



GLAMORGAN SPRING BAY  
COUNCIL

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# Notice of Meeting and Agenda

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For the Ordinary  
Meeting of  
Council to be  
held at the  
Triabunna  
Council Offices

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28<sup>th</sup> March, 2017

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## NOTICE OF ORDINARY MEETING

**Notice** is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday, 28<sup>th</sup> March, 2017 commencing at 5.00pm.



**Dated** this Thursday 23<sup>rd</sup> March, 2017

**David Metcalf  
GENERAL MANAGER**

***"I certify that with respect to all advice, information and recommendations provided to Council with this agenda:***

- 1. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and***
- 2. Where any advice is given directly to the Council by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from any appropriately qualified or experienced person. "***

**Note : Section 65 of The Local Government Act 1993 states –**

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.***
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council or council committee.***



**David Metcalf  
GENERAL MANAGER**

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## **Audio Recording of Ordinary Meetings of Council**

As determined by Glamorgan Spring Bay Council, all Ordinary and Special Meetings of Council will be electronically audio recorded from April 2014 onwards.

In accordance with the Local Government Act 1993 and Regulation 33, these audio files will be retained by Council for at least 6 months and made available for listening on written request by any person. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting.

### **1. Opening**

The Mayor to welcome Councillors, staff and members of the public and declare the meeting open at (Time).

#### **1.1 Present and Apologies**

#### **1.2 In Attendance**

#### **1.3 Declaration of Pecuniary Interests**

*In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2005, the Mayor requests Elected Members to indicate whether they or a close associate have, or likely to have, a pecuniary interest in any item included in the Agenda.*

## 2. Confirmation of Minutes and Workshops

### 2.1 Ordinary Meeting – February 28th, 2017

#### Recommendation

That the Minutes of the Ordinary Meeting held Tuesday 28<sup>th</sup> February 2017 be confirmed as a true and correct record.

### 2.2 Workshop Held – February 28th, 2017

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2005*, it is reported that a workshop was held at 3pm on Tuesday 28<sup>th</sup> February in Triabunna. This workshop was held to discuss the community consultation strategy on Council amalgamations and to brief Councillors on the 'Swansea Loo with A View' community consultation feedback.

#### Recommendation

That Council notes this information.

### **3. PLANNING AUTHORITY SECTION**

**Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2005* the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993* for Section 3 of the Agenda.**

<p><b>Recommendation</b></p>
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<p>That Council now acts as a Planning Authority. (Time:    )</p>
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### 3.1 DEVELOPMENT APPLICATION DA2017/00004

Planning Assessment Report	
<b>Proposal:</b>	<b>Paintball Field and Reception Building</b>
<b>Applicant:</b>	<b>J Binns</b>
<b>Location:</b>	<b>961 Coles Bay Road, Coles Bay</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Rural Resource Zone</b>
<b>Application Date:</b>	<b>25 January 2017</b>
<b>Statutory Date:</b>	<b>31 March 2017</b>
<b>Discretions:</b>	<b>Ten</b>
<b>Attachments:</b>	<b>Appendix A – Plans &amp; covering letter</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought for the establishment of a paintball field and construction of a reception building at 961 Coles Bay Road, Coles Bay.
- 1.2. The application is a discretionary use in the zone due to reliance on a number of different performance criteria.
- 1.3. One statutory representation was received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by the Planning Authority or by full Council acting as a planning authority due to the receipt of representations via the public exhibition period.

## **2. Legislative & Policy Content**

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2017 / 00004.
- 2.2. This determination must be made no later than 31 March 2017, which has been extended with the written consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer's recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

## **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications. No specific implications for Council have been identified.

## **4. Relevant Background and Past Applications**

- 4.1. Nil

## 5. Site Detail

- 5.1. The site is a large rural lot located off Coles Bay Road approximately 1km south of Friendly Beaches Road and approximately 17km from Coles Bay village by road. The lot was created as part of a recent subdivision.
- 5.2. The site is within the Rural Resource Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015. The adjoining land to the north and south is also zoned Rural Resource and this includes a small, undeveloped quarry reserve owned by the Crown. Land to the east is zoned Environmental Management as part of the Freycinet National Park. Coles Bay Road to the west is zoned Utilities and the foreshore is zoned Environmental Management.
- 5.3. The parcel is a triangle shaped lot, 42.4ha in size. The part of the site near Coles Bay Road is largely cleared with a scattering of trees and with a gentle gradient and north-west aspect. There is an existing dwelling on the site setback approximately 400m from the road and it is in this location where the land becomes vegetated. The land rises in elevation to a small knoll approximately 40m in elevation.
- 5.4. The vegetated part of the site is subject to a Biodiversity Protection Area, however, no works are proposed in this location.
- 5.5. Land within 100m of Coles Bay Road is subject to a Scenic Landscape Corridor. No new work is proposed in this area. The driveway for the use exists.
- 5.6. Land within 140m of Coles Bay Road is subject to a Waterways and Coastal Protection Area. No new work is proposed in this area. The driveway for the use exists.
- 5.7. The site is unserviced, other than reticulated telecommunications and electricity.



**Figure 1: An aerial photograph of the subject area.**

## **6. Proposal**

- 6.1. Planning approval is sought for the establishment of a paintball field and construction of a reception building at 961 Coles Bay Road, Coles Bay.
- 6.2. The reception building is a series of shipping containers aligned around a proposed roofed deck and courtyard area. This will provide toilet, laundry, reception and storage use along with a small tearoom for refreshments. The roof area of the deck/courtyard will extend over the shipping containers with a skillion design. The reception building is setback approximately 280m from Coles Bay Road and approximately 40m from the south-west boundary.
- 6.3. A 3.6m wide one-way loop road is proposed off the existing vehicular access road for the reception building. Twenty car parking spaces are proposed adjacent to this loop road. Passing bays are proposed for the existing access.
- 6.4. The paintball field is a 3.7ha area. The field is located approximately 150m from Coles Bay Road, 5m from the northern boundary, 15m from the south-west boundary and extends up towards the existing dwelling. This area is a mixture of cleared pasture, native vegetation and scattering of trees. The field will be enclosed by a 3.6m high netted fence and developed for forts, bunkers and the like.

## 7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or a performance criteria. Where a performance criteria is relied upon an application is discretionary and the application may be approved or refused.
- 7.2. The following provisions are relevant to the proposed use and development;
- Rural Resource Zone
  - E5.0 Road and Railway Assets Code
  - E6.0 Parking and Access Code
  - E7.0 Stormwater Management Code
- 7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Requirement</b>	<b>Solution</b>	<b>Proposed</b>
1	Use  Clause 26.2	The proposal is a discretionary use in the use table		
2	Sensitive use  Clause 26.3.1 A1	Sensitive use, other than for a home-based business, home-based child care or addition to existing dwelling is assessed against the performance criteria		
3	Discretionary use  Clause 26.3.1 A1	All discretionary uses are subject to the discretionary use performance criteria		
4	Side setback  Clause 29.4.2 A2	Setback to a side boundary is 50m		Setback to the side boundaries for the fence around the paintball field is 5m to the north and 15m to the south-west
5	Building design  Clause	Light reflectance value of exterior building surfaces must be no more than 40%		Not specified



	29.4.3 A2		
6	Traffic movements  Clause E5.5.1 A2	Traffic movements along a >60km/hr road not to increase by more than 10%	The proposal will increase traffic movements by more than 10%
7	Car parking numbers  Clause E6.6.1 A1	No minimum number provided. All uses of this kind are discretionary	20 spaces are proposed
8	Car parking number of motor cycle spaces  Clause E6.6.3 A1	1 motor cycle space per 20 car parking spaces	Nil
9	Car parking passing areas  Clause E6.7.3 A1	Passing areas are provided to meet a number of criteria including being spaced 30m apart	Two passing areas are proposed which are more than 30m apart
10	Car parking surfacing  Clause E6.7.6 A1	Car parking and driveway areas within 75m of a sealed road are to be sealed	Existing gravel driveway

#### 7.4. Discretion 1, 2 & 3 – Use

7.4.1. The use is categorised as an outdoor recreation facility which is part of the Sports and recreation use class. This is discretionary in the zone, and is also a sensitive use.

7.4.2. The zone provides two relevant performance criteria for use of this kind:

##### 26.3.1 P1

A sensitive use must not unreasonably convert agricultural land or conflict with or fetter non-sensitive use on adjoining land having regard to all of the following:

*(a) the characteristics of the proposed sensitive use;*

- (b) the characteristics of the existing or likely non-sensitive use on adjoining land;*
- (c) setback to site boundaries and separation distance between the proposed sensitive use and existing or likely non-sensitive use on adjoining land;*
- (d) any characteristics of the site and adjoining land that would buffer the proposed sensitive use from the adverse impacts on residential amenity from existing or likely non-sensitive use.*

#### 26.3.3 P1

A discretionary non-agricultural use must not conflict with or fetter agricultural use on the site or adjoining land having regard to all of the following:

- (a) the characteristics of the proposed non-agricultural use;*
- (b) the characteristics of the existing or likely agricultural use;*
- (c) setback to site boundaries and separation distance between the proposed non-agricultural use and existing or likely agricultural use;*
- (d) any characteristics of the site and adjoining land that would buffer the proposed non-agricultural use from the adverse impacts on amenity from existing or likely agricultural use.*

7.4.3. Existing agricultural use in the area is minimal. A vineyard is under establishment to the south but other than this, agricultural or rural activities are minimal given soil type, access to water, and land configuration. Niche agricultural activities are nevertheless possible, and could be envisaged given the tourism traffic. The potential of the use to fetter agricultural use is considered minimal given the short time in which customers will be onsite and the active nature of the use which is unlikely to be impeded by noise from agricultural use. The use has minimal impact on the land and therefore does not preclude agricultural use of the land.

#### 7.5. Discretion 4 – Side setback

7.5.1. The paintball field is within the 50m setback to side boundaries. The relevant performance criteria is:

Building setback from side and rear boundaries must maintain the character of the surrounding rural landscape, having regard to all of the following:

- (a) the topography of the site;
- (b) the size and shape of the site;
- (c) the location of existing buildings on the site;
- (d) the proposed colours and external materials of the building;
- (e) visual impact on skylines and prominent ridgelines;
- (f) impact on native vegetation.

7.5.2. The location of the paintball field raises no particular concerns given the operational details outlined in the application. The surrounding netted fence is likely to be black netting material not dissimilar to horticultural netting. Given that this is a non-agricultural use it is considered that planting be provided on the outside of the fence, along the front and northern side, to improve the appearance of the site.

#### **7.6. Discretion 5 – Light reflectance values**

7.6.1. The shipping containers are to be painted with colour unspecified. The relevant performance criteria is:

Buildings must have external finishes that are non-reflective and coloured to blend with the rural landscape.

7.6.2. The buildings are some distance from adjoining land. Nevertheless, a condition is recommended for any approval granted to require details to be submitted and for colours to have a light reflectance value no greater than 40%.

#### **7.7. Discretion 6 – Traffic movements**

7.7.1. Any use that will increase traffic movements by 10 per day or 10% is subject to the following performance criteria:

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

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

7.7.2. An estimation of traffic movements is not provided in the application. The operation of the use will be a mixture of larger group bookings that are more likely to use bus transport and smaller groups. Ultimately the traffic generation will depend on the success of the operation but it would appear that the 20 proposed car parking spaces will be in excess of demand generated.

7.7.3. Coles Bay Road is subject to a large number of vehicle movements, particularly tourist traffic. The section near the site is flat and straight and has good sight distances in both directions.

7.7.4. The Department of State Growth have advised that they have no objection to the proposal.

7.7.5. It is considered that the use will not affect traffic safety or efficiency.

## **7.8. Discretion 7 & 8 – Number of car and motor cycle spaces**

7.8.1. 20 car parking spaces and nil motor cycle spaces are proposed. The planning scheme requires all car parking spaces for sport and recreation uses of this kind to be determined on a case by case basis. The performance criteria provides:

The number of on-site car parking spaces must be sufficient to meet the reasonable needs of users, having regard to all of the following:

- (a) car parking demand;
- (b) the availability of on-street and public car parking in the locality;
- (c) the availability and frequency of public transport within a 400m walking distance of the site;
- (d) the availability and likely use of other modes of transport;
- (e) the availability and suitability of alternative arrangements for car parking provision;
- (f) any reduction in car parking demand due to the sharing of car parking spaces by multiple uses, either because of variation of car parking demand over time or because of efficiencies gained from the consolidation of shared car parking spaces;
- (g) any car parking deficiency or surplus associated with the existing use of the land;
- (h) any credit which should be allowed for a car parking demand deemed to have been provided in association with a use which existed before the change of parking requirement, except in the case of substantial redevelopment of a site;
- (i) the appropriateness of a financial contribution in lieu of parking towards the cost of parking facilities or other transport facilities, where such facilities exist or are planned in the vicinity;
- (j) any verified prior payment of a financial contribution in lieu of parking for the land;
- (k) any relevant parking plan for the area adopted by Council;
- (l) the impact on the historic cultural heritage significance of the site if subject to the Local Heritage Code;

7.8.2. An estimation of traffic movements is not provided in the application. The operation of the use will be a mixture of larger group bookings that are more likely to use bus transport and smaller groups. Ultimately the traffic generation will depend on the success of the operation but it would appear that the 20 proposed car parking spaces

will be in excess of demand generated. In the alternative, the site is large and the reception building is some distance from the road and overflow car parking would be contained on site. Specific motor cycle parking is not considered necessary.

## **7.9. Discretion 9 - Car parking passing areas**

7.9.1. Two passing areas for vehicles are proposed which do not comply with the acceptable solution standard that passing areas are 30m apart. The relevant performance criteria provides:

Vehicular passing areas must be provided in sufficient number, dimension and siting so that the access is safe, efficient and convenient, having regard to all of the following:

- (a) avoidance of conflicts between users including vehicles, cyclists and pedestrians;
- (b) avoidance of unreasonable interference with the flow of traffic on adjoining roads;
- (c) suitability for the type and volume of traffic likely to be generated by the use or development;
- (d) ease of accessibility and recognition for users.

7.9.2. Councils Technical Officer has reviewed the passing arrangement and has no concern with the proposal. The need for an additional passing bay at the entrance has been identified and a recommended condition to this effect has been provided for.

## **7.10. Discretion 10 – Car parking surfacing**

7.10.1. The proposal seeks to utilise the existing gravel driveway and provide a gravel loop road for the reception building. As noted above, a passing bay is recommended to be provided at the front of the property, also in gravel. The relevant performance criteria provides:

Parking spaces and vehicle circulation roadways must not unreasonably detract from the amenity of users, adjoining occupiers or the quality of the environment through dust or mud generation or sediment transport, having regard to all of the following:

- (a) the suitability of the surface treatment;

- (b) the characteristics of the use or development;
- (c) measures to mitigate mud or dust generation or sediment transport.

7.10.2. The existing driveway is in good condition with adequate drainage. Gravel construction is consistent with the amenity and character of the area and should be preferred. Given the increase in traffic movements it is considered reasonable to require an extension of the plantings along the driveway to assist in control of dust generation.

## **8. Referrals**

### **8.1. TasWater**

8.1.1. The proposal was not referred to TasWater.

### **8.2. Council's Technical Officer**

8.2.1. The application has been referred to Council's Technical Officer, who has provided the following comments as well as conditions and advice to be included on the permit, should Council grant approval.

The existing vehicular access off Coles Bay Road services a dwelling at the rear of the property and also provides access to the adjacent property to the south via a Right Of Way. The existing internal access is a well formed gravel driveway. Sight distances from the existing access are good.

The access is to be widened to 6m wide at Coles Bay Road however the applicant proposes the passing area at Coles Bay Road be only 6m in length. It is recommended this be increased to 20m in length to comply with Bushfire standards but also allow for some queuing of vehicles at the intersection with Coles Bay Rd. The internal driveway should have a minimum trafficable width of 4m with passing bays of a total width of 6m. It is proposed to provide passing bays every 50m. The proposed access with the recommended conditions should provide safe access and an adequate level of service to the proposed development.

Parking is proposed for 20 vehicles. There is more than adequate space on site to expand the parking area should demand increase.

The application was referred to DSG who had no objections.

Stormwater from the proposed development will need to be disposed of on site. WSUD principle will be incorporated via on site disposal.

### 8.3. Council's Natural Resource Management Department

8.3.1. Council's NRM Department has reviewed the report and note that no vegetation will be removed.

## 9. Concerns raised by representors

9.1. The following table outlines the issues raised by the representors.

<i><b>Issue</b></i>	<i><b>Response</b></i>
Noise from paintball guns and from customers, and how this will be managed?	<p>The guns themselves are quiet and unobtrusive. The main noise would be from customers themselves and this would be mitigated by the distance over the large area.</p> <p>The adjoining lots to the north and south are currently vacant. There is a dwelling approximately 550m from the site which will sufficiently mitigate any potential noise.</p>
What are the hours of operation?	Hours of operation are not specified. Having regard to the nature of the use, the character of the area and similar operations it is recommended that a permit condition be imposed limiting operations to no earlier than 9am and no later than 6pm weekdays or 5pm weekends.

## 10. Conclusion

10.1. The application satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## 11. Recommendations

**That:**

- A. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for the establishment of a paintball field and construction of a reception building at 961 Coles Bay Road, Coles Bay (DA2017/00004), be APPROVED subject to the following conditions:



1. The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. The use must operate only between the following hours, excluding administration, cleaning or similar functions:  

Monday to Friday 9am to 6pm

Saturday, Sunday and Public Holiday 9am to 5pm
3. Native vegetation, including trees or shrubs, must not be removed for the use or development unless for bushfire hazard management.
4. Within six months of the commencement of the use, plantings be provided on the outside of the netted fence, along the front and northern side, to improve the appearance of the site, and must be maintained throughout the life of the use to the satisfaction of Councils General Manager.
5. Prior to the commencement of the use a detailed landscaping plan must be prepared to the satisfaction of Councils General Manager showing the type, number and location of all plantings.
6. Prior to the commencement of the use, the shipping containers must be painted with a colour that has a light reflectance value of no greater than 40%.

### **Services**

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

### **Parking and Access**

8. At least twenty (20) car parking spaces must be provided on the land at all times for the use of the development, in accordance with Standards Australia (2004) Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
9. The internal driveway and areas set-aside for parking and associated access and turning must be provided in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney and to the satisfaction of Council's Municipal Engineer, and must include all of the following;
  - (a) Constructed with a durable all weather pavement.
  - (b) Minimum carriageway width of 4 metres
  - (c) Drained to an approved stormwater system.

- (d) Vehicular passing areas 6 metres wide (total) x 20 metre long at Coles Bay Road and every 50 metres.

10. The internal driveway and areas set-aside for parking and associated access and turning must be designed, constructed and maintained to avoid dust or mud generation, erosion and sediment transfer off site or de-stabilisation of the soil on site or on adjacent properties to the standard required by Council's Municipal Engineer

### **Access to State Road**

11. The existing vehicular access off Coles Bay Road must be upgraded to the satisfaction of the Department of State Growth and Council's General Manager, including:

- (a) Sealed surface from the edge of Coles Bay Road to the property boundary
- (b) Minimum carriageway width of 6 metres.

12. Prior to the works commencing, the applicant must obtain a permit provided by the Transport Infrastructure Services Division of the Department of State Growth. Any conditions imposed by the Department of State Growth for works affecting the road reserve shall form part of this permit and must be adhered to. No works on the State Road shall commence until the Minister's consent has been obtained and a permit issued in accordance with the Roads and Jetties Act 1935.

### **Stormwater**

13. Stormwater drainage from the proposed development must be retained on site to the satisfaction of Council's General Manager and in accordance with a Certificate of Likely Compliance or Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.

### **Wastewater**

14. Wastewater from the development must discharge to an on-site waste disposal system in accordance with a Certificate of Likely Compliance or Plumbing Permit issued by the Permit Authority in accordance with the Building Act 2016.

### **Soil and Water Management**

15. Before any work commences, a soil and water management plan (SWMP) prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences. The SWMP shall form part of this permit when approved.

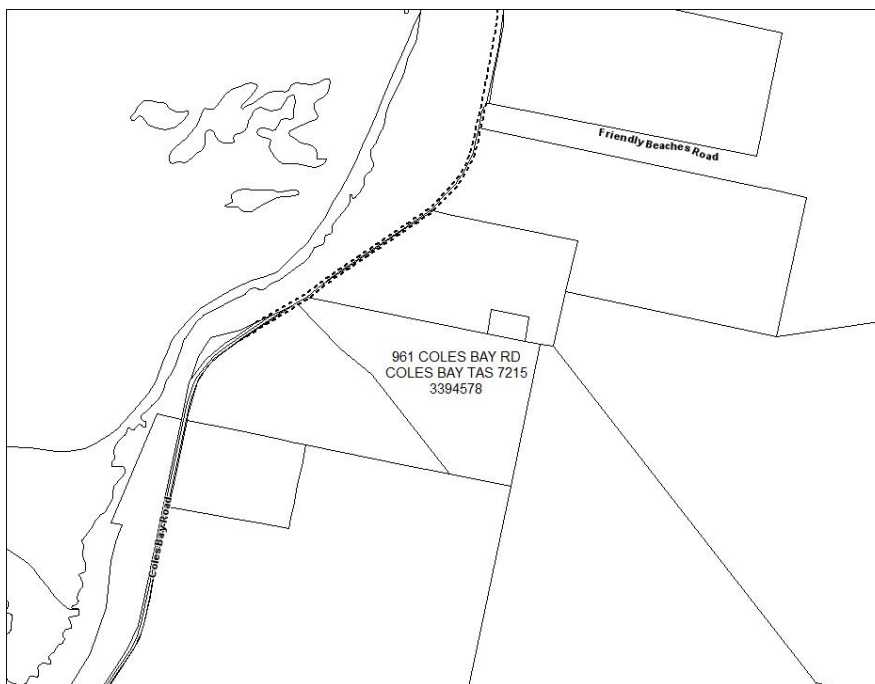
16. Before any work commences install temporary run-off, erosion and sediment controls in accordance with the recommendations of the approved SWMP and maintain these controls at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South and to the satisfaction of Council's General Manager.

#### Construction Amenity

17. Works associated with the development of the land must only be carried out between the following hours unless otherwise approved by the Council's General Manager:
  - Monday to Friday 6:00 a.m. to 7:00 p.m.
  - Saturday 8:00 a.m. to 6:00 p.m.
  - Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.
18. All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
  - a. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
  - b. The transportation of materials, goods and commodities to and from the land.
  - c. Obstruction of any public footway or highway.
  - d. Appearance of any building, works or materials.
19. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's General Manager.
20. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
21. The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's General Manager.
22. The developer must provide a commercial skip (or similar) for the storage of builders waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

## DEVELOPMENT APPLICATION 17004

### Paintball Field and Reception Building 961 Coles Bay Road, Coles Bay



Mr Shane Wells  
Planning  
Glamorgan Spring Bay Council  
PO Box 6  
Triabunna Tas

**RE: FREYCINET PAINTBALL**

Dear Councillors,

Please find attached final plans for you and Councillors to look over.

I would like to provide a few insights into the Paintball experience to help you understand the concept.

Paintball is a fast growing and popular recreational activity. It is a team/group activity using compressed air markers to shoot paint balls at your opponent. These balls are water soluble, therefore environmentally low impact. The balls will travel up to 60 metres. The markers are driven by air so the sound impact is negligible.

The games are played within an enclosed and supervised area known as the playing field. The playing field will be surrounded by a "buffer zone" (12 ft high netted fence to catch any stray paintballs) The fenced playing field will not be within or less than 5 metres distance from adjoining properties. Within the playing field there will be natural and man-made terrain, bunkers, forts, and various obstacles. Paintball is an adrenalin fuelled, fun experience, used by companies for team building, for buck's parties, birthday parties, sporting clubs or older family fun. In Tasmania, it became legal in 2015 and already 4 businesses have commenced operation. We want to be in on the action!

We feel we have a prime location with our property on the Coles Bay Road. Freycinet Paintball will add another dimension to the existing Coles Bay and Freycinet Outdoor Experiences. If we can provide another activity, we can keep people in our area for longer periods.

We plan to blend the staging area (reception area) into the natural setting. We are aware of and respectful of the scenic corridor. We believe that this is an exciting prospect for our community and look forward to moving forward with our plans.

We look forward to a favourable decision.

