisations. This is critical because, in the urgency of a response when immediate decisions and actions are required, relationships between key people need to have already been established.

It is not possible to have a plan for every scenario. The concept of disaster resilience recognises that planning cannot be for every risk. Resilience to known hazards helps to address risks that are unforeseen or unexpected.

5.4.2 Special considerations

The People at Increased Risk in an Emergency: a guide for Tasmanian Government and non-government community service providers (the Guide) recognises that while everyone is at risk in an emergency, some people are at increased risk because they are experiencing factors that undermine their safety and security, health and wellbeing, knowledge and/or social connection.

The Guide promotes a shared approach to emergency planning and preparedness.

The Guide outlines the 'susceptibility factors' and 'protective factors' that, if compromised, increases a person's risk. These include:

- proximity to event (living, working or travelling through impacted area);

- low understanding of warnings/risks;
- limited financial resources;
- reduced health and wellbeing;
- limited mobility;
- reliance on/or difficulty accessing support/medical services/medication/equipment;
- reduced or no access to transport and vital supplies;
- socially, physically or geographically isolated;
- religious and/or cultural beliefs that conflict with emergency advice;
- communication difficulties;
- harassment and/or social exclusion;
- reduced safety and security; and
- previous trauma history.

Low level of understanding of warnings and risks and/or the local context and risk factors must be accounted for in emergency management policies, programs and services.

People who have impaired judgement or cognitive ability, limited understanding of advice messaging and/or speak a language other than English or have low levels of English proficiency or literacy levels are susceptible to increased risk during an emergency. This includes:

- tourists;
- new residents to Tasmania;
- refugees;
- overseas/temporary workers; and
- visiting students.

5.4.3 Children and Youth

Ultimately, the primary duty of care for children (including infants) and youth is the responsibility of their parents/legal guardians or carers.

Children and youth may require special protection, both physical and psychological, during and after emergencies. The development of emergency management plans for children and youth should consider factors including:

- clear allocation of responsibility for the needs of children to specific roles or agencies;
- plans to maintain provision of essential services to children by agencies, organisations, educational and other facilities, especially those responsible for care and supervision of children;
- consultation with child protection experts by all levels of government;
- inclusion in municipal emergency management plans / arrangements for unaccompanied children, family reunification and the provision of child and family friendly spaces at evacuation centres;
- establishment of close links with school, kindergarten and childcare centres in municipal emergency management plans / arrangements;
- consideration on how to engage with children to allow them to contribute to plan development and implementation;
- testing through exercises, the elements of the plan that relate to the unique needs of children; and
- the requirements of children in all risk-assessment activities.

5.4.4 Animals

The welfare of wildlife, livestock and companion animals in emergencies is a significant issue.

Ultimately the owner/s of livestock and companion animals (pets) have responsibility for the welfare of the animals in their charge. This requires the animal owner to plan and put suitable arrangements in place to minimise the risk to the health and welfare of animals posed by reasonably predictable emergency scenarios.

Where evacuation (including self-evacuation before the area is impacted) is the best option in the circumstances, the ability to also evacuate owned animals results in improved recovery outcomes.

Municipal evacuation centres **may** provide facilities for the temporary accommodation of some animal species, either onsite or close-by.

The decision by Municipal Councils to accept animals

at evacuation centres or not, or identifying reasonable alternative arrangements, should be based on an assessment of the associated risks conducted as part of routine emergency preparedness. Municipal Councils should also clearly communicate their resulting policy about the management of evacuated animals to their residents as part of those preparedness activities to ensure there are realistic expectations in the community.

Collaborative arrangements between Municipal Councils specifically about evacuated animals should be encouraged to maximise efficient use of resources, provide contingencies for unpredictable situations and promote wider community resilience.

5.4.5 Volunteers (including spontaneous volunteers)

Some agencies and a number of non-government organisations engage volunteers for emergency management. Although the arrangements for recruiting, training and sustaining volunteers operate outside the Tasmanian emergency management framework, these volunteers are extremely important contributors to the management of emergencies and recovery.

Communities Responding to Disasters: Planning for Spontaneous Volunteers (2018) is a best practice guide to building local capability to manage spontaneous volunteers. Volunteering Tasmania (VT) can be contacted to provide assistance and advice regarding spontaneous volunteer management.

DPAC OSEM manages the State Government relationship with VT in relation to spontaneous volunteer management. Non-state government agencies (including Municipal Councils) must liaise directly with VT and make their own arrangements relating to the potential deployment or management of spontaneous volunteers.

VT's system and processes to manage spontaneous volunteers align with the national Spontaneous Volunteer Management Resource Kit.

5.5 Capability development

Capability is the collective ability and power to deliver and sustain an effect within a specific context and timeframe.

Capacity is the key determinant of how long a capability can be sustained for a particular level of ability.

The level of capability is determined by the combination of ability and capacity across the core elements:

- People;
- Resources;
- Governance;
- Systems; and
- Processes.

Capability development (skills and expertise), including the identification of capacity shortfalls and business continuity considerations, are crucial aspect of preparedness activities that the emergency management and volunteers sectors, business and relevant industries undertake in their respective areas of responsibilities.

All agencies should maintain capability assessment and development processes to meet the requirements identified in their plans. Factors that contribute to this include:

- administrative systems such as information management, financial management and evaluation (lessons management);
- human resource management, specifically:
 - Recruitment, retention, training and succession planning for roles and responsibilities across the PPRR phases (especially key decision-makers and temporary secondment during operations).
 - Workers can be responsible for more than one function in emergency management providing this does not lead to unmanageable gaps or be likely to generate conflict in performance of duties.
- stakeholder or relationships management with emergency management partners;

- education, training and awareness programs for emergency management workers and the community (e.g. public and environmental health programs and services); and
- maintaining 'fit for purpose' resources. Where adequate resources are not maintained on stand-by, agreements with redundancy support resources are maintained including arrangements for payment as required.

Following emergency operations and/or exercises, observations should be collected, analysed and lessons shared to identify opportunities for improvements in capability as part of the lessons management cycle.

5.6 Administrative systems

Organisations should maintain processes for collecting and maintaining administrative and financial records during and after emergencies. Ideally, organisations should use existing records management systems but share all relevant information with other agencies (i.e. through WebEOC).

Examples of administrative / financial records that should be maintained include:

- contract / work orders;
- timesheets;
- email correspondence;
- minutes of meetings;
- tax invoices;
- proposals;
- decisions relating to and during an emergency; and
- asset damage and inspection reports.

5.7 Community engagement

In keeping with *Tasmania's Disaster Resilience Strategy 2020–2025*, the community needs to be equally prepared as response agencies for the impacts of all hazards and, in particular, the impacts of natural disasters. Resilient communities are better able to withstand an emergency event and have an enhanced ability to recover from the event.

Community engagement could be hazard-specific or take an all-hazards approach. Regardless of the approach, it is important that messages are consistent and coordinated across all programs.

Community education and awareness campaigns aim to:

- develop awareness of the nature and potential impacts of hazards;
- promote individual responsibility for managing risks and preparation for emergencies;
- develop awareness of emergency management arrangements and assistance measures; and
- encourage community participation in volunteering and infrastructure protection activities.

5.8 Public information

It is essential to maintain regular communication through agreed and approved channels with the public to ensure they understand their role in preparing for, responding to and recovering from an incident.

Disseminating preparedness public information is a shared responsibility and is conducted by both relevant agencies and DPAC at a whole-of-government level.

Community preparedness strategies include communicating preparedness information through:

- public information campaigns;
- social media presence (TasALERT and RMA); and
- websites and online material (TasALERT and RMA).

For more information about public information, refer to the *Tasmanian Public Information Guidelines*.

5.9 Risk communication

Risk communication is the purposeful exchange of information about:

- risk or perceptions about risk; or
- any public communication that informs individuals about the existence, nature, form, severity or acceptability of risk.

Disaster preparation includes putting in place

arrangements for communicating risk to potentially affected communities, either for seasonal hazards during bushfire seasons or for emergent risk such as a flood campaign.

Consideration of risk communication should address the various methods of providing information to the public, including public meetings, multi-media broadcasts and social media.

5.10 Exercises

An exercise is a controlled, objective-driven activity that is used to test or practise the plans, procedures or processes that are in place – or not – to manage an emergency or the capability of an organisation (or multiple organisations) to deal with a particular emergency situation.

An exercise can range from small and simple (such as a planning group discussing an emergency plan) to large and complex (such as a major multi-agency event involving several organisations and participants enacting a real-life scenario).

Well-designed and executed exercises are the most effective means of:

- testing and validating policies, plans, procedures, training, equipment and interagency arrangements;
- identifying training needs or gaps and clarifying roles and responsibilities;
- improving interagency coordination and communication;
- identifying gaps in capabilities and resources;
- improving overall performance;
- identifying opportunities for improvement;
- building confidence and flexibility; and
- providing opportunities for discussion and feedback.

Exercises are an essential component of emergency preparedness and should be used to enhance the capability of an organisation and contribute to continuous improvement. The outcome of exercises can also

provide significant guidance to emergency management authorities and Municipal Councils during the review of plans and policies.

To be effective, exercises must be tailored to meet the identified need and stated aim and objectives, so they should be well planned, structured, managed and evaluated.

Exercises should be conducted at all levels and involve all relevant agencies and personnel, providing an opportunity to ensure that arrangements and plans are robust and understood, and that capabilities and resources are adequate to implement them.

Exercises should also occur to explore both response and recovery capabilities and capacity.

As and when appropriate, exercises should involve the community or at least seek to explore and evaluate elements of arrangements or plans that require community involvement and communication.

5.11 Emergency Management Education and Training

Training people in emergency management, even at the foundation or introductory level, is extremely important.

Emergency management education and training in Tasmania is a whole-of-government, collaborative approach. At the time of publishing the TEMA (Issue 1), the Tasmanian Emergency Management Training (TasEMT) platform was under development. Contributors to the development of the TasEMT included:

- Government agency representatives (including Municipal Councils);
- Non-government organisations;
- Representatives of key industries (e.g. critical infrastructure); and
- Reference Group participants from multiple organisations within the Tasmanian community.

The intent of the TasEMT is to provide a framework to ensure increased capability and capacity within the

Tasmanian emergency management sector across the PPRR phases. Trainers will have access to a range of training resources to enable continuity. Delivery of the content will be in a blended learning environment, including:

- face-to-face workshops;
- online modules; and
- a combination of both.

Tertiary level emergency management education is offered by UTAS and the development of some of that coursework involved close collaboration with the Tasmanian emergency management sector. From January 2020 there will be a new UTAS discipline called 'Police Studies and Emergency Management'.

The *Disaster Resilience Education Tasmania* (DRET) program includes teaching delivery resources that aim to educate students about the fundamentals of disaster resilience and encourage their participation in the development of safer Tasmanian communities. The five lessons of the DRET program link to the Australian curriculum for students in years 5 to 8 in the learning areas of: Humanities and Social Sciences; Geography; Science and Health; general capabilities of Literacy and Personal and Social Capability; and the cross curriculum priority of Sustainability.

www.disasterresiliencetas.com.au

The Australian Institute for Disaster Resilience (AIDR) hosts a 'Knowledge Hub'. The Knowledge Hub is an invaluable resource for students, teachers, researchers, historians and emergency services staff and volunteers.

www.aidr.org.au

The Hub is collections-based and includes Australian disaster information, the Emergency Management Library, the Australian Journal of Emergency Management, the national collection of disaster resilience and emergency management handbooks and manuals, and resources for teachers. Additional resources and information is added regularly, including guest collections from emergency services agencies and relevant national and international organisations.

5.12 Lessons management

The Tasmanian emergency management sector supports a culture of continuous improvement by:

- encouraging the sector to share lessons, both positive actions to sustain and areas for improvement;
- encouraging learning from both assurance activities and contemporary good practice;
- focusing on systems of work, rather than the performance of individuals; and
- recognising that identifying and implementing sustainable solutions takes time, resources and opportunity.

The lessons management process is supported by five cultural characteristics:

- just/fair;
- leadership;
- responsibility and accountability;
- communication; and
- learning focused.

This creates a learning and improvement culture, and allows the process of identifying and learning lessons to happen effectively and continuously before, during and after exercises and operations.

Lessons management is another area of education that is available to people who work in or have an interest in emergency management which helps the lessons 'lifecycle' to be widely understood and adopted in Tasmania.

Notes:

6

Chapter 6:
Response



6. Response

Key points

- Response is primarily about protecting life, critical infrastructure, property and the environment.
- First responders to an emergency are often the local community and local emergency responders.
- Arrangements include systems for incident management, unity of command and coordination, and effective communication.
- A key feature of response is the provision of timely warnings and information to enable the community to act to protect themselves.
- Response planning should adopt an 'all hazards' approach and be applied at incident (local), region and state levels.
- Planning for relief and recovery commences in parallel with the response phase.

6.1 Overview

Response is:

- *Actions taken in anticipation of, during, and immediately after an emergency to minimise its effects and so people affected have immediate relief and support.*

Protecting and preserving life is the priority

Preventing and mitigating losses, including damage to critical infrastructure and the natural environment, are also response goals.

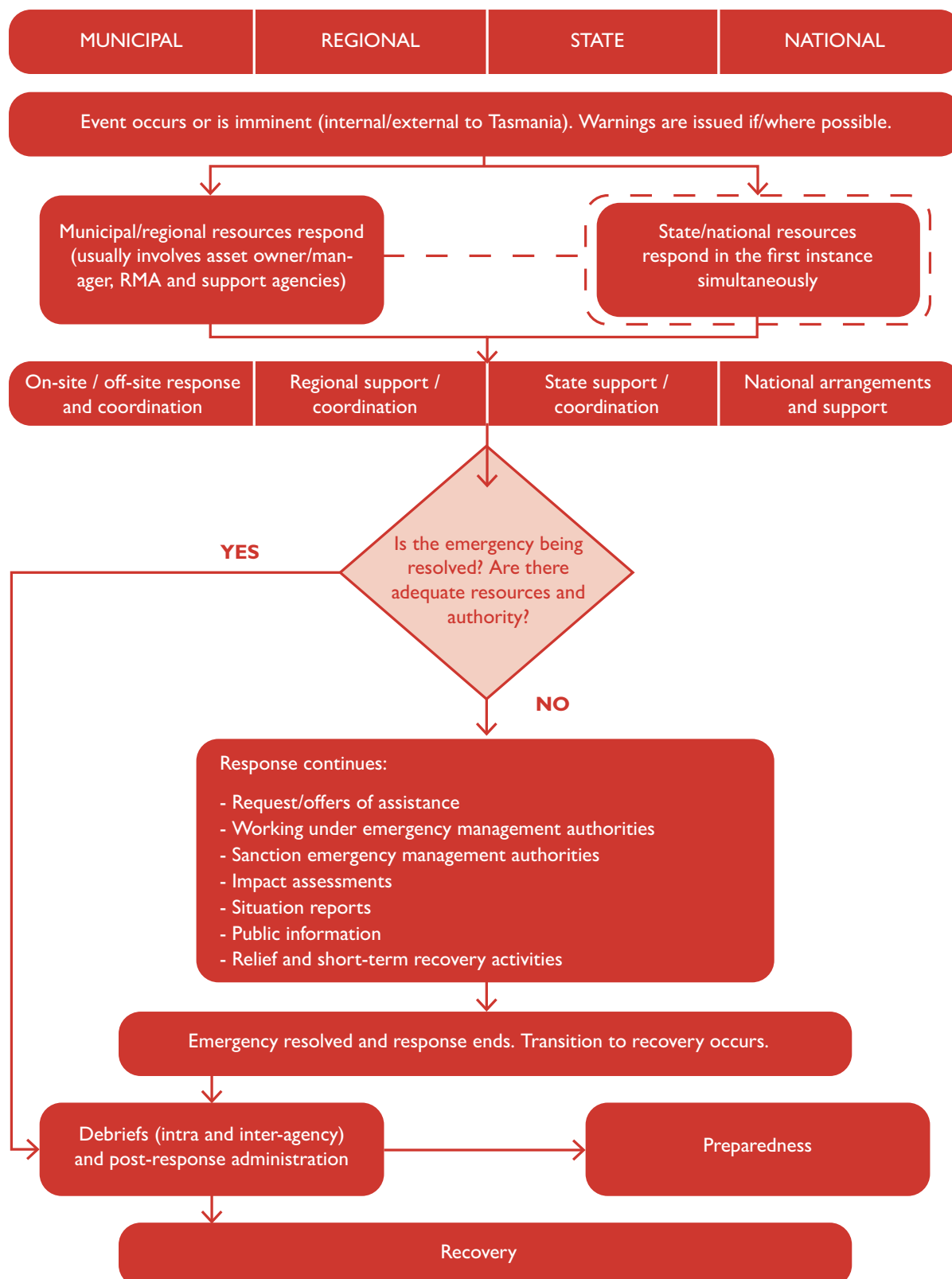
Successful response planning includes timely information and warnings to enable community action to minimise the vulnerability of:

- people;
- essential services;
- critical infrastructure owners and operators; and
- businesses.

Tasmania has emergency management legislation, structures, plans and procedures to respond to impending or actual emergencies. Established emergency services and the emergency management sector coordinate all available resources at municipal, regional and state levels.

The TEMA and enabling legislation identify those specific agencies/organisations as the RMA, depending on the hazard and the associated capabilities and capacity required to resolve the incident (see TEMA tables 9–11).

Figure 6: Summary of response processes



6.2 Two primary phases of response

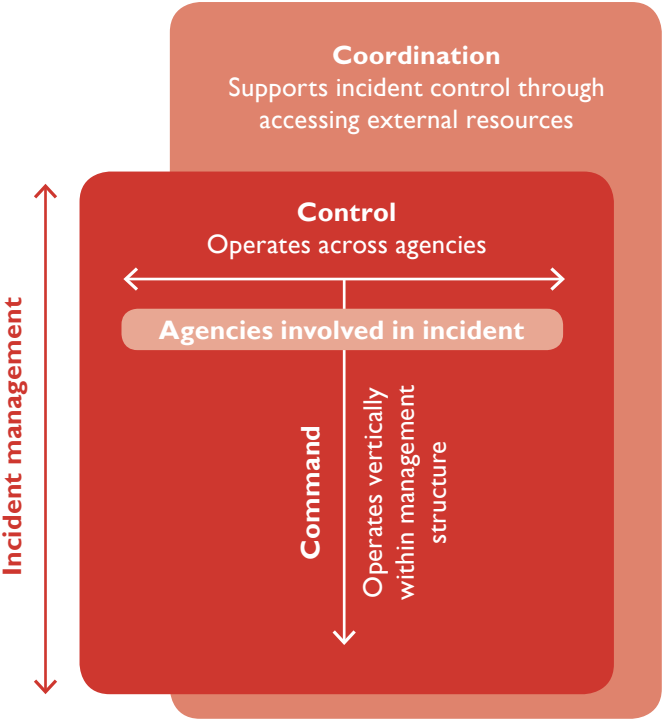
Operational	Command and control of resources to resolve the incident.
Emergency management	Coordination of multi-agency resources to manage the consequences of the incident (including relief and short-term recovery) and the transition from response to recovery.

In the context of response, ‘**emergency management**’ is defined as (per section 3 of the Act):

- *The planning, organisation, coordination and implementation of measures that are necessary or desirable to...respond to, resist, adapt to, overcome and recover from and emergency.*

6.3 Command, control and coordination arrangements

Figure 7: Command, control and coordination



Command – is the internal direction of the members and resources of an agency in the performance of the agency’s roles and tasks, by agreement, and in accordance with relevant legislation. Command operates vertically within an organisation.

Control – refers to the overall direction of operational response and/or emergency management activities in an emergency situation. Authority for control is established in legislation or in emergency plans. Control carries with it the responsibility for tasking support organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across agencies.

Coordination – is the bringing together of agencies and other resources to support an emergency management response. It involves the systematic acquisition and application of resources (organisational, human and material) in an emergency situation.

Coordination involves the bringing together of agencies/ organisations and resources to ensure effective response to, and transition to recovery from, emergencies. The main functions of coordination are:

- to ensure effective structures have been established and maintained in respect to response and/or recovery operations;
- to ensure relevant authorities, agencies and organisations are performing the functions and responsibilities assigned to them by legislation and/ or the TEMA;
- to support the RMA, support agencies and recovery authorities, including the acquisition and allocation of additional resources;
- to ensure effective information sharing; and
- to ensure the timely provision of relevant information to the Tasmanian Government and the Tasmanian community.

6.4 Incident classification

Response arrangements are scalable and flexible.

The Australasian Inter-service Incident Management System (AIIMS) uses an incident classification model which identifies three levels of incident response, from one to three, in ascending order of complexity:

- Level 1 incident: can be resolved with local or initial response resources.
- Level 2 incident: is more complex either in size, resources or risk. It needs:
 - resources beyond the initial response; or
 - the sectorisation of the incident; or
 - the establishment of functional sections due to the level of complexity; or
 - a combination of these.
- Level 3 incident: has complexity that may require divisions for effective management of the situation. These incidents will usually involve delegating functions.

The owner/manager or the RMA can resolve most incidents effectively at the incident site (level 1). As an incident grows and becomes complex, so does the need to share information, coordinate resources and for oversight. There may need to be regional and state level arrangements activated to manage and coordinate resources, consequences and public information across regions or the state.

There are also arrangements for national crisis coordination. Note that some sectors (e.g. health) have different national response and recovery coordination models which vary from the traditional emergency management model summarised below.

Figure 8: Local to national coordination pathway

NATIONAL

Maintains overview of State's commitments and potential external resource requirements.

STATE

Maintains statewide overview of various agencies' commitments and potential for external resourcing if required. Assists regional and local level response by coordinating resources (including external resourcing if required) and overseeing consequence management and early recovery planning.

REGIONAL

Maintains overview of the activities, resources and consequence management of incident/s occurring within the region.

LOCAL

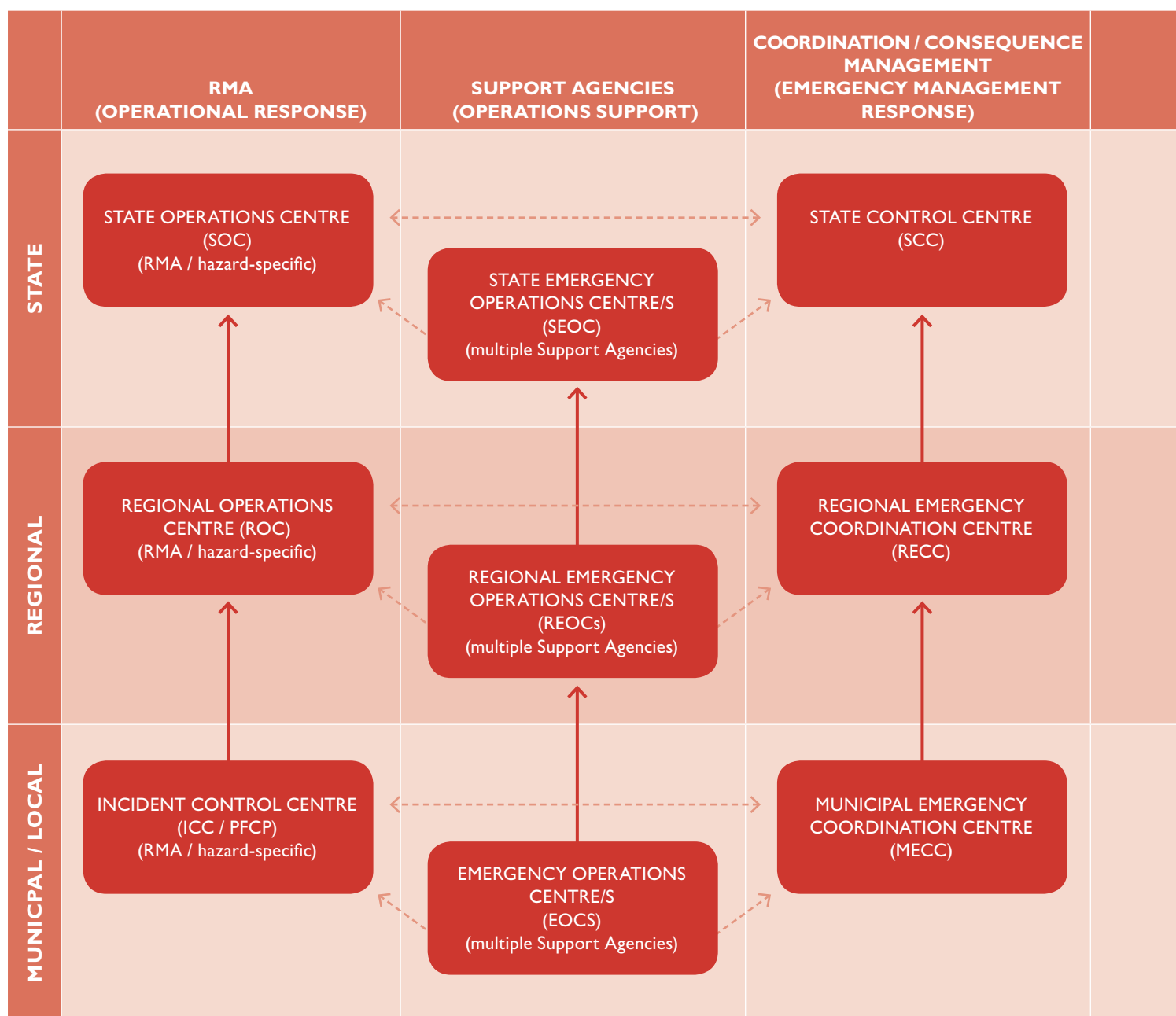
Owner/Manager or RMA responsible for managing activities at the incident site and resolving the incident.

The AIIMS incident levels are noted as equivalent to the Tasmanian municipal, regional and State arrangements (below) as a guide for the information in this chapter.

- Level 1 = Municipal arrangements
- Level 2 = Regional arrangements
- Level 3 = State arrangements

AIIMS Incident levels do not necessarily fit comfortably within the three levels of Tasmania's emergency management arrangements or for some hazards and escalation of incident levels. Incident levels also reflect complexity, risk and resourcing requirements.

Figure 9: Response management structures and interoperability continuum



— Primary Linkages
 - - - Associated Linkages

	COMMUNICATIONS	RESOURCES	EM PLANS/ SOPS	COMMAND/CONTROL & COORDINATION
	<p>Inter-agency / intra-agency communications requirements are HIGH.</p> <p>Increased need to brief upward from region to State.</p>	<p>Resource interoperability between agencies is MEDIUM-HIGH.</p>	<p>State arrangements come into play.</p> <p>Interface between localised, regional and state plans / protocols required to a HIGH degree.</p>	<p>Collaboration between agencies at a regional and state level. Specific incident management rests with Management Authorities.</p> <p>Overall coordination of emergency management response rests with State EM Controller.</p>
	<p>Inter-agency / intra-agency communications requirements needed.</p> <p>Regional EM Controller must be briefed. Upwards briefing from Regional EM Controller to State EM Controller required.</p>	<p>Utilisation / deployment of resources required at a regional level.</p> <p>Requirements for inter-agency resource interoperability are MEDIUM-HIGH.</p>	<p>Regional protocols / SOP's and plans come in to play.</p> <p>Interface between localised and regional plans / protocols required.</p>	<p>Regional collaboration between agencies.</p> <p>Specific incident management rests with Management Authorities.</p> <p>Overall coordination of emergency management response rests with the Regional EM Controller.</p>
	<p>Individual agency communication protocols apply.</p> <p>Briefing upwards to Regional EM Controller required for situational awareness.</p>	<p>Utilisation / deployment of individual agency resources.</p> <p>Requirements for inter-agency resource interoperability are NIL-LOW.</p>	<p>Individual EM Plans and SOP's apply with supporting agency plans and SOP's apply if required.</p>	<p>Individual agencies working independently.</p> <p>Command / control rests with Management Authorities.</p>

6.5 Operational response

Operational response starts when an incident begins and continues for the time it takes to resolve the incident, in accordance with the Incident Action Plan (see below for further details).

When an incident occurs, initial response actions are carried out at the site by those who have the primary responsibility for protecting the life, property or environment that is under threat. This is generally the asset owner or manager of the property or service and/or the people at the incident site.

If people are not present or not able to respond effectively, the specified RMA has responsibilities and authority to take control of the situation and resolve the incident.

The RMA is responsible for deploying resources to:

- save lives;
- protect property and the environment; and
- preserve the social and economic structures of the community.

The RMA is also responsible for:

- issuing warnings;
- the risk assessment and decision to evacuate; and
- providing operational information to the community and media.

RMA actions are aligned with internal operational doctrine and pre-planned arrangements described in relevant emergency plans at municipal, regional and state levels.

Functional 'support' agencies/organisations provide support to the RMA's operational response and/or support to the coordination and management of the consequences of the incident and transition from response to recovery (see TEMA table II).

6.6 Other elements of operational and emergency management response

Later in this chapter, other elements of response are outlined in more detail including:

- Warnings
- Call Centres
- Interoperability arrangements
- Communication strategies
- Emergency Services GIS and desktop mapping services
- Impact and damage assessments
- Evacuation
- Disaster Victim Identification
- Relief and short-term recovery
- Financial management and assistance
- Offers of assistance

6.7 Incident management

In Tasmania, fire and emergency services and other emergency management partner agencies/organisations have adopted – or adapted – a common system of incident management: AIIMS. TASPOL have adopted a very similar system of incident management in line with other police services around Australia: Incident Command and Control System Plus (ICCS+).

Emergency management and coordination arrangements described in this chapter are based on an adapted version of AIIMS to suit the circumstances.

There will always be multiple support agencies involved in a response, especially if it escalates from the original incident site or there are not enough resources onsite to resolve the incident. AIIMS provides RMAs and support agencies with a common system for managing those responses.

AIIMS is a system for the management of all incidents. Incidents can be imminent or actual, occurring in the

natural or built environment. AIIMS can be used for many other activities that emergency management organisations, and those that support them, have to deal with (including exercising).

AIIMS provides:

- Established arrangements for organisations to work together.
- 'Comprehensive' and 'integrated' approach to emergency management.
- 'All hazards – all agencies' model of emergency management.
- Whole-of-government approach. It is essential that government agencies communicate, work together and plan collaboratively with communities.

AIIMS defines 'Incident management' as:

- ***Those processes, decisions and actions taken to resolve an emergency incident and to support recovery, thereby enabling the community to return to 'normality'.***

AIIMS is based on five principles.

Table 19: AIIMS five principles

1. Unity of command

- Each individual should report to only one Supervisor.
- There is only one Incident Controller (IC).

There is one set of common objectives for all those responding to an incident, leading to one consolidated plan for all responders.

2. Span of control

Span of control refers to the number of groups or individuals that can be successfully supervised by one person.

3. Functional management (see table below)

AIIMS defines a 'function' as follows: an activity or grouping of activities addressing core responsibilities of the IC.

There are many different combinations of tasks that could be grouped together as 'functions'. AIIMS identifies eight groups as the most useful for managing incidents.

Within AIIMS, the functions are performed and managed by the IC. When required, the IC can delegate one or more of the functions but still remains accountable at all times.

4. Management by objectives

- the IC communicates agreed incident objectives (*which capture the IC's Intent*) to everyone involved in the incident.
- All incident personnel work towards these objectives.
- The Incident Action Plan (IAP) outlines the current plan for achieving these objectives.

5. Flexibility

- A flexible approach to the application of AIIMS is essential.
- The system can be applied across the full spectrum of incidents.
- Any rigid application of the structures and processes may compromise the effectiveness of the response.

Table 20: AIIMS functional management groups

Control	Management of all activities necessary for the resolution of the incident.
Planning	The development of objectives, strategies and plans for the resolution of an incident based on the outcomes of collection and analysis of information.
Intelligence	The task of collecting and analysing information or data, which is recorded and disseminated as intelligence to support decision making and planning.
Public Information	Provision of warnings, information and advice to the public, and liaison with the media and affected communities.
Operations	Tasking and application of resources to achieve resolution of an incident.
Investigation	Conducting investigations to determine the cause of an incident and/or to determine factors that contributed to the impact of the incident or specific events.
Logistics	Acquisition and provision of human and physical resources, facilities, services and materials to support achievement of incident objectives.
Finance	Managing: <ul style="list-style-type: none"> • accounts for purchases of supplies and hire of equipment; • insurance and compensation for personnel, property and vehicles; • the collection of cost data and provision of cost-effective analyses; and providing cost estimates for the incident.
Safety	Safety is more than a function – it is an inherent task of all functions.

Managing incidents effectively requires:

- everyone working towards a common objective;
- good communication flows;
- good teamwork in multi-agency teams;
- learning from past events through debriefs and shared information; and
- clearly defined roles.

The IC is the individual responsible for the management of all incident operations.

By delegating some or all of the functions, the IC builds a team to assist in managing the incident response. The Incident Management Team (IMT) is a critical concept in AIIMS.

The IMT helps to ensure that control of the incident:

- is properly planned;
- is adequately resourced;

- is suitably implemented;
- provides for safety and welfare;
- informs and assists effected communities;
- minimises impacts on infrastructure and the environment; and
- is effective and efficient.

An IAP provides relevant information to everyone managing the incident and communicates the IC's Intent.

Risk is managed and reduced by using the incident management structure and the decision-making and planning processes.

6.7.1 Key operational roles

There can only be one operational IC. To avoid confusion, response support agencies should not use the title IC (including tabards). The senior officer of any support agency present should adopt a generic title, such

as Fire Commander and Ambulance Commander.

In accordance with the National Counter-terrorism Handbook, when a Police Forward Command Post is operating, TASPOL will continue to use the title 'Police Forward Commander'.

6.7.2 Incident Control Centre (ICC)

An ICC is established to enable the RMA to effectively command and control their response to an incident. The IC and IMT operate from the ICC. They perform some or all of the functional roles described above, depending upon the scale of the incident.

TASPOL refer to an ICC as a Police Operations Centre (POC).

Depending on the type of incident (including the magnitude of impacts), other agencies/organisations may establish a centre from which they support or manage internal-to-agency response. To avoid confusion with an ICC, these centres should be referred to as an Emergency Operations Centre (EOC).

The activities within the ICC / POC / EOC focus on operational response, either as RMA or support agency.

RMAs must have:

- established arrangements and procedures to activate and manage their ICC; and
- an appropriate facility for their ICC.

Support agencies must also have established arrangements, procedures and facilities for an EOC.

Some events may need onsite, mobile or forward operations/command facilities. SES, TASPOL and the TFS maintain equipment and resources for those facilities if required.

6.7.3 Notification and Situational Awareness

Pre-established (and maintained) contact lists for all emergency management stakeholders at all levels are essential. This enables early notification of:

- an incident and initial response activities; and
- activation of Operations Centre/s.

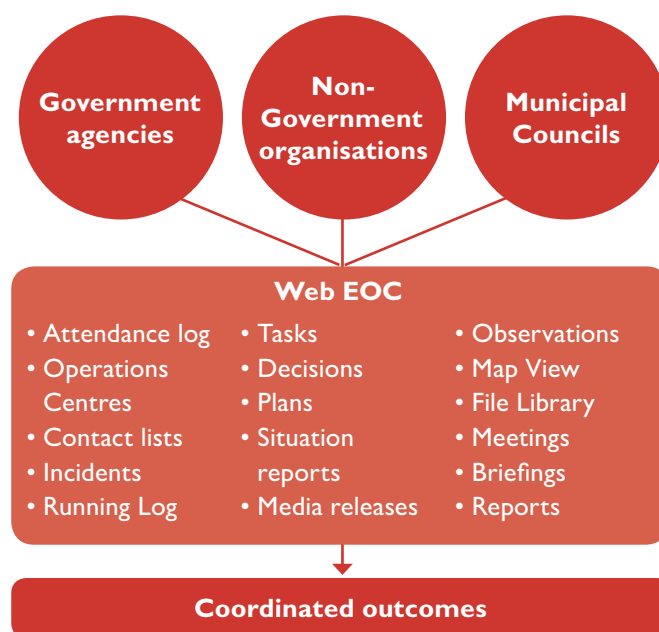
Notifications and situation reports must also be entered into the Tasmanian web-based emergency operations centre (WebEOC).

6.7.4 WebEOC

TASPOL administers WebEOC.

- WebEOC is Tasmania's online Emergency Operations Centre.
- It is an all-inclusive, multi-agency, all-hazard information sharing system.
- Provides a single access point for communication and resource sharing.
- Records decisions made and actions taken.
- Improves situational awareness.
- Supports decision-making processes.
- Enables real-time capturing of observations for lessons management.
- It is not intended to hold security classified or sensitive information.

Figure 10: WebEOC input, functionality and outcomes



There are established protocols for creating a WebEOC 'Incident' relating to the response to an incident that ensure that all WebEOC users are literally on the same page. All information relating to that particular incident, regardless of the source of the information, must be entered into that particular WebEOC Incident to enable a single point for communication, information sharing and situational awareness.

Once the WebEOC Incident has been created, the Incident reference number must be included in all communications (e.g. notifications, situation reports) relating to the incident. New incident details will be automatically distributed to all stakeholders by the Whispir notification system by SMS and/or e-mail. Whispir notifications will appear to come from DPFEM when received as an SMS.

6.7.5 Initial actions – operational response

The initial actions taken by the appointed IC and supporting IMT include:

Confirm RMA leadership positions and incident management structure and communicate the arrangements to all relevant stakeholders via WebEOC (and other means such as email notifications).

5. Develop a common understanding about what:
 - has happened;
 - is currently happening;
 - has to happen; and
 - potential consequences.
6. Prepare an IAP that describes the IC's intent and response objectives.
7. Disseminate the IAP to all stakeholders via WebEOC and establish processes to monitor the performance and effectiveness of the implemented actions.
8. Establish a communication (briefing) schedule and enter it into the WebEOC Incident.
9. Establish contact with the Regional EM Controller and ensure ongoing communication between the IC and Regional EM Controller in relation to their coordination (consequence management) intent.

10. Determine who the relevant (external to IMT) stakeholders are in the circumstances and who can provide expertise and advice if/as required.
11. Prepare initial public information and media release/s.
12. Ensure all information and communication (including decisions) relating to the incident is entered in to the WebEOC Incident.

By using the AIMS functional management approach, many of these activities can be performed at the same time by the IC and members of the IMT.

6.7.6 Security of the emergency site/s and preservation of (forensic) evidence

The RMA is responsible for making appropriate arrangements in the initial stages of a response to secure the site/s and preserve evidence. The RMA will work with the owner/manager of the property or service in making those arrangements.

6.8 Emergency management response

If the incident has potential to or is creating community-wide consequences, the RMA can request the Municipal EM Coordinator and/or the Regional EM Controller / State EM Controller to assume responsibility for consequence management. **The RMA retains responsibility for resolving the incident.**

Incidents that impact on the community, infrastructure, environment and/or the economy of the affected area require coordination of multiple agencies/organisations at municipal, regional or state-level to manage the consequences of the incident. This includes:

- relief and short-term recovery arrangements;
- early recovery planning; and
- transition to long term recovery.

The Regional EM Controllers and the State EM Controller can activate the broader emergency arrangements as necessary to improve multi-agency coordination.

6.8.1 Emergency Coordination Centres (ECC)

An ECC is a facility from which municipal or regional coordination and consequence management occurs. An ECC may be activated in one or multiple municipalities or regions, depending on the scale of the incident or emergency.

The primary differences between the functions carried out at an ICC (and/or EOC / POC) and ECC are identified below:

Table 21: Functions of an ICC and an ECC

INCIDENT CONTROL CENTRE (ICC) EMERGENCY OPERATIONS CENTRE (EOC) POLICE OPERATIONS CENTRE (POC)	EMERGENCY COORDINATION CENTRE (ECC)
Sets objectives, determines strategies and tactics to resolve the incident or certain aspects of it.	Sets objectives, determines strategies and tactics to resolve consequences of the emergency (can be agency-specific, multi-hazard or whole-of-government / community focused).
Allocates, deploys and manages resources for tactical/operational response to the incident.	Allocates, deploys and manages resources to address consequences of the emergency.
Usually agency-specific (the RMA will establish the ICC and support agencies establish their own EOC).	Staffed by an Emergency Management Team (EMT) and a range of agency Liaison Officers/Advisors .
Provides the public and media with operational information about the incident.	Coordinates and disseminates public information about the consequences of the emergency and transition to recovery.

