



## **ORDINARY MEETING OF COUNCIL**

### **ATTACHMENTS TO REPORTS**

**20 February 2023**



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**DA 317/2022**  
**82 Old Bass Highway DOCTORS ROCKS**

**Proposal:** Outbuilding (Shed)

**Discretionary Matter:**

Suitability of a site or lot on a plan of subdivision for use or development 26.4.1 (P1) & Location and configuration of development 26.4.2 (P1)

**REPRESENTATIONS CLOSE ON:**  
**Monday 23 January 2023**

Please Note:

All documents contained herewith are for public viewing only and must not be removed from the Council offices.

7058889

| Documents Enclosed                            |
|---|
| Application Form                              |
| Site Notice                                   |
| Location Map                                  |
| Titles  |
| Plans   |
| Demonstration of Planning Compliance (26.4.2) |

**SECTION 51 LAND USE PLANNING & APPROVALS ACT 1993**

|  |   |
|--|---|
| <b>PERMITTED APPLICATION</b> - Assessment and determination of permit application under <i>S58 Land Use Planning and Approvals Act 1993</i>  | \$250.00 plus \$1.20 per \$1,000 of value for use or development                      |
| <b>DISCRETIONARY APPLICATION</b> - Assessment and determination of a permit application under <i>S57 Land Use Planning and Approvals Act 1993</i>                                  | \$350.00 plus \$1.55 per \$1,000 of value for use or development plus advertising fee |
| <b>SUBDIVISION APPLICATION</b> - Assessment and determination of a subdivision application for 1 to 5 lots under <i>s57 or s58 Land Use Planning &amp; Approvals Act 1993</i>      | \$350.00 plus \$1.50 per \$1,000 of value for use or development plus advertising fee |
| <b>SUBDIVISION APPLICATION</b> - Assessment and determination of a subdivision application for more than 5 lots under <i>s57 or s58 Land Use Planning &amp; Approvals Act 1993</i> | \$700.00 plus \$2.00 per \$1,000 of value for use or development plus advertising fee |
| <b>Level 2 "Environmental Activity - Additional charge to permit application</b><br><b>Advertising fee will be reimbursed if no advertising is required</b>                        | \$470.00 + advertising fee by quote   |
| <b>Please refer to <a href="http://www.warwyn.tas.gov.au">www.warwyn.tas.gov.au</a> (Council Services - Planning Services - Planning Fees) for all other fees</b>                  |   |

Is a hard copy of planning permit and endorsed documents required? Yes ..... No ...x.....

1. Value of work (inc GST) \$ 25,000 ..... Contract Price ..... Estimate ...x.....

2. Development Address 82 Old Bass Hwy, Wynyard .....

3. Full Name of Applicant(s) Lachlan Walsh Design .....

Contact Details: Address: 3/64 Best Street, Devonport TAS 7310 .....

Email Address admin@lachlanwalshdesign.com ..... Telephone 6424 8053 .....

**For requests in hardcopy format all correspondence in relation to this application, will be sent to the contact address, otherwise all correspondence will be forwarded to the email address**

4. Would you like the contact address recorded above to be applied for all future Council correspondence? **(including rates/animal control etc)?** Yes.....No..x..

5.

**Where the Applicant is not the Owner**

In accordance with Section 52 of the *Land Use Planning and Approvals Act 1993* if the applicant for the permit is not the owner of the land in respect of which the permit is required, the applicant must include in the application for the permit, a declaration that the applicant has notified the owner of the intention to make the application.  
In the event that the property is owned or managed by the Crown or Council, this application is to be signed by the relevant Crown Minister responsible, or General Manager of the Council, and accompanied by written permission of the Minister/General Manager to the making of this application.

Owners Full Name Peter Bull & Jacqueline Bessell .....

Address ..... Telephone Work/Business .....

Crown Minister/General Manager Signature.....

**Applicant's Notification to Owner**

I, Lachlan Walsh ..... Full Name of Applicant(s)

of 3/64 Best Street, Devonport ..... Applicant's Address

Declare that I/we have notified the owner(s) of the property(ies) of the intention to make this application.  
I/We understand that in accordance with Section 52(2) of the *Land Use Planning and Approvals Act 1993* a person must not obtain or attempt to obtain a permit by wilfully making, or causing to be made, any false representation or declaration either orally or in writing.

Applicant's Signature(s)  .....

6. Proposed Development (Fully describe intended use of land or premises)

Shed  
.....  
.....

7. Supporting Information if necessary to explain special features of the proposal.  
(Attach separate sheet if required)

.....  
.....

To include –

a. One Copy (electronic copy if available) of any plan(s) and/or specification(s) for the proposed development, showing where applicable:

- i. Sufficient information to demonstrate compliance with all applicable standards, purpose statements in applicable zones and codes, any relevant local area objectives or desired future character statements;
- ii. a full description of the proposed use or development;
- iii. a full description of the manner in which the use or development will operate;
- iv. a site analysis and site plan at an acceptable scale;
- v. a detailed layout plan of the proposed buildings with dimensions at a scale of 1:100 or 1:200;
- vi. a plan of the proposed landscaping;
- vii. car parking facilities and capacity;
- viii. area of clearing of trees and bushland;
- ix. size, position, colour, illumination, fixing or support and other design details of advertising sign(s).

b. A full copy of your title shall also accompany the application.

Title Certificate  Title Plan  Schedule of Easements

c. Relevant engineering pre-lodgement approvals

Access  Stormwater

8. Present use of site and/or buildings – full description

Shed  
.....  
.....

9.

|                    |       |            |       |
|--------------------|-------|------------|-------|
| Car Parking        |       | Floor Area |       |
| Existing on site   | ..... | Existing   | ..... |
| Total no. proposed | ..... | Proposed   | ..... |

Site Area.....m<sup>2</sup> .....Total .....m<sup>2</sup>

**Questions 10 to 13 relate to Commercial and industrial Uses and Development ONLY**

|     |  |                               |               |  |
|-----|--|-------------------------------|---------------|--|
| 10. | What days and hours of operation are proposed?       |                               |               |  |
|     | Monday to Friday:                                    | From ..... a.m. to ..... p.m. |               |  |
|     | Saturday   | From ..... a.m. to ..... p.m. |               |  |
|     | Sunday   | From ..... a.m. to ..... p.m. |               |  |
| 11. | Number of Employees?                                 |                               |               |  |
|     | Existing.....  |                               |               |  |
|     | Proposed.....  |                               |               |  |
| 12. | Vehicles visiting or delivering to or from the site? |                               | Trips per day |  |
|     | Type   | No.                           |               |  |
| 13. | What type of machinery is to be installed or used    |                               |               |  |
|     | Type   | No.                           |               |  |
|     |  |                               |               |  |

**Declaration By Applicant (Mandatory)**

I declare that the information given is a true and accurate representation of the proposed development. I understand that the information and materials provided with the 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 Permit 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 Waratah-Wynyard 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.

I/We hereby acknowledge that Section 20(a) of the *Local Government Act 1993* provides the power for persons authorised by the General Manager to enter land without notice in relation to an application by the owner or occupier for a licence, permit or other approval given by the council.

Signature(s)  
(all applicants to sign)

 .....

Date . 09.12.2022 .....



## NOTICE OF PROPOSED DEVELOPMENT

Notice is hereby given that an application has been made for the following development:-

|                              |   |
|------------------------------|---|
| <b>NO:</b>                   | <b>DA 317/2022</b>  |
| <b>LOCATION:</b>             | <b>82 Old Bass Highway DOCTORS ROCKS</b>  |
| <b>APPLICANT:</b>            | <b>Lachlan Walsh Design</b>   |
| <b>ZONING:</b>               | <b>Rural Resource</b>   |
| <b>USE CLASS:</b>            | <b>Residential</b>  |
| <b>PROPOSAL:</b>             | <b>Outbuilding (Shed)</b>   |
| <b>DISCRETIONARY MATTER:</b> | <b>Suitability of a site or lot on a plan of subdivision for use or development 26.4.1 (P1) &amp; Location and configuration of development 26.4.2 (P1)</b> |

The application and associated plans and documents will be available for inspection during normal office hours for a period of 14 days from the date of this notice at the Council Office, Saunders Street, Wynyard or can be viewed on the Council website [www.warwyn.tas.gov.au](http://www.warwyn.tas.gov.au).

Any person who wishes to make representations in accordance with the *Land Use Planning and Approvals Act 1993*, must do so during the 14-day period.

Representations in writing will be received by the General Manager, PO Box 168, Wynyard, 7325, or email [council@warwyn.tas.gov.au](mailto:council@warwyn.tas.gov.au) by **Monday 23 January 2023**.

Dated Saturday 7 January 2023.

A handwritten signature in black ink, appearing to be 'Shane Crawford', written over a white rectangular area.

**Shane Crawford**  
**GENERAL MANAGER**



SEARCH OF TORRENS TITLE

|                 |                              |
|-----------------|------------------------------|
| VOLUME<br>28925 | FOLIO<br>29                  |
| EDITION<br>6    | DATE OF ISSUE<br>19-Apr-2013 |

SEARCH DATE : 20-Sep-2022

SEARCH TIME : 01.23 PM

DESCRIPTION OF LAND

Parish of ELLIOTT, Land District of WELLINGTON  
Lot 29 on Diagram 28925  
Derivation : Part of Lot 35. - 500 Acres - Gtd. to G.  
Wilkinson.  
Prior CT 4263/59

SCHEDULE 1

M412678 TRANSFER to PETER LAURENCE BULL and JACQUELINE  
SUZANNE BESSELL Registered 19-Apr-2013 at noon

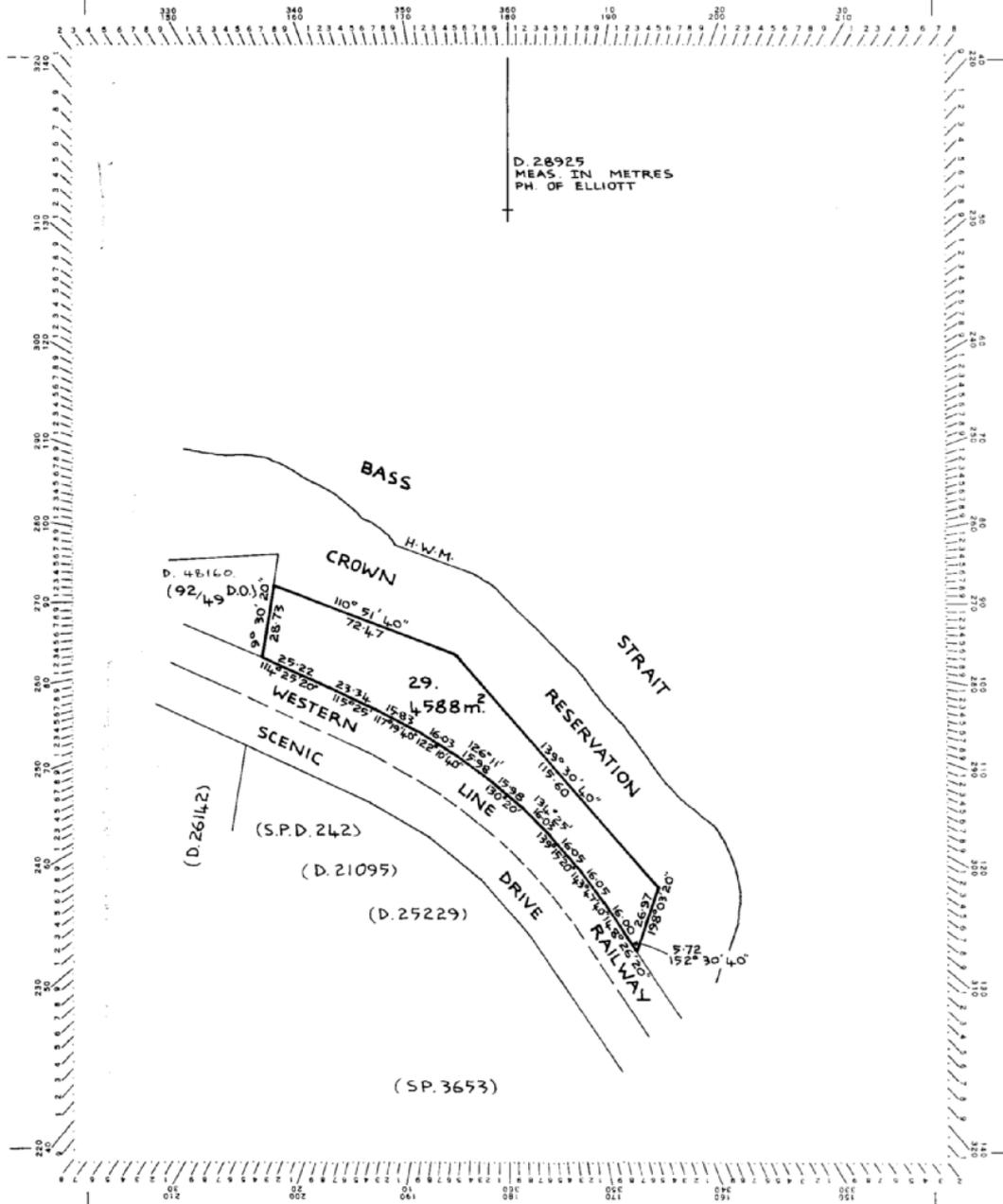
SCHEDULE 2

Reservations and conditions in the Crown Grant if any  
D85768 MORTGAGE to Australia and New Zealand Banking Group  
Limited Registered 19-Apr-2013 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

|  |   |  |
|--|---|--|
| Owner:<br>L.T. ACT 1980                                  | PLAN OF SURVEY<br>of land situated in the                         | Registered Number:<br><b>D.28925</b>                                     |
| Title Reference:<br>Y.6099                               | LAND DISTRICT OF WELLINGTON<br>PARISH OF ELLIOTT                  | Approved: 15 MAY 1986<br><i>Anthony Lee</i><br>ACTING Recorder of Titles |
| Grantee:<br>PART OF LOT 35 (500-0-0)<br>GEORGE WILKINSON | COMPILED FROM (87/67 D.O.)<br>SCALE 1:1500 MEASUREMENTS IN METRES |  |

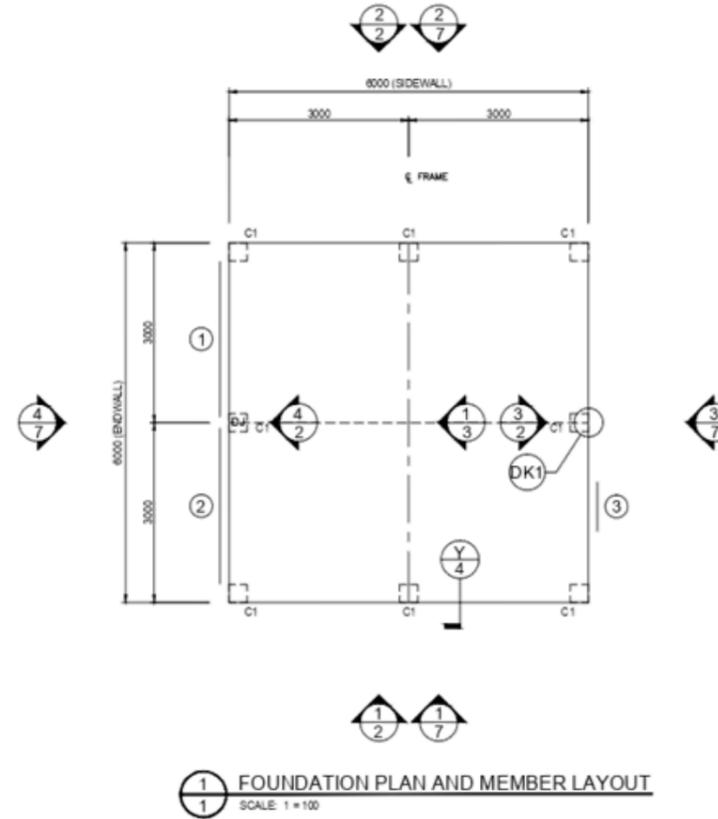


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IF IN DOUBT, ASK.



DO NOT SCALE THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE VERIFIED ON SITE.

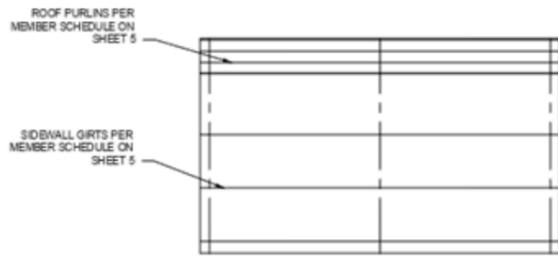
MEMBER LEGEND

|    |        |
|----|--------|
| C1 | C15012 |
|----|--------|

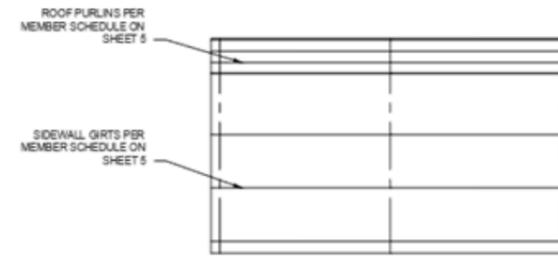
DJ - INDICATES DOOR JAMBS AT THESE LOCATIONS. REFER TO SHEET #4 ON THE DOOR SCHEDULE FOR SIZES

|   |                                      |                   |                |              |   |  |  |  |
|---|--------------------------------------|-------------------|----------------|--------------|---|--|--|--|
| SHEET<br><div style="font-size: 2em; font-weight: bold;">1</div><br>OF<br><div style="font-size: 2em; font-weight: bold;">8</div> | JOB NO.<br>DEPT 18802<br>NCC<br>2019 | DATE<br>21/8/2021 | CHECKED<br>TMI | DRAWN<br>FDS | STEEL BUILDING BY<br><b>DBS SHEDS PTY LTD</b><br>(CONTACT)<br>03 6424 6664<br><b>PETER BULL</b><br>82 OLD BASS HIGHWAY<br>WYNYARD |  | Civil & Structural Engineers<br>50 Punari Street<br>Currajong, Qld 4812<br>Fax: 07 4725 5850<br>Email: design@nceng.com.au<br>ABN 341 008 173 56 | Mr Timothy Roy Messer BE MIEAust RPEQ<br>Signature<br>Date 21/8/2021<br>Registered on the NPER in the areas of practice<br>of Civil & Structural National Professional<br>Engineers Register |
|---|--------------------------------------|-------------------|----------------|--------------|---|--|--|--|

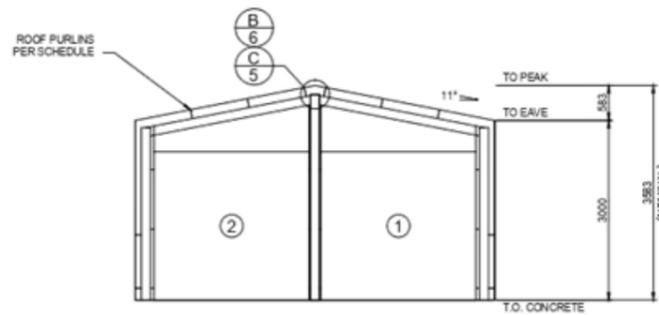
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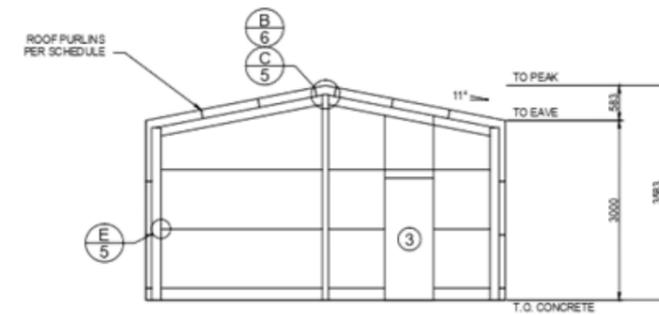
1 SIDEWALL EXTERIOR ELEVATION  
2 SCALE: 1 = 100