Regards

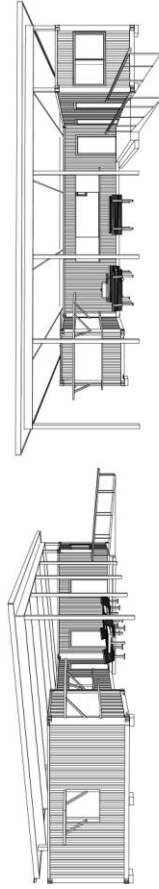
Vaughan and Rebecca Alexander

Peter Moulton

0407251095

## proposed paintball field

pete moulton and rebecca + kevin alexander  
961 coles bay road, coles bay tasmania 7215



planning application


Building Areas	
staging building	55.68
courtyard	59.21
deck	11.53
	126.43

jennifer binns  
BUILDING DESIGN  
level 1 avery house, 48 coxella street, st helens tasmania 7216  
jenniferbinns@bigpond.com.au : 03 6376 2588 : 0439 765 452







1	Planning	11 01 17
REV.	DESCRIPTION	DATE
PROJECT: PROPOSED paintball fields		
FOR: peter moutt 961 coles bay road coles bay		
DRAWING TITLE: <b>proposed floor plan</b>		
DRAWING NO:	DRAWN BY: Author	
a03	DATE: jan 11 2016	
SCALE: 1 : 100	PROJECT: 0816MO	
 <a href="http://www.jenniferbinnsdesign.co.uk">www.jenniferbinnsdesign.co.uk</a> 0373 6373 2588 0429 765 632 jennifer@jenniferbinnsdesign.co.uk 8 Steel 1 Lenny House, 48 Cecilia Street, St Helens, W216		
ACCREDITATION NO: CC 12960 BUILDING REGULATION		





### 3.2 DEVELOPMENT APPLICATION DA 2017 00018

	<b>Planning Assessment Report</b>
<b>Proposal:</b>	<b>Outbuilding</b>
<b>Applicant:</b>	<b>My Build Home Pty Ltd</b>
<b>Location:</b>	<b>RA1110 Dolphin Sands Road, Dolphin Sands</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Particular Purpose Zone – Dolphin Sands</b>
<b>Application Date:</b>	<b>7 February 2016</b>
<b>Statutory Date:</b>	<b>31 March 2017 (by consent of applicant)</b>
<b>Discretions:</b>	<b>Four</b>
<b>Attachments:</b>	<b>Appendix A – Plans</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought for an outbuilding at RA1110 Dolphin Sands Road, Dolphin Sands.
- 1.2. The application is a discretionary due to reliance on a number of different performance criteria.
- 1.3. One representation was received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by the Planning Authority or by full Council acting as a planning authority due to the receipt of representations via the public exhibition period.

#### 2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2017 / 00018.

- 2.2. This determination must be made no later than 31 March 2017, which has been extended beyond the normal statutory timeframe with the consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer's recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

### **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications.

### **4. Relevant Background and Past Applications**

- 4.1. In 2016, permit DA 2016/142 was approved at this site for an addition to the dwelling. Essentially, that approval was for the same as the current application but was proposed as a habitable structure and much closer to the existing dwelling. Subsequently, a building application was sought for the approved DA which showed a non-habitable structure closer to the boundary and separated from the existing dwelling. The change was ultimately due to bushfire regulation. All buildings within 6m of an existing

dwelling must have the same Building Attack Level (BAL) as the dwelling, whereas a building more than 6m is considered as a standalone structure for determining BAL. The change therefore avoided certain construction requirements necessary for bushfire hazard management.

## **5. Site Detail**

- 5.1. The site is located at RA1110 Dolphin Sands Road, Dolphin Sands, and is within the Particular Purpose Zone for Dolphin Sands of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.2. The site is an irregular shaped lot, 2ha in size. The site is developed for residential use with an existing residence located in the southern part of the site setback some 30m from the foreshore boundary. The lot is consistent with those throughout Dolphin Sands in that it contains areas of coastal native vegetation and areas developed for residential use, including driveway and gardens.
- 5.3. All adjoining lots are also within the Particular Purpose Zone – Dolphin Sands.
- 5.4. The entire site is subject to the Biodiversity Protection Area.
- 5.5. The area of the existing dwelling and proposed outbuilding is within the Coastal Erosion Hazard Area with a medium level of risk identified.
- 5.6. The site is serviced by reticulated telecommunication and electrical services. Water, sewer and stormwater services are onsite.



Figure 1: An aerial photograph of the site.

## 6. Proposal

- 6.1. Planning approval is sought for an outbuilding which is noted as being for the purposes of a sunroom.
- 6.2. The outbuilding is 7.4m x 4m with a 1m wide deck to the eastern side. The maximum height is 3.1m. It is clad in Sycon Axon cement sheet which has a vertical board profile. The outbuilding is setback 28.3m from the foreshore, 4m from the western side boundary and 6m from the dwelling. The outbuilding requires the removal of vegetation as seen on the aerial image.
- 6.3. It has been brought to Councils attention that the works have largely been completed.

## 7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or performance criteria. Where a performance criteria is relied upon an application is discretionary and the application may be approved or refused.
- 7.2. The following provisions are relevant to the proposed use and development;
  - Particular Purpose Zone – Dolphin Sands

- E10.0 Biodiversity Code
- E16.0 Coastal Erosion Code

7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Requirement</b>	<b>Solution</b>	<b>Proposed</b>
1	Side setback  Clause 34.4.2 A2	Side boundary setback is 10m		4m is proposed
2	Native vegetation  Clause 34.4.2 A4	Buildings do not require clearing of native vegetation		Native vegetation is to be removed
3	Biodiversity Code  Clause E10.7.1 A1	All native vegetation removal within a Biodiversity Protection Area is discretionary		Native vegetation is to be removed
4	Coastal Erosion  Clause E16.7.1 A1	All building within a Coastal Erosion Hazard Area are discretionary		

#### 7.4. Discretion 1 - Setback

7.4.1. The proposal is to setback the outbuilding 4m from the side boundary. The relevant performance criteria provides:

Building setback from side and rear boundaries must be sufficient to prevent unreasonable adverse impacts on residential amenity having regard to:

- the efficient use of the site and location of native vegetation;
- the amenity of adjoining lots;*
- the prevailing setbacks of existing buildings on nearby lots*



- (d) *the visual impact of buildings when viewed in the landscape and from the foreshore.*

7.4.2. The building is located within proximity to the existing dwelling, is small in footprint and low in height and will have minimal impact to adjoining properties.

## 7.5. **Discretion 2 & 3 – Native vegetation**

7.5.1. The following performance criteria is relevant to the removal of native vegetation within the Zone:

Buildings may be located in areas containing native vegetation where no other alternatives exist due to a lack of cleared area with suitable topography, setbacks, and having regard to bushfire hazard management.

7.5.2. The following performance criteria is relevant to the removal of the native vegetation for the Biodiversity Code:

Clearance and conversion or disturbance must satisfy the following:

- (a) if low priority biodiversity values:
  - (i) development is designed and located to minimise impacts, having regard to constraints such as topography or land hazard and the particular requirements of the development;
  - (ii) impacts resulting from bushfire hazard management measures are minimised as far as reasonably practicable through siting and fire-resistant design of habitable buildings;

7.5.3. The extent of vegetation removal is minimal and the overall impact is considered to be negligible.

## 7.6. **Discretion 4 – Coastal Erosion**

7.6.1. The performance criteria for new buildings in an erosion hazard area is:

Buildings and works must satisfy all of the following:

- (a) not increase the level of risk to the life of the users of the site or of hazard for adjoining or nearby properties or public infrastructure;

- (b) erosion risk arising from wave run-up, including impact and material suitability, may be mitigated to an acceptable level through structural or design methods used to avoid damage to, or loss of, buildings or works;
- (c) erosion risk is mitigated to an acceptable level through measures to modify the hazard where these measures are designed and certified by an engineer with suitable experience in coastal, civil and/or hydraulic engineering;
- (d) need for future remediation works is minimised;
- (e) health and safety of people is not placed at risk;
- (f) important natural features are adequately protected;
- (g) public foreshore access is not obstructed where the managing public authority requires it to continue to exist;
- (h) access to the site will not be lost or substantially compromised by expected future erosion whether on the proposed site or off-site;
- (i) provision of a developer contribution for required mitigation works consistent with any adopted Council Policy, prior to commencement of works;
- (j) not be located on an actively mobile landform.

7.6.2. The proposal is for a small outbuilding near an existing dwelling. There is minimal potential for this building to affect erosion processes or to increase risk to other property given the existing dwelling. It is capable of being removed if need be.

## **8. Referrals**

### **8.1. TasWater**

The application was not required to be referred to TasWater.

### **8.2. Department of State Growth**

The application was not referred to the Department.

### **8.3. Council's Technical Officer**



The application has been referred to Council's Technical Officer, who has provided a number of recommended permit conditions for any permit granted.

## 9. Concerns raised by representors

9.1. The following table outlines the issues raised by the representor.

<b>Issue</b>	<b>Response</b>
Works have been completed prior to the application being made.	<p>On receipt of this advice Council staff inspected the site and compliance notices have been issued under the Building Act 2016.</p> <p>The site has been developed in contravention of the planning scheme. No notice has been issued under LUPAA given that the application is before Council.</p> <p>That the works have been undertaken, and the application is now retrospective, is not a relevant consideration under the planning scheme. The application must be determined on its merits against the relevant provisions of the planning scheme.</p>
"The outbuilding is proposed to be built to within 4.4 metres of my easterly boundary which is in breach of planning requirements" and establishes a precedent.	The application is discretionary because the building is less than the 10m side boundary setback specified by the zone. All applications are considered on their merit; precedents are not established by any one application.
The outbuilding will exacerbate the unsightly aesthetic of the existing two storey dwelling which is in breach of planning scheme requirements.	The design and materials proposed are common. The representor has concern with overlooking from the existing dwelling which is not part of this application. The existing dwelling is setback 15m from the boundaries and the two dwellings are separated by some 40m.
Past clearing of the public reserve.	Aerial imagery would suggest that the open space area around the existing dwelling has encroached into the foreshore area. This is not relevant to the determination of the application. Aerial imagery also suggests that there has been no change to this since 2008.

## **10. Conclusion**

- 10.1. The proposed development satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## **11. Recommendations**

That:

- B. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for an outbuilding at RA1110 Dolphin Sands Road, Dolphin Sands (DA2017/00018), be APPROVED subject to the following conditions:
1. The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
  2. Unless approved otherwise by Council's General Manager the vehicular access, from the road carriageway to the property boundary, must be upgraded with a sealed surface to comply with Standard Drawings TSD-R03-v1 Rural Roads Typical Property Access, TSD-R04-v1 Rural Roads Typical Driveway Profile and TSD-RF01-v1 Guide To Intersection And Domestic Access Sight Distance and to the satisfaction of Council's General Manager.
  3. Before any work commences, the applicant shall install temporary run-off, erosion and sediment controls and maintain these at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South and to the satisfaction of Council's General Manager.

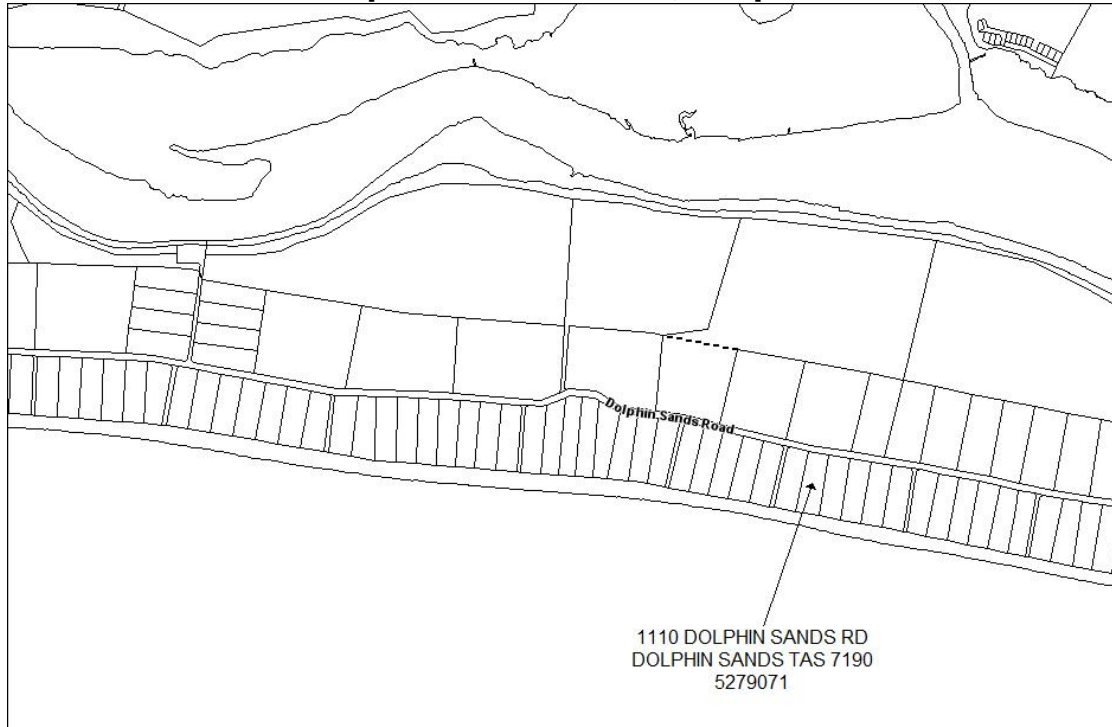
### **Construction Amenity**

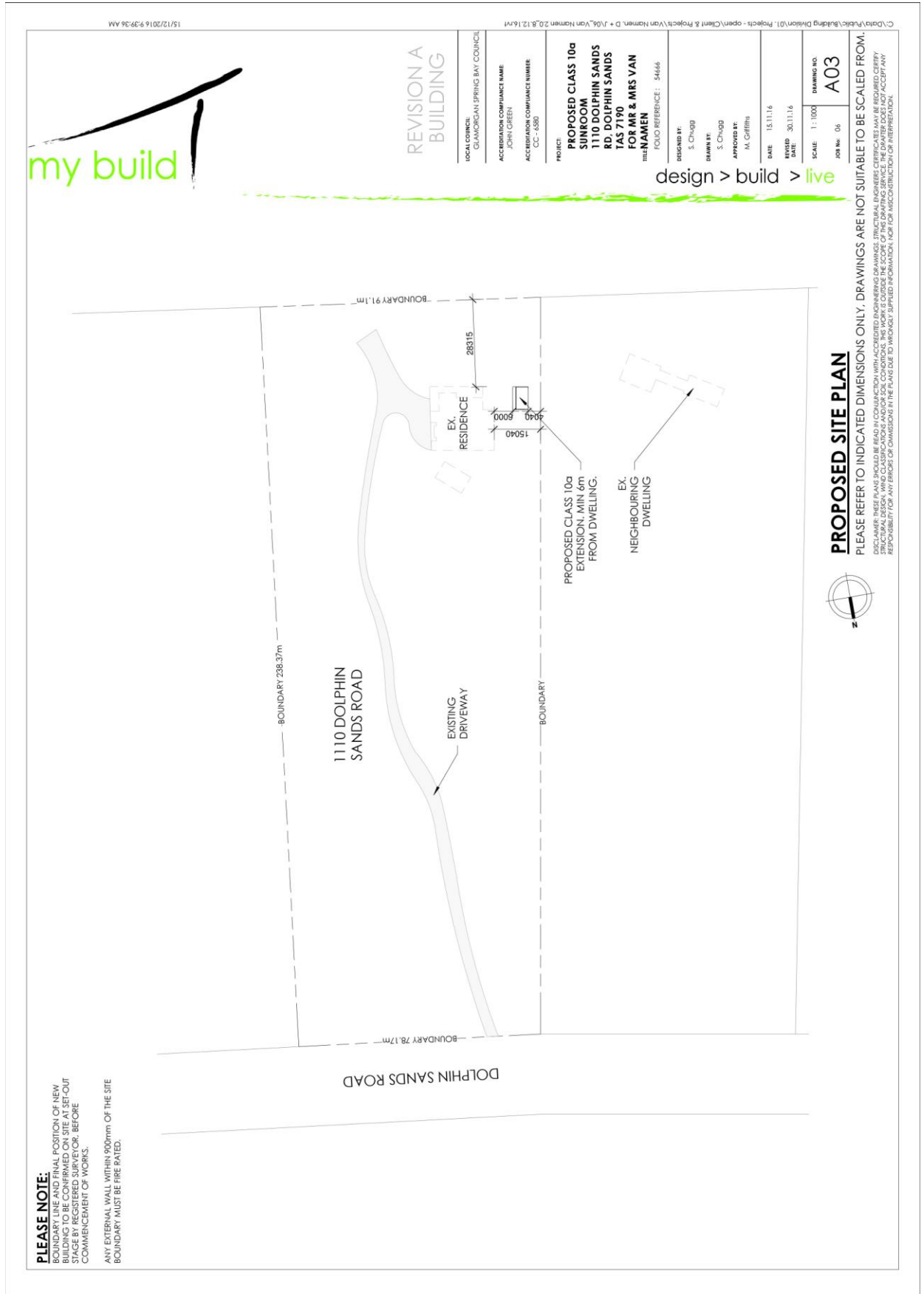
4. The development must only be carried out between the following hours unless otherwise approved by the Council's General Manager:
  - a) Monday to Friday 7:00 a.m. to 6:00 p.m.
  - b) Saturday 8:00 a.m. to 6:00 p.m.
  - c) Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.
5. All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:

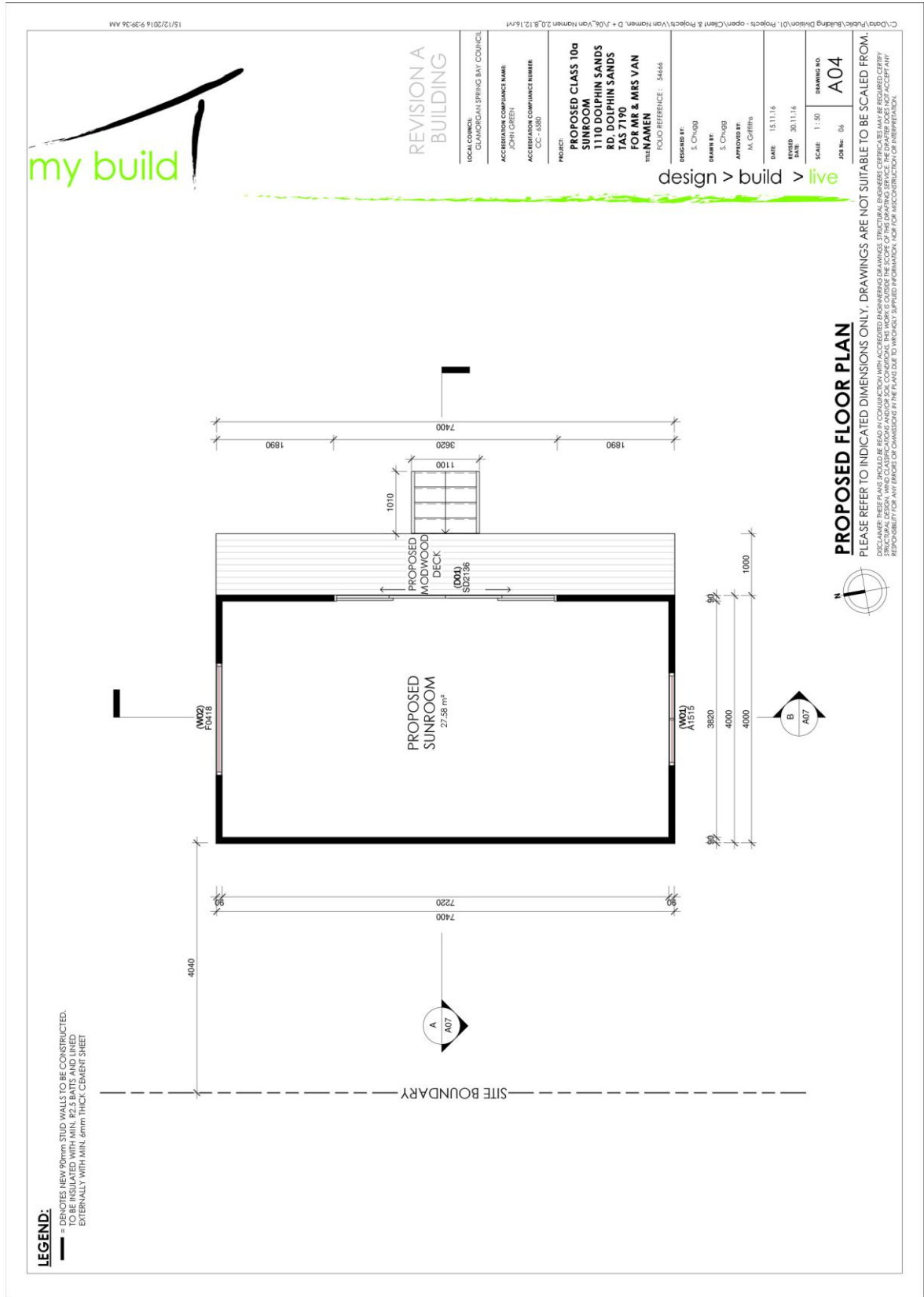
- a) Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
  - b) The transportation of materials, goods and commodities to and from the land.
  - c) Obstruction of any public footway or highway.
  - d) Appearance of any building, works or materials.
6. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's General Manager.
  7. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
  8. The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's General Manager.
  9. The developer shall provide a commercial skip for the storage of builders waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