If an incident is likely to cause significant community consequences and an ECC has been activated, the RMA must provide an Operational Liaison Officer (OLO) to the ECC(s) to support effective collaboration between operational response and consequence management activities.

The arrangements for ECCs are summarised below. Specific details relating to the activation/de-activation of ECCs (including the State Control Centre) are in the:

- *Guidelines for Municipal Emergency Coordination Centres;*
- *Guidelines for Regional Emergency Coordination Centres; and*
- *Guidelines for the State Control Centre.*

Table 22: Arrangements for ECCs

ARRANGEMENTS	Municipal Emergency Coordination Centre (MECC)	Regional Emergency Coordination Centre (RECC)	State Control Centre (SCC)
Requested / recommended by	Senior Officer for the RMA and/or the Municipal EM Coordinator	Senior Officer for the RMA and/or SES Regional EM Planners	Senior Officer for the RMA and/or Regional EM Controller
Activated /de-activated by	Municipal EM Coordinator	Regional EM Controller	State EM Controller
Assisted by	MEMC (refer Guidelines for MECC)	REMC (refer Guidelines for RECC)	SEMC (refer Guidelines for SCC)
Primary location	Refer to Municipal EM Plans	Refer to Regional EM Plans	Hobart
Notification provided to	MEMC SES Regional EM Planners Council General Manager All key stakeholders (including ICC/EOCs) via WebEOC	State EM Controller REMC All key stakeholders (including ICC/EOCs) via WebEOC	MCCEM SEMC Regional EM Controllers All key stakeholders (including ICC/EOCs) via WebEOC AGCCC

6.9 Municipal level response

The asset owner/manager of the people and property under threat is responsible for resolving a level 1 incident. The asset owner/manager may be the Municipal Council. In that case, the Municipal Council is responsible for resolving the incident.

If people are not present at the incident site or the asset owner/manager are not able to respond effectively, the relevant RMA has authority to take control of the situation. It is likely that a RMA will take control of most level 1 incident.

The RMA is responsible for resolving the incident and the command/control of resources to effectively resolve the incident.

The RMA is responsible for:

- Issuing warnings.
- Risk assessment and decision to evacuate.
- Public information and media about operational information.

Municipal Councils can be asked to support the RMA and

make resources available as needed. The RMA directly requests the Municipal EM Coordinator for support or resources.

The Regional EM Controller retains oversight of all response and emergency management activities within the region, which includes all municipalities.

6.9.1 Municipal Council considerations and typical response actions

MEMPs include a list of Municipal Council considerations and response actions typically taken by Municipal Councils in response to a level 1 incident. In summary, the actions may include:

- establish and communicate the location for coordination of Municipal Council resources and requests;
- manage requests for assistance and resources;
- open and manage centres as required (e.g. EOC and/or MECC);
- open the municipality's evacuation centre if requested to do so (see below for further details);

- provide the community with information;
 - ongoing assessment of impacts and consequences of the incident, especially for critical infrastructure and essential services within the municipality;
 - updating stakeholders and the Regional EM Controller as required;
 - coordinate meals and relief/accommodation for Municipal Council workers.

6.9.2 Managing Council support resources

To enable support or internal-to-council response activities, the Municipal Council may activate their EOC. Functions of a Municipal Council EOC include:

- management of Council taskings, personnel and resources;
- establishment and monitoring of communication networks (including WebEOC);
- coordination of response support operations;
- management of requests for additional support;
- management of logistical support for EOC personnel;
- financial and records management;
- recording decisions made in the EOC; and
- recording observations for lessons management purposes.

Municipal Councils should have established arrangements and procedures to activate and manage their EOC and an appropriate facility for their EOC.

The Municipal Council's General Manager is responsible for providing adequate staff and resources to operate a Council EOC if it is activated.

6.9.3 Interoperability arrangements

Municipal Councils often have resource sharing arrangements with other Municipal Councils and organisations. Those arrangements may also be managed and coordinated through an EOC and/or a MECC (if activated).

The Regional EM Controller may provide additional support to Municipal Councils if requested to do so.

6.9.4 Role of the Municipal EM Coordinator during a level 1 response

The functions and powers of a Municipal EM Coordinator are detailed in section 24 of the Act.

During an incident, and in summary, the functions of a Municipal EM Coordinator include:

- assist and advise the MEMC Chairperson and the Municipal Council on all matters relating to an incident (or incidents) within the municipal area or combined area;
- brief the Regional EM Controller, through the SES Regional EM Planner (REMP);
- ensure that the resources of the Municipal Council are coordinated and used for the activation and management of an evacuation centre and recovery centre in the municipal area if requested to do so by the Regional EM Controller;
- ensure that instructions and decisions of the Municipal Council, the MEMC, the MEMC Chairperson and Regional EM Controller are communicated to and adequately carried out by whoever they are directed (individuals and/or agencies/organisations);
- to consider whether any powers or declarations under the Act need to be used or made for the purposes of emergency management, relating to the incident/s occurring within the municipal area;
- advise the Regional EM Controller of a need to enact any powers or declarations under the Act;
- consider whether the resources of any other municipality are necessary to support the emergency management response and to request those resources;
- assist the SES Unit Manager/s with the supply and coordination of equipment and facilities provided to the SES by the Municipal Council during a

response (if required).

The functions and powers of a Municipal EM Coordinator can include functions and powers imposed or determined by the Regional EM Controller by written notice provided under section 18 of the Act.

6.9.5 Role of a MEMC during level 1 incidents

Members of the MEMC are responsible for providing advice within their area of expertise or agency. MEMC members may be requested to coordinate and manage resources from their respective agencies/organisations in support of a MECC and the Regional EM Controller.

The Municipal EM Coordinator, the MEMC Chairperson and the Municipal Council are assisted by MEMC members in the performance and exercise of their functions and powers under the Act.

The MEMC Chairperson may convene MEMC meetings during response or recovery operations to share information and provide advice or support as required.

The MEMC is not an operational controlling authority. This means that the MEMC has no authority in the command, control or coordination of a response to an emergency.

6.9.6 Coordination of Municipal EM arrangements

The Municipal EM Coordinator is responsible for activating a MECC if required.

The functions of a MECC include:

- providing the facility for coordination for the municipal emergency management response;
- maintaining information flow to all key stakeholders, using WebEOC and other means of communication;
- coordinating any requests for additional resources from emergency management authorities;
- monitoring operational activities within the municipal area;

- providing information to the local community;
- coordination of media enquiries and releases (non-operational information);
- maintaining financial and records management arrangements.

The Municipal EM Coordinator manages a MECC. The Municipal Council's General Manager is responsible for providing adequate staff and resources to operate a MECC if it is activated. MECC staff may be MEMC members.

Operational Liaison Officer/s (OLOs) from the RMA and supporting agencies provide advice and situational awareness between the incident site and the Municipal EM Coordinator / MECC (if activated).

The Municipal EM Coordinator works closely with the SES REMP for advice and support as required. The Municipal EM Coordinator and the SES REMP ensure appropriate briefings are prepared for the Regional EM Controller.

6.9.7 Public information and media

Timely, relevant, clear and consistent information to the public and the media is crucial. The RMA is the source of operational-related information. The Municipal EM Coordinator (through a MECC Public Information Officer if activated) should work closely with the RMA Public Information Officer to coordinate public information and media messaging at the municipal level.

Support for municipal level public messaging and media is available through regional public information and media arrangements. The SES REMP is the link to those support resources if required.

Once the RMA and the Municipal EM Coordinator have mutually cleared the information for release, the information can be released through all channels, including social media.

Municipal Councils can also provide the information through Council's public enquiries reception area and switchboard, the Council's social media pages and website. A Frequently Asked Questions (FAQ) sheet

or script helps Council staff and ensures consistent information is being provided to the community.

6.9.8 Evacuation

Before deciding to undertake an evacuation, the risk it poses must be assessed by the RMA. This assessment will often be brief, although if time permits, relevant stakeholders should be consulted before making a decision to evacuate.

Once a risk assessment has been completed, the RMA IC makes the decision that an evacuation from an area that has the potential to be or is being impacted by the incident is required to ensure protection of lives.

TASPOL are the management authority for planning and coordinating an evacuation. They are supported in the evacuation process by a number of agencies such as the SES.

The Regional EM Controller will be notified by the RMA that an evacuation is required and will instruct the SES REMP to contact the relevant Municipal EM Coordinator to open the evacuation centre in the affected or neighbouring municipality.

The physical location of the evacuation centre must then be included in all warnings, public information and media releases. This information must also be entered into WebEOC.

Evacuation is one of the key considerations by the Regional EM Controller when determining whether the level 1 incident has, or is likely to, escalate to a level 2 regionally-managed emergency.

6.9.9 Briefing the Regional EM Controller

During a level 1 incident, the Regional EM Controller can:

- offer assistance;
- be requested to provide assistance; and/or
- assume overall coordination of emergency management response activities (per section 18 of the Act).

Emergency powers established under the Act do

not have to have been authorised for the Regional EM Controller to assume overall coordination of the emergency management response of a level 1 incident.

The decision to assume overall coordination of a level 1 incident must be documented and (written) notification of the transfer of responsibility provided to:

- the RMA;
- Municipal EM Coordinator;
- Municipal Council General Manager; and
- MEMC Chairperson.

The State EM Controller must also notified in writing, for situational awareness and for future consideration if necessary.

The SES REMP is responsible for briefing the Regional EM Controller (and other stakeholders) about:

- what has happened;
- what is currently happening;
- what has to happen; and
- potential consequences of the incident.

The Regional EM Controller must maintain situational awareness through an exchange of information with the RMA and the Municipal EM Coordinator through the SES REMP. This enables them to assess the following indicators that the level 1 incident has the potential to or is escalating to a level 2 incident and regional arrangements should be activated:

- in consideration of advice and/or a request by the RMA and/or recommendation of the Municipal EM Coordinator;
- in response to a request or direction by the State EM Controller;
- the geographic area, severity or nature of the incident and its actual or potential impact on the region;
- if management of the incident is beyond the capacity of the RMA and/or Municipal Council/s;
- if there is a community expectation for regional leadership;
- the potential impact on multiple sectors, industry

of regional importance or the regional economy; and

- the level of involvement required by the Regional EM Controller in coordinating the emergency management response and delivering public information.

6.9.10 Escalation of a level 1 incident

The key AIMS principles of **scalability** and **flexibility** apply.

Operational response – escalation

The RMA retains responsibility for:

- successfully resolving the incident;
- the security of the incident site/s; and
- preservation of (forensic) evidence.

RMA's (internal) operational doctrine and pre-planned arrangements provide for arrangements if an incident escalates from local to regional level.

RMA response plans and activities are included under 'Response' in the SSEMP for which the RMA is responsible.

The RMA may activate a ROC from which the oversight and coordination of operational response activities within the region occurs. There will still be only one IC appointed for each incident if there are multiple incidents occurring within the region.

Functional 'support' agencies/organisations may activate a regional EOC.

Emergency management response – escalation

The Regional EM Controller can be requested for assistance by:

- the owner/manager of the incident site (or the RMA) to resolve the incident; and/or
- the Municipal EM Coordinator, to manage the consequences of the incident, including any relief

and recovery activities that may be required.

The Regional EM Controller can activate broader emergency management arrangements as necessary to increase the level of coordination.

The activation of regional emergency management arrangements may occur due to an authorisation or declaration by the State EM Controller in accordance with Divisions 3 and 3A of the Act.

Authorisations or declarations under the Act may be verbal but must be confirmed in writing as soon as practicable.

6.10 Regional level emergency management response

The Regional EM Controller must provide regular situation reports to the State EM Controller, including the progress of response operations, emerging issues and future intentions.

The State EM Controller must have written confirmation from the Regional EM Controller of who has responsibility for the command, control and coordination of an emergency at any time.

Municipal activities and functions will continue to be managed by MECCs (if activated), with oversight and support provided by the Regional EM Controller who may be supported by a RECC.

6.10.1 Regional activation protocols and typical actions

REMPs include a list of regional activation protocols for the 'Standby' and 'Activate' phases of regional emergency management.

Regional 'standby' activity involves liaising closely with the Municipal EM Coordinator for situational awareness about the incident and potential community consequences. This includes relief and short-term recovery activities that may be required.

Regional 'activation' activity means that the REMT may

be brought together in anticipation of a RECC being activated. The REMC is informed.

6.10.2 Role of the Regional EM Controller

The role of the Regional EM Controller during a level 2 emergency management response includes:

- supporting the RMA to meet the strategic objectives, priorities and high-level activities if required;
- assisting and advising the State EM Controller on all matters with respect to emergency management within the region;
- determining whether powers or declarations under the Act need to be invoked and advising the State EM Controller of that determination;
- issuing emergency management-related instructions to all relevant agencies/stakeholders within the region;
- requesting the resources of another region for emergency management purposes if necessary;
- performing the role of Chair for the REMC;
- activation and de-activation of a RECC;
- guiding the activities of the RECC (if activated) that pertain to the region; and
- providing information required to support the transition to recovery under section 24F of the Act.

6.10.3 Role of a REMC during level 2 emergencies

One of the functions of a REMC is to assist the Regional EM Controller in the performance and exercise of their functions and powers. Members of the REMC are responsible for providing advice to the Regional EM Controller within their field of expertise, specifically relating to the management of consequences of the emergency.

The Regional EM Controller, as Chairperson of the REMC, may convene REMC meetings as required during a response to share information and provide advice or support.

The REMC is not an operational controlling authority. This means that the REMC has no authority in the command, control or coordination of a response to an emergency.

6.10.4 Coordination of regional emergency management arrangements

If the Regional EM Controller takes responsibility for the coordination of the emergency management response within the region, it does not displace or interfere with the command and control structure of the RMA or other supporting agencies. The responsibilities and accountability of the RMA is not diminished and the RMA remains responsible for resolving the incident/s.

The Regional EM Controller is responsible for decision-making in relation to a RECC, specifically, the decisions to activate a RECC and to de-activate a RECC. A summary of the role and functions of a RECC is below. For further details see the *Guidelines for a Regional Emergency Coordination Centre (RECC)*.

6.10.5 Role and functions of a RECC

If activated, the RECC will use an adapted AIIMS structure to the extent required by the emergency.

The Regional EM Controller is responsible for approving a RECC management structure and its planning and consequence management objectives. A RECC Coordination Action Plan (CAP) documents the Regional EM Controller's intent.

By virtue of section 18 of the Act, the Regional EM Controller can request REMC member agencies/ organisations to provide Liaison Officers (LO) to work in the RECC, including an RMA Operational Liaison Officer (OLO).

The primary functions of an activated RECC include:

- maintaining information flow to and from WebEOC;
- monitoring all operational activities and gathering intelligence for situational awareness;
- coordinating regional consequence management

activities in a way that enhances interoperability;

- coordinating relief and short term recovery arrangements;
- consolidating details of damage and impact assessments within the region for the purposes of reporting;
- consequence management planning;
- coordinating continuity management and planning;
- preparation of information to be reported to the State EM Controller, e.g. situation reports;
- coordination of regional public information and media activities;
- preparation and distribution of a consolidated, daily whole-of-government briefing for Executive Government;
- records and financial management; and
- collating a summary of RECC activities in preparation for the formal transition to the recovery authority (section 24F of the Act).

6.10.6 Public information and media at regional level

The whole-of-government Public Information Unit (PIU) brings together communications staff from multiple government agencies to manage whole-of-government public information during emergencies.

Activation of the PIU can be requested by the Regional EM Controller if any of the below criteria are met:

- there are not sufficient resources within the RMA to manage all public information requirements of the operational response to an emergency;
- a whole-of-government public information response is required because of the scale, impact or longevity of the emergency; or
- there are several agencies involved in management of the emergency and there is need for the coordination of public information activities.

A PIU Officer will be situated within a RECC (if activated) and coordinate regional public information

and media activities. This includes supporting municipal authorities and RMA if required.

6.10.7 Briefing the State EM Controller

The Regional EM Controller is responsible for briefing the State EM Controller (and other stakeholders) about:

- what has happened;
- what is currently happening;
- what has to happen; and
- potential consequences of the incident and recovery requirements for the region and State.

The State EM Controller must maintain situational awareness through an exchange of information with the RMA and the Regional EM Controller/s. This assists them to assess whether the incident/s has the potential to or is escalating to a level 3 emergency.

The State EM Controller may consider the following in making the decision to formally assume overall coordination of the emergency management response under section 11 of the Act:

- in consideration of a request by the RMA;
- in consideration of a recommendation or request of a Regional EM Controller (or multiple);
- in response to a request or direction by the MCEM;
- the geographic area, severity or nature of the emergency and its actual or potential impact on Tasmania;
- the likelihood that the emergency is a terrorist-related incident;
- if overall coordination and management of the emergency is beyond the capacity of regional resources and/or the Regional EM Controller;
- the potential impact on multiple sectors, industries of State importance and/or the Tasmanian economy;
- if the emergency involves cross-jurisdictional considerations (including requests for inter-jurisdictional assistance and support);

- if the emergency involves a number of Tasmanian Government agencies which require whole-of-government coordination;
- if there is an expectation of State leadership; and
- the level of involvement required by the State EM Controller and Premier in coordinating the emergency management response and delivering public information.

Emergency powers established under the Act do not have to have been authorised for the State EM Controller to assume overall coordination of the emergency management response to an emergency.

The decision to assume overall coordination of an emergency management response must be documented and (written) notification of the transfer of responsibility provided to:

- the RMA;
- Regional EM Controllers;
- SEMC members; and
- the Premier and MCEM members.

6.10.8 Escalation of a level 2 emergency

The key AIMS principles of **scalability** and **flexibility** apply.

Operational response – escalation

The RMA retains responsibility for:

- successfully resolving the emergency incident/s;
- the security of incident site/s; and
- preservation of (forensic) evidence.

RMA's (internal) operational doctrine and pre-planned arrangements provide for arrangements if an incident escalates from regional level to State level.

RMA response plans and activities are included under 'Response' in the SSEMP for which the RMA is responsible.

The RMA may activate a SOC from which the oversight

of operational response activities within the state occurs. There will still be only one IC appointed for each incident if there are multiple incidents occurring within the State.

Emergency management response – escalation

The State EM Controller can be requested to provide assistance or support by:

- the owner/manager of the incident sites or the RMA to resolve the emergency incident/s; and/or
- the Regional EM Controller to successfully manage the consequences of the emergency impacting on the region, including any relief and recovery activities.

The State EM Controller can activate state-level emergency management arrangements when necessary, to increase the level of coordination and support to regional arrangements.

6.11 State level emergency management response

State-level coordination, assumed by the State EM Controller, is focused on broader, whole-of-government and community consequences of the emergency.

Regional activities will continue through a RECC (or multiple RECCs) despite the State EM Controller assuming overall coordination and whether or not the SCC is activated by the State EM Controller.

Municipal activities will also continue to be supported through a RECC.

Ongoing and frequent communication between the Regional EM Controller/s and the State EM Controller is crucial to ensure situational awareness and emerging issues at both levels of the arrangements.

6.11.1 Role of State EM Controller

The role of the State EM Controller during a level 3 emergency management response includes:

- providing written confirmation to all stakeholders of the transfer of responsibility for overall coordination of the emergency management response to the State EM Controller from the Regional EM Controller;
- making decisions as/when required and ensure that all decisions are documented;
- directing the activation of the SCC if/when appropriate;
- establishing the strategic objectives and priorities for the overall coordination of an emergency, including the high-level activities during response to an emergency;
- requiring the RMA Operational Liaison Advisor, Advisors and the Recovery Advisor to service the strategic objectives, priorities and high-level activities during an emergency;
- ensuring that all agencies involved in the emergency response are properly discharging their responsibilities in respect to the emergency;
- identifying and remedying critical capability or capacity gaps that may exist between agencies' responsibilities during an emergency;
- ensuring the provision and maintenance of effective interoperability;
- if necessary, supporting the RMA and other agencies through the acquisition and coordination of external resources to meet the strategic objectives, priorities and high-level activities in respect to an emergency (including assistance from the Commonwealth);
- in conjunction with the State Recovery Advisor or State Recovery Coordinator (if appointed), establishing priorities and coordination of resources to meet recovery objectives;
- ensuring community relief arrangements have been considered and are implemented as and when required;
- providing strategic leadership and direction in the development of emergency management plans; and

- providing situational awareness to the Tasmanian Government and Australian Government.

If the State EM Controller takes responsibility for the coordination of the emergency management response within the region, it does not displace or interfere with the command and control structure of the RMA or other supporting agencies. The responsibilities and accountability of the RMA is not diminished and the RMA remains responsible for resolving the incident/s.

The State EM Controller may take over the control and coordination of an operational response to an emergency from a RMA under section 11 of the Act if:

- the RMA refuses or is unable to service strategic objectives, priorities or actions necessary; or
- the RMA fails to discharge its legislative responsibility in respect to an emergency.

This does not necessarily include taking command of the RMA resources.

In the unlikely event that control of the operational response to an emergency will be assumed by the State EM Controller, they are required to notify the head of the relevant RMA, Regional EM Controller/s, the Premier and the AGCCC of their intention in writing.

6.11.2 State Controller's approval authority of emergency powers under the Act

Table 23: State Controller's approval authority of emergency powers under the Act

Risk identification and assessment powers (section 36–39)	<ul style="list-style-type: none"> Allows the State EM Controller to authorise entry by a specified authorised officer to inspect a specified place, premises or vehicle, or a class of places, premises or vehicles connected with the place, structure, source or situation that may be a potential hazard or risk activity. Once authorised, the authorised officer has certain powers to impose risk mitigation requirements on the owner of, person in charge of or person responsible for the place, structure, source or situation, or person carrying on the risk activity.
Emergency Powers (section 40–41 and Schedule 1)	<ul style="list-style-type: none"> Allows the State EM Controller and specified Regional EM Controllers (whether or not a state of emergency has been declared) to authorise the exercise, by one or more specified authorised officers, of certain specified emergency powers from Schedule 1 of the Act.
State of alert (section 41A – 41D)	<ul style="list-style-type: none"> Allows Regional EM Controller/s to exercise only the declared powers for the purposes of making necessary preparations, or to mitigate risks, in relation to the emergency to which the state of alert relates. The powers can be exercised whether or not the Regional EM Controller/s have received a written copy of the declaration. The Regional EM Controller/s may authorise another person to use all or any part of the emergency power authorised by the declaration of the state of alert.
State of emergency (section 42–45)	<ul style="list-style-type: none"> Approval authority is the Premier. Allows the Premier of Tasmania to authorise within a declaration of state of emergency certain special emergency powers from Schedule 2 of the Act that may be exercised by the State EM Controller and/or Regional EM Controllers (as specified in the declaration). These powers apply to major emergencies. Unless specified in the declaration, the provisions also allow Regional EM Controllers to authorise emergency powers.

6.11.3 Role of the SEMC during level 3 emergencies

The SEMC assists the State EM Controller in the performance and exercise of their functions and powers, at the direction of the State EM Controller.

The State EM Controller, as Chairperson of the SEMC, may convene SEMC meetings during an emergency management response to share information and provide advice or support, as required.

The State EM Controller may request some SEMC members to fulfil roles within the State Emergency Management Team (SEMT) in the SCC if activated.

The SEMC is not an operational controlling authority. This means that the SEMC has no authority in the command, control or coordination of a response to an emergency.

6.11.4 Coordination of state emergency management arrangements

The State EM Controller is responsible for decision-making in relation to the SCC, specifically, the decisions to activate the SCC and to de-activate the SCC.

Below is a summary of details relating to the SCC, however, for further details see the *State Control Centre Guidelines*.

The SCC is the facility from which whole-of-government emergency management policy and strategy, emergency management response and recovery is coordinated during the emergency.

6.11.5 Role and functions of the SCC

The State EM Controller may direct the Commander of the TASPOL Special Response and Counter-terrorism Unit, as SCC Manager, to ensure the SCC is in a state of readiness ('Standby' mode) or to move directly to 'Active' mode.

The principles of **scalability** and **flexibility** apply to the SCC, depending on the circumstances of the emergency.

In summary, the role and functions of the SCC include:

- providing policy and strategic advice to the Premier and other members of the Tasmanian Government (including the MCEM);
- coordinating/overseeing whole-of-government (consequence management) response and recovery activities;
- coordinating / overseeing public information and media strategies;
- making requests to the Australian Government and other States and/or Territories for assistance if or when required, and managing inter-jurisdictional assistance (including the ADF); and
- supporting the State EM Controller.

6.11.6 Public information and media at state level

If the PIU has been activated at a regional level (requested by a Regional EM Controller), PIU activities will escalate to the SCC if activated. Regional public information and media will continue to be coordinated at a RECC whether or not the SCC is activated.

The role the PIU at state level is flexible and depends on the nature, scale, impact and longevity of the emergency, as well as the capabilities of the RMA. Some of the key roles of the PIU are:

- developing a whole-of-government media and public information strategy in consultation with relevant agencies as appropriate;
- developing and disseminating public information supporting the whole-of-government response to

the emergency;

- providing advice to Regional EM Controllers, the State EM Controller, the RECC/s and SCC on media and public information issues as appropriate;
- providing support to Municipal Councils (through regional arrangements) if required;
- managing whole-of-government public information channels, including the TasALERT emergency website and social media;
- social media monitoring and reporting;
- developing media releases and talking points as appropriate;
- clearing Ministerial media releases, media responses and other agency communications to ensure consistent messaging;
- organising accessible information for CALD communities, including activating translation services; and
- liaising with the RMA Public Information Manager, Head of the Tasmanian Government Media Office, public information staff in the National Security and Crisis Communication branch of the Department of Home Affairs and other key stakeholders (e.g. Municipal Councils, regional stakeholders, utilities and NGOs) as/when required.

For more information about the PIU and the communications channels that will be used in response, refer to the *Tasmanian Public Information Guidelines*.

6.12 Community warnings

The delivery of timely, relevant and unambiguous warnings and public information to the affected communities is essential during an emergency response.

6.12.1 Australia's Emergency Warning Arrangements

An emergency warning is a message signalling an imminent hazard, which may include advice on protective measures. Its purpose is to inform the community of an impending or current threat and to prompt an

appropriate response or action usually conveyed in the warning message (*Australia's Emergency Warning Arrangements*).

Emergency warnings are a primary tool for emergency management. They can significantly reduce the impact of disasters on communities, properties and the environment when combined with an understanding of the risks and preparedness measures.

6.12.2 Weather Warnings

The Bureau of Meteorology (BoM) issues severe weather warnings, flood warnings, fire weather and tsunami warnings to the community. The BoM also produces a range of forecasts, watches, alerts and other products to the community that can assist in responding to natural hazards.

The TFS publishes fire danger rating forecasts issued by the BoM daily during the bushfire season. The DoH (PHS) issue public health advice and alerts.

6.12.3 Emergency Alert

The **Emergency Alert** (EA) system is the national telephone warning system and is one of many ways a RMA can warn a community of a likely or actual emergency. EA sends voice messages to landline telephones and text messages to mobile telephones within a specific area defined by the RMA issuing the emergency warning message. EA relies on telecommunications networks to send messages and message delivery cannot be guaranteed.

The EA system may not be used in all circumstances. The decision to use the system will depend on the nature of the incident. The Authorising Officer should consider the following criteria before authorising the use of the EA system:

- certainty of threat and/or its likely severity;
- urgency – if the timeframe suitable for the EA to be effective;
- that the community must immediately act in some way;

- that there is adequate time to process and approve the use of an EA to disseminate the required information (at least 30 minutes);
- the consequences of the alert; and
- that there are specific geographical reference points supplied to define the boundaries of the message adequately.

The need for an EA may be identified by a number of personnel within the RMA including the:

- IC; and
- Public Information Officer.

An EA may be initiated by other agencies such as TASPOL and SES.

Use of the EA system can only be authorised by:

- State EM Controller;
- Deputy Commissioner of Police;
- Regional EM Controller;
- Director SES;
- Chief Fire Officer TFS; and
- Director of Public Health.

Approval may be sought and given by phone or email, however, a written 'Emergency Alert Message Authorisation Form' must be completed as soon as practicable.

Once the appropriate authorisation has been received, the RMA communication capability (e.g. TFS FireComm or TASPOL Radio Dispatch Services) or the Public Information Officer will issue the emergency warning through the EA system.

6.12.4 Standard Emergency Warning Signal (SEWS)

SEWS is a sound designed to alert the community to the need to listen to an announcement about an actual or imminent emergency.

The SEWS sound is played by media outlets for up to 10 seconds before the verbal warning message is transmitted. The initiating authority can request that

the SEWS and the message be repeated at intervals, e.g. three times an hour. Television broadcasts are accompanied by text.

The use of the SEWS is limited to significant emergency situations and is only for providing urgent safety messages. The SEWS guidelines include four criteria that should all be present for the use of the signal:

1. Potential for loss of life and/or a major threat to a significant number of properties or the large-scale environment;
2. Impact has occurred or is expected within 12 hours;
3. A significant number of people need to be warned; and
4. One or more phenomena are expected to be destructive.

Requests for the use of SEW must be progressed through the DPFEM Media and Communications Unit. Requests may also be progressed through the whole-of-government Public Information Unit. A SEWS request form must include the words that will be broadcast used by media outlets.

The following positions are nominated as SEWS initiating authorities:

- State EM Controller;
- Deputy Commissioner of Police;
- Regional EM Controller;
- Director SES;
- Chief Fire Officer TFS; and
- Regional Director of the BoM (weather and flood related events only).

Media outlets will broadcast SEWS based on a verified, verbal request from the initiating authority, however, written confirmation from the initiating authority must be provided as soon as practicable.

To listen to the SEWS sound [click here](#)
(MP3 126 KB)

6.12.5 National terrorism threat advisory system (NTTAS)

The NTTAS is a scale of five levels to provide advice about the likelihood of an act of terrorism occurring in Australia.

When the threat level changes, the Australian Government provides advice on what the threat level means, where the threat is coming from, potential targets and how a terrorism act may be carried out.

The National Terrorism Threat Level is regularly reviewed in line with the security environment and intelligence.

At the time of publication of the TEMA, Australia's National Terrorism Threat Level was **PROBABLE**.

6.12.6 Call Centres

The Tasmanian Emergency Information Service (TEIS) is the State's emergency call centre capability. This service provides an initial point of contact for the community to access self-help information during and following an emergency.

The service is activated and de-activated by the Director of DPAC's Office of Security and Emergency Management (OSEM). They will notify the Regional EM Controller, the State EM Controller or the Secretary DPAC as/if required.

Activation may be at the request of any agency or Regional EM Controller. The decision to activate the service includes allocation of responsibility for clearing information and the service operates on an 'extraordinary cost' reimbursement basis.

Agencies that request activation of TEIS must support the operations of the TEIS. They must provide at least one TEIS Agency Liaison Officer to be present at the TEIS at all times. The TEIS Public Information Unit (PIU) Liaison Officer will also be onsite in the TEIS room. Additional resourcing from the activating agency may also be required to support the TEIS.

Generally, if TEIS is activated, the TEIS emergency

telephone number (1800 567 567) is used. This will be specifically advertised for a purpose (e.g. information regarding emergency assistance grants), however, at times the TEIS may be activated to support the RMA if there are high call volumes. In that case, the TEIS telephone number would not be advertised.

A Regional EM Controller or the State EM Controller may request Australian Red Cross to activate a call centre as part of a high-level activation of the national disaster reunification system: *Register.Find.Reunite*. The call centre can process registrations and enquiries as well as divert reunification-related calls from RMA call centres.

The National Emergency Call Centre Surge Capability (NECCSC) is an Australian Government initiative intended to operate in the event of national disasters or emergencies of such a scale that existing State resources are overwhelmed and/or unable to respond. The NECCSC is a virtual call centre with capability drawing on existing Australian Government call centre resources. It is intended to:

- provide an immediate first point-of-contact for enquiries from the public; and
- provide consistent messages to the public and for collection of information from the public.

The NECCSC will be used for most after-hours support (potentially during the hours of 5.30pm to 8.00am). It is activated by DPAC OSEM.

6.13 Interoperability Arrangements

The management of a sustained or complex emergency will require the combined resources of multiple agencies.

Any agency may request resources, including skilled emergency management personnel, from other agencies or organisations within Tasmania to enable more effective management of the emergency.

To facilitate the adaptability and scalability of emergency management arrangements, the Tasmanian Government ensures interoperability between agencies and relevant organisations in terms of systems, terminology, training, skills, roles and functions. The interoperability

arrangements are managed and coordinated through DPAC OSEM.

Formal interagency arrangements for the sharing of capability in support of the RMA exist through the *SSEMP Interoperability Arrangements for Sharing Skilled Resources in Tasmania* (the Plan). The arrangements that are necessary to support the sharing of skilled resources pursuant to the Plan are referred to as *Interoperability Arrangements for Sharing Skilled Resources in Tasmania* (IASSRT).

The Plan aims to ensure that IASSRT and support mechanisms are pragmatic, clearly described and easy to understand. This enables streamlined interoperability procedures for managing the sharing of skilled resources as required for emergency management operations in Tasmania.

The objective of the Plan is to describe the fundamentals of interoperability embedded in IASSRT, namely:

- a common approach to emergency management, including:
 - the use of common terminology;
 - a common incident management system (AIMS); and
 - a common information management system (WebEOC).
- activation and deployment arrangements that describe the process for requesting skilled employees from another agency/service and the process for deploying those employees;
- human resource arrangements that support the sharing of skilled employees;
- educational arrangements to help salaried employees develop their emergency management skills and knowledge to enable them to effectively perform duties within another agency/service; and
- financial arrangements that identify and describe the cost implications and responsibilities in relation to IASSRT and the agreed position of agencies with respect to those costs.

The Plan applies to salaried employees or officers of the Crown in Right of the State of Tasmania. It does not apply to agency volunteers. The Plan does not prevent the RMA, support agencies or recovery organisations from seeking the assistance of skilled personnel from Municipal Councils, the private sector or volunteers, however, any such request is outside the scope of the Plan.

6.14 Other Elements of Response

6.14.1 Communication strategies

When planning response activities, agencies without their own resilient communication methods such as a radio network, should not place complete dependency on the public telephone / mobile phone network as these can fail or be degraded during emergency events. Alternative strategies should be considered as a part of operational and emergency management planning activities.

6.14.2 Geographic Information Services (GIS) and desktop mapping services

The service is provided by the Emergency Services GIS (ESGIS) unit of DPIPWE.

In municipal areas, Municipal Councils use their existing capacity and, if additional assistance is required, local industry or regionally-based State Government agencies can be approached for assistance.

An on-call capability to assist with GIS and desktop mapping services exists within DPIPWE to support DPFEM where available services are outlined in the Service Level Agreement between the agencies.

Any other agency can request assistance from ESGIS and they may be activated on a 'fee for service' basis if capacity exists.

DPIPWE has an established coordinating role to facilitate the delivery of an ongoing, state-wide program of data capture with regional and urban coverage.

The program includes:

- coordination of data across all levels of government;
- standardised data capture;
- delivery of data through the Land Information System Tasmania (LIST) infrastructure;
- centralisation of the storage and distribution of data; and
- education in cost to stakeholders.

During emergencies, this coordinating role applies to requests for remotely sensed imagery. A request for access to remotely sensed imagery over an area affected by an emergency is made to AGCCC where a decision may be made to activate the *International Charter on Space and Major Disaster*. ESGIS will support preparation of such a request in close collaboration with Geosciences Australia and the requesting agency.

6.14.3 Impact and Damage Assessments

Under the *Impact and Damage Assessment State Special Plan* (IDA SSP), the RMA is responsible for arranging a rapid impact assessment (RIA) of the affected area as soon as it is safe to do so. These assessments include reporting the most credible information available at the time.

The assessment is conducted progressively, with support from other agencies. RIA details must be included in situation reports and findings of the assessment must be reported promptly to the RECC and/or SCC (if activated).

In accordance with the IDA SSP, other agencies are responsible for secondary impact assessment (SIA) in line with their responsibilities under that plan and the State Recovery Plan. Processes for collecting, collating and coordinating SIA may be through an RECC or SCC or through the RMA or supporting agency, such as SES or DPAC, depending on the nature of the incident.

Impact and damage assessments are vital to inform consequence management planning and assessment of recovery needs.

6.14.4 Evacuation

Tasmania's framework for evacuation is consistent with the national agreed principles for evacuation planning and the five stages of evacuation.

Evacuation is defined as:

- The movement of people threatened by a hazard to a safer location and typically, their eventual safe and timely return.

Evacuation is a risk management strategy that may be used to minimise loss of life or lessen the effects of an emergency on a community, before the onset of, or during an emergency. For an evacuation to be as effective as possible, it must be appropriately planned and implemented.

Depending on the hazard and its likely impact on the community, the evacuation process – including withdrawal and return – may take days, weeks or months to complete. Some evacuations may be carried out very quickly and over very short distances.

There are three types of evacuation in accordance with an evacuation plan:

- phased evacuation;
- partial evacuation; and
- total evacuation.

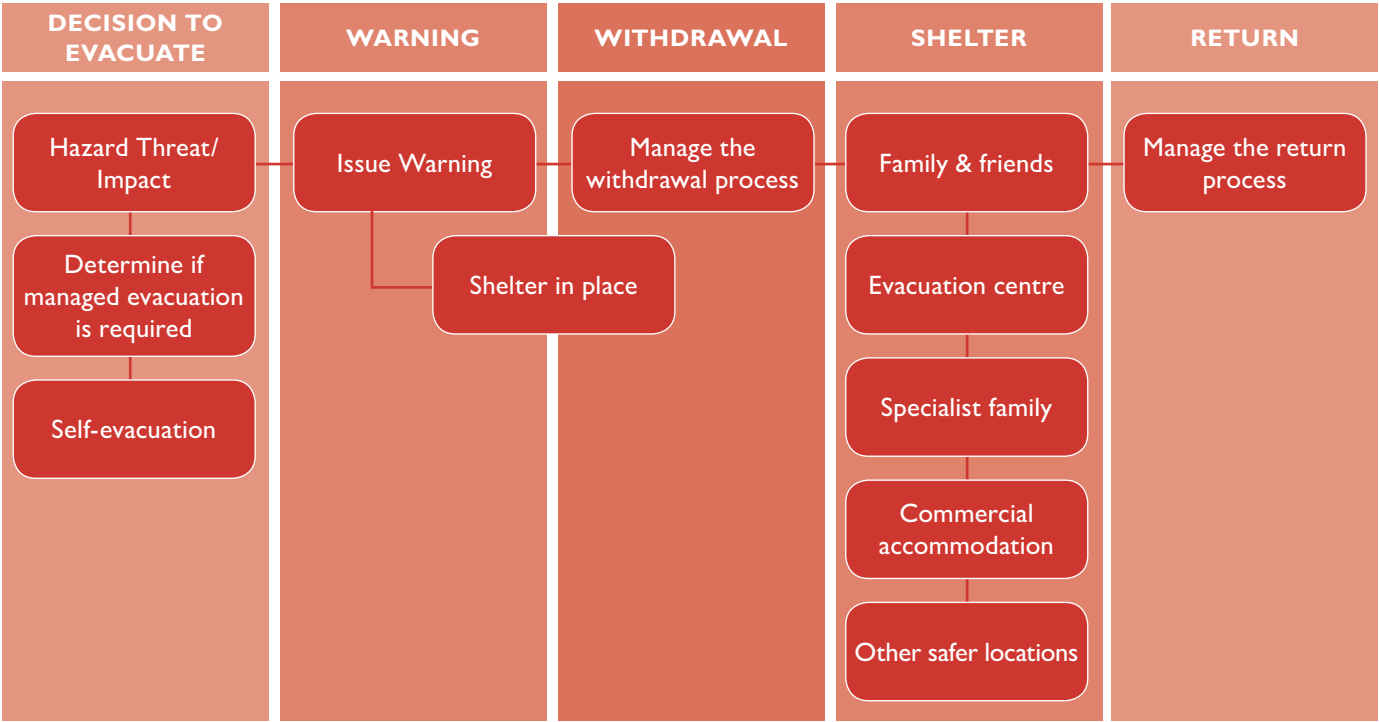
The four evacuation strategies are:

- Shelter in place.
- Self-evacuation.
- Precautionary evacuation.
- Compulsory or directed evacuation.