2 SIDEWALL EXTERIOR ELEVATION  
2 SCALE: 1 = 100



4 ENDWALL INTERIOR ELEVATION  
2 SCALE: 1 = 100

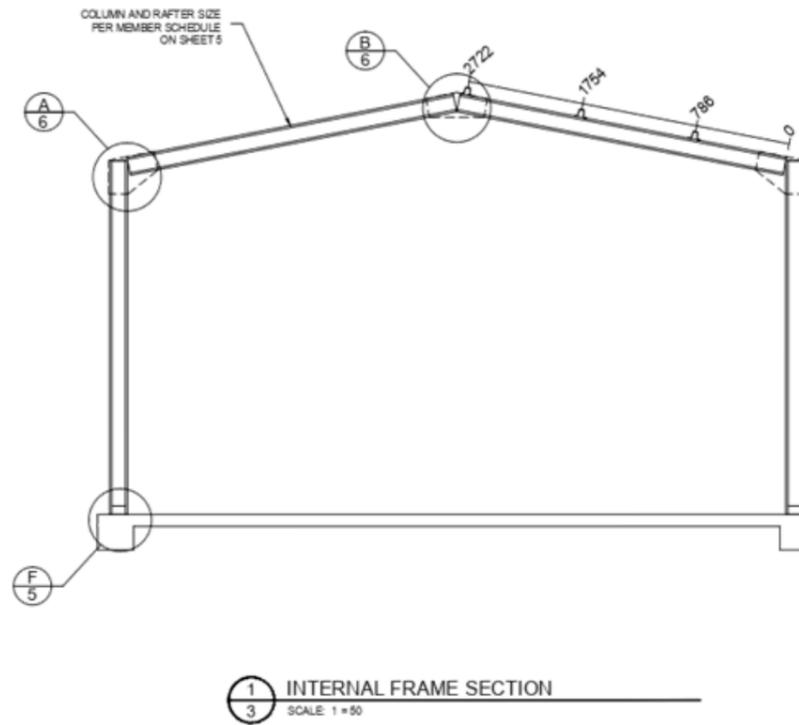


3 ENDWALL INTERIOR ELEVATION  
2 SCALE: 1 = 100

DIAGONAL X BRACING NOT REQUIRED IN THIS BUILDING.  
CLADDING DIAPHRAGM SUFFICIENT.

|                       |                       |                   |                 |              |   |  |  |  |   |
|-----------------------|-----------------------|-------------------|-----------------|--------------|---|--|--|--|---|
| 2<br>OF<br>8<br>SHEET | JOB NO.<br>DEPT 18802 | DATE<br>21/8/2021 | CHECKED<br>T.M. | DRAWN<br>FDS | STEEL BUILDING BY<br><b>DBS SHEDS PTY LTD</b><br>(CONTACT)<br>03 6424 6664<br><b>PETER BULL</b><br>82 OLD BASS HIGHWAY<br>WYNYARD   |  |  | Civil & Structural Engineers<br>50 Punari Street<br>Currajong, Qld 4812<br>Fax: 07 4725 5850<br>Email: design@nceng.com.au<br>ABN 341 008 173 56 | Mr Timothy Roy Messer BE MIEAust RPEQ   |
|                       | NOC<br>2019           |                   |                 | FOR<br>AT    | Registered Chartered Professional Engineer<br>Registered Professional Engineer (Civil & Structural) QLD<br>Registered Certifying Engineer (Structural) N.T.<br>Registered Engineer - (Civil) VIC<br>Registered Engineer - (Civil) TAS |  |  |  | Regn. No. 2586980<br>Regn. No. 9985<br>Regn. No. 116573ES<br>Regn. No. EC36692<br>Regn. No. CC5646M |

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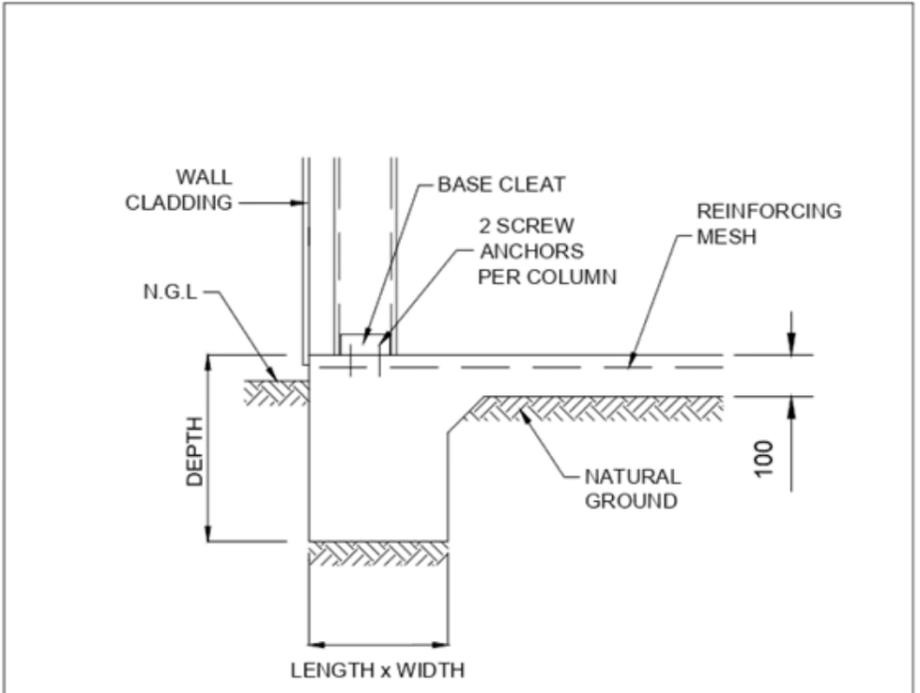
Refer to Sheet #4 for concrete specification.

|                       |                       |                   |               |              |   |           |   |  |   |
|-----------------------|-----------------------|-------------------|---------------|--------------|---|-----------|---|--|---|
| 3<br>OF<br>8<br>SHEET | JOB NO.<br>DEPT 18802 | DATE<br>21/8/2021 | CHECKED<br>TM | DRAWN<br>FDS | STEEL BUILDING BY<br><b>DBS SHEDS PTY LTD</b><br>(CONTACT)<br>03 6424 6664<br><b>PETER BULL</b><br>82 OLD BASS HIGHWAY<br>WYNYARD | FOR<br>AT |   | Civil & Structural Engineers<br>50 Punari Street<br>Currajong, Qld 4812<br>Fax: 07 4725 5850<br>Email: design@nceng.com.au<br>ABN 341 008 173 56 | Mr Timothy Roy Messer BE MIEAust RPEQ<br>Signature <i>T. Messer</i><br>Date 21/8/2021<br>Registered on the NPER in the areas of practice<br>of Civil & Structural National Professional<br>Engineers Register |
|                       | NOC<br>2019           |                   |               |              |   |           | Registered Chartered Professional Engineer<br>Registered Professional Engineer (Civil & Structural) QLD<br>Registered Certifying Engineer (Structural) N.T.<br>Registered Engineer - (Civil) VIC<br>Registered Engineer - (Civil) TAS | Regn. No. 2586980<br>Regn. No. 9985<br>Regn. No. 116573ES<br>Regn. No. EC3666E<br>Regn. No. CC5646M  |   |

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**STRUCTURAL GENERAL NOTES**

- GOVERNING CODE** : NATIONAL CONSTRUCTION CODE (NCC), LOADING TO AS1170 - ALL SECTIONS, BUILDING SUITABLE AS EITHER A PRIVATE GARAGE CLASS 10a, OR A FARM SHED (CLASS 7 OR 8), UNLESS OTHERWISE SPECIFICALLY NOTED.  
 - MUST BE LOADED OR A FARM AND USED IN CONNECTION WITH FARMING PURPOSES.  
 - BUILDINGS IS NOT TO BE OCCUPIED FREQUENTLY NOR FOR EXCESSIVE PERIODS BY PEOPLE, WITH A MAXIMUM OF 1 PERSON PER 100 SQM OR 2 PERSONS MAXIMUM IN TOTAL NUMBER IS THE LESSER.
- DRAWING OWNERSHIP** : THESE DRAWINGS REMAIN THE PROPERTY OF FBHS (AUST) PTY LIMITED, ENGINEERING SIGNATURE AND CERTIFICATION IS ONLY VALID WHEN BUILDING IS SUPPLIED BY A DISTRIBUTOR OF FBHS. DRAWINGS ARE PROVIDED FOR THE SOLE PURPOSE OF OBTAINING BUILDING PERMITS AND COMMENCING CONSTRUCTION. ANY OTHER USE OR REPRODUCTION IS PROHIBITED WITHOUT WRITTEN APPROVAL FROM FBHS.
- DRAWING SIGNATURE REQUIREMENTS** : THESE DRAWINGS ARE NOT VALID UNLESS SIGNED BY THE ENGINEER. THE ENGINEER ACCEPTS NO LIABILITY OR RESPONSIBILITY FOR DRAWINGS WITHOUT A SIGNATURE. EACH TITLE BLOCK CONTAINS A WATER MARK UNDER THE CUSTOMERS NAME CONTAINING THE DATE OF PRODUCTION OF THE DRAWINGS; THE DRAWINGS ARE TO BE SUBMITTED TO COUNCIL WITHIN 21 DAYS OF THIS DATE. THIS IS TO ENSURE THAT ONLY CURRENT DRAWINGS ARE IN CIRCULATION.
- CONTRACTOR RESPONSIBILITIES** : CERTIFIER AND CONTRACTOR TO CONFIRM (ON SITE) THAT THE WIND LOADINGS APPLIED TO THIS DESIGN ARE TRUE AND CORRECT FOR THE ADDRESS STATED IN THE TITLE BLOCK. CONTRACTOR SHALL VERIFY AND CONFIRM ALL EXISTING CONDITIONS AND DIMENSIONS. ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN DRAWINGS AND EXISTING CONDITIONS PRIOR TO START OF WORK. CONTRACTOR MUST NOT MAKE ANY MODIFICATION FROM THE PROVIDED PLANS WITHOUT FIRST OBTAINING WRITTEN APPROVAL FROM THE UNDERLYING ENGINEER. THE ENGINEER / FBHS TAKE NO RESPONSIBILITY FOR CHANGES MADE WITHOUT WRITTEN APPROVAL. CONTRACTOR IS RESPONSIBLE FOR ENSURING NO PART OF THE STRUCTURE REMAINS OVERSTRESSED DURING CONSTRUCTION. BUILDING IS NOT STRUCTURALLY ADEQUATE UNTIL THE INSTALLATION OF ALL COMPONENTS AND DETAILS SHOWN IS COMPLETED IN ACCORDANCE WITH THESE DRAWINGS. THE INDICATED DRAWING SCALES ARE APPROXIMATE. DO NOT SCALE DRAWINGS FOR CONSTRUCTION PURPOSES. FOR FURTHER DIRECTIONS ON CONSTRUCTION THE CONTRACTOR SHOULD CONSULT THE APPROPRIATE INSTRUCTION MANUAL.
- ENGINEERING** : THE ENGINEER / FBHS ARE NOT ACTING AS PROJECT MANAGERS FOR THIS DEVELOPMENT, AND WILL NOT BE PRESENT DURING CONSTRUCTION. THE UNDERLYING ENGINEERS HAVE PROVIDED THIS BUILDING FOR CONFORMITY ONLY TO THE STRUCTURAL DESIGN PORTIONS OF THE GOVERNING CODE. THE PROJECT MANAGER IS RESPONSIBLE FOR ADDRESSING ANY OTHER CODE REQUIREMENTS APPLICABLE TO THIS DEVELOPMENT. THESE DOCUMENTS ARE STAMPED ONLY AS TO THE COMPONENTS SUPPLIED BY FBHS. IT IS THE RESPONSIBILITY OF THE PURCHASER TO COORDINATE DRAWINGS PROVIDED BY FBHS WITH OTHER PLANS AND/OR OTHER COMPONENTS THAT ARE PART OF THE OVERALL PROJECT. IN CASES OF DISCREPANCIES, THE LATEST DRAWINGS PROVIDED BY FBHS SHALL GOVERN. NO ALTERATIONS TO THIS STRUCTURE (INCLUDING REMOVAL OF CLADDING) ARE TO BE UNDERTAKEN WITHOUT THE CONSENT OF THE UNDERLYING ENGINEER. OPENINGS SUCH AS WINDOWS AND DOORS NEED TO BE INSTALLED AS PER THE PRODUCT MANUFACTURER'S INFORMATION/DETAILS.
- INSPECTIONS** : NO SPECIAL INSPECTIONS ARE REQUIRED BY THE GOVERNING CODE ON THIS JOB. ANY OTHER INSPECTIONS REQUESTED BY THE LOCAL BUILDING DEPARTMENT SHALL BE CONDUCTED AT THE OWNER'S EXPENSE.
- SOIL REQUIREMENTS** : SITE CLASSIFICATION TO BE A, B OR M ONLY. SOIL SAFE BEARING CAPACITY VALUE INDICATED ON DRAWING SHEET 4 OCCURS AT 100mm BELOW FINISH GRADE, EXISTING NATURAL GRADE, OR AT FROST DEPTH SPECIFIED BY LOCAL BUILDING DEPARTMENT, WHICHEVER IS THE LOWEST ELEVATION. REGARDS OF DETAIL 1 ON SHEET 4 THE MINIMUM FOUNDATION DEPTH SHOULD BE 100MM INTO NATURAL GROUND OR BELOW FROST DEPTH SPECIFIED BY LOCAL COUNCIL. ROLLED OR COMPACTED FILL MAY BE USED UNDER SLAB, COMPACTED IN 150mm LAYERS TO A MAXIMUM DEPTH OF 900mm. CONCRETE FOUNDATION EMBEDMENT DEPTHS DO NOT APPLY TO LOCATIONS WHERE ANY UNCONSOLIDATED FILL OR DISTURBED GROUND EXISTS OR WHERE WALLS OF THE FOUNDATION WILL NOT STAND WITHOUT SUFFICIENT SUPPORT, IN THIS CASE SEEK FURTHER ENGINEERING ADVICE.
- CLASS 10a or Class 7 FOOTING DESIGN** : THE FOUNDATION DOCUMENTED IS ALSO APPROPRIATE FOR CLASS 10a or CLASS 7 BUILDING DESIGN ON 'M-D', 'B', 'M-D' OR 'E' CLASS SOILS, IF TOTAL SLAB AREA IS UNDER 100m<sup>2</sup> SQUARE AND THE MAXIMUM SLAB DIMENSION (LENGTH AND WIDTH) IS 25m<sup>2</sup> OR EQUAL TO 12m. PLEASE BE AWARE THAT THE SLAB DESIGN FOR B & E CLASS SOILS IN THESE INSTANCES ARE DESIGNED TO EXPERIENCE SOME CRACKING. THIS CRACKING IS NOT CONSIDERED A STRUCTURAL FLAW OR DESIGN ISSUE, AND IS SIMPLY COSMETIC IN NATURE. IF THIS IS A CONCERN TO THE CLIENT IT IS ADVISED THEY DISCUSS OTHER OPTIONS WITH THE RELEVANT DISTRIBUTOR PRIOR TO THE POURING OF THE SLAB.
- CONCRETE REQUIREMENTS** : ALL CONCRETE DETAILS AND PLACEMENT SHALL BE PERFORMED IN ACCORDANCE WITH AS1870 AND AS1600. CONCRETE SHALL HAVE A MIN. 28-DAY STRENGTH OF 20MPa FOR EXPOSURE A1 & B1, 20MPa FOR EXPOSURE A2 & B2 AND 25MPa FOR EXPOSURE C. IN ACCORDANCE WITH SECTION 4, AS1600. CEMENT TO BE TYPE A, MAX AGGREGATE SIZE OF 10mm. SLAB TO BE 90mm -120mm. SLAB TO BE CURED FOR 7 DAYS BY WATERING OR COVERING WITH A PLASTIC MEMBRANE, AFTER WHICH CONSTRUCTION CAN BEGAIN. USE CARE GIVEN NOT TO OVER-COMPACT BOLD DOWN BOLTS. GIVEN ALLOWABLE SOIL TYPES 1 LAYER OF SLIC REINFORCING MESH IS TO BE INSTALLED ON STANDARD SLABS WITH A MINIMUM 200mm COVER FROM CONCRETE SURFACE. CONCRETE REINFORCING TO CONFORM TO AS 1801, AS1802 & AS 1804. ALL REINFORCING COVER TO BE A MINIMUM OF 20mm.
- STRUCTURAL STEEL REQUIREMENTS** : ALL STRUCTURAL STEEL, INCLUDING SHEETING THOUGH EXCLUDING CONCRETE REINFORCING, SHALL CONFORM TO AS 1597 (GAUGE > 1mm fy = 550MPa, GAUGE > 1.5mm fy = 500MPa, GAUGE > 2.0mm fy = 450MPa). NO WELDING IS TO BE PERFORMED ON THIS BUILDING. ALL STRUCTURAL MEMBERS AND CONNECTIONS DESIGNED TO AS4600. ALL BOLT HOLE DIAMETERS TO STRAIGHT GENERAL PENDING.
- FOOT TRAFFIC** : FOR ERECTION AND MAINTENANCE PLEASE NOTE THE FOLLOWING DEFINED FOOT TRAFFIC ZONES:  
 - CORRIGATED: WALK ONLY WITHIN 200MM OF BUREN LINES. FEET SPREAD OVER AT LEAST TWO RIBS.  
 - UNCORRIGATED: WALK ONLY IN TRAYS, OR ON RIBS AT BUREN LINES.



300 x 300 x 300  
Length x Width x Depth (mm)

N.G.L - NATURAL GROUND LINE

|   |                               |               |
|---|-------------------------------|---------------|
| Y | BLOCK LOCAL THICKENING DETAIL | DWG NO: SBLMA |
|---|-------------------------------|---------------|

| PROJECT DESIGN CRITERIA     |               |
|-----------------------------|---------------|
| ROOF LIVE LOAD:             | 0.25 kPa      |
| BASIC WIND SPEED:           | VR 45 m/s     |
| SITE WIND SPEED:            | Vs10 34.3 m/s |
| WIND REGION:                | Reg A         |
| TOPOGRAPHY FACTOR, Mt:      | 1             |
| SHIELDING FACTOR, Ms:       | 0.83          |
| MAX GROUND SNOW LOAD:       | N/A           |
| MAX ROOF SNOW LOAD:         | N/A           |
| SITE ALTITUDE:              | N/A           |
| TERRAIN CATEGORY:           | Tcat 1.89     |
| SOIL SAFE BEARING CAPACITY: | 100 kPa       |
| RETURN PERIOD:              | 1:500         |
| LIMITING CPI 1:             | -0.5          |
| LIMITING CPI 2:             | 0.5           |
| IMPORTANCE LEVEL:           | 2             |

| DETAIL KEYS |  |
|-------------|--|
| DK1         | ENDWALL VERTICAL MULLION (SEE DETAIL C/5 FOR TOP CONN. AND F/5 FOR BASE CONN.) |
| DK2         | FLYBRACING PER DETAIL L/5  |
| DK3         | X-BRACING IN ROOF ABOVE (SEE DETAIL M/5)                                       |
| DK4         | DOUBLE X-BRACING IN ROOF ABOVE (SEE DETAIL M/5)                                |

| DOOR SCHEDULE |       |        |                                |            |               |            |
|---------------|-------|--------|--------------------------------|------------|---------------|------------|
| DOOR          | WIDTH | HEIGHT | OPENING TYPE                   | HEADER GRT | OPENING JAMBS | WIND RATED |
| 1             | 2500  | 2400   | 2.501 X 245 CB<br>SERIES A & B | SINGLE     | C15012P       | NO         |
| 2             | 2500  | 2400   | 2.501 X 245 CB<br>SERIES A & B | SINGLE     | C15012P       | NO         |
| 3             | 820   | 2040   | EXTERNAL PA DOOR<br>180 CB0    | SINGLE     |               | YES        |

NOTES: 1) SEE SHEET 5 FOR DOOR OPENING FRAMING INFORMATION.  
 2) ALL DOOR SCHEDULE MEASUREMENTS ARE ACTUAL DOOR/WINDOW SIZE NOT OPENING SIZE.  
 \*ROLLER DOOR OPENING HEIGHT DEPENDENT ON FINAL BUILD LOCATION.

|                       |         |       |           |          |        |                    |
|-----------------------|---------|-------|-----------|----------|--------|--------------------|
| 4<br>of<br>8<br>SHEET | JOB NO: | DEPT: | DATE:     | CHECKED: | DRAWN: | STEEL BUILDING BY: |
|                       | 18802   | 18802 | 21/8/2021 | TM       | FDS    |                    |
|                       | NCC:    |       |           |          |        | FOR AT             |
|                       | 2019    |       |           |          |        |                    |