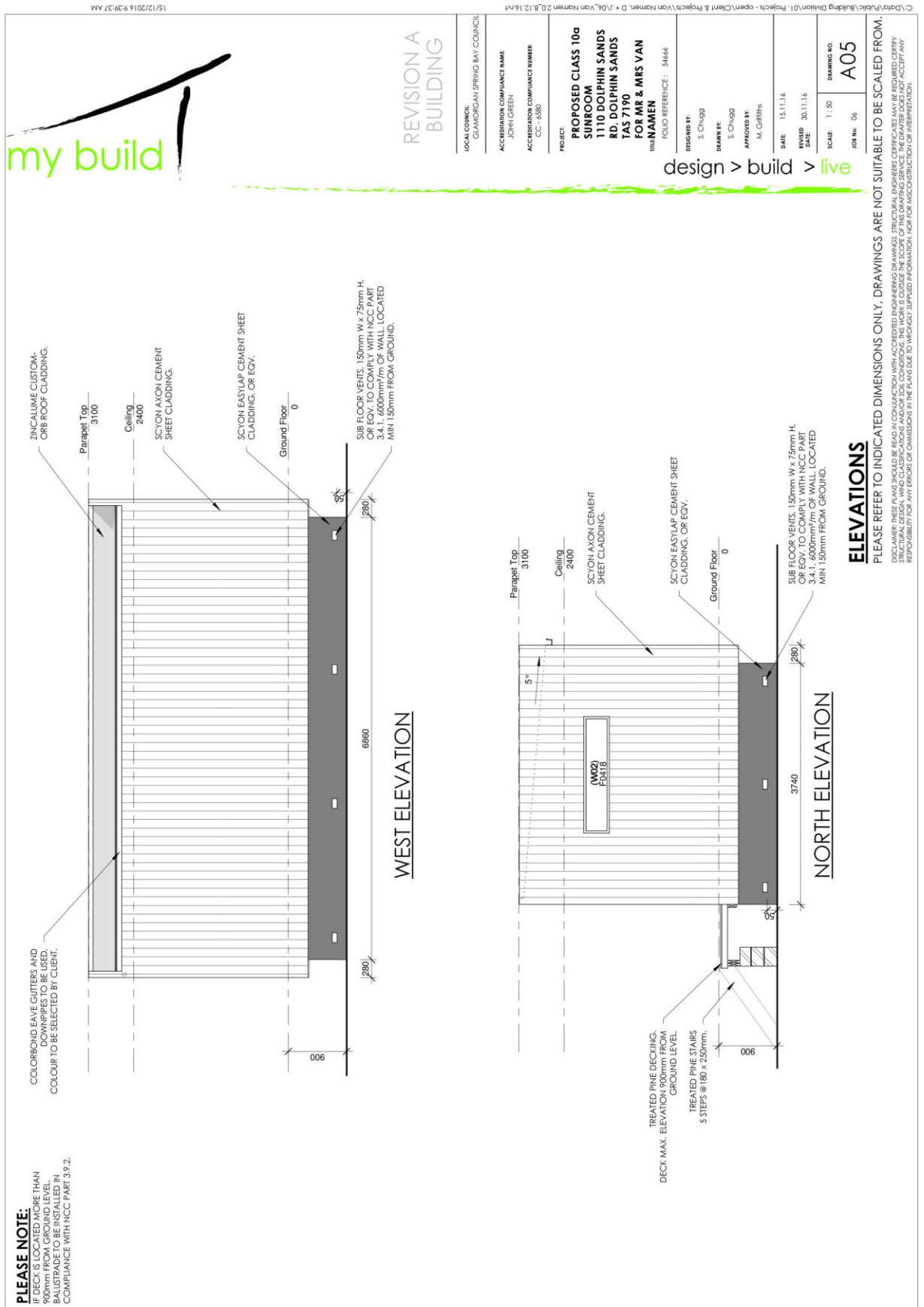
## DEVELOPMENT APPLICATION 17018

### Outbuilding RA1110 Dolphin Sands Road, Dolphin Sands

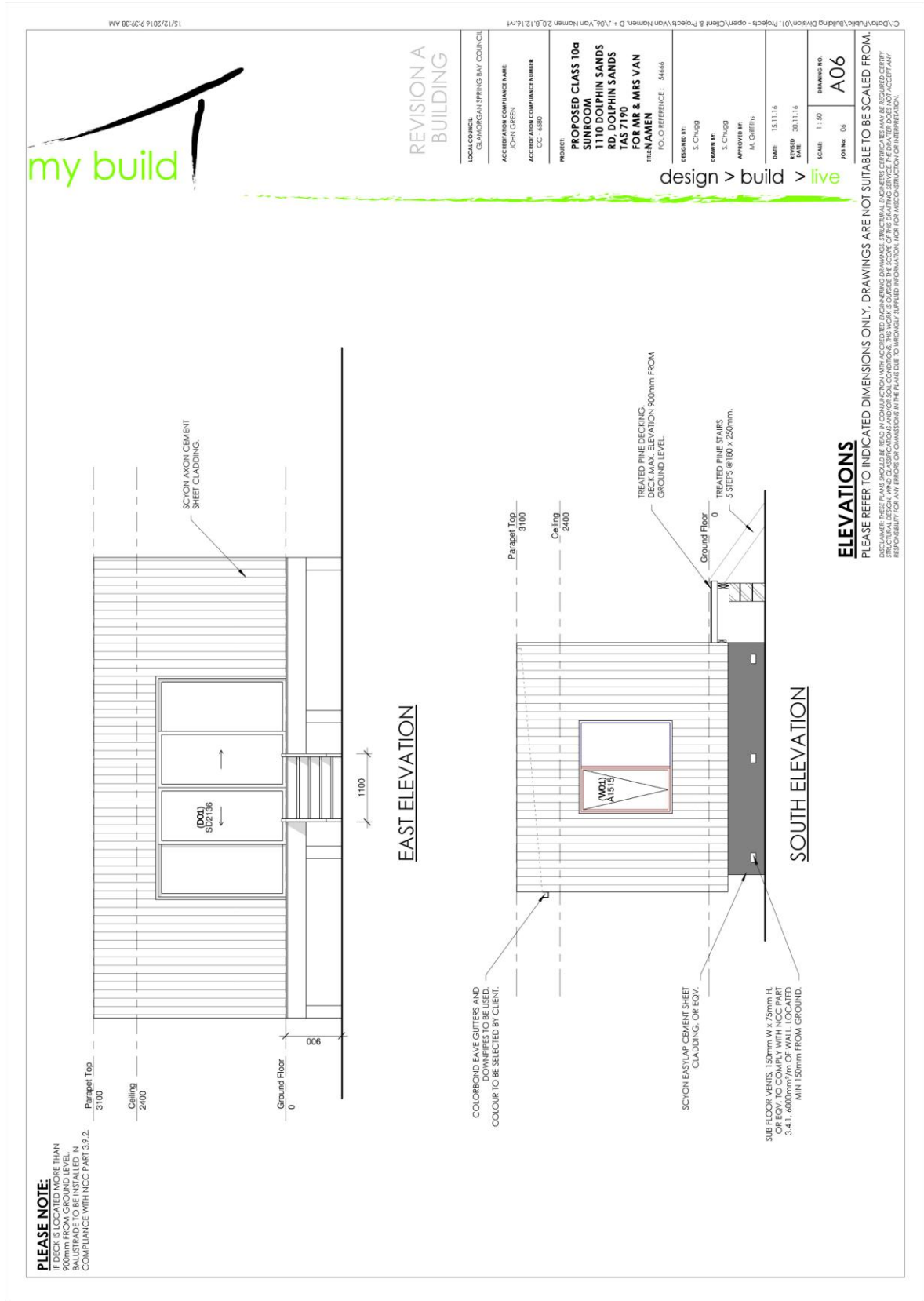














### 3.3 DEVELOPMENT APPLICATION DA 2017 00016

Planning Assessment Report	
<b>Proposal:</b>	<b>Partial change of use to visitor accommodation</b>
<b>Applicant:</b>	<b>A L Robinson</b>
<b>Location:</b>	<b>4 Parsons Lane, Coles Bay</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Low Density Residential Zone</b>
<b>Application Date:</b>	<b>31 January 2017</b>
<b>Statutory Date:</b>	<b>31 March 2017 (by consent of applicant)</b>
<b>Discretions:</b>	<b>One</b>
<b>Attachments:</b>	<b>Appendix A – Plans</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought for a partial change of use to visitor accommodation at 4 Parsons Lane, Coles Bay.
- 1.2. The application is for a permitted use however the application is discretionary as it relies on a number of different performance criteria.
- 1.3. Seven representations were received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by the Planning Authority or by full Council acting as a planning authority due to the receipt of representations via the public exhibition period.

#### 2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to

determine application DA 2017 / 00016.

- 2.2. This determination must be made no later than 31 March 2017, which has been extended beyond the normal statutory timeframe with the consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer's recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

### **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications.

### **4. Relevant Background and Past Applications**

- 4.1. Nil

### **5. Site Detail**

- 5.1. The site is located at 4 Parsons Lane, Coles Bay, and is within the Low Density Residential Zone of the Glamorgan Spring Bay

Interim Planning Scheme 2015.

- 5.2. The site is a regular shaped lot, 1500m<sup>2</sup> in size, located at the beginning of Parsons Lane. The site contains an existing two bedroom dwelling located centrally on site with uncovered car parking provided between the building and the street. The dwelling is located amongst native vegetation.
- 5.3. The rear section of the site is subject to the Biodiversity Protection Area. No works are proposed in this area.
- 5.4. The site is fully serviced.



**Figure 1: An aerial photograph of the subject area.**

## **6. Proposal**

- 6.1. Planning approval is for a partial change of use to visitor accommodation. This would allow the existing dwelling to be used for visitor accommodation when not used by the owner as personal holiday accommodation.
- 6.2. No works are proposed to the land or building.
- 6.3. The applicant advises that the property would be rented through Freycinet Holiday Homes who manage other properties in the

area. The applicant notes the shortage of visitor accommodation in the area in light of the current, and growing, demand.

## 7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or performance criteria. Where a performance criterion is relied upon an application is discretionary and the application may be approved or refused.
- 7.2. The following provisions are relevant to the proposed use and development;
- Low Density Residential Zone
  - E6.0 Parking and Access Code
- 7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Requirement</b>	<b>Solution</b>	<b>Proposed</b>
1	Floor area of visitor accommodation use  Clause 12.3.2 A1	Visitor accommodation use is located in an existing building, has a floor area less than 160m <sup>2</sup> and provides car parking onsite		The existing floor area of the dwelling is 163.2m <sup>2</sup>

### 7.4. Discretion 1 – Floor area of visitor accommodation use

- 7.4.1. The relevant performance criteria for more than 160m<sup>2</sup> of floor area for visitor accommodation use is as follows:

Visitor accommodation must satisfy all of the following:

- (a) not adversely impact residential amenity and privacy of adjoining properties;
- (b) provide for any parking and manoeuvring spaces required pursuant to the Parking and Access Code on-site;
- (c) be of an intensity that respects the character of use of the area;

- (d) not adversely impact the safety and efficiency of the local road network or disadvantage owners and users of private rights of way.

7.4.2. The extent of the discretion is 3.2m<sup>2</sup> of floor area. This would strongly suggest that the use is consistent with the amenity of the area. Privacy is unchanged as this is established by the existing design of buildings and open space which are not modified. The dwelling provides two bedrooms and therefore has limited intensity of use which is consistent with the character of the area. Car parking is contained on site. Although the road is suitable for limited traffic movements only, the proposal would have minimal impact on traffic movements to and from the site as one could expect that the behaviour of visitor or owners would be similar in terms of car usage.

## 8. Referrals

### 8.1. TasWater

8.1.1. Referral to TasWater was not required.

### 8.2. Department of State Growth

8.2.1. Referral to the Department was not required.

### 8.3. Council's Technical Officer

8.3.1. The application has been referred to Council's Technical Officer, who notes that no change is proposed to access or car parking and has provided conditions for approval in any permit granted.

## 9. Concerns raised by representors

9.1. The following table outlines the issues raised by the representors.

<i><b>Issue</b></i>	<i><b>Response</b></i>
No precedence for using a shack for commercial use	Precedence is not a relevant consideration. It should be noted that shacks are commonly used by persons other than the owners such as by extended family or friends. Expanding such activities to tourists is not substantially different to this, ensures that the building is occupied and maintained and meets a genuine need for visitor accommodation beds in the area.
Uncertainty over the use and	The proposal, if approved, would allow the dwelling

what is sought	to be rented for short-term stays.
Management of garbage, wastewater, tanks, open fires etc in a sensitive area adjacent to a National Park.	<p>The applicant advises that the commercial use would be managed by Freycinet Holiday Homes.</p> <p>Although not strictly necessary under the terms of the planning scheme, it is recommended that a permit condition be imposed on any permit granted requiring the operator to prepare, and make available, advice on the values of the National Park and appropriate behaviour whilst staying on the site. This should include that no dogs are allowed in the Freycinet National Park and therefore any proposed visitor accommodation use.</p> <p>There is no increase to demand on the wastewater system that has been installed for a two bedroom dwelling. As the site will have a commercial element the water tank must be registered under the Public Health Act.</p>
Noise from visitors using the properties deck.	There is no reason to suspect that visitors would behave inappropriately. Nevertheless, the condition recommended in the above section would address this issue.
Commercialisation and increased visitation to the Coles Bay area creating difficulties for access to private properties.	This one site will not contribute to these issues. Visitation is projected to continue to grow which will require ongoing management by public agencies to ensure infrastructure is adequate.

## 10. Conclusion

The proposal satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## 11. Recommendations

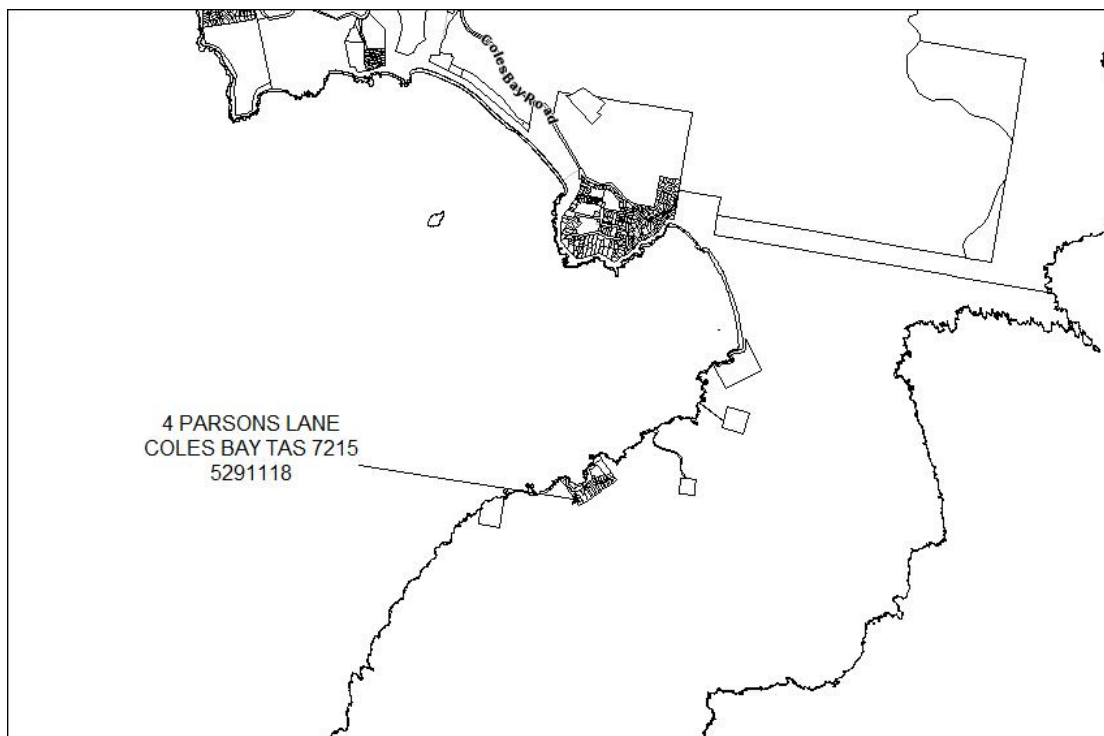
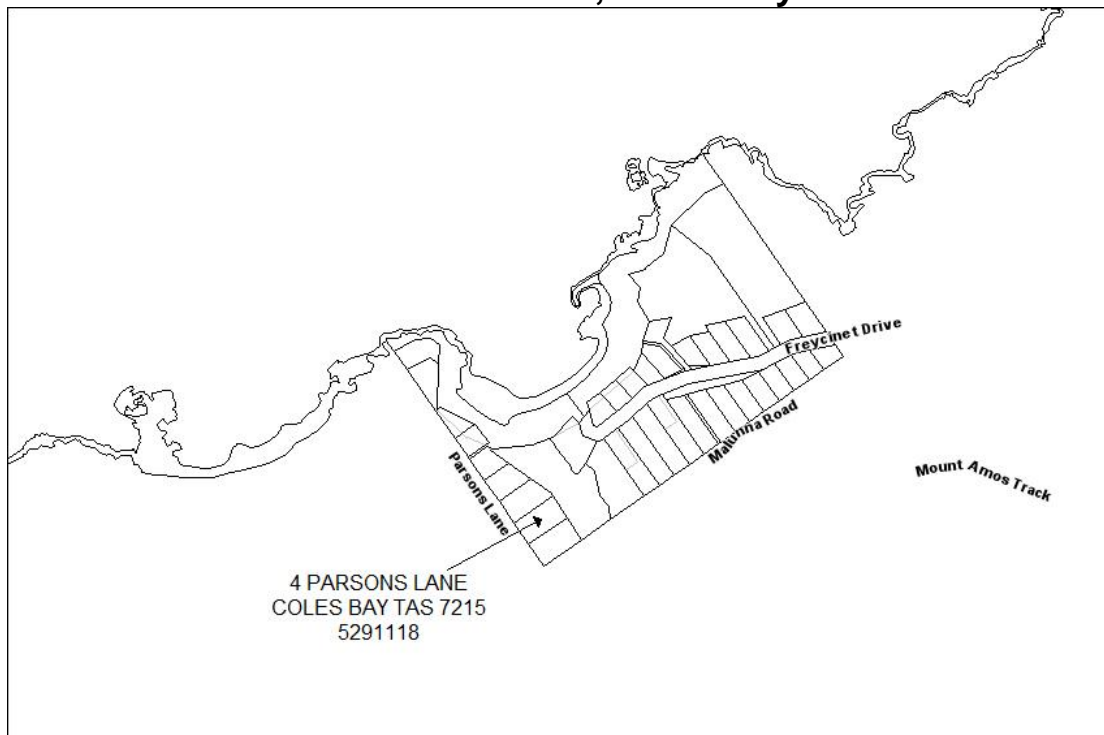
That:

- C. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for a partial change of use to visitor accommodation at 4 Parsons Lane, Coles Bay (DA2017/00016), be APPROVED subject to the following conditions:
1. The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
  2. This permit allows the building to be used for either residential use or visitor accommodation use without further planning approval.
  3. Maximum occupancy at any one time for visitor accommodation use must not exceed 4 persons (2 persons per bedroom). This maximum occupancy must be made clear on all advertising and through signage provided in a clearly visible location at the front of or within the building.
  4. No signage onsite is approved other than for a sign identifying the business that has a total face area no created than 0.2m<sup>2</sup>.
  5. Prior to the commencement of the use the operator must prepare written advice that is made available for all occupiers outlining the values of, and risk to, the National Park and how individuals can minimise their impact. This must also detail expectations of occupant behaviour and limitations of onsite services. A copy must be submitted to Council.
  6. As per the Glamorgan Spring Bay Dog Management Policy 2014 - 2019, dogs are prohibited in the Fisheries for visitor accommodation. This must be communicated to all guests.

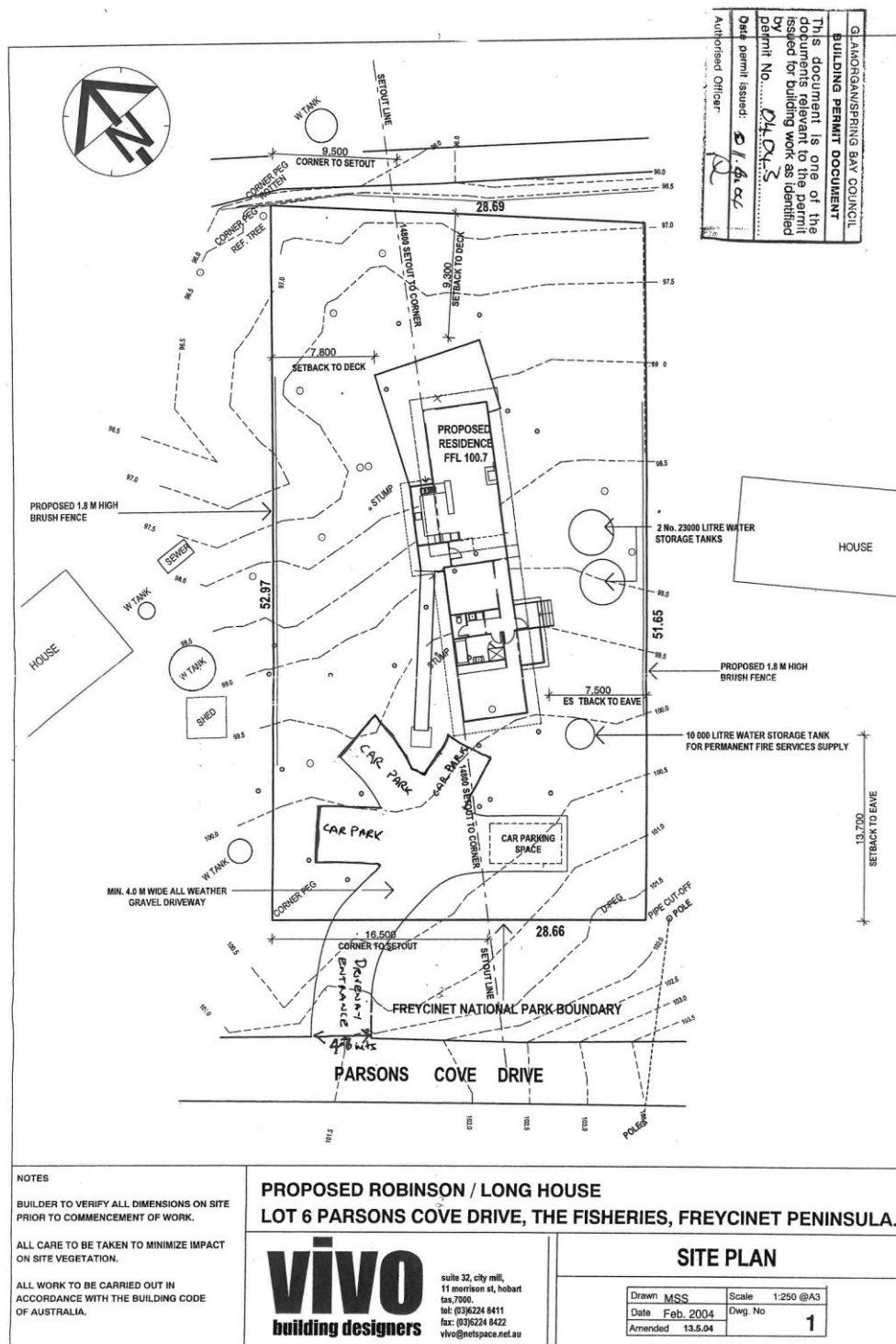


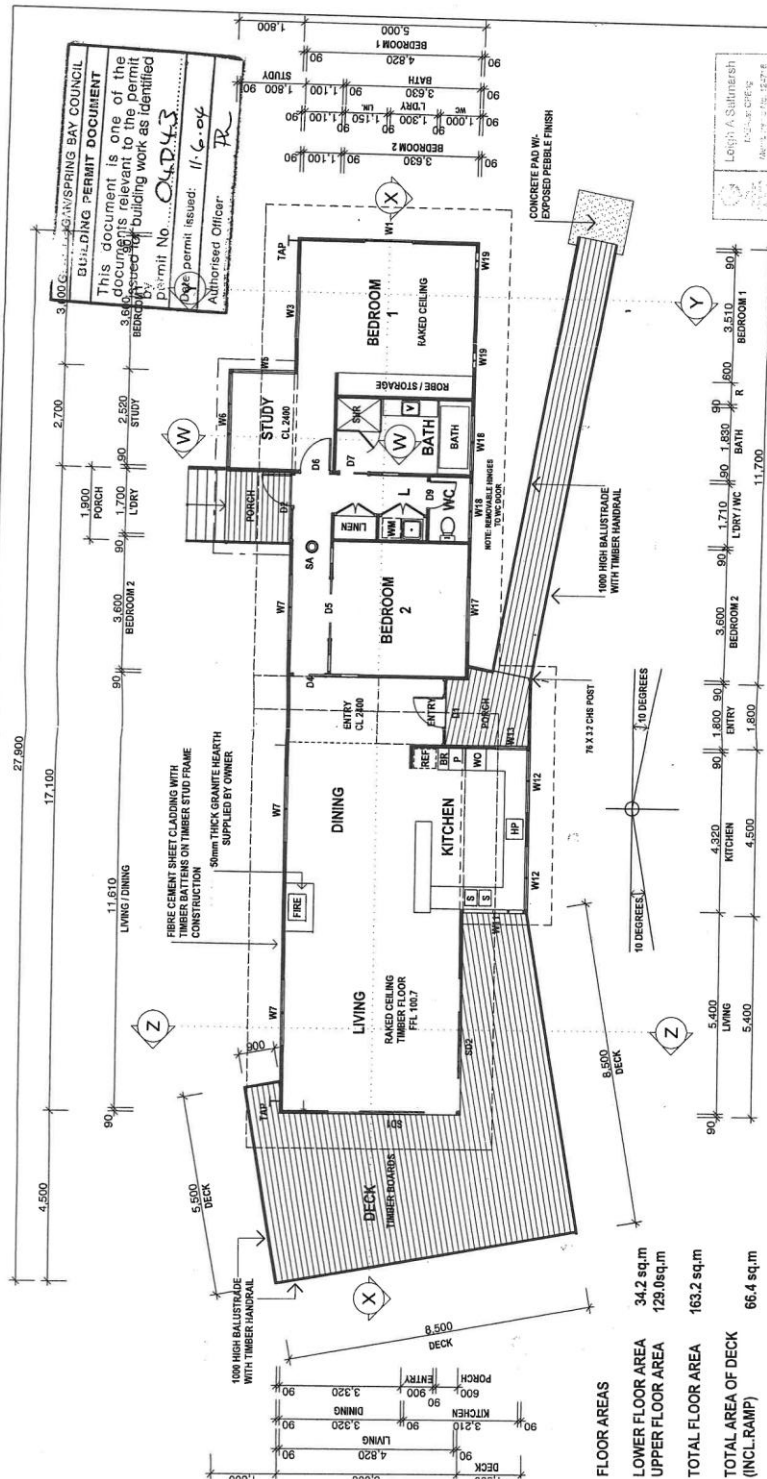
## DEVELOPMENT APPLICATION 17016

### Change of use to Visitor Accommodation 4 Parsons Lane, Coles Bay









**PROPOSED ROBINSON / LONG HOUSE**  
**LOT 6 PARSONS COVE DRIVE, THE FISHERIES, FREYCINET PENINSULA.**

**vivo**  
building designers

- Notes**
- General**
- Builder to verify all dimensions and levels on site prior to commencement of work.
  - All work to be carried out in accordance with the Building Code of Australia.
  - Fire Safety
  - Smoke alarms to be mains powered and installed as per AS3786. Locations as per BCA 3.7.2.3.
  - Installation of wood heaters to comply with AS2918. Provide local authorities with installation and compliance certificates.
- Staircases and Balustrades**
- Stair treads - 350mm max.
  - Stair risers - 150mm min.
  - No gaps in staircases or balustrades to be greater than 125mm.
  - Balustrade required where level of landing or deck is greater than 1.0 metre above adjacent ground level.
  - Doors opening outwards axially must open to a landing (min 750mm wide) where the difference in levels is greater than 570mm.