The evacuation process

There are five stages of the evacuation process:

Figure 11: Five stages of evacuation process



Evacuation roles and responsibilities

Table 24: Evacuation roles and responsibilities

STAGE 1 – DECISION TO EVACUATE	Primary	Support
Evacuation risk assessment	RMA TASPOL	Municipal Council
Decision to evacuate	RMA	
STAGE 2 – WARNING	Primary	Support
Decision to warn	RMA	DPIPWE (ES GIS)
Provision of warnings	RMA	TASPOL SES DPAC (PIU)
STAGE 3 – WITHDRAWAL	Primary	Support
Coordination	TASPOL	Municipal Council SES Ambulance Tasmania
Logistics / transportation	DSG (Transport Services Group)	Contractors Commercial freight and transport providers
Security	TASPOL	Contractors
Traffic management	TASPOL	Municipal Council SES DSG Contractors
STAGE 4 – SHELTER	Primary	Support
Evacuation centre activation	Municipal Council (on request of the Regional EM Controller through the SES REMP to the Municipal EM Coordinator)	SES
Evacuation centre management	Municipal Council	Communities Tasmania Contractors Volunteers
Environmental health and pollution (evacuation centre)	Municipal Council DoH (PHS)	DPIPWE (EPA)
Alternative emergency accommodation	DoH (Housing Tasmania)	Municipal Council NGOs Regional tourism organisations
Registration of evacuees (presenting at evacuation centre)	Municipal Council	NGOs SES

Animal welfare (pets and companion animals)	Owners	Municipal Council (if facilities are available) DPIPWE (Biosecurity Tas) Community / volunteer groups
Animal welfare (livestock)	Owners DPIPWE (Biosecurity Tas)	Municipal Council (if facilities are available) Community / volunteer groups
Transition to recovery	per Municipal arrangements per Regional arrangements DPAC – State recovery	
Care for children	Parents/Guardians	
Waste management (evacuation centre)	Municipal Council	DPIPWE (EPA)
STAGE 5 – RETURN	Primary	Support
Return risk assessment	RMA	Key stakeholders
Decision to return	RMA	Municipal Councils TASPOL SES
Transition to recovery	per Municipal arrangements per Regional arrangements DPAC – State recovery	

Evacuation planning

Evacuation planning will be completed by TASPOL members in the POC, in collaboration with the RECC planning capabilities. TASPOL traffic management and priority road re-opening planning will also occur in collaboration with evacuation planners.

Evacuation plans and activities will be uploaded in to WebEOC.

For further details on evacuation, refer to the *Tasmanian Emergency Evacuation Framework (2018)*.

Registration of affected people

Registration of people who are being or may be affected by the emergency should happen:

- as people present to an evacuation centre; or
- as people present to a recovery centre.

Registration at this level assists Municipal Councils effectively manage their evacuation centre and identify additional resources that may be required for the immediate needs of the people presenting.

During response, TASPOL will liaise with Municipal Councils if necessary about concerns for welfare of individuals or missing person inquiries.

Where no other arrangements exist (e.g. if an evacuation centre has not been activated), the Regional EM Controllers are responsible for assigning responsibilities for registrations and, in the first instance, may approach any combination of RMA, support agencies and Municipal Councils for assistance. The State EM Controller can give directions for registration responsibilities where a need for state-wide consistency in registrations is identified.

Register.Find.Reunite (RFR) is an Australian Government service operated by Australian Red Cross that registers, finds and reunites family, friends and loved ones after an emergency.

RFR may be activated by a Regional EM Controller or State EM Controller as either a registration data management tool for emergency managers or as a publicly accessible online service to reduce human impacts arising from uncertainty over the safety of family and loved ones separated in a restricted communications environment.

At all levels registration should be, as far as practical, undertaken in a format consistent in anticipation of inclusion in RFR.

6.14.5 Disaster victim identification (DVI)

DVI is the term given to procedures used to positively identify deceased victims of a multiple fatality emergency. TASPOL manage requests for DVI assistance if or as required.

The procedures relating to the DVI process are outlined in the:

- *Australasian Disaster Victim Identification Standards Manual*; and
- *SSEAP Tasmanian Multiple Fatality Response Plan*.

Supporting agencies such as FSST, SES, DoH and Mortuary Services may be involved in scene security, exhibit management, and temporary body storage and scene rehabilitation.

6.14.6 Relief and short term recovery

Relief is the provision of assistance necessary to enable affected people to meet their basic needs for:

- shelter;
- water and food;
- clothing;
- personal care and hygiene.

Other short term recovery efforts aim to minimise the consequences and secondary impacts of an emergency, restore critical services and infrastructure, and assess impacts and recovery needs.

Relief and short term recovery is coordinated through emergency management response arrangements outlined in this chapter.

6.14.7 Relief and recovery are linked

Relief is an early part of the recovery process but is focussed on meeting immediate needs. It is coordinated through emergency management response arrangements (described earlier in this chapter).

Recovery is the whole process of assisting individuals and communities to achieve an effective level of functioning after an emergency over the medium and long term. Medium to long term recovery is coordinated through recovery committees and, if required, a dedicated recovery unit or taskforce.

Relief activities include:

- emergency shelter and/or accommodation;
- provision and continuity of safe food, water and sanitation;
- primary first aid and health care;
- psychological support;
- disbursement of material aid (non-food material items);
- reconnecting family and friends;
- care and support for affected individuals and families;
- emergency financial assistance; and
- animal welfare, including provisions for pets and livestock.

These services and support are commonly provided to the affected community at an evacuation or recovery centre but may also be accessed and distributed in a more dispersed manner as appropriate or as requested.

Other short term recovery activities include:

- assessing social, economic, infrastructure and environmental impacts;
- re-establishing impacted critical infrastructure and essential community services;
- mitigating or minimising secondary social, economic, infrastructure and environmental impacts; and
- collating information to inform longer term recovery planning for affected communities.

Responsibilities for specific relief functions and services are listed in the State Recovery Plan and outlined in the TEMA Recovery chapter.

State Government agencies with responsibilities for the management and coordination of these functions and services under recovery domains (Recovery - Coordinating Agencies) are responsible for providing Liaison Officers and/or Regional Relief Coordinator to advise and support the Regional EM Controller and work within a RECC (if activated).

Agencies responsible for the delivery of functions and services (Recovery - Responsible Agencies) must prepare and maintain arrangements for the delivery of the function and service.

As an emergency is gradually brought under control, the emphasis shifts from response to an increased focus on longer term recovery. Relief and short term recovery activities will transition from response to longer term recovery coordination arrangements as part of a formal handover to recovery authorities under section 24F of the Act.

6.14.8 Financial management

Municipal Councils and Tasmanian Government agencies are responsible for authorising, paying and capturing costs relating to their response, relief and short-term recovery functions, roles and responsibilities.

The Tasmanian Government may partially reimburse Municipal Councils for eligible relief costs – including payments to non-government organisations – under the *Tasmanian Relief and Recovery Arrangements* (TRRA).

Costs should be recorded separately by Municipal Councils and other organisations to simplify cost reporting and to assist the cost-recovery process if State / Australian Government funding arrangements are activated.

Non-government organisations and other third party service providers are responsible for ensuring fees and / or cost recovery arrangements are **agreed in writing** by the Municipal Council or Tasmanian Government agency requesting the recovery service **prior to the service being provided**.

6.14.9 Financial assistance

The TRRA is the primary policy under which the Tasmanian Government provides financial assistance to individuals, businesses, primary producers, non-profit organisations and Municipal Councils affected by an emergency.

Emergency financial assistance is activated based on identified relief needs and is targeted at those most impacted and unable to provide for their own needs.

DPAC is responsible for coordinating advice to the Premier regarding the need for and activation of emergency financial assistance measures based on advice from, and in consultation with, RECCs, the DoH and DoC.

6.14.10 Offers of Assistance

Assistance can be offered from organisations that are not usually part of response arrangements (e.g. from the community, industry, celebrities, other regions/ jurisdictions and interstate agencies).

Where arrangements are not in place to manage offers of assistance, the Municipal EM Coordinator or Regional EM Controller manages them through the MECC or RECC arrangements. DPAC is responsible for managing offers of assistance at a state level.

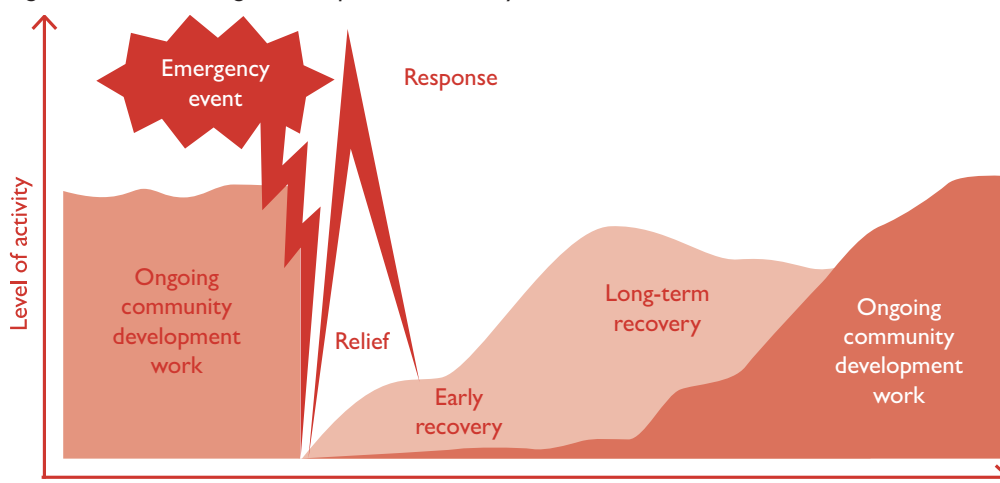
6.14.11 Records management

Records related to response are subject to the usual records management provisions and State archiving legislation and are treated accordingly. Logs, reports and briefings from response and recovery should be collated progressively, and stored in WebEOC for future reference.

Agencies/organisations should ensure that they have their own (internal) record management system for business continuity purposes.

6.15 Transitioning from response to recovery

Figure 12: Transitioning from response to recovery



As the RMA and support agencies resolve the immediate effects of an emergency, response activities can end and control or coordination 'stand down' (that is, when there is no further threat to life, property or the environment).

Resolution of emergencies and ending response activities can happen quickly or in stages, depending on the complexity of the response. Regardless of the timeframes involved, the RMA provides advice to stakeholders that response activities have concluded or are about to conclude.

Stand-down notifications must be provided to:

- agencies/organisations involved in operational response;
- the owners/managers of relevant property/premises;
- the Regional EM Controller and/or State EM Controller;
- a RECC and/or SCC (if activated); and
- entered into WebEOC.

Notifications should also be provided to key stakeholders when operations and coordination centres are expected to de-activate and the date/time that final situation reports will be issued.

In accordance with section 24F of the Act, all information relating to the emergency is to be transferred to the State Recovery Coordinator (if appointed) as soon as practicable after the operational response has ended. This constitutes a formal transition from response to recovery.

6.15.1 Operational debriefings

Immediately following an emergency event is often the best time to gather the observations of everyone involved about what went well and did not go well. These observations inform the development of insights and lessons which are shared and learnt.

WebEOC users are encouraged to use WebEOC as a lessons sharing platform.

Each agency/organisation is responsible for debriefing their personnel and arranging ongoing support if, as and when required.

6.16 Critical Incident Stress Management

If emergency response activities have the potential to incur personal stress/trauma, contact with representatives from

the Critical Incident Stress Management Program (CISM) must be considered to enable individual and collective access to personal support services provided under this program if required.

CISM is primarily available to emergency management/ services (salaried staff and volunteers). Non-emergency services should equally consider critical incident stress management through their normal employee assistance programs.

6.17 Catastrophic disasters

A catastrophic disaster is defined as:

- ***an event that is beyond current arrangements, thinking, experience and imagination.***

That is, an event that has overwhelmed technical, non-technical and social systems and resources, and has degraded or disabled governance structures and strategic and operational decision-making functions.

Severe to catastrophic disasters differ from emergencies in that they exceed business as usual emergency management systems and capabilities. A catastrophic event could be of sudden or sustained impact over an extended timeframe. There may also be cascading events such as:

- loss of power;
- telecommunication outage;
- financial systems failure;
- transport and supply chain disruptions that occur concurrently and, collectively, result in a catastrophic consequence.

A significant factor in responding to a catastrophic disaster is the extent to which emergency response and recovery capability is affected by the disaster. There will be a need to prioritise response actions, and the deployment of resources to meet medical, social, economic, environmental and infrastructure needs.

It may take a considerable time to recover from a catastrophic disaster.

A catastrophic level disaster may be characterised by one or more of the following:

- reduced ability of a government to function;
- a serious impact on a significant population or area;
- large numbers of casualties or displaced people, possibly in the tens of thousands;
- large numbers of people left temporarily or permanently homeless, and possibly needing prolonged temporary housing and other assistance;
- a need for broader national coordination of interstate and international assistance;
- destruction of, or significant disruption to, critical infrastructure, such as utilities (water, gas, electricity, fuel, waste disposal), medical and health facilities, food supply, and telecommunications; and/ or
- a detailed and reliable operational picture of the impacts not being achievable for some time.

While Australia has faced few events that would be considered catastrophic, the need to be prepared for such events is recognised. Existing emergency management arrangements are well understood, are tested and exercised regularly, and work well within existing capability and capacity.

Existing emergency plans and arrangements will continue to apply in a catastrophic disaster; however, a catastrophic disaster will require enhanced measures, mainly in the area of strategic leadership and high level coordination, to ensure the maximum good for the maximum number of people.

Emergency planning should consider and address catastrophic disasters and articulate gaps in capability and capacity at every level.

Priorities in a catastrophic disaster will be to:

- preserve human life;
- provide food, water, shelter and medical assistance;
- communicate with the public;
- reunite separated families; and
- provide access to financial services.

The manner in which these services are provided will depend on the nature of the catastrophe but aim to be tailored to local need.

Source: AIDR Australian Emergency Management Handbook (2019)

Notes:

7

Chapter 7: Recovery



7. Recovery

Key points

- Recovery starts during the emergency response and encompasses linked and overlapping phases of relief and short term recovery, early recovery planning and medium to long term recovery.
- Recovery activities extend across social, economic, infrastructure and environmental domains.
- Recovery is focused on and led by affected communities. Government recovery efforts aim to support communities through the recovery process and should recognise the key leadership role of landowners, local communities and their leaders.
- Effective coordination, planning and communication is essential. Recovery efforts generally involve all levels of government, including municipal, regional and state emergency management structures, as well as non-government and community organisations.
- DPAC is the SEMC Advisory Agency for recovery and maintains the *State Recovery Plan*.

7.1 Overview

Recovery is the process of dealing with the impacts of an emergency and returning social, economic, infrastructure and natural environments to an effective level of functioning. Recovery starts during the emergency response and encompasses linked and overlapping phases of relief and short term recovery, early recovery planning and medium to long term recovery.

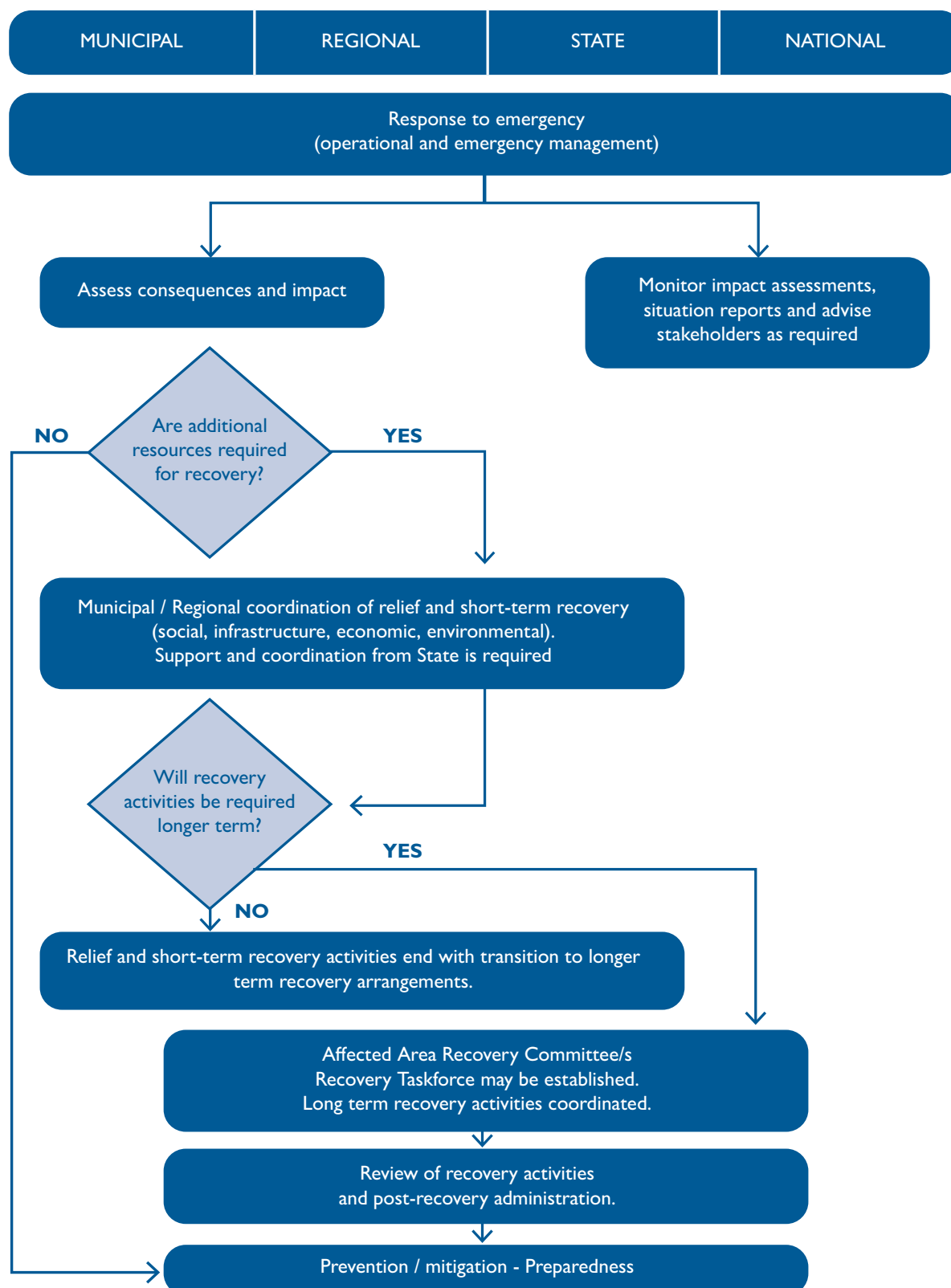
Recovery is an incremental process which often takes a long time.

The need for formalised recovery assistance varies within and across communities. Well-connected and well-prepared individuals, businesses and communities are often able to move to a new normality after a disaster with little or no assistance. Others require formalised and coordinated assistance after an emergency and throughout the recovery process.

Recovery aims to empower people and communities to participate in activities that restore community wellbeing and economic activity, and involves coordinated efforts across government, non-government, community and private sector organisations.

Successful recovery is community-led. Affected communities play a key role in guiding and delivering recovery assistance at the municipal level, with support and coordination at regional and state levels, depending on the complexity and magnitude of the event.

Figure 13: Summary of recovery processes



7.2 Overarching principles

Australia's *National Principles of Disaster Recovery* guide Tasmania's approach to recovery, and are based on six central themes:

1. Understanding the context: successful recovery is based on an understanding of the community context.
2. Recognising complexity: successful recovery acknowledges the complex and dynamic nature of emergencies and communities.
3. Using community-led approaches: successful recovery is responsive and flexible, engaging communities and empowering them to move forward.
4. Ensuring coordination of all activities: successful recovery requires a planned, coordinated and adaptive approach based on continuing assessment of impacts and needs.
5. Employing effective communications: successful recovery is built on effective communications with affected communities and other stakeholders.
6. Acknowledging and building capacity: successful recovery recognises, supports and builds on community, individual and organisational capacity.

7.3 Recovery objectives

The Tasmanian Government recovery objectives 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.

7.4 Coordination arrangements

Relief and short term recovery is coordinated through municipal and regional arrangements described in the TEMA Response chapter.

In the early stages of recovery, the State Recovery Advisor will seek advice from RECC/s to inform coordinated recovery needs assessment and planning. Medium to long term recovery is locally-coordinated, state-supported, or state-coordinated, as appropriate to the recovery needs.

Table 25: Recovery coordination arrangements

CATEGORY	RESPONSIBILITY	SUPPORT
Relief and short term recovery management and coordination		
Municipal	Municipal EM Coordinator	Municipal Council General Managers may appoint Municipal Recovery Coordinators to manage recovery responsibilities (section 24G of the Act).
Regional	Regional EM Controller	Tasmanian Government agencies coordinating recovery domains nominate Social, Economic, Infrastructure and Environmental. Recovery Coordinators to support the Regional EM Controller.
State	State EM Controller	State EM Controller is supported by the State Recovery Advisor, DPAC OSEM and/or Recovery Taskforce (DPAC), Coordinating Agencies, and recovery partners.
Long term recovery management and coordination		
Level 1	Municipal EM Committee	Supported by Municipal Councils and local support services.
Level 2	Recovery Unit AARCs	Supported by Municipal Councils, Tasmanian Government agencies and recovery partners.
Level 3	Recovery Taskforce AARCs	Supported by Municipal Councils, Tasmanian Government agencies and recovery partners.

7.5 Recovery domains and responsibilities

Recovery measures are planned, coordinated and implemented across four domains:

- social recovery;
- economic recovery;
- infrastructure recovery; and
- environmental recovery.

A Tasmanian Government agency is allocated responsibility for coordinating, managing and reporting on activities under each of the above domains, and for a fifth group of cross-domain functions.

- **Social recovery** focuses on ensuring safety, security and shelter and restoring health and psychological wellbeing (Coordinating Agency: DoH)
- **Infrastructure recovery** focuses on restoring critical assets and essential services that may have been damaged or destroyed (Coordinating Agency: DSG)
- **Economic recovery** focuses on supporting

businesses and industries to overcome the impacts of an emergency (Coordinating Agency: DSG)

- **Environmental recovery** focuses on protecting natural and cultural assets and values, supporting primary producers and managing waste, pollution and biosecurity (Coordinating Agency: DPIPW)
- **Cross domain functions** include whole-of-government functions which cut across the social, economic, infrastructure and environmental domains (Coordinating Agency: DPAC)

For more details on functional domains and specific responsibilities see

- the *State Recovery Plan*; and
- the planning and guidance documents of the Recovery Coordinating and Responsible Agencies.

Agencies with functional responsibilities prepare and maintain arrangements to manage the delivery and coordination of relevant recovery functions, including partnerships and support arrangements with NGOs and community groups.

7.6 Early recovery planning

Early recovery refers to activities undertaken during and/or immediately after an emergency event to:

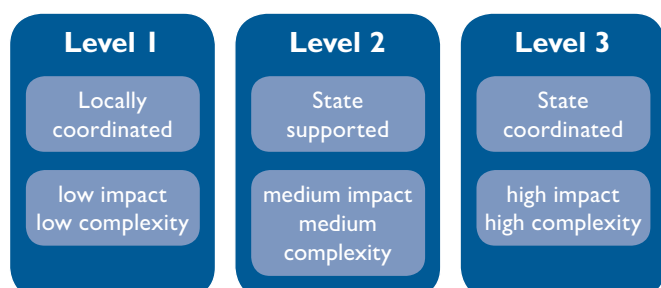
- understand and evaluate impacts, damage and recovery needs;
- consider and design appropriate governance structures and arrangements; and
- develop an initial action plan for medium to long term recovery.

This usually happens in parallel to, and is informed by, relief and short term recovery activities occurring as part of response management structures.

Municipal EM Coordinators (Municipal Recovery Coordinators) are responsible for identifying impacts and recovery needs within their local government area. If recovery assistance or coordination is required, they should advise the Regional EM Controller and/or RECC (if activated) which work in consultation with Municipal EM Coordinators to prepare and collate early impact assessments.

The State Recovery Advisor DPAC works in consultation with Regional RM Controllers, RMAs, Recovery Coordinating Agencies, and Municipal EM Coordinators (or Municipal Recovery Coordinators) to assess recovery needs, support the immediate recovery, and plan the medium to longterm recovery approach, including the need for State Government support and Affected Area Recovery Committees.

In consultation with the State EM Controller and the State Recovery Committee, the State Recovery Advisor advises the Government on recovery needs and arrangements, including recommendations for the most appropriate approach to long-term recovery. These arrangements exist regardless of whether the SCC is activated or not.



7.7 Medium to long-term recovery

Medium to long-term recovery involves the implementation of programs to help communities restore, rebuild and return to an effective level of functioning. Assistance may be delivered through government or non-government organisations, guided by relevant plans and arrangements, and the suitability and availability of local support services. Longterm recovery may be coordinated by a Municipal Recovery Committee, or through an AARC, which may be supported by a state-level Recovery Unit or Taskforce.

There are three broad approaches for long-term recovery coordination, depending on:

- the scale of impact;
- the expected duration and
- the complexity of the recovery process.

While the approach used will be modified according to assessed ongoing needs, the following provides a **general guide** to the type of governance arrangements that apply to each of the three levels. See the *State Recovery Plan* for more details.

LOCALLY COORDINATED

Locally coordinated recovery is managed and coordinated by the Municipal EM Coordinator (or Municipal Recovery Coordinator), with support from the MEMC.

STATE SUPPORTED

State supported recovery is managed and coordinated through an AARC, with assistance provided by the relevant Tasmanian Government agencies. AARC may be supported at the state level by a small Recovery Unit.

STATE COORDINATED

State coordinated recovery is led by a State Recovery Coordinator who coordinates state-level recovery activities guided by AARC. A Recovery Taskforce may be established to develop long term recovery plans, and coordinate assistance and capability across Tasmanian Government agencies.

These arrangements exist whether or not the SCC is activated. Generally, the SCC will not be active during long term recovery.

7.8 Recovery partners

NGOs and community groups play an important role in supporting recovery efforts. The Recovery Partners Network (RPN) provides a forum for government, NGOs and other partners to share information and resources, develop partnerships, encourage collaboration, support the coordination of relief and recovery efforts and inform ongoing needs assessment. During response and recovery, recovery partners work in collaboration with relevant Coordinating Agencies.

7.9 Public information and communication

When activated, the whole-of-government PIU is responsible for early relief and recovery communications and tasked accordingly. If the PIU is not active, DPAC's Communications and Protocol Unit will provide recovery communications support to DPAC OSEM as required. The PIU has a dedicated recovery team tasked with coordinating recovery information and managing the development of documentation that will guide the transition from response to recovery. The role of the PIU in recovery includes:

- developing a short-term recovery communications strategy;
- managing the TasRecovery website and social media accounts;
- activating recovery branded materials suitable for the emergency; and
- supporting the Recovery Advisor and liaising with the RECC and DPAC OSEM.

Following transition from response/ relief to recovery, the PIU's recovery responsibilities and functions will be transitioned to a Recovery Taskforce or the relevant recovery authority. The PIU's recovery team and its functions are important to ensure there is no gap in public information during this transition phase.

For more information about public information in recovery, refer to the *Tasmanian Public Information Guidelines*.

7.10 Financial management

Tasmanian Government agencies and Municipal Councils are responsible for authorising expenditure relating to their recovery functions. Recovery costs should be recorded separately by Municipal Councils and other organisations to simplify the cost reporting and claiming process under the *Tasmanian Relief and Recovery Arrangements* (TRRA) and *Disaster Recovery Funding Arrangements* (DRFA).

The TRRA is the primary policy under which the Tasmanian Government provides recovery financial assistance to individuals, businesses, primary producers, non-profit organisations and local government. Financial assistance is activated based on identified recovery needs and is targeted at those most impacted and unable to provide for their own recovery. DPAC is responsible for coordinating advice to the Premier regarding recovery needs and activation of financial assistance measures.

The DRFA is the primary mechanism by which the Australian Government provides natural disaster recovery financial assistance to Tasmania. DPAC is responsible for administering the DRFA in Tasmania.

7.11 Recovery review (lessons management)

The State Recovery Advisor oversees evaluations and internal reviews of state-level, long-term recovery processes to inform continuous improvement in preparedness for recovery.

7.12 Recovery functional responsibilities

The below table is based on the *State Recovery Plan* (Issue 3 2018) (the Plan). In the event of any inconsistency in information between the TEMA and the Plan in relation to functional responsibilities in recovery, **the Plan takes precedence**.

Refer to the Plan for more information on Coordinating Agency responsibilities and the role of Responsible Agencies.

Table 26: Recovery Functional Responsibilities

SOCIAL		
Coordinating Agency	DOH (State/Strategic level) THS (Regional/Operational level)	
Function	Responsible Agency	Support Agency
Evacuation and recovery centres	Municipal Councils	DoH (THS) NGOs
Emergency catering	DoH (THS) Municipal Councils	NGOs
Broker emergency accommodation	Communities Tasmania	Municipal Councils NGOs Regional tourism organisations
Psychological support, including personal support and outreach services	DoH (THS)	NGOs
Care for children	Communities Tasmania	NGOs
Financial assistance for personal hardship and distress	DoH (Strategic planning and coordination) Communities Tasmania (Operations)	DPAC (OSEM)
Financial assistance for not for profit organisations	DoH (Strategic planning and coordination) Communities Tasmania (Operations)	DPAC (OSEM)
Technical advice (as required):	DoH (PHS)	Municipal Councils DoJ (WorkSafe) DPIPWE (EPA)
ECONOMIC		
Coordinating Agency	DSG	
Function	Responsible Agency	Support Agency
Support for business and industry	DSG (Business and Trade Tasmania)	NGO's Industry representative or support bodies
Economic and industry-specific programs:	DSG (Business and Trade Tasmania)	Industry bodies Regional Tourism organisations Regional Development organisations
Financial assistance measures for small businesses	DSG (Business and Trade Tasmania)	DPAC (OSEM)

INFRASTRUCTURE		
Coordinating Agency	DSG	
Function	Responsible Agency	Support Agency
Roads and bridges	Road Manager (as applicable): DSG (State Roads) Municipal Councils DPIPWE (PWS) SST TasRail (Rail bridges) Hydro Tasmania	DSG (State Roads)
Other community infrastructure and recreational facilities	Asset owners (as applicable): Municipal Councils DPIPWE (PWS) SST	
Ports, airports and rail	TasPorts Airport Operators TasRail	DSG (Transport Systems & Planning Policy)
Electricity supply and generation	Hydro Tasmania TasNetworks	DSG (Office of Energy Planning) Australian Energy Market Operator
Natural gas	EnWave (TasGas) / Tasmanian Gas Pipeline Co.	DSG (Office of Energy Planning)
Liquid fuel supply	Liquid fuel suppliers	DSG (Office of Energy Planning)
Passenger transport services	DSG (Passenger Transport)) Metro Tasmania Transport Service Operators	Service Operators
Freight transport and continuity of essential goods supply	Transport Service Operators DSG (Transport Systems & Planning Policy)	Commercial freight and transport providers Suppliers and logistic companies
Telecommunications network supply	Telstra NBN Co Other network owners/managers	DPAC (DSS)
Water supply and wastewater treatment	TasWater Municipal Councils	DoH (PHS) DPIPWE (EPA + Water Resources and Marine Division)
Other infrastructure Public schools and libraries Hospitals and health centres Irrigation infrastructure Dams Other infrastructure	DoE DoH (THS) Tas Irrigation DPIPWE (Water Resources & Marine Division) Dam Safety) Asset owner	

ENVIRONMENT		
Coordinating Agency	DPIPWE	
Function	Responsible Agency	Support Agency
Environmental health and pollution	Municipal Councils DPIPWE (EPA) Asset owner	DOJ (WorkSafe) DoH (PHS)
Crown land, National Park and landscape rehabilitation	DPIPWE (PWS) DPIPWE (Natural & Cultural Heritage)	DPIPWE (PWS Wildcare) NGOs
Aboriginal, natural and cultural heritage	DPIPWE (Natural and Cultural Heritage) DPIPWE (Aboriginal Heritage Tasmania)	Tasmanian Aboriginal Land and Sea Council
Animal welfare, feed and fodder	DPIPWE (Natural and Cultural Heritage) DPIPWE (AgriGrowth Tasmania) DPIPWE (Biosecurity Tasmania) Municipal Councils	Community groups NGOs
Financial assistance measures for primary producers	DPIPWE (AgriGrowth Tasmania) Industry bodies NGOS	DPAC (OSEM)
Waste management and carcass removal	Municipal Councils DPIPWE (EPA)	
Biosecurity and invasive species	DPIPWE (Biosecurity Tasmania)	
CROSS-DOMAIN		
Coordinating Agency	DPAC	
Function	Responsible Agency	Support Agency
Large-scale demolition and clean-up	DPAC (OSEM)	Municipal Councils DPIPWE (EPA) DoJ (WorkSafe)
Government liaison with the insurance industry	DPAC (OSEM)	Insurance Council of Australia Insurers
Registration and enquiry	TASPOL Municipal Councils	NGOs
Public memorials	DPAC (OSEM) Municipal Councils	TASPOL DoH (THS) NGOs
Public donations – material goods	DPAC (OSEM)	NGOs
Spontaneous volunteers and offers of assistance	DPAC (OSEM)	NGOs
Public appeals	NGOs Financial institutions	DPAC (OSEM)
Land information and data services	DPAC DPIPWE (Land Tasmania)	DPAC (OSEM)

Impact and damage assessments	DPAC (OSEM)	Relevant Coordinating Agency DPIPWE (ES-GIS)
Internal and external communication about recovery efforts	DPAC (PIU) DPAC (OSEM) DPAC (Service Tasmania)	Community groups NGOs Coordinating Agencies
Tasmanian Relief and Recovery Arrangements (TRRA)	DPAC (OSEM)	Municipal Councils
Disaster Recovery Funding Arrangements (DRFA)	DPAC (OSEM)	Municipal Councils Treasury Tasmanian Audit Office Coordinating Agencies
Emerging issues and enquiries	DPAC (OSEM)	All agencies Municipal Councils NGOs

Appendices

Appendix I: Terms for Tasmanian Emergency Management

The table below contains terms relevant to and defined for the TEMA. These are additional to terms defined in the *Emergency Management Act 2006* (the Act) and have been developed to incorporate current (national) terminology and concepts.

The terms 'emergency' and 'disaster' are used interchangeably throughout the United Nations Sendai Framework. In keeping with that approach, the terms are also used throughout the TEMA where appropriate and are defined below:

- **Emergency:** an event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.
- **Disaster:** a serious disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to one or more of the following: human, material, economic or environmental losses and impacts.

Note that the Act uses shortened phrasing for a number of titles e.g. Municipal Committee for Municipal Emergency Management Committee and State Controller for State Emergency Management Controller.

The definition of number of terms below has been sourced from the Australian Disaster Resilience Knowledge Hub: www.knowledge.aidr.org.au/glossary/

TERM	In the Tasmanian emergency management context this means:
Affected Area Recovery Committee	A committee established under section 24E of the Act after an emergency event to coordinate longer term recovery activities at the regional and/or local levels. These committees bring together members of the affected community, Municipal Councils and relevant Tasmanian Government agencies to collaboratively plan, prioritise and coordinate regional and local recovery activities.
Australasian Inter-Service Incident Management System	AIIMS is a nationally adopted structure to formalise a coordinated approach to emergency incident management.
AIIMS structure	A nationally adopted structure to formalise a coordinated approach to emergency incident management.
associate plan	A plan approved by the approving authority as amended or substituted from time to time, under section 39 of the Act.
Australia and New Zealand Counter-terrorism Committee	ANZCTC national body comprising representatives from the Australian Government and State and Territory Governments that contributes to the security of the Australian community through the coordination of a nationwide cooperative framework for counter-terrorism and its consequences.
biosecurity	Biosecurity is the management of the risks to the economy, the environment and the community, of pests and disease entering, emerging, establishing or spreading.
capability	Capability is a function of human and physical resources, systems/processes, training and the supply chain (e.g. trained personnel with equipment ready for deployment).
capacity	The extent to which a capability can be applied to a particular task or function.
catastrophic disaster	An event that is beyond current arrangements, thinking, experience and imagination (i.e. that has overwhelmed technical, non-technical and social systems and resources, and has degraded or disabled governance structures and strategic and operational decision-making functions).

TERM	In the Tasmanian emergency management context this means:
centres	Evacuation (see below). Information (see below). Recovery (see below).
civil defence	Humanitarian tasks including the management of shelters, provision of emergency accommodation and supplies, and repair of critical/essential infrastructure in the event of armed conflict/hostilities.
combined area	Two or more municipal areas determined by the Minister to be a combined area for the purpose of establishing a combined Municipal Committee (section 19 of the Act).
COMDISPLAN	Australian Government Disaster Response Plan.
command	The internal direction of an organisation's resources in an emergency.
Common Operating Platform (COP)	Tasmanian Government emergency management, web-based mapping capability.
companion animal	A captive-bred animal that is not commercial livestock.
consequence management	A consequence is defined as: (a) the outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain or (b) the outcome of an event or situation expressed qualitatively or quantitatively. In the emergency risk management context, consequences are generally described as the effects on persons, society, the environment and the economy. Consequence management is activities undertaken to minimise recovery needs that emerge as a consequence of an incident such as protecting public health standards, restoring essential services and providing relief financial assistance.
consultation framework	The various groups within the emergency management system and how they contribute to decision-making, through consultation and collaboration. These groups include established committees, sub-committees, and related stakeholder groups and can be supplemented by temporary working groups.
control	The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan and carries with it the responsibility for tasking other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations.
coordination	The bringing together of organisations and other resources to support an emergency management response. It involves the systematic acquisition and application of resources (organisational, human and equipment) in an emergency situation.
Councils	See Municipal Councils (below).
counselling	The process of providing psychological support to people involved in an incident.
debrief	To gather information from participants in an action to gauge the success or otherwise of the action at the end of the task, shift or incident.
Deputy Municipal Coordinator	Deputy Municipal Emergency Management Coordinator appointed under section 23 of the Act.
Deputy Regional Controller	Appointed under section 17 of the Act.
Deputy State Controller	Appointed under section 10 of the Act.
disaster	A serious disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to one or more of the following: human, material, economic or environmental losses and impacts.

TERM	In the Tasmanian emergency management context this means:
emergency	In summary: an event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response. Defined in section 3 of the Act.
Emergency Coordination Centre	A facility established to coordinate and organise emergency provision of services. Can be established at municipal, regional and/or state levels.
emergency management	The planning, organisation, coordination and implementation of measures that are necessary or desirable to prevent, mitigate, respond to, resist, adapt to, overcome and recover from an emergency. Can include civil defence, emergency-related research or training, or the development of emergency policy and procedures relating to any of the above measures or actions (section 3 of the Act).
Emergency Management Act 2006	The legislation that provides for the protection of life, property and the environment in the event of an emergency in Tasmania, the establishment of Tasmania's emergency management arrangements and the provision of certain rescue and retrieval operations.
Emergency Management Plan	A document required by the Act (and other legislation that requires emergency management-related plans) that describes governance and coordination arrangements and assigned responsibilities for: a geographic area; identified hazard; or function relevant to emergency management. It includes descriptions of processes that provide for safe and effective operations for emergency situations.
emergency management worker	A member of a statutory service, whether for payment or other consideration or as a volunteer; or an authorised officer; or a person who does or omits to do any act in the assistance of, or under the direction or control of, an authorised officer (see section 3 of the Act).
Emergency Operations Centre	A facility, either static or mobile, from which the total operation or aspects of the operation are managed. A facility established to control and coordinate the response and support to an incident or emergency.
emergency powers	Powers specified in the Act. Schedule 1: Emergency Powers Schedule 2: Special Emergency Powers of State Controller and Regional Controllers (See Risk Assessment Powers, State of Alert and State of Emergency – below).
emergency risk management	A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.
environment	Components including: land, air and water; organic matter and inorganic matter; living organisms; human-made or modified structures and areas; interacting natural ecosystems; all other components of the earth (section 3 of the Act).
evacuation	The movement of people threatened by a hazard to a safer location and, typically, their eventual safe and timely return.
evacuation centre	A place, or facility, where people affected by an emergency may be provided with information in relation to hazards associated with the emergency or with temporary shelter from those hazards (section 3 of the Act).
Executive Officer	A person who is responsible for providing administrative and secretariat services for emergency management committees described in the Act.
exercise	Simulation of emergency management events, through discussion or actual deployment of personnel, in order: to train personnel; to review/test the planning process or other procedures; to identify needs and/or weaknesses; to demonstrate capabilities; and to practice people in working together.
Government agency	An Agency within the meaning of the State Service Act 2000 or (b) a Statutory Authority.
hazard	A place, structure, source or situation, that may potentially endanger, destroy or threaten to endanger or destroy human life, property or the environment (section 3 of the Act).