(CONTACT)  
**DBS SHEDS PTY LTD**  
 03 6424 6664  
**PETER BULL**  
 82 OLD BASS HIGHWAY  
 WYNYARD



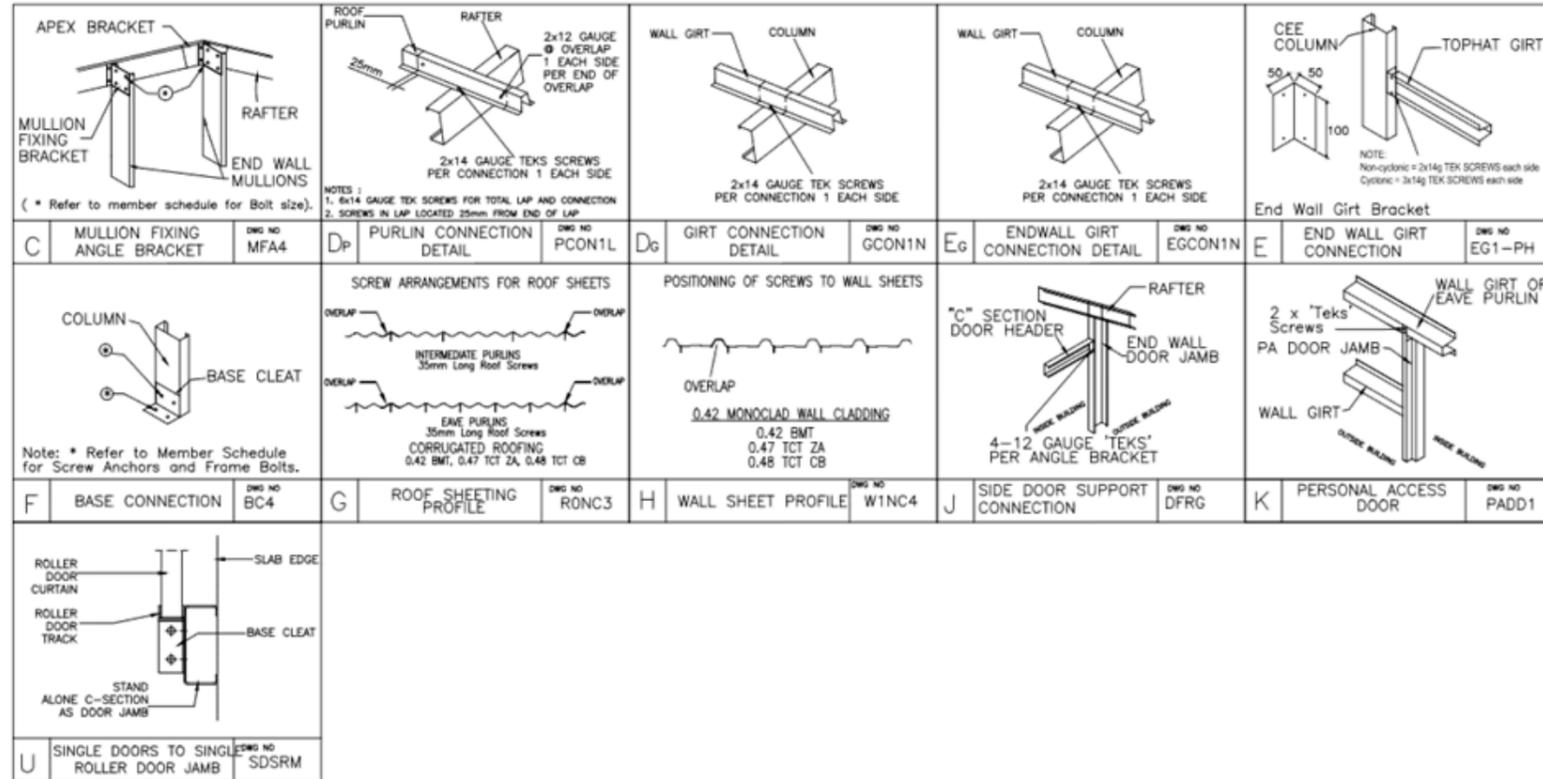
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 Registered Certifying Engineer (Structural) N.T.  
 Registered Engineer - (Civil) VIC  
 Registered Engineer - (Civil) TAS

Regn. No. 2558980  
 Regn. No. 9985  
 Regn. No. 116573ES  
 Regn. No. EC3666E  
 Regn. No. CC5646M

Mr Timothy Roy Messer BE MIEAust RPEQ  
 Signature: *T. Messer*  
 Date: 21/8/2021  
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| NO | DESCRIPTION                      | DETAILS  |
|----|----------------------------------|--|
| 1  | END WALL RAFTER                  | Single C15012  |
| 2  | C.S. FRAME RAFTER                | Single C15019  |
| 3  | END FRAME COLUMN (C1)            | Single C15012  |
| 4  | C.S. FRAME COLUMN (C1)           | Single C15012  |
| 5  | MULLION (C1)                     | Single C15012  |
| 6  | ANCHOR BOLTS (# PER DETS.)       | Screw Anchor 12mm x 100 Galv                                   |
| 7  | EAVE PURLIN                      | C15012 (Eave Purlin 53mm above top of column)                  |
| 8  | TYP. ROOF PURLIN SIZE            | Tophat 64 x 0.75   |
| 9  | MAIN BLDG. PURLIN SPACING        | 0.968 m (3 rows) (Max Allow. 1.000m)                           |
| 10 | MAIN BLDG. PURLIN LENGTH         | 3.15 m (0.15m Overlap)   |
| 11 | TYP. SIDEWALL GIRT SIZE          | Tophat 64 x 0.75   |
| 12 | MAIN BLDG. SIDEWALL GIRT SPACING | 0.991 m (3 rows) (Max Allow. 1.100m)                           |
| 13 | MAIN BLDG. SIDEWALL GIRT LENGTH  | 3.1 m (0.1m Overlap)   |
| 14 | TYP. ENDWALL GIRT SIZE           | Tophat 64 x 0.75   |
| 15 | MAIN BLDG. ENDWALL GIRT SPACING  | 0.988 m (3 rows) (Max Allow. 1.100m)                           |
| 16 | MAIN BLDG. ENDWALL GIRT LENGTH   | 2.88 m (0.1m Overlap)  |
| 17 | FRAME SCREW FASTENERS            | 14-13x22 Hex CS (SP HD 5/16" Hex Drive)                        |
| 18 | FRAME BOLT FASTENERS             | Purlin Assy M12x30 Z/P   |
| 19 | X-BRACING STRAP AND FASTENERS    | None required for this building. Gidding Diaphragm Sufficient. |
| 20 | WALL COLOUR                      | SURFMIST   |
| 21 | ROOF COLOUR                      | WOODLAND_GREY  |
| 22 | ROLLER DOOR COLOUR               | WOODLAND_GREY  |
| 23 | P.A. DOOR COLOUR                 | WOODLAND_GREY  |
| 24 | DOWNPIPE COLOUR                  | WOODLAND_GREY  |
| 25 | GUTTER COLOUR                    | WOODLAND_GREY  |
| 26 | CORNER FLASHING COLOUR           | WOODLAND_GREY  |
| 27 | BARGE FLASHING COLOUR            | WOODLAND_GREY  |
| 28 | OPENING FLASHING COLOUR          | WOODLAND_GREY  |
| 29 | OPEN BAY HEADER HEIGHT           | 0.5  |

\*C.S.\* = CLEARSPAN \*L\* = LEFT \*R.\* = RIGHT

5 OF 8 SHEET

JOB NO. DEPT18802  
NOC 2019

DATE 21/8/2021

CHECKED TML

DRAWN FDS

STEEL BUILDING BY (CONTACT) DBS SHEDS PTY LTD  
03 6424 6664  
FOR PETER BULL  
AT 82 OLD BASS HIGHWAY WYNARD



**NORTHERN CONSULTING** engineers

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Regn. No. CC5646M

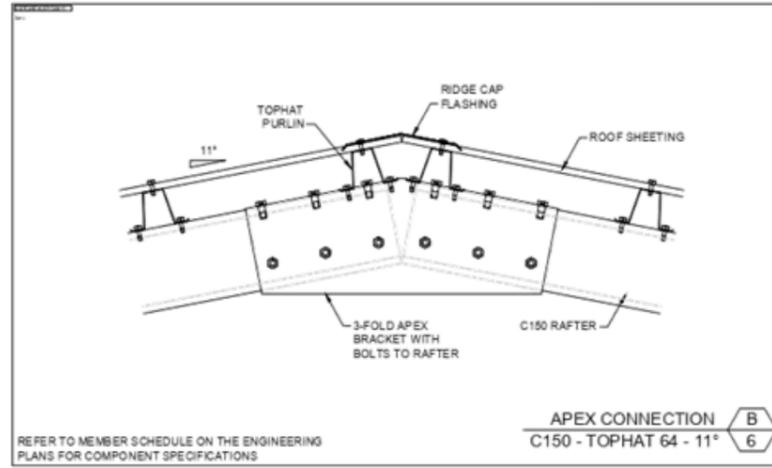
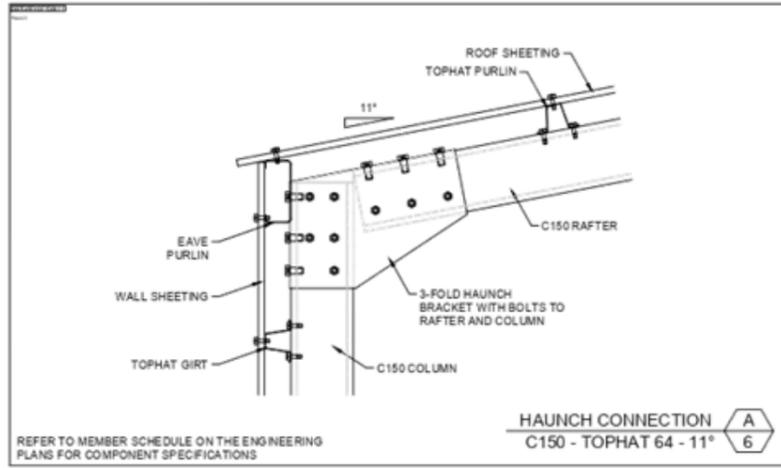
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Signature *T. Messer*

Date 21/8/2021

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6  
OF  
8  
SHEET

STEEL BUILDING BY  
FOR  
AT

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**PETER BULL**  
82 OLD BASS HIGHWAY  
WYNYARD



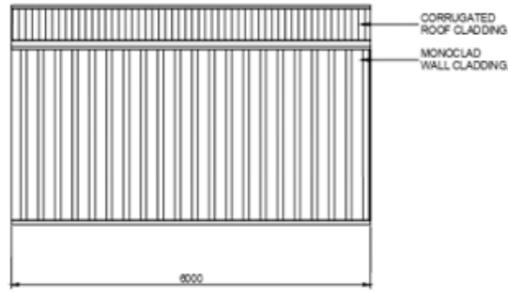
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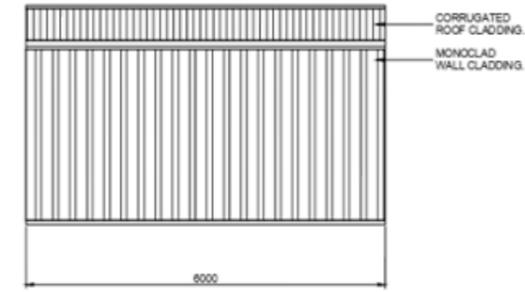
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Signature *T. Messer*  
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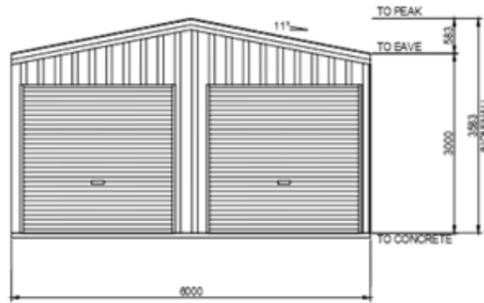
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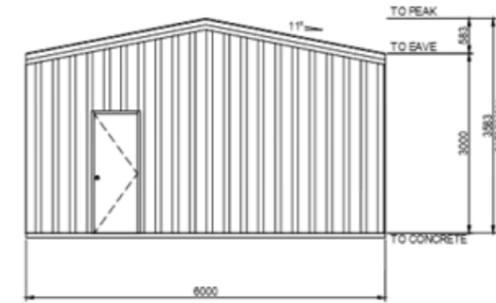
1  
7 SIDEWALL EXTERIOR ELEVATION  
SCALE 1 = 100



2  
7 SIDEWALL EXTERIOR ELEVATION  
SCALE 1 = 100



4  
7 ENDWALL EXTERIOR ELEVATION  
SCALE 1 = 100



3  
7 ENDWALL EXTERIOR ELEVATION  
SCALE 1 = 100

| BUILDING COLOURS |               |
|------------------|---------------|
| WALL             | SURFMIST      |
| ROOF             | WOODLAND GREY |
| ROLLER DOOR      | WOODLAND GREY |
| P.A. DOOR        | WOODLAND GREY |
| DOWNPIPE         | WOODLAND GREY |
| GUTTER           | WOODLAND GREY |
| CORNER FLASHING  | WOODLAND GREY |
| BARGE FLASHING   | WOODLAND GREY |
| OPENING FLASHING | WOODLAND GREY |

7  
OF  
8  
SHEET

JOB NO. DEPT18802  
NOC 2019

DATE 21/8/2021

CHECKED TMI

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STEEL BUILDING BY (CONTACT)  
**DBS SHEDS PTY LTD**  
03 6424 6664  
**PETER BULL**  
82 OLD BASS HIGHWAY  
WYNYARD

FOR AT



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## GUIDE TO THE INSTALLATION OF TEMPORARY BRACING

(REFER TO INSTALLATION GUIDE MANUAL FOR THE TWO METHODS OF CONSTRUCTION)

**NOTES:**

**BRACING MATERIALS** - THE SHED ERECTOR TO SUPPLY SPECIFIC BRACING. SUITABLE RIGID MEMBERS CAPABLE OF TENSION AND COMPRESSION OR OPPOSING CHAINS OR OPPOSING LOAD RATED RATCHET STRAPS TO BE USED. (RIGID BRACING AS SHOWN ON DIAGRAM) ROPE BRACING SUITABLE ONLY FOR SMALLER STRUCTURES IN IDEAL CONDITIONS.

**BRACING LOCATION** - TEMPORARY BRACING TO BE ERECTED AS CLOSE TO 45 DEGREE ANGLE AND FIXED TO THE TOP OF THE COLUMN OR MULLION TO ACHIEVE THE OPTIMUM EFFECTIVENESS. IF THERE IS NOT ENOUGH SPACE FOR A 45 DEGREE ANGLE, THEN 20 DEGREE ANGLE IS TO BE THE MINIMUM ANGLE ALLOWED (REFER TO DIAGRAM). RIGID TEMPORARY BRACING MEMBER TO BE BOLTED TO HEAVY ANGLE PEGS HAMMERED INTO THE GROUND OR TO A BRACKET, MASONRY ANCHORED TO THE SLAB.

**BRACING REMOVAL** - TEMPORARY BRACING TO REMAIN IN PLACE UNTIL CLADDING IS FULLY INSTALLED WHERE POSSIBLE. IN NO CASE SHOULD TEMPORARY BRACING BE REMOVED UNTIL ALL PURLINS, GIRTS (AND PERMANENT CROSS BRACING WHERE USED) ARE FIXED.

**SITE SAFETY** - DUE CONSIDERATION TO BE GIVEN TO SITE SAFETY IN REGARD TO LOCATIONS OF BRACING AND PEGS.

**GUIDE APPLICATION** - TEMPORARY BRACING AS DESCRIBED IS A MINIMUM REQUIREMENT FOR AN AVERAGE, STANDARD SITE CONDITION. PROVIDE ADDITIONAL BRACING FOR MORE SEVERE AND/OR HIGH EXPOSURE SITE CONDITIONS. ADDITIONAL BRACING TO BE USED AS AND WHERE NECESSARY TO ENSURE THAT ENTIRE FRAME IS RIGID THROUGHOUT CONSTRUCTION. RESPONSIBILITY FOR ENSURING STABILITY OF STRUCTURE REMAINS WITH THE BUILDER.

**TILT UP METHOD**

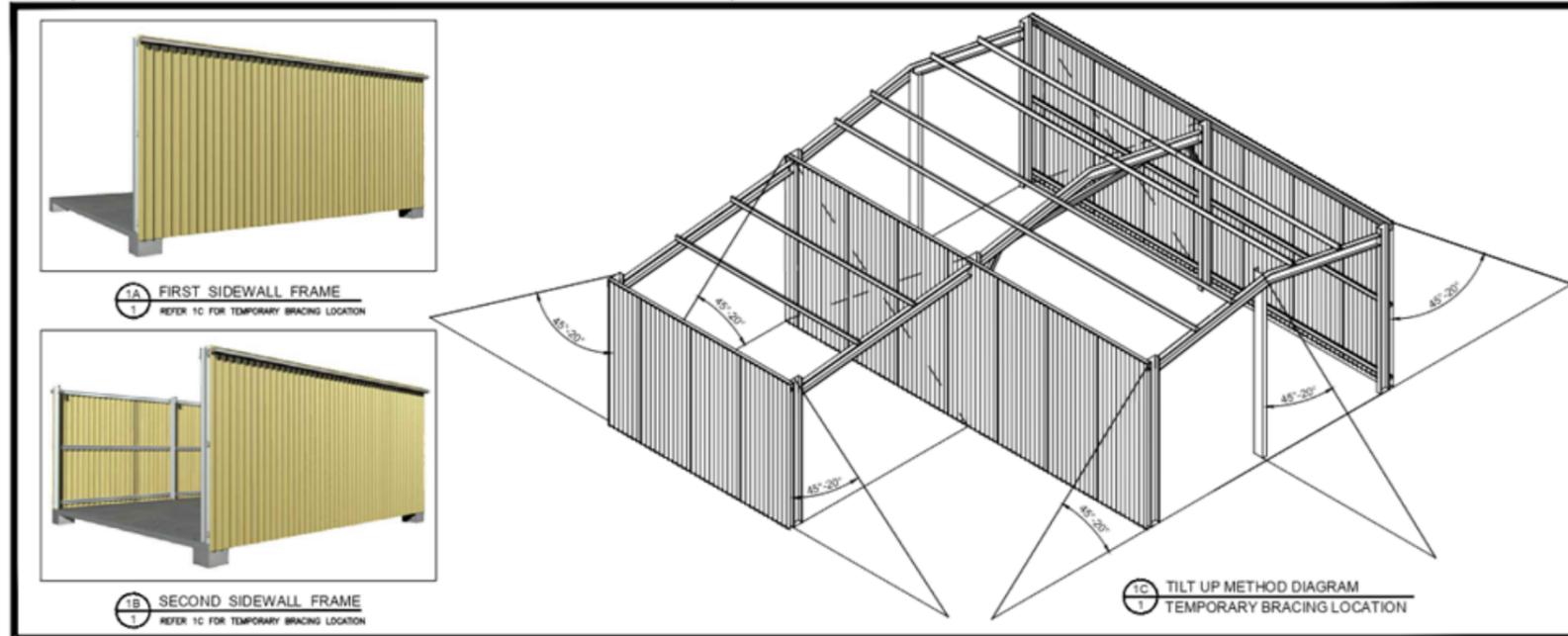
FOR STRUCTURES UNDER 9M SPAN, LESS THAN 3M HIGH AND LESS THAN 12M LONG

- A. ASSEMBLE THE FIRST SIDEWALL FRAME (COMPLETE WITH WALL SHEETING, BRACING AND GUTTER) ON THE GROUND AND LIFT ASSEMBLED SIDEWALL FRAME INTO POSITION. FIX OFF TEMPORARY SIDE BRACING TO EACH END (REFER TO DIAGRAM). FIX BASE CLEATS.
- B. ASSEMBLE THE SECOND SIDEWALL FRAME AS PER FIRST SIDEWALL FRAME. LIFT INTO POSITION. FIX OFF TEMPORARY WALL BRACING TO EACH END (REFER TO DIAGRAM) FIX BASE CLEATS.
- C. FIX GABLE END RAFTERS TO COLUMNS TO TIE WALLS. PROP APEX UNTIL ENDWALL MULLION AND APEX TEMPORARY BRACE ARE FIXED OFF. IF NO MULLION IS REQUIRED THEN PROP AND BRACE APEX UNTIL CLADDING IS COMPLETE.
- D. INSTALL REMAINING RAFTERS. AS EACH RAFTER PAIR IS INSTALLED, AT LEAST ONE PURLIN PER 3M OF RAFTER LENGTH IS TO BE INSTALLED TO SECURE RAFTERS.
- E. INSTALL REMAINING PURLINS
- F. INSTALL KNEE AND APEX BRACES IF AND WHERE APPLICABLE.
- G. REPEAT FOR LEANTO'S.