**UPPER FLOOR PLAN**

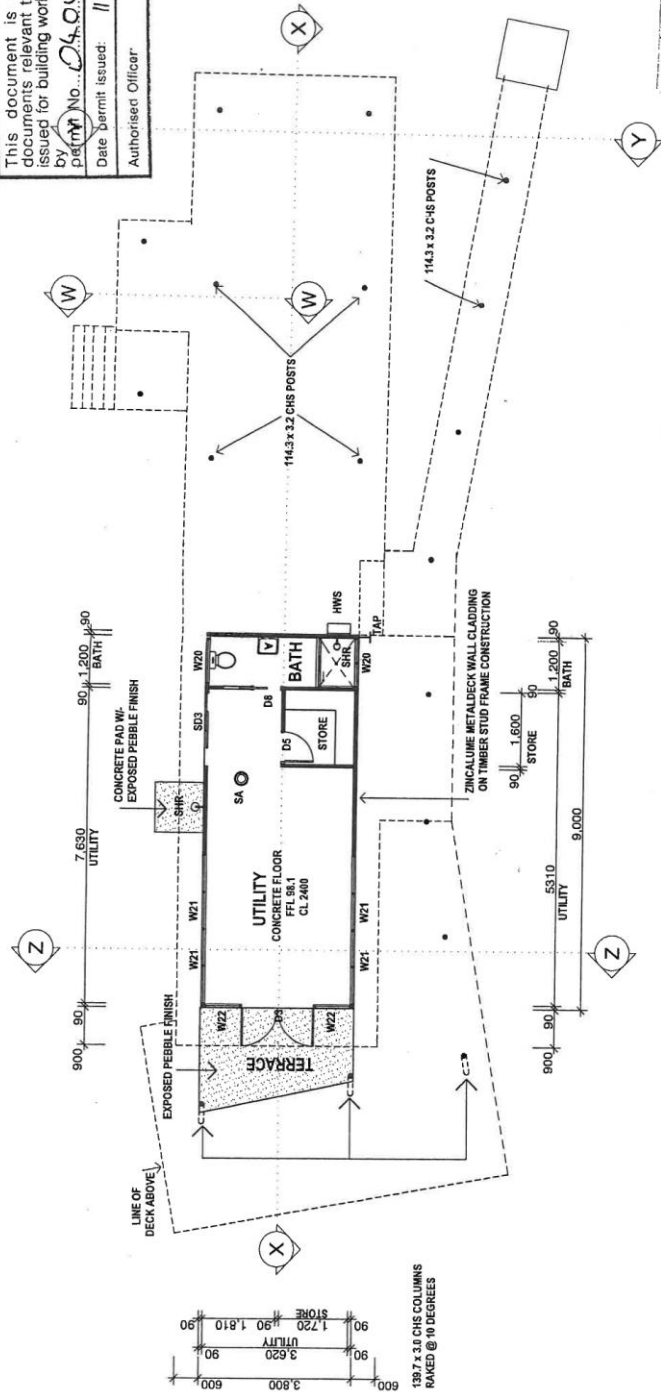
Drawn	MSS	Scale	1:100 @ A3
Date	Feb. 2004	Dwg. No.	2

Suite 22, City Mall,  
111 Main Road, Hobart  
Tas 7000  
Tel: (03) 6224 8411  
Fax: (03) 6224 8422  
vivo@vibuilders.net.au

GLAMORGAN SPRING BAY COUNCIL  
BUILDING PERMIT DOCUMENT

This document is one of the documents relevant to the permit issued for building work as identified by permit No. 04.04.3

Date permit issued: 11.6.04  
Authorised Officer: R



Logan A. Saltmarsh  
10/04/04  
10/04/04

10/04/04  
10/04/04

PROPOSED ROBINSON / LONG HOUSE  
LOT 6 PARSONS COVE DRIVE, THE FISHERIES, FREYCINET PENINSULA.

**LOWER FLOOR PLAN**

Drawn: MSS Scale: 1:100 @A3  
Date: Feb. 2004 Dwg. No: 3  
Amended: 13.04

suite 32, city mall  
11 merrion st, hobart  
tas 7000.  
tel: (03) 6224 8411  
fax: (03) 6224 8422  
viv@vivo.net.au

**VIVO**  
building designers

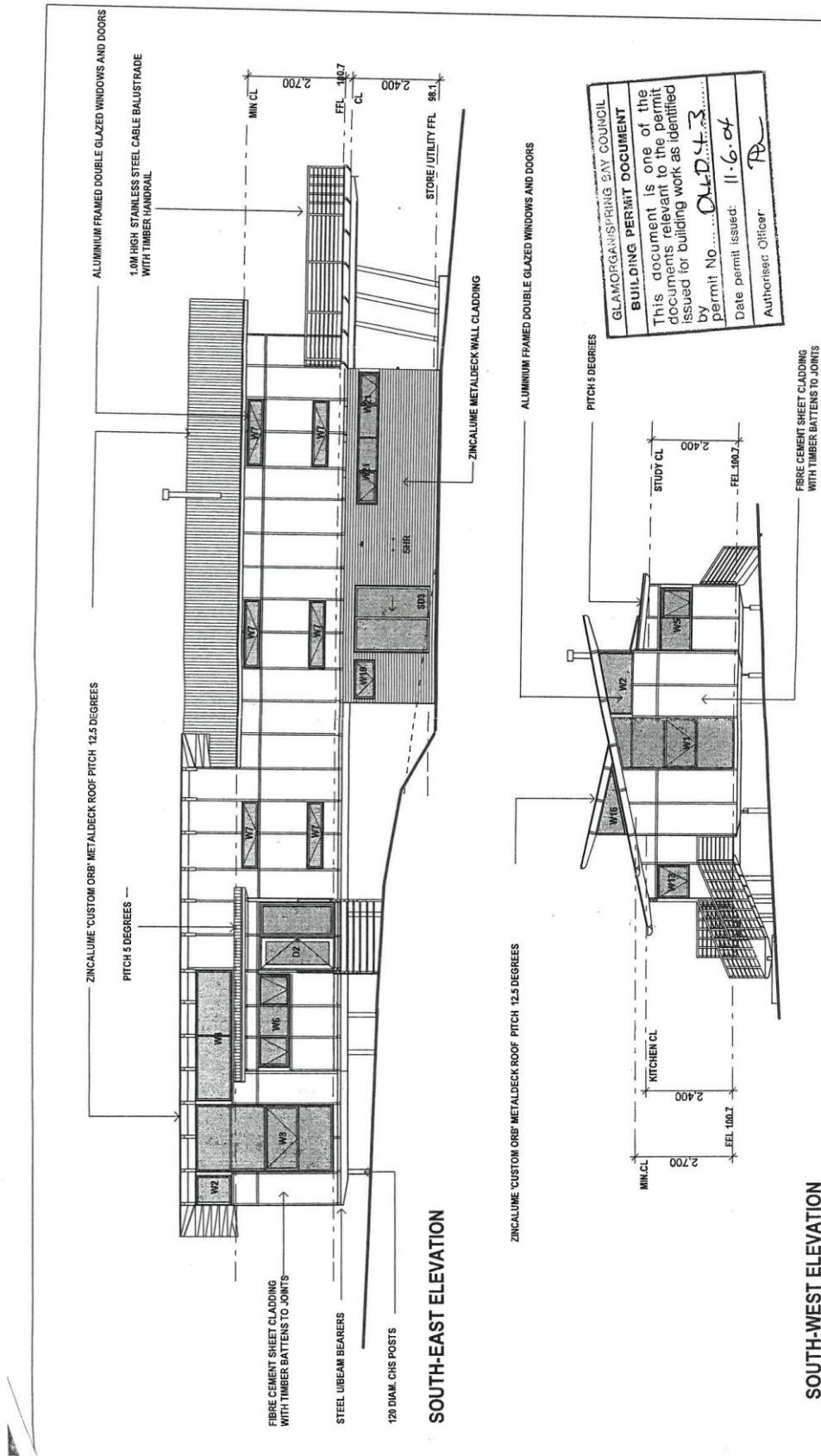
**Notes**  
General

- Builder to verify all dimensions and levels on site prior to commencement of work.
- All work to be carried out in accordance with the Building Code of Australia.
- Fire Safety
- Smoke alarms to be mains powered and installed as per AS3786. Locations as per BCA 3.7.2.3.
- Installation of wood heaters to comply with AS2918. Provide local authorities with installation and compliance certificates.

**Staircases and Balustrades**

- Stair treads - 240mm min. - 355mm max.
- Stair risers - 115mm min. - 190mm max.
- No gaps in staircase or balustrades to be greater than 125mm.
- Balustrade required where level of landing or deck is greater than 1.0 metre above adjacent ground level.
- Doors opening outwards externally must open to a landing (min 750mm wide) where the difference in levels is greater than 570mm.





**PROPOSED ROBINSON / LONG HOUSE**  
**LOT 6 PARSONS COVE DRIVE, THE FISHERIES, FREYCINET PENINSULA.**

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building designers

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11 morrison st, hobart  
tas 7000.  
tel: (03) 6224 8411  
fax: (03) 6224 8422  
vivo@vivotas.net.au

**ELEVATIONS**

Drawn	MSS	Scale	1:100 @A3
Date	Feb. 2004	Dwg. No	
Amended	13.5.04		
			<b>5</b>

**Notes**

**General**

- Builder to verify all dimensions and levels on site prior to commencement of work.
- All work to be carried out in accordance with the Building Code of Australia.

**Roofer**

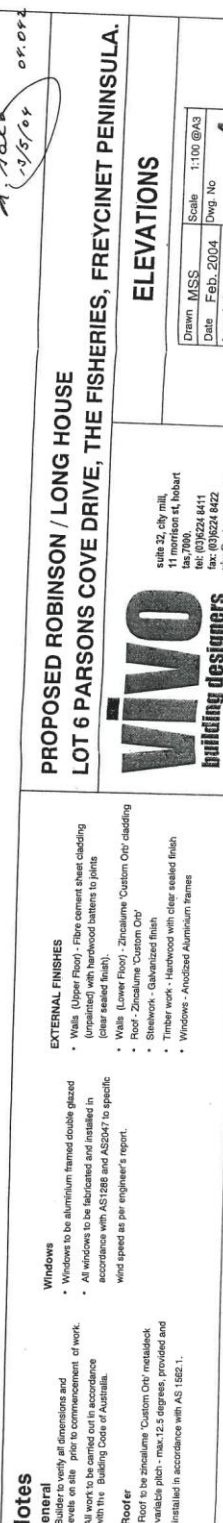
- Roof to be zincalume 'Custom Orb' metaldeck variable pitch - max 12.5 degrees, provided and installed in accordance with AS 1562.1.

**EXTERNAL FINISHES**

- Walls (Upper Floor) - Fibre cement sheet cladding (unpainted) with hardwood battens to joints (clear sealed finish).
- Walls (Lower Floor) - Zincalume 'Custom Orb' cladding (clear sealed finish).
- Floor - Zincalume 'Custom Orb'.
- Steelwork - Galvanneal finish.
- Timber work - Hardwood with clear sealed finish.
- Windows - Anodized Aluminium frames.

**Windows**

- Windows to be aluminium framed double glazed.
- All windows to be fabricated and installed in accordance with AS1288 and AS5047 to specific wind speed as per engineer's report.



### 3.4 SUBDIVISION APPLICATION SA 2016 00025

Planning Assessment Report	
<b>Proposal:</b>	<b>Subdivision into four lots</b>
<b>Applicant:</b>	<b>Nick Griggs &amp; Co</b>
<b>Location:</b>	<b>54 Holkham Court, Orford</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Low Density Zone</b>
<b>Application Date:</b>	<b>16 December 2016</b>
<b>Statutory Date:</b>	<b>31 March 2017 (by consent of applicant)</b>
<b>Discretions:</b>	<b>One</b>
<b>Attachments:</b>	<b>Appendix A – Plan, stormwater report</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought to subdivide four lots at 54 Holkham Court, Orford.
- 1.2. All subdivision applications are discretionary. The subdivision also relies on a number of different performance criteria.
- 1.3. One representation was received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by full Council acting as a planning authority due to the receipt of representations via the public exhibition period.

#### 2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application SA 2016 / 00025.

- 2.2. This determination must be made no later than 31 March 2017, which has been extended beyond the normal statutory timeframe with the consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer's recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

### **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications.

### **4. Relevant Background and Past Applications**

- 4.1. Nil

### **5. Site Detail**

- 5.1. The site is located at 54 Holkham Court, Orford, and is within the Low Density Residential Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.



- 5.2. The site is a 4.3ha lot with frontage to Holkham Court. The site is vacant other than for a shed. The site falls from 20m in elevation to approximately 2m in elevation with a southerly aspect. The proposed residential lots have a gradient of approximately 1 in 10.
- 5.3. The site adjoins other Low Density Residential Zone properties to the north, south and west. The site adjoins the golf course which is a mixture of Open Space Zone and Rural Resource Zone.
- 5.4. There is a small patch of native vegetation in the south-west corner of the site which is subject to the Biodiversity Protection Area. The rear half of lots 6, 7 and 8 are within this area.
- 5.5. All land below the 10m in elevation is also subject to a Coastal Inundation Hazard Area. However, more recent mapping by the State Government indicates that there is no risk of coastal inundation. Lots 6, 7, and 8 are free of this area.
- 5.6. The site is fully serviced.



**Figure 1: An aerial photograph of the subject area.**



## 6. Proposal

- 6.1. Planning approval is sought for four lots. Lot 6, 7 & 8 are 1500m<sup>2</sup> in size and are regular in shape. The balance lot 101 is 3.84 ha in size. All lots have frontage and access from Holkham Court.
- 6.2. The plan shows building areas which are clear of the native vegetation on the land. The land is not considered to be bushfire prone.

## 7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or performance criteria. Where a performance criteria is relied upon an application is discretionary and the application may be approved or refused.
- 7.2. The following provisions are relevant to the proposed use and development;
- Low Density Residential Zone
  - E7.0 Stormwater Management Code
  - E10.0 Biodiversity Code
- 7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Solution Requirement</b>	<b>Proposed</b>
1	Ways and Open Space  Clause 12.5.3 A1 & A2	All subdivision must be assessed against the performance criteria for ways and open space to allow for a detailed assessment of if and how open space should be provided.	No open space or public ways are proposed.

### 7.4. Discretion 1 – Ways and Open Space

7.4.1. The relevant performance criteria provide:

P1

The arrangement of ways and public open space within a subdivision must satisfy all of the following:

- (a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;
- (b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;
- (c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;
- (d) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate
- (e) topographical and other physical conditions of the site are appropriately accommodated in the design;
- (f) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;
- (g) new ways or extensions to existing ways must be designed to minimise opportunities for entrapment or other criminal behaviour including, but not limited to, having regard to the following:
  - (i) the width of the way;
  - (ii) the length of the way;
  - (iii) landscaping within the way;
  - (iv) lighting;
  - (v) provision of opportunities for 'loitering';
  - (vi) the shape of the way (avoiding bends, corners or other opportunities for concealment). And

P2

Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.

7.4.2. No open space or ways are proposed. The application seeks approval for three new lots from land with significantly greater subdivision potential. The lots will not impede future consideration of open space or ways.

7.4.3. Consistent with Council policy, a cash in lieu of open space condition is recommended for any permit granted.

## 8. Referrals

### 8.1. TasWater

8.1.1. TasWater has provided conditions of approval that must be included in any permit granted.

### 8.2. Department of State Growth

8.2.1. Referral to the Department was not required.

### 8.3. Council's Technical Officer

8.3.1. The application has been referred to Council's Technical Officer, who has provided the following comments which are reflected in the recommended permit conditions.

*All lots have frontage and proposed access off Holkham Court. Holkham Court is a Council maintained road constructed to a sealed urban road standard for most of its length. Kerb and channel extends from the south, across the frontage of lots 7 and 8, to just north of the southern boundary of lot 6. There is no kerb and channel on the western side of Holkham Court opposite the subdivision or on either side of Holkham Court north of lot 6.*

*Kerb and channel should be extended across the entire frontage of lot 6.*

*Lot 6 has an existing crossover but will need a concrete apron. New vehicular accesses will need to be provided to lots 7, 8 and the balance.*

*Council's existing reticulated stormwater system extends up Holkham Court to a point approximately 25m south of the subdivision. The applicant proposes to extend the piped network to provide property connection points to lots 6 to 8. This stormwater system ultimately discharges to the watercourse which runs through 34 Holkham Court and the Orford caravan park and then under the Tasman Highway to Raspins Beach. The watercourse and system in general has been subject to flooding.*

*A stormwater report, prepared by Ross Cumming Engineering, was provided by the applicant in response to the representation. The report concludes that:*

*“...the installation of detention tanks is unnecessary from an hydrology/hydraulics point of view and would add an unnecessary cost burden on the development. Without detention tanks the peak runoff flow from the additional three lots will only constitute a 0.1% increase at the Tasman Highway which in hydraulic terms is insignificant.”*

*It is noted that the 3 additional lots proposed by this application form part of a larger proposed subdivision and there are other subdivision proposals and potential for further development within this catchment. The contribution from these 3 lots, whilst minimal, will, when combined with other developments, have a measurable impact on stormwater flows and increase to flooding risks. In this instance a financial contribution to Council for stormwater management within the catchment could be a reasonable approach, rather than put detention on individual lots. A condition to this effect is recommended.*

#### 8.4. Councils Natural Resource Management Department

The application was referred to the NRM Department. No other conditions of approval were considered necessary.

## 9. Concerns raised by representors

9.1. The following table outlines the issues raised by the representor.

<b>Issue</b>	<b>Response</b>
<p>Management of stormwater given inadequate downstream system causing localised flooding.</p> <p>Causes of this include the large size of the catchment, debris and plant growth blocking the open drain network, inadequate sized pipe network, and the discharge point at Raspins Beach</p>	<p>The Urban Drainage Act 2013 requires Council to prepare catchment management plans for all catchments. The issues with the current catchment are well known and Council staff are currently preparing a project brief to engage consultant advice in the preparation of a catchment management plan.</p> <p>In response to the representor the applicant provided a statement from Ross Cumming Engineering. The report assumes 300m<sup>2</sup> of roofed area for lots 6, 7 and 8 which will increase peak runoff by 0.1%. This low amount is principally because the catchment is 82ha in size.</p>

	<p>The report notes than a 2m<sup>3</sup> detention tank would attenuate peak roof runoff to pre-development levels for a 1 in 100 year rain event but considers this unnecessary in light of the minimal change.</p> <p>It considers that driveways should be designed with shallow surface swale drains to provide the best opportunity for subsurface re-charge and limit increase runoff.</p> <p>Council's Technical Officer has also reviewed this report. Conditions of approval are provided for which are considered to appropriate.</p> <p>It should be noted that a number of recent rain events have exceeded the design parameters used in stormwater system design throughout Tasmania which seeks to provide an overland flow path sufficient for a 1 in 100 year rain event. It should also be noted that the design of the caravan park maintained the same volume of onsite storage in drains as pre-existed and is not directly contributing to current issues.</p>
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## 10. Conclusion

The proposal satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## 11. Recommendations

That:

- D. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for subdivision into 4 lots at 54 Holkham Court, Orford (SA2016/00025), be APPROVED subject to the following conditions:
  1. The development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
  2. No native trees are to be removed, lopped or otherwise disturbed by subdivision works, including fencing.

3. In accordance with the provisions of Section 117 of the Local Government (Building and Miscellaneous Provisions) Act 1993, payment of a cash contribution for Public Open Space must be made to the Council prior to sealing the Final Plan of Survey. The cash contribution amount is to be equal to 5% of the value of the area of land described as lots 6, 7 and 8 in the plan of subdivision at the date of lodgement of the Final Plan of Survey.

The value is to be determined by a Land Valuer within the meaning of the Land Valuers Act 2001 at the developer's expense.

4. The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect, and be commensurate with the number of lots in the stage being sealed.
5. Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's General Manager.

#### **TasWater**

6. The development must meet all required Conditions of approval specified by TasWater Submission to Planning Authority Notice, date 19/01/2017, TWDA 2017/00022-GSB.

#### **Engineering General**

7. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

#### **Easements**

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

#### **Services**

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

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

### **Drainage**

11. The developer is to provide an underground stormwater drainage system capable of accommodating a storm with an ARI of 20 years, when the land serviced by the system is fully developed.
12. The developer is to provide a major stormwater drainage system designed to accommodate a storm with an ARI of 100 years.
13. The developer is to provide a stormwater property connection to each lot capable of servicing the entirety of each lot by gravity in accordance with Council standards and to the satisfaction of Council's General Manager.
14. The developer must provide a financial contribution to Council for the upgrade of the stormwater drainage network(s) downstream of the proposed subdivision to provide for the conveyance and treatment of the additional flows generated by the subdivision and expected future development of the lots. The value contribution is to be no less than the cost of providing 2 cubic metres detention tank per lot for lots 6, 7 and 8 and as approved by Council's General Manager. Payment of the contribution must be made prior to the sealing of the Final Plan of Survey for any relevant stage.

### **Telecommunications and electrical reticulation**

15. Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and the satisfaction of Council's General Manager.
16. Where electrical and fixed line telecommunications services are provided they must be installed underground to the requirements of the responsible authority unless approved otherwise by Council's General Manager.
17. Prior to the work being carried out a drawing of the electrical reticulation and street lighting, and telecommunications reticulation in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's General Manager.
18. A Letter of Release from each authority confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed, must be submitted to Council prior to the sealing of the Final Plan of Survey.



## **Roads**

19. Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager.
20. The developer must upgrade Holkham Court from the end of the existing sealed section immediately south of the subdivision across the entire frontage of the subdivision. Works must include: -
  - a) Extend kerb and channel across the entire frontage of Lot 6
  - b) 1.5m wide concrete footpath across the entire frontage of lots 6 to 8;
21. All carriageway surface courses must be constructed with a 10 mm nominal size hotmix asphalt with a minimum compacted depth of 35 mm in accordance with standard drawings and specifications prepared by the IPWE Aust. (Tasmania Division) and the requirements of Council's General Manager.

## **Vehicular Access**

22. A reinforced concrete vehicle access must be provided from the road carriageway to each lot in accordance with Council's Standard Drawings and to the satisfaction of Council's General Manager.

## **Engineering drawings**

23. Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by the Glamorgan Spring Bay Council before development of the land commences.
24. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, and must show -
  - a) all existing and proposed services required by this permit;
  - b) all existing and proposed roadwork required by this permit;
  - c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
  - d) measures to be taken to limit or control erosion and sedimentation;
  - e) any other work required by this permit.
25. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.



### **Water quality**

26. A soil and water management plan (here referred to as a '**SWMP**') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.
27. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.
28. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.
29. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.

### **Construction**

30. The developer must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
31. The developer must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.
32. Subdivision works must be carried out under the direct supervision of an approved practising professional civil engineer engaged by the subdivider and approved by the Council's General Manager.

### **Survey pegs**

33. Survey pegs must be stamped with lot numbers and marked for ease of identification.
34. Prior to works being taken over by Council, evidence must be provided from a registered surveyor that the subdivision has been re-pegged following completion of substantial subdivision construction work. The cost of the re-peg survey must be included in the value of any security.