TERM	In the Tasmanian emergency management context this means:
Hazard Advisory Agency	Provides subject matter expertise and advice about risk and key mitigation strategies relating to particular hazards and emergencies. Hazard Advisory Agencies may have legislative and strategic policy responsibilities in Tasmania and nationally.
incident	An event, occurrence or set of circumstances that: <ul style="list-style-type: none"> • has a definite spatial extent • has a definite duration • calls for human intervention • has a set of concluding conditions that can be defined • is or will be under the control of an individual who has the authority to make decisions about the means by which it will be brought to an end.
Incident Control Centre	The location where the Incident Controller and various members of the Incident Management Team provide overall direction of response activities.
Incident Management System	The combination of facilities, equipment, personnel, procedures, and communications operating within a common organisational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (see AIIMS – above).
Incident Command and Control System Plus	ICCS Plus is a framework comprised of ten functions identified as the core elements of incident management in a police context. Those ten functions are the foundation for standardising incident management practices within and across Australian police jurisdictions (see also AIIMS – above).
information centre	A facility to provide visitors with, and answer inquiries for, information concerning the emergency or operation in progress. It includes the supply of information of a general nature to assist the victims.
interoperability	The establishment of relationships and arrangements to enable more effective management of emergencies, including the ability for organisations to provide resources to and accept resources from other organisations.
Joint Operations Coordination Officer	During a response to a bushfire, a Joint Operations Coordination Officer (JOCO) plays a vital role in monitoring and assisting the decisions and operations of TFS / TASPOL / SES and ensures coordination of response is directed towards the incident objective(s).
lessons management	An overarching term that refers to collecting, analysing, disseminating and applying learning experiences from events, exercises, programs and reviews.
Liaison Officer	A person nominated to represent his or her organisation for emergency management. Liaison Officers provide advice about their organisation's resources, structures and capabilities; act as a conduit for information; and may be authorised to commit resources of the organisation they represent.
Management Authority	Management Authorities provide direction so that capability is maintained for identified hazards across the PPRR phases. Assess and validate the effectiveness of strategies that they implement across the phases of emergency management.
Municipal Chairperson	The person determined by Council to be the Municipal Chairperson (section 21(2) of the Act).
Municipal Committee	A Municipal Emergency Management Committee established under section 20 of the Act.
Municipal Councils	Tasmanian local governments. 'Municipal Councils' is the preferred term in these arrangements (per the Act).
Municipal Recovery Coordinators	A council employee responsible for recovery at the municipal level, appointed under section 24G of the Act.
Municipal Coordinator	A person appointed as a Municipal Emergency Management Coordinator under section 23 of the Act.

TERM	In the Tasmanian emergency management context this means:
municipal/regional volunteer SES unit	A SES volunteer unit established under sections 47 and 48 of the Act.
National Counter- terrorism Plan	A national plan that outlines responsibilities, authorities and the mechanisms to prevent or, if they occur, manage acts of terrorism and their consequences within Australia.
National Terrorism Threat Advisory System	A scale of five levels to provide advice about the likelihood of an act of terrorism occurring in Australia.
occupier/owner	In relation to premises or a vehicle, means the person who is apparently in charge of the premises or vehicle at the relevant time (section 3 of the Act).
owner	Includes a lessee (section 3 of the Act).
pastoral care	The process of assisting the diverse, immediate as well as longer-term personal needs of people affected by a disaster. Such needs may encompass provision of information, practical advice on a range of issues and emotional support.
People who are at increased risk in an emergency	Individuals who find preparing for, responding to or recovering from an emergency challenging because they are experiencing factors that compromise their safety and security, health and wellbeing, knowledge, and/or social connection.
PPRR	A comprehensive approach to emergency management that considers prevention and mitigation, preparedness, response and recovery aspects of emergencies and their consequences.
premises	Includes land, any structure and a part of premises (section 3 - Emergency Management Act 2006).
preparedness	Planned and coordinated measures so safe and effective response and recovery can occur.
prevention and mitigation	Planned and coordinated measures that eliminate or reduce the frequency and/or consequences of emergencies
property	Includes an animal and any part of an animal; a plant and any part of a plant, whether alive or dead (section 3 of the Act).
psychosocial support	Refers to evidence based psychological and social support aimed at enhancing individual and community resilience to deal with the impacts of emergency events. Psychosocial support can include personal support, psychological first aid, brief intervention, therapeutic counseling, psycho education, and spiritual support. Psychosocial support can either be provided directly by, or under the supervision and oversight of, a tertiary qualified practitioner.
public information	The management of public information and perceptions during the response to an incident.
recovery	The process undertaken in an area or community affected by an emergency that returns all, or part of, the social, economic or environmental features or the infrastructure of that area or community to a functional standard, and/or assists the area or community during and after the emergency to deal with the impacts of the emergency (section 3 of the Act).
Recovery Centre	A place or facility where people affected by an emergency may be provided with information about, or support to recovery from, that emergency (section 3 of the Act).
Recovery Taskforce	Established under section 24C of the Act and lead by a State Recovery Coordinator (see below). A temporary Tasmanian Government business unit established after a significant natural disaster or other emergency to support affected communities and coordinate a whole-of-government recovery effort.
region	The northern region, the north-western region or the southern region of Tasmania, further defined in the Acts Interpretation Act 1931.
Regional Emergency Coordination Centre	A RECC is the facility from which the coordination of the emergency (consequence) management response occurs.

TERM	In the Tasmanian emergency management context this means:
Regional Emergency Management Team	Staff of the RECC who perform various roles relating to the coordination of the emergency management response within the region.
Regional Emergency Management Committee	A Regional Emergency Management Committee established under section 14 of the Act.
Regional Controller	The Regional Emergency Management Controller appointed under section 17 of the Act.
Register.Find.Reunite	Australian Government service operated by Australian Red Cross that registers, finds and reunites family, friends and loved ones after an emergency. Previously known as the National Registration and Inquiry System (NRIS).
relief	The provision of material aid and emergency medical care necessary to save and preserve lives and enable families to meet their basic needs.
resources	Includes any plant, vehicle, animal, apparatus, implement, earthmoving equipment, construction equipment, other equipment of any kind, persons, agency, authority, organisation or other requirement necessary for emergency management (section 3 of the Act).
Response Management Authority (RMA)	Specified agency responsible for resolving an incident.
resilience	The ability of a system, community or society exposed to hazards to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management.
response	Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support.
risk assessment powers	Powers specified in sections 37-39 of the Act. Powers under risk identification and assessment authorisation are extensive and not easily summarised here. Refer to sections 37–39 for full details.
situational awareness	Situational awareness involves not only an understanding of the current emergency incident but also forecasting how it could evolve, to provide advance warning of impending threats and to facilitate the planning of response and mitigation strategies.
span of control	Span of control is a concept that relates to the number of groups or individuals that can be supervised by one person (see AIIMS – above).
special emergency powers	Powers specified in Schedule 2 of the Act. If authorised under a declaration of a state of emergency, these powers mean that the State Controller or the Regional Controller affected by the declaration of a state of emergency can direct resources to persons involved in emergency management and take such actions considered appropriate for emergency management.
Standard Operating Procedures (SOP)	A set of directions detailing what actions could be taken, as well as how, when, by whom and why, for specific events or tasks.
State Controller	State Emergency Management Controller, appointed under section 10 of the Act.
State Control Centre	A facility where whole-of-government emergency management policy and strategy is coordinated during operations and/or exercises. Previously known as the State Crisis Centre (changed 2016).
state of alert	A state of alert declared under Division 3A of the Act for occasions where there is a significant threat of an emergency in Tasmania, or there is credible information that an emergency, existing outside Tasmania, may impact on Tasmania.

TERM	In the Tasmanian emergency management context this means:
state of emergency	A state of emergency declared under Division 4 of the Act for occasions where an emergency, or significant threat of emergency, exists within Tasmania, and that special emergency powers may be required.
State Emergency Management Committee (SEMC)	Established under section 7 of the Act. A management committee which institutes and coordinates policy, arrangements and strategies for State-level emergency management; coordinates/oversees the management of emergencies that affect more than one region and other emergencies; and identifies and promotes opportunities for improvement in emergency management.
State Recovery Advisor	Appointed under section 24A of the Act.
State Recovery Coordinator	Appointed under section 24D of the Act.
State Special Emergency Management Plan	A plan approved by the approving authority under section 35 of the Act, as amended or substituted from time to time.
statutory authority	A body or authority, whether incorporated or not, which is established or constituted by or under an Act or under the royal prerogative, being a body or authority which, or of which the governing authority, wholly or partly comprises a person or persons appointed by the Governor, a Minister or another statutory authority, but does not include a Government department (section 3 of the Act).
statutory service	Includes: the SES; Ambulance Tasmania; Tasmania Fire Service; Tasmania Police; a Municipal Council; or another body constituted under an Act or a Commonwealth Act; a Government agency or a part of a Government agency whose role usually includes emergency management, or which is, or may be, in a particular emergency, required to participate in emergency management (section 3 of the Act).
Strategic Directions Framework 2020-2025	The Framework describes the strategic priorities of the SEMC relating to disaster resilience and emergency management in Tasmania. The Framework is aligned with the Tasmanian Disaster Resilience Strategy and the TEMA.
Support Agency	Organisations that are responsible for the delivery and/or coordination of specific functional capabilities as agreed with Management Authorities. Support Agencies command their own resources in coordination with the Management Authority, as required. Support Agencies have specific capabilities or resources that address the need for a relevant support function.
TasALERT	Tasmania Government's official emergency website that brings together information from emergency services and government agencies.
TasNetworks	Government Business Enterprise that operates electricity transmission and distribution networks within Tasmania.
TasWater	Was formed through the amalgamation of the three Tasmanian Water and Sewerage Corporations (owned by local government Municipal Councils) and became a single state-wide water and sewerage corporation in 2011.
Tasmanian Disaster Resilience Strategy 2020–2025	The Strategy complements the TEMA and aligns with the international Sendai Framework for Disaster Risk Reduction and related national frameworks such as the National Strategy for Disaster Resilience and the National Disaster Risk Reduction Framework.
Tasmanian Emergency Management Plan (TEMP)	Superseded by the TEMA Issue 1 (in December 2019) as the approved arrangements for emergency management in Tasmania per section 32 of the Act.
validation	Activities that are conducted to assess or review the effectiveness of emergency management arrangements. Standard validation activities include exercises, operational debriefs, workshops, and reviews.

TERM	In the Tasmanian emergency management context this means:
vehicle	Includes: a car, truck, bus or other motor vehicle; or a ship, boat or other vessel; or an aeroplane or other aircraft; or a bicycle; trailer or wagon; or any other means of transport, however propelled, other than an animal (section 3 of the Act).
warning	Dissemination of message signalling imminent hazard which may include advice on protective measures.
wildlife	Includes any animal or plant living or growing in the wild, including a feral animal; or any carcass, dead remains or part of any wildlife; or any egg, sperm, seed, flower, fruit or material obtained from any wildlife (section 3 of the Act).
worker	A generic term used to describe people who perform defined functions for an organisation or system, including staff, volunteers and contractors/consultants.

Appendix 2: Acronyms

The table below lists acronyms that are commonly used in Tasmanian emergency management. This list is not intended to be exhaustive and not all of these acronyms are used in the TEMA.

ACRONYM	Stands for...
AARC	Affected Area Recovery Committee
ABS	Australian Bureau of Statistics
ACCC	Australian Crisis Coordination Centre
ADF	Australian Defence Force
AEMO	Australian Energy Market Operator
AHMPPI	Australian Health Management Plan for Pandemic Influenza
AIIMS	Australasian Inter-service Incident Management System
AMSA	Australian Maritime Safety Authority
ANZCTC	Australia New Zealand Counter-Terrorism Committee
ANZEMC	Australia New Zealand Emergency Management Committee
AQUAVETPLAN	Australian Aquatic Animal Disease Plan
AT	Ambulance Tasmania (of DoH)
AUSCONPLAN-SPRED	Australian Contingency Plan for Radioactive Space Re-entry Debris
AUSVETPLAN	Australian Veterinary Emergency Plan
BoM	Bureau of Meteorology
CAG	Council of Attorneys-General
CBRN	Chemical, Biological, Radiological, Nuclear
ChemPlan	National Marine Chemical Spill Contingency Plan
CIP	Critical Infrastructure Protection
COAG	Council of Australian Governments
COMDISPLAN	Australian Government Disaster Response Plan
COMRECEPLAN	Australian Government Plan for the Reception of Australian Citizens and approved Foreign Nationals Evacuated from Overseas
DA	Department of Agriculture (Australian Government)
DACC	Defence Aid to the Civil Community
DFACA	Defence Force Aid to Civilian Authorities
DH	Department of Health (Australian Government)
DHA	Department of Home Affairs (Australian Government)
DMC	Deputy Municipal Coordinator
DoC	Department of Communities

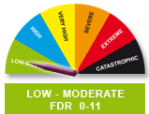


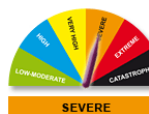
ACRONYM	Stands for...
DoE	Department of Education
DoH	Department of Health
DoJ	Department of Justice
DoTF	Department of Treasury and Finance
DPAC	Department of Premier and Cabinet
DPAC	Department of Prime Minister and Cabinet (Australian Government)
DPFEM	Department of Police, Fire and Emergency Management
DPIPWE	Department of Primary Industries, Parks, Water and Environment
DRF	Disaster Recovery Funding (Australian Government)
DSG	Department of State Growth
DSL	Dangerous Substances Location
DSS	Department of Social Services (Australian Government)
DVI	Disaster Victim Identification
ECC	Emergency Coordination Centre
EMA	Emergency Management Australia (Australian Government)
EMP	Emergency Management Plan
EMSC	Emergency Management Steering Committee
EOC	Emergency Operations Centre
EPA	Environment Protection Authority (a division of DPIPWE)
FSST	Forensic Science Service Tasmania
GA	Geosciences Australia (Australian Government)
GIS	Geographic Information Systems
IMT	Incident Management Team
JOSS	Joint Operations Support Section (ADF)
LAEIRP	Live Animal Export Incident Response Plan
LGAT	Local Government Association of Tasmania
MAST	Marine and Safety Tasmania
MC	Municipal Coordinator
MCPM	Ministerial Council for Police and Emergency Management
MRC	Municipal Recovery Coordinator
MECC	Municipal Emergency Coordination Centre
MHF	Major Hazard Facility
MRT	Mineral Resources Tasmania
NCTP	National Counter-terrorism Plan






ACRONYM	Stands for...
NECC	National Emergency Call Centre
NEM	National Electricity Market
NEMEP	National Electricity Market Emergency Protocol
NGERAC	National Gas Emergency Response Advisory Committee
NGERP	National Gas Emergency Response Protocol
NGO	Non-Government Organisation
NLFERP	National Liquid Fuel Emergency Response Plan
NMOSC	National Marine Oil Spill Contingency Plan
OPSMAN I	Defence Operations Manual: Visits to Australia by Nuclear Powered Warships
OSEM	Office of Security and Emergency Management (of DPAC)
PHS	Public Health Services (DoH)
PIU	Public Information Unit (of DPAC)
PPRR	Prevention and Mitigation, Preparedness, Response and Recovery
PWS	Parks and Wildlife Service (division of DPIPW)
RAF	Request for Additional Funds
RCR	Road Crash Rescue
RSRC	Regional Social Recovery Coordinator
RECC	Regional Emergency Coordination Centre
REMC	Regional Emergency Management Committee
SCC	State Control Centre
SDF	Strategic Directions Framework
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SHHSEC	State Health and Human Services Emergency Committee
SITREP	Situation Report
SOP	Standard Operating Procedure
SRCT	Special Response and Counter-terrorism (TASPOL)
TASPOL	Tasmania Police
TasPorts	Tasmanian Ports Corporation
TEIS	Tasmanian Emergency Information Service
TEMA	Tasmanian Emergency Management Arrangements
TFS	Tasmania Fire Service
TGP	Tasmanian Gas Pipeline Company

ACRONYM	Stands for...
THS	Tasmanian Health Service (DoH)
TRRA	Tasmanian Relief and Recovery Arrangements
WOG	Whole Of Government
WST	WorkSafe Tasmania

Appendix 3: Warnings Summary

Table 27: Warnings summary

WARNING TYPE	WHEN	WHO	HOW
EMERGENCY ALERT			
Emergency Alert	Signals imminent danger and used to alert the community. May include advice on protective measures.	RMA	Mobile phone and landline telephones in by billing address within a selected geographic location. and / or Mobile phones located within a selected geographic area.
EXTREME HEAT			
Extreme Heat Warning	During times when the BoM's three day extreme heat service forecasts extreme heat conditions for major populations.	DoH	DoH website, TasAlert and media outlets.
FIRE DANGER RATING			
Low–Moderate Fire Danger Rating (FDR 0–11) 	Fires breaking out today can be controlled easily. There is little risk to people and property.	TFS	TFS website, TasAlert and media outlets.
High Fire Danger Rating (FDR 12–24) 	Fires breaking out today can be controlled. People in the path of a fire are unlikely to be killed or seriously injured if they take shelter. Well-prepared and actively defended homes can offer safety during a fire.	TFS	TFS website, TasAlert and media outlets.
Very High Fire Danger Rating (FDR 25–49) 	Some fires breaking out today will spread rapidly and be difficult to control. There is a possibility that people in the path of a fire will be killed or seriously injured. Some homes may be destroyed. However, well-prepared and actively defended homes can offer safety during a fire.	TFS	TFS website, TasAlert and media outlets.
Severe Fire Danger Rating (FDR 50–74) 	Some fires breaking out today will spread rapidly and be uncontrollable. People in the path of a fire may be killed or seriously injured. Some homes are likely to be destroyed. However, well-prepared and actively defended homes can offer safety during a fire.	TFS	TFS website, TasAlert and media outlets.

WARNING TYPE	WHEN	WHO	HOW
<p>Extreme Fire Danger Rating (FDR 75–99)</p> 	<p>Some fires breaking out today will spread rapidly and be uncontrollable. People in the path of a fire may be killed or seriously injured. Many homes are very likely to be destroyed. Only well-constructed, well-prepared and actively defended homes are likely to offer safety during a fire.</p>	TFS	TFS website, TasAlert and media outlets.
<p>Catastrophic Fire Danger Rating (FDR >100)</p> 	<p>Some fires breaking out today will spread rapidly and be uncontrollable. There is a high likelihood that people in the path of a fire will be killed or seriously injured. Many homes are very likely to be destroyed. Even the best prepared homes will not be safe today.</p>	TFS	TFS website, TasAlert and media outlets.
FIRE MESSAGES			
<p>Advice</p> 	<p>‘Bushfire Advice’ message – this will advise you that a fire has started but there is no immediate danger, and includes general information to keep you up to date with developments.</p>	TFS	TFS website, TasAlert and media outlets.
<p>Watch and Act</p> 	<p>‘Bushfire Watch and Act’ message – this represents a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.</p>	TFS	TFS website, TasAlert and media outlets.
<p>Emergency Warning</p> 	<p>‘Bushfire Emergency Warning’ – this will indicate that people in specific locations are in danger and need to take action immediately, as they will be impacted by fire. This message may be preceded by an emergency warning signal (a siren sound).</p>	TFS	TFS website, TasAlert and media outlets.
PUBLIC HEALTH WARNINGS			
<p>Public health related emergency</p>	<p>During times when there is an imminent, emerging or actual public health emergency.</p>	DoH	DoH website, TasAlert and media outlets.
STANDARD EMERGENCY WARNING SIGNAL (SEWS)			
<p>SEWS</p>	<p>Limited to significant emergency situations and is only for providing urgent safety messages. Four criteria should all be present to confirm that the use of the signal is appropriate:</p> <ul style="list-style-type: none"> Potential for loss of life and/or a major threat to a significant number of properties or the large-scale environment; Impact has occurred or is expected within 12 hours; A significant number of people need to be warned; and One or more phenomena are expected to be destructive. 	<p>DPFEM Media & Comms or TasGov PIU</p>	<p>SEWS (sound) and verbal/written messaging through media outlets</p>

WARNING TYPE	WHEN	WHO	HOW
TERRORISM			
National Terrorism Threat Advisory System (NTTAS)	A scale of five levels to provide advice about the likelihood of an act of terrorism occurring in Australia.	Aust Gov	All media outlets, TasALERT
TSUNAMI			
No threat	An undersea earthquake has been detected, however it has not generated a tsunami, or the tsunami poses no threat to Australia and its offshore territories.	BoM	BoM website, TasAlert and media outlets.
Marine Alert and Land Alert	Warning of potentially dangerous waves, strong ocean currents in the marine environment and the possibility of only some localised overflow onto the immediate foreshore.	BoM	BoM website, TasAlert and media outlets.
Marine Warning and Land Warning	Warning for low-lying coastal areas of major land inundation, flooding, dangerous waves and strong ocean currents.	BoM	BoM website, TasAlert and media outlets.
WEATHER WARNINGS			
Flood / severe weather	When forecast and updated / re-issued as and when required.	BoM	BoM website, TasAlert and media outlets.
Fire weather	Issued when the rating on the Fire Danger Rating scale is expected to exceed thresholds agreed to with fire agencies.	BoM	BoM website, TasAlert and media outlets.

Appendix 4: Summary of main categories of powers under the *Emergency Management Act 2006*

RISK IDENTIFICATION AND ASSESSMENT POWERS (Section 36–39)

Brief description	<p>Allows the State EM Controller to authorise entry by a specified authorised officer to inspect a specified place, premises or vehicle, or a class of places, premises or vehicles connected with the place, structure, source or situation that may be a potential hazard or risk activity.</p> <p>Once authorised, the authorised officer has certain powers to impose risk mitigation requirements on the owner of, person in charge of or person responsible for the place, structure, source or situation, or person carrying on the risk activity.</p>
Approval authority	State EM Controller
Reason/justification for approval	State EM Controller considers that a place, structure, source or situation may be a potential hazard or that an activity may be a potential risk activity that might cause, contribute to or aggravate an emergency.
Duration	As stipulated in the authority.
Extensions	State EM Controller, as required but conditions at section 37(2) must be met for the extension.
Conditions/other requirements	<ul style="list-style-type: none"> Minister must be informed if entry requires notice to be given (i.e. Occupier consent not initially given). Authorisation and any amendments must be in writing and include all details (including the nature of the risk, the authorised officer) – copy must be provided to the occupier. Consent must be provided by occupier unless: <ul style="list-style-type: none"> – 3 days written notice is provided; or – the premises is open to the public. State EM Controller must report to the Minister all occasions these powers have been authorised each year (section 63). Minister must report to Parliament all occasions these powers have been authorised each year (section 63).

EMERGENCY POWERS – Section 40–41 and Schedule 1

Brief description	Allows the State EM Controller (and specified Regional EM Controllers during a declared state of emergency) to authorise the exercise, by one or more specified authorised officers, of certain specified emergency powers from Schedule 1 of the Act.
Approval authority	State EM Controller
Reason/justification for approval	<p>State EM Controller must be satisfied on reasonable grounds that an emergency (includes potential emergency) is occurring or has occurred in Tasmanian and that the powers are necessary to:</p> <p>Protect persons from distress, injury or death; or</p> <p>Protect property or the environment from damage or destruction.</p>
Duration	Up to 7 days unless sooner revoked.
Extensions	Up to 7 days with consent of the Minister.
Conditions/other requirements	<ul style="list-style-type: none"> Minister must be informed. Authorisation may be oral or in writing, but if it is oral it is to be confirmed in writing as soon as practicable and must include all details (include the appropriate authorised officer(s) able to exercise the powers, the specific emergency powers that may be exercised, timings, area etc.) – copy must be provided to affected Regional EM Controllers and authorised officers who may exercise the powers. State EM Controller must report to the Minister all occasions these powers have been authorised each year (section 63). Minister must report to Parliament all occasions these powers have been authorised each year (section 63).

STATE OF ALERT AND EMERGENCY POWERS (Section 41A–41D)

Brief description	<p>Allows the State EM Controller to declare a state of alert under which specified emergency powers may be exercised by the relevant Regional EM Controller, or any person or class of persons that the State EM Controller thinks fit.</p> <p>The emergency powers may only be exercised for the purposes of making necessary preparations, or to mitigate risks, in relation to an emergency. If a state of alert has been declared, the relevant Regional EM Controller may authorise the exercise of all, or any, emergency powers (unless the State EM Controller has directed otherwise).</p>
Approval authority	State EM Controller
Reason/justification for approval	The State EM Controller must be satisfied on reasonable grounds that there is a significant threat of an emergency occurring in Tasmania; or is satisfied on credible information that an emergency that may impact on Tasmania is occurring, or may occur, outside Tasmania.
Duration	As stipulated in the declaration, but not exceeding 7 days. A declaration may be revoked at any time.
Extensions	For one or more further periods, each of which does not exceed 7 days.
Conditions/other requirements	<ul style="list-style-type: none"> • A declaration (as well as any extension, amendment or revocation) may be oral or in writing. If oral, it is to be confirmed in writing as soon as practicable. • The declaration is to specify the emergency powers that may be exercised by a Regional EM Controller, or any person or class of persons that the State Controller thinks fit. • The State EM Controller and relevant Regional EM Controller are to manage the emergency in accordance with any relevant emergency management plan and as s/he considers appropriate. • The Regional EM Controller is to take action as required by any relevant emergency management plan, or take immediate action to use, direct and coordinate resources to counter the likely effects of the emergency. • The relevant Municipal EM Coordinator is to advise and assist the Regional EM Controller.

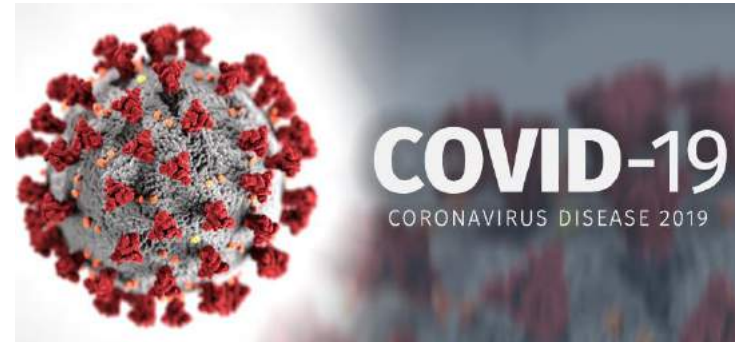
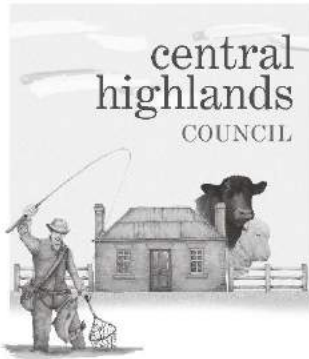
SPECIAL EMERGENCY POWERS (Section 42–45)

Brief description	Allows the Premier of Tasmania to authorise within a declaration of state of emergency certain special emergency powers from Schedule 2 of the EM Act that may be exercised by the State EM Controller and/or Regional EM Controllers (as specified in the declaration). These powers apply to major emergencies.
Approval authority	Premier
Reason/justification for approval	<p>The Premier may declare a state of emergency if he or she is satisfied, on reasonable grounds, of one or more of the following:</p> <p>that an emergency, or a significant threat of an emergency, is occurring or has occurred in Tasmania;</p> <p>that the existing circumstances require, or may require, the exercise of special emergency powers.</p>
Duration	Up to 14 days (up to 12 weeks for a major animal/human disease emergency) unless the declaration is sooner revoked by the Premier.
Extensions	Up to 14 days (up to 12 weeks for a major animal/human disease emergency).
Conditions/other requirements	<ul style="list-style-type: none"> • Declaration may be oral or in writing, but if it is oral it is to be confirmed in writing as soon as practicable and must include all details (including the authorised officers and specific special emergency powers that may be exercised, timings, area, etc.) – copy must be provided to the persons who may exercise these powers. • State Emergency Management Committee must review the ongoing need for a declaration exceeding 4 weeks and then every 2 weeks and advise the Premier accordingly. • State Controller must report to the Minister all occasions these powers have been authorised each year (section 63). • Minister must report to Parliament all occasions these powers have been authorised each year (section 63).

Appendix 5: Significant emergencies in Tasmania

EVENT	Consequence summary
August 1875 Ship sinking King Island	408 dead. The sinking of the Cataracqui represents the largest number of lives lost in a peacetime emergency in recorded Australian history.
October 1912 Copper mine fire Queenstown	42 deaths and 30 injuries. Of the 170 miners underground, 70 escaped up the main shaft. Another 58 miners survived (rescued after spending about 107 hours underground after the fire started). Interjurisdictional support for the rescue came from Ballarat and Bendigo. Diving equipment and expertise supported the search. Contributing factors for the consequences included the lack of a warning system and limited egress points.
March 1918 Pandemic influenza ('Spanish Flu') Australia	Estimated to have infected half of the world's population and killed over 40 million people with a mortality rate of greater than 2.5%.
April 1929 Flooding Northern Tasmania	22 dead. The flooding resulted in the greatest loss of life for any single Tasmanian flood event. 4500 people in Launceston were evacuated. Infrastructure destroyed/damaged included Duck Reach Power Station, suspension bridge in the Cataract Gorge and numerous road and rail bridges. Serious flooding also occurred elsewhere in the State.
March 1946 Aviation crash Hobart	25 dead. 1 aircraft destroyed.
February 1967 Bushfires ('Black Tuesday') Southern Tasmania	64 dead, 900 injured. 80 000 animals dead. 1400 homes destroyed. 264,270 hectares burnt.
September 1974 Boiler explosion Sandy Bay	Seven dead. Mt St Canace Convent partially destroyed.
January 1975 Structural collapse Hobart	12 dead. The Tasman Bridge repair took two years and cost approximately \$44 million. It was officially re-opened on 8 October 1977, however, more holistic recovery took 20 years to address the significant social dislocation and psychological affects.
February 1981 Bushfires West Coast	39 homes, one community hall and one caravan destroyed, 13,500 hectares burnt. Significant community recovery effort mounted by the State Government.
February 1982 Bushfires All regions	One fire related death, two houses, one shack and 38 outbuildings destroyed. In addition to 3000 sheep killed, there was damage to farm equipment, fences, 5000 hectares of pastures, large areas of forest and some construction equipment. ADF troops deployed to assist from 5/7 Battalion from the Royal Australian Regiment. Special State of Emergency declared, which was the only declaration of this kind made under the Emergency Services Act 1976.
July 1995 Oil spill – 'Iron Baron', Hebe Reef Northern Tasmania	Between 325–550 tonnes of heavy fuel (or bunker) oil were spilled in Bass Strait over a 20-day period, which included the initial grounding as well as the salvage operations. This resulted in significant environmental impact to wildlife, especially sea birds, with a large number affected. The full financial cost is unknown, but BHP and insurers lost over \$30 million (the ship was valued at \$21 million).
28 April 1996 Mass shooting Port Arthur	35 dead, 37 injured Australians reacted to the event with widespread shock and horror, and psycho-social recovery has been incredibly challenging. The political effects included dramatic changes to firearm controls and licensing, increased profile of mental health in the community and ongoing debate about the role of the media in covering such tragedies.

EVENT	Consequence summary
April 2006 Mine collapse Beaconsfield	One dead. Significant lessons identified related to working with the media, and multi-agency/organisation response operations involving State agencies with the privately owned mine management over an extended period (approximately two weeks).
December 2006 Bushfires East Coast	One dead. 27 homes destroyed and 50 damaged. Forestry Tasmania lost approximately \$50 million worth of production timber. There was significant damage to State road assets at St Marys Pass with recovery continuing into 2009 at an estimated cost of \$1.5 million.
September 2007 Structure fire (Myer) Hobart	A structure fire destroyed the historic 1836 building and resulted in significant and ongoing disruption to trade in the central business district. It is estimated that the fire cost \$100 million (damage to buildings and lost trade), with more than 200 local businesses registering for information in the days after the fire. A significant number of these required additional support to clean up and re-open. While Myer relocated its stores and recommenced trading within a couple of months of the fire, the original site remained empty more than seven years after the event.
2009 Influenza A/H1N1 pandemic	Over 500,000 confirmed cases worldwide, including more than 37,000 in Australia. Tasmania experienced more than 1000 confirmed cases, more than 100 hospitalisations, and seven associated deaths. The largest and longest health led multi-agency response in Tasmania in recent times.
January – August 2011 Floods	Flash flooding and major riverine flooding across the north of the State caused an estimated \$26 million damage to property.* Record rainfall was associated with one of the top three La Nina events since records commenced in 1876. <i>*Does not include private property damage.</i>
January 2013 Bushfires Forcett / Dunally Southeast Tasmania	More than 60 bushfires burnt across Tasmania and spread across 40,000 hectares, resulting in widespread loss of homes, businesses, public infrastructure and flora and fauna, and causing an estimated \$150 million of damage. The municipalities of Sorell and Tasman were particularly affected with 320 properties either damaged or destroyed. The recovery effort was the most significant seen in Tasmania since the 1967 bushfires and was formally captured in the <i>'Transition to Long Term Recovery Report'</i> produced by the Bushfire Recovery Taskforce and the <i>'Review of Recovery Arrangements'</i> produced by the Tasmanian Government.
January – February 2016 Bushfires	In January and February 2016, thousands of lightning strikes were recorded and started multiple fires in exceptionally dry conditions. From 13 January to 15 March 2016 a total of 145 vegetation fires affected approximately 126,800 hectares across Tasmania, including approximately 19,800 hectares (around 1.3%) of the Tasmanian Wilderness World Heritage Area (TWWHA).
June – July 2016 Floods	Three people died during the floods that impacted a number of areas in the State, particularly the Mersey River and associated catchments between the 4–7 June 2016. The floods caused approximately \$180M damage to houses, farms, livestock and infrastructure. There were also very significant impacts on the environment.
2018 Biosecurity – Queensland Fruit Fly incursion	Tasmania's \$50M stone fruit export market was under threat from a fruit fly outbreak. The detection of Queensland fruit fly on the Tasmanian mainland and Flinders Island led to a statewide alert for the pest. Approximately 60km of the State's Northern coast was placed under quarantine with control zones established in a 15km radius around confirmed fruit fly sightings. Tasmania's fruit fly pest free area status remains unchanged.
December 2018 – January 2019 Bushfires Southern region	A significant number of bushfires, many in remote locations including TWWHA (88,227ha), were ignited as a result of lightning strikes in late December and early January. The 2018–19 fire season was unprecedented in the total area burnt (210,310ha) and extraordinary in duration, with firefighting activities undertaken for over 80 days, much of it in remote areas. Approximately 3 percent of the total area of the State was impacted by fire.



COVID 19 SAFETY PLANS CLEANING SCHEDULES

**Version 3.1 –
updated 13th July 2022**

1.0 COVID-19 Safety Plan

Council and Public Access Areas.

Unit / Manager	
Relevant Scope / Activities	<p data-bbox="656 579 1469 619">Responding to an Incident in the Workplace Page 5</p> <p data-bbox="656 667 1346 699">Access to Playgrounds Reserves and Parks Public Buildings</p> <p data-bbox="656 738 1182 770">Council owned public buildings, parks etc.</p> <ul data-bbox="656 850 1518 1492" style="list-style-type: none"> • Hamilton Council Office; • Bothwell Council Office; • Hamilton Camping Ground; • Hamilton Hall; • Hamilton Street Library; • Bothwell Caravan /camping Ground; • Bothwell Hall; • Bothwell Recreation Ground; • Bothwell Football Club and Community Centre; • Ellendale Hall; • Ellendale Recreation Ground; • Great Lake Community Centre; • Ouse Hall; • Central Highlands Visitor Centre; • Bothwell Swimming Pool and • Other Camping Facility and Playgrounds across the municipality • Hamilton Landfill • Waste Transfer Stations

Location	Central Highlands Council play grounds, reserves and parks and Public Buildings
Background	Covid-19 restriction lifted
Triggers for: <ul style="list-style-type: none"> - Re-opening or modifying services - Returning workers to site; or modifying on-site presence 	<ul style="list-style-type: none"> - Risk of virus transmission changed (low number of active cases = reduced risk, increase in active cases or outbreak = increased risk) - Testing criteria expanded and capacity for testing increased - Government has relaxed restrictions (where the function has been subject to a mandated restriction) - Government restrictions able to be adhered to - Additional control measures able to be implemented (as required) to minimise the risk of transmission to a tolerable level - Service/function either requires an on-site presence or would benefit from on-site presence
COVID-19 Risks	<p>Gatherings in numbers greater than that prescribed by the Tasmania Government under the provisions of a declaration under the Health Act.</p> <p>Recreational users not observing prescribed social distancing protocols.</p> <p>Group activities in facilities provided by the Central Highlands Council exceeding the groups sizes prescribed and not observing social distancing and hygiene requirements.</p> <p>Contamination of surfaces between bookings or visits by groups</p>

Proposed Controls Required to Address COVID-19 Risks

Controls to address risks to staff and the public <ul style="list-style-type: none"> • Limits on the size of groups for bookable spaces in accordance with the prescriptions declared under the order of the Tasmanian Government • Incorporation of social distancing and hygiene requirements for any bookings through an additional set of conditions and requiring covid 19 safety and hygiene plans for any group bookings. • Awareness posters for social distancing and hygiene protocols in bookable spaces to be maintained • Social distancing and hygiene awareness posters to be maintained at sites where gathering is likely to occur. This includes playgrounds, Reserves, parks shelters and BBQ facilities. • Cleaning regime as per cleaning schedules • Monitoring of compliance with breaches reports to Tasmania PoliceDELETED • Users of Hall to supply Covid 19 safety plan for maintaining social distancing and hygiene requirements, to agree to Hirer agreement. • Running water in taps for a period of two minutes prior to use in areas to be used • A safety checklist may be required to be filled out, copy attached for reference.
--

- Masks may be required for Council MEETINGS indoors **DELETED**
- **Recommended that at Council Meetings masks should be worn and at any meeting outside Council that is indoors.**
- Matters that would ordinarily require a physical action to either support the conduct of a council meeting, or in relation to certain approvals, may be done electronically (Section 17 of the Act).
- Councils may meet in the 'approved manner' as provided for under section 18 of the Act. This allows for councils to meet and transact business by means of teleconference, or another agreed method. The Notice provides the discretion for all or some councillors to participate in meetings remotely, subject to the relevant circumstances.
- Documents that require physical display or inspection at council premises under the suite of local government legislation can instead be displayed or inspected in the 'approved manner', which provides that these documents must be accessible on council websites (Section 19 of the Act).
- **Check in Tas QR Code for all venues and offices Deleted**

Vaccinations

Employed or Engaged

Under the direction of the Public Health there is a requirement for a person to be vaccinated where they are employed or engaged at a medical or health facility. Where a council leases a defined and separated space (eg room) to a health or allied health provider as defined in the direction then the health or allied health provider is responsible for making sure they are vaccinated and their staff supporting the activities are vaccinated. Furthermore it is only the hired space which is deemed to be the health or medical facility.

In comparison, where a council runs an immunisation clinic, or engages a provider to deliver allied health service to the community then the council is required to ensure that the staff supporting the vaccination clinic/service are also vaccinated (noting this is the case where the facility in which the service is delivered is deemed to be a health or medical facility). The council also needs to be cognisant of the facility in which the service is provided as to which part of the facility is deemed to be the health or medical facility. This will dictate whether there will be a broader impact on staff and volunteers who may also work within the building/space.

In a situation where an allied health provider hires an entire facility (eg community hall) for a period of time on a regular basis eg weekly then the facility is only deemed to be a health or medical facility during the period in which the facility is used for that purpose.

Bothwell Recreation Ground

The use of the club rooms will require a Covid 19 Safety Plan for each group who utilises the venue, , and numbers must be limited to the Governments social distancing requirements.