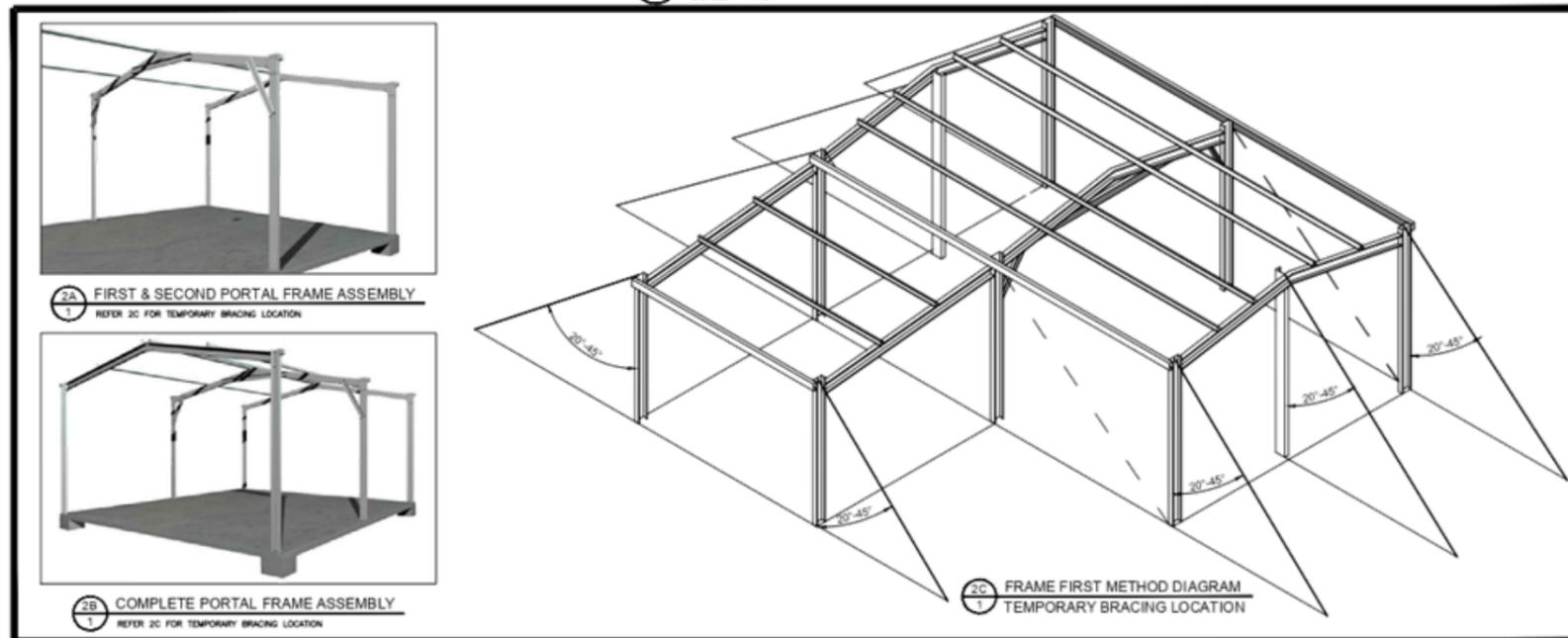
**FRAME FIRST METHOD**

FOR STRUCTURES OVER 9M SPAN, GREATER THAN 3M HIGH AND GREATER THAN 12M LONG

- A. ASSEMBLE PORTAL FRAMES ON THE GROUND (WITH KNEE AND APEX BRACES IF AND WHERE APPLICABLE). LIFT THE FIRST PORTAL FRAME ASSEMBLY INTO POSITION. FIX OFF TEMPORARY END BRACING (REFER TO DIAGRAM). FIX BASE CLEATS.
- B. PROP APEX UNTIL ENDWALL MULLION AND APEX TEMPORARY BRACE ARE FIXED OFF. IF NO MULLION IS REQUIRED THEN PROP AND BRACE APEX UNTIL CLADDING IS COMPLETE.
- C. THE SECOND PORTAL FRAME ASSEMBLY TO BE LIFTED INTO POSITION. FIX EAVE PURLINS AND AT LEAST ONE PURLIN PER 3M OF RAFTER TO SECURE FRAME ASSEMBLY. FIX BASE CLEATS. FIX TEMPORARY SIDEWALL BRACING.
- D. STAND REMAINING PORTAL FRAME ASSEMBLY AS PER STEP C, FIXING TEMPORARY SIDE WALL BRACING TO EVERY SECOND BAY. BRACE OTHER END PORTAL FRAME AS PER FIRST PORTAL FRAME.
- E. INSTALL REMAINING PURLINS AND GIRTS.
- F. REPEAT FOR LEANTO'S.



1 TILT UP METHOD DIAGRAM  
1 SCALE: NTS



2 FRAME FIRST METHOD DIAGRAM  
1 SCALE: NTS

|              |       |                       |                   |                |              |                   |
|--------------|-------|-----------------------|-------------------|----------------|--------------|-------------------|
| 8<br>OF<br>8 | SHEET | JOB NO.<br>DEPT 18802 | DATE<br>21/8/2021 | CHECKED<br>TMI | DRAWN<br>FDS | STEEL BUILDING BY |
|              | 2019  | NCC                   |                   |                |              | FOR<br>AT         |

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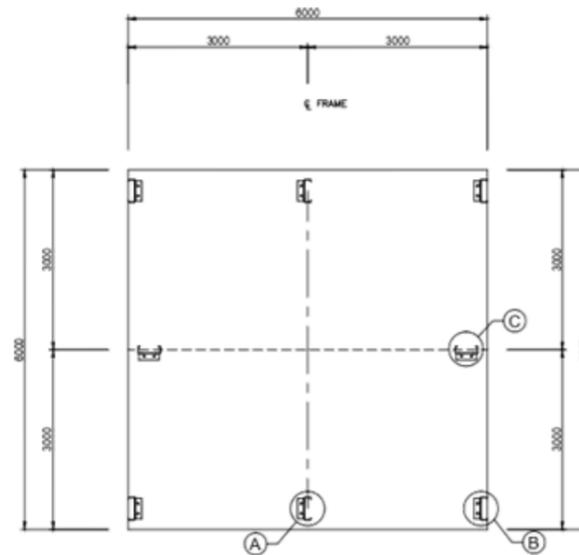
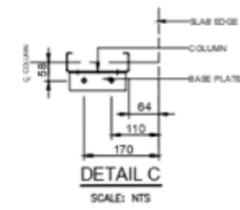
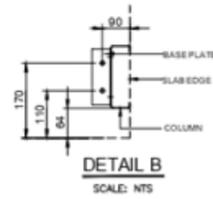
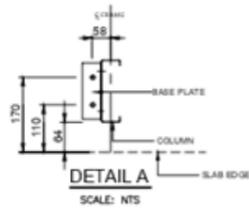
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1 BOLT LAYOUT PLAN  
1 SCALE 1 = 100

IF YOU HAVE A ROLLER DOOR IN THE GABLE END OF YOUR SHED, CONTACT YOUR DISTRIBUTOR TO SEE IF MULLION NEEDS TO BE ROTATED FOR USE AS A DOOR JAMB.

NOT PART OF COUNCIL APPLICATION DOCUMENTATION

|                       |                   |               |              |  |  |                         |
|-----------------------|-------------------|---------------|--------------|--|--|-------------------------|
| JOB NO.<br>DEPT 18802 | DATE<br>21/8/2021 | CHECKED<br>TM | DRAWN<br>FDS | STEEL BUILDING BY<br><b>DBS SHEDS PTY LTD</b><br>03 6424 6664<br><b>PETER BULL</b><br>82 OLD BASS HIGHWAY<br>WYNYARD | <br> | <b>BOLT LAYOUT PLAN</b> |
|-----------------------|-------------------|---------------|--------------|--|--|-------------------------|

---

---

# CERTIFICATE OF QUALIFIED PERSON-ASSESSABLE ITEM

Section 321

To:  Owner/Agent  
 Address  
  Suburb/Postcode

Form **55**

## Qualified person details:

Qualified Person:   
Address:  Phone No:   
  Fax No:   
Licence No:  Email Address:   
Qualifications and insurance details:  *(description from Column 3 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)*  
Speciality area of expertise:  *(description from Column 4 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)*

## Details of Work:

Address:  Lot No:   
  Certificate of title No:   
The assessable item related to this certificate:  *(description of the assessable item being certified)*  
*Assessable item includes -*  

- a material;
- a design
- a form of construction
- a document
- testing of a component, building system or plumbing system
- an inspection, or assessment, performed

## Certificate Details:

Certificate type:  *description from Column 1 of Schedule 1 of the Director's Determination - Certificates by Qualified Persons for Assessable Items n)*

This certificate is in relation to the above assessable item, at any stage, as part of - (tick one)

Building work, plumbing work or plumbing installation or demolition work :

OR

a building, temporary structure or plumbing installation :

In Issuing this certificate the following matters are relevant -

Documents:

' Multiplan' Structural Design Drawing ( 8 in total).

DEPT18802

Relevant Calculations:

Relevant calculations:

References:

NCC 2019, AS/NZ4600-2018,  
AS1170,AS1170.0,AS1170.1,AS1170.2,AS1170.3,AS1170.4,  
AS2870-2011, AS3600-2018

**Substance Of Certificate: (what it is that is being certified)**

**Structure plus foundation.**

**Scope and/or Limitations**

Vu (Limit State Design) < or = 34.3 m/s.

**I certify the matters described in this certificate.**

Qualified Person: Signed:  Certificate No:  Date:   
Mr Timothy Roy Messer

# CERTIFICATE OF THE RESPONSIBLE DESIGNER

Section 94  
Section 106  
Section 129  
Section 155

To :  Owner Name  
 Address  
  Suburb/postcode

Form **35**

## Designer Details:

Name:  Category: **Structural & Building Designer**  
 Business name:   
 Business address:  Phone No:   
  Fax No:   
 Licence No:  Email Address:

## Details of the proposed work:

Owner/Applicant  Designer's project reference No.   
 Address:  Lot No:

Type of work : **Building work**  **Plumbing work**  (X all applicable)

### Description of work :

Steel Portal Frame Structure 6 m Span x 6 m O/A length x 3 m eaves  
 height building, consisting of 2 bays at 3 m x 0 m Left Leanto span  
 x 0 m Right leanto span

(new building / alteration / addition / repair / removal / re-erection  
 water / sewerage / stormwater / on-site wastewater management system / backflow prevention / other)

### Description of the Design Work (Scope, limitations or exclusions) : (X all applicable certificates)

| Certificate Type : | Certificate   | Responsible Practitioner                |
|--------------------|---|---|
|                    | <input checked="" type="checkbox"/> Building design   | Architect or Building Services Designer |
|                    | <input checked="" type="checkbox"/> Structural design | Structural Engineer                     |
|                    | <input type="checkbox"/> Fire Safety design           | Fire Engineer                           |
|                    | <input type="checkbox"/> Civil design                 | Civil Engineer                          |
|                    | <input type="checkbox"/> Hydraulic design             | Building Services Designer              |
|                    | <input type="checkbox"/> Fire service design          | Building Services Designer              |
|                    | <input type="checkbox"/> Electrical design            | Building Services Designer              |
|                    | <input type="checkbox"/> Mechanical design            | Building Services Designer              |
|                    | <input type="checkbox"/> Plumbing design              | Plumber                                 |
|                    | <input type="checkbox"/> Other (specify)              |   |

Deemed-to-Satisfy :  Performance Solution :  (X the appropriate box)

Other details :

**Design documents provided:**

The following documents are provided with this Certificate -

*Document description :*

|                                  |                                 |                  |
|----------------------------------|---------------------------------|------------------|
| Drawing numbers : 1 to 8         | Prepared by : Fair Dinkum Sheds | Date : 21/8/2021 |
| Schedules :                      | Prepared by :                   | Date :           |
| Specifications :                 | Prepared by :                   | Date :           |
| Computations :                   | Prepared by :                   | Date :           |
| Performance solution proposals : | Prepared by :                   | Date :           |
| Test reports :                   | Prepared by :                   | Date :           |

**Standards, codes or guidelines relied on in design process :**

NCC 2019, AS/NZ4600-2018  
AS1170,AS1170.0,AS1170.1,AS1170.2,AS1170.3,AS1170.4  
AS2870-2011,AS3600-2018  
NCC Building Classification = Class 10

**Any other relevant documentation :**

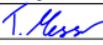
**Attribution as designer:**

I **Tim Messer** am responsible for the design of that part of the work as described in this certificate;

The documentation relating to the design includes sufficient information for the assessment of the work in accordance with the *Building Act 2016* and sufficient detail for the builder or plumber to carry out the work in accordance with the documents and the Act;

This certificate confirms compliance and is evidence of suitability of this design with the requirements of the National Construction Code.

Designer: 

|  |  |                                  |
|--|--|----------------------------------|
| <small>Name : (print)</small><br><b>Tim Messer</b> | <small>signed</small><br> | <small>Date</small><br>21/8/2021 |
|--|--|----------------------------------|

Licence No: **CC5648M (Structural & Building Designer)**

Assessment of Certificate Works : (TasWater)

Note: single residential dwellings and outbuildings on a lot with an existing sewer connection are not considered to increase demand and are not certifiable.

If you cannot check ALL of these boxes, LEAVE THIS SECTION BLANK.

TasWater must then be contacted to determine if the proposed works are Certifiable Works.

**I confirm that the proposed works are not Certifiable Works, in accordance with the Guidelines for TasWater CCW Assessments, by virtue that all of the following are satisfied:**

- The works will not increase the demand for water supplied by TasWater
- The works will not increase or decrease the amount of sewage or toxins that is to be removed by, or discharged into, TasWater's sewerage infrastructure
- The works will not require a new connection, or a modification to an existing connection, to be made to TasWater's infrastructure
- The works will not damage or interfere with TasWater's works
- The works will not adversely affect TasWater's operations
- The work are not within 2m of TasWater's infrastructure and are outside any TasWater easement
- I have checked the LISTMap to confirm the location of TasWater infrastructure
- If the property is connected to TasWater's water system, a water meter is in place, or has been applied for to TasWater

Certification :

I ..... being responsible for the proposed work, am satisfied that the works described above are not Certifiable Works, as defined within the *Water and Sewerage Industry Act 2008*, that I have answered the above questions with all due diligence and have read and understood the Guidelines for TasWater CCW Assessments.

Note: the Guidelines for TasWater Certification of Certifiable Works Assessments are available at: [www.taswater.com.au](http://www.taswater.com.au)

Designer:

---

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# 82 OLD BASS HWY, DOCTORS ROCKS

## PROPOSED SHED

### PETER BULL & JACQUI BESSELL

#### INDEX

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| 01   | SITE PLAN - PROPOSED |
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| REV. | ISSUE DATE |
|------|------------|
| A    | 09.12.2022 |

PROJECT NO:  
**21-758**

**LACHLAN WALSH DESIGN**  
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Email: [admin@lachlanwalshdesign.com](mailto:admin@lachlanwalshdesign.com)  
Phone: 0424 8038  
Tasmania Accreditation Number: CC 03022



DATE: 09th December, 2022  
DRAWING SET: DA  
REV. NO: A

GENERAL INFORMATION  
LAND TITLE REFERENCE NUMBER: 28925/29  
COUNCIL: Wynyard Waratah Council  
PROPERTY ZONE: Rural Resource  
CLIMATE ZONE: Zone 7

DESIGNED WIND CATEGORY: N2  
SOIL CLASSIFICATION: P  
BUSH FIRE ATTACK LEVEL:

**DISCLAIMER**  
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DESIGNED BY: JB  
DRAWN BY: JB  
CHECKED BY: JB  
DATE: 09/12/2022  
PROJECT: 21-758  
DRAWING: DA  
REV: A

**NOTES**

CONTRACTOR RESPONSIBLE TO CHECK ALL DIMENSIONS ON SITE BEFORE START OF CONSTRUCTION, THIS INCLUDES DIMENSIONS FROM BOUNDARY, FLOOR PLAN DIMENSIONS, FINISH FLOOR HEIGHTS AND SITE RL's. CONTRACTOR MAKE GOOD AT THEIR OWN EXPENSE ANY ERRORS ARISING FROM INACCURACIES OF THE SET OUT.

FINISHED GROUND LEVELS AROUND BUILDING TO BE MINIMUM 100mm BELOW GROUND FLOOR SLAB AND GRADE AWAY FROM BUILDING FOR A MINIMUM DISTANCE OF 1500mm.

**SOIL & WATER MANAGEMENT**

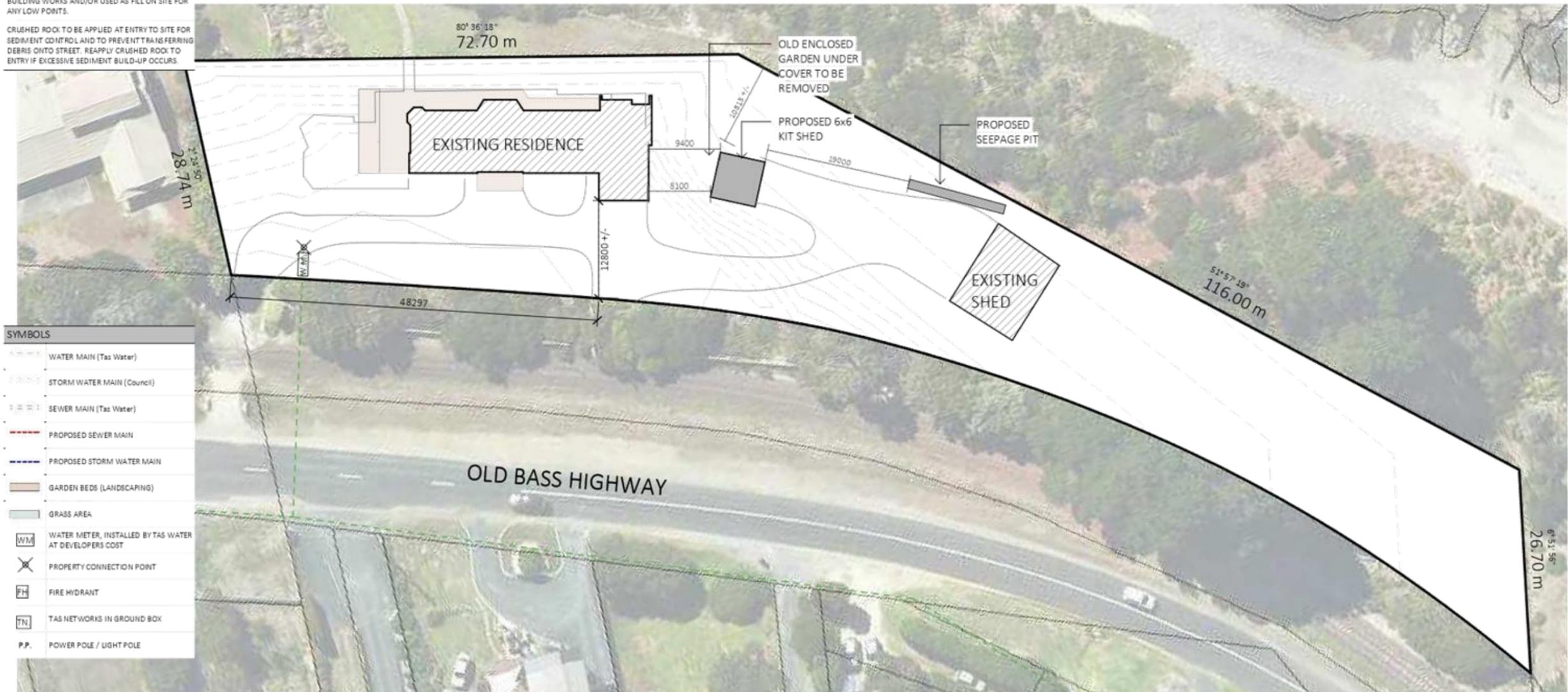
DOWN PIPES TO BE CONNECTED INTO COUNCIL STORM WATER OR TO SITE STORM WATER DISCHARGE AREA AS SOON AS ROOF IS INSTALLED.