### **‘As constructed’ drawings**

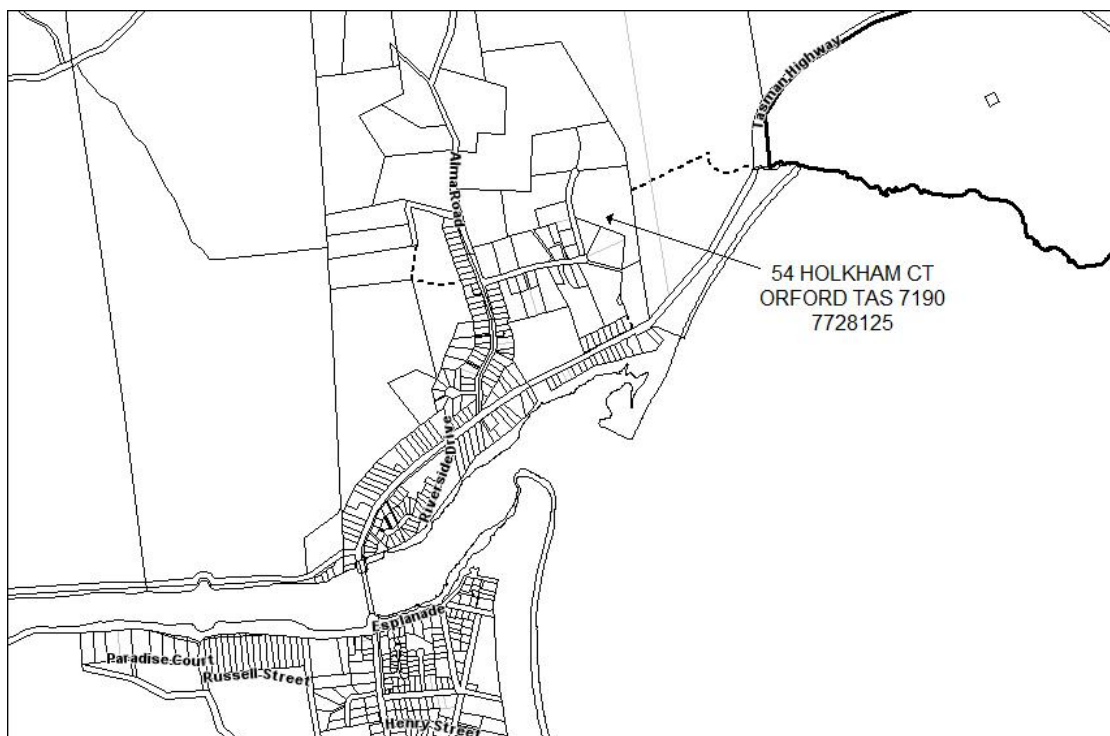
35. Prior to the works being placed on the maintenance and defects liability period an “as constructed” drawing of all engineering works provided as part of this approval must be provided to Council to the satisfaction of the Council’s General Manager. These drawings and data sheets must be prepared by a qualified and experienced civil engineer or other person approved by the General Manager in accordance with Council’s *Guidelines for As Constructed Data*.

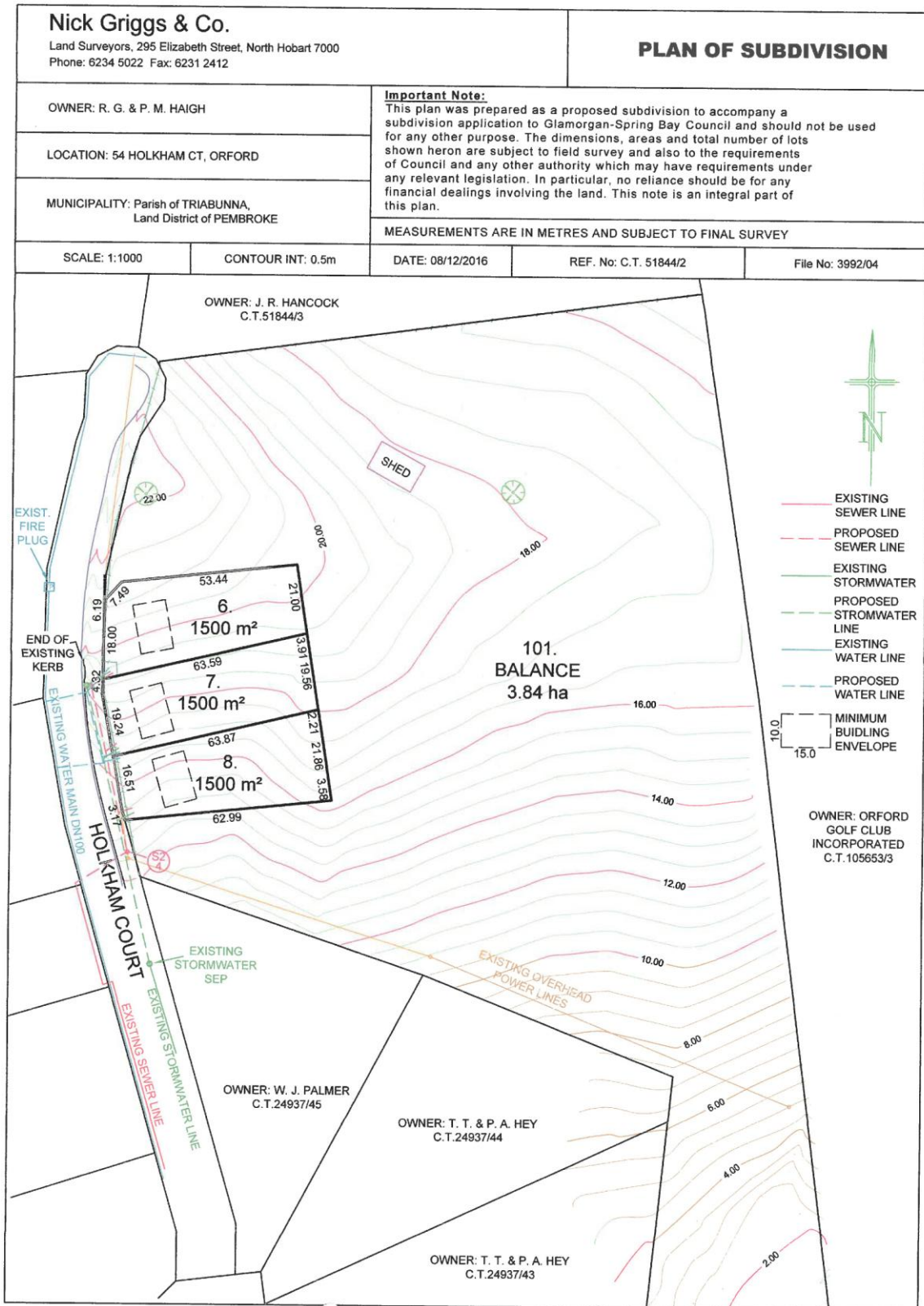
### **Maintenance and Defects Liability Period**

36. The subdivision must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.
37. Prior to placing the subdivision onto the twelve (12) month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council’s Standard Drawings, specification and the approved plans.

## SUBDIVISION APPLICATION 16025

### Subdivision into Four (4) Lots 54 Holkham Court, Orford





**ROSS CUMMING ENGINEERING**

ABN 30 619 277 446  
32 SUMMERHILL ROAD  
WEST HOBART  
TASMANIA 7000  
PHONE: 0407 870 015  
(0362 345 398)  
grc@netspace.net.au  
REF: HK 01.doc  
DATE: 2 March 2017

**NICK GRIGGS & CO. PTY LTD**  
**295 ELIZABETH STREET**  
**NORTH HOBART TAS 7000**  
**ATTN: Nick Griggs**

**PROPOSED 3 LOT SUBDIVISION AT HOLKHAM COURT, ORFORD**  
**SA16025 REPORT STORMWATER CONTROL**

**1. INTRODUCTION**

I confirm your request of 21 March 2017 to prepare a report to address the representations received by Glamorgan Spring Bay Council relating to the concern of increased stormwater runoff resulting from the above subdivision.

The subdivision layout adopted for the stormwater design is per the Nick Griggs & Co. Plan of Subdivision ref 3992/04 dated 08/12/2016.

**2. ROADS**

There are no extensions to the existing public road system as a consequence of the proposed subdivision and therefore no increase in stormwater runoff from roadworks will result from the development.

**3. LOT ACCESSES (DRIVEWAYS)**

Driveways within the lots should be designed to shed rainwater runoff to the natural surface or into a shallow surface swale drains constructed adjacent to & on the lower side of the driveways. In this way, rainwater is re-distributed virtually in the area where it originated with the best opportunity for subsurface re-charge and no increase in runoff will result.

**4. STORMWATER DRAINAGE FROM ROOFS**

There will be a miniscule increase in peak runoff to the piped stormwater system from the rapid runoff from the roof area of houses/sheds constructed the three lots. If an allowance was made of 300m<sup>2</sup> for each lot that would amount to a total roof area of 900m<sup>2</sup>.

The total catchment to the existing problem culvert at the Tasman Highway is approximately 82ha or 820,000m<sup>2</sup>. The area of the roofs amounts to only 0.1% of the total catchment and even after allowing for the drainage impermeability of the roof areas compared to the predominantly pasture and bush of the total catchment the increase in peak runoff from the catchment is estimated at 0.1%.

In hydraulic terms this is negligible and well within the probable tolerances of hydraulic calculation and indicates that no significant change in peak stormwater will result from the development of the three lots.



However, if necessary, it is possible to reduce the increase in peak runoff to guaranteed zero by providing detention storage either as a tank installed in the ground or a surface mounted rainwater type tank.

This is discussed in the following section.

## 5. ATTENUATION OF ROOF RUNOFF WITH DETENTION TANK

The Australian Rainfall & Runoff (ARR) storm precipitation intensity/frequency/duration (IFD) values for Orford were used and the roof catchments modelled using ARR procedures. In this case the AEP 5%, 2% & 1% (commonly referred to as the 1 in 20, 1 in 50 & 1 in 100 year flood events or the  $Q_{20}$ ,  $Q_{50}$  &  $Q_{100}$  floods) precipitation values have been used.

Individual roof areas of 300m<sup>2</sup> have been allowed for each lot with a runoff coefficient of 100%.

Detention tanks have been modelled on the basis of 2.0m<sup>3</sup> volume.

The results of the storm analysis to compare “before” & “after” flows are summarised as follows:

Average Recurrence Interval (ARI)	20YR	50 YR	100 YR
Existing pasture catchment L/sec 300m <sup>2</sup>	4.0	5.1	5.9
Impermeable roof catchment L/sec 300m <sup>2</sup> BEFORE DETENTION	8.0	10.1	11.8
Outflow from 2m <sup>3</sup> tank L/sec AFTER DETENTION	4.1	5.1	6.0

The results show that a 2m<sup>3</sup> detention tank will attenuate peak roof runoff flows to pre-development levels for at least up to the  $Q_{100}$  flood flow.

## 6. CONCLUSION

In my opinion the installation of detention tanks is unnecessary from an hydrology/hydraulics point of view and would add an unnecessary cost burden on the development.

Without detention tanks the peak runoff flow from the additional three lots will only constitute a 0.1% increase at the Tasman Highway which in hydraulic terms is insignificant.

Yours faithfully,



Ross Cumming  
BEng FIEAust CPEng

### 3.5 SUBDIVISION APPLICATION SA 2017 00001

Planning Assessment Report	
<b>Proposal:</b>	<b>Subdivision into six lots</b>
<b>Applicant:</b>	<b>Andy Hamilton &amp; Associates</b>
<b>Location:</b>	<b>119 Harveys Farm Road, Bicheno</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Rural Living Zone</b>
<b>Application Date:</b>	<b>5 January 2017</b>
<b>Statutory Date:</b>	<b>31 March 2017 (by consent of applicant)</b>
<b>Discretions:</b>	<b>Four</b>
<b>Attachments:</b>	<b>Appendix A – Plan</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought to subdivide six lots at 119 Harveys Farm Road, Bicheno.
- 1.2. All subdivision applications are discretionary. The subdivision also relies on a number of different performance criteria.
- 1.3. Two representations were received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by full Council acting as a planning authority due to the receipt of representations via the public exhibition period.

#### 2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application SA 2017 / 00001.



- 2.2. This determination must be made no later than 31 March 2017, which has been extended beyond the normal statutory timeframe with the consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

### **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications.

### **4. Relevant Background and Past Applications**

- 4.1. Nil

### **5. Site Detail**

- 5.1. The site is located at 119 Harveys Farm Road, and is within the Rural Living Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.

- 5.2. The site is a 7.8ha lot with frontage to Harveys Farm Road. It is located on the eastern side of Harveys Farm Road and adjoins the crown foreshore. An existing dwelling is located centrally on the site. The land near Harveys Farm Road is under native vegetation whilst the land closest to the foreshore and including the existing dwelling is cleared. A dam is found in the south-east corner of the site.
- 5.3. The site has a moderate gradient and easterly aspect.
- 5.4. The site adjoins other Rural Living Zone properties to the north, south and west. The foreshore is within the Environmental Management Zone.
- 5.5. The area of native vegetation on the land is subject to the Biodiversity Protection Area. The building area for lot 24 and vehicular access to all lots are through this area.
- 5.6. There is a watercourse leading to the properties dam and this is subject to a Waterway and Coastal Protection Area.
- 5.7. All land below the 10m in elevation is also subject to a Coastal Inundation Hazard Area. However, more recent mapping by the State Government indicates that there is no risk of coastal inundation.



**Figure 1: An aerial photograph of the subject area.**

## **6. Proposal**

- 6.1. Planning approval is sought for six lots. Each lot is between 1.13ha and 1.52ha in size and all have frontage to Harveys Farm Road.
- 6.2. The applicant has advised that they would prefer to utilise shared access arrangements and are investigating the potential to upgrade the existing transformer on the site near the existing dwelling to run underground power to maintain as much bush as possible. Existing clearings through the bush shown on aerial imagery are to be used for driveways wherever possible.
- 6.3. The application is supported by a bushfire hazard management report prepared by AK Consultants and dated 16 December 2016. This report concludes that each building area shown on the proposal has a bushfire attack level (BAL) rating of BAL19 which is the minimum for subdivision.
- 6.4. Section 51 (2) of LUPAA provides that a Planning Authorities must accept any bushfire hazard management plan certified by an accredited person.
- 6.5. The application is supported by a natural values report prepared by AK Consultants and dated 6 February 2017. The report notes that the site supports non-threatened vegetation communities which have moderate biodiversity values due to potential habitat values. The site also supports the listed Fresh water aquatic sedgeland and rushland (ASF) community which exists in and around the dam and is a high biodiversity value. A number of weeds exist throughout the site and along the foreshore. The report notes that clearing will be required for access, and up to 0.5ha on lot 24 and 0.15ha on lot 23.
- 6.6. The application is supported by a wastewater assessment by GES Geo-Environmental Solutions Pty Ltd dated December 2016. The report identifies that the land is suitable for onsite wastewater management through a number of commercial available systems. It is notes that approximately 46m<sup>2</sup> of trench would be required for each lot for future stormwater management assuming 400m<sup>2</sup> of roofed area.

## **7. Assessment against planning scheme provisions**

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or performance criteria. Where a performance criteria is relied upon an application is discretionary and the application may be approved or refused.

7.2. The following provisions are relevant to the proposed use and development;

- Rural Living Zone
- E1.0 Bushfire Prone Areas Code
- E5.0 Road and Rail Asset Code
- E7.0 Stormwater Management Code
- E10.0 Biodiversity Code
- E15.0 Coastal Inundation Protection Code

7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Requirement</b>	<b>Solution</b>	<b>Proposed</b>
1	Building Area  Clause 13.5.1 A2	Each lot must show a building area that is rectangular in shape, is 30mx30m in size, is setback 100m from the Environmental Management Zone, is setback 20m from proposed and existing boundaries and is not subject to codes.		The proposed building areas are within 100m of the foreshore which is zoned Environmental Management. Some of the building areas do not meet the size or shape criteria and most are shown as being setback 10m from existing and proposed boundaries. Lot 24 building area is within the Biodiversity Protection Area.
2	Ways and Open Space  Clause 13.5.3 A1 & A2	All subdivision must be assessed against the performance criteria for ways and open space to allow for a detailed assessment of if and how open space should be provided.		No open space or public ways are proposed.
3	Road and Rail Assets Code  Clause E5.5.1 A3	Increase traffic movements from a site to a 60km/hr or less road must be less than 20% or 40 movements per day.		5 new lots equates to 50 movements per day using a commonly accepted projection of 10 movements per day per household on

			average.
4	Biodiversity Code  Clause E10.8.1 A1	No works occur within a Biodiversity Protection Area.	Access and infrastructure will run through the Biodiversity Protection Area, and the building area for lot 24 is within the area.

#### 7.4. Discretion 1 – Building Area

7.4.1. The relevant performance criteria for each lot is as follows:

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

- (a) is reasonably capable of accommodating residential use and development;
- (b) meets any applicable standards in codes in this planning scheme;
- (c) enables future development to achieve reasonable solar access, given the slope and aspect of the land;
- (d) minimises the requirement for earth works, retaining walls, and cut & fill associated with future development;
- (e) is sufficiently separated from the land zoned Rural Resource and Significant Agriculture to prevent potential for land use conflict that would fetter non-sensitive use of that land, and the separation distance is no less than:
  - (i) 40 m from land zoned Rural Resource;
  - (ii) 80 m from land zoned Significant Agriculture;
- (f) is setback from land zoned Environmental Management to satisfy all of the following:
  - (i) there is no significant impact from the development on environmental values;
  - (ii) the potential for the spread of weeds or soil pathogens onto the land zoned Environmental Management is minimised;



- (iii) there is minimal potential for contaminated or sedimented water runoff impacting the land zoned Environmental Management;
- (iv) there are no reasonable and practical alternatives to developing close to land zoned Environmental Management.

7.4.2. On subclause (a), (b) and (c), the building areas are of different sizes and shapes but are all less than 30m in width. The 30m x 30m requirement of the acceptable solution is idealised and quite large. Each building area shown is at least 15m wide and more than 30m in length (west to east). It is considered reasonably likely that future dwellings, outbuildings and onsite wastewater area can be designed within the building areas provided. Solar access can be readily achieved given the east-west orientation of lots and all lots do comply with the relevant codes (detailed below)

The building areas shown on the proposal plans do not necessarily need to be transferred to titles as restrictive building envelopes. However, in this case it is considered appropriate to provide for restrictive building envelopes by conditions on any permit granted.

7.4.3. Minimal earthworks will be required for future buildings. It is recommended that a condition be included on any permit to require shared access and electrical easements to minimise earthworks at the subdivision stage.

7.4.4. Subclause (e) is not applicable.

7.4.5. Future development is unlikely to affect the foreshore land in any way. A condition of approval is recommended for any permit granted to undertake weed management on the property which will assist to protect foreshore values. The land is zoned for residential purposes with subdivision standards designed to allow for infill development of this kind. Separation from the foreshore can only be provided at the expense of vegetation on the site and it is considered that a sound balance is achieved between these aims of the planning scheme.

## 7.5. Discretion 2 – Ways and Open Space

7.5.1. The relevant performance criteria provides:



## P1

The arrangement of ways and public open space within a subdivision must satisfy all of the following:

- (a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;
- (b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;
- (c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;
- (d) topographical and other physical conditions of the site are appropriately accommodated in the design;
- (e) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;

And

## P2

Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.

7.5.2. No open space or ways are proposed. Open Space land is not considered necessary in a rural living context. Ways between Harveys Farm Road and the foreshore exist 170m (approx.) north of the site and 1.3km south of the site. It is considered that a new connection through this site would not significantly improve public access to the foreshore.

7.5.3. Consistent with Council policy a cash in lieu of open space condition is recommended for any permit granted.

## 7.6. Discretion 3 – Road and Rail Assets Code

7.6.1. The relevant performance criteria provides:

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

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

7.6.2. Harveys Farm Road is a sealed two-way road in good condition and with capacity for additional vehicle movements. Sight distances along this section are large as the road is flat and straight. There are no issues with traffic safety or efficiency.

#### 7.7. Discretion 4 – Biodiversity Code

7.7.1. The relevant performance criteria is for moderate priority values and provides the following. No works are proposed to high priority values that exist around the dam:

Clearance and conversion or disturbance must satisfy the following:

- b) if moderate priority biodiversity values:
  - (i) development is designed and located to minimise impacts, having regard to constraints such as topography or land hazard and the particular requirements of the development;
  - (ii) impacts resulting from bushfire hazard management measures are minimised as far as reasonably practicable through siting and fire-resistant design of habitable buildings;
  - (iii) remaining moderate priority biodiversity values on the site are retained and

improved through implementation of current best practice mitigation strategies and ongoing management measures designed to protect the integrity of these values;

- (iv) residual adverse impacts on moderate priority biodiversity values not able to be avoided or satisfactorily mitigated are offset in accordance with the Guidelines for the Use of Biodiversity Offsets in the Local Planning Approval Process, Southern Tasmanian Councils Authority 2013 and any relevant Council policy.

7.7.2. The subdivision design minimises impacts through the siting of building envelopes which for each lot are located at the place of least impact for future buildings and their management of bushfire risk. Shared accesses and services will further minimise impact.

7.7.3. Weed management should be provided for as a condition of any permit to protect remaining values. Boundary fencing through bushland areas should also be avoided in order to avoid the need for loss of vegetation during construction and to not impede wildlife.

## 8. Referrals

### 8.1. TasWater

8.1.1. Referral to TasWater was not required for an unserviced subdivision.

### 8.2. Department of State Growth

8.2.1. Referral to the Department was not required.

### 8.3. Council's Technical Officer

8.3.1. The application has been referred to Council's Technical Officer, who has provided the following comments which are reflected in the recommended permit conditions.

*The subdivision is in the Rural Living zone. The proposal involves splitting an existing lot, which has frontage to Harveys Farm Rd, into 6 lots.*

*Lot 21 contains an existing house.*

*Lot 24 contains an existing dam which is fed from an open drain from Harveys Farm Road through Lot 23.*

*Harveys Farm Road is a Council maintained road constructed to a sealed rural road standard. There is an existing vehicular access to the house on lot 21. This will need to be upgraded to council standard including a seal for the 1st 6m from the edge of the existing road.*

*Vehicular accesses will need to be provided to each lot to comply with Council's construction and sight distance standards.*

*The applicant has suggested they would like to consider a shared access with ROW to the lots. A condition regarding shared access construction is included.*

*No sewer, water or stormwater services are available to the land.*

*Lot 24 contains an existing dam which is fed from an open drain from Harveys Farm Road through Lot 23. An easement should be provided over this drain.*

*A Bushfire Hazard Management report was submitted with the application*

#### 8.4. Councils Natural Resource Management Department

The application was referred to the NRM Department who have provided a number of conditions for inclusion in any permit granted.