Sharing of exercise equipment or communal facilities is now allowed under the Tasmanian Governments Restrictions for Sport and Recreation

- Apply personal hygiene measures – hand sanitiser before and after
- Do not share water bottles or towels
- Do not attend training if unwell

Crowds as per Tasmanian Government Gathering Restrictions

Get in train and get out, no mingling

- Not more than 1-person p/2sqm
- Kicking, handballing, running, fitness, hand/ball skills and game education
- Can use skipping ropes, mats, other equipment as required
- Stagger training groups
- Arrive dressed to train
- Log attendance
- Briefings in advance
- Maintain social distance between activities
- No unnecessary social gatherings.

Gathering limits and the requirement to maintain physical distancing where practical applies to all sports, exercise and recreation as per Tasmanian Government requirements

Controls to address risks to the staff

- **Reading, signing and following the Safe Work Method Statements for offices and works depots**
- **Adhere to Safe Work Method Statements.**
- Observing social distancing and hygiene protocols
- Suitable PPE and training to be provided for staff cleaning facilities including Hamilton Landfill and Waste Transfer Stations
- Continuation of existing controls, such as vehicle cleansing per cleaning schedule
- Facilities cleaning schedule in place.
- Advice on what to do if unwell and not to attend work.
- Keeping records of visitors attending sites worksites and offices QR codes to be used by all visitors and staff.
- Workers must take reasonable care of their own safety and make sure they don't affect the health and safety of anyone else (such as a co-worker). Workers must also comply with any reasonable work health and safety requirements.

Responding to an Incident of Covid 19 in the Workplace

- Any person showing symptoms or has an elevated temperature must go home and self isolate and get tested. ,
The Government is establishing a State-wide distribution network to ensure that RATs are available in all parts of the State for people who are symptomatic or who have been identified as a close contact. This will involve setting up a number of drive through sites where RATs can be provided to eligible people with limited contact. **DELETED**
- If the person tests positive to Covid contact the the Public Health Department and your works Manager to advise.
- Provide a list of names and contact numbers of anyone who may have had contact with the person during work hours.
- Liaise with Public Health Services to coordinate appropriate communication about the case or outbreak to other people associated with the setting. **DELETED**
- Public Health will coordinate the contact tracing. **DELETED NO LONGER DONE**
- Restrict access to areas that may have been contaminated, including spaces where the person spent time within the previous 48 hours, until cleaning and disinfection are completed The Office and works depot at the location of the positive test should be closed and a deep cleaning organised for the areas of concern.
- Limit entry to the premises and movement within the premises
- Advise staff, visitors, contractors and customers of the general situation, in liaison with Public Health Services **DELETED**
- Protect others by displaying outbreak signage and enhancing physical distancing in the setting.
- Workers should self isolate and get tested **DELETED**
- positive cases are still required to isolate for at least 7 days
- close contacts are still required to follow close contact rules, including testing daily if leaving their home and wearing a mask when outside their home
- anyone with symptoms, even mild, should still stay at home, get tested and report a positive RAT. The Department of Health will continue providing testing for COVID-19 including access to PCR testing and RATs.
- workplaces need to continue to include COVID-19 as part of workplace health and safety practices and consider what they can do to reduce risks
-
- masks are no longer mandated in most settings but are still recommended.
- COVID-safe behaviours are still recommended, including physical distancing and wearing a mask where it is not possible or where there are individuals who are at risk of severe illness
-

The Public Health Department will advise if those who tested negative can return to work and when. **DELETED**

Information on Rapid Antigen Testing

Dept of Premier and Cabinet

The Tasmanian Government has purchased a supply of RATs to reduce the impact of COVID-19 measures on the continuity of essential services. As foreshadowed during the meeting, councils are encouraged to consider the role that RATs can play in maintaining essential services over the coming months.

The routine and widespread use of RATs as a precautionary screening tool is unlikely to be required except in very high risk environments (such as high-risk surgery). RATs may, however, be useful as a risk mitigation tool where COVID has been detected in a work environment, and where RATs can play a role in reducing its impact on essential services.

Please note that Council employees who are symptomatic or who have been identified as a close contacts, like the rest of the community, will continue to have access to free RATs through the Public Health Service. Other staff members can access RATs from pharmacies at their expense or for free if eligible under Commonwealth programs.

Other Controls

- Self-regulation
- Forward complaints of non-compliance to the Tasmanian Police
- Full Covid 19 Vaccination

Consultation

In preparing this document I have consulted with staff and the Works and Services

Prepared Reviewed	Bev Armstrong <i>Bev Armstrong</i>	Date: 13-5-20 <i>30th June 2021</i> <i>Reviewed Oct 1 2021</i> <i>Reviewed February 2nd 2022</i> <i>Reviewed 6th April 2022</i> <i>Reviewed 13th July 2022</i>

LOCKDOWNS NO LONGER REQUIRED THIS SECTION IS NOW OBSOLETE

LOCAL GOVERNMENT PLANNING FOR A LOCKDOWN

The restrictions that are being planned in the event of a regional or state-wide lockdown will impact Local Government services and facilities.

During a lockdown, some public areas may be required to close, and some non-essential services may be required to cease. This is consistent with the requirement for people to stay at home, work from home if possible, and to limit their movement in the communities during a lockdown.

The list below is for planning purposes and should be taken as a guide only. The restrictions that may be put in place in the event of a lockdown will reflect those that are needed for the particular set of circumstances at the time.

Topic

Playgrounds and skate parks

Public swimming pools and health clubs

Community halls and other facilities, such as neighbourhood houses or recreation centres

Community festivals and events

Community services such as child care, and services for young people and seniors, including health promotion

Topic

Restrictions

Indoor and outdoor — closed.

Indoor and outdoor — closed — other than to provide rehabilitation services by a registered health practitioner or other approved person.

Closed — unless the premises is being used to provide essential voluntary, or public, services such as food banks or homelessness services.

Cancelled. Unless specifically exempted by the Director of Public Health, events and gatherings will not be permitted during a lockdown period.

Child care can continue to be provided.

Other social services should be reconsidered during a lockdown, to reduce the reasons that people leave their house (and in doing so, reduce the opportunity for the disease to spread further).

Restrictions

Markets

Indoor or outdoor fresh food markets (where the food is to be consumed at another location or premises) can occur. Other types of markets (e.g. second hand goods) must cease. Markets must apply density restrictions and ensure social distancing is maintained.

Other premises owned or operated by a council of a municipal area

Closed — unless those premises, or parts of those premises, provide essential voluntary, or public, services.

Parks and public reserves

Certain parks and reserves may be closed during a lockdown. This may include Wellington Park, all national parks, state reserves, nature reserves, game reserves, conservation areas, nature recreation areas, regional reserves, historic sites and all Future Potential Production Forest Land. Some of these types of reserves or parks are owned or managed by councils.

Certain approved people will be allowed to continue to enter the parks, such as:

members of the emergency services.

authorised officers (as defined in the National Parks and Reserves Management Act 2002), whilst in the course of their duties.

people undertaking construction or maintenance works on behalf of councils or a listed agency.

primary producers to ensure the welfare of livestock, plant, equipment and products.

business operators, where there is no direct contact with members of the public.

people who ordinarily have legal authority to occupy or traverse the lands e.g. maintenance, security, residence.

People who have no alternative route to access their land.

Residents of Fern Tree traversing the Pipeline Track.

Other people, or classes of people, exempted by the Deputy State Controller.

Public services such as rubbish collection, road construction and maintenance, environmental health, emergency management, support of utilities etc.

These services should continue with COVIDSafe plans in place, noting that facemasks must be worn when required and density rules may apply. Where practicable and reasonable, consideration should be given to whether the service can be delayed until after the lockdown.

Travel to King Island, Flinders Island and the Furneaux Group of Islands

It is not possible to say for certain how COVID-19 will impact travel to or from Tasmania's islands in the Bass Strait. However, it can be expected that some restrictions will return to protect these regional communities that are isolated from health systems located on mainland Tasmania or Australia.

This may include restricting travel to the islands to residents only. However, even residents may be restricted from returning to the islands if they have spent time in an area where COVID-19 is present. Quarantine requirements may be in place for people approved to return to the islands, with exemptions issued on a case by case basis by the State Controller (or delegate).



Continuity of critical services for councils for lockdown (October 2021)

In the context of a short, sharp lockdown (approximately three to five days), the following services have been identified as critical for on-site work to enable councils to ensure the safety and wellbeing of their communities

The State Government lockdown directions are to be followed at all times. This document is for guidance purpose only. The following guidance is subject to change to best adapt to the COVID-19 risk posed at any one time on the advice of Public Health Services.

State Government directions are likely to allow the CEO/GM of the council to determine essential local government services for that council. Where a council is uncertain clarification should be sought through LGAT, as other councils may also be unclear.

Council services that are delivered remotely will continue.

Service area	CLOSED (for on-site work)	OPEN (for on-site work) – COVID Safe Plan	Restricted operations or industry specific obligations
Corporate services <i>(Customer enquiries, communications, corporate financial services, IT)</i>	Council corporate facilities are closed to all but permitted workers identified for on-site work.	Staff should only attend for essential reasons, such as, but not limited to: <ul style="list-style-type: none"> <input type="checkbox"/> IT support services and equipment, <input type="checkbox"/> urgent building and facility maintenance, <input type="checkbox"/> incident administrative purposes that cannot be carried out at home (credit card payments over the phone, collection and sending physical mail, placement of planning notices and scanning of paper plans etc), 	Services will be provided remotely.

		<p>□ meeting General Fire Regulations</p> <p>such as the presence of Fire Wardens.</p>	
Council meetings	N/A	Must be done remotely	
Emergency management <i>(Normal emergency management functions due to events such as storm, flood, fire)</i>	N/A	<p>All emergency management functions should be undertaken meeting COVID safety plans and any guidelines prepared by the CCC including the COVID-Safe Evacuation Guide, State Special Plan for COVID 19 and Immediate Actions Plan of COVID Outbreak.</p>	<p>Services will be provided remotely where this is possible.</p>
Emergency asset work	N/A	<p>Essential activities undertaken where this is required to protect public safety with appropriate COVID safety plans (including PPE and social distancing).</p>	

		<p>If lockdown restrictions are extended, outdoor workforce may resume maintenance work to ensure that the asset is not allowed to degrade as determined by the GM/CEO. COVID safety plans must be followed, and consideration should be given to discrete teams without cross over.</p>	
<p>Parks, gardens and public facilities maintenance</p>	<p>Directions for designated public facilities closed (eg, playgrounds, water fountains, outdoor gym equipment, swimming pools, community halls and facilities.)</p>	<p>Public toilets remain open. Required maintenance, inspection and cleaning staff to attend as required.</p> <p>Parks and reserves for passive, permitted recreation remain open. Required maintenance, inspection and cleaning staff to attend as required.</p>	

		<p>Essential park maintenance for safety including tree removal where necessary.</p> <p>Ovals and similar should be maintained if nominated as a nearby safe place for evacuation.</p> <p>Fuel reduction activities to be undertaken in line with state guidance.</p> <p>If lockdown restrictions are extended upkeep of parks and gardens and public assets may need to be considered where assets would otherwise degrade.</p>	
Street cleaning	N/A	Continues with appropriate use of PPE for drivers and social distancing.	
Waste management <i>(collection services, waste transfer</i>	Transfer stations closed to the public	Collection services continue.	

stations, resale/tip shops)		Transfer stations remain open for commercial contractors. If lockdown restrictions are extended, consideration will be given to rural properties without a waste collection service to access waste transfer stations for domestic waste.	
Community services	Youth centres closed	Community centres and facilities are closed, unless providing essential voluntary or public services, such as food banks or homelessness.	
Immunisation	N/A	Reschedule community immunisation clinics	Public Health guidance

<p>(preschool and school-age National Immunisation Program delivery)</p>		<p>If lockdown restrictions are extended consideration may be given to continuing public community immunisation clinics in line with the COVID safe plan including appropriate use of PPE and social distancing.</p> <p>School immunisation program delivery to be determined by Public Health directions around school attendance. Alternative modes of delivery may be required.</p>	
<p>Early childhood services (childcare facilities and early learning centres)</p>	<p>Available to all children</p>	<p>Services open for on-site attendance for all children.</p> <p>Parents and carers are encouraged to keep their children at home, if possible and practicable.</p>	

Environmental and public health regulatory functions	N/A	Only essential face-to-face activities to be undertaken to protect the health, wellbeing and safety of the community	Public Health guidance
Local law enforcement (Parking, other permits such as kerbside, abatement notices and other amenity local laws)	Modified service	Enforcement of local laws where there is a high risk to the community or public assets if they were not imposed.	
Building regulation control and regulations (Councils have responsibilities to enforce the Building Act and regulations within their municipal districts, including emergency	N/A	Must be done remotely. Only essential activities as determined by the GM/CEO to be undertaken to protect the health, wellbeing and safety of the community and to meet legislative compliance.	

powers where there is a threat to public life and safety or to property)			
Planning regulation	N/A	<p>Must be done remotely except for signage associated with planning applications as required by legislation.</p> <p>All other documentation to be provided electronically.</p>	
Animal welfare (animal rescue, pounds, complaint follow-up)	<p>Modified service</p> <p>Pounds only open for owners to collect animals</p>	<p>Animal management officers continue to respond to significant complaints</p> <p>Pounds only open for pet owners to be reunited with pets.</p>	
Community, sport and leisure facilities	<p>Closed as per Public Health Directions</p>	<p>Essential staff to attend the facility to maintain the facility and/or facilitate emergency relief activities in concurrent</p>	

		events where it is a designated facility.	
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Council infrastructure projects

(under active consideration)

Closed as per Public Health

Directions, other than where the work is urgently required to:

- ☐ Ensure the safety or security of the construction site
- ☐ To deal with environmental risks
- ☐ To maintain and ensure the integrity of critical plant, equipment or assets, including partially completed works, that would otherwise deteriorate;
- ☐ To receive deliveries of supplies that would otherwise deteriorate
- ☐ To maintain public utilities
- ☐ To ensure the safe operation of existing transport infrastructure;

If lockdown restrictions are extended, there

may need to be an assessment of significant projects undertaken in line with State

Government guidance. This advice will be

provided by Public Health and the

restrictions will depend upon the

circumstances at the time.

Council criteria for

'significant projects' to be

defined due to high costs of

non-delivery.

- In order to manage the threat of the spread of the disease
- In an emergency.

Council car parking facilities

Open to allow parking (including multi-storey car parks) for permitted workers and for people with permitted reasons to leave home.

Staff required to operate the car parks and enforce parking requirements.

Operational activities support

Various support activities to allow Essential Operational Works to continue. Includes:

- work, health and safety staff
- maintenance and repairs to fleet undertaking essential activities

		<input type="checkbox"/> depot administration staff <input type="checkbox"/> stores for parts and PPE.	
COVID-19 Incident Management Team		Internal team to respond to issues arising from lockdown.	
Exceptional circumstances		<p>Not safe to work from home (Domestic Abuse).</p> <p>Unable to work from home as do not have internet services</p>	Confirm building density
Essential supplementary services run by councils		Where councils run an essential service, such as community post offices, these will remain open with a COVID safety plan in line with Public Health direction.	

2.0 CLEANING and SAFETY REQUIREMENTS

PARKS AND PUBLIC BUILDINGS

Waste Transfer Stations (manned) Hamilton Landfill

Camping Areas and Caravan Parks

Covid 19 2020

Cleaning and disinfection

Cleaning and disinfecting are two different processes:

Cleaning means physically removing germs, dirt and organic matter from surfaces.

Disinfecting means using chemicals to kill germs on surfaces. It's important to clean before disinfecting because organic matter and dirt can reduce the ability of disinfectants to kill germs.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus. Cleaning reduces the soil load on the surface, allowing the disinfectant to work and kill the COVID-19 virus. Disinfectant may not kill the virus if the surface has not been cleaned with a detergent first.

Routine cleaning and Safety

Parks Play equipment and Public Toilets

Signage installed on social distancing requirements and notice that the play equipment in the parks is not sanitised.

Public toilets should be washed down to remove any dirt and sprayed with disinfectant thoroughly, this should be done on a daily basis.

Public toilets should have antiseptic hand washing detergent or sanitising stations at each location.

Social distancing signage and hand washing information should be erected at each .

Please note that a combined cleaner can be used such as a disinfectant detergent, this would mean only one cleaning would be required by a pressure back park

Bothwell Recreations Ground

The recreations ground is now open for training and sport, social distancing must be observed, as per Government requirements and posters should be displayed for this purpose.

Gathering limits and the requirement to maintain physical distancing where practical applies to all sports, exercise and recreation.

Training

Get in train and get out, no mingling

- Not more than 1-person p/2sqm **DELETED**
- Non-contact skills training **DELETED**
- Kicking, handballing, running, fitness, hand/ball skills and game education
- Can use skipping ropes, mats, other equipment as required
- Stagger training groups
- Arrive dressed to train
- Log attendance **DELETED**
- Briefings in advance
- Maintain social distance between activities
- No unnecessary social gatherings.

The change rooms can now be used but a Covid 19 Safety Plan for use will be required and social distancing must be observed..

Toilets can be opened and should be cleaned daily, using disinfectant.

Gathering limits and the requirement to maintain physical distancing where practical applies to all sports, exercise and recreation.

Public Buildings Halls

All public Buildings Halls open for bookings and community usage.

Bookings can be taken for special events A covid 19 safety Plan may be required check with the Event Guidelines on the Covid site.

providing that the number do not exceed the Government set gathering numbers. ~~DELETED~~

If the building is required than thorough cleaning should occur to ensure safety prior to use. This would entail cleaning and wiping down of all surfaces. Floors mopped with disinfectant, all kitchen utensils plates cups etc washed in disinfectant detergent, toilets disinfected.

Posters for social distancing must be displayed.

Hand sanitiser to be used for each person entering the public building and temperature taken for each person entering the building, with signage erected relating to social distancing requirements. Signage available at Council.

A Covid 19 Safety Plan should be obtained from the organiser as to how they will manage the event or ongoing usage



Checklist 19-8-20
Halls and centres Co

A safety checklist may be required to be filled out prior to use. This is available at Council.

Water in taps should be run for two minutes prior to use.

A charge may be required to cover these costs.

PUBLIC Buildings

Covid 19 Safety Plans have been received for the Mens Shed Hamilton, Ouse and Ellendale Libraries. Ouse Online Access Centres. Maximum number of people for these buildings has been determined and is part of the Plans. Campdrafting Plan received for Hamilton Rec Ground. The Miena Community Centre, Freedom Health and Wellness and the Collegiate School Excursion.

Waste Transfer Stations (manned) and Hamilton Landfill

Operators of Waste Transfer Stations should have hand sanitiser and masks available for use. No helping the public with unloading and no access for those outside Council area. Social distancing must be observed. Breach of requirement should be reported to the Police.

Manned offices should be wiped down with disinfectant wipes first thing every day.

No public access to office area.

If handling waste for any reason gloves and face mask should be worn and hands sanitised after work.

Camping Areas and Caravan Parks

Camping areas at Hamilton and Dunrobbin are to open Friday 3rd June 3pm. Social distancing must be observed, public toilets at these locations have hand sanitiser installed and will be cleaned as per the cleaning schedule and signage has been erected for social distancing.

Caravan Parks at Hamilton and Bothwell are now open cleaning regime for public amenities has already been implemented, no limit of numbers but social distancing must be adhered to.

How do I clean?

Use the following steps to clean an environment:

1. Wear gloves when cleaning. Gloves should be discarded after each clean. If it is necessary to use reusable gloves, gloves should only be used for COVID-19 related cleaning and should not be used for other purposes or shared between workers.
2. Thoroughly clean surfaces using detergent and water. Always clean from the cleanest surfaces to the dirtiest surfaces. This stops the transfer of germs to cleaner surfaces and allows you to physically remove and dispose of the largest possible amount of germs.
3. If you need to use a disinfectant, clean the surface first using detergent then apply a disinfectant or use a combined detergent and disinfectant (see next section). A disinfectant will not kill germs if the surface has not been cleaned first. Apply disinfectant to surfaces using disposable paper towel or a disposable cloth. If non-disposable cloths are used, ensure they are laundered and dried before reusing.

4. Allow the disinfectant to remain on the surface for the period of time required to kill the virus (contact time) as specified by the manufacturer. If no time is specified, leave for 10 minutes.
5. All **Waste must be double bagged for disposal.**

How should I clean if someone at my workplace is suspected or confirmed to have COVID-19?

If a person who has been at your workplace is suspected or confirmed to have COVID-19, you must thoroughly clean and disinfect all areas of suspected contamination.

Clean and disinfect all areas (for example, offices, bathrooms and common areas) that were used by the suspected or confirmed case of COVID-19. Close off the affected area before cleaning and disinfection. Open outside doors and windows if possible to increase air circulation and then commence cleaning and disinfection.

- clean and disinfect hard surfaces using either: a physical clean using detergent and water followed by a clean with 1,000 ppm bleach solution (2-step clean), for example, household bleach or hospital-grade bleach solutions that are readily available from retail stores. Bleach solutions should be made fresh daily.
- a physical clean using a combined detergent and 1,000 ppm bleach solution (2-in-1 clean) made up daily from a concentrated solution (refer to the [Department of Health website](#) for more information on achieving the correct bleach solution).

Once cleaning and disinfection is complete, place disposable cloths, PPE and covers in a plastic rubbish bag, place it inside another rubbish bag (double-bagging) and dispose of the bag in the general waste.

There is no need to close down an entire workplace, while cleaning and disinfection takes place, particularly if the person infected, or suspected to be infected, has only visited parts of the workplace. However the cleaning and disinfection must occur before any workers return to affected areas.

Whether you need to suspend operations in your workplace will depend on factors such as the size of the workplace, nature of work, number of people, and suspected areas of contamination in your workplace.

Those cleaning an area of suspected contamination need to be equipped with appropriate Personal protective equipment (PPE). This includes disposable gloves and safety eyewear to protect against chemical splashes. If there is visible contamination with respiratory secretions or other body fluids in the area, the cleaning staff should also wear a disposable apron. If the person with suspected or confirmed COVID-19 is in the area to be cleaned (e.g. a hotel room), put on a surgical mask and ask the person to step outside if possible.

Clean your hands using soap and water for at least 20 seconds, or where this is not possible, hand sanitiser of with at least 60% ethanol or 70% isopropanol as the active ingredient] before putting on and after removing PPE.

Cleaning equipment including mop heads and cloths should be laundered using hot water and completely dried before re-use. Cleaning equipment such as buckets should be emptied and cleaned with a new batch of disinfectant and allowed to dry completely before re-use.

What should I use for routine cleaning?

Hard surfaces

In most circumstances, cleaning with detergent and water is sufficient.

Soft or porous surfaces

For soft or porous surfaces like fabric or leather, seek advice from the manufacturer of the item to be cleaned about which products can be safely used.

Detergent can generally be used to clean fabric surfaces. If more thorough cleaning is needed, fabric surfaces may be steam cleaned. Leather will have special cleaning requirements.

If soft or porous surfaces require regular cleaning, such as seats in offices, or in vehicles, it may be more effective to use a removable washable cover or a disposable cover and replace these as regularly as you would clean the surfaces.

What should I use to disinfect?

Hard surfaces

Disinfectants containing $\geq 70\%$ alcohol, quaternary ammonium compounds, chlorine bleach or oxygen bleach are suitable for use on hard surfaces (that is, surfaces where any spilt liquid pools, and does not soak in). These will be labelled as 'disinfectant' on the packaging.

Soft or porous surfaces

Disinfectant is not suitable on fabric surfaces as it only works with extended contact time with the surface.

Using disinfectants safely

Follow all manufacturer's instructions and read the label and the Safety Data Sheet (SDS). For information on how to read labels and SDS, see the [Safe Work Australia SDS page](#).

Do not use different types of disinfectants together.

Store your disinfectants safely and securely, out of direct sunlight and away from heat sources.

Mix your disinfectants in a well-ventilated area. Some concentrated products recommend the use of a local exhaust ventilation system.

For spraying or misting products, spray directly into the cleaning cloth to dampen the cloth for use. Take care not to generate a mist.

PPE to use when diluting and using disinfectants includes:

- gloves, elbow-length if available, and
- eye protection (safety glasses, not prescription glasses).

Disposal or cleaning of materials and PPE

Reusable, washable cloths, PPE and covers should be washed in a regular cycle wash using the warmest possible setting with normal washing detergent. Avoid shaking out the items before placing in the washing machine.

Wear disposable gloves to handle used cloths, PPE and covers. Wash your hands thoroughly with soap and water for at least 20 seconds after removing the gloves.

Regularly wash the hamper in which used PPE is stored while it is waiting to be laundered. If the hamper is not washable, use a disposable lining, and replace regularly.

Reusable, non-washable PPE such as eye protection, should be wiped clean with a detergent solution first, then wiped over with a disinfectant, and left to air dry. Smearing or residues might result, and this can be cleaned off by using more detergent solution and rinsing clean only after the disinfectant has dried.

3.0 CLEANING REGIME OFFICES AND WORKDEPOT

Covid 19

Cleaning and disinfection

Cleaning and disinfecting are two different processes:

Cleaning means physically removing germs, dirt and organic matter from surfaces.

Disinfecting means using chemicals to kill germs on surfaces. It's important to clean before disinfecting because organic matter and dirt can reduce the ability of disinfectants to kill germs.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus. Cleaning reduces the soil load on the surface, allowing the disinfectant to work and kill the COVID-19 virus. Disinfectant may not kill the virus if the surface has not been cleaned with a detergent first.

Routine cleaning Offices – Hamilton and Bothwell

Offices should have their surfaces cleaned at least daily. Special attention should be given to frequently touched surfaces (e.g. tabletops, door handles, light switches, desks, toilets, taps, TV remotes, kitchen surfaces and cupboard handles). Ideally, once clean, surfaces should also be disinfected regularly. Alternatively, you may be able to do a 2-in-1 clean and disinfection by using a combined detergent and disinfectant.

Surfaces and fittings should be cleaned more frequently when:

- visibly soiled
- used repeatedly by a number of people, and
- after any spillage.

Dishes and Cultery should be washed in hot water with preferably a disinfectant dishwashing liquid and dried thoroughly.

Areas where the public have access example front entry area should be disinfected daily with spray or wipes. There should be hand sanitiser for each person entering the office area anyone entering the building should have their temperature taken as a precaution.

Social distancing area should be marked on the floor with a visible X

Office workers should wear disposable gloves if accepting cash money.

Eftpos machines wiped with disinfectant wipe after each use.

For routine cleaning, disinfectants are usually only necessary if a surface has been contaminated with potentially infectious material. For this reason, when and how often a workplace should undertake disinfection as part of routine cleaning will depend on the likelihood of contaminated material being present at the workplace.

Routine cleaning Works Depot

Office areas should be cleaned the same as the Hamilton and Bothwell Office. Frequently used areas such as toilets, washrooms, should be disinfected daily. No public access should be allowed to the works depot area.

Hand tools should be wiped down with disinfectant wipes before each use.

Vehicles should be wiped down inside before each use and before change of drivers or occupants.

This includes steering wheels, gear/automatic shift, any controls for equipment in the cabin, seats, door handles, radios controls, air conditioning controls, seat adjustments and centre console. Any area that is touched. **Antibacterial Hand Wipes (this includes gear shifts, two-way radios, steering wheel, seat belts, any item that could potentially harbor the virus.**

How do I clean?

Use the following steps to clean an environment:

6. Wear gloves when cleaning. Gloves should be discarded after each clean. If it is necessary to use reusable gloves, gloves should only be used for COVID-19 related cleaning and should not be used for other purposes or shared between workers. Wash reusable gloves with detergent and water after use and leave to dry. Clean hands immediately after removing gloves using soap and water or hand sanitiser.
7. Thoroughly clean surfaces using detergent and water. Always clean from the cleanest surfaces to the dirtiest surfaces. This stops the transfer of germs to cleaner surfaces and allows you to physically remove and dispose of the largest possible amount of germs.

8. If you need to use a disinfectant, clean the surface first using detergent then apply a disinfectant or use a combined detergent and disinfectant (see next section). A disinfectant will not kill germs if the surface has not been cleaned first. Apply disinfectant to surfaces using disposable paper towel or a disposable cloth. If non-disposable cloths are used, ensure they are laundered and dried before reusing.
9. Allow the disinfectant to remain on the surface for the period of time required to kill the virus (contact time) as specified by the manufacturer. If no time is specified, leave for 10 minutes.
10. All waste must be double bagged for disposal

How should I clean if someone at my workplace is suspected or confirmed to have COVID-19?

If a person who has been at your workplace is suspected or confirmed to have COVID-19, you must thoroughly clean and disinfect all areas of suspected contamination.

Clean and disinfect all areas (for example, offices, bathrooms and common areas) that were used by the suspected or confirmed case of COVID-19. Close off the affected area before cleaning and disinfection. Open outside doors and windows if possible to increase air circulation and then commence cleaning and disinfection.

- clean and disinfect hard surfaces using either: a physical clean using detergent and water followed by a clean with 1,000 ppm bleach solution (2-step clean), for example, household bleach or hospital-grade bleach solutions that are readily available from retail stores. Bleach solutions should be made fresh daily.
- a physical clean using a combined detergent and 1,000 ppm bleach solution (2-in-1 clean) made up daily from a concentrated solution (refer to the [Department of Health website](#) for more information on achieving the correct bleach solution).

Once cleaning and disinfection is complete, place disposable cloths, PPE and covers in a plastic rubbish bag, place it inside another rubbish bag (double-bagging) and dispose of the bag in the general waste.

There is no need to close down an entire workplace, while cleaning and disinfection takes place, particularly if the person infected, or suspected to be infected, has only visited parts of the workplace. However the cleaning and disinfection must occur before any workers return to affected areas.

Whether you need to suspend operations in your workplace will depend on factors such as the size of the workplace, nature of work, number of people, and suspected areas of contamination in your workplace.

Those cleaning an area of suspected contamination need to be equipped with appropriate Personal protective equipment (PPE). This includes disposable gloves and safety eyewear to protect against chemical splashes. If there is visible contamination with respiratory secretions or other body fluids in the area, the cleaning staff should also wear a disposable apron. If the person with suspected or confirmed COVID-19 is in the area to be cleaned (e.g. a hotel room), put on a surgical mask and ask the person to step outside if possible.

Clean your hands using soap and water for at least 20 seconds, or where this is not possible, hand sanitiser of with at least 60% ethanol or 70% isopropanol as the active ingredient] before putting on and after removing PPE.

Cleaning equipment including mop heads and cloths should be laundered using hot water and completely dried before re-use. Cleaning equipment such as buckets should be emptied and cleaned with a new batch of disinfectant and allowed to dry completely before re-use.

What should I use for routine cleaning?

Hard surfaces

In most circumstances, cleaning with detergent and water is sufficient.

Soft or porous surfaces

For soft or porous surfaces like fabric or leather, seek advice from the manufacturer of the item to be cleaned about which products can be safely used.

Detergent can generally be used to clean fabric surfaces. If more thorough cleaning is needed, fabric surfaces may be steam cleaned. Leather will have special cleaning requirements.

If soft or porous surfaces require regular cleaning, such as seats in offices, or in vehicles, it may be more effective to use a removable washable cover or a disposable cover and replace these as regularly as you would clean the surfaces.

What should I use to disinfect?

Hard surfaces

Disinfectants containing $\geq 70\%$ alcohol, quaternary ammonium compounds, chlorine bleach or oxygen bleach are suitable for use on hard surfaces (that is, surfaces where any spilt liquid pools, and does not soak in). These will be labelled as 'disinfectant' on the packaging.

Soft or porous surfaces

Disinfectant is not suitable on fabric surfaces as it only works with extended contact time with the surface.

Using disinfectants safely

Follow all manufacturer's instructions and read the label and the Safety Data Sheet (SDS). For information on how to read labels and SDS, see the [Safe Work Australia SDS page](#).

Do not use different types of disinfectants together.

Store your disinfectants safely and securely, out of direct sunlight and away from heat sources.

Mix your disinfectants in a well-ventilated area. Some concentrated products recommend the use of a local exhaust ventilation system.

For spraying or misting products, spray directly into the cleaning cloth to dampen the cloth for use. Take care not to generate a mist.

PPE to use when diluting and using disinfectants includes:

- gloves, elbow-length if available, and
- eye protection (safety glasses, not prescription glasses).

Disposal or cleaning of materials and PPE

Reusable, washable cloths, PPE and covers should be washed in a regular cycle wash using the warmest possible setting with normal washing detergent. Avoid shaking out the items before placing in the washing machine.

Wear disposable gloves to handle used cloths, PPE and covers. Wash your hands thoroughly with soap and water for at least 20 seconds after removing the gloves.

Regularly wash the hamper in which used PPE is stored while it is waiting to be laundered. If the hamper is not washable, use a disposable lining, and replace regularly.

Reusable, non-washable PPE such as eye protection, should be wiped clean with a detergent solution first, then wiped over with a disinfectant, and left to air dry. Smearing or residues might result, and this can be cleaned off by using more detergent solution and rinsing clean only after the disinfectant has dried.

Hamilton Waste Depot

Environmental Review 2022



Contact Details for EMP :

James Wood
Environmental Consultant



Refer to this report as:

CHC, 2022 Hamilton Waste Depot *Environmental Review*. Report of Central Highlands Council (version 1 – June 2022)

Central Highlands Council
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Alexander St
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Summary

This report provides a review of environmental and operational aspects of the Hamilton Waste Depot for the period 2019 to 2022.

In accordance with Condition G6 of the current operating permit, the report includes an evaluation of the environmental performance of the site with respect to the environmental controls detailed in the most recent EMP and the conditions of the permit.

The Hamilton landfill reached the completion of Stage 1 filling in 2009. Stage 2 had a new geo-fabric liner installed in 2009 and the lining of stage 3 has occurred. Council will move to stage 4 filling in the near future. The GCL liner under stages 2 and 3 are sloped to the leachate dam and the liner was be integrated into the existing compacted clay liner in Stage 1. With the completion of the Stage 3 lining this stage is currently being filled and is nearing completion. Stage 4 will be the final stage and then each stage will be progressing be filled to the top of the former quarry wall.

Leachate monitoring has indicated that there are no significant changes to groundwater quality. Waste data received at the site has showed little variation over the period with a slight increase in waste generated and attributable to the pandemic. More people have been spending time at home, or undertaking renovations leading to a spike in waste generated.

Recycling rates have dropped and both tyre management and green waste management need attention

Based on data reporting over the last 9 years, the site receives an average of 3063 m³ of waste per annum.

Using the average fill rate of 3063m³ the forecast life of the landfill is another 25.9 years, rounded to 26 years. So the forecast life of the landfill remains to 2048.

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1. Introduction and Background

1.1 Introduction

The Hamilton Waste Depot (HWD) is currently licensed to operate as a waste disposal site. The current environmental conditions are in the form of an EPN dated 17 March 1999. EMP reviews have occurred in 2008, 2013 and 2018. Another EPN (7211/1) was issued requiring reporting of waste data. This was then superseded by EPN 7211/2

This review follows a site visit in May 2022. The review includes the following information:

- A review of the EMP and environmental performance of the site
- Summary of monitoring results of groundwater and related trends
- Details of annual volumetric filling rates and future filling capacity, and
- Status of leachate controls

1.2 Location

Hamilton is located on the South-eastern of the Central Highlands of Tasmania. The Hamilton Waste Depot is situated on the southern extend, and approximately 1.5 km from Hamilton, off the Lyell Highway (Figure 1).



Figure 1 – Landfill Site Aerial Photo

2. Groundwater Monitoring

2.1 Groundwater

Groundwater monitoring at the Hamilton Waste Depot has been on going since 2005. There have been 12 monitoring occasions in this 12 year period. The first 6 was carried out by Sloane Geoscience Pty. Ltd. (SGEO), and monitoring since 2011 has been carried out by SEAM Environmental. The SGEO results have been presented in a separate reports previously submitted to the EPA. The information below is summarized from the monitoring events.

Monitoring has been from two groundwater bores (HT1 and HT2) near the Hamilton Waste Depot (see Fig 2). The bores were installed May 2004 (Figure 2), with the first sample taken March 2005. A list of the sampling events is shown the table below.

Sample Event	Date	Conducted by	Parameters
1	2005 March	SGEO	Groups 1, 2, 3, 4
2	2005 December	SGEO	Groups 1, 2, 3, 4
3	2006 August	SGEO	Groups 1, 2, 3
4	2008 March	SGEO	Groups 1, 2, 3, 4
5	2009 March	SGEO	Groups 1, 2, 3, 4
6	2011 May	SEAM	Groups 1, 2, 3, 4
7	2012 April	SEAM	Groups 1, 2, 3
8	2013 August	SEAM	Groups 1, 2, 3
9	2014 August	SEAM	Groups 1, 2, 3, 4
10	2015 November	SEAM	Groups 1, 2, 3, 4
11	2016 August	SEAM	Groups 1, 2, 3
12	2017 December	SEAM	Groups 1, 2, 3
13	2019 August	SEAM	Groups 1, 2, 3
14	2021 June	SEAM	Groups 1, 2, 3

Sampling was conducted essentially in accordance with AS5667-1998 Part 1: Guidance on the design of sampling programs, sampling techniques and the preservation and handling of samples and AS5667-1998, Part 11: Guidance on sampling of ground water.

A comprehensive set of parameters have been analysed to accord with the latest DTAE guideline requirements for Category 2 landfill sites. Results of groundwater monitoring events have been compared with relevant guideline levels derived from **ANZECC 2000** *Australian and New Zealand Guidelines for Fresh and Marine Water Quality* and **NHMRC/NRMMC 2004** *Australian Drinking Water Guidelines*. Results are attached in Appendix A.

Relevant comments, concerning sampling details, general water quality and significant analysis results, are provided below:

- During the initial monitoring, the Standing Water Level (SWL) recorded for HT1 was slightly (0.23 m) lower than it was during the previous sampling event. However the SWL recorded for HT2 was 1.53 m lower than the previous sampling event in December 2005 and 3.34 m lower than it was in March 2005. The drop in SWL is undoubtedly related to a prolonged period of low rainfall and a corresponding reduction in aquifer recharge. Both bores were pumped continuously during purging and sampling and the continuous yield was estimated to be about 90 L/hr for HT1 but in excess of 280 L/hr for HT2.
- The groundwater is of relatively high quality (HT1, TDS 778 mg/L & HT2 TDS 1,080 mg/L), generally acceptable for drinking water depending on taste although the results for HT2 are marginally higher than the drinking water guideline level of 1,000mg/L. The groundwater salinity in both bores is just within the medium salinity rating, suitable for irrigation of moderately tolerant crops (assuming a loam soil type) and for livestock drinking water.
- The Piper Plot of major ions, presented in the **Appendix**, indicates that sodium is the major cation and bicarbonate and chloride are the major anions.
- There were no significant differences in groundwater quality between the August 2006 and that found in 2021. In fact ground water quality has varied little across all 14 sampling events

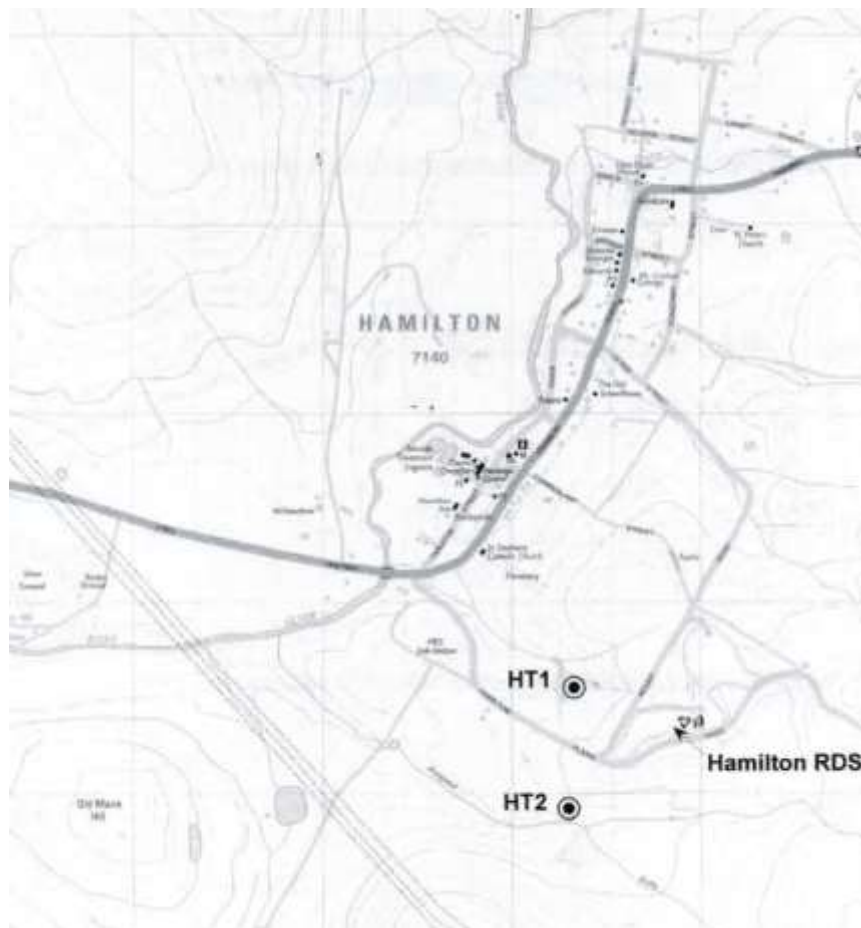


Figure 2 – Groundwater Bore Locations (installed in 2004)

Some trends of key parameters are including in a graph below. The analysis is based on key parameters including turbidity, chloride, sodium and TDS. These have been selected at the raw data indicates that these parameters showed levels in excess of recommended ANZECC 2000 guidelines for irrigation waters.