EXCAVATED MATERIAL TO HAVE SEDIMENT CONTROL BARRIER TO BE INSTALLED DOWN-SLOPE. EXCAVATED MATERIAL TO BE REMOVED AT COMPLETION OF BUILDING WORKS AND/OR USED AS FILL ON SITE FOR ANY LOW POINTS.

CRUSHED ROCK TO BE APPLIED AT ENTRY TO SITE FOR SEDIMENT CONTROL AND TO PREVENT TRANSFERRING DEBRIS ONTO STREET. REAPPLY CRUSHED ROCK TO ENTRY IF EXCESSIVE SEDIMENT BUILD-UP OCCURS.

**AREA SCHEDULE**

| LOCATION      | AREA               |
|---------------|--------------------|
| TOTAL SITE    | 4607m <sup>2</sup> |
| PROPOSED SHED | 36m <sup>2</sup>   |



**SYMBOLS**

- WATER MAIN (Tas Water)
- STORM WATER MAIN (Council)
- SEWER MAIN (Tas Water)
- PROPOSED SEWER MAIN
- PROPOSED STORM WATER MAIN
- GARDEN BEDS (LANDSCAPING)
- GRASS AREA
- WATER METER, INSTALLED BY TAS WATER AT DEVELOPERS COST
- PROPERTY CONNECTION POINT
- FIRE HYDRANT
- TAS NETWORKS IN GROUND BOX
- P.P. POWER POLE / LIGHT POLE

**SITE PLAN - PROPOSED**  
SCALE: 1:200



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Tasmania Accreditation Number: CC 6362 E

**PROJECT**  
PROPOSED SHED  
LOCATION: 82 OLD BASS HWY, DOCTORS ROCKS  
CLIENT: PETER BULL & JACQUI BESSELL

**PAGE TITLE**  
SITE PLAN - PROPOSED  
DRAWING SCALE: As indicated

**DRAWN BY** J.V.O.  
**CHECKED BY** L.WALSH  
**DATE** 09th December, 2022  
**DRAWING SET** DA  
**REV. NO.** A

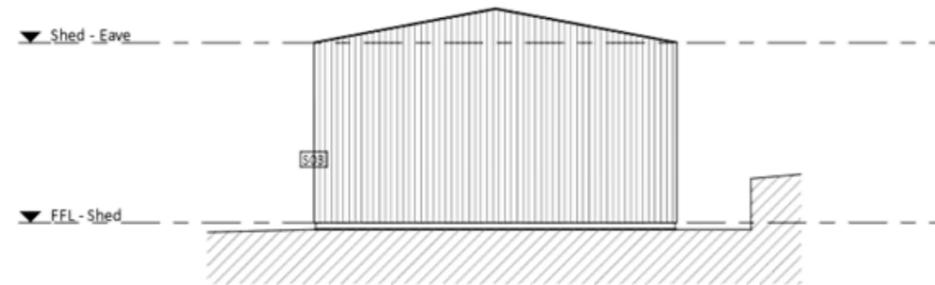
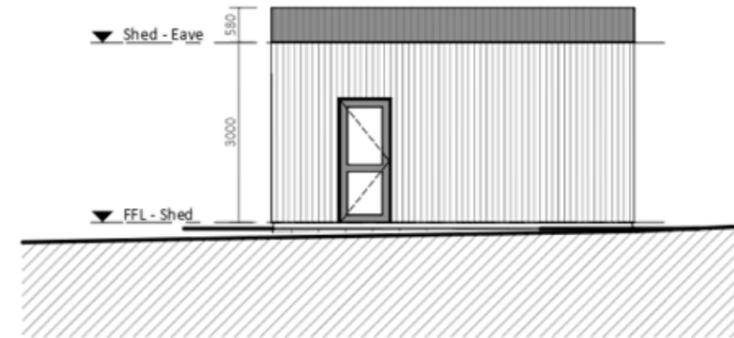
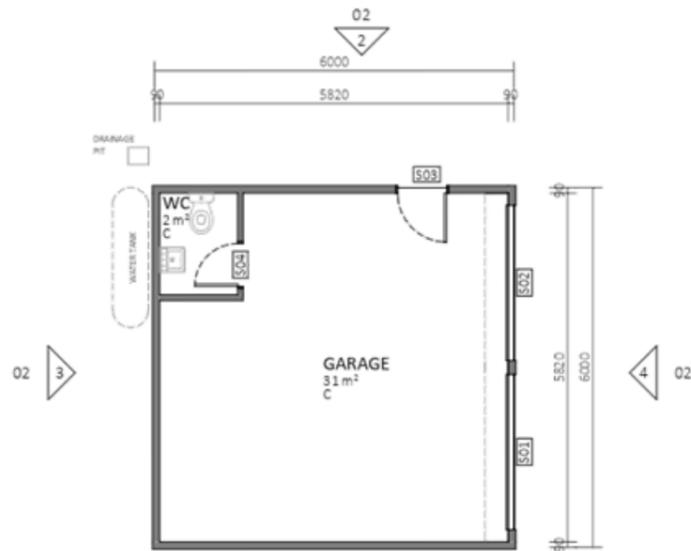
**NO.** A  
**DATE** 09.12.2022  
**REVISION** PLANNING PERMIT

**NOTES**

CHECK ALL WINDOW AND DOOR SCHEDULES TO CONFIRM OPENINGS IN FRAMED WALLS  
 ALL DIMENSIONS TO BE CHECKED ON SITE BY CONSTRUCTOR PRIOR TO COMMENCEMENT OF CONSTRUCTION  
 ALL DIMENSIONS ARE IN MILLIMETERS UNLESS NOTED OTHERWISE

**SYMBOLS**

-  FINISHED FLOOR LEVEL MARKER
-  SITE REFERENCE LEVEL MARKER
-  WALL DIMENSION (mm)
-  OPENINGS DIMENSION (mm)
-  GRID LINE
-  ELEVATION ORIENTATION (REFER TO RELEVANT PAGE)



**FLOOR PLAN - DIMENSIONS**  
 SCALE: 1:100



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**PROJECT**  
 PROPOSED SHED  
**LOCATION**  
 82 OLD BASS HWY, DOCTORS ROCKS  
**CLIENT**  
 PETER BULL & JACQUI BESSELL

**PAGE TITLE**  
 SHED PLANS  
**DRAWING SCALE**  
 1 : 100

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**DATE**  
 09th December, 2022  
**DRAWING SET**  
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**REV. NO.**  
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**NO.** A  
**DATE** 09.12.2022  
**REVISION** PLANNING PERMIT

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# NCC COMPLIANCE NOTES

## SITWORKS

Excavation and filling of a 'normal' site to be in accordance with BCA Part 3.1 & AS 2870  
 Drainage works to be completed in accordance with BCA Part 3.1 & AS/NZS 3500.  
 Surface drainage - finished ground to fall away from building to give a slope of not less than 50mm over the first 1000mm  
 Finished slab heights to be  
 -100mm above finished ground level (in low rainfall areas/sandy well drained areas)  
 -50mm above paved surfaces which slope away from the building.  
 -150mm in any other case.  
 Ground below suspended floors to be graded to prevent surface water from ponding under the building.  
 Stormwater drainage must meet the satisfaction of the appropriate authority and must be designed to prevent any overflow during heavy rain from flowing back into the building.  
 Cover to 90mm Class 6 UPVC stormwater drains installed underground are to be no less than  
 -100mm under soil;  
 -50mm under paved areas  
 Under light vehicle traffic areas:  
 -75mm under reinforced concrete  
 -100mm under paved material.

## FOOTINGS AND SLABS

Footings and slabs are generally to be installed in accordance with BCA Part 3.2, AS 2870 & AS 2159  
 Preparation must be in accordance with BCA Part 3.2.2, AS 2870 & AS 2159  
 Concrete manufacturing and installation to be in accordance with AS 3600  
 Steel reinforcement to be in accordance with AS 2870.  
 The site classification to be in accordance with AS 2870

## MASONRY

Generally masonry walls are to be constructed in accordance with BCA Part 3.3 and one of the following: a) AS 3700 or b) AS 4773.1 & AS 4773.2.  
 Un-reinforced masonry to be constructed in accordance with BCA Part 3.3.1  
 Reinforced masonry to be constructed in accordance with BCA Part 3.3.2  
 Masonry accessories to be constructed in accordance with BCA Part 3.3.3.  
 Weatherproofing of masonry to be constructed in accordance with BCA Part 3.3.4.  
 Masonry veneer to be constructed in accordance with BCA Part 3.3.5  
 -mortar used for masonry construction must be in accordance with either AS 3700 or AS 4773  
 Isolated masonry piers construction to be in accordance where appropriate with BCA Part 3.3.6,  
 and a) AS 3700 except when 'if for piers - isolated or engaged' is removed from clause 8.5.1(d); and where clause 8.5.1 requires design as for unreinforced masonry in accordance with Section 7, the member must also be designed as unreinforced masonry in accordance with Tables 10.3 and 4.1(a)(i)(C) of AS 3700  
 b) AS 4773.1 & AS 4773.2

## FRAMING

Subfloor ventilation to be in accordance with BCA Part 3.4.1. Subfloor spaces are to include openings in external walls and internal walls in accordance with climatic zones (see BCA Part 3.4.1.2) and have clearance between the ground and the base of the lowest horizontal part of the subfloor in accordance to BCA Part 3.4.1.2.  
 The subfloor area is to be clear of organic materials and rubbish, have the ground below the suspended floor graded in accordance with BCA part 3.1.3.3, contain no dead air spaces, vents are to be placed no more than 600mm from corners and have openings evenly spaced as far as possible.  
 A 150 mm clearance is required for underside of floor framing members unless specified otherwise by flooring material specification.  
 Steel framing is to be constructed in accordance with BCA Part 3.4.2, and with either (a) Residential and low-rise steel framing – (i) Design: NASH Standard 'Residential and Low Rise Steel Framing' Part 1.  
 (ii) Design solutions: NASH Standard 'Residential and Low-Rise Steel Framing' Part 2.  
 (b) Steel structures are to be constructed in accordance with AS 4100  
 (c) Cold-formed steel structures are to be constructed in accordance with AS/NZS 4600  
 Timber Framing is to be constructed in accordance with BCA Part 3.4.3 and as appropriate (a) Design of timber structures: AS 1720.1.  
 (b) Design of nailed timber roof trusses: AS 1720.5.  
 (c) Residential timber-framed construction – non-cyclonic areas: AS 1684.4.  
 (d) Residential timber-framed construction – cyclonic areas: AS 1684.3  
 (e) Residential timber-framed construction – non-cyclonic areas (simplified) AS 1684.4  
 (f) Installation of particleboard flooring: AS 1850.2.2  
 Structural steel members are to be constructed in accordance with one of the following:  
 (a) Steel structures: AS 4100  
 (b) Cold-formed steel structures: AS/NZS 4600

## ROOF AND WALL CLADDING, GUTTERS AND DOWNPIPES

Roof and cladding generally to be constructed in accordance with BCA Part 3.5  
 Metal sheet roofing to be constructed in accordance to AS 1562.1  
 Plastic sheet roofing to be constructed in accordance to AS/NZS 1562.3

Roof tiles and shingles to be constructed in accordance with one or a combination of:  
 (a) Roof tiling – AS 2050  
 (b) Terracotta, fibre-cement and timber slates and shingles: AS 4597  
 Flashing for roof tiles to be constructed in accordance with BCA Part 3.5.2.3  
 Sarking must be provided in accordance with BCA Part 3.5.2.4  
 Gutters and downpipes to be constructed in accordance with BCA 3.5.3 & AS/NZS 3500.3 & the Tasmanian Plumbing code.  
 Gutters, downpipes and flashings to be manufactured in accordance with AS/NZS 2179.1 (for metal) and AS 1273 for UPVC components.  
 Downpipes must not service more than 12m of gutter.  
 Timber and composite wall cladding to be constructed in accordance with BCA Part 3.5.4.  
 Autoclaved aerated concrete wall cladding is to be constructed in accordance with AS 5146.1.  
 Timber wall cladding to be constructed in accordance with BCA Part 3.5.4.2  
 Wall cladding boards to be constructed in accordance with BCA Part 3.5.4.3  
 Sheet wall cladding must be constructed in accordance with BCA 3.4.4.4  
 External wall cladding that has openings exposed to the weather must be flashed with materials complying with AS/NZS 2904.  
 Metal wall cladding must be constructed in accordance with BCA Part 3.5.5 & AS 1562.1.

## GLAZING

Generally glazing to be completed in accordance with BCA 3.6, AS 2047 (external walls) & AS 1288.  
 Refer to window legend for sizes and type.

## FIRE SAFETY

Generally to be constructed in accordance with BCA Part 3.7  
 See BCA Part 3.7.1.1 for further information on using combustible materials or those containing combustible fibres when a non-combustible material is required.  
 Sarking to have a flammability index less than 5.  
 Fire separation of external walls to be constructed in accordance with BCA 3.7.2.  
 (a) External walls and gables and any openings they may have, must comply with BCA Part 3.7.2.4. These walls must be fire-resisting and must begin at the footings/ground slab, except when the external wall begins above a separating wall.  
 Any wall required by (a) is to:  
 Have a FRL of no less than 60/60/60  
 be of masonry veneer construction in which the external masonry veneer is no less than 90mm thick,  
 or be of masonry (or external masonry veneer) construction no less than 90mm thick.  
 Smoke alarm installation to be in accordance with BCA Part 3.7.5.2. Locations indicated on floor plan.  
 Installation locations:  
 ceilings – minimum of 300mm away from corner junction of wall and ceiling  
 sloping ceilings – between 500 and 1500mm away from the apex of the ceiling.  
 walls – minimum of 300mm and maximum of 500mm off the ceiling at the junction with the wall.  
 External walls with openings are required to be fire-resistant and must be protected by – non-opening fire windows/other construction with a FRL no less than -/60/- or; Self-closing solid core doors no less than 35 mm thick.  
 When a Class 10 Building is located between an allotment boundary and a Class 1 or other building on the same allotment, whether directly or indirectly, the Class 1 building must be protected by a wall with a FRL.  
 Allowable encroachments are detailed in BCA Part 3.7.2.7  
 Roof lights not to be placed closer than 900mm from boundary  
 Construction in Bush Fire Area to be in accordance with AS 3959.

## HEALTH AND AMENITY

Building elements in wet areas of a building must be either waterproof or water resistant in accordance with BCA Part 3.8.1.2 (Table 3.8.1.1) and comply with AS 3740.  
 Ceiling heights to be in accordance with BCA Part 3.8.2  
 Areas such as non-habitable rooms are allowed a reduced height of 2.1m and 2.0m is allowed above stairways, ramps and landings.  
 Any information of requirements for people with a disability in Class 1b and Class 10a buildings can be found in volume One of the BCA.  
 Additional to the BCA document there is a variation for Tasmania, BCA Part 3.8.3.4  
 If there is an insufficient sewerage system for a property, an authorised alternative of disposal can be used. For further details, refer to BCA Part 3.8.3.4.  
 Sanitary compartment to be in accordance with BCA 3.8.3.3. Refer to plan for detail  
 Mechanical ventilation can be used to ventilate a sanitary compartment, laundry, kitchen or bathroom.  
 Natural light must be provided in all habitable rooms in accordance with the BCA Part 3.8.4.2.  
 Windows are to provide light transmission area equal to 10% of floor area of room  
 A window which provides natural light, that faces a boundary of an adjoining property can not be less than 900mm horizontally distanced from that boundary.  
 Ventilation is to be completed in accordance to BCA Part 3.8.5  
 Sound insulation is to be constructed in accordance to BCA Part 3.8.6  
 Condensation management is to be completed in accordance to BCA part 3.8.7, while also referring to the document "Guide for Control of Condensation and Mould in Tasmanian Homes".

## SAFE MOVEMENT AND ACCESS

Stair construction usually to be in accordance with BCA Part 3.9.1  
 Maximum of 18 risers to each flight  
 Riser dimensions to be a minimum of 115mm and a maximum of 190mm.  
 Tread dimensions to be a minimum of 240mm and a maximum of 355mm.  
 Riser opening to be less than 125mm.  
 Treads and landings where the edge leads to the flight below, are to have a non-slip surface or a nosing strip.  
 External ramps servicing an external doorway or an internal ramp must be designed with accordance of AS/NZS 1170.1.  
 Barriers and handrails are to be constructed in accordance with BCA Part 3.9.2 and 3.9.2.4  
 Balustrade is required where the area is not bounded by a wall or where the level exceeds 1000mm above floor level to final ground level.  
 Openings between balusters / infill members to be constructed so as not to allow 125mm sphere to pass between members. Where floor level exceeds 4000mm above lower level, infill members between 150mm and 760mm above floor level, to be constructed so as to restrict climbing.  
 Protection must be provided where the floor below the window is 4m or more above the surface beneath.  
 The openable part of the window is to be covered by a barrier with a height no less than 865mm above the floor.  
 The barrier must not allow a 125mm sphere to pass through it, or have any horizontal/near horizontal elements between 150mm and 760mm above the floor that can provide access to climbing.

## ANCILLARY PROVISIONS AND ADDITIONAL CONSTRUCTION REQUIREMENTS

"The BCA definition of swimming pool is specific in including a bath or wading pool or a spa. The requirements of AS 1926.3 apply to all types of pools defined as swimming pools under the BCA, irrespective of the definition in the Standard."  
 Most domestic structures are not required to be specifically designed for earthquakes.  
 Class 1 buildings constructed in a flood hazard area are to be constructed in accordance with the ABCB Standard for Construction of Buildings in Flood Hazard Areas.  
 Buildings constructed in alpine areas require special consideration because of temperatures which can create elements which restrict free movement to and from the building.  
 The additional measures in the BCA Part 3.10.4 include  
 -having external doorways open in a way which is not affected by snow and ice outside  
 -Providing a structure which doesn't become affected by weather conditions (i.e. a ramp from the dwelling)  
 -minimising the impact of snow build-up between and around buildings  
 Construction in bushfire prone areas of a Class 1 building, a class 10a building or deck associated with a class 1 building is to be constructed in accordance with- AS 3959 or NASH Standard – Steel Framed Construction in Bushfire Areas.  
 The attachment of decks and balconies to external walls of buildings is to be constructed in accordance with the BCA Part 3.10.6.  
 Bracing for a deck or balcony is to be constructed in accordance to BCA Part 3.10.6.4  
 Boilers, pressure vessels, heating appliances, fireplaces, chimneys and flues are to be constructed in accordance with BCA Part 3.10.7.  
 Heating appliances to comply with BCA Part 3.10.7 & AS/NZS 2918  
 Open Fireplace - extend hearth 150mm to each side of opening. Minimum 300mm in front of opening.  
 Freestanding appliance to be installed no less than 1200mm from combustible wall surface.  
 50mm from masonry wall.  
 Heat shield – 90mm masonry, with 25 mm minimum clearance between heat shield and wall,  
 50mm between heat shield and appliance.  
 Hearth to extend 400mm above and in front of unit.  
 Flue installation in accordance to BCA Part 3.10.7.5  
 Top of chimney/flue to terminate no less than 300mm above the ridge line.

## ENERGY EFFICIENCY

**Note-** From 1 May 2019 to 30 April 2020 Part 3.12 of NCC 2016 Volume Two may apply instead of Part 3.12 of NCC 2019.  
 From 1 May 2020 Part 3.12 of NCC 2019 applies.  
**Note -**  
 In Tasmania from 1 May 2019 to 30 April 2020 Part 3.12 of BCA 2016 may apply in lieu of Part 3.12 of BCA 2019  
 From 1 May 2020 Part 3.12 of BCA 2019 applies.  
 Generally in accordance with BCA Part 3.12.

## BUILDING FABRIC

A building must achieve an energy rating, using house energy rating software of greater than or equal to –  
 6 stars.  
 The heating and cooling load limits are specified in the ANCN Standard for NatHERS Heating and cooling Load Limits.  
 The building fabric is to be constructed in accordance with BCA 3.12.1  
 Building fabric thermal insulation must comply with AS/NZS 4859.1 and be installed to form continuous barrier to roof/ceiling, walls and floors without voids except around services / fittings.  
 Reflective building insulation is to be installed where required with the necessary airspace, to achieve the required R-Value between a reflective side and a building lining or cladding. The airspace width varies depending on the type of insulation and the R-Value needed.