## **9. Concerns raised by representors**

9.1. The following table outlines the issues raised by the representors.

<b>Issue</b>	<b>Response</b>
Test holes for wastewater are located in the inundation area. For lot 24 the test hole is shown on the other side of the dam.	<p>The purpose of the report is to demonstrate that each lot can practically provide for wastewater and stormwater management onsite. It does not limit or approve any specific system. It is based on representative sampling by excavations and locations considered appropriate by the consultant in order to generate an understanding of typical soil conditions throughout the site.</p> <p>The inundation area shown on the overlay is out of</p>

	<p>date with recent State Government modelling indicating that there is no risk of inundation. The overlay will eventually be removed.</p> <p>In this light, the recommended covenant does not seek to limit buildings to be outside the inundation area but rather imposes a setback distance to the foreshore boundary.</p>
<p>Setback of existing dwelling to new boundaries is less than 20m. Setback of building areas are less than 20m. The design of the subdivision provides insufficient setbacks and therefore does not maintain the desirable character of the surrounding landscape or the amenity, solar access and privacy of adjoining lots.</p>	<p>The width of each lot at their narrowest point is wider than the width of foreshore boundaries for the adjoining lot to the north and is comparable to more recent subdivisions to the north. Lots north of the subject site are rectangular in shape with east-west alignments similar to those proposed. Lots south of the site are more regular in shape but this is a function of Harveys Farm Road being closer to the foreshore.</p> <p>Future development is unlikely to comply with the 20m side boundary setback and therefore will be discretionary. The ultimate impact on amenity and privacy is determined by the design of future houses as it is considered that 10m setbacks as shown for the building areas can provide adequate protection of privacy and amenity.</p> <p>It should be noted that the recently released State Planning Provisions will apply a 10m side boundary setback standard to the Rural Living Zone, rather than the current 20m. It is appropriate to have regard to this future regulation.</p>
<p>Bushfire report does not show access and fire trails.</p>	<p>The bushfire report is discussed earlier in this report.</p>
<p>Insufficient information on the impacts on native vegetation through future accesses.</p>	<p>It is noted that the plans do not show the access from the road to the building areas. However, the impact on native vegetation is sufficiently described by the supported reports and has been discussed earlier in this report.</p>

## 10. Conclusion

The proposal satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## 11. Recommendations

That:

- E. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for subdivision into 6 lots at 119 Harveys Farm Road, Bicheno (SA2017/00001), be APPROVED subject to the following conditions:
1. The development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
  2. Either by way of Part 5 Agreement or Covenant in Gross the subdivider must provide restrictive covenants that have the following effect:
    - (a) Buildings are located no closer than 23m from the edge of forest currently in existence
    - (b) Buildings are located no closer than 10m to any side boundary of the parent title
    - (c) Buildings are located no closer to the foreshore boundary than 40m on lots 20, 21 and 25 generally equating to the setback of the existing dwelling on the land, 30m on lots 22 and 23 and 100m on lot 24
    - (d) To maintain the existing Fresh water aquatic sedgeland and rushland (ASF) native vegetation community within and adjacent to the dam on lot 24
    - (e) To not fence the side boundaries of any lot through an area of native forest or bushland
    - (f) To access each lot only via vehicular accesses and crossovers constructed at the time of subdivision
    - (g) To outline future obligations for the maintenance of shared access and/or services
  3. Accesses and service easements to each lot, other than lot 24, must be shared in order to minimise impact to native vegetation on the land. A plan of accesses and service easements to the satisfaction of Council's General Manager must be submitted prior to the commencement of works.



4. Prior to any works, develop a management plan in order to control the two declared weeds (Spanish heath and boneseed) present on the property and to avoid the introduction, spread and establishment of weeds and diseases during construction - refer to DPIPWE *Weed and Disease Planning and Hygiene Guidelines – Preventing the spread of weeds and diseases in Tasmania* (2015) which can be found at: <http://dpiuwe.tas.gov.au/Documents/Weed%20%20Management%20and%20Hygiene%20Guidelines.pdf>

### **Engineering General**

5. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

### **Easements**

6. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the subdivider's full cost.
7. The subdivider must provide a drainage easement over the existing open stormwater drain in proposed lot 23 to the satisfaction of Council's General Manager.

### **Endorsements**

8. The Final Plan of Survey must contain a notation to the effect that Council cannot or will not provide a means of drainage to the Lots shown on the Final Plan of Survey.

### **Services**

9. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's General Manager or responsible authority.
10. The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.
11. Any shared services between Lots are to be separated to the satisfaction of Council's General Manager.

### **Telecommunications and electrical reticulation**

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

- 13.A Letter of Release from each authority confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed, must be submitted to Council prior to the sealing of the Final Plan of Survey.

### **Vehicular Access**

- 14.A vehicular access must be provided from the Harveys Farm Road carriageway to each of the lots in accordance with Council standards.
- 15.The existing vehicular access to lot 21 must be upgraded from the road carriageway to the property boundary including a sealed surface in accordance with Council standards.
- 16.Vehicular accesses must be located and constructed, with a sealed surface, in accordance with the standards shown on standard drawings TSD-R03-v1 Rural Roads Typical Property Access, TSD-R04-v1 Rural Roads Typical Driveway Profile, and TSD-RF01-v1 Guide to Intersection and Domestic Access Sight Distance Requirements prepared by the IPWE Aust. (Tasmania Division) and the satisfaction of Council's General Manager.
- 17.Vehicular accesses to the lots must have a minimum carriageway width of 4m and be in accordance with the requirements of the approved Bushfire Plan and Table E2 of the Glamorgan Spring Bay Interim planning Scheme.
- 18.Any driveway carriageway providing shared access must be constructed in accordance with Section 107 of the Local Government (Buildings and Miscellaneous Provisions) Act 1993 and municipal standard drawings. Unless approved otherwise by Council's General Manager shared access must include:
- a. a minimum trafficable width of 4.00 metres, with additional minimum 2.0 metre wide by 20 metre long passing bays at the public road and every 100 metres along the access;
  - b. an all-weather pavement constructed and surfaced to the satisfaction of the Council's General Manager; and
  - c. stormwater drainage as required.
  - d. curves with a minimum inner radius of 10m;
  - e. terminate with a turning area for fire appliances provided by one of the following:
    - i. a turning circle with a minimum outer radius of 10m; or
    - ii. a property access encircling the building; or
    - iii. a hammerhead 'T' or 'Y' turning head 4m wide and 8m long.

- f. Any requirements of the approved Bushfire Plan and Table E2 of the Glamorgan Spring Bay Interim planning Scheme.

### **Engineering drawings**

19. Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by the Glamorgan Spring Bay Council before development of the land commences.
20. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, and must show -
- (a) all existing and proposed services required by this permit;
  - (b) all existing and proposed roadwork required by this permit;
  - (c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
  - (d) measures to be taken to limit or control erosion and sedimentation;
  - (e) any other work required by this permit.
21. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.

### **Water quality**

22. A soil and water management plan (here referred to as a '**SWMP**') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.
23. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.
24. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.
25. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.

### **Construction**

26. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
27. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.

### **Survey pegs**

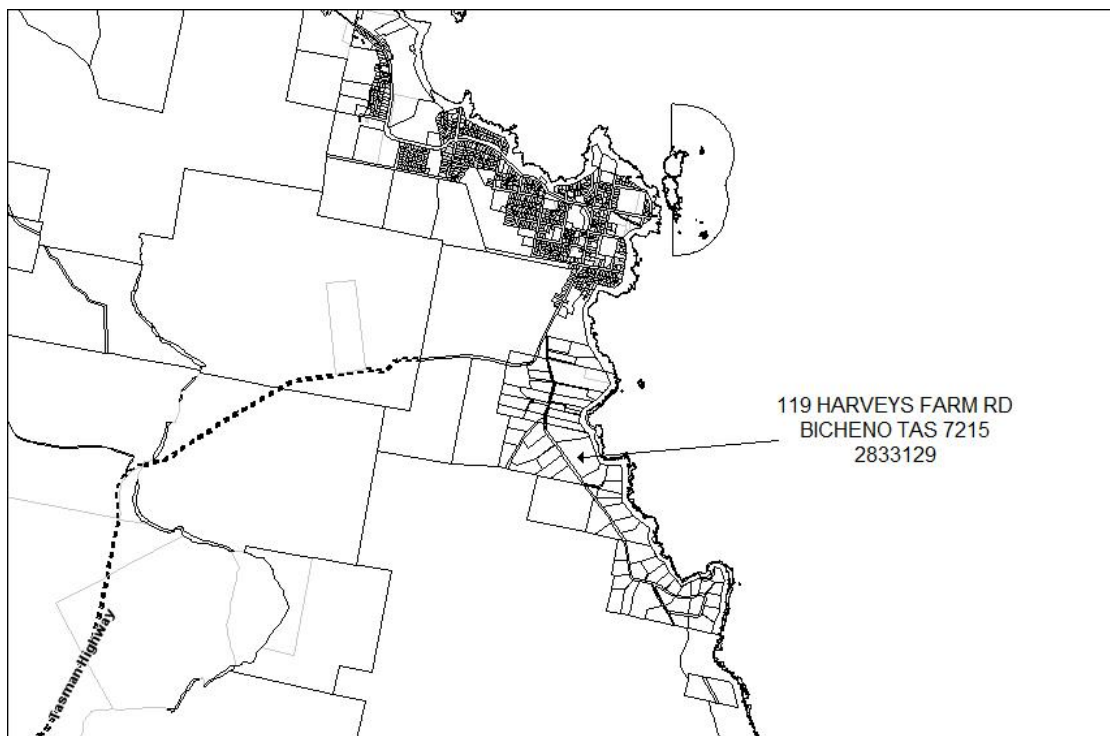
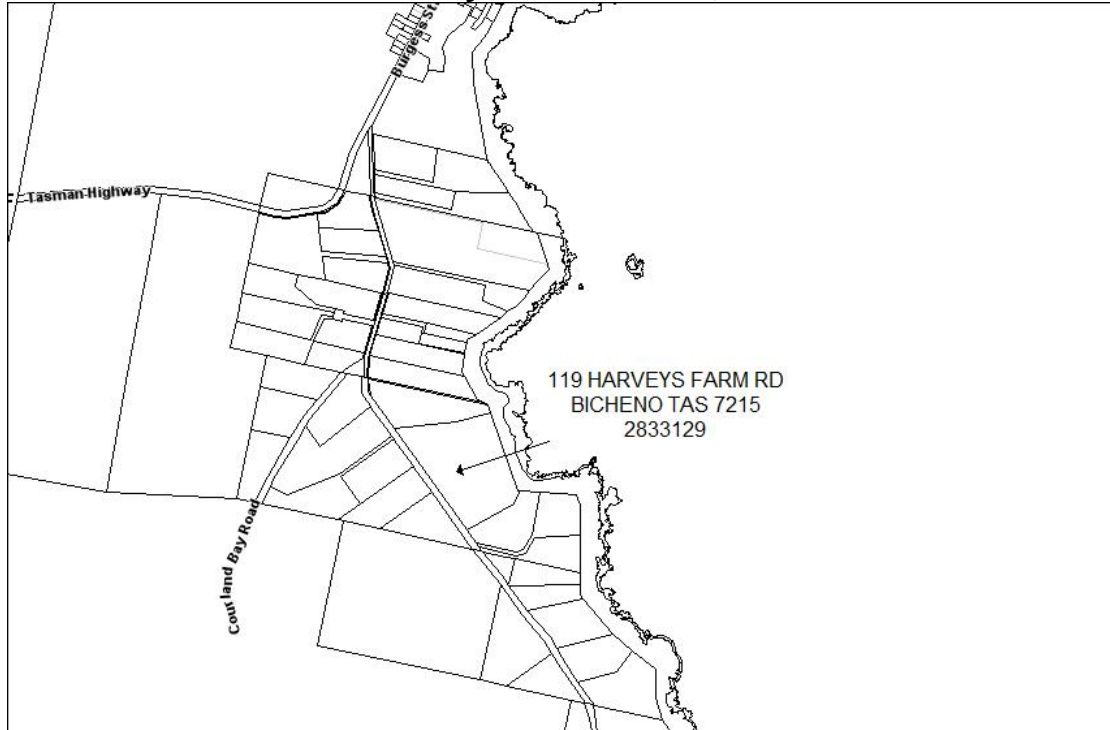
28. Survey pegs must be stamped with lot numbers and marked for ease of identification.
29. Prior to works being taken over by Council, evidence must be provided from a registered surveyor that the subdivision has been re-pegged following completion of substantial subdivision construction work. The cost of the re-peg survey must be included in the value of any security.

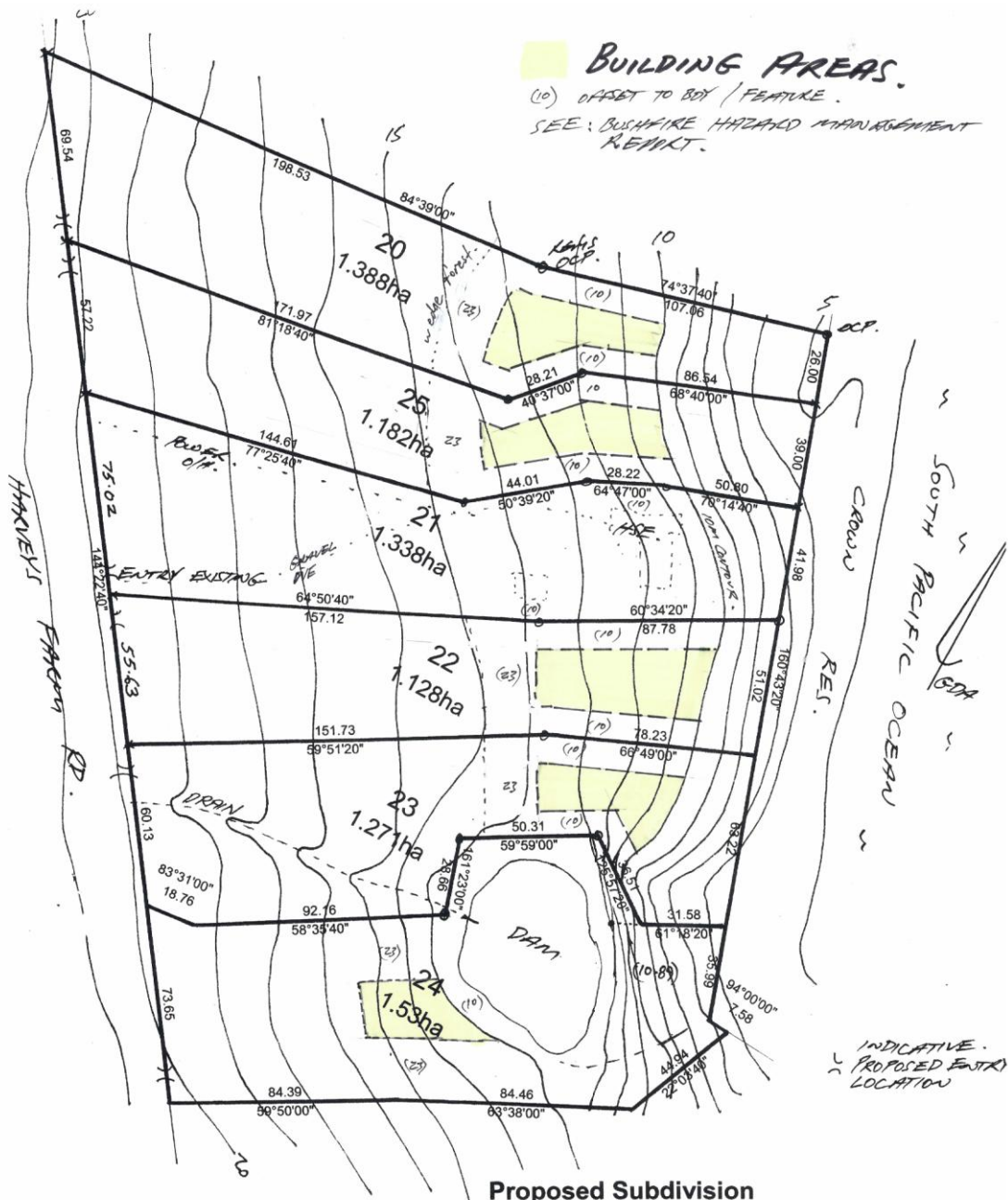
### **Maintenance and Defects Liability Period**

30. The subdivision must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.
31. Prior to placing the subdivision onto the twelve (12) month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council's Standard Drawings, specification and the approved plans.

## SUBDIVISION APPLICATION 17001

### Subdivision into Six (6) Lots RA119 Harveys Farm Road, Bicheno





### Proposed Subdivision

119 Harveys Farm Road, Bicheno CT 152718-2

Contours from LIST lidar to 1m Scale 1- 1250

Dimensions and Areas Subject to Final Survey  
Plan for the purpose of this Proposal only.

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### 3.6 SUBDIVISION APPLICATION SA 2017 00003

Planning Assessment Report	
<b>Proposal:</b>	<b>Subdivision, and boundary adjustment, into five lots</b>
<b>Applicant:</b>	<b>John Bamford</b>
<b>Location:</b>	<b>RA489 Old Coach Road, Cranbrook</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b> <b>Zone</b>	<b>Rural Resource Zone &amp; Significant Agricultural</b>
<b>Application Date:</b>	<b>25 January 2017</b>
<b>Statutory Date:</b>	<b>31 March 2017 (by consent of applicant)</b>
<b>Discretions:</b>	<b>Four</b>
<b>Attachments:</b>	<b>Appendix A – Plan</b>
<b>Author:</b>	<b>Shane Wells, Manager Planning and Special Projects</b>

#### 1. Executive Summary

- 1.1. Planning approval is sought to subdivide a large rural lot into five lots at RA489 Old Coach Road, Cranbrook.
- 1.2. All subdivision applications are discretionary. The subdivision also relies on a number of different performance criteria.
- 1.3. No representations were received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by full Council acting as a planning authority. Council policy requires that all subdivision involving 3 or more lots are considered at a full meeting of the Council.

## **2. Legislative & Policy Content**

- 2.1. The purpose of this report is to enable the Planning Authority to determine application SA 2017 / 00003.
- 2.2. This determination must be made no later than 31 March 2017, which has been extended beyond the normal statutory timeframe with the consent of the applicant.
- 2.3. The relevant legislation is the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the State Policies and Projects Act 1993.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

## **3. Risk & Implications**

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications.
- 3.3. The subdivision proposes a new public road approximately 1.8km in length.

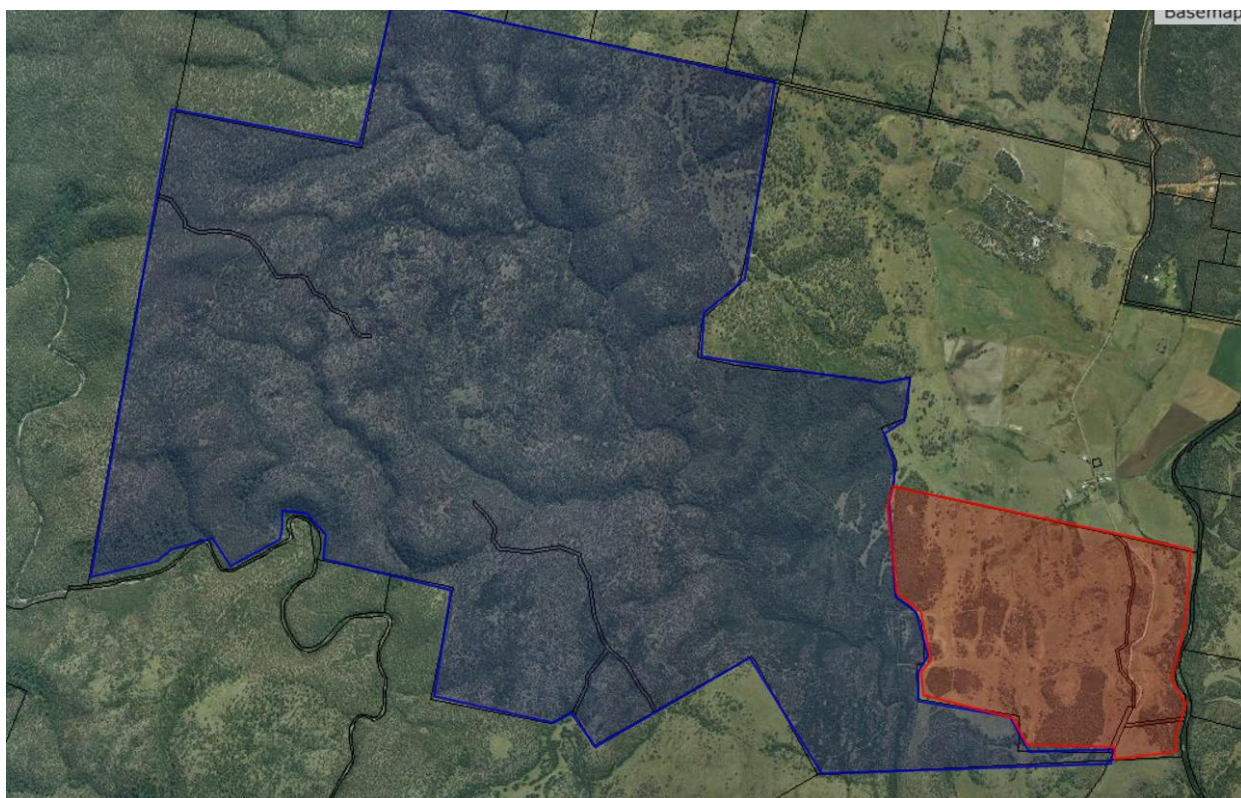
#### **4. Relevant Background and Past Applications**

4.1. Nil

#### **5. Site Detail**

- 5.1. The site is located at RA489 Old Coach Road, Cranbrook, and is within the Rural Resource Zone and Significant Agricultural Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.2. The site is a 1619 ha property over two titles. The property is dissected by Old Coach Road in its eastern section, which is formed by the Swan River. The property runs through to bush hills in the west. The site is dissected by Freestone Creek and adjoins a section of the Cygnet River to the south. The bulk of the property is one bush lot. The smaller title is some 200ha in size and is located off Old Coach Road and is a mix of pasture and bush.
- 5.3. The property does not contain any existing dwelling.
- 5.4. The site adjoins the Cygnet River Regional Reserve administered by the Parks and Wildlife Service, forested land to the south and generally agricultural land to the north and east.
- 5.5. The larger bush lot is zoned Rural Resource. The majority of the other lot is zoned Significant Agricultural.
- 5.6. Much of the land is subject to the Biodiversity Protection Area. Sections of the land are also subject to the Landslide Hazard Area and Waterway and Coastal Protection Area. There are sufficient areas on each lot which are clear of all three areas.





**Figure 1: An aerial photograph of the subject area, showing the two existing lots.**

## **6. Proposal**

- 6.1. Planning approval is sought for five lots. Four of the five are new lots and the 5<sup>th</sup> is the result of a boundary adjustment between the two existing lots that form the site.
- 6.2. Lot 1 is a 630ha lot located in the north-west corner of the site. Lot 2 is a 283.5ha lot located centrally on the site. Lot 4 is a 91.6ha lot located in the south-east part of the site. A 403ha balance lot is located in the south-west corner of the site.
- 6.3. Lot 3 is a 211ha lot located in the eastern part of the site. Essentially proposed lot 3 matches the existing lot in this area with some relatively minor adjustment to lot boundaries to accommodate the alignment of the proposed road. This adjustment is shown on the proposal plans. The extent of the adjustment is considered to be minor and a discretionary approval is not required for this component of the application.
- 6.4. A proposed road will provide access to lots 1, 2, 4 and balance and possible lot 3, which also has frontage to Old Coach Road. The road will be of gravel construction and will meet Council current standards for such roads.

- 6.5. In a rural location, the planning scheme and Council policy do not require consideration of public open space.

## 7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved. Each standard can be met by either an acceptable solution or performance criteria. Where a performance criteria is relied upon an application is discretionary and the application may be approved or refused.
- 7.2. The following provisions are relevant to the proposed use and development;
- Rural Resource Zone
  - Significant Agricultural Zone
  - E1.0 Bushfire Prone Areas Code
  - E3.0 Landslide Hazard Code
  - E5.0 Road and Rail Asset Code
  - E7.0 Stormwater Management Code
  - E10.0 Biodiversity Code
  - E11.0 Waterway and Coastal Protection Code
- 7.3. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

		<b>Acceptable Solution Requirement</b>	<b>Proposed</b>
1	Subdivision – Rural Resource Zone  Clause 26.5.1 A1	All subdivision of this kind must be assessed against the performance criteria	
2	Subdivision in Landslide Hazard Area  Clause	All subdivisions involving a Landslide Hazard Area must be assessed against the performance criteria	
3	Road and	Increase traffic movements	An increase in traffic



	Rail Assets Code  Clause E5.5.1 A2	must be less than 10%	movements from the site greater than 10%
4	Biodiversity Code  Clause E10.8.1 A1	No works occur within a Biodiversity Protection Area	The proposed road runs through small area of the Biodiversity Protection Area

#### 7.4. Discretion 1 – Subdivision in Rural Resource Zone

7.4.1. The performance criteria is as follows:

A lot must satisfy all of the following:

- (a) be no less than 80 ha;
- (b) have a frontage of no less than 6m;
- (c) not be an internal lot;
- (d) be provided with safe vehicular access from a road;
- (e) provide for the sustainable commercial operation of the land by either:
  - (i) encompassing sufficient agricultural land and key agricultural infrastructure, as demonstrated by a whole farm management plan;
  - (ii) encompassing an existing or proposed non-agricultural rural resource use, as demonstrated by a business plan,
- (f) if containing a dwelling, setbacks to new boundaries satisfy clause 26.4.2;
- (g) if containing a dwelling, other than the primary dwelling, the dwelling is surplus to rural resource requirements of the lot containing the primary dwelling;
- (h) if vacant, must:

- (i) contain a building area capable of accommodating residential development satisfying clauses 26.4.2 and 26.4.3;
- (ii) not result in increased demand for public infrastructure or services;
- (i) be consistent with any Local Area Objectives or Desired Future Character Statements provided for the area.