Figure 3 shows the combined results of the 2 bores.

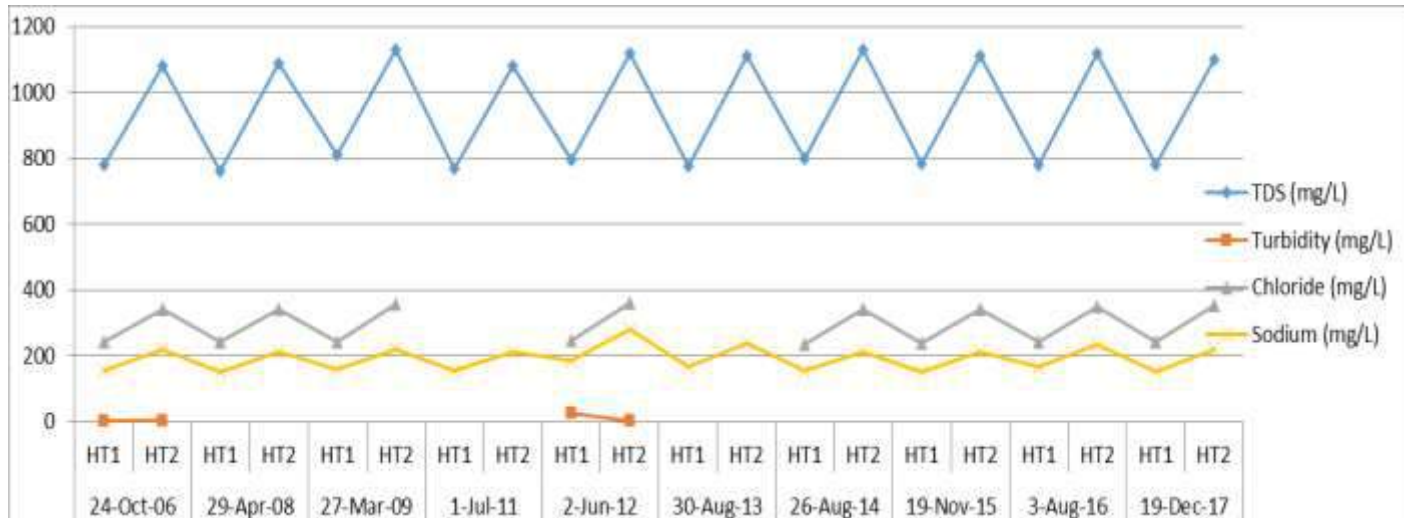


Figure 3 –Monitoring trends for key parameters of both monitoring bores

2.2 Summary

It is noted that the frequency of monitoring may not be in strict accord with the original permit conditions, however there has been consistent and regular monitoring at various times of the year, thus providing a good set of data from which to assess any short term impacts. There are now 14 sampling events across all times of the year. Seven of the sampling events involved sampling all 4 groups of parameters specified in the EPN while seven events covered 3 of the groups.

The assessment of groundwater quality in monitoring bores HT1 and HT2, at the Hamilton RDS, indicates that relatively high quality, low salinity groundwater occurs within the underlying Triassic age sandstone/mudstone bedrock.

In terms of potential beneficial use, groundwater from HT1 is suitable for drinking water and HT2 marginally suitable, depending on taste acceptability. Groundwater from both HT1 and HT2 are suitable for irrigation of moderately to very tolerant crops and for livestock drinking. There were no significant differences in groundwater quality across the 14 sampling events aside from the fall in groundwater level at HT2. In our opinion there is no discernible evidence of any effect on groundwater quality in bores HT1 and HT2 from the Hamilton RDS over the 16 years of monitoring.

The data in BH1 indicates that TDS has varied from 761 to 809 mg/L, and although above the threshold of 500 mg/L for drinking water it is well under the threshold of 2000 mg/L for livestock drinking water. BH2 on the other hand has TDS levels that varied from 1080 to 1130 mg/L, which are well under the threshold of 2000 mg/L for livestock drinking water.

Chloride levels in BH1 are all below the level of 250 mg/L for drinking water whereas BH2 has chloride levels marginally in excess of this level.

Sodium, the only other parameter of interest from the monitoring data, shows level of less than 180- mg/L (drinking water standard) in BH1 and levels above this in BH2 with the maximum recorded being 280 mg/L.

Of interest also in the almost non existent level of pesticides, and hydrocarbons. It is thus concluded that the monitoring of these parameters be wound back to once every 5 years.

3. Current Operations

3.1 Landfill Site Operations

The Hamilton RDS is currently licensed to accept up to 2400 tonnes per annum.

The filling sequence is divided into 3 (three) sections (Figure 4). Stages 1, then stage 3 with liner and finally stage 2 with liner have been completed to an interim level. Stage 1 is currently receiving waste to the next level. A stage 4 is planned in the future

Management Implications

Stage 1 was lined with a compact clay liner (CCL) and stage 2 was lined with a compensate bentonite clay liner. Stage 3 was also understood to be lined with a compensate bentonite clay liner. Stage 4 will need to be lined also. Monitoring of groundwater will continue to ascertain any impacts of the aquifer



Figure 4 – Landfill Fill Stages

3.2 Waste Volumes & Transfer

As was reported annually, and as is required by an EPN issued on 20 April 2006, Council has been reporting its waste disposal trends. The reports indicated an average of 1 142 tonnes per annum of waste were landfill at Hamilton for the last 11 years. It is apparent that the waste entering the site has been increasing over this period, despite the population has being relatively static. 2022 saw an increase in waste probably attributable to Covid 19 when people had more time at home completing home projects. Also Council have moved to just 3 waste transfer stations, these being Bothwell, Miena and Bronte Park. There is an extended garbage collection and integrated kerbside recycling service at the towns of Hamilton, Bothwell, Ellendale, Ouse, and Gretna and the houses along these routes.

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2020/21
Municipal domestic	421	421	468	468	486	443	338
Municipal other	482	453	521	682	732	850	1491
Total Waste	905	874	989	1150	1218	1293	1571
Recycling	257	260	210	159	171	128	63

Table 1 - Waste Data Summary (all figures in tonnes)

Management Implications

Waste generation rates were within the existing permit conditions

Rates have varied and this variation is attributed to the introduction of co-mingled recycling, road side skips bins and movement of waste into and out of the municipal area, plus Covid 19

Fees currently charged for the landfill are shown below.



3.3 Waste & Recycling Materials Management

Tyres

Tyres are stored on site and sent to a tyre wholesaler. Tyres are not encouraged at the site and are generally stored in small piles (< 3m³). However at the time of the review there was an increasing pile of tyres awaiting collection by Barwicks.

Management Implications

Large stock piles of tyres pose a fire risk and should be removed frequently

Green Waste

Green waste is actively stored on site. The shredder is no longer used and there is no charge for the disposal of the green waste. It is stored and when broken down landfilled. Wood heaps are also available free to the public.

Management Implications

Green waste is a high carbon emitter and shredding and reuse should be reintroduced

White Goods

White goods are stored on site and are removed periodically for reuse, and taken by Thorpes. All ratepayers are allowed to have their white goods stored on site and no fee is charged.

Beverage Containers

There are 3 bins on site for steel and mixed beverage containers which are periodically collected by Veolia.

3.4 Hazardous Materials Management

Oil Storage

The oil drop – off / collection point consists of a 500 L storage tank. Customers are able to leave closed containers of waste oils here, free of charge. Hagen Oil waste management periodically collect some oil.

Johnsons recycling take all the food oils for reprocessing direct from major food businesses including Ouse Hotel, Bothwell Hotel, and the two highland lakes hotels.

Batteries

Batteries are stored on site and collected at the waste transfer station by Thorpe waste.

Pesticide Drums

Council run the drum muster program where on specific days drums may be dropped off provided they are triple rinsed. The drum muster compound is located above the existing landfill areas.

Management Implications

Drum muster bins storage needs to improve.

3.5 Leachate Management

There is a leachate collection system for the site where leachate seeps to a leachate pond located at the western end of the site (Figure 4).

Management Implications

Groundwater and surface water monitoring is expected to be the best method to determine if any off site contamination has occurred. Following 14 rounds of monitoring, there appears to be no specific evidence to date to suggest that there is any significant effect on groundwater quality from the Hamilton site. Also there has been no known surface water escape from the leachate pond.

3.6 Management of Surface Run-off

Perimeter cut-off drains have already been constructed at strategic locations on the site to prevent surface run-off from entering the filled area. There is a drain at the toe of the old quarry face. Drains must have sufficient capacity to contain run-off that could reasonably be expected to arise during a 24 hour, 1 in 20 year rainfall event. Maintenance activities must be undertaken regularly to ensure that this capacity does not diminish.

Management Implications

All reasonable measures must be implemented to ensure that sediment and storm water transported along the drains and leaving the site does not contain high levels of sediment in the stormwater.

3.7 Air Quality Management

Dust

Dust from access roads has not been a major problem. If a dust problem occurs then watering of the roads should occur. As the landfill site is quite remote there has been and is unlikely to be any complaints of dust nuisance.

Putrescible waste odours

Putrescible wastes are the main sources of odour at the site however regular covering of waste has reduced any odour issues. The introduction of a landfill compactor in 2013 and a second compactor have enabled the site to be compacted at a significantly higher rate.



Plate 2- Landfill compactors have reduced filling rates

Landfill gas

The site releases typical landfill gases and the best attempt to contain and collect the gases is through good compaction. The depth and amount of fill limits the opportunity for landfill gas reuse. Good compaction and rehabilitation through clay capping will ensure the landfill gases are contained and released slowly. With pending carbon reduction measures eminent landfill gas collection measures may be required in the future. When volumes reach a critical limit (10m depth and up to 1×10^6 tonnes) then a gas recovery plan will be considered.

3.8 Noise

The site is relatively remote from nearby residents and therefore noise emissions have not been an issue. The nearest residence is 500m from the active disposal area.

3.9 Fire

The site is located in an old quarry and therefore has ample fire buffer surrounding the site. The main fire hazard is if there is a fire on the site that penetrates into the landfill

The site is located approximately 3 kilometers from the Hamilton fire brigade, in the town centre. The phone number for the fire Brigade is to be displayed in a visible place on the site.

3.10 Visual Impact

The site is located in an old quarry on Hamilton Plains Rd. The site is well concealed by the hill but has a visual impact on the southern side. An earth bund has been erected and will be planted out as part of rehabilitation measures to reduce visual impact from Hamilton town.

3.11 Litter Management

The Hamilton RDS employs the following measures to reduce litter at the site:

- ✓ regular compaction and covering of waste.
- ✓ Routine litter collection as required.

3.12 Control of Disease Vectors

Fly issues are managed by regular compaction and covering of waste. Cats pose a significant issue and have been managed by Council.

4. Volume of Fill and Future Life

In 2021 another survey of the site was conducted of the fill volumes. The survey site profile and details for this period is provided in fig 7 below. The survey builds on data from 2018, when the Council commissioned Henry Carr Design Engineers, in association with surveyors Rogerson Burch to have the landfill surveyed. From a base survey in 1992, and another survey in 2013 the site was surveyed to the current fill level as at 2018.

The results of the survey revealed that the total calculated fill volume between 1992 survey and 2013 survey was 64,700m³. This equates to an annual fill rate of 3080m³/annum. Between 2013 and 2018 the volume filled was 14,298 m³ equating to an annual rate of 2859 m³. There was a 7% reduction in the fill rate over that last 5 years completed to the previous 20 years.

The attached plan for the report period shows a gradient of cut and fill between 8/05/2018 and 24/11/2021; where blue is cut, green is neutral or no change, and red is fill. The two areas shown dark blue look like spots where a rockfall or landslip has occurred so I have assumed in my calculations that the rock is still in the landfill and have subtracted that area from the air volume calculation.

The total volume of landfill is then 8126m³ between 8/05/2018 and 24/11/2021. This equates to an annual rate of 3250 m³ for this period. Looking at the period from 1992 the table below shows the fill rates for each of the 3 periods.

Period	Total fill (m ³)	Annual fill rate (m ³)
1992 - 2013	64,700	3080
2013 – 2018	14,298	2859
2018 - 2022	8,126	3250

Average per annum fill rates = 3,063 m³

Based on an average fill weight of around 1000 tonne per annum compacted, the rate of approximately 3000 m³ per annum is well within expectations of the survey given the compaction rate is approximately 2.5m³/tonne, excluding cover material.

Part of the brief was also to forecast the ultimate fill capacity of the current landfill. This level was determined by assuming that the site will fill to the top of the quarry face and that the final fill profile would be a terraced benched profile back to the existing dirt mound at the front of the site. (Fig 7).

The volumes have been calculated without benching so if you bench the ultimate surface the fill volume will result in a fill volume of about 102,000m³ as at 2018. This results in an average fill height of 6.5m over the entire site.

In 2018, the fill rate forecast was based on an assumed fill rate of 3080m³ and this resulted in a forecast life of the current landfill to the year 2048. It was also forecast that with a landfill compactor the life of the site could extend past this date assuming very little growth.

Now in 2022 the actual filling rate has shown a slight increase, following a drop in the period 2013 - 2018. The amount filled in the last 4 year period was 8126m³. Taking this amount, plus the fill volume of the period 2013 to 2018 off the ultimate fill volume of 102,000m³, leads to an available volume of 79,576 (m³) and using the average fill rate of 3063m³ the forecast life of the landfill is another 25.9 years, rounded to 26 years. So the forecast life of the land remains to 2048.

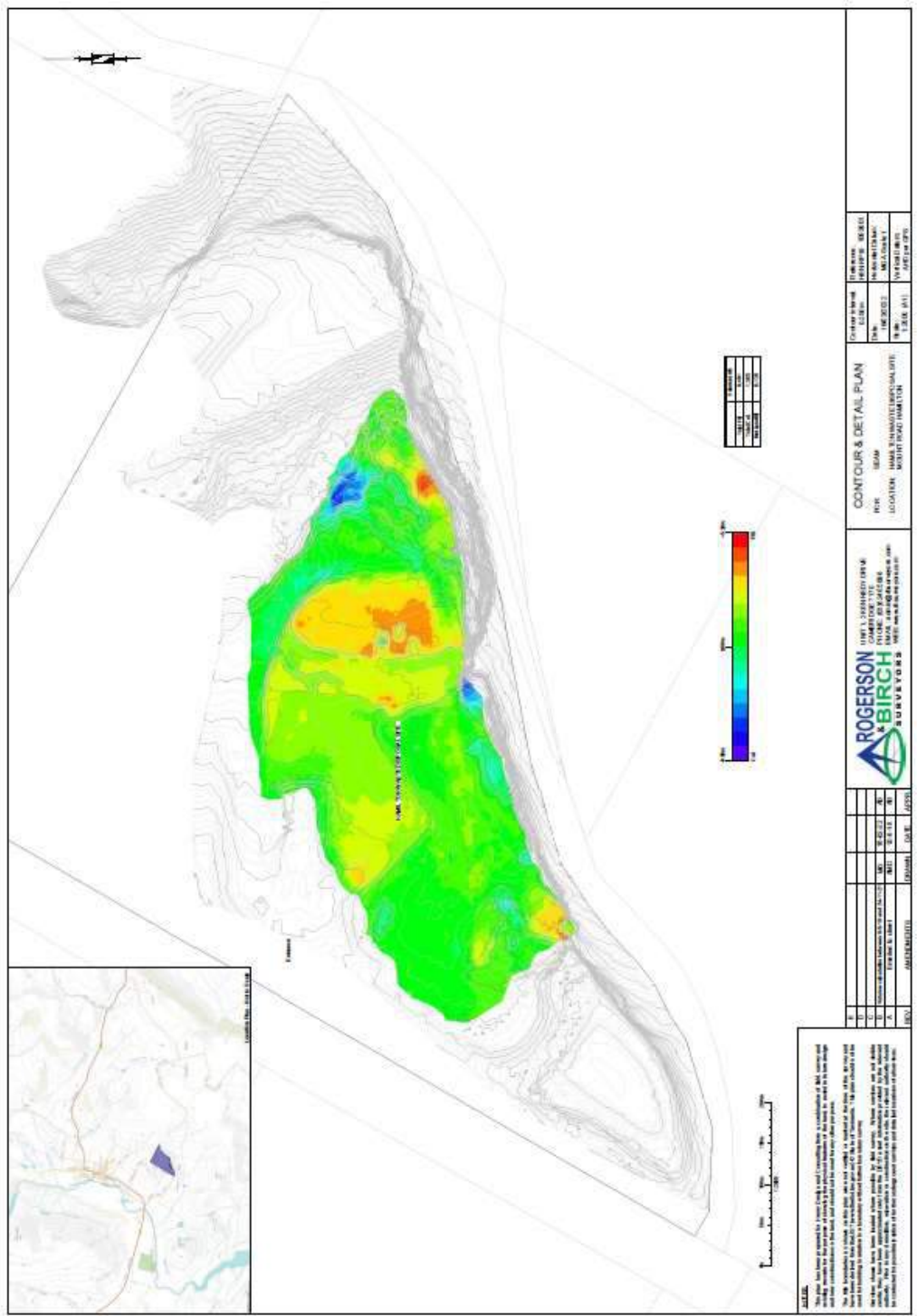


Figure 7 – Landfill Profile of ultimate fill

5. Rehabilitation and After Care Plan

5.1 Introduction

This section details the level of rehabilitation required for the site. Figure 4 indicates the three stage of the landfill – stage 1 – red; stage 2-green, stage 3 – blue and a future stage 4. The stages progress from the west to the east.

5.2 Final Rehabilitation

Additional compaction

According to the Landfill sustainability Guide two years is the minimum allowable time for settlement before final capping and rehabilitation. Therefore, following the completion of Stages 2 and 3, settlement will occur and rehabilitation carried out. Bulky waste that was improperly buried or protrudes from the edges of filled areas of stage 1 or 2 will need to be either compacted and covered or removed and disposed of correctly.

Completion of capping

The completed stage 1 area shall be capped in accordance with the requirements of Table 5.1 of the *Landfill Sustainability Guide* for a class B landfill. Table 5.1 specifies the following layers are required for the capping, with the 0.3m clean fill material on the bottom and 0.5 to 1m of final cover on the top.

0.3m clean fill material (intermediate capping);
0.6m clay capping (permeability of less than 1×10^{-9})
Geomembrane or geo-synthetic composite liner (includes geotextile layer(s))
0.3m drainage layer
geotextile liner
0.5 to 1.0m of final cover which includes topsoil.

A drawing representing the various component layers required for a landfill cap and their related thicknesses (taken from the Landfill Sustainability Guide) is shown in Figure 8.

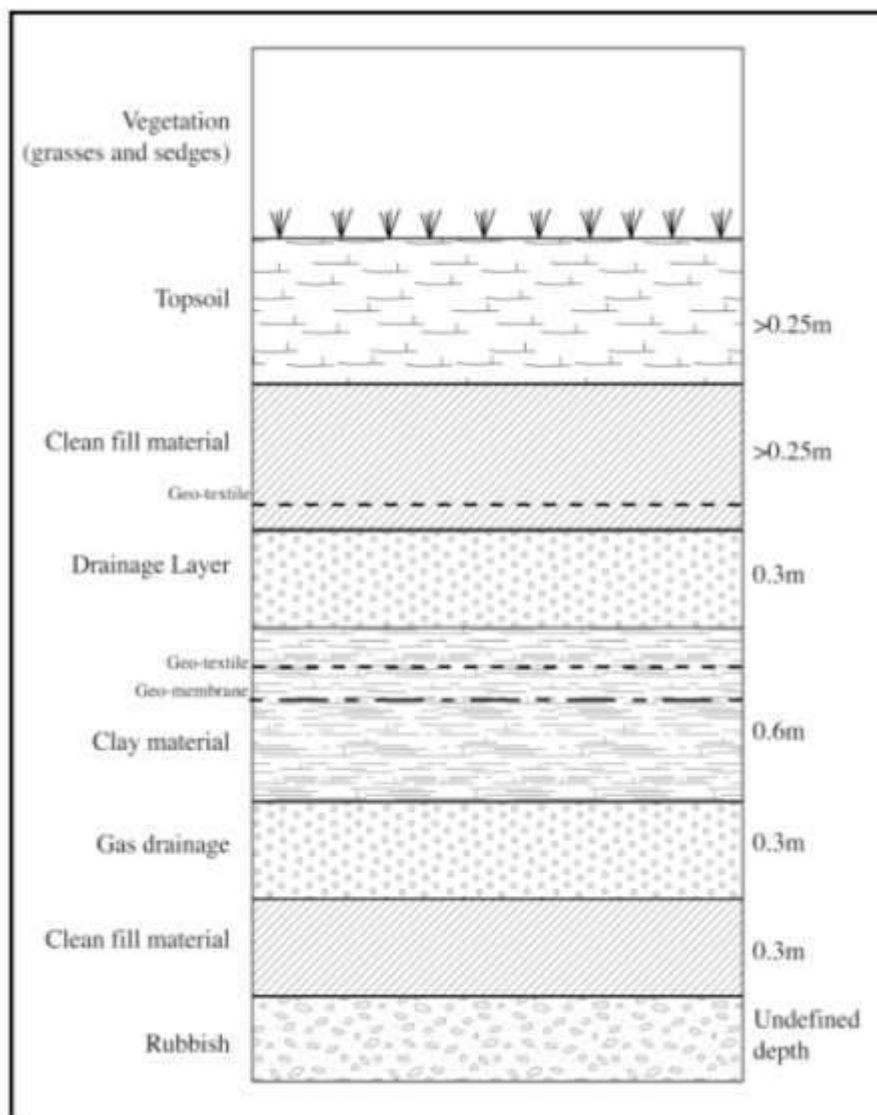


Figure 8 – Final landfill rehabilitation profile

The intermediate capping over the top of the landfill must have a minimum gradient of 3 degrees towards drainage lines and must be shaped to allow lateral drainage. Side slopes must be battered with the overall gradient not exceeding 33 degrees. The intermediate capping, i.e. 300mm of clean fill, must be applied to the landfill as shown in the Figure above.

Completion of vegetation establishment

Revegetation of rehabilitated areas should occur with species local to the area, particularly native grasses due to the height of the landfill. For this site it may be best to mulch the finally capped areas and have the area hydro mulched.

Leachate management

Any leachate generated in the leachate pond that exceed the leachate pond holding capacity shall be irrigated over the landfill. This practice has not been needed to date.



Plate 3 – Leachate Pond and pines growing with other weeds

Landfill gas management

As the site has small and shallow quantities of waste, landfill gas collection is not viable. Therefore capping is considered the best method to manage any likely landfill gas generated.

4.3 Monitoring & Reporting

Waste Quantity Monitoring

Waste volumes and tonnages shall be recorded annually and a system of conversion from volume to tonnes shall be implemented.

Groundwater & Surface Water Monitoring

Ground water will continue to be monitored from the two bores for the parameters already tested for. Monitoring is recommended to be reduced to annual monitoring if results continue to show little impact to the groundwater system.

Vegetation Monitoring

Vegetation shall be monitored annually following any planting to identify areas of stunted growth or dieback. Monitoring shall consist of a walking inspection that covers the entire rehabilitated area. Recent weeds that have invaded around the leachate pond should be removed and replaced with native species suitable for the area.

5. References

DPIWE 2004, Tasmanian Landfill Sustainability Guide 2004

SGEO 2007, PN 75166-1 Groundwater Monitoring: Bothwell RDS, Bothwell
Analytical Services Tasmania – various lab reports

Appendix A – Groundwater Monitoring Data



BH 1



BH 2

Analyte		HT1					HT2				
		29/10/2015 0:00	19/07/2016	30/11/2017	29.8.19	23/07/2021	29/10/2015 0:00	19/07/2016	30/11/2017	29.8.19	23/07/2021
pH		7.5		7.6		7.5	7.3		7.3		7.2
Conductivity	µS/cm	1420	2010	1410	1400	1430	2000	1390	1980	2020	2010
TDS	mg/L	782	1120	778	764	771	1110	778	1100	1100	1100
Oxidation Reduction Potential	Eh mV	293	400	243	418		373	381		415	
Chloride	mg/L	238	349	243	235	234	341	243	352	355	348
Sulphate	mg/L	14.8	22.1	15.1	15.1	15	22.2	16	22.9	22.5	21.9
Cyanide Total	µg/L	<5	<5	<5	<5	<5	<5	<5	<5	<5	<5
Ammonia	mg-NH ₄	<0.050	<0.050	0.031	0.014	0.03	<0.050	<0.050	<0.005	0.042	0.038
Nitrate	mg-NH ₄	0.036	<0.020	0.005	0.14	<0.002	0.034	0.04	0.03	<0.002	<0.002
Nitrate + Nitrite	mg-NH ₄	0.036	<0.020	0.005	0.14	<0.002	0.034	0.04	0.03	0.002	<0.002
Nitrite	mg-NH ₄	<0.002	<0.002	<0.002	<0.002	<0.002	<0.002	<0.002	<0.002	<0.002	<0.002
Phosphorus, Dissolved Re	mg-P _L	<0.030	<0.030	0.007	0.01	0.006	<0.030	<0.030	0.006	0.011	0.07
Nitrogen, Total	mg-NH ₄	0.11	0.16	0.17	0.23	0.1	0.16	0.28	0.21	0.13	0.14
Nitrogen, Total Kjeldahl	mg-NH ₄	<0.10	0.15	0.17	<0.10	0.1	0.12	0.24	0.18	0.13	0.14
Phosphorus, Total	mg-P _L	<0.01	<0.01	0.01	<0.01	0.015	<0.01	0.03	0.02	<0.01	0.007
NPOC Dissolved*	mg/L	1.1	2.9	1	1.1	2.3	2.6	1.6	2.6	2.5	4.3
As Dissolved	µg/L	<15					<15				
Cd Dissolved	µg/L	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2
Cr Dissolved	µg/L	<2	<2	3	<2	<2	<2	<2	2	<2	<2
Cu Dissolved	µg/L	<2	<2	6	<2	2	<2	12	<2	<2	2
Fe Dissolved	µg/L	27	277	627	729	1200	34	275	1710	192	298
K Dissolved	mg/L	0.84	0.77	0.99	0.9	1.21	0.8	1.14	1.19	0.77	0.78
Mg Dissolved	mg/L	48.6	74.9	47.5	46.4	48	75.0	47.4	75.9	74	75.2
Mn Dissolved	µg/L	245	142	464	343		147	150	158	134	133
Na Dissolved	mg/L	150	234	151	159	241	213	166	219	229	236
Ni Dissolved	µg/L	<10	<10	<10	<10	<10	<10	<10	<10	<10	<10
Pb Dissolved	µg/L	<10	<10	<10	<10	<10	<10	<10	<10	<10	<10
Se Dissolved	µg/L	<30					<30				
Zn Dissolved	µg/L	5	<2	36	11	10	<2	14	10	<2	10
COD	mgO ₂ /L				<25	<25				<25	<25

VX30-250 VACUUM EXCAVATOR



POWERFUL, VERSATILE AND PORTABLE
THE VX30-250 vacuum excavator offers municipalities and contractors a low-cost, portable system for potholing and vacuum applications.



CONVENIENT CURBSIDE CONTROLS.
The VX30-250 features convenient curbside controls for domestic and international use.



IN-TANK WASHDOWN SYSTEM.
Saves you cleanup time and makes it easier to remove difficult debris as it delivers a high-pressure water spray to the tank interior while simultaneously dumping material.



QUIETER OPERATION.
Integrated silencing system for quieter operation by dampening sound before it's released into the atmosphere using an external engine compartment baffle system.



DUAL TANK SHUT-OFF SYSTEM.
Reduces the risk of material entering the blower - in turn, adding greater longevity to your system.

VX30-250 VACUUM EXCAVATOR

WEIGHTS AND DIMENSIONS

Trailer GVW: 4467.9 kg (9850 lb)

Trailer Empty Weight: 2050 kg (4519 lb)

Trailer Axles: Two 2721 kg (6000 lb) tandem with electric brakes

Trailer Unit Length: 386 cm (152")

Trailer Unit Width: 221 cm (87")

Trailer Unit Height: 211 cm (83")

OPERATIONAL

Controls: Electric start and throttle, full spoil tank override, water pump clutch

Gauges: Fuel level, vacuum, water pressure, hour meter

Enclosure: Lockable, sound-dampening

Door Type: Full open, manual

Fuel Tank: 20 gal (76 L)

Full spoil tank shutoff: Electronic float, ball float back up

Spoil Tank Lift: Dual hydraulic cylinders

Vacuum Hose: 18' (5.5m) of 3" (7.6m) - two 9' (2.7m) sections

Low Water Shutoff: Electronic

NOTES:

GENERAL

Spoil Tank Capacity: 250 gal (946.4 L)

Engine: 31 hp (23.1 kW) Yanmar diesel

Blower: 575 cfm (16.3 m³/min) Lobe type with dual-splash oil lubrication

Maximum Vacuum: 15" Hg (381 mm Hg)

Water Tank Capacity: Two 50 gal (189 L) saddle tanks

Water Pump: 5.6 gpm @ 3000 psi (21.2 L/min @ 206.8 bar)

Filtration: 3-stage with cyclone separator & 2-micron poly filter

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EQUIPPED TO
DO MORE.[™]

Proposal for:
 CENTRAL HIGHLANDS COUNCIL
 6 TARLETON STREET
 HAMILTON, TAS, 7140

Date: 6/07/2022
Pricing Valid Until: 20/07/2022
Deal Number: 164785
Customer Account#: 5198006
Area Manager - Full Product Range: Steve Ellis
Phone:
Fax:
Email: steve.ellis@rdo-vermeer.com.au

Equipment Information

Quantity	Serial Number Stock Number Engine Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	V25S0930203529 X123840 J9977	6	New 2021 MCLAUGHLIN VX30-250 Other Pintle Hook	\$87,300.00
Equipment Subtotal:				\$87,300.00
GST:				\$8,730.00
Total Sale Price:				\$96,030.00

Totals

Bank Account Details for Direct Payments:

Bank: ANZ Banking Group Limited
 BSB: 014-657 Account No.: 7754 77613
 Account Name: RDO EQUIPMENT PTY LTD
 Please make cheques payable to: RDO EQUIPMENT PTY LTD

Balance: \$96,030.00
Registration Fees: \$2,671.00
Sub Total: \$98,701.00
Finance Payout: \$0.00
Order Confirmation Fee: **\$0.00**
Balance Due: **\$98,701.00**

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	V25S0930203529	2021 MCLAUGHLIN VX30-250	None



COMMERCIAL
LITIGATION
PROPERTY
LAWYERS

Deed Confirming Option of Renewal

Great Lake Community
Hall 55-57 Cider Gum
Road, Miena

Central Highlands Council

**Great Lake Community Centre
Inc**

Ref: LV/JRR 2003511 Deed T-T1653210-1

DocuSign Envelope ID: 7A2E1A1A-1A1A-1A1A-1A1A-1A1A1A1A

Office
64 Edmund Street
Melbourne, Victoria
3000

Postal
GPO Box 90
Melbourne, Vic 3001
DX 127 Hubert

T 03 9610 0000
F 03 9610 0000
info@dmh.com.au

This Deed is made the 15TH day of JANUARY, 2020-2021 *8e.*

Parties

1. **Central Highlands Council** the main office of which is located at Tarleton Street, Hamilton in Tasmania (**Lessor**)
2. **Great Lake Community Centre Inc** the main office of which is located at 55-57 Cider Gum Road, Miena in Tasmania (**Lessee**)

Recitals

- A. By a Lease dated 19 January 2016 the Lessor granted to the Lessee a lease of the premises at 55-57 Cider Gum Road, Miena for a term of five years from 19 January 2016 to 18 January 2021 with an option to renew for a further term of five years (**Lease**).
- B. The Lessee has validly exercised the option to renew the Lease.
- C. The parties enter into this Deed to confirm the exercise of the option to renew the Lease subject to the provisions of this Deed.

Operative Part

1. Definitions and Interpretation

1.1 Definitions

In this Deed the following Capitalised expressions have the following meaning:

Deed means this deed of renewal of lease.

Lease has the meaning in Recital A and includes:

- a. the residue of the current term of the Lease as at the date of this Deed (if any); and
- b. any:
 - i. variation (if at all); and/or
 - ii. renewal of the Lease pursuant to an option contained in or forming part of the Lease.

Premises means the premises which are the subject of the Lease.

Renewed Lease has the meaning given in clause 2.1b.

1.2 Definitions Used in the Lease

Any expression defined in the Lease has the same meaning when used in this Deed unless that expression is given a different meaning in this Deed or the context otherwise requires.

1.3 Interpretation

In this Deed unless the context otherwise requires:

- a. headings are for convenience only and do not affect interpretation;
- b. a reference to a party includes that persons personal representatives and permitted assigns, or being a corporation its successors and permitted assigns and any other person deriving title under that person or corporation;
- c. a reference to the singular includes the plural and vice versa;
- d. a reference to a gender includes all gender;
- e. a reference to an individual or person includes a corporation, partnership, joint venture, association, authority, trust, state or government and vice versa;
- f. a reference to a thing (including a right) includes a part of that thing;
- g. where an expression is defined, another part of speech or grammatical form of that expression has a corresponding meaning;
- h. mentioning any thing after the words include, includes or including does not limit the meaning of any thing mentioned before those words;
- i. no rule of construction applies to the disadvantage of a party merely because that party was responsible for the preparation of this Deed or any part of it;
- j. a reference to any legislation or legislative provision includes subordinate legislation, regulation or statutory instrument, made under it and any amendment to or replacement for any of them;
- k. a reference to a recital, clause, schedule or annexure is to a recital, clause, schedule or annexure of or to this Deed; and
- l. a reference to "dollars" or "\$" is to Australian lawful currency.

1.4 Deed Supplemental to Lease

- a. This Deed is supplemental to the Lease and will be interpreted with and having regard to the provisions of the Lease.
- b. The provisions of this Deed are intended to bind and to enure in favour of the Lessor, the Lessee, the Guarantor (if any) and their respective successors and assigns.

2. Confirming Exercise of Option of Renewal

2.1 Exercise of Option and Renewed Lease

The parties to this Deed:

- a. agree that the Lessee has validly exercised its option to renew the Lease and confirm the Lessee's exercise of the option to renew the Lease; and

- b. acknowledge and agree that pursuant to the Lessee's exercise of the option to renew the Lease, this Deed (which is taken to incorporate the Lease) and the Lease together constitute a separate lease (**Renewed Lease**):
 - i. by the Lessor to the Lessee of the Premises;
 - ii. for a further term of five years commencing on 19 January 2021 and ending on 18 January 2026; and
 - iii. on the terms and conditions of the Lease with the following changes:
 - A. such changes required by the Lease upon the exercise of the option or to give effect to the exercise of the option.

2.2 Rent

The parties confirm that the rent payable in relation to the Premises from the commencement date of the Renewed Lease is \$1.00 per annum if demanded in writing by the Landlord.

3. New Lease

The parties have, by executing this Deed, entered into a new lease in respect of the Premises up to 18 January 2026 on the terms contained in the Lease (which are incorporated in this Deed) and in this Deed.

4. Costs

Each party will be responsible for the payment of their own legal fees in respect of this Deed.

5. Miscellaneous

5.1 Governing Law

This Deed is governed by the laws of Tasmania, and the parties submit to the non-exclusive jurisdiction of the courts of Tasmania.

5.2 Variation

This Deed may not be varied or amended except in writing signed by the parties.

5.3 Liability

An obligation or liability on the part of two or more persons binds them jointly and each of them severally.

5.4 Assignment

The Lessee must not, without the prior written consent of the Lessor (which may be given or withheld in its absolute discretion), assign this Deed or any of its rights under this Deed.

5.5 Severance

If any term of this Deed is or becomes legally ineffective, under common law or legislation, the ineffective provision may be severed from this Deed which otherwise continues to be valid and operational. The parties will agree on an arrangement having a legal and economic effect which will be as similar as possible to the ineffective provision.

5.6 Waiver

The non-exercise of or delay in exercising any power or right of a party does not operate as a waiver of that power or right, nor does any single exercise of any power or right preclude any other or further exercise of it or the exercise of any other power or right. A power or right may only be waived in writing, signed by the party to be bound by the waiver.

5.7 Entire Deed

This Deed constitutes the sole and entire Deed between the Parties on the subject matter.

5.8 Counterparts

This Deed may be executed in any number of counterparts and all of those counterparts taken together constitute one and the same instrument.

5.9 Further Agreements

Each party must sign, execute and deliver all agreements, documents and instruments and do all acts reasonably required of it by notice from another party to effectively carry out and give full effect to this Deed and the rights and obligations of the parties under it.

5.10 Merger or Non-Merger

Any provision of this Deed which is not fully completed, observed or performed immediately before completion of this Deed or is capable of taking effect after completion does not merge on the completion but continues in full force and effect after completion.

Executed by the parties as a Deed

Lessor Signing Provision

The Common Seal of Central Highlands)
Council was affixed in the presence of:)

Signature

[Handwritten Signature]

Full name (print)

Lynette Eyles

Position held

General Manager



Lessee Signing Provision

The Common Seal of Great Lake)
Community Centre Inc was affixed in the)
presence of:

Signature

[Handwritten Signature]

Full name (print)

Linda Ann Smith-McKinnell

Position held

PRESIDENT GLCC



EMERGENCY SERVICES MEDAL NOMINATIONS - 2023

The Emergency Services Medal (ESM) recognises distinguished service by the men and women who serve in the frontline Emergency Services, typically the State Emergency Service (SES).

In accordance with the *Emergency Services Medal Regulations* (1999) Tasmania is entitled to no more than three (3) ESM's per year from the following categories (no more than one per category):

S3 (4) – Medal may be awarded to a person who has given distinguished service as a member of an emergency service.

- a. Full-time permanent members of the State Emergency Service
- b. Part-time, Volunteer or auxiliary members of the Emergency Service
- c. Full-time, part-time, Volunteer or auxiliary members of the emergency service

S4 (1) - The medal may be awarded to a person who has given distinguished service relating to emergency management, training or education.

To assist with any nominations, the ESM Guidelines and Nomination Form are available on the SES internet at <https://www.ses.tas.gov.au/about/get-involved/awards/>.

ESM nominations in Tasmania are assessed by a panel chaired by the Director SES before making recommendations through the State Emergency Management Controller (Secretary DPFEM) to the Minister for Police, Fire and Emergency Management for approval.

If you wish to nominate an eligible person for the 2023 Australia Day Honours List, please forward the completed ESM Nomination Form to my office, care of Karen Tope, by mail: GPO Box 1290, Hobart; or email: OfficeoftheDirector@ses.tas.gov.au. All ESM nominations must be received by COB Friday 29 July 2022. Unsuccessful nominations from previous years may be reconsidered subject to resubmission.

For further advice on the award or nomination process, please contact Karen Tope on (03) 6173 2700 or myself on (03) 6173 2702.