Each adjoining sheet of roll membrane must be overlapped greater than or equal to 150mm.  
 When required, bulk insulation must be installed so that it maintains its position and thickness, other than where it crosses roof battens, water pipes, electrical cabling or the like. When installed in a ceiling, where there is no bulk insulation or reflective insulation in the external wall beneath, the insulation is to overlap by a minimum of 50mm.  
 Roof construction to achieve minimum Total R-Value of 5.1.  
 Roof lights to comply with BCA 3.12.1.3  
 Chimneys or flues to be fitted with sealing damper or flap.  
 Roof lights to habitable rooms to be fitted with operable or permanent seal to minimize air leakage.  
 External windows & doors to habitable rooms / conditioned spaces to be fitted with air seal to restrict air infiltration.  
 Exhaust fans and evaporative coolers servicing habitable rooms / conditioned spaces to be fitted with self-closing damper or filter  
 Building envelope to be constructed to minimize air leakage. Construction joints and junctions of adjoining surfaces to be tight fitting and sealed by caulking, skirting, architraves and cornices.  
 Air movement is generally to be provided to habitable rooms in accordance with BCA Part 3.12.4  
 External walls are to be constructed in accordance to BCA Part 3.12.1.4  
 In climate zones 6 & 7 external wall construction is required achieve minimum Total R-Value of 2.8  
 and in climate zones 8, achieve a minimum Total R-Value of 3.8.  
 External wall surface density minimum is to be 220kg/m2.  
 External glazing to generally be constructed in accordance with BCA Part 3.12.1.4  
 Services are generally to be installed in accordance with BCA Part 3.12.5  
 Heating and cooling ductwork must be installed in accordance with BCA Part 3.12.5.3  
 For information regarding the treatment of condensation in buildings in Tasmania, please refer to "Condensation in Buildings Tasmanian Designers' Guide – Version 2.

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 Tasmania Accreditation Number: CC 6362 E

PROJECT  
**PROPOSED SHED**  
 LOCATION  
 82 OLD BASS HWY, DOCTORS ROCKS  
 CLIENT  
**PETER BULL & JACQUI BESSELL**

PAGE TITLE  
**NCC NOTES**  
 DRAWING SCALE  
**1 : 100**

DRAWN BY  
**J.V.O.**  
 CHECKED BY  
**L.WALSH**  
 DATE  
**09th December, 2022**  
 DRAWING SET  
**DA**  
 REV. NO.  
**A**

| NO. | DATE       | REVISION        |
|-----|------------|-----------------|
| A   | 09.12.2022 | PLANNING PERMIT |

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| 6424 8053

21/12/2022

Waratah-Wynyard Council

**RE: DA 317/2022 – Proposed Shed– 82 Old Bass Hwy, Wynyard**

Dear Council,

In response to your request for additional information dated 21/12/2022, please see below.

**26.4.2 Location and configuration of development**

**Objective:**

The location and configuration of development is to provide a reasonable consistency between sites for setback from a boundary, height of buildings, and location within the landscape

**Performance Criteria**

**P1**

The setback of a building or utility structure must be –

- (a) consistent with the streetscape; and
- (b) required by a constraint imposed by –
  - (i) size and shape of the site;
  - (ii) orientation and topography of land;
  - (iii) arrangements for a water supply and for the drainage and disposal of sewage and stormwater;
- (iv) arrangements for vehicular or pedestrian access;
- (v) a utility; or
- (vi) any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme;
- (vii) any lawful and binding requirement –
  - a. by the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or
  - b. an interest protected at law by an easement or other regulation

---

**Our response:**

- a. *The proposed shed is consistent with the streetscape. Viewing the property on the LIST Tasmania you will see that the neighbouring site to the West (80 Old Bass Hwy) contains a residence which is less than the required 20m from the frontage boundary onto Old Bass Highway and less than 10m from the rear boundary. On the opposing side of the highway, properties 201 Old Bass Hwy, 199 Old Bass Hwy and 197 Old Bass Hwy, are located less than the required 20m from the frontage boundary. Therefore, the proposed shed will effectively merge with the existing buildings on the streetscape.*
- b. *(i) Any proposed buildings on the site will be limited in suitable locations due to the following factors:*
  - *The shape and topography of the land (the shape is inconsistent with many local properties)*
  - *The location of the existing shed*
  - *The location of the TasRail railway line*

*Therefore the proposed shed will be constructed in the exact location of a previously demolished shed, utilising the same footprint.*

If you have any other questions regarding the project, please don't hesitate to contact our office.

Kind Regards,

*Kirsten Walsh*

Kirsten Walsh

Administration – Lachlan Walsh Design



Department of Natural Resources and  
Environment Tasmania

GPO Box 1751, Hobart, TAS 7001 Australia  
Ph 1300 TAS PARKS / 1300 827 727 Fax 03) 6223 8308  
[www.parks.tas.gov.au](http://www.parks.tas.gov.au)



Enquiries: Lara Connell  
Email: [Lara.Connell@parks.tas.gov.au](mailto:Lara.Connell@parks.tas.gov.au)  
Our ref: [D23-5162](#)  
Your ref: DA317/2022

16 January 2023

Wynyard Waratah Council  
General Manager  
PO Box 168, Wynyard 7325

To Shane Crawford, General Manger

**REPRESENTATION – DA 317-2022  
DOCTORS ROCKS CONSERVATION AREA**

Tasmania Parks and Wildlife (PWS) are writing in response to the notification received regarding the Development Application (DA) 317-2022 on land adjoining the Doctors Rocks Conservation Area. The DA has the potential to intensify residential use of the site and accelerate the risk of coastal hazards to the adjacent Doctors Rocks Conservation Area and surrounding properties.

The DA proposes to build an additional shed that includes a toilet. The toilet suggests that this building could be used as a habitable building and intensify the residential use of the site. The development has the potential to be occupied on a temporary or permanent basis.

The DA does not include a description of the current septic system and its location on site, nor its capacity to accommodate an increase in loading from the additional habitable building. The proposal needs to demonstrate that all wastewater and stormwater can be contained within the boundaries of the private property without interfering with the adjacent Conservation Area, as prescribed in the performance criteria listed sections 26.4.1 (P1) and 26.4.2 (P1).

The DA also needs to address the Hazard Management Code in the Planning Scheme. The proposed habitable building is within the hazard management areas for Coastal Erosion and Coastal Inundation Hazard Bands. The proposal needs to include a Coastal Hazard Report to determine if it is an acceptable or unacceptable increase in risk to the shared coastal area.

A Coastal Hazard Report would consider the integrity of coastal landforms and vegetation adjacent the site. The hazard report is required to determine if the proposal could accelerate coastal erosion and negatively impact adjoining properties.

The Conservation Area protects the last strip of vegetation stabilising dunes and preventing sediments from being swept away by tides and high winds. Loss of this vegetation will expose coastal properties and civil infrastructure to unabated erosion and inundation.

**Enclosure 2 Representation**

---

Accelerating coastal erosion and inundation will also result in a direct loss of biodiversity in the Doctors Rocks Conservation Area. The area provides habitat for Little Penguins, intertidal ecology, shore bird nesting and foraging areas as well as a haul out site for seals. PWS considered this DA to be risk to the natural and cultural values of the Doctors Rock Conservation Area.

Yours sincerely



Lara Connell  
**A/Regional Operations Manager**



---

## AGREEMENT FOR EXTENSION OF TIME

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In accordance with Section 57 (6) of the *Land Use Planning and Approvals Act 1993* I

Lachlan Walsh Design

of

admin@lachlanwalshdesign.com.au

hereby grant the Planning Authority an extension of time until the 27 day of February 2023

Ref. No. 7058889 & DA 317/2022

Signed  (Applicant)

Lachlan Walsh (Applicant)

24/01/2023 (Date)

Signed 

ASHLEY THORNTON, *per Council delegation*

(Manager Development & Regulatory Services)

24.01.2023 (Date)



**1. SCOPE**

For the purposes of section 28R(2) of the *Local Government Act 1993*, the code of conduct set out in Schedule 1 is the model code of conduct relating to the conduct of councillors.

**SCHEDULE 1**

**PART 1 – DECISION MAKING**

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of their duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudice.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to them, or of which they should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

**PART 2 - CONFLICT OF INTERESTS THAT ARE NOT PECUNIARY**

1. When carrying out their public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that they may have.
2. A councillor must act openly and honestly in the public interest.
3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.
4. A councillor must act in good faith and exercise reasonable judgement to determine whether they have an actual, potential or perceived conflict of interest.
5. A councillor must avoid, and remove themselves from, positions of conflict of interest as far as reasonably possible.
6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must:
  - (a) declare the conflict of interest and the nature of the interest before discussion of the matter begins; and
  - (b) act in good faith and exercise reasonable judgement to determine whether a reasonable person would consider that the conflict of interest requires the councillor to remove themselves physically from any Council discussion and remain out of the room until the matter is decided by the Council.
7. This Part does not apply in relation to a pecuniary interest.

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### PART 3 - USE OF OFFICE

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.
2. A councillor must not take advantage, or seek to take advantage, of their office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for themselves or any other person or body.
3. In their personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for themselves or any other person or body.

### PART 4 - USE OF RESOURCES

1. A councillor must use Council resources appropriately in the course of their public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4. .....

### PART 5 - USE OF INFORMATION

1. ....
2. A councillor must only access or use Council information needed to perform their role and not for personal reasons or non-official purposes.
3. ....
4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

### PART 6 - GIFTS AND BENEFITS

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillors public duties and is appropriate in the circumstances and is not in contravention of any relevant legislation.
2. A councillor must avoid situations in which a reasonable person would consider that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....

|                             |                      |  |             |
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#### **PART 7 - RELATIONSHIPS WITH COMMUNITY, COUNCILLORS AND COUNCIL EMPLOYEES**

1. A councillor:
  - (a) must treat all persons fairly;
  - (b) must not cause any reasonable person offence or embarrassment; and
  - (c) must not bully or harass any person.
2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.
3. ....
4. A councillor must not contact or issue instructions to any of the Council's contractors or tenderers, without appropriate authorisation.
5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

#### **PART 8 - REPRESENTATION**

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.
2. A councillor must not knowingly misrepresent information that they have obtained in the course of their duties.
3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.
4. A councillor must clearly indicate when they are putting forward their personal views.
5. A councillor's personal views must not be expressed publicly in such a way as to undermine the decisions of the Council or bring the Council into disrepute.
6. A councillor must show respect when expressing personal views publicly.
7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.
8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.

#### **PART 9 - VARIATION OF CODE OF CONDUCT**

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.
2. Notified in the Gazette on 26 December 2018.
3. This order is administered in the Department of Premier and Cabinet.

|                             |                      |  |             |
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**LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1993- Section 339A*
- *Local Government (Model Code of Conduct) Order 2016 (amended in December 2018)*

**RELATED PROCEDURES/GUIDELINES:**

Annexure 'A' - Local Government Code of Conduct Complaint Form

**AMENDMENT TO PRINCIPLE ORDER:**

*Local Government (Model Code of Conduct) Amendment Order 2018 – Gazetted and effective from 26 December 2018*

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**1. SCOPE**

- 1.1 This policy applies to all meetings of Council or its Committees, including Annual General Meetings.

**2. PURPOSE**

- 2.1 The objective of this policy is to provide guidance and support for chairpersons, other elected members and Council staff and the public in relation to the conduct of meetings of Council or its Committees.

**3. POLICY STATEMENT**

- 3.1 Pursuant to Regulation 37 of the *Local Government (Meeting Procedures) Regulations 2015*, the provisions are to apply to meetings of Council and its Committees.

**4. LEGISLATIVE REQUIREMENTS:**

Council has used the *Local Government Meeting Procedures Regulations* as the basis for its meeting procedures with variances included to strengthen or clarify a number of clauses.

The *Local Government Act 1993* provides as follows:

**18. Establishment of councils**

- (1) *There is established in each municipal area a council.*
- (2) *The name of each council in a municipal area is specified in column 2 of Schedule 3 next to the name of that municipal area.*
- (3) *A meeting of a council is to be conducted in accordance with prescribed procedures.*

The *Local Government (Meeting Procedures) Regulations 2005* provides as follows:

**37. Other procedures**

*A council may determine any other procedures relating to meetings it considers appropriate.*

**5. RELATED PROCEDURES/GUIDELINES:**

- The *Local Government (Meeting Procedures) Regulations 2015*

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PART 1 - Preliminary

1. Interpretation

In these procedures:

**Act** means the *Local Government Act 1993*;

**associated reports and documents** means reports and documents relating to an item on the agenda of a meeting;

**chairperson** means the person who chairs a meeting;

**closed meeting** means that part of a meeting which is closed to the public under regulation 15;

**commissioner** means a person appointed as such under section 230 of the Act;

**council committee meeting** means a meeting of a council committee convened in accordance with regulation 5(1);

**council meeting** means an ordinary council meeting or a special council meeting;

**council workshop** means a workshop, seminar or gathering of persons for the purposes of a council, but does not include a meeting or a meeting of a special committee;

**meeting** means:

- (a) a council meeting; or
- (b) a council committee meeting;

**ordinary council meeting** means an ordinary meeting of the council convened in accordance with regulation 4(1)(a), (2), (3) or (5), other than the council's annual general meeting;

**pecuniary interest** means an interest within the meaning of section 49 of the Act;

**prescribed newspaper** means a newspaper prescribed in the Local Government (General) Regulations 2015 for the purposes of section 72B of the Act;

**relevant municipal area**, in relation to a council, general manager of a council, council meeting or council committee meeting, means the municipal area for which the council has responsibility;

**special council meeting**, means a special meeting of the council convened in accordance with regulation 4(1)(b) or (6);

**statutory holiday** has the same meaning as in the Statutory Holidays Act 2000.

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**PART 2 - Meetings**

**2. Convening council meetings**

- (1) The mayor of a council may convene:
  - (a) an ordinary meeting of the council; and
  - (b) a special meeting of the council.
- (2) The general manager of an existing council is to convene the first ordinary meeting of the council following an ordinary election.
- (3) The Minister is to convene the first ordinary meeting of a newly established council on a date determined by the Minister.
- (4) An ordinary meeting of a council is to be held at least once in each month.
- (5) The general manager is to convene an ordinary meeting of a council if the mayor has not convened such a meeting in the previous calendar month.
- (6) The mayor of a council, or the general manager if the mayor has not done so, must convene a special meeting of the council at the request of a majority of councillors or if the council so determines.
- (7) A request for a special meeting of a council must:
  - (a) be in writing and signed by the councillors making the request;
  - (b) include details of the subject matter and any motion to be dealt with by the meeting; and
  - (c) be lodged with the mayor.

**3. Convening meetings of council committee**

- (1) The chairperson of a council committee may convene a meeting of that committee.
- (2) The chairperson of a council committee must convene a meeting of that committee:
  - (a) if the council committee or the council so determines; or
  - (b) at the request of a majority of the members of the committee.

**4. Times of meetings**

- (1) A meeting is not to start before 5:00 pm unless otherwise determined by the council by absolute majority or by the council committee by simple majority.
- (2) After each ordinary election, a council and a council committee are to review the times of commencement of their meetings.

**5. Notice of meetings**

- (1) The general manager is to provide each councillor with a notice in writing of the time and place of a council meeting or a council committee meeting:
  - (a) at least 4 days, but not more than 14 days, before an ordinary council meeting or a council committee meeting; or
  - (b) at least 2 days, but not more than 14 days, before a special council meeting.
- (2) At least once in each year, the general manager is to publish in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area a notice containing:
  - (a) the times and places of the ordinary council meetings for the next 12 months; and

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- (b) the times and places, as known, of the council committee meetings for the next 12 months.
- (3) The general manager also is to ensure that:
  - (a) the notice referred to in subregulation (2) is made available to the public on the website of the council for the period to which the notice applies; and
  - (b) any member of the public is able to inspect, and obtain a copy of, that notice, free of charge, at the public office of the council.
- (4) If there is any change in the time or place of an ordinary council meeting, or a council committee meeting, as published under subregulation (2) and (3), the general manager is to:
  - (a) publish a notice of the change in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area;
  - (b) ensure that the notice of the times and places for such meetings published on the website of the council is accordingly updated; and
  - (c) ensure that the notice of the times and places for such meetings that is made available to the public, at the public office of the council, also is accordingly updated.
- (5) In the case of a special council meeting:
  - (a) the general manager is to publish in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area a notice of the time and place of the meeting at least 2 days, but not more than 14 days, before the meeting;
  - (b) the general manager is to ensure that the notice:
    - (i) is made available to the public on the website of the council for the relevant period; and
    - (ii) any member of the public is able to inspect, and obtain a copy of, that notice, free of charge, at the public office of the council; and
  - (c) the notice is to:
    - (i) state whether any part of the meeting is likely to be a closed meeting; and
    - (ii) if a part of the meeting is not likely to be a closed meeting, include details of the items to be discussed at that meeting or part of the meeting.
- (6) A period referred to in this regulation includes Saturdays, Sundays and statutory holidays, but does not include:
  - (a) the day on which a notice is provided or made available under subregulation (1); or
  - (b) the day of the meeting.

**6. Agenda**

- (1) The general manager is to:
  - (a) prepare an agenda for each council meeting and council committee meeting;
  - (b) in the case of a council meeting, provide each councillor with the agenda and any associated reports and documents at least:
    - (i) 2 days before a special council meeting; or
    - (ii) 4 days before an ordinary council meeting; and
  - (c) in the case of a council committee meeting, provide each member of the committee with the agenda and any associated reports and documents at least 4 days before the council committee meeting.
- (2) The agenda of an ordinary council meeting is to provide for, but is not limited to, the following items:
  - (a) attendance and apologies;
  - (b) confirmation of the minutes;
  - (c) the date and purpose of any council workshop held since the last meeting;

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|   | <b>COUNCIL MEETING PROCEDURES POLICY</b> |

- (d) applications for leave of absence;
- (e) declarations of any pecuniary interest of a councillor or close associate;
- (f) public question time;
- (g) public statements;
- (h) any reports to be received; and
- (i) any matter to be discussed at the meeting.

- (3) The general manager is to arrange the agenda so that the items to be dealt with by a council, or council committee, as a planning authority are sequential.
- (4) The business of a meeting is to be conducted in the order in which it is set out in the agenda of that meeting, unless the council by absolute majority, or the council committee by simple majority, determines otherwise.
- (5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.
- (6) A council by absolute majority at an ordinary council meeting, or a council committee by simple majority, may decide to deal with a matter that is not on the agenda if:
  - (a) the general manager has reported the reason it was not possible to include the matter on the agenda;
  - (b) the general manager has reported that the matter is urgent; and
  - (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.
- (7) The chairperson of a council or a council committee is to request councillors or members of the committee to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.
  - (a) the day on which the agenda and any associated reports and documents are provided under subregulation (1)(b); or
  - (b) the day of the meeting.

**7. Public access to documents**

- (1) As far as practicable, the general manager is to make available for inspection by members of the public a copy of the agenda of a meeting and any associated reports and documents, other than an extract relating to any matter referred to in regulation 15(2), at least:
  - (a) 2 days before the meeting in the case of a special council meeting; or
  - (b) 4 days before the meeting in the case of an ordinary council meeting or a council committee meeting.
- (2) The agenda and associated reports and documents made available for inspection under subregulation (1) are to be so made available under that subregulation:
  - (a) at the public office, and on the website, of the council; and
  - (b) free of charge.
- (3) As far as practicable, the general manager is to make available for purchase by members of the public, by payment of the fee specified in Schedule 1, copies of the agenda and any associated reports and documents made available for inspection under subregulation (1).
- (4) The agenda and associated reports and documents made available for purchase under subregulation (3) are to be made available under that subregulation at the public office of the council during the relevant period specified in subregulation (1).
- (5) At a meeting, a copy of the agenda of the meeting is to be made available free of charge to

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any member of the public attending the meeting.

- (6) At a meeting, any associated report or document made available for inspection under subregulation (1) is to be made available free of charge for inspection by members of the public attending the meeting.
- (7) Subject to the Right to Information Act 2009, the general manager must withhold from the public all associated reports and documents which, in the opinion of the general manager, relate to any matter referred to in regulation 15(2).
- (8) Despite subregulation (7), but subject to the Right to Information Act 2009, the general manager may release to the public an associated report or document that he or she is otherwise required under that subregulation to withhold, if:
  - (a) the council, or a council committee, has authorised its release to the public under regulation 15(9); or
  - (b) the council, or a council committee, has discussed, at a meeting that was not closed to the public under regulation 15, the matter to which the associated report or document relates and has, after considering privacy and confidentiality issues, authorised its release to the public.
- (a) the day on which an agenda and any associated reports and documents are made available under that subregulation; or
- (b) the day of the meeting.