7.4.2. Of these criteria, (f), (g) and (i) are not relevant. Criteria (a), (b), (c) and (d) are met. In terms of (e), each lot has sufficient land and resource to provide for agricultural use by forestry. Each lot has access to water if required for any future activity. There is sufficient room for future buildings and onsite services.

## **7.5. Discretion 2 – Landslide Hazard Area**

7.5.1. The relevant performance criteria provides:

Subdivision of a lot, all or part of which is within a Landslide Hazard Area must be for the purpose of one of the following:

- (a) separation of existing dwellings;
- (b) creation of a lot for the purposes of public open space, public reserve or utilities;
- (c) creation of a lot in which the building area, access and services are outside the High Landslide Hazard Area and the landslide risk associated with the subdivision is either:
  - (i) acceptable risk, or
  - (ii) capable of feasible and effective treatment through hazard management measures, so as to be tolerable risk.

7.5.2. All lots within the subdivision contain areas of low or medium Landslide Hazard Area. Given the large area of each lot and the difficulties of practically identifying future areas for buildings a detailed analysis of landslide risk has not been undertaken. Future buildings will, if located within a landslide hazard area, will be subject to planning and

building regulation at that time. It is likely however, that buildings would be located on flatter areas of the lots where the landslide hazard area does not apply.

## 7.6. Discretion 3 – Road and Rail Assets Code

### 7.6.1. The relevant performance criteria provides:

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

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

7.6.2. Old Coach Road is a typical gravel rural road with sufficient width for two-way traffic. It is considered that there is sufficient capacity to accommodate additional traffic movements without safety or efficiency loss. There is compliant sight distance in both directions of the new road junction.

## 7.7. Discretion 4 – Biodiversity Code

### 7.7.1. The relevant performance criteria provides:

Clearance and conversion or disturbance must satisfy the following:

- (a) if low priority biodiversity values:
  - (i) subdivision works are designed and located to minimise impacts, having regard to

constraints such as topography or land hazard and the particular requirements of the subdivision;

- (ii) impacts resulting from future bushfire hazard management measures are minimised as far as reasonably practicable through appropriate siting of any building area;

7.7.2. The extent of the road through the Biodiversity Protection Area is shown in the following image.



**Figure 2. Proposed Road in relation to existing vegetation.**

7.7.3. The extent of vegetation that would be impacted on is considered minimal and that the road alignment is the most practical given the existing vegetation, topography and agricultural potential.

## **8. Referrals**

### **8.1. TasWater**

8.1.1. Referral to TasWater was not required for an unserviced subdivision.

### **8.2. Department of State Growth**

8.2.1. Referral to the Department was not required.



### 8.3. Council's Technical Officer

- 8.3.1. The application has been referred to Council's Technical Officer, who has provided the following comments which *are reflected in the recommended permit conditions.*

*A new road is proposed to extend to lots 1 and 2. A further driveway access will then be extended to service the lot proper of the balance lot. Lots 3 and 4 will have frontage to both Old Coach Road and the new subdivision road.*

*Old Coach Road in the vicinity of the subdivision is an unsealed rural style road maintainable by Council. The applicant proposes the new subdivision road is an unsealed rural road. The application has shown a 15m road reservation. A condition is recommended to require a minimum road reservation of 18 metres in accordance with Councils usual minimum standard.*

*No reticulated sewer, stormwater or water services are available to the land.*

*Road design will also need to comply with Table E1 of the interim planning scheme for Bushfire Prone Areas. This requires a minimum carriageway width of 7m for a cul-de-sac greater than 200m in length and a cul-de-sac with minimum outer radius of 12m unless a narrower dimension is approved by the TFS.*

*The requirements for telecommunications in the area under federal law is unclear. Conditions are provided for but the terms may be modified upon further advice.*

### 8.4. Councils Natural Resource Management Department

The application was referred to the NRM Department. Given the large size of the lots it was determined that it was unnecessary and difficult to require building envelopes to be located on each lot. Future buildings will be subject to the Biodiversity Code if they are in areas of native vegetation to which the code applies.

A condition is provided for in any permit granted to require the proposed road reserve to be surveyed for natural values in order to (a) make minor adjustments to avoid any items of significance if necessary and (b) ensure future Council management practices are aware of any roadside values.



## **9. Conclusion**

The proposal satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval.

## **10. Recommendations**

That:

Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for subdivision, and boundary adjustment, into 5 lots at RA489 Old Coach Road, Cranbrook (SA2017/00003), be APPROVED subject to the following conditions:

1. The development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. Prior to the commencement of the works, the proposed road reserve must be surveyed for native flora and fauna. Wherever possible, the final alignment of the road must minimise impact to any native vegetation of conservation significance. The location of any native vegetation of conservation significance retained within the road reserve must be collected via GPS. The survey and final alignment must be to the satisfaction of Councils General Manager.
3. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

### **Transfer of reserves**

4. All roads or footways must be shown as "Road" or "Footway" on the Final Plan of Survey and transferred to the Council by Memorandum of Transfer submitted with the Final Plan of Survey,

### **Easements**

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

### **Endorsements**

6. The Final Plan of Survey must contain a notation to the effect that Council cannot or will not provide a means of drainage to the Lots shown on the Final Plan of Survey.

### **Bushfire Management**

5. The subdivision must be carried out in accordance with an approved Bushfire Report.

### **Services**

6. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's General Manager or responsible authority.
7. The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

### **Telecommunications and electrical reticulation**

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

### **Roads**

11. Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager. Roadworks must include -
  - (a) Proposed Subdivision Road
    - i. Minimum road reserve of 18.00 metres and 25 metres at the cul-de-sac.
    - ii. Fully paved and drained carriageway with a minimum carriageway width of 6.0m;
    - iii. Gravel all weather surface course;
    - iv. Cul-de-sac turning head with a minimum 9.0m radius (plus shoulder); and
    - v. Construction of stormwater table drains.

- vi. Or as otherwise required by table E1 of the Glamorgan Spring Bay Interim Planning Scheme, whichever is greater.

ADVICE: Table E1 requires a minimum carriageway width of 7m for a cul de sac greater than 200m in length and a carriageway with an outer radius of 12m at the turning head.

- 12. A vehicle access, with a minimum carriageway width of 4.0m, must be provided from the road carriageway to each Lot.
- 13. The proposed vehicle accesses must be constructed in accordance with the standards shown on standard drawings TSD-R03-v1 Rural Roads Typical Property Access and TSD-R04-v1 Rural Roads Typical Driveway Profile prepared by the IPWE Aust. (Tasmania Division) and to the satisfaction of Council's General Manager.
- 14. The vehicular access for all internal lots, including the balance lot, must be constructed for the full length of the access strip, to the lot proper, and include:
  - (a) 4.0 metre min. width carriageway
  - (b) passing bays of 2m additional carriageway width and 20m length provided every 200m
  - (c) Constructed with a durable all weather pavement
  - (d) Stormwater drainage.
  - (e) Or as otherwise required by table E2 of the Glamorgan Spring Bay Interim Planning Scheme, whichever is greater.

### **Engineering drawings**

- 15. Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by the Glamorgan Spring Bay Council before development of the land commences.
- 16. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, and must show -
  - (a) all existing and proposed services required by this permit;
  - (b) all existing and proposed roadwork required by this permit;
  - (c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
  - (d) measures to be taken to limit or control erosion and sedimentation;

(e) any other work required by this permit.

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

### **Water quality**

18. A soil and water management plan (here referred to as a 'SWMP') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.
19. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.
20. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.
21. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.

### **Construction**

22. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
23. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.
24. Subdivision works must be carried out under the direct supervision of an approved practising professional civil engineer engaged by the subdivider and approved by the Council's General Manager.

### **Survey pegs**

25. Survey pegs must be stamped with lot numbers and marked for ease of identification.

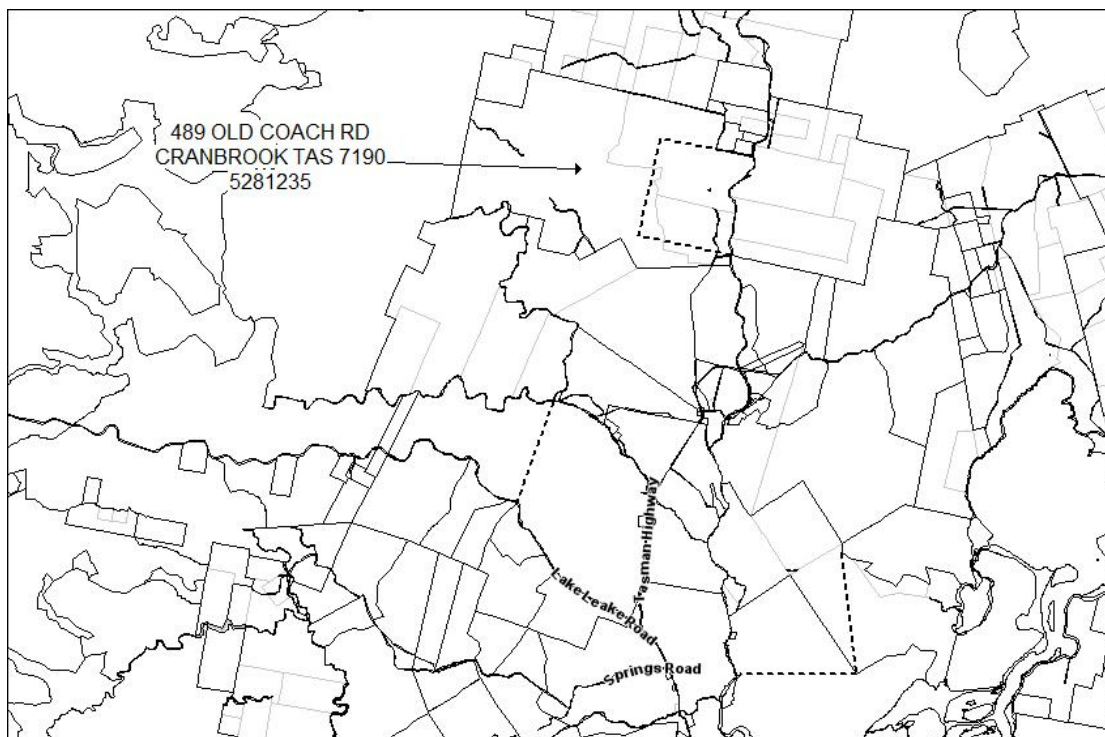
26. Prior to works being taken over by Council, evidence must be provided from a registered surveyor that the subdivision has been re-pegged following completion of substantial subdivision construction work. The cost of the re-peg survey must be included in the value of any security.

**Maintenance and Defects Liability Period**

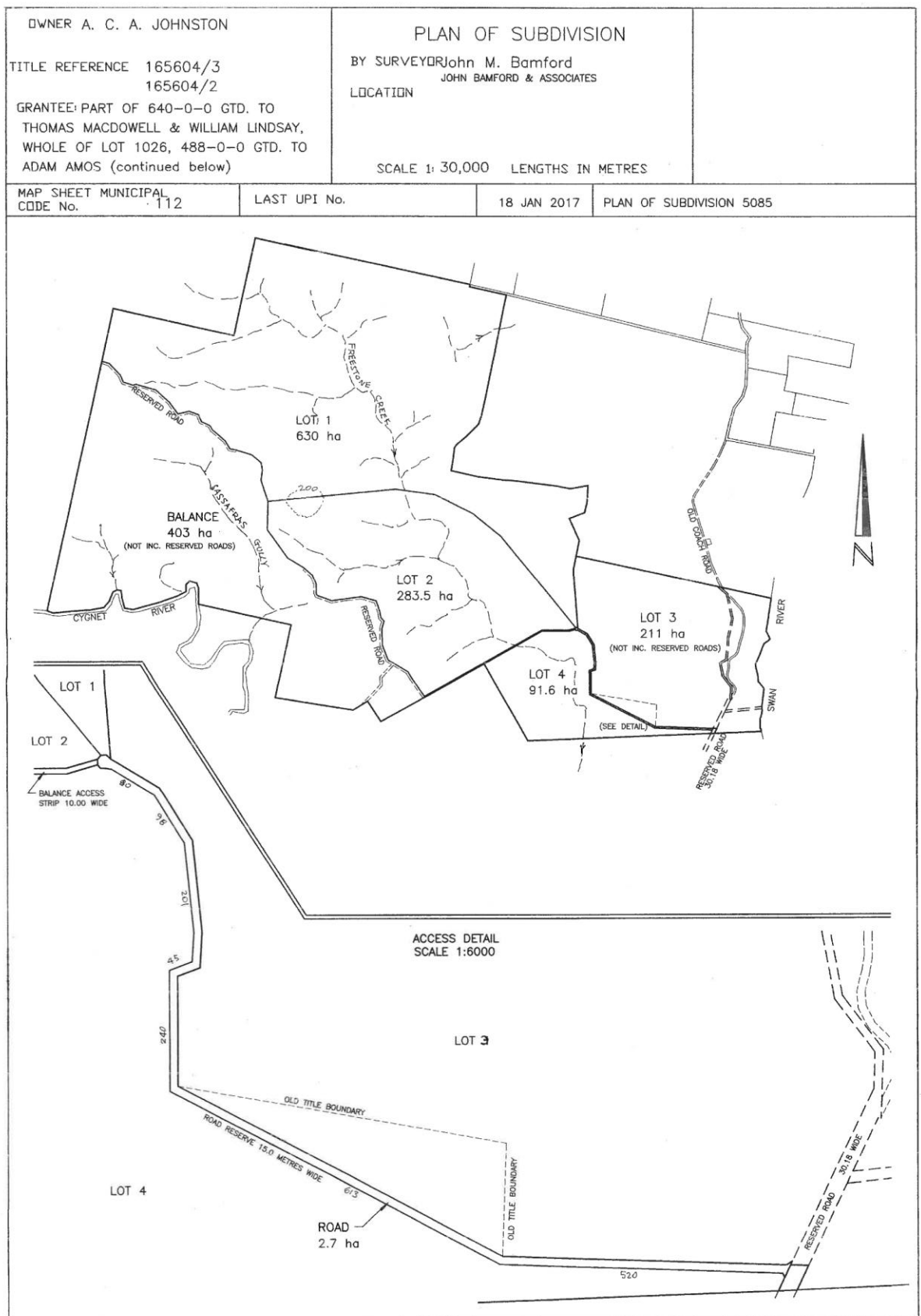
27. The subdivision must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.
28. Prior to placing the subdivision onto the twelve (12) month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council's Standard Drawings, specification and the approved plans.

## SUBDIVISION APPLICATION 17003

### Subdivision into Three (3) Lots RA489 Old Coach Road, Cranbrook







**Under Regulation 25 of Local Government (Meeting Procedures) Regulations 2005 the Chairperson hereby declares that the Council is no longer now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 3 of the Agenda.**

<b>Recommendation</b>
That Council no longer acts as a Planning Authority. (Time:    )

## 4. Public Question Time

Public question time gives any member of the public the opportunity to freely ask a question on any Council related matter.

Answers to questions will be given immediately if possible, or taken “on notice” if an ‘on the spot’ answer is not available.

In accordance with the Local Government Act questions on notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which you a member of the public would like a question answered.

Asking a question is easy and members of the public are encouraged to ask any question they have (limit of two (2) questions per person per meeting).

Prior to the commencement of an Ordinary Meeting of Council, the Mayor approaches the public gallery and requests that those who would like to ask a question during public question time indicate at that point they would like to do so and give the Mayor their name.

A short instruction sheet outlining the Glamorgan Spring Bay Council procedure for asking a question during Public Question Time will be provided at the Ordinary Meeting of Council to assist members of the public on how to do this. Public question time can be a maximum of 15 minutes only.

### 4.2 Mr Ken Gregson

#### **Question Taken on Notice**

- *My second question relates to oil pollution in the stormwater in Swansea. It's on the properties at 8 Maria Street and 34 Franklin Street, Swansea. That was detected late last year and Mr Tony Pollard came to inspect. He confirmed it was oil and when it rains it has been spilling onto both properties polluting the soil. The Environmental Health Officer has also inspected and said he would take tests in coming weeks. He inspected an outlet and declared it to be clear but at the same time it is still polluting. I would like to ask Council if that could be tested so if it happens again there is a reference point? May cause a precedence of people just dumping oil into a stormwater if not acted on now.*

#### **Response from General Manager**

Our Environmental Health Officer conducted an inspection of the storm water pit at the rear of the service station on Tuesday 31st January 2017. The water in the pit appeared not to contain oil of any significance.

He also carried out a visual inspection of the storm water outfall which is an open drain starting at the intersection of Maria and Wellington Street.

The inspection revealed no visual signs of oil contamination or damage to vegetation. Mr Gregson was informed of the conclusions of his inspection and advised that no further action would be taken.

Our Plumbing Inspector also conducted a separate onsite inspection on Wednesday 1<sup>st</sup> February 2017 and arrived at the same conclusions. If the stormwater surcharged due to high rainfall events into Mr Gregson's property, it would be coming up the line from the outlet i.e. from Maria Street and most likely any hydrocarbons collected would have come from the road and or gutter.

## 5. Mayor's Report

### Mayor Michael Kent AM

17 <sup>th</sup> & 18 <sup>th</sup> February		Various media discussions regarding salmon farming.
21 <sup>st</sup> February	Orford	Gave an interview to the Mercury Newspaper, discussion regarding Stayz and Air BNB regarding the policy statement released by State Government on Accommodation Sharing
22 <sup>nd</sup> February	Hobart	Attended Local Government meeting with General Manager  Meeting with General Manager and Crown Land Services regarding Wielangta Road
28 <sup>th</sup> February	Triabunna	Council Meeting and Workshop
1 <sup>st</sup> March	Orford	Gave an interview to ABC pm regarding Salmon Farm and Sunday meeting at Triabunna
5 <sup>th</sup> March	Triabunna	Attended public meeting regarding salmon farming  Mercury Newspaper wanting a briefing on the outcome of the meeting.
7 <sup>th</sup> March	Coles Bay	Meeting at Freycinet Lodge regarding Communities input into tourism opportunities
10 <sup>th</sup> March	Triabunna	Meeting with General Manager, Deputy Mayor and Keith Pyke regarding Medical Centre.
14 <sup>th</sup> March	Swansea	Meeting at Old Council Chambers regarding Communities input into tourism opportunities

### Recommendation

That the Mayor's Report be received and noted.

## 6. Information Reports

### 6.1 General Manager, David Metcalf

Council Governance · Corporate Services · Medical Services · Economic Development · Safety & Risk Management  
· Visitor Centres

#### Council Governance

Council meetings are being conducted monthly with special meetings being called by the Mayor or Councillors when required. Council meetings are usually held on the fourth Tuesday of the month and commence at 5.00pm. Generally workshops are scheduled on the second Tuesday of each month and on the day of a Council meeting, unless otherwise required. The March Council meeting is on Tuesday 28th March 2017 at 5.00pm in Triabunna.

#### Medical Services

Council operates administration services for the Bicheno General Practice and Dr Winston Johnson in Triabunna

#### Corporate Services

Work beginning on next year's budget templates

#### Cash and Investments

Cash and Investments at the end of February 2017 were \$1,496k against February 2016 \$1,728k, February 2015 \$1,975k and February 2014 \$2,660k. Considering the level of capital works carried out in the last five years, and the transfer of cash to enable the purchase of the new Council offices in Triabunna settled on 20<sup>th</sup> December 2013 and the building of the new Emergency Services building in Swansea completed in 2016, it is a pleasing result. This has caused a cash drain of over \$2million whilst other capital and new renewal works have been above the KPI set by the audit office. Property sales were presented to Council at the January meeting and no appeals have been made against Council's decision. Until these properties are substantially sold Council may require short term borrowings as in prior years to cover the cost of the Triabunna building and Emergency Services building until equivalent monies are replaced

## Statement of Cash Flows

Glamorgan Spring Bay Council  
For the 8 months ended 28 February  
2017

Account	Jul 2016-Feb 2017
<b>Cash Flows from Operating Activities</b>	
Receipts from customers	10,845,785.80
Payments to suppliers and employees	(7,562,604.47)
Cash receipts from other operating activities	67,571.46
<b>Total Cash Flows from Operating Activities</b>	<b>3,350,752.79</b>
<b>Cash Flows from Investing Activities</b>	
Payment for property, plant and equipment	(234,603.26)
Other cash items from investing activities	(3,131,458.00)
<b>Total Cash Flows from Investing Activities</b>	<b>(3,366,061.26)</b>
<b>Cash Flows from Financing Activities</b>	
Other cash items from financing activities	1,340.97
<b>Total Cash Flows from Financing Activities</b>	<b>1,340.97</b>
<b>Net Cash Flows</b>	<b>(13,967.50)</b>
<b>Cash Balances</b>	
Cash and cash equivalents at beginning of period	1,509,947.35
Cash and cash equivalents at end of period	1,495,979.85
<b>Net change in cash for period</b>	<b>(13,967.50)</b>

## Property Information

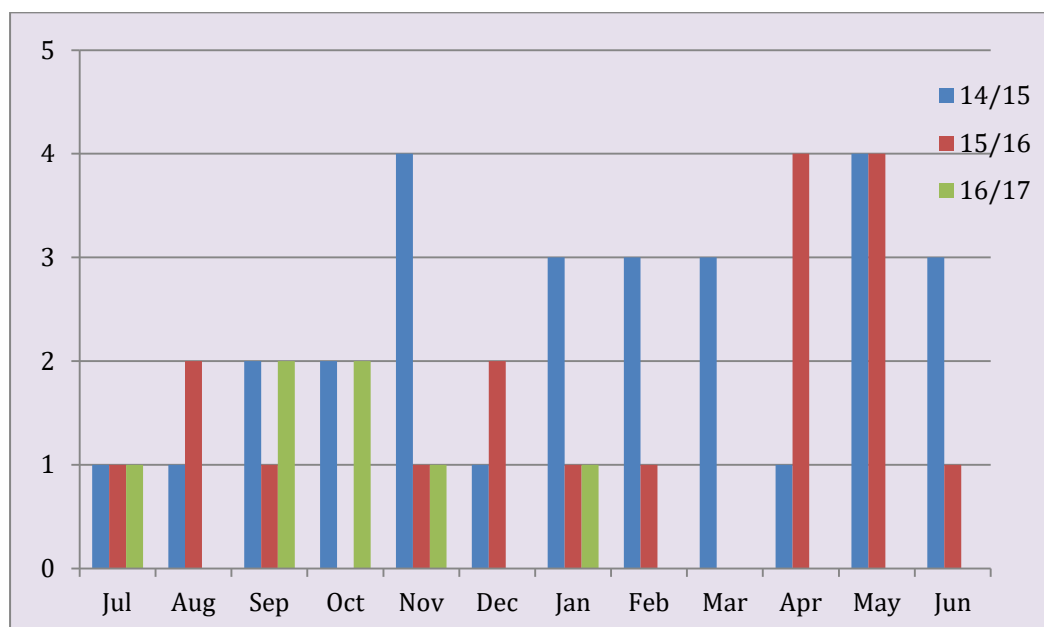
Property transactions for the YTD February are 11% up on last year. At this very early stage this is showing a very pleasing trend as investors and families invest in our area. There is an extra 53 property transactions this financial year compared to the year before,

<b>Property Settlement Certificates</b>																
	132-2009	337-2009	132-2010	337-2010	132-2011	337-2011	132-2012	337-2012	132-2013	337-2013	132-2014	337-2014	132-2015	337-2015	132-2016	337-2016
July	46	21	36	17	30	16	32	13	36	18	14	6	42	17	42	18
August	33	20	30	17	22	12	21	10	23	11	16	11	30	14	50	26
September	48	26	44	22	27	15	33	14	22	13	38	21	34	18	43	20
October	35	16	38	20	24	11	47	26	49	24	40	24	40	18	37	18
November	35	19	42	22	34	17	32	15	42	25	42	23	43	24	53	30
December	34	18	33	19	28	14	18	8	33	17	37	20	48	21	35	17
January	47	22	41	23	48	26	39	21	39	26	46	26	62	28	46	23
February	62	37	46	24	27	15	21	11	38	18	49	26	45	26	72	33
March	71	32	48	24	25	13	37	22	36	24	48	26	46	21		
April	45	32	31	15	24	13	33	18	47	22	37	21	39	24		
May	27	14	24	12	36	23	24	14	50	27	58	30	58	31		
June	16	10	16	12	14	8	22	9	27	16	24	16	26	10		
<b>Total</b>	<b>499</b>	<b>267</b>	<b>429</b>	<b>227</b>	<b>339</b>	<b>183</b>	<b>359</b>	<b>181</b>	<b>442</b>	<b>241</b>	<b>449</b>	<b>250</b>	<b>513</b>	<b>252</b>	<b>378</b>	<b>185</b>

## Health, Safety, Other

There was one lost time injury YTD amounting to 265.0 lost time hours. There has been one motor vehicle claim this year. There have been 6 workplace reported incidents YTD, no community incidents reported YTD and there was no staff resignations in February.