Yours sincerely



Leon Smith
Acting Director



TASMANIAN STATE EMERGENCY SERVICE

NOMINATION FORM FOR EMERGENCY SERVICE MEDAL



1. Details of person submitting nomination

The following information about the person submitting this recommendation is needed to enable officers of the Honours Secretariat, Government House, Canberra to seek further details, if required. In addition to completing the full details below, please indicate, in box provided, at which address you would prefer to be contacted.

Name (in full):	
Home address:	
Telephone number:	
Occupation:	
Business address:	
Business telephone:	

2. Details of person being recommended for an award

Please provide a biographical profile of the person you are nominating by completing the section below and by providing the details requested on the next page. If insufficient space is available, please attach a separate statement.

Surname:		
Given Name(s):		
Home address:		
Telephone number:		
Occupation:		
Business address:		
Business telephone:		
Awards and/or Degrees, etc:		
Date of Birth:		Place of Birth:
If born outside of Australia:		
(a)	Date of arrival:	
(b)	Naturalisation Certificate Details:	



22nd June 2022

Central Highlands Council
Adam Wilson
6 Tarleton Street
Hamilton TAS 7140
AWilson@centralhighlands.tas.gov.au

Reference: 48123

Dear Adam,

Thank you for Council's request for Telstra to install a new payphone near the corner of Dennistoun Road and Interlaken Road, Interlaken TAS 7030.

When considering whether to install a new payphone, Telstra must have regard to the Telecommunications (Payphones) Determination 2022 which details the criteria for decisions. This can be found at: <https://www.legislation.gov.au/Details/F2022L00440>

As part of the assessment for the request for a payphone to be in Interlaken, Telstra visited the site on Wednesday 15th June 2022 which was deemed to be a Category 3 for the payphone locations – eligible places and areas.

The criteria used to assess whether a payphone should be installed:
Small villages and towns (including holiday areas) with a permanent population of 200 or more persons has a specified distance of 40km. It was noted that the permanent population in Interlaken was well lower than 200.

Telstra has identified that there is a payphone located at Bothwell which is 32km away. As such, according to the assessment criteria, Telstra is not required to install a payphone at this site.

Given the assessment above, Telstra advises that we are unable to proceed with your request for the installation of a payphone at Interlaken.

Telstra did operate a payphone at this address, and it was removed in 2009. The reason for removal was very low usage, and it would be expected that even less usage would be made from the site nowadays. Vandalism was also another supporting factor as the location is very isolated and no houses nearby.

Telstra also notes that we receive many applications for new payphone locations initiated by Mr Lewis Whitehead across the country.

If you disagree with our final decision regarding the non-installation of the payphone, please contact us on 1800 011 433 and select option 2 and lodge your complaint.



You can also send us your complaint by mail to:

Telstra Payphone Siting Manager
Locked Bag 4850,
Melbourne Vic 3001
or by email to Payphones@team.telstra.com

If you have any questions, please contact me on 0407 791 996.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Caroline Adrian'.

Caroline Adrian
Caroline.R.Adrian@team.telstra.com

Information about Telstra's payphone service can be found at
<https://www.telstra.com.au/consumer-advice/payphones>

Ms Lyn Eyles
General Manager
Central Highlands Council

Private Land Conservation Program
Enquiries: Anthony Mann
Ph: 0409 737 385
Email: Anthony.Mann@dpiwwe.tas.gov.au

Dear Lyn

Re: Conservation Covenants in the Central Highlands Municipality

As at 30 June 2022, there were 920 conservation covenants registered on private land in Tasmania under the *Nature Conservation Act 2002*. They cover an area of 110,073 hectares. Most of these covenants are perpetual in nature and contribute to the National Reserve System of protected areas and protect significant natural values at the local, State and National level.

In the Central Highlands Municipality there are 62 conservation covenants covering a total of 29,359.3 hectares. The attached list (correct as at 30/06/2022) documents these areas.

As you may be aware, rate rebates are provided to landowners of conservation covenants in 16 of Tasmania's 28 Local Government Areas (typically at a rate of \$5 per hectare, with a minimum rebate of \$50 and a maximum rebate of \$500). The continued recognition and support of landowners by those Councils via the rate rebate scheme is very important and recognises the significant land management activities undertaken by landowners. The rate rebate scheme also incentivises other landowners to consider a covenant to protect their land. Councils generally review their rate rebate scheme policy on a three-year basis.

According to our records, Central Highlands Council currently does not offer a rate rebate to landowners of conservation covenants. If Council is interested in revising this policy, I would be happy to provide assistance and further information where necessary. In case you are not aware, the Department, through the Private Land Conservation Program (PLCP), provides ongoing assistance to conservation covenant landowners. We have a dedicated monitoring and stewardship team that continues to provide management advice and other services to assist landholders with the management of the natural values for which the covenants were registered to protect.

Further information on the Program is available on the PLCP website (<https://nre.tas.gov.au/conservation/conservation-on-private-land/private-land-conservation-program>), and the Tasmanian conservation covenant estate is viewable on LISTMap (www.thelist.tas.gov.au). For more detailed information, the spatial data is available at <http://listdata.thelist.tas.gov.au/opendata>, in the layer "LIST Private Reserves".

If you require any further information about the PLCP, or the covenants in your municipality, please don't hesitate to contact me.

Yours sincerely,



Anthony Mann,
Team Leader
Private Land Conservation Program
4/07/2022

Conservation Covenants - Local Government Areas



Municipality: Central Highlands

Property PID	Owner	Title Refs	Address	Locality	Area Covenanted (Ha)	ReserveID
2896058	Cornelius	243750/1, 237051/1, 236929/1, 236928/1	Steppes Interlaken Road	Bothwell	137	12721
3491300	Devil Island Coffee Co Pty Ltd	172487/1	Glovers Road	Bothwell	443	14008
5010697	Montacute Pty Ltd	121056/1	1519 Hollow Tree Road	Hollow Tree	53	12717
7692062, 7333254,	Tasmanian Land Conservancy Inc.	44971/4, 122094/1, 122094/2, 122105/1, 102182/1, 102179/1,	Pine Tier Road	Bronte Park	8773	14018
2752935	Woolly Wether Pty Ltd	146220/3	RSD 4281 Lyell Hwy	New Norfolk	54	24372
3324617	Bell Investments (Tas) Pty Ltd	168308/1	Silver Plains Rd	Lake Sorell	203	14068
2304227	ECO-NOMY Pty Ltd	243948/1	14244 Lyell Highway	Bronte Park	14	10708
5005599,179 8288	Peter Downie and Tasberry Holdings Pty	214754/1, 36492/2, 46300/1, 36492/1 (4 titles PDownie	RA 5000 Interlaken Road	Steppes	352	21896
3210249	NBT Pty Ltd, Island Getaway PL,	164812/8	Victoria Valley Road	London Lakes	389	13787
3128499	Existance Pty Ltd	248756/1	1657 Strickland Road	Dee	47	13784
1972725	Cornelius	197695/1, 120224/1, 243778/1, 243789/1, 136770/1	Midland Highway	Woodbury	1043	20528
5014153	Dungrove Land Company Pty Ltd	11865/1, 228858/1	70 Southernfield Road	Hermitage	337	10801
2189572	Tasberry Holdings Pty Ltd	135246/1, 135247/1, 135247/2, 29897/3, 29897/1	197 Macclesfield Road	Waddamana	878	10800
3478835	Hume Pastoral Pty Ltd	206786/1	268 Marked Tree Road	Gretna	71	20580
5000165	PEJE Pastoral Company Pty Ltd	182190/1 (prior 122878/1)	6011 Highland Lakes Road	Steppes	21	12688
5476083	Tasmanian Land Conservancy Inc.	224902/1	Gowan Brae Road	Central Plateau	1618	13918
2294962	Lenah Estate Pty Ltd	247172/1, 248137/1	McCallums Road	Fentonbury	96	12577
2994790	Gebbie	168233/3 (prior CT 225783/1)	Rockmount Road	Ellendale	7	12596
2662729	Tomlin	142872/1	38 The Avenue	Ellendale	20	12576
5010654	PEJE Pastoral Company Pty Ltd	110450/1	193 Humble Road	Bothwell	119	12570
1853865	Jacques	126437/1	Dennistoun Road	Bothwell	36	22297
3491327	Young	172488/2 (Historic title101027/2)	Glovers Road	Bothwell	431	14007

1860790	Highland Conservation Pty Ltd	127910/12	Lyell Highway	Bradys Lake	1252	13946
5475937	Osterley Escape Pty Ltd	222577/1	172 McGuire's Marsh Road	Osterley	83	12704
5473464	Tasmanian Land Conservancy Inc.	110356/1, 110356/2, 110356/3	Rockmount Road	Ellendale	34	10929
2189572	Tasberry Holdings Pty Ltd	135247/1	197 Macclesfield Road	Waddamana	33	10936
5000165	PEJE Pastoral Company Pty Ltd	182190/1 (prior 122878/1), 227348/1	6011 Highland Lakes Road	Steppes	205	12573
3268969	Grant	166563/3	Pelham Road	Hollow Tree	27	14071
5000165	PEJE Pastoral Company Pty Ltd	182190/1 (prior 122878/1)	6011 Highland Lakes Road	Steppes	211	12572
5467371, 5460057	Bell & Lazarus	119278/1, 209091/1	146 Nichols Road	Elderslie	24	13762
3491319	Falzon	172488/1 (Historic title 101027/1)	Lot 1 Glovers Road	Bothwell	259	14006
6751470	Connorville Station Pty Ltd	133307/1	Connorville Station	Cressy	1394	20572
3174225	G & S Ellis Holdings	18933/2, 163541/1, 36399/1, 181978/1 (prior 37631/2)	RA 652 Meadowbank Road	Meadowbank	771	20742
5010726	Montacute Pty Ltd	54406/3	1336 Hollow Tree Road	Hollow Tree	99	13517
5010726, 5010742	Montacute Pty Ltd	54484/2, 54406/3, 54489/8	1336-1439 Hollow Tree Road	Hollow Tree	421	13518
2820125	McBeath	166563/2	Pelham Road	Hollow Tree	18	14070
2203901, 7522178	Monks (Hunterston Pty Ltd)	221104/1, 240125/1, 207892/1, 208435/1, 227581/1, 205892/1, 168308/2	Interlaken Road	Steppes	470	21902
3324625	Tasmanian Land Conservancy Inc.		Silver Plains Rd	Lake Sorell	129	14163
2946633	Allwright	172188/1	460 Jones River Road	Ellendale	144	12547
5005599	Lagoon of Islands Land Company Pty Ltd	46415/2	5000 Interlaken Road	Steppes	22	24414
3268942	Cole & Lowry	166563/1	1190 Marked Tree Road	Hollow Tree	17	12586
2246477, 5010742,	Montacute Pty Ltd & Desmond Hallett	54302/4, 54484/2, 54489/8, 54488/7	Hollow Tree Rd	Hollow Tree	81	13536
2601168	Lenah Estate Pty Ltd	238433/1	Fourteen Mile Road	Tarraleah	57	12580
5467400	Hilton	212268/1	Sonnars Road	Pelham	112	20737
5467128	Downie	158526/1	RSD 4281 Lyell Hwy	New Norfolk	164	20120
7342273	Tasmanian Land Conservancy Inc.	201818/1, 243083/1	Holmes Rd	Ellendale	87	10005
7612624	Tasberry Holdings Pty Ltd & Interlaken	125860/2, 43771/3, 43771/1	3119 Interlaken Rd	Interlaken	112	12644
2752978	Dungey	146220/2	Lot 2 Lyell Hwy	Gretna	290	23842

3054354	Philp	241850/1	Lot 1 Lyell Highway	Bronte Park	116	13839
2900301	Ibbottvale Pty Ltd	106828/1	RA 289 Hollow Tree Road	Bothwell	65	20130
3361565	Rothamay Pastoral Company Pty Ltd	167795/1 (prior CT161436/1)	RA 60, Hollow Tree Road	Bothwell	158	20123
2807190	Flaherty	150128/4	47 Woodward's Bay Rd	Bradys Lake	19	13574
2820125	Fowell	166564/2	Marked Tree Road	Hollow Tree	38	14073
3338699	Towns	173269/2 (prior CT168233/1, Prior CT 225783/1)	Rockmount Road	Ellendale	5	14138
2900301	Ibbottvale Pty Ltd	152363/1	289 Hollow Tree Road	Bothwell	82	12723
2896058	Cornelius	41110/1	Interlaken Rd	Interlaken	35	14128
3338680	Gebbie	168233/3	215 Rockmount Road	Ellendale	69	10942
3264626	Batman Enterprises Pty Ltd	166564/3	1008 Marked Tree Road	Hollow Tree	132	14074
5005599	Downie	214754/1	Steppes	Bothwell	109	10946
2813013	James Glover & Sons Pty Ltd	156999/1	4244A Waddamana Rd	Steppes	90	14316
5476067, 5475806	Aboriginal Land Council of Tasmania	124153/1 to 11, 239546/1, 248703/1, 248703/2, 248703/3, 166564/1	Gowen Brae Rd	Bronte Park	6749	14135
2820125	Lee	166564/1	Marked Tree Road	Hollow Tree	39	14072

Number of Covenants in Municipality: 62

Total Area in Municipality (Ha): 29359

**Please read this information**

The licence of the type indicated below is issued under Part 3.3 of the Radiocommunications Act 1992 to the person or organisation named below. **Issue of the licence for a further period is not and cannot be automatic** due to changing community demands on the radiofrequency spectrum.

Every reasonable effort will be made to give adequate notice of any intention not to renew the licence or any changes to any conditions placed on the licence.

03/09/2012
DATE OF ISSUE

27/08/2012
DATE OF EFFECT

26/08/2013
DATE OF EXPIRY

Derwent Valley Council

PO Box 595
NEW NORFOLK TAS 7140

Devices authorised under this licence must be operated in accordance with the frequency, emission, operating mode, power (transmitter and EIRP), call sign, operating location (AMG Coordinates/Access Area), antenna details where specified below and Licence Conditions Determinations.

Further Information - please see over

Licence Type: Broadcasting
Radio
Licence Number: 1158292
Specification No: TS10013017
Callsign: 7ABCRR

This Broadcasting licence authorises the operation of broadcast service station(s).

Spectrum Access: 11506981
Carrier Frequency: 89.7 MHz

STATION:

Site ID: 33169
Site Name: Norske Skoge / Telstra Site BELCHERS
LOOKOUT TAS
AMG Co-ordinates: Zn:55 E:478375 N:5276611

Operating Mode: Transmit
Emission Designator: 200KF8EHF

Antenna Height: 20 m

Radiation Pattern:		Max. ERP	General Pol.
Start Angle	Stop Angle	50 W	M
0	360		

SPECIAL CONDITIONS APPLYING TO LICENCE # 1158292

This licence is for the retransmission of the 7ABCRR radio program in its entirety.

ADVISORY NOTES APPLYING TO LICENCE # 1158292

Conditions applicable to the operation of Broadcast Service stations authorised under this licence can be found in the Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003 and the Radiocommunications Licence Conditions (Broadcasting Licence) Determination no. 1 of 1998, as in force

Continued on next page.

In addition to the conditions set out in this document, your licence is subject to a number of other conditions which are imposed by the *Radiocommunications Act 1992* (the Act) itself. Your licence may also be subject to additional conditions which are imposed by Licence Conditions Determinations made under the Act. The conditions that are imposed on a licence vary according to the type of licence and service being operated and the section of the *Radiocommunications Act 1992* under which the licence has been issued. For information on the section of the Act under which your licence has been issued, and on the conditions imposed by legislation, please contact the ACMA (see contact details below).

Rights of Appeal

A decision of the ACMA to impose or vary licence conditions is subject to the provisions outlined in Part 5.6 of the *Radiocommunications Act 1992*. If you are both affected by, and dissatisfied with, such a decision you may apply to the ACMA to have the ACMA reconsider the decision under section 288 of the Act.

An application for reconsideration must state the reasons for the request, and should be sent to the Executive Manager, Communications Operations and Service Group, Australian Communications and Media Authority, PO Box 78, Belconnen, ACT, 2616.

If you are dissatisfied with the ACMA's decision on the reconsideration you may, subject to the Administrative Appeals Tribunal Act 1975, apply to the Administrative Appeals Tribunal for review of the decision on that reconsideration.

Important

An application for the ACMA to reconsider a decision to impose or vary licence conditions must be made to the ACMA within 28 days of the day on which you are informed of the decision. An application for reconsideration made after that time may not be accepted.

ACMA Contact Details

Allocations Administration Section

Australian Communications and Media Authority,
PO Box 78
Belconnen ACT 2616

General enquiries telephone: 1300 850 115

Please consult your service provider concerning associated costs for mobile phone calls to the 1300 number.

ACMA website address

<http://www.acma.gov.au>



from time to time. Copies of these determinations are available from the Operations Branch, ACMA, Canberra or from the ACMA home page (www.acma.gov.au).



Apparatus Licence

Issued by Delegate of the Australian Communications and Media Authority



Licensee details

Customer ID	217624
Licensee	CENTRAL HIGHLANDS COUNCIL
Trading name	CENTRAL HIGHLANDS COUNCIL
Licensee address	PO Box 20, HAMILTON, TAS 7140

Licence details

Licence service	Broadcasting - Retransmission
Licence number	1158292/1
Callsign	7ABCRR
Date of issue	06/08/2021
Date of effect	06/08/2021
Date of expiry	26/08/2022

Licence conditions

Your licence is subject to conditions set out in the *Radiocommunications Act 1992*. Your licence may also be subject to such other licence conditions as determined by the ACMA (in licence condition determinations) from time to time, and is also subject to special conditions as detailed on this licence.

The conditions that are imposed on a licence vary according to the type of licence issued, the service being operated and the section of the *Radiocommunications Act 1992* under which the licence has been issued. For further information about the conditions that apply to your licence, please contact the ACMA (see contact details below).

Rights of appeal

A decision by the ACMA to impose further conditions or revoke or vary the conditions of your licence may be reviewable. If you are affected by, and dissatisfied with, such a decision you may apply to the ACMA to have the ACMA reconsider the decision under section 288 of the *Radiocommunications Act 1992*.

An application for reconsideration must state the reasons for the request, and should be sent to the address listed below. Applications for review of decisions can be made using the R051 - Application for review of Decision form, available on the ACMA website.

Important

An application for the ACMA to reconsider a decision to impose or vary licence conditions must be made to the ACMA within 28 days of the day on which you are informed of the decision. An application for reconsideration made after that time may not be accepted.

ACMA contact details

Customer Service Centre
PO Box 78
BELCONNEN ACT 2616

Telephone: 1300 850 115
Email: info@acma.gov.au

ACMA website: www.acma.gov.au

Certain information contained in this licence record will be disclosed in the Register of Radiocommunications Licences (RRL), established and maintained pursuant to Part 3.5 of the *Radiocommunications Act 1992*.

Special Conditions applying to licence no.: 1158292/1

The licensee, or any authorised person, is required to place advertisements in newspapers circulating within the licence area of the licence at least seven days before the commencement of transmissions. The advertisement should state that members of the public should contact the licensee, or authorised person, if the broadcast causes interference to other radiocommunications. The advertisement must detail the date and the time of the commencement of transmissions, the frequency being used and the appropriate person's contact details, including the address and telephone number of the person responsible for the transmissions.

This licence is issued or renewed only for the period for which the frequency has been made available under section 34 of the Broadcasting Services Act 1992.

The licensee must ensure that no harmful interference shall be caused to the operation of any radiocommunication station or service. If the operation of the transmitter is causing interference to other services, the licensee is required at the licensee's own expense, to adjust, or fit devices to, receivers in order to eliminate or minimise that interference.

This licence is for the retransmission of the ABC Regional Radio program in its entirety.

Advisory Notes applying to licence no.: 1158292/1

Conditions applicable to the operation of Broadcast Service stations authorised under this licence can be found in the Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003 and the Radiocommunications Licence Conditions (Broadcasting Licence) Determination no. 1 of 1998, as in force from time to time. Copies of these determinations are available from the ACMA and from the ACMA home page (www.acma.gov.au).

Technical characteristics

Below is a summary of the technical characteristics of the licensed service. Further technical details not displayed here may be found on the ACMA website.

Station 1:

Site details

Site ID	33169		
Site address	Norske Skoge / Telstra Site, BELCHERS LOOKOUT TAS 7140		
Co-ordinates (GDA94)	Latitude: -42.661025	Longitude:	146.737502

Transmitter details

General Area Served	Maydena
Technical specification no.	10013017
Assigned frequency	89.7 MHz
Freq. assign. ID	0001409233
Emission designator	200KF8EHF
Antenna Polarisation	M - Mixed
Antenna height (m)	22

Radiation pattern details

Bearing or Sector (°T)	Maximum ERP (W)
0 - 20	1 000.0
20 - 60	400.0
60 - 140	1 000.0
140 - 180	400.0
180 - 260	1 000.0
260 - 300	400.0
300 - 360	1 000.0

Special Conditions applying to Station 1

Carrier Frequency : 89.700 MHz



Lease

[DNRET Ref: LM-LM-RL-LL-018550A-002]

Date

The Honourable Jacqueline Anne Petrusma MP

(being and as the Minister for the time being for the State of Tasmania
administering the *National Parks and Reserves Management Act 2002* (Tas))
(Lessor)

and

Central Highlands Council

(ABN 30 472 949 899)

(Lessee)

and

**The person or entity (if any) named in Item 1
(Guarantor)**

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Lease

Details and recitals

Date:

Parties:

Name	The Honourable Jacqueline Anne Petrusma MP (being and as the Minister for the time being for the State of Tasmania administering the <i>National Parks and Reserves Management Act 2002</i> (Tas))
Short form name	Lessor
Notice details	C/- Department of Natural Resources and Environment Tasmania GPO Box 44, Hobart, Tasmania 7001 Telephone: (03) 6169 9015 Attention: Secretary, Department of Natural Resources and Environment Tasmania
Name	Central Highlands Council
ACN/ARBN/ABN	
Short form name	Lessee
Notice details	PO Box 20, Hamilton, Tasmania 7410 Telephone: (03) 6286 3334 Attention: General Manager
Name	The person or entity (if any) named in Item 1
Short form name	Guarantor
Notice details	Refer Item 1

Recitals:

- A. Pursuant to the provisions of the Act, the Lessor as Minister may lease and licence Crown land to any person on such terms as the Lessor thinks fit.
- B. The Lessor acting under the powers conferred by the Act (and in particular the Section of the Act) has agreed to grant the Lessee:
1. a lease of the Premises; and
 2. a licence of the Licensed Area,
- in accordance with this Lease and the Act.
- C. The Lessee has agreed to accept:
1. a lease of the Premises; and
 2. a licence of the Licensed Area,
- in accordance with this Lease and the Act.

Information Table

Item 1 Page 1: Guarantor's details	
Name: ACN/ARBN/ABN: Notice details:	Not applicable.
Item 2 (clause 1.1): Premises	
That area of Crown land together with Improvements situated at Table Mountain, Easting 512750, Northing 5325281 in Tasmania identified by Property Identification Number 9001370 being approximately 100m ² as shown outlined in red on the Plan.	
Item 3 (clause 1.1): Licensed Area	
All that area of Crown land with Improvements situated at Table Mountain, Easting 512750, Northing 5325281, within the Table Mountain Conservation Area in Tasmania identified by Property Identification Number 9702556 being approximately 840m ² shown outlined in blue on the Plan.	
Item 4 (clause 1.1): Improvements	
Radio tower, two separate galvanized iron solar panel stands and a steel premises enclosure with solar panels on the Premises as owned by the Lessee.	
Item 5 (clause 1.1): Commencement Date	
1 July 2022.	
Item 6 (clause 1.1): Expiry Date	
30 June 2032.	
Item 7 (clause 1.1): Term	
The period of 10 years.	
Item 8 (clause 3): Option	
Application of clause 3	Applicable.
New Lease Term	10.
Number of New Terms	1

Item 9 (clause 4): Rent

\$1.00 per annum if demanded.

Item 10 (clause 4.1): Fixed Rent

Applicable.

Item 11 (clause 4.2): Adjustment of Rent

Not applicable.

Item 12 (clause 1.1): Insured Amount

\$20,000,000.00.

Item 13 (clause 1.1): Interest Rate

The rate prescribed by the *Crown Lands Regulations 2011* (Tas) for the purposes of section 36(a)(ii) of the Act.

Item 14 (clause 1.1): Section of Act

Section 48.

Item 15 (clause 1.1): Permitted Use

The Lessee may enter and use the Premises for the purposes of:

- (a) accessing the radio repeater site;
 - (b) operating the radio repeater site; and
- all reasonably necessary ancillary purposes.

Item 16 (clause 15): Special terms and conditions

The following special terms and conditions apply to this Lease:

1. Maintenance Works

‘Maintenance Works’ for the purposes of Item 12 is limited to the following:

- (a) small scale pruning of vegetation;
- (b) clearing of windfalls to keep existing track corridor open for 4WD vehicle access; and
- (c) any other works as directed by the Lessor from time to time.

2. Vegetation Survey

The Lessee must commission a vegetation survey of the Premises within twelve (12) months of the Commencement Date or prior to any Maintenance Works occurring, whichever comes first.

3. Additional Works

- (a) The Lessee must obtain a written consent from the Parks and Wildlife Service (PWS) prior to commencing any works other than Maintenance Works (Additional Works).
- (b) Additional Works will be subject to a further Environmental Impact Assessment (EIA).

4. Aquila breeding season

All Maintenance Works and Additional Works are to be undertaken outside of the *Aquila audax* (wedge-tail eagle) breeding season (August to February), except for emergency repairs.

5. Crown Reserve Rights

The PWS reserves the right to unimpeded access to the Premises for reserve inspections, maintenance and fire operations.

Operative provisions

The parties agree as follows:

1 Definitions and interpretation

1.1 Definitions

In this Lease, unless the context otherwise requires:

Act means the *National Parks and Reserves Management Act 2002* (Tas).

Approval or Approvals includes:

- (a) any consent, authorisation, registration, filing, lodgement, agreement, notarisation, certificate, permission, licence, approval, authority or exemption from by or with a Government Body;
- (b) in relation to anything which will be fully or partly prohibited or restricted by law if a Government Body intervenes or acts in any way within a specified period after lodgement, filing, registration or notification, the expiration of that period without intervention or action;
- (c) all necessary development approvals, licences, permits and approvals as may be required from time to time by a Government Body for or in respect of the Permitted Use; and
- (d) to avoid doubt, any planning and environment approvals.

Business Day means a day that is not a Saturday, a Sunday, Easter Tuesday or a statutory holiday (as defined in the *Statutory Holidays Act 2000* (Tas)) generally observed in Hobart.

Commencement Date means the date set out in Item 5.

Contamination means a solid, liquid, gas, odour, heat, sound, vibration, radiation or substance of any kind that:

- (a) makes, or may make, the Premises, land or waters adjacent to the Premises (if any) unsafe, unfit or harmful for habitation, use or occupation by any person or animal; or
- (b) causes the Premises, land or waters adjacent to the Premises (if any) to not satisfy all applicable Laws or the criteria, standards or guidelines published, or adopted by any Government Body that has jurisdiction over the Premises.

Crown means the Crown in Right of Tasmania.

Details means the details and recitals set out above.

Expiry Date means the date set out in Item 6.

Government Body includes a body politic, a government (federal, state or local), a governmental, judicial or administrative body, a tribunal, a commission, a department or agency of any government, and a statutory authority or instrumentality.

Guarantor means the guarantor (if any) set out in Item 1.

GST means any goods and services tax or similar tax imposed by the Commonwealth of Australia (but excluding any penalty, fine, interest or similar payment).

GST Laws means applicable Laws relating to GST.

Improvements means the improvements set out in Item 4.

Information Table means the table titled 'Information Table' (if any) included in this Lease.

Insolvent means:

- (a) in respect of a natural person, that person:
 - (i) committing an act of bankruptcy;
 - (ii) being made bankrupt; or
 - (iii) being subject to an arrangement under Part IV of the *Bankruptcy Act 1966* (Cwlth); and
- (b) in respect of a corporation, that corporation:
 - (i) being wound up (other than for the purpose of restructure);
 - (ii) coming under external administration under the *Corporations Act 2001* (Cwlth);
 - (iii) being subject to an order for winding up or reconstruction; or
 - (iv) having a receiver, a receiver and manager, an agent in possession, a trustee or a guardian appointed to the property of the corporation.

Insured Amount means the amount set out in Item 12.

Interest Rate means the rate set out in Item 13.

Item means an item in the Information Table.

Law means:

- (a) principles of law or equity established by decisions of courts;
- (b) legislation and subordinate legislation; and
- (c) requirements, approvals (including conditions) and guidelines of any Government Body that have force of law.

Lease or this Lease means this deed and includes all its annexures, appendices, attachments and schedules (if any).

Lessee means the person or entity set out in the Details and where the context permits includes the Lessee's employees, authorised contractors, sub-contractors, agents, licensees and invitees and any other person claiming through or under the Lessee.

Lessor means the Minister from time to time administering the Act, the Minister's successors in office and where the context requires includes all persons acting on behalf of the Minister.

Licensed Area means that area of Crown land set out in Item 3.

month means calendar month.

Permitted Use means the right to use the Premises for the purpose set out in Item 15 and for all reasonably necessary ancillary purposes.

Plan means the plan of the Premises which is attached to this Lease as 'Attachment: Plan' which is attached for illustration purposes only.

Premises means that area of Crown land set out in Item 2.

Rent means the amount set out in Item 9, as adjusted or reviewed from time to time in accordance with this Lease.

Right includes a right, a power, a remedy, a discretion or an authority.

Section of Act means the section of the Act set out in Item 14.

Special terms and conditions means those special terms and conditions, if any, set out in Item 16.

Term means:

- (a) the period set out in Item 7; and
- (b) where applicable, any further period granted in accordance with clause 3, commencing on the Commencement Date and ending on the Expiry Date (inclusive of those dates).

Valuer means:

- (a) a person who is qualified to practice as a land valuer under section 4 of the *Land Valuers Act 2001*(Tas); or
- (b) the person appointed as the Valuer-General under the *Valuation of Land Act 2001* (Tas) or his or her nominees.

1.2 Interpretation

In this Lease, unless the context otherwise requires:

- (a) the singular includes the plural and vice versa;
- (b) words importing a gender include all genders;
- (c) other parts of speech and grammatical forms of a word or phrase defined in this Lease have a corresponding meaning;
- (d) a reference to a thing (including property or an amount) is a reference to the whole and each part of that thing;
- (e) a reference to a group of persons includes a reference to any one or more of those persons;
- (f) a reference to an annexure, an appendix, an attachment, a schedule, a party, a clause or a part is a reference to an annexure, an appendix, an attachment, a schedule or a party to, or a clause or a part of, this Lease;
- (g) a reference to any legislation or legislative provision includes subordinate legislation made under it and any amendment to, or replacement for, any of them;
- (h) writing includes marks, figures, symbols, images or perforations having a meaning for persons qualified to interpret them;

- (i) a reference to a document includes:
 - (i) any thing on which there is writing;
 - (ii) any thing from which sounds, images or writings can be reproduced with or without the aid of any thing else;
 - (iii) an amendment or supplement to, or replacement or novation of, that document; or
 - (iv) a map, plan, drawing or photograph;
- (j) a reference to an agreement includes an undertaking, deed, agreement or legally enforceable arrangement or understanding, whether or not in writing;
- (k) a reference to a 'person' includes a natural person, a partnership, a body corporate, a corporation sole, an association, a Government Body, or any other entity;
- (l) a reference to a party includes that party's executors, administrators, successors and permitted assigns and substitutes;
- (m) a reference to a Minister includes, as applicable, that Minister's predecessors and successors in office;
- (n) a reference to a Government Body or other body or organisation that has ceased to exist, or that has been renamed, reconstituted or replaced, or the powers or functions of which have been substantially transferred, is taken to refer respectively to the Government Body or other body or organisation as renamed or reconstituted, or established or formed in its place, or to which its powers or functions have been substantially transferred;
- (o) a reference to an office in a Government Body or other body or organisation includes any person acting in that office, and if the office is vacant, the person who for the time being is substantially responsible for the exercise of the duties, functions or powers of that office;
- (p) mentioning any thing after the words 'includes', 'included' or 'including' does not limit the meaning of any thing mentioned before those words;
- (q) a reference to a day is to be interpreted as the period of time in Tasmania commencing at midnight and ending 24 hours later;
- (r) reference to a time or date in connection with the performance of an obligation by a party is a reference to the time or date in Hobart, Tasmania, even if the obligation is to be performed elsewhere; and
- (s) references to '\$' and 'dollars' are to Australian dollars.

1.3 Headings

Headings are included for convenience only and do not affect the interpretation of this Lease.

1.4 No rule of construction applies to disadvantage party

In relation to the interpretation of this Lease, no rule of construction is to apply to the disadvantage of a party because that party was responsible for the preparation of this Lease or any part of it.

1.5 Information Table

If there is an Information Table:

- (a) an Item that has not been completed will be taken to be 'not applicable'; and
- (b) unless the context otherwise requires, expressions defined in that table have the same meanings when used in other parts of this Lease.

2 Grant of lease

2.1 Grant

The Lessor grants to the Lessee, and the Lessee accepts from the Lessor, a lease of the Premises under the Section of the Act, to use the Premises for the Permitted Use from the Commencement Date for the Term in accordance with this Lease and subject to the Act.

2.2 Licence and shared access

- (a) In addition to the rights granted under clause 2.1, the Lessor grants to the Lessee and the Lessee accepts, a non-exclusive licence for the Term for the purposes of access and egress to the Premises over the Licensed Area for the Permitted Use on the terms and conditions in this Lease and subject to the Act.
- (b) The Lessee acknowledges that:
 - (i) the Lessor may issue other persons with licence rights over the Licensed Area;
 - (ii) the Lessor retains the right to full and free access to the Licensed Area throughout the Term;
 - (iii) the Lessor is not responsible for constructing maintaining repairing or replacing any gate road track or drain on the Licensed Area (however the Lessor may undertake works on the Licensed Area for the Lessor's own purposes (provided that any such works do not derogate from the Lessee's rights under this clause 2.2) in which case any such works performed will not be taken as an assumption that the Lessor will be required to undertake any further works nor will it relieve the Lessee of any of the Lessee's obligations under this Lease);
 - (iv) the Lessee must:
 - (A) leave the Licensed Area in a clean and tidy and safe state and condition following each exercise of these licence rights by the Lessee including remedying any damage to the Licensed Area (and any improvements thereon) arising from or attributable to the Lessee's use of the Licensed Area and follow all notices and directions of the Lessor in respect thereof;
 - (B) undertake all necessary general maintenance and repair work on the Licensed Area required so as to be in a safe state and condition at all times it being acknowledged that where other persons have been granted similar rights over the Licensed Area the Lessee is to co-ordinate the carrying out (and costs) of such general maintenance and repair works with such other persons (noting that the Lessee remains responsible for works necessary arising from or

attributable to the Lessee's use of the Licensed Area in accordance with subclause (A)); and

- (C) (without limiting the generality of the Lessee's obligations under this subclause) comply with all notices and directions given by the Lessor about the use and maintenance of the Licensed Area during the Term; and
- (v) no interest in the Licensed Area is created in favour of the Lessee.
- (c) If the relevant Government Body assumes responsibility for maintenance of any part of the Licensed Area during the Term under the *Local Government (Highways) Act 1982* (Tas) then the licence rights granted under this clause 2.2 will cease and determine in respect of such part of the Licensed Area.
- (d) The terms of this Lease will apply to these licence rights where such terms can be taken as applicable to a licence with references to Premises also taken to include a reference to Licensed Area where the context permits (including in particular for the avoidance of doubt clauses 5.1, 5.2, 7, 8, 9, 10 and 13 also applying to the Lessee's use of the Licensed Area).

3 Option

3.1 Application

This clause 3 applies if Item 8 states that this clause is applicable. For the avoidance of doubt, this clause 3 is not applicable if Item 8 states that this clause 3 is not applicable.

3.2 New lease

- (a) The Lessor must grant the Lessee a new lease of the Premises for such further term as set out in the New Lease in Item 8 commencing on the expiration of this Lease if the Lessee:
 - (i) makes a written request no earlier than six months and at least three months prior to the expiration of this Lease; and
 - (ii) is not in breach of any of the terms of this Lease at the time of the request under clause 3.2(a)(i) and at the expiration of the initial Term of this Lease; and
 - (iii) has not persistently been in breach of this Lease during the Term.
- (b) The new lease will be on the same terms and conditions contained in this Lease (with any necessary changes) with the commencing Rent for the new lease to be the Rent for the final year of the expired Term as adjusted in accordance with clause 4.2.

3.3 Number of options

The number of new leases that may be created under clause 3.2 is limited to the number specified in the New Lease in Item 8 and clause 3 must be excluded from the final lease entered into as a result of the application of that clause.

4 Rent

4.1 Fixed Rent

- (a) This clause 4.1 applies if Item 10 states that this clause is applicable. For the avoidance of doubt, this clause 4.1 is not applicable if Item 10 states that this clause 4.1 is not applicable.
- (b) In consideration of this Lease, the Lessee must pay the Rent to the Lessor in advance on the Commencement Date without set-off or deduction.
- (c) The Rent is the only Rent payable during the Term of this Lease.

4.2 Adjustment of Rent

- (a) This clause 4.2 applies if Item 11 states that this clause is applicable. For the avoidance of doubt, this clause 4.2 is not applicable if Item 11 states that this clause 4.2 is not applicable.
- (b) In consideration of this Lease, the Lessee must pay the Rent to the Lessor annually in advance with the first payment to be made on the Commencement Date and each subsequent payment to be made on each anniversary of the Commencement Date.
- (c) The Lessor will adjust the Rent every three years during the Term commencing on the third anniversary of the Commencement Date (**rent adjustment date**) and every three years thereafter. The adjusted Rent will be the amount recommended by a Valuer for the three years from the effective rent adjustment date until the next rent adjustment date taking into account any matters the Valuer considered reasonable.
- (d) The Lessor may adjust the Rent at any time prior to or following a rent adjustment date and the new Rent resulting from an adjustment is taken to apply from the relevant effective rent adjustment date.
- (e) Notwithstanding anything else in this clause 4.2, the new Rent arising from any rent adjustment cannot be fixed at an amount that is less than that for the previous period.