**8. Chairperson**

- (1) The mayor or, in his or her absence, the deputy mayor is the chairperson of a council meeting.
- (2) If both the mayor and the deputy mayor are not present at a council meeting, the councillors present are to elect one of the councillors present to be the chairperson of that meeting.
- (3) A council may:
  - (a) elect a member of a council committee as chairperson of that council committee; or
  - (b) delegate that power of election to the members of the council committee.
- (4) If the chairperson is absent from a council committee meeting, the councillors present who are members of that council committee are to elect one of their members present to be the chairperson of that meeting.
- (5) If the chairperson has moved or seconded a motion, the chairperson is to vacate the chair until the motion has been dealt with.

**9. Quorum**

- (1) A meeting may only transact business if a quorum is present.
- (2) The quorum at a council meeting is an absolute majority.
- (3) The quorum at a council committee meeting is the majority of such number of councillors as are members of the committee.
- (4) If a meeting lacks a quorum because a councillor declares a pecuniary interest and must leave the meeting, the Minister may permit the councillor to remain at that meeting or at a later meeting when the matter is next considered to make up a quorum on condition that the councillor does not take part in any discussion or vote on the matter.

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- (5) The details of any permission given by the Minister are to be noted in the minutes.
- (6) If at any time during a meeting the required quorum is no longer present, the chairperson is to adjourn the meeting until the quorum is present or until a later date, unless the quorum is likely to be present for the next item of business.

**10. Abandoned meetings**

- (1) If a quorum is not present within half an hour after a meeting is to start, the meeting is to be abandoned.
- (2) If a council meeting is abandoned because of the lack of a quorum, the general manager is to record the following details as the minutes of that meeting, even though business could not be transacted at that meeting:
  - (a) the absence of a quorum;
  - (b) the abandonment of the meeting and the time of abandonment; and
  - (c) the names of the councillors present at the time of abandonment.
- (3) If a council meeting is abandoned, the mayor:
  - (a) within 14 days after the abandonment of the meeting, is to convene another council meeting to deal with the business that was to be dealt with at the abandoned meeting; and
  - (b) is to provide notice of the new meeting in accordance with regulation 7.
- (4) If 3 consecutive council meetings have been abandoned, the general manager must report the matter to the Minister.

**11. Adjournments**

- (1) At any time during a meeting, the chairperson, subject to subregulation (2), may adjourn the meeting:
  - (a) to a later date; or
  - (b) to a later time on the same day.
- (2) The chairperson may only adjourn a meeting:
  - (a) for a proper purpose;
  - (b) if it is reasonable to do so in the circumstances; and
  - (c) in good faith.
- (3) If a meeting is adjourned, the chairperson is to ensure that any business of the meeting not then disposed of is given precedence at the resumption of the adjourned meeting.
- (4) At the adjournment of a meeting, the chairperson is to advise the councillors present of the date and time when the meeting is to be resumed and of the reasons for the adjournment.
- (5) If a meeting is adjourned, the general manager is to advise the councillors not present at the meeting:
  - (a) that the meeting was adjourned;
  - (b) of the date and time of the resumption of the meeting; and
  - (c) of the reasons for the adjournment.
- (6) The reason for the adjournment of a meeting is to be recorded in the minutes.
- (7) If a meeting is adjourned for a period which would allow a special meeting to be convened, the general manager is to publish in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area a notice stating:

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- (a) that the meeting has been adjourned; and
- (b) the date and time of the resumption of the meeting.

**12. Open meetings**

A meeting is to be open to the public unless closed under regulation 15.

**13. Closed meetings**

- (1) 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 subregulation (2).
- (2) A part of a meeting may be closed to the public when any one or more of the following matters are being, or are to be, discussed at the meeting:
  - (a) personnel matters, including complaints against an employee of the council and industrial relations matters;
  - (b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;
  - (c) commercial information of a confidential nature that, if disclosed, is likely to:
    - (i) prejudice the commercial position of the person who supplied it; or
    - (ii) confer a commercial advantage on a competitor of the council; or
    - (iii) reveal a trade secret;
  - (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal;
  - (e) the security of:
    - (i) the council, councillors and council staff; or
    - (ii) the property of the council;
  - (f) proposals for the council to acquire land or an interest in land or for the disposal of land;
  - (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;
  - (h) applications by councillors for a leave of absence;
  - (i) matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council; and
  - (j) the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.
- (3) Unless subregulation (4) applies, a council or council committee must not close a part of a meeting when it is:
  - (a) acting as a planning authority under the Land Use Planning and Approvals Act 1993;
  - (b) considering whether or not to grant a permit under that Act; or
  - (c) considering proposals for the council to deal with public land under section 178 of the Act.
- (4) A council or council committee may close a part of a meeting when it is acting or considering as referred to in subregulation (3) if it is to consider any matter relating to:
  - (a) legal action taken by, or involving, the council; or
  - (b) possible future legal action that may be taken, or may involve, the council.
- (5) If at a meeting a council or council committee closes a part of the meeting, the grounds for the closure are to be recorded in the minutes relating to the part of the meeting that is open to the public.
- (6) The chairperson:

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- (a) is to exclude members of the public from a closed meeting;
  - (b) may exclude the general manager from a closed meeting if the matter to be discussed relates to the contract of employment, or the performance, of the general manager; and
  - (c) may invite any person to remain at the meeting to provide advice or information.
- (7) A council, or council committee, by simple majority may re-open a closed meeting to the public.
- (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.
- (9) Subject to the Right to Information Act 2009, any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the council or council committee, after considering privacy and confidentiality issues, authorises their release to the public.

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*Division 2 - Motions*

**14. Motions**

- (1) If, during a meeting, a councillor intends to move a motion of which notice has not been given, the chairperson of the meeting may require the councillor to provide a written copy of the motion.
- (2) The chairperson of a meeting is not to allow a motion to be debated or otherwise dealt with unless it has been moved by one councillor and seconded by another councillor.
- (3) The chairperson of a council committee meeting may waive the requirement for a motion to be seconded.
- (4) A councillor moving a motion for an adjournment of the debate on another motion is to include in the motion the reason for the adjournment.
- (5) A councillor may give to the general manager, at least 7 days before a meeting, written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting.
- (6) The general manager, after consultation with the relevant chairperson, may refuse to accept a written motion given under subregulation (5) if, in the opinion of both of them, the motion:
  - (a) is defamatory;
  - (b) contains offensive language; or
  - (c) is unlawful.
- (7) If a councillor who has given notice of a motion that has not been refused under subregulation (6) does not move the motion at the meeting, the motion lapses.
- (8) A councillor who has moved a motion, whether it is being debated or not, may only withdraw the motion:
  - (a) with the consent of the seconder, if a seconder was required; or
  - (b) with the consent of the meeting.
- (9) The chairperson of a meeting may refuse to accept a motion of which written notice has not been given under subregulation (5) if, in the opinion of the chairperson, the motion:
  - (a) is defamatory;
  - (b) contains offensive language; or
  - (c) is unlawful.
- (10) The period referred to in subregulation (5) includes Saturdays, Sundays and statutory holidays, but does not include:
  - (a) the day on which notice is given under that subregulation; and
  - (b) the day of the meeting.

**15. Motions to amend motions**

- (1) At a meeting, a councillor who did not move or second a motion (the **original motion**) may move a motion to amend the original motion.
- (2) A councillor is not to move a motion to amend another motion while a previous motion to amend that other motion is before the meeting.
- (3) If a motion to amend another motion is resolved in the affirmative, that other motion, as amended, is then the motion before the meeting.

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- (4) The chairperson may refuse to accept more than 2 motions to amend another motion.

**16. Motion to overturn decision**

- (1) For the purposes of this regulation, a decision may be overturned, wholly or partly, by:
- (a) a motion directly rescinding or otherwise overturning the decision or part of the decision; or
  - (b) a motion that conflicts with, or is contrary to, the decision or part of the decision.
- (2) A council or council committee may only overturn a decision passed at a previous meeting held since the last ordinary election:
- (a) by an absolute majority, in the case of a council; or
  - (b) by a simple majority, in the case of a council committee.
- (3) Any report given by the general manager to a council in respect of a proposed motion to overturn a decision of the council, or that will result in the overturning of a decision of the council, wholly or partly, is to include:
- (a) a statement that the proposed motion, if resolved in the affirmative, would overturn that previous decision or part of that previous decision;
  - (b) the details of that previous decision, or the part of that previous decision, that would be overturned;
  - (c) advice as to whether or not that previous decision, or that part of that previous decision, directed that certain action be taken; and
  - (d) if that previous decision, or that part of that previous decision, directed that certain action be taken, advice as to whether or not that action has been wholly or substantially carried out.

**17. Discussion of resolved matter**

- (1) The chairperson of a meeting may only allow a matter in respect of which a decision was made earlier in the meeting to be discussed again at that meeting if:
- (a) in the opinion of the chairperson, the vote may not have accurately reflected the opinion held by the meeting due to misunderstanding of the motion or for some other reason;
  - (b) new information comes to hand; or
  - (c) in the opinion of the chairperson, some vital information has been overlooked.
- (2) A motion that a matter be allowed to be discussed again under subregulation (1) is to be made and voted for in the affirmative before the matter may be discussed.

**18. Procedural motions**

- (1) The following motions or their negatives are procedural motions:
- (a) that the motion be now put;
  - (b) that the matter be deferred;
  - (c) that the matter of the motion be referred to a committee;
  - (d) that the meeting be now adjourned; and
  - (e) that the meeting be closed to the public.
- (2) Regulation 16(2) and (3) apply to a procedural motion.
- (3) The chairperson is to:
- (a) consider a procedural motion in precedence over all other business; and
  - (b) accept or reject that motion.

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- (4) If the chairperson of a meeting accepts a procedural motion:
  - (a) no discussion on the procedural motion is to be allowed; and
  - (b) the procedural motion is to be put to the vote.
- (5) If the chairperson of a meeting rejects a procedural motion, the chairperson is to give reasons for the rejection.
- (6) A councillor at a meeting must not move a motion of dissent against a ruling by the chairperson under subregulation (3).
- (7) Despite subregulation (4)(a), if the procedural motion is that the meeting be now adjourned, the chairperson is to allow discussion on, and only on, the date, time and place of resumption of the meeting.
- (8) If the chairperson of a meeting rejects a procedural motion or the vote in respect of a procedural motion is lost, the chairperson:
  - (a) is to allow discussion on the original motion to be resumed; and
  - (b) is not to permit a similar procedural motion to be moved until at least one councillor has addressed the meeting on the original motion.

**19. Addressing council meeting**

- (1) At a council meeting, a person is to refer to the chairperson by his or her title.
- (2) If 2 or more councillors wish to address a meeting of the council, the chairperson is to decide the order in which they are to do so.
- (3) If a councillor is addressing a meeting of a council, another councillor is not to converse aloud, interrupt the speaker or interject, except to call attention to a point of order or to call attention to the want of a quorum.
- (4) The council may resolve that this regulation applies to a council committee.

**20. Debate at council meeting**

- (1) A councillor in addressing a council meeting is not to digress from the subject under discussion.
- (2) A councillor at a council meeting may speak once to a motion at any time after the motion has been moved and seconded.
- (3) A councillor at a council meeting is not to speak for more than 5 minutes on a motion.
- (4) A councillor at a council meeting may seek leave of the council to speak on a motion for a further period of up to 3 minutes at any one time on a motion.
- (5) A councillor at a council meeting who moves a motion:
  - (a) Opens the debate on the motion
  - (b) has a right of reply for up to 3 minutes; and
  - (c) is not to introduce any new information in exercising that right.
- (6) A Councillor who seconds a motion will have the opportunity to speak second on that particular motion.
- (7) A councillor at a council meeting who moves a motion loses the right of reply if a motion that the motion be put is passed.
- (8) The chairperson of a council meeting may invite the general manager or an employee of the

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council to provide further qualified advice to the meeting on any item on the agenda or incidental to the agenda.

- (9) The chairperson of a council meeting may note a foreshadowed motion given by a councillor.
- (10) If the council so decides, the chairperson of a council meeting is to suspend the operation of this regulation.
- (11) The council may resolve that this regulation applies to a council committee meeting.

**21. Point of order at meeting**

- (1) A councillor at a meeting may raise a point of order if:
  - (a) a councillor speaking raises an issue that is irrelevant to the motion being discussed;
  - (b) a councillor speaking is being interrupted or distracted;
  - (c) the councillor is of the opinion that a meeting procedure is contrary to the Act or these regulations;
  - (d) the councillor has been misrepresented during the debate; or
  - (e) a statement is made by a councillor speaking that the councillor raising the point of order believes is, or is likely to be, offensive to a councillor or to another individual.
- (2) A councillor who is interrupted by the taking of a point of order is to cease speaking.
- (3) The chairperson is to deal with a point of order as soon as it is raised and before the meeting resumes to deal with other business.
- (4) The chairperson's ruling on a point of order:
  - (a) is not to be questioned; and
  - (b) is binding on the meeting.
- (5) Points of order do not apply to public question time

**22. Personal explanation at meeting**

- (1) The chairperson of a meeting may allow a councillor to explain a matter of a personal nature in the absence of a motion on the matter if, in the opinion of the chairperson, it is in the interests of the councillor and the council, or the council committee, to do so.
- (2) An explanation:
  - (a) is not to include reference to any matter that, in the opinion of the chairperson, is irrelevant to the explanation; and
  - (b) although it may be referred to in debate, is not to be the subject of debate.

**23. Acting as planning authority**

- (1) If a council or council committee intends to act at a meeting as a planning authority under the *Land Use Planning and Approvals Act 1993*, the chairperson is to advise the meeting accordingly.
- (2) The general manager is to ensure that the reasons for a decision by a council or council committee acting as a planning authority are recorded in the minutes of the meeting.

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*Division 3 - Voting*

**24. Votes**

- (1) At a council meeting, each councillor, including the chairperson, has one vote.
- (2) At a council committee meeting, each member of the committee, including the chairperson and a councillor who is filling a vacancy at the meeting at the request of the council committee, has one vote.

**25. Voting procedure**

- (1) Immediately after discussion on a motion is finished at a meeting, the chairperson is to:
  - (a) put the motion to the vote, first in the affirmative, then, if necessary, in the negative; and
  - (b) put the motion to the vote as often as is necessary to enable the chairperson to declare the result.
- (2) The chairperson of a council meeting or council committee meeting is to take the vote by any means the council or council committee determines.
- (3) The chairperson is to ensure that the vote of each councillor is recorded in the minutes of the meeting.
- (4) Voting at a meeting may be conducted by secret ballot if the purpose is to select a person to represent the council on a committee or other body.

**26. Determination of voting**

- (1) A motion at a council meeting is determined by a simple majority of votes unless an absolute majority is required under the Act or any regulations made under the Act.
- (2) A motion at a council committee meeting is determined by a simple majority of votes.
- (3) To abstain from voting at a meeting is to vote in the negative.
- (4) A tied vote at a meeting results in the motion being determined in the negative.

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Division 4 - Questions

27. Questions without notice

- (1) A councillor at a meeting may ask a question without notice:
  - (a) of the chairperson; or
  - (b) through the chairperson, of:
    - (i) another councillor; or
    - (ii) the general manager or other Officers present.
- (2) In putting a question without notice at a meeting, a councillor must not:
  - (a) offer an argument or opinion; or
  - (b) draw any inferences or make any imputations – except so far as may be necessary to explain the question.
- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor, general manager or delegate who is asked a question without notice at a meeting may decline to answer the question.
- (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
- (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting. Questions taken on notice or that require further response will be recorded in the minutes.
- (7) The chairperson of a meeting may require a councillor to put a question without notice in writing.

28. Questions on notice

- (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.
- (2) An answer to a question on notice must be in writing.

29. A Public question time

- (1) Protection of Parliamentary privilege does not apply to Local Government and any statements or discussion in the Council Chambers, or documents produced, are subject to the laws of defamation.
- (2) A member of the public may give written notice to the general manager at least 7 days before an ordinary council meeting of a question to be asked at that meeting.
- (3) The chairperson of an ordinary council meeting may:
  - (a) address questions on notice submitted by members of the public; and
  - (b) invite any member of the public present at the meeting to ask questions relating to the activities of the council.
  - (c) A maximum of three (3) questions per person are permitted.
    - A question in three (3) parts will be treated as three (3) questions.
  - (d) If multiple questions are to be asked, they are to be stated at once, collectively prior to a response to all.

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- (4) The chairperson of an ordinary council meeting must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.
- (a) A maximum of three minutes per person will be allowed to ask questions.
- (5) A question by any member of the public under this regulation and an answer to that question are not to be debated at the ordinary council meeting.
- (6) The chairperson of an ordinary council meeting may:
- (a) refuse to accept a question from a member of the public; or
- (b) require a question from a member of the public asked without notice to be put on notice and in writing to be answered at a later ordinary council meeting.
- (7) The Chairperson may refuse to allow a question on notice to be listed or refuse to respond to a question put at a meeting without notice that:
- (a) a) Relates to any planning issue or item listed on the agenda for the Council meeting (note: this ground for refusal is in order to avoid any procedural fairness concerns arising in respect to any matter to be determined on the Council meeting agenda);
- (b) b) Is unlawful in any way;
- (c) c) Contains defamatory remarks, offensive or improper language;
- (d) d) Questions the competency of Council staff or Councillors;
- (e) e) Relates to the personal affairs or actions of Council staff or Councillors;
- (f) f) Relates to confidential matters, legal advice or actual or possible legal proceedings;
- (g) g) Relates to any matter which would normally be discussed in the Closed Section of a Council meeting pursuant to Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015;
- (h) h) Is, in the reasonable opinion of the Chairperson, proffered to advance a particular point of view rather than making a genuine enquiry;
- (i) i) Is vague in nature or irrelevant to Council activities; Page 3 of 3 Do not print and store a copy of this document. Always access the internet/intranet copy to ensure you have the latest version.
- (j) j) Are questions that have been substantively asked (and responded to) on any previous occasion.
- If a Chairperson refuses to accept a question from a member of the public, the Chairperson is to give reasons for doing so.
- (8) A council is to determine any other procedures to be followed in respect of public question time at an ordinary council meeting.
- (9) The period referred to in subregulation (1) includes Saturdays, Sundays and statutory holidays, but does not include:
- (a) the day on which notice is given under that subregulation; and
- (b) the day of the ordinary council meeting.

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**B Public Statements**

- (1) Members of the public may, during the public statements segment of the order of business, with the consent of the Presiding Member make a public statement on any matter that appears on the agenda for that meeting provided that:
  - (a) The member of the public submits to the General Manager prior to the commencement of the meeting the public statement in a form acceptable to the General Manager and which includes the name and residential or contact address of the member of the public;
  - (b) The public statement precedes discussion of any matter which requires a decision to be made at the meeting but otherwise at item (6.2) of order of business at clause 4.2;
  - (c) The public statement is limited to a maximum period of 3 minutes, unless otherwise determined by the Presiding Member; and
  - (d) No discussion or questions relating to the statement are permitted, unless otherwise determined by the Presiding Member.
- (2) Fifteen minutes is to be allocated for the public statement time.
- (3) Once all statements have been made, nothing prevents the unused part of the statement time period from being used for other matters.
- (4) If the 15-minute period set aside for public statement time is reached, Council, by resolution, may resolve statement time be extended.
- (5) Procedures for public statement time are to be in accordance with policy adopted from time to time by the Council and, where the policy is silent on a matter, the procedures for that matter are to be determined by the Presiding Member.

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Division 5 - Minutes

30. Minutes

- (1) Subject to regulation 34(1), the general manager is to ensure that the minutes of a meeting accurately record the following matters:
  - (a) any matter discussed at the meeting;
  - (b) any decision made at the meeting;
  - (c) if the Act or any regulations made under the Act require the making of a decision by absolute majority, that the decision was by absolute majority;
  - (d) a summary of any address, statement or report made or provided on an invitation under regulation 38;
  - (e) any motion moved during the meeting;
  - (f) any question on notice by a councillor that is answered and the answer to that question;
  - (g) any question asked and put in writing during the period referred to in regulation 31(3) and any written answer or summary of that answer to that question;
  - (h) any question asked, without notice, by a member of the public and a summary of any answer given in response;
  - (i) the attendance of councillors; and
  - (j) any absence of any councillor during the meeting, including the times of leaving and returning to the meeting.
- (2) The general manager is to ensure that:
  - (a) copies of the minutes of meetings are kept as records of the council; and
  - (b) those copies are available to councillors.

31. Digital recording of meetings

- (1) A council may determine that an digital recording is to be made of any meeting or part of a meeting.
- (2) If the council so determines, the digital recording of a meeting or part of a meeting that is not closed to the public is to be:
  - (a) retained by the council for at least 6 months; and
  - (b) made available free of charge for listening on written request by any person.
- (3) If after the minutes of a meeting have been confirmed as a true record a discrepancy between the minutes and an digital recording of that meeting or part of that meeting is noticed, the council, at the next appropriate meeting, is to review the digital recording and either confirm that the minutes are a true record or amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record.
- (4) Council have an adopted policy and associated documents related to the digital recordings of Council Meetings.

32. Minutes of closed meeting

- (1) If at a meeting it is decided to hold a part of the meeting as a closed meeting:
  - (a) in accordance with regulation 15(5), the grounds for the closure are to be recorded in the minutes of that part of the meeting that is open to the public;
  - (b) in relation to a matter discussed at the closed meeting:
    - (i) the fact that the matter was discussed at the closed meeting; and
    - (ii) a brief description of the matter so discussed – are to be recorded in the minutes of that part of the meeting that is open to the

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|---|--|
|  | <b>WARATAH-WYNYARD COUNCIL</b>           |
|   | <b>COUNCIL MEETING PROCEDURES POLICY</b> |

- public, but are to be so recorded in a manner that does not disclose any confidential information and protects confidentiality; and
- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public unless the council, or council committee, determines otherwise.
- (2) The general manager is to record in the minutes of a closed meeting any matter of a kind listed in regulation 32(1) that relates to the closed meeting.
  - (3) The minutes of a closed meeting are to be kept confidential unless the council, or the council committee, after considering privacy and confidentiality issues, authorises the release to the public of the minutes.
  - (4) If the general manager is excluded from a closed meeting, the chairperson of the meeting is to direct a person to record the minutes of the meeting.
  - (5) A copy of the minutes of a closed meeting is to be provided to each councillor by the general manager or, if the general manager is excluded from the meeting, the person who recorded the minutes.
  - (6) At the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

**33. Circulation and inspection of minutes of open meeting**

- (1) The minutes of a meeting, other than a closed meeting:
  - (a) as soon as practicable but at least at the next ordinary council meeting, or next council committee meeting, that is open to the public, are to be circulated to all councillors; and
  - (b) at that next ordinary council meeting or next council committee meeting, after any necessary correction, are to be confirmed as the true record by the council or the council committee and signed by the chairperson of the meeting.
- (2) The general manager is to ensure that the minutes, and copies of any extract from the minutes, as confirmed under subregulation (1)(b), of a meeting that was open to the public are available to the public:
  - (a) on the council's website for inspection; and
  - (b) at the public office of the council for inspection, free of charge, and for purchase by payment of the fee specified in Schedule 1 –

within 7 days after the minutes are so confirmed.
- (3) The general manager may withhold from purchase any extract from the minutes of a meeting:
  - (a) for which the council does not own the intellectual property; or
  - (b) which contains information provided to the council on the condition that it be not made available to members of the public.
- (4) The period of 7 days referred to in subregulation (2) does not include Saturdays, Sundays and statutory holidays.

**34. Confirming minutes**

In confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the

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minutes.

**PART 3 - General Provisions**

**35. Other procedures**

- (1) A council may determine any other procedures relating to meetings it considers appropriate.
- (2) Despite subregulation (1), a council may not determine that a councillor may attend a meeting in any manner that does not consist of the person attending the meeting in person.

**36. Invitations to address meeting**

- (1) The chairperson of a meeting, including a closed meeting, may invite a person:
  - (a) to address the meeting; and
  - (b) to make statements or deliver reports to the meeting.
- (2) An invitation under subregulation (1) may be subject:
  - (a) in the case of a council meeting, to any condition the council may impose; or
  - (b) in the case of a council committee meeting, to any condition the council, or the council committee, may impose.

**37. Leave of absence**

- (1) If a councillor wishes to take a leave of absence in respect of one or more meetings, the councillor, or the chairperson on behalf of the councillor, may request that leave of absence.
- (2) At a meeting:
  - (a) the council may grant a request for a leave of absence from one or more of its meetings or one or more council committee meetings, or both; and
  - (b) a council committee may grant a request for a leave of absence from one or more of its meetings.
- (3) A leave of absence may not be granted retrospectively.
- (4) The purpose of the leave of absence and the period involved are to be recorded in the minutes.

**38. Suspension from meeting**

- (1) The chairperson of a meeting may suspend a councillor from part or all of the meeting if the councillor:
  - (a) makes a personal reflection about another councillor or an employee of the council and refuses to apologise; or
  - (b) interjects repeatedly; or
  - (c) disrupts the meeting and disobeys a call to order by the chairperson.
- (2) Before deciding to suspend a councillor, the chairperson is to:
  - (a) advise the councillor that suspension is being considered and of the reasons for considering suspension; and
  - (b) give the councillor an opportunity to argue against suspension or to apologise.
- (3) If, after considering any argument or apology from a councillor under subregulation (2), the chairperson suspends the councillor, the councillor:
  - (a) must leave the meeting; and
  - (b) must not attend the meeting while suspended.

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Penalty: Fine not exceeding 10 penalty units.

- (4) The chairperson may request the assistance of a police officer to remove a councillor who refuses to leave a meeting as required under subregulation (3)(a).

**39. Offences**

- (1) A member of the public must not hinder or disrupt a meeting.

Penalty: Fine not exceeding 10 penalty units.

- (2) A member of the public must leave a closed meeting unless invited to remain.

Penalty: Fine not exceeding 10 penalty units.

- (3) If a member of the public:
  - (a) hinders or disrupts a meeting;
  - (b) tries to hinder or disrupt a meeting; or
  - (c) fails or refuses to leave a closed meeting –

the chairperson may take reasonable steps to remove the person from the meeting or closed meeting, including requesting the assistance of a police officer in removing the person.

**40. Application of regulations to commissioner**

- (1) The meeting procedures in these regulations apply as far as practicable to a commissioner but the commissioner may vary those meeting procedures if the commissioner considers it necessary to do so.
- (2) If a commissioner varies the meeting procedures, the commissioner is to:
  - (a) table a copy of those meeting procedures; and
  - (b) conduct council meetings and council committee meetings in accordance with the tabled meeting procedures.
- (3) If a commissioner varies the meeting procedures, the commissioner is to ensure that a copy of the varied meeting procedures are available during business hours for public scrutiny at the public office of the council and at any council meeting.

**SCHEDULE 1 - Fees**

Regulations 9(2) and 35(2)

- 1. The fee payable for the purchase of the following documents is an amount not exceeding 1 fee unit for every 5 pages:
  - (a) the minutes of a meeting;
  - (b) a copy of any part of or extract from the minutes of a meeting;
  - (c) the agenda for a meeting;
  - (d) a copy of any part of or extract from the agenda for a meeting;
  - (e) a record or document associated with the agenda for a meeting;
  - (f) a copy of any part of or extract from a record or document associated with the agenda for a meeting.

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## 2022/23 CAPITAL PROGRAM MONTHLY PROGRESS REPORT

### Executive Summary

Reporting Month End: January 2023

Reporting Officer: Corey Gould, Manager Engineering Services

### Current Capital Delivery

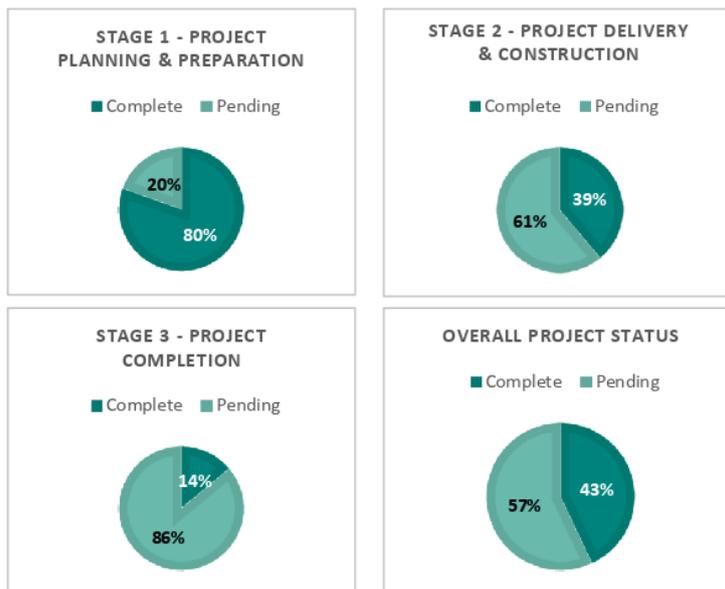
| Section             | Total Project Completion (%) |
|---------------------|------------------------------|
| Parks & Open Spaces | 43.0                         |
| Transport           | 48.1                         |
| Stormwater          | 46.0                         |
| Sporting Facilities | 22.7                         |
| Buildings           | 34.8                         |
| Plant & Equipment   | 46.9                         |
| Budget Amendments   | 0.0                          |

| Status %             | Stage  |
|----------------------|--|
| Between 0% and 25%   | Stage 1 - Project Preparation including, design, permits, tender and consultation, construction approval                   |
| Between 25% and 75%  | Stage 2 - Project construction and delivery  |
| Between 75% and 100% | Stage 3 - Project Completion including initiation defects liability period, construction approval, as constructed drawings |



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## PARKS & OPEN SPACE



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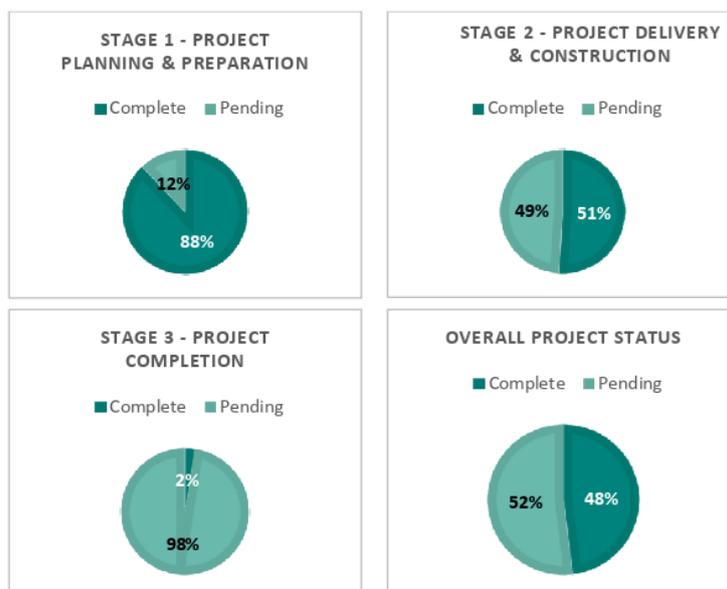
### Key project updates by exception:

- Somerset:
  - Cam River Reserve Masterplan Actions: The replacement of the existing playground to be completed this year. Application with the addition of the art concept and measurements have been provided to Crown Land Services (CLS) for their consideration. Awaiting the outcome of the application and go community for consultation.
  - Erosion Mitigation for ANZAC Park received CLS approval to lodge development application (DA). This still needs to go through planning and CLS for consent to comment construction. Tender to do out closer to March 2023 due to this process which is still likely to push completion timeframes beyond the end of financial year.
- Wynyard:
  - The Dog Park and Freedom Camping area in Wynyard remain in consultation with the Show Society and CLS. Awaiting information from Crown to progress.



- Other:
  - Yolla RV Dump Site - subject to grantor approval, funding is to be reallocated to another project as this project is unlikely to be accomplished in the current financial year without a location for the public amenities first being confirmed.
  - Sisters Beach Erosion Works feedback on the draft report was received and is now out for consultation.
  - James Philosopher Smith Statue – currently investigating funding options.

### TRANSPORT

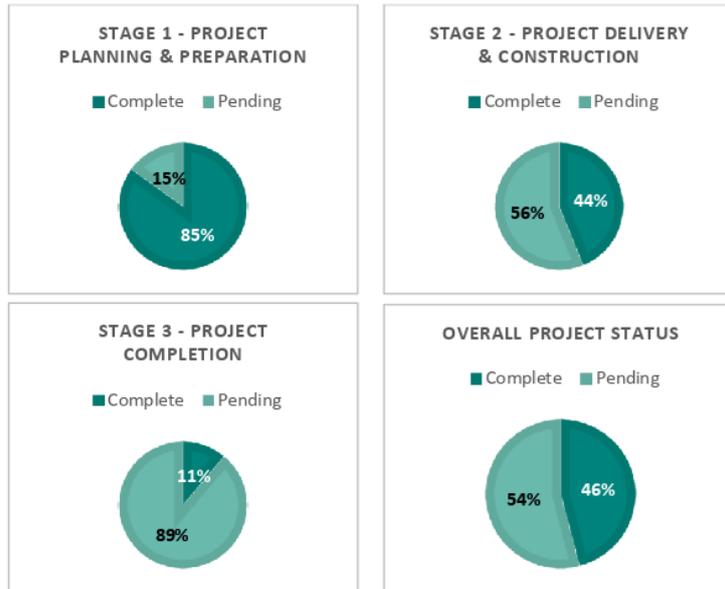


#### **Key project updates by exception:**

- Waratah Bridge – detailed design is complete. Application for Crown consent to lodge a DA has been submitted. The project will go to tender before end of financial year (EOFY), but timing will not allow for completion before 30 June.
- Blackspot Funding Project - funding allocation to be redistributed as the project was completed under another funding stream. Providing there are no further changes, this line item will be removed from the next report.



## STORMWATER

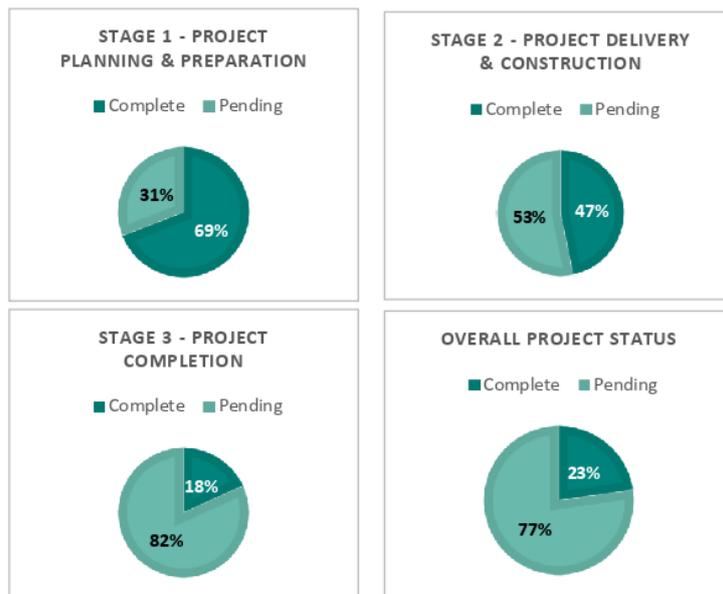


### Key project updates by exception:

- Port Road Boat Harbour Drainage - dam permit being put together. Following up with consultant - to be reallocated to continue.
- Port Creek Flood Mitigation tender responses have been received, assessing responses early February with recommendations to go to March Council meeting for award.
- Big Creek Flood mitigation - a grant application has been submitted for National Disaster Risk Reduction (NDRR) funding and an information request has been received from Department of Natural Resources and Environment (NRE). Preparing for a March tender.



## SPORTING FACILITIES

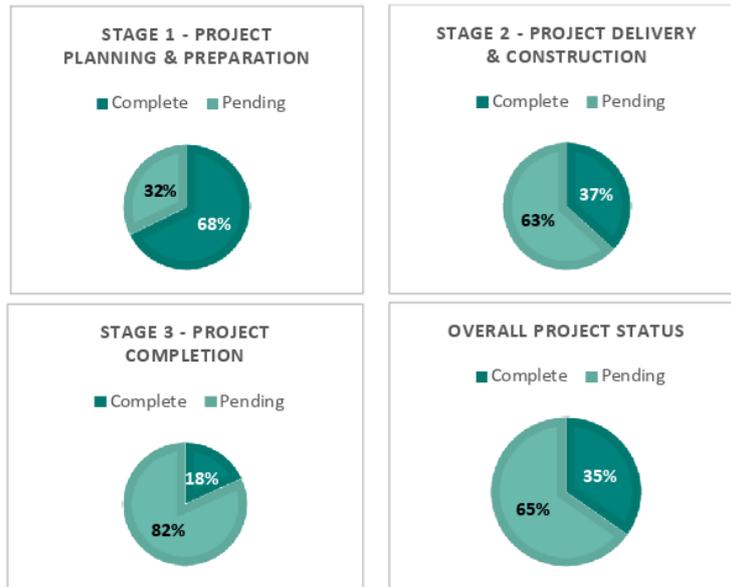


### Key project updates by exception:

- Demolition of Wynyard Showgrounds Grandstand has had some progress is pulling together an application to CLS, building permits will be required and final approval from CLS to commence. A structural engineer will inspect the wall between the bird club and the grandstand. Updates to Open Space, Sport and Recreation (OSSR) on 07 February.
- Somerset Sporting Precinct has had a detailed consultation, expressions of interest to commence early 2023. Forecasting no expenditure, on hold for the time being. Likely deferred to next FY subject to Council approval.
- WySP Design – Indoor Training Facilities no further progress, discussions are continuing with the school.
- Wynyard Sports Precinct Oval 3 WHS Grounds - Design work is in progress and all field information has been collected. Discussions are in progress with the school to secure an access and use agreement. Awaiting Department of Education (DOE) consent to lodge a DA – the package has been drafted but given current timeframes this project is a likely carry forward at this stage.



## BUILDINGS



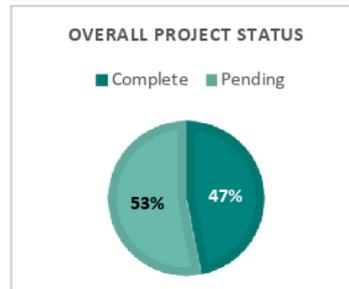
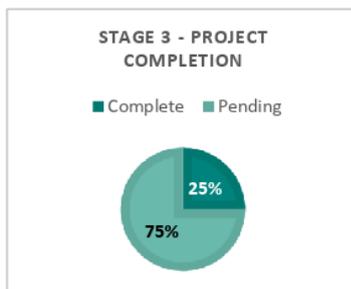
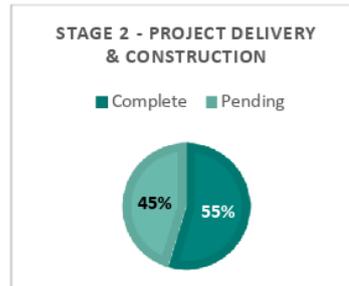
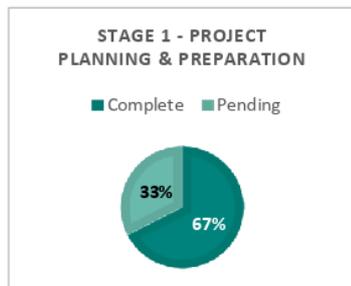
### Key project milestones/updates:

- Yolla Public Toilet (to be co-located with the RV dump point) no site has been identified for construction. Looking to consider benefits and challenges of composting options.
- Table Cape Amenities grant funding was unsuccessful. Design work to commence late Jan 2023. Project is design only and likely carry forward.
- Community Centre Outside School Hours Car (OSHC) - works have been awarded though there is a potential for over-run due to contractor workload. Contacting the contractor has been problematic of late, further advice to come.
- Waratah Community Hub Upgrade quotes are being obtained though there's been difficulty finding contractors who can do the work. Some financial concerns, reviewing options and will go to the January Community Board meeting. There are no easy options with an additional budget submission for next FY as this will carry forward.



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## PLANT & EQUIPMENT



### **Key project milestones/updates:**

- Tractor Loader purchase requires a discussion around suitability in order to 'future proof' the purchase. This will require advice from WySP to make an appropriate decision. This will likely carry forward as there are long lead times on any choice.