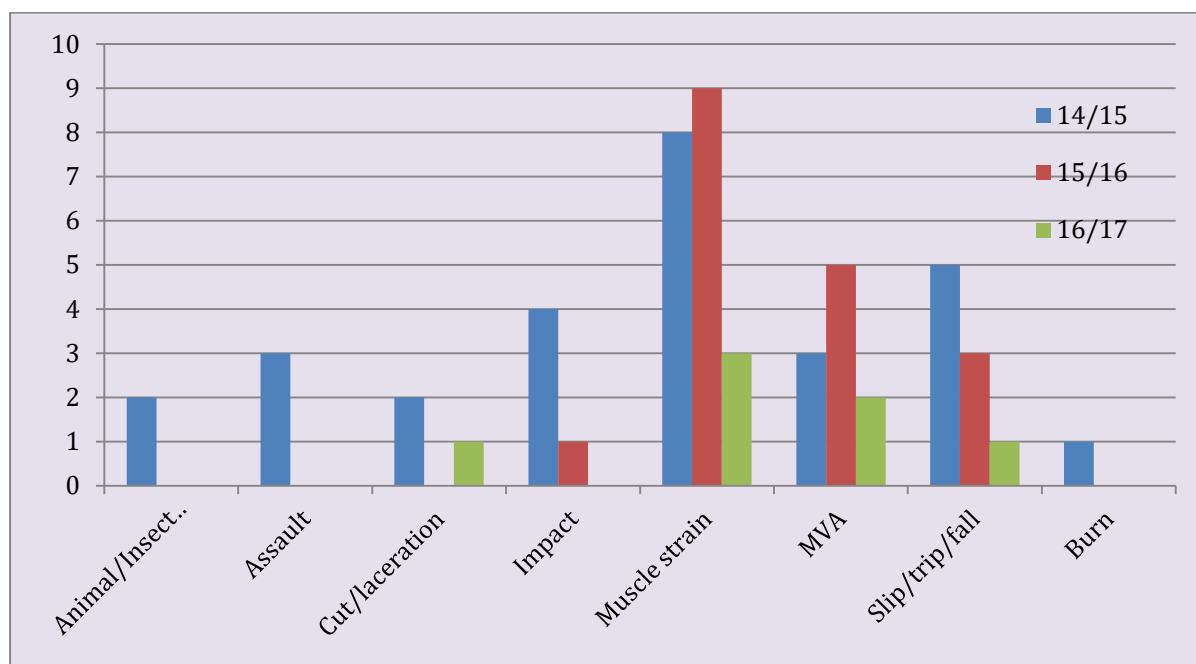
### Incident / Accident Reporting Numbers for 2014/15, 2015/16 and 2016/17



**Analysis:** Incident / Accident reports for this year are trending as per last year.



### Incident / Accident Reporting by Type for 2014/15, 2015/16 and 2016/17



**Analysis:** The incident / accident reporting for this financial year, mirrors the report types from previous years. The only identifiable trend in the reporting for 2016/17 is that muscle strain, and MVA remains the main incident / accident area.

### Visitor Centres

Glamorgan Spring Bay Council operates three visitor centres throughout the Municipality. They are all Yellow "I" centres. Visitor numbers through the centres are up by 9.0% on last year to date.

Visitor Numbers																
MONTH	BICHENO	BICHENO	BICHENO	BICHENO	SWANSEA	SWANSEA	SWANSEA	SWANSEA	TRIABUNNA	TRIABUNNA	TRIABUNNA	TRIABUNNA	TOTAL	TOTAL	TOTAL	TOTAL
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017
JULY	572	657	765	819	762	992	774	749	1388	1645	905	1095	2722	3294	2444	2663
AUGUST	564	573	609	659	640	769	686	634	1388	1409	729	924	2592	2751	2024	2217
SEPTEMBER	1175	1003	1447	1405	1225	1200	1106	1143	1165	1126	1095	1317	3565	3329	3648	3865
OCTOBER	1858	1668	2133	2112	1616	1815	1617	1635	2062	1707	1824	2192	5536	5190	5574	5939
NOVEMBER	2205	2219	2686	2493	1924	2701	2474	2208	2525	2304	2696	2414	6654	7224	7856	7115
DECEMBER	3170	3080	3409	2877	2383	2780	2598	2633	3572	2994	2865	3338	9125	8854	8872	8848
JANUARY	4846	4826	5073	4886	4537	5665	3968	4670	5606	4211	4695	6567	14989	14702	13736	16123
FEBRUARY	3848	4257	4245	4704	3369	4469	5141	4778	4272	4044	5290	7734	11489	12770	14676	17216
MARCH	3768	3367	3414		3239	3786	3794		4209	3441	4044		11216	10594	11252	0
APRIL	2449	1873	2183		2520	2134	2146		2641	2144	2766		7610	6151	7095	0
MAY	934	1082	1085		1160	1115	1048		953	851	1124		3047	3048	3257	0
JUNE	605	579	707		739	858	784		1238	750	1077		2582	2187	2568	0
TOTAL	25994	25184	27756	19955	24114	28284	26136	18450	31019	26626	29110	25581	81127	80094	83002	63986

<b>CURRENT RATES BALANCE 28th February 2017</b>	
Balance Brought Forward	<b>\$9,797.99</b>
Plus:	
Interest Charged	\$8,313.54
Rates Levied	\$7,273,603.39
Debit Journals	\$48,069.29
Sub Total	<b>\$7,339,784.21</b>
Less:	
Receipts	\$5,716,500.44
Pension Rebates	\$242,551.22
Credit Journals	\$95,519.32
Supplementary Credits	\$71,561.49
Discounts	\$66,827.49
Rates Balance	<b>\$1,146,824.25</b>
Discount Date/Rate 01/08/2016 3.0%	
Installments	
	5/08/2016
	7/10/2016
	13/01/2017
	7/04/2017



<b>Profit &amp; Loss</b>				
<b>Glamorgan Spring Bay Council</b>				
<b>MEDICAL SERVICES</b>				
<b>For the month ended 28th February 2017</b>				
	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Var AUD</b>	<b>Var %</b>
<b>Income</b>				
GRANTS	\$231,821.45	\$200,959.00	\$30,862.45	15.4%
INTEREST	\$118.85	\$146.00	-\$27.15	-18.6%
OTHER INCOME	\$614,562.28	\$592,000.00	\$22,562.28	3.8%
RATES AND CHARGES	\$298,843.48	\$297,319.13	\$1,524.35	0.5%
SHARE OF GENERAL RATE	-\$17,100.00	-\$17,100.00	\$0.00	0.0%
USER FEES	\$6,000.00	\$3,000.00	\$3,000.00	100.0%
<b>Total Income</b>	<b>\$1,134,246.06</b>	<b>\$1,076,324.13</b>	<b>\$57,921.93</b>	<b>5.4%</b>
<b>Gross Profit</b>	<b>\$1,134,246.06</b>	<b>\$1,076,324.13</b>	<b>\$57,921.93</b>	<b>5.3815%</b>
<b>Less Operating Expenses</b>				
DEPRECIATION AND AMORTISATION	\$37,200.00	\$37,832.00	-\$632.00	-1.7%
EMPLOYEE BENEFITS	\$305,759.93	\$324,850.00	-\$19,090.07	-5.9%
MATERIALS AND SERVICES	\$663,491.98	\$671,573.00	-\$8,081.02	-1.2%
<b>Total Operating Expenses</b>	<b>\$1,006,451.91</b>	<b>\$1,034,255.00</b>	<b>-\$27,803.09</b>	<b>-2.7%</b>
<b>Net Profit</b>	<b>\$127,794.15</b>	<b>\$42,069.13</b>	<b>\$85,725.02</b>	<b>203.7718%</b>
(1) Unexpected locum coverage charge				
(2) Extension of RPHS grant				
(3) Minimal dollars				



<b>Profit &amp; Loss</b>					
<b>Glamorgan Spring Bay Council</b>					
<b>Visitor Centres</b>					
<b>For the month ended 28th February 2017</b>					
	YTD Actual	YTD Budget	Var AUD	Var %	
<b>Income</b>					
OTHER INCOME	\$11,000.00	\$9,500.00	\$1,500.00	15.8%	(1)
SHARE OF GENERAL RATE	\$147,500.00	\$147,500.00	\$0.00	0.0%	
USER FEES	\$435,589.93	\$443,000.00	-\$7,410.07	-1.7%	
<b>Total Income</b>	<b>\$594,089.93</b>	<b>\$600,000.00</b>	<b>-\$5,910.07</b>	<b>-1.0%</b>	
<b>Gross Profit</b>	<b>\$594,089.93</b>	<b>\$600,000.00</b>	<b>-\$5,910.07</b>	<b>-0.985%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$8,000.00	\$8,000.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$211,341.47	\$202,568.00	\$8,773.47	4.3%	(3)
MATERIALS AND SERVICES	\$294,787.31	\$353,580.00	-\$58,792.69	-16.6%	(4)
<b>Total Operating Expenses</b>	<b>\$514,128.78</b>	<b>\$564,148.00</b>	<b>-\$50,019.22</b>	<b>-8.9%</b>	
<b>Net Profit</b>	<b>\$79,961.15</b>	<b>\$35,852.00</b>	<b>\$44,109.15</b>	<b>123.0312%</b>	
<b>(1) Income above budget at this stage</b>					
<b>(3) Need adjusting re casual labour</b>					
<b>(4) Seasonal related to stock in the main</b>					



<b>Profit &amp; Loss</b>				
Glamorgan Spring Bay Council				
ADMIN CORP,ECONOMIC,GOVERNANCE,SAFETY & RISK,TOURISM				
For the month ended 28th February 2017				
	YTD Actual	YTD Budget	Var AUD	Var %
<b>Income</b>				
CONTRIBUTIONS	\$30,457.56	\$20,000.00	\$10,457.56	52.3%
GRANTS	\$251,450.25	\$252,000.00	-\$549.75	-0.2%
INTEREST	\$37,267.39	\$43,200.00	-\$5,932.61	-13.7%
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$327,382.16	\$262,000.00	\$65,382.16	25.0%
NET GAIN/(LOSS) ON ASSETS	\$0.00	\$0.00	\$0.00	
OTHER INCOME	\$293,988.80	\$246,200.00	\$47,788.80	19.4%
RATES AND CHARGES	\$1,653,960.40	\$1,616,000.00	\$37,960.40	2.3%
SHARE OF GENERAL RATE	\$814,854.00	\$814,854.00	\$0.00	0.0%
STATUTORY FEES AND FINES	\$49,346.01	\$51,000.00	-\$1,653.99	-3.2%
USER FEES	\$185.86	\$0.00	\$185.86	
<b>Total Income</b>	<b>\$3,458,892.43</b>	<b>\$3,305,254.00</b>	<b>\$153,638.43</b>	<b>4.6%</b>
<b>Gross Profit</b>	<b>\$3,458,892.43</b>	<b>\$3,305,254.00</b>	<b>\$153,638.43</b>	<b>4.6483%</b>
<b>Less Operating Expenses</b>				
DEPRECIATION AND AMORTISATION	\$67,300.00	\$67,100.00	\$200.00	0.3%
EMPLOYEE BENEFITS	\$364,018.13	\$358,794.00	\$5,224.13	1.5%
FINANCE COSTS	-\$59.75	\$503.00	-\$562.75	-111.9%
IMPAIRMENT OF RECEIVABLES	\$0.00	\$0.00	\$0.00	
MATERIALS AND SERVICES	\$1,209,003.37	\$1,267,566.00	-\$58,562.63	-4.6%
OTHER EXPENSES	\$126,387.74	\$112,900.00	\$13,487.74	11.9%
<b>Total Operating Expenses</b>	<b>\$1,766,649.49</b>	<b>\$1,806,863.00</b>	<b>-\$40,213.51</b>	<b>-2.2%</b>
<b>Operating Profit</b>	<b>\$1,692,242.94</b>	<b>\$1,498,391.00</b>	<b>\$193,851.94</b>	<b>12.9373%</b>
(1) Hard to budget property contributions				
(2) Timing Problems				
(3) Timing of dividend payments				
(4) Utas live site catalyst money received & timing				
(7) Needs adjusting minimal dollars				
(8) Timing of audit payment				



Profit & Loss					
COUNCIL TOTAL					
For the month ended 28th February 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
<b>Income</b>					
CONTRIBUTIONS	\$59,258.56	\$40,000.00	\$19,258.56	48.1%	(1)
GRANTS	\$1,198,291.64	\$1,710,959.00	-\$512,667.36	-30.0%	(2)
INTEREST	\$37,386.24	\$43,346.00	-\$5,959.76	-13.7%	(3)
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$327,382.16	\$262,000.00	\$65,382.16	25.0%	(4)
NET GAIN/(LOSS) ON ASSETS	\$0.00	\$0.00	\$0.00		
OTHER INCOME	\$1,119,753.17	\$1,100,530.00	\$19,223.17	1.7%	
RATES AND CHARGES	\$3,127,269.93	\$3,076,553.13	\$50,716.80	1.6%	
SHARE OF GENERAL RATE	\$4,040,847.00	\$4,004,847.00	\$36,000.00	0.9%	
STATUTORY FEES AND FINES	\$251,029.50	\$276,200.00	-\$25,170.50	-9.1%	(9)
USER FEES	\$717,347.67	\$723,891.00	-\$6,543.33	-0.9%	
<b>Total Income</b>	<b>\$10,878,565.87</b>	<b>\$11,238,326.13</b>	<b>-\$359,760.26</b>	<b>-3.2%</b>	
<b>Gross Profit</b>	<b>\$10,878,565.87</b>	<b>\$11,238,326.13</b>	<b>-\$359,760.26</b>	<b>-3.2012%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$1,225,364.00	\$1,226,924.00	-\$1,560.00	-0.1%	
EMPLOYEE BENEFITS	\$2,792,203.29	\$2,785,504.00	\$6,699.29	0.2%	
FINANCE COSTS	\$68,228.98	\$81,789.00	-\$13,560.02	-16.6%	(6)
IMPAIRMENT OF RECEIVABLES	\$645.38	\$0.00	\$645.38		
MATERIALS AND SERVICES	\$3,819,441.15	\$3,783,515.00	\$35,926.15	0.9%	
OTHER EXPENSES	\$127,519.52	\$85,091.00	\$42,428.52	49.9%	(7)
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$234,625.00	\$236,220.00	-\$1,595.00	-0.7%	
<b>Total Operating Expenses</b>	<b>\$8,268,027.32</b>	<b>\$8,199,043.00</b>	<b>\$68,984.32</b>	<b>0.8%</b>	
<b>Operating Profit</b>	<b>\$2,610,538.55</b>	<b>\$3,039,283.13</b>	<b>-\$428,744.58</b>	<b>-14.1068%</b>	
<b>Non-operating Expenses</b>					
CLEARING ACCOUNT - PLANT HIRE RECOVERIES & E	-\$100,022.37	-\$90,000.00	-\$10,022.37	-11.136%	
CLEARING ACCOUNTS WAGES ON-COSTS ETC.	-\$79,724.83	-\$75,000.00	-\$4,724.83	-6.2998%	
<b>Total Non-operating Expenses</b>	<b>-\$179,747.20</b>	<b>-\$165,000.00</b>	<b>-\$14,747.20</b>	<b>-8.9%</b>	
<b>Net Profit</b>	<b>\$2,790,285.75</b>	<b>\$3,204,283.13</b>	<b>-\$413,997.38</b>	<b>-12.9201%</b>	
(1) Hard to budget related to development					
(2) Roads to recovery grants not received					
(3) Timing Issues					
(4) Timing Issues					
(6) Timing					
(7) Timing					
(9) Below budget at this time					





as at 28 February 2017		CAPITAL NEW // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Project Code	Description	Budget Est	Timing	YTD	On-Site Progress	Comments
<b>Roads, Footpaths, Kerbs</b>							
S - Gordon / Old Spring Bay Rd	Capital Works 16-17 - CapRF-Ksgord	kerb - Rapp extg to Old Spring Bay Rd	\$49,100			In Progress	
C - Freycinet Drive	Capital Works 16-17 - CapRF-Kcfrey	Kerbing Esplanade to Reserve Road	\$36,900	April			
B - Foster Street Kerb	Capital Works 16-17 - CapRF-Kbfost	Murray St to Barrett Ave - North Side	\$28,500				
B - Foster Street Kerb	Capital Works 16-17 - CapRF-Kbfost	Barrett Ave to Lovett St - North Side	\$28,500				
B - Foster Street Kerb	Capital Works 16-17 - CapRF-Kbfost	Barrett Ave to Lovett St - South Side	\$28,500				
B - Foster Street Footpath	Capital Works 16-17 - CapRF-Fbfost	Barrett Ave to end (medical centre)	\$23,100				
B - Foster Street Footpath	Capital Works 16-17 - CapRF-Fbfost	Murray St to Barrett Ave - North Side	\$23,100				
S - Dolphin Sands Information Bay pull-over	Capital Works 16-17 - CapRF-DSInfo	Swan River Road as per DSRA request	\$6,500		\$6,829	COMPLETED	
O - Mary St Kerb and reconstruction	Capital Works 16-17 - CapRF-Rousmary	End of existing to end 80m	\$30,900				Dependant on private subdivision proceeding
T - Esplanade & Roberts	Capital Works 16-17 - CapRF-Rtsesple	Extend kerb fix footpath	\$35,000				
T - Vicary St & Charles St	Capital Works 16-17 - CapRF-Rtgen	Streetscape design	\$100,000	July	\$12,362	In Progress	
<b>PG, Walking Tracks, Cemeteries</b>							
Township Identity Flags and Poles	Capital Works 16-17 - CapPR-Flag	Flags and Installation	\$16,500				
T - Barton Avenue Foreshore	Capital Works 16-17 - CapPR-Wttbarta	walking track (Stage 1)	\$9,000	Feb		In Progress	
T - Cemetery	Capital Works 16-17 - CapPR-Triacem	Two concrete burial beams	\$3,500		\$869	In Progress	
Municipal Area - TBA Dog Exercise Yard	Capital Works 16-17 - CapPR-Buckland	Fenced Dog Exercise Yard	\$20,000				
O - Foreshore Track	Capital Works 16-17 - CapPR-Wtorqua	Access steps to quarry	\$10,000		\$8,960	COMPLETED	
O - Probation Station	Capital Works 16-17 - CapPR-Prob	Signage and track work	\$14,000				
<b>Stormwater, Drainage</b>							
S - Gordon St	Capital Works 16-17 - CapSD-Swsr	Stormwater Gordon	\$27,200	Feb	\$30,781	COMPLETED	
T - Lord St	Capital Works 16-17 - CapSD-Swtr	Stormwater line extension 100m	\$14,500				
T - Esplanade & Roberts	Capital Works 16-17 - CapSD-Swtr	Stormwater installation	\$18,000				
<b>Council Bldgs &amp; Marine Infrastr</b>							
T - Marina Extension	Capital Works 16-17 - CapTM-Marina	Stages 3 and 4	\$1,300,000	July	\$575,793	In Progress	Loan funds - Combined costing
T - Wharf and Fuel Facility	Capital Works 16-17 - CapTM-Marina	Extend main wharf	\$250,000	July		In Progress	Loan Funds
T - Gatehouse Development	Capital Works 16-17 - CapCB-Gatehouse	Building and Surrounds	\$200,000	July	\$242,175	In Progress	Council Cash \$100k - Tourism Infrastructure Grant \$100k
O - Prosser River	Capital Works 16-17 - CapBR-Brorpros	Dredging and construction work	\$125,000				Council Cash - Council Motion
<b>Plant &amp; Equipment</b>							
Free Roll	161 Dep WorksRF Project WorksRF-Depr	Compaction Roller	\$46,525				
Water Tank trailer 1000 litre	161 Dep WorksRF Project WorksRF-Depr	Trailer mounted pressure pump	\$14,000				
<b>Waste Transfer Stations</b>							
S - WTS Lease Extension	Capital Works 16-17 - CapWM-Swts	Perimeter farm fencing	\$7,000				
S - WTS Tip Shop	Capital Works 16-17 - CapWM-Swts	Feasibility study	\$45,000			In Progress	



as at 28 February 2017		CAPITAL RENEWAL // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Project Code	Description	Budget Est	Timing	YTD	On-Site progress	Comments
<b>Sealed Road Reseals</b>							
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Seal Change to Merideth	\$11,456	Nov	\$19,500	Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Merideth to Pyke	\$3,720	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Pyke to Francis	\$5,224	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Francis to End Kerb	\$7,280	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - End Kerb to Aqua Sands	\$5,856	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Aqua Sands to End Kerb	\$8,400	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - End Kerb to Kennedia	\$5,520	Nov		Council Cash funded from RTR funds
S - Old Spring Bay Road	R2R	Capital Works 16-17 - CapRTR-Rssolds	Reseal - Kennedia to End Seal	\$10,384	Nov		Council Cash funded from RTR funds
S - Kennedia Place		Capital Works 16-17 - CapRF-Rsskenn	Reseal	\$8,960	Feb		
B - Foster Street		Capital Works 16-17 - CapRF-Rsbfofost	Reseal - Lovett to Barrett	\$4,400	Feb		
B - Foster Street		Capital Works 16-17 - CapRF-Rsbfofost	Reseal Barrett to Murray	\$4,456	Feb		
T - Davidson Place		Capital Works 16-17 - CapRF-Rtsdavi	Asphalt Overlay	\$22,680	Feb		
O - West Shelly Road	R2R	Capital Works 16-17 - CapRTR-Roswest	Reseal - Jetty to Vernon	\$34,320	Feb		Council Cash funded from RTR funds
O - West Shelly Road	R2R	Capital Works 16-17 - CapRTR-Roswest	Reseal - Vernon to End	\$5,616	Feb		Council Cash funded from RTR funds
O - Rudd Avenue		Capital Works 16-17 - CapRF-Rosrudd	Reseal - Walpole to Change	\$1,168	Feb	In Progress	
O - Rudd Avenue		Capital Works 16-17 - CapRF-Rosrudd	Reseal - Change to End	\$10,544	Feb	In Progress	
O - Walters Drive		Capital Works 16-17 - CapRF-Roswalt	Reseal	\$10,912	Feb	In Progress	
Bu - Buckland Road	R2R	Capital Works 16-17 - CapRTR-Rbsbuck	Reseal - Sand River to Change	\$63,616	Feb		Council Cash funded from RTR funds
Bu - Buckland Road	R2R	Capital Works 16-17 - CapRTR-Rbsbuck	Reseal - Change to Change	\$69,616	Feb		Council Cash funded from RTR funds
Buckland		Capital Works 16-17 - CapRF-Rbugen	Jetpatcher Costs	\$15,000	Nov	In Progress	
Triabunna		Capital Works 16-17 - CapRF-Rtgen	Jetpatcher Costs	\$15,000	Nov	\$18,067	In Progress
Orford		Capital Works 16-17 - CapRF-Rogen	Jetpatcher Costs	\$15,000	Nov	\$12,068	In Progress
Swansea		Capital Works 16-17 - CapRF-Rsgen	Jetpatcher Costs	\$15,000	Nov		In Progress
Bicheno		Capital Works 16-17 - CapRF-Rbgen	Jetpatcher Costs	\$15,000	Nov	\$2,652	In Progress
Coles Bay		Capital Works 16-17 - CapRF-Rcgen	Jetpatcher Costs	\$15,000	Nov	\$16,551	In Progress
<b>Sealed Road Pavements</b>							
S - Road Repairs		Capital