5 Lessee's covenants

5.1 Covenants

The Lessee covenants with the Lessor as follows:

- (a) to pay the Rent as required under this Lease;
- (b) to pay all land tax (on a single holding basis), rates, water, sewerage, and other charges levied against the Premises and payable by an owner. For the avoidance of doubt, the Lessee acknowledges that if any such charges are demanded directly of the Lessee then the Lessee must pay that amount punctually to the Government Body or if demanded of the Lessor then the Lessee must pay to the Lessor on demand a fair proportion (as assessed by the Lessor) of those charges;
- (c) to pay the costs of delivery of all services used by the Lessee at the Premises including electricity, telephone, telecommunication service and ad valorem charges for water and sewerage;

- (d) to comply with the terms of this Lease, including the Special terms and conditions;
- (e) to comply with the Lessor's directions about use of the Premises;
- (f) to comply punctually with all notices received from the Lessor or any Government Body concerning:
 - (i) the Premises;
 - (ii) the Permitted Use;
 - (iii) any Contamination of the Premises, land, or waters adjacent to the Premises (if any); and
 - (iv) any remediation of the Premises, land or waters adjacent to the Premises (if any);
- (g) to punctually comply with:
 - (i) all notices received from the Lessor or the Lessor's duly authorised agents relating to the Lessee's obligations under this Lease;
 - (ii) all notices received from any Government Body with respect to the Premises or Permitted Use or both;
 - (iii) all Laws, Approvals and other requirements of a Government Body that affect the Premises or Permitted Use or both in any way; and
 - (iv) any management plans that are approved under the Act at any time that in any way affect the Premises;
- (h) to obtain, keep current and comply with, for the Term all necessary Approvals as may be required from time to time by all Laws or any Government Body or both, for or in respect of the Permitted Use and occupation of the Premises (including for the avoidance of doubt all necessary Approvals and permits as may be required under the *Land Use Planning and Approvals Act 1993* (Tas) in respect of any works undertaken by the Lessee in accordance with this Lease);
- (i) to give immediate written notice to the Lessor of:
 - (i) receipt of any notice referred to in clauses 5.1(f) and 5.1(g) (unless such notice was provided through the Lessor); and
 - (ii) any damage or defect in the Premises caused or arising as a result of exercising any of the rights conferred under this Lease;
- (j) to use the Premises solely for the Permitted Use;
- (k) not do anything in relation to or on the Premises that in the Lessor's opinion, will or may result, in Contamination of the Premises, land or waters adjacent to the Premises (if any);
- (l) to remove any Contamination from the Premises, land or waters adjacent to the Premises and make good any Contamination of the Premises, land or waters adjacent to the Premises (if any);
- (m) to cease exercising the rights conferred under this Lease immediately, as the Lessor directs, in an emergency;

- (n) except as may be incidental to the Permitted Use, or provided for in the Special terms and conditions, not, on the Premises:
 - (i) sell or hire out, offer or expose for sale or hiring out, or have in the Lessee's possession for selling or hiring out, any article, material or other thing; or
 - (ii) provide, offer to provide or hold the Lessee out as willing to provide, any service or facility for any monetary or other consideration;
- (o) except as may be:
 - (i) incidental to the Permitted Use; or
 - (ii) provided for in the Special terms and conditions,

not to remove any living or dead native vegetation, or disturb ground soil, on the Premises without the Lessor's prior written approval;
- (p) not to light a fire on the Premises without the Lessor's prior written approval;
- (q) to keep and leave the Premises, the Improvements and all other buildings, structures, facilities, plant, equipment and services or other improvements on the Premises:
 - (i) in good repair and condition;
 - (ii) free from vermin, noxious weeds and fire hazards;
 - (iii) in a safe state and condition for everyone who enters the Premises or uses the facilities on the Premises or both; and
 - (iv) maintained, installed and repaired, including with respect to all structural matters, in accordance with all Laws, Approvals and other requirements of any Government Body, good industry practice and any directions given by the Lessor;

it being acknowledged by the parties that the Lessee is responsible for maintenance and repair of the Improvements and all buildings, structures, facilities, plant, equipment and services or other improvements on the Premises including in respect to all structural matters and all costs associated therewith during the Term;

- (r) not to:
 - (i) erect any building or structure; or
 - (ii) alter the Improvements or any building or structure;

on the Premises without obtaining all responsible Government Body's consent and also the Lessor's prior written consent. When seeking the Lessor's consent the Lessee must provide detailed plans of the proposed works, including a development plan and construction management plan, wholly to the satisfaction of the Lessor. The parties acknowledge that the Lessee may during the Term remove any or all of the Lessee's buildings, structures, facilities, fixtures, fittings, plant and equipment or other improvements on the Premises with the Lessor's prior written consent provided that the Lessee makes good all damage caused as a result of such removal;

- (s) not to assign, sub-lease, share, transfer, grant any mortgage, charge or other security interests in or otherwise deal with all or any part of the Lessee's rights benefits or obligations under this Lease without the Lessor's prior written consent (it being acknowledged that should the Lessee wish to assign or transfer this Lease the Lessee must comply with section 29(7) of the Act);
- (t) not do, or permit to be done, in relation to the Premises or while exercising the rights conferred under this Lease, anything that, in the Lessor's opinion, is or may become, a nuisance or annoyance to an occupier of an adjoining property, it being acknowledged that the reasonable use of the Premises for the Permitted Use in accordance with the terms of this Lease will not be a breach of this clause;
- (u) not to permit any activity on the Premises that is not authorised under this Lease without obtaining the Lessor's prior written consent;
- (v) to permit the Lessor, with or without workmen, to enter upon the Premises at all reasonable times to review the Lessee's compliance with the terms of this Lease;
- (w) not to fit any plate or sign on the Premises except of a size and pattern and in a position approved by the Lessor in writing, it being acknowledged that the Lessee must:
 - (i) erect any signs that the Lessor requires the Lessee to erect on the Premises relating to site identification, warnings and security;
 - (ii) remove any plates or signs on the request of the Lessor and at the expiration or sooner determination of this Lease;
 - (iii) make good any damage caused by the removal of plates or signs; and
 - (iv) meet all costs associated with the fitting, removal and making good of damage associated with plates and signs on the Premises;
- (x) not to keep any explosive or combustible substances on the Premises unless required for the Permitted Use and then only in quantities permitted by the relevant statutory authorities and in accordance with all relevant Laws and Approvals; and
- (y) the Lessee must:
 - (i) not use or permit to be used or stored on the Premises any radioactive toxic or hazardous chemicals, wastes or substances unless required under this Lease and then only in concentrations and quantities:
 - (A) permitted by the relevant Government Body;
 - (B) required by all Laws and Approvals; and
 - (C) in accordance with any conditions imposed by the relevant Government Body;
 - (ii) not permit any petroleum product, oil, grease or any noxious dangerous or poisonous chemical or substance to be discharged through the pipes of the water or sewerage service on the Premises or into any nearby stream or river or into or under the soil and to discharge them only as:
 - (A) permitted by the relevant Government Body;
 - (B) required by all Laws and Approvals; and

- (C) in accordance with any conditions imposed by the relevant Government Body;
- (iii) control and restrict the emission of smoke, dust or odours from the Premises in accordance with the applicable Laws and the requirements of the relevant Government Body; and
- (iv) comply with all demands notices and requirements of the Lessor and any relevant Government Body in respect of contamination of the Premises caused by the Lessee or by occupiers of the Premises (which may include the requirement for the carrying out all necessary rehabilitation works to the Premises in accordance with the requirements of and to the satisfaction of the Lessor and any relevant Government Body at the Lessee's cost).

5.2 Determination of Lease

On the expiration or sooner determination of this Lease the Lessee must cease to exercise the rights conferred under this Lease and leave the Premises in a condition consistent with the Lessee's obligations under this Lease, it being acknowledged by the parties that immediately before the expiration or sooner determination of this Lease the Lessee must:

- (a) remove all the Lessee's personal property from the Premises;
- (b) remove all the Improvements and all of the Lessee's buildings, structures, facilities, plant and equipment or other improvements from the Premises unless otherwise notified in writing by the Lessor; and
- (c) make good all damage caused by removal in accordance with clauses 5.2(a) and 5.2(b) to the Lessor's satisfaction.

5.3 Things remaining on the Premises

The Lessee acknowledges that any of the Improvements or any of the Lessee's personal property, buildings, structures, facilities, plant and equipment or other improvements remaining on the Premises after the expiration or sooner determination of this Lease without the Lessor's consent may at the Lessor's discretion either:

- (a) become the property of the Lessor without compensation to the Lessee (unless compensation is required to be paid under the Act); or
- (b) be removed from the Premises at the Lessee's cost and disposed of by the Lessor without reference or liability to the Lessee with all damage to the Premises caused by such removal to be made good at the Lessee's expense.

5.4 Notice to repair

Upon receipt of notice from the Lessor or any Government Body having jurisdiction, the Lessee must repair, remedy or otherwise make good all damage to the Premises caused during the Term and any other defects and lack of repair that are the Lessee's responsibility under this Lease. If the Lessee fails to comply with such a notice given under this sub-clause, then the Lessor, or the Lessor's agents, may, but are not bound to, undertake the required repairs.

5.5 Lessor may recover costs

The Lessee must pay to the Lessor, on demand:

- (a) all money the Lessor expends to undertake work that is the Lessee's responsibility under this Lease; and

- (b) all reasonable costs the Lessor incurs in doing so.

6 Lessor's covenants

6.1 Quiet enjoyment

The Lessor covenants with the Lessee that, if the Lessee pays the Rent and observes and performs all the Lessee's obligations contained in this Lease, then the Lessor will permit the Lessee to quietly and exclusively use and enjoy the Premises during the Term without any disturbance by the Lessor, or any person claiming through the Lessor.

6.2 Lessor not responsible

The Lessor is not responsible:

- (a) to identify or locate the boundaries of the Premises;
- (b) to construct, maintain or repair any gate, road, track, drain or bridge on the Premises, or used to gain access to the Premises; or
- (c) for any erosion mitigation or other works associated with the Premises or with the protection or maintenance of the Lessee's personal property, buildings, structures, facilities, plant, equipment and services or other improvements.

7 Lessee's indemnities and waiver

7.1 Lessee indemnifies Lessor for risk

The Lessee indemnifies the Lessor against all present and future legal liability, claims or proceedings for:

- (a) personal injury to, or death of, any person;
- (b) either or both loss of, or damage to, property of any person; and
- (c) financial loss of any person,

arising from, or attributable to, the Lessee's presence on, or use of, the Premises.

7.2 Lessee indemnifies Lessor against loss and damage

The Lessee indemnifies the Lessor against all loss and damage to the Premises and all property on it arising from or attributable to the Lessee's occupation or use of the Premises.

7.3 Lessee's risk

The Lessee agrees to use and occupy the Premises throughout the Term at the Lessee's risk as regards to loss or damage to the Lessee and the Lessee's property.

7.4 Lessee indemnifies Lessor against Contamination

The Lessee releases and discharges the Lessor from and agrees to indemnify the Lessor against all actions, suits, causes of action, claims and demands that the Lessee has at any time against the Lessor arising from or attributable to any Contamination including any existing or future Contamination or the rehabilitation of the Premises and, if any, the surrounding area of land and or water or for or in respect of anything incidental to any of those issues.

7.5 Waiver of rights of recovery from the Lessor

The Lessee waives all present and future rights to claim against the Lessor for:

- (a) personal injury to, or death of, the Lessee;
 - (b) either or both loss of, or damage to, the Lessee's property; and
 - (c) financial loss to the Lessee,
- arising from, or attributable to, the Lessee's presence on, or use of the Premises.

7.6 Nature of indemnities and waiver

The indemnities and waiver in this clause 7:

- (a) are continuing obligations of the Lessee, separate and independent from any other obligations; and
- (b) survive the expiration or sooner termination of this Lease; but
- (c) do not extend to liability caused by the Lessor's wrongful (including negligent) act or omission.

8 Insurance

8.1 Lessee to insure

The Lessee must take out and keep current throughout the Term, and for as long as the Lessee uses the Premises, contracts of insurance with a reputable insurer lawfully carrying on insurance business in Australia, indemnifying:

- (a) the Lessor's and the Lessee's liability for:
 - (i) personal injury to, or death of, any person; and
 - (ii) either or both loss of, or damage to, property of any person,

for not less than the Insured Amount for each individual claim or series of claims arising out of a single occurrence, or for such other amount as the Lessor reasonably determines;
- (b) a comprehensive insurance policy:
 - (i) for the full insurable and replacement value of the Improvements and any building, structure, fixture, fittings, plant and equipment and personal property on the Premises;
 - (ii) against loss or damage by fire storm tempest earthquake lightning explosion burglary and other risks usually covered under a comprehensive insurance policy for fire and related risks; and
- (c) any other risks that the Lessor reasonably requires the Lessee to insure against, for the amount stipulated by the Lessor, to the extent that the claim for indemnity is not caused by the Lessor's wrongful (including negligent) act or omission.

The liability to be insured against under clause 8.1(a) is liability arising from, or attributable to, the Lessee's use or occupation of the Premises to the extent that the injury, death, damage or loss is caused by a wrongful (including negligent) act or omission of the Lessee or the Lessee's employees, authorised contractors, sub-

contractors, agents, Lessees and invitees and any other person claiming through or under the Lessee.

8.2 Crown to be insured

Insurance taken out under:

- (a) clause 8.1(a) and
- (b) clause 8.1(c), if the Lessor requires this clause to apply to it,

must cover "the Crown in Right of Tasmania" as principal under the insurance contract but only to the extent required under this Lease.

8.3 Lessee to notify Lessor

The Lessee must notify the Lessor in writing as soon as practicable:

- (a) if an insurance contract taken out under clause 8.1 lapses or is cancelled or is materially altered; or
- (b) if the Lessee claims, or becomes entitled to claim, under such an insurance contract for something arising from, or attributable to, the Lessee's possession of the Premises.

8.4 Evidence of insurance

The Lessee must give the Lessor evidence of:

- (a) the terms of; and
 - (b) payment of the premium for,
- each insurance contract taken out under clause 8.1:
- (c) before the Lessee exercises rights under this Lease; and
 - (d) before each due date for renewal of each such insurance contract.

8.5 Lessor may insure

If the Lessee fails to take out or renew each insurance contract required to be taken out under clause 8.1, then without being obliged to do so, the Lessor may:

- (a) take out or renew each such insurance contract that the Lessee has not taken out or renewed; and
- (b) pay any unpaid premium.

8.6 Lessee not to prejudice insurance

The Lessee must not do anything that may result in insurance under clause 8.1 or any part of it becoming invalid or unenforceable.

8.7 Lessor may waive obligation to insure

The Lessor may at the Lessor's discretion waive the Lessee's obligation to insure under this clause 8.1 if provided for in the Special terms and conditions in Item 16.

9 Termination of Lease

9.1 Essential term

- (a) The essential terms of this Lease are clauses 4.1(b), 4.2(b), 5.1(a), 5.1(b), 5.1(k), 5.1(l), 5.1(q), 5.1(r), 8.1 to the extent that they are applicable.
- (b) If the Lessee is in breach of an essential term and the Lessor re-enters and takes possession of the Premises or ends this Lease, the Lessor may recover all money payable by the Lessee under this Lease for the period from the date of its termination to the end of the Term.
- (c) This clause 9.1 does not prevent any other obligation of the Lessee under this Lease being an essential term.

9.2 Lessor's right to terminate

Where:

- (a) any money (including Rent) payable by the Lessee under this Lease remains unpaid for a period exceeding one month after it has become due and the money (and interest if relevant) remains unpaid at the end of the period specified in a notice served on the Lessee by the Lessor:
 - (i) requesting the Lessee to pay the outstanding amount within the period specified in the notice; and
 - (ii) advising the Lessee that the Lease may be cancelled if the outstanding amount and interest thereon at the Interest Rate is not paid within the period so specified; or
- (b) the Lessor considers that the Lessee has committed a breach of any term of the Lease and upon notice served on the Lessee by the Lessor specifying the breach and requiring the Lessee to satisfy the Lessor within the period specified in the notice that the Lessee has not committed the breach the Lessee fails to so satisfy the Lessor (or if required by the said notice that the Lessee has rectified or commenced action to rectify the breach); or
- (c) the Lessee fails to comply with an essential term of this Lease;
- (d) the Lessee repudiates this Lease; or
- (e) the Lessee fails to comply with the provisions of any Approvals, Laws or any Government Body; or
- (f) the Lessee becomes Insolvent; or
- (g) the Lessee ceases or threatens to cease to use the Premises for the Permitted Use; or
- (h) the Lessee is convicted of an offence in relation to the Permitted Use or if the business or activity conducted on the Premises is closed down by a Government Body; or
- (i) distress or execution is levied, or issued, against the Lessee's property and not paid out within 10 Business Days,

then the Lessor may either:

- (j) give five Business Days written notice to the Lessee that this Lease is cancelled, and this Lease automatically terminates when such notice expires; or
- (k) proceed by appropriate court action to enforce performance by the Lessee of the applicable terms of this Lease or to recover damages for their breach.

9.3 Requirement of Premises for other purposes

The parties acknowledge that this Lease may be cancelled wholly or partially in accordance with section 37 or 38 of the Act and in the case of a partial termination the provisions of those sections of the Act will apply.

9.4 Antecedent breach

A termination or cancellation of this Lease under clause 9 is without prejudice to the Lessor's rights or remedies for arrears of the Rent, for any other moneys owing or for any other antecedent breach of this Lease.

9.5 No compensation payable on termination

Except as may be required for under the Act, no compensation is payable to the Lessee upon cancellation or termination of this Lease and the Lessee indemnifies and agrees to keep indemnified the Lessor against any such claim or demand.

10 Holding over

If the Lessee, with the Lessor's consent, continues to use the Premises after the Term expires, then the Lessee will use the Premises:

- (a) as a lessee on a three monthly lease;
- (b) at the Rent that is payable immediately prior to the expiration of this Lease and adjusted in accordance with clause 4.2(c) (for the avoidance of doubt clause 4.2(c) will apply regardless of whether or not clause 4.2(c) applies in the Information Table) on a three monthly basis or any other Rent which is agreed by the parties from time to time;
- (c) with the Rent to be paid in advance;
- (d) on the terms and conditions of this Lease so far as they are applicable to a three monthly lease.

Such lease may be determined by either party giving to the other not less than three months written notice expiring at any time.

11 Interest

If any moneys owing by the Lessee to the Lessor under this Lease are not paid on the due date for payment then the amount attracts and bears interest from the due date for payment until the date of actual payment at the Interest Rate.

The Guarantor's obligations continue throughout the Term, and while the Lessee, its successors or assignees of this Lease, hold over as periodical tenant after the Term expires.

14.4 Period of Guarantee

This Guarantee covers the whole period while the Lessee occupies, or is entitled to occupy, the Premises as the lessee, or while holding an equitable interest over the Premises under an agreement for lease or as a periodical tenant.

14.5 Extent of Guarantee

This Guarantee extends to claims by the Lessor:

- (a) for damages for breaches of lease covenants;
- (b) for breaches of an essential term of this Lease;
- (c) for repudiation of this Lease;
- (d) for the Lessor's loss or damage if the Lessee abandons or vacates the Premises;
- (e) if the Lessor elects to re-enter or to terminate this Lease;
- (f) for the Lessor's reasonable legal and other expenses of seeking to enforce the Lessee's obligations against the Lessee and the Guarantor, recovering possession and terminating this Lease;
- (g) for loss or damage consequent on disclaimer of this Lease on the Lessee's Insolvency, as if this Lease had not been disclaimed.

14.6 Guarantee in favour of owner

This Guarantee is in favour of the Lessor and the Lessor's successors and assigns being the owner of the Premises from time to time during the continuance of this Guarantee.

14.7 Guarantee is joint and several

When there is more than one Guarantor under this Lease:

- (a) the term **Guarantor** in this clause 14 refers to each of the Guarantors and to all of them;
- (b) their obligations as Guarantor are joint and several;
- (c) the Lessor may enforce this Guarantee against all or any of them;
- (d) any notice or demand may be served on all of them, by serving any one of them;
- (e) this Guarantee remains binding on the other Guarantors, even if:
 - (i) a Guarantor fails to execute this Lease;
 - (ii) this Guarantee is not binding on a Guarantor;
 - (iii) the Lessor releases a Guarantor from liability under this Guarantee.

14.8 Guarantee not discharged

This Guarantee is not discharged, and the Lessor's rights against each Guarantor are not affected, by any of the following:

18.3 Time of receipt

- (a) Subject to clause 18.3(b), a Notice is taken to have been received by the intended recipient:
 - (i) if left at the intended recipient's address, at the time of delivery;
 - (ii) if sent by prepaid ordinary mail, on the fifth Business Day after the day of posting, or if sent by prepaid airmail from one country to another country, on the tenth Business Day after the day of posting;
 - (iii) if sent by facsimile, at the time shown in the transmission report as the time when the whole Notice was sent; and
 - (iv) if sent by email, four hours after the time the email was sent (as recorded by the device from which the email was sent) provided that the sender has not received an automated message that the email has not been delivered.
- (b) If a Notice is received by a recipient on a day that is not a Business Day or after 4.00pm on a Business Day, the Notice is taken to be received at 9.00am on the next Business Day.
- (c) A Notice is effective from the time it is taken to have been received in accordance with clauses 18.3(a) and 18.3(b) (unless a later time is specified in the Notice, in which case the notice takes effect from that time).

18.4 Other modes or places of service

Nothing in this Lease limits or excludes any other mode or place of service required by an applicable Law.

19 Miscellaneous

19.1 Governing law

This Lease is governed by the Laws applying in Tasmania.

19.2 Dispute jurisdiction

The parties submit to the non-exclusive jurisdiction of courts with jurisdiction in Tasmania, and any courts that may hear appeals from those courts, in respect of any proceedings in connection with this Lease.

19.3 Entire agreements clause

This Lease forms the entire agreement of the parties in respect of its subject matter. The only enforceable obligations of the parties in relation to the subject matter of this Lease are those that arise out of the provisions contained in this Lease. All prior agreements in relation to the subject matter of this Lease are merged in and superseded by this Lease unless expressly incorporated in this Lease as an annexure, an appendix, an attachment or by reference.

19.4 Liability

An obligation of, or a representation, a warranty or an indemnity by, two or more parties (including where two or more persons are included in the same defined term) under or in respect of this Lease, binds them jointly and each of them severally.

19.5 Benefit

An obligation, a representation, a warranty or an indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and each of them severally.

19.6 Compliance with obligations

- (a) A party must ensure that its officers, employees, volunteers, authorised contractors, agents and advisers involved in the performance by that party of its obligations under this Lease:
 - (i) comply with the provisions of this Lease related to that performance; and
 - (ii) do not conduct themselves in a way that would result in the party being in breach of this Lease or that, if the conduct was undertaken by the party, would result in the party being in breach of this Lease.
- (b) If a party is prohibited from doing anything under this Lease, that party must not knowingly assist, authorise or allow any other person to do that thing.

19.7 Severance

If a provision of this Lease is or at any time becomes illegal, prohibited, void or unenforceable for any reason, that provision is severed from this Lease and the remaining provisions of this Lease:

- (a) continue to be enforceable; and
- (b) are to be construed with such additions, deletions and modifications of language as are necessary to give effect to the remaining provisions of this Lease.

19.8 Counterparts

- (a) This Lease may be entered into in any number of counterparts.
- (b) A party may execute this Lease by signing any counterpart.
- (c) All counterparts, taken together, constitute one instrument.
- (d) This Lease is not to take effect against a party until it has been signed by all parties and delivered, unless it is a deed poll or is intended to take effect immediately when delivered by one or more parties.

19.9 Execution of Lease

If this Lease is not executed prior to or on the Commencement Date and the Lessee uses the Premises from the Commencement Date, then the parties will, from the Commencement Date until this Lease is executed, be in all respects bound by the terms contained in this Lease as if this Lease had been duly and fully completed and executed by the Lessor and the Lessee prior to or on the Commencement Date.

19.10 Further assurance

The parties agree to do or cause to be done all such acts, matters and things (including, as applicable, passing resolutions and executing documents) as are necessary or reasonably required to give full force and effect to this Lease.

19.11 Business Days

If the day on or by which an act, matter or thing is to be done under this Lease is not a Business Day, that act, matter or thing must be done by no later than the next Business Day.

19.12 No partnership or agency

Unless stated to the contrary in this Lease:

- (a) nothing contained or implied in this Lease will:
 - (i) constitute, or be taken to constitute, a party to be the partner, agent or legal representative of another party for any purpose;
 - (ii) create, or be taken to create, a partnership or joint venture; or
 - (iii) create, or be taken to create, an agency or trust; and
- (b) a party must not represent or hold itself out to be a partner, joint venturer, agent or representative of another party.

19.13 Legal costs

The Lessee must pay to the Lessor, on demand, all the Lessor's costs, on a full indemnity basis of and incidental to:

- (a) the preparation, execution, and completion of:
 - (i) this Lease;
 - (ii) any extension of this Lease;
 - (iii) any arrangement for continuing the Permitted Use after the expiry of the Term or an extension of the Term;
- (b) any consent, approval, waiver or amendment made under or to this Lease;
- (c) any valuation costs incurred by the Lessor;
- (d) any survey work undertaken by the Lessor in respect of defining the Premises for the purposes of this Lease;
- (e) any assignment or sub-licensing made under this Lease;
- (f) any surrender or termination of this Lease otherwise than by effluxion of time; and
- (g) the actual or contemplated enforcement or exercise of any rights or powers of the Lessor following a default or breach of any covenant of this Lease.

19.14 Amendment

This Lease may only be amended or supplemented in writing signed by the parties.

19.15 Waiver

- (a) A failure or delay in exercising a Right does not operate as a waiver of that Right.
- (b) A single or partial exercise of a Right does not preclude any other exercise of that Right or the exercise of any other Right.

- (c) A Right may only be waived in writing, signed by the party to be bound by the waiver. Unless expressly stated otherwise, a waiver of a Right is effective only in the specific instance and for the specific purpose for which it was given.

19.16 Successors and assigns

This Lease is binding on and benefits each party and, unless repugnant to the sense or context, their respective administrators, personal representatives, successors and permitted assigns.

19.17 Rights cumulative

Each Right provided for in this Lease:

- (a) operates independently of any other Right provided for in this Lease; and
- (b) is cumulative with, and does not exclude or limit, any other Right, whether at Law or pursuant to any other agreement, deed or document.

19.18 Set-off

The Lessor may set-off against any moneys payable by the Lessor to the Lessee under this Lease any debt or other moneys from time to time due and owing by the Lessee to the Lessor. This right of set-off does not limit or affect any other right of set-off available to the Lessor.

19.19 Disclosure

- (a) Despite any confidentiality or intellectual property right subsisting in this Lease, a party may publish all or any part of this Lease without reference to another party.
- (b) Nothing in this clause derogates from a party's obligations under the *Personal Information Protection Act 2004* (Tas) or the *Privacy Act 1988* (Cwlth).

19.20 Consent and approvals

- (a) This clause applies to any consent or approval which a party must obtain from another party in accordance with this Lease. For the avoidance of doubt, this clause does not apply to any consent or approval to be given under any legislation.
- (b) A request for consent or approval must be made in writing.
- (c) A consent or approval for the purposes of this Lease is not effective unless given in writing.
- (d) Except as otherwise stated, a party whose consent or approval is required must not unreasonably withhold or delay that consent or approval.
- (e) A consent or approval may be given subject to reasonable conditions.
- (f) A party receiving a consent or approval must comply with any conditions subject to which the consent or approval is given. To the extent that the party receiving the consent or approval fails to comply with the condition, that failure is taken to be a breach of this Lease.

19.21 Doctrine of merger

The doctrine or principle of merger does not apply to this Lease or to anything done under or in connection with this Lease. Accordingly, no Right or obligation of a party is merged in any thing done pursuant to this Lease.

19.22 Minister or State of Tasmania expressed to be party

- (a) If a Minister of the Crown (acting in that capacity) is expressed to be a party to this Lease, then unless an applicable Law provides otherwise:
 - (i) the Minister enters into this Lease on behalf of the Crown;
 - (ii) the Rights, obligations and liabilities expressed to be those of the Minister are Rights, obligations and liabilities of the Crown; and
 - (iii) each reference in this Lease to the Minister will be taken to include a reference to the Crown.
- (b) For the avoidance of doubt, if the State of Tasmania is expressed to be a party to this Lease, the Rights, obligations and liabilities of the State of Tasmania are Rights, obligations and liabilities of the Crown.

19.23 No interference with executive duties or powers

Nothing in this Lease is intended to prevent, is to be taken to prevent, or prevents, the free exercise by the Governor, by any member of the Executive Council, or by any Minister of the Crown, of any duties or authorities of his or her office. Any provision of this Lease that is inconsistent with this clause is of no legal effect to the extent of the inconsistency.

19.24 Surviving provisions and termination

- (a) The termination of this Lease does not affect or limit the operation or effect of clauses or parts of this Lease:
 - (i) that are expressed to survive the termination of this Lease;
 - (ii) that, at Law, survive the termination of this Lease; or
 - (iii) that are necessary to survive the termination of this Lease:
 - (A) to give full force and effect to the parties' respective Rights, obligations and liabilities on or after the termination of this Lease;
 - (B) to enable a party to make, enforce or defend any claims related to this Lease; or
 - (C) to give full force and effect to the operation of clause 19.24(b) or clause 19.24(c).
- (b) The termination of this Lease does not affect any claims related to, or any Rights, releases, obligations or liabilities accrued or incurred under, this Lease before the date on which this Lease is terminated.
- (c) Nothing in this clause 19.24 affects or limits the operation of another provision of this Lease which gives a party Rights, or imposes obligations on a party, on or after the termination of this Lease.

Executed as a deed

Signing

Signing by Lessor

Signed as a deed for **The Crown in Right of Tasmania** (acting through the Minister administering the *Crown Lands Act 1976* (Tas)) by the person named below in the presence of the witness named below:

Signature:
→

*Print
name:

Witness'
signature:
→

*Position
and
Position
Number:

*Witness
print
name and
position:

Please
complete:

Acting pursuant to an Instrument of

dated

*Use BLOCK LETTERS

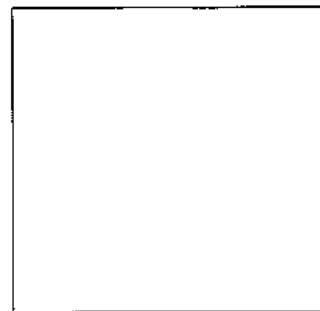
*Witness
print address:

Signing by Lessee

The common seal of **Central Highlands Council (ABN 30 472 949 899)** was affixed pursuant to a Resolution of the said Council in the presence of:

Common seal:

→



Signature:

→

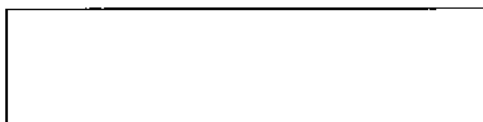
A rectangular box for the signature of the first signatory.

Signature:

→

A rectangular box for the signature of the second signatory.

*Print
name and
position
held:

A rectangular box for the printed name and position of the first signatory.

*Print
name and
position
held:

A rectangular box for the printed name and position of the second signatory.

*Use BLOCK LETTERS

MAP OF SUBJECT AREA

LOCALITY: Table Mountain – Table Mountain Conservation Area



**PLAN IS FOR ILLUSTRATION
PURPOSES ONLY**

Lessee: Central Highlands Council

 Lease area

 Licence area

 Locality Point

File Number: 018550A

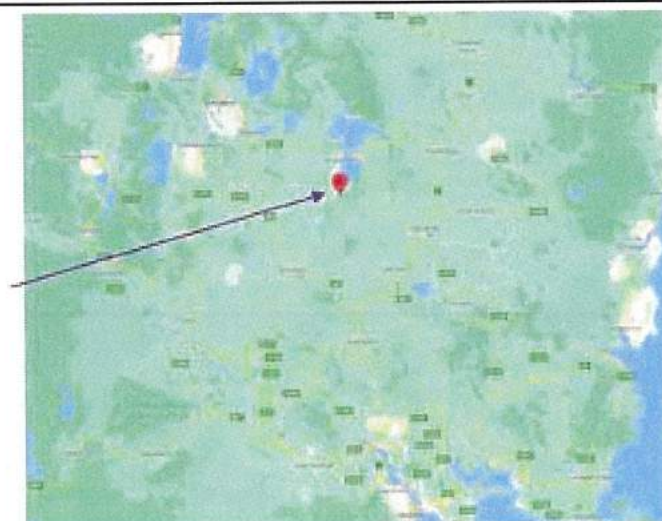
Lease PID: 9001370

Lease Area: $\pm 100\text{m}^2$

Licence PID: 9702556

Licence Area: $\pm 840\text{m}^2$

Locality Plan





OFFICE OF THE CROWN SOLICITOR OF TASMANIA

111 MACQUARIE STREET
HOBART TASMANIA 7000

Telephone: (03) 6165 3650
Facsimile (03) 6173 0265
Email: crown.solicitor@justice.tas.gov.au

GPO Box 825, Hobart 7001
DX 15 HOBART

Our reference: 27286-22 EGI:HT

12 July 2022

The General Manager
Central Highlands Council
PO Box 20
Hamilton Tas 7410

Lease with access Licence of Crown Land at Table Mountain Conservation Area

I have received instructions from the Department of Natural Resources and Environment Tasmania to complete the Lease with access Licence of approximately 100m² (Lease area) and 840m² (Licence area) of Crown land to the Council.

Please find enclosed Lease (in duplicate) for execution by Council on page 32 where indicated. Please do not date the documents.

If Council intends to proceed with the Lease, please return to this Office:

1. both executed Lease documents; and
2. evidence of insurance in accordance with clause 9;

by 23 August 2022.

It is important you understand I am not acting on the Council's behalf and I will not be advising the Council about the Lease.

Please contact me if you require any further information relating to execution of the documentation.

CROWN SOLICITOR OF TASMANIA

Per: 

Ella Isles
(Solicitor)

Ella.Isles@justice.tas.gov.au
T: (03) 6165 7635

Attention: Adam Wilson
 Central Highlands Council
 PO Box 20
 Hamilton
 TAS 7140

Date
 11 July 2022

Quote Number
 Q001592

Job Number

eHome AV Pty Ltd
 119 Sandy Bay Road
 Sandy Bay TAS 7005

ABN: 73 161 367 979
 Ph: 03 6224 4910

ABC Belchers re-broadcast- batteries

Replace aged battery bank with new Industrial units.

NOTE - existing units are now over 8 years old, and displaying signs of decay (bloated weeping cases, hot running, voltage drift).

Tasks	Time	Rate	Amount
Installation Install, connect and test operation of new batteries in racking unit. Configure load and run diagnostics within MagnaSine inverter programming. Perform generator switch-over test and general maintenance as required.	16.00	130.00	2,080.00

NOTE- Includes travel to site allowance.

Costs	Quantity	Rate	Amount
6 volt Deep Cycle Industrial battery - A polarity/225ah Includes refurbished tabs/wingnuts as required.	12.00	420.83	5,049.96
Subtotal EX GST			7,129.96
GST			713.00
Total			7,842.96

Valid To: 10 August 2022

Deposit of 50% required before commencement of pre-wire works,

40% before fit off of equipment with balance payable within 7 days of completion

Bank Details: BSB: 067102 A/C: 10378948



CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

Please ensure you have read and understand the Program Guidelines prior to completing this form. Please enclose your group/club's current financial statement.

1. APPLICATION & ORGANISATION DETAILS

Name of Project: *COMMUNITY BAR BQVE.*

Amount of Grant Requested: *\$200.*

Estimated Total Project Cost: *\$200*

Applicant Organisation: *COORDINATOR STREET LIBRARY*

Contact Person's Name: *Elaine HERLIHY.*

Contact Details

Address: *12 ARTHUR ST.
HAMILTON*

Phone: (Business hours)

Mobile: *0417 212 053*

Fax:

Email: *elaine.herlihy153@gmail.com*

Signature

Name

Position in Organisation

Date

What is the overall aim/purpose of the applying organisation?

PRID WINTER BAR BQ to celebrate 3 years birthday of our street library!!

What is the membership of the organisation?

President

Secretary

Treasurer

Public Officer/s

COMMUNITY

2. ELIGIBILITY (see Community Grant Program Guidelines)

Is the organisation:

- ☒ Representative of the interests of the Central Highlands Community
- ☐ Incorporated
- ☐ Not for Profit
- ☐ Unincorporated
- ☐ A Hall Committee

OR

- ☐ An individual community member

Have you previously received funding from the Central Highlands Council? (Please attach additional pages if required)

If yes; YES - street library community
Name of Project: NOTICE BOARD 1

Date Grant received: 7.

Amount of Grant: \$700 -

3. PROJECT DETAILS

Project Start Date: : 10 August 22.

Project Completion Date:

Project Objectives:

4. COMMUNITY SUPPORT

What level of community support is there for this project?

Wide support suggested by
COMMUNITY MENS SHED (HAMILTON)
WHO CONSTRUCTED THE LIBRARY

Does the project involve the community in the delivery of the project?

YES.

How will the project benefit the community or provide a community resource?

*elevate mid winter blues
i.e. Health & Safety project.*

5. COUNCIL SUPPORT

Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.

If yes, please give details.

Are you requesting participation by Councillors or Council Staff?

If yes, please give details.

If your application is successful, how do you plan to acknowledge Council's contribution?

6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

Do you anticipate the organisation will apply for funding in future years?

could occur.

How will you monitor/evaluate the success of this project?

7. PROJECT BUDGET

Note: Amount from Council must not exceed half the project cost

Please provide a breakdown of the project expenditure and income:

Expenditure	Amount \$	Income	Amount \$
Capital		Guarantee	
Refurbishment		Government Grants	
Equipment		Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other: <i>goods.</i>		Gifts in Kind	
Other:		Other:	
Subtotal		Other	
		Subtotal	<i>200.</i>
Revenue		Anticipated	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information PR materials		Donations from Businesses	
Training staff/volunteers		Special Fundraising	
Travel		Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
Subtotal		Subtotal	
TOTAL		TOTAL	<i>200</i>

TASMANIAN Travelways

Established 1960



2022 MEDIA KIT

WHY ADVERTISE WITH US

Local distribution across 299 Tasmanian outlets

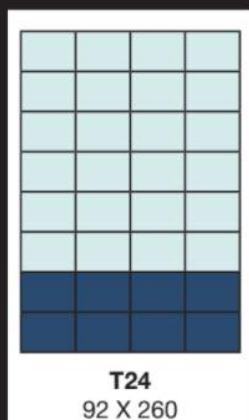
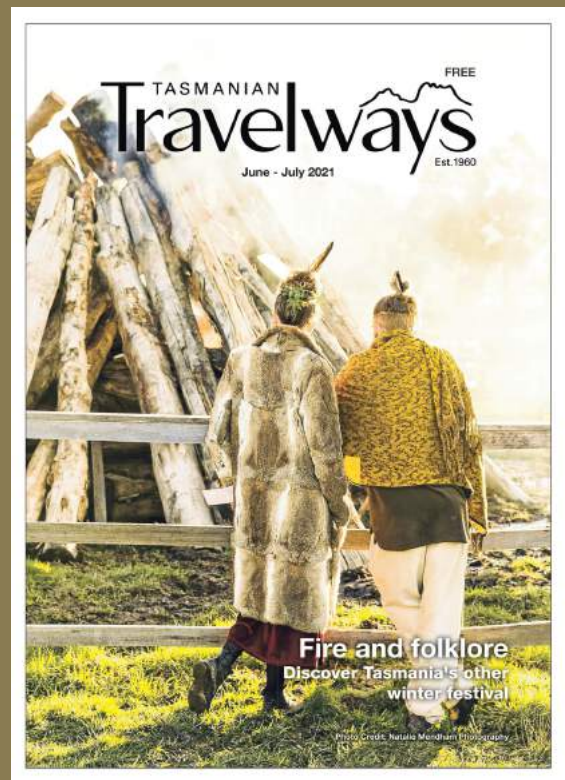
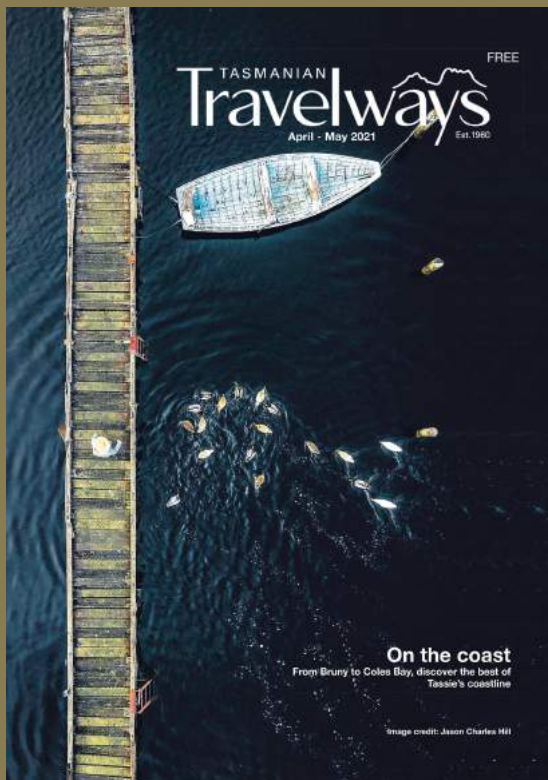
Visitor Information Centres

The Spirit of Tasmania

Hospitality & Tourism

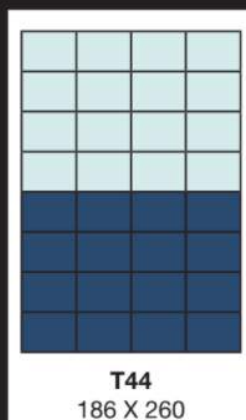
Airports

Accommodation providers



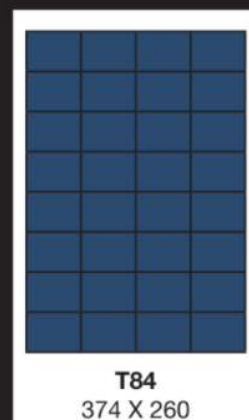
T24
92 X 260

\$395



T44
186 X 260

\$495



T84
374 X 260

\$770

**All prices are inclusive of GST.*

For bookings or further information, please contact Naomi Hume
Tourism Accounts Manager : P: 0438 188 426
E: naomi.hume@austcommunitymedia.com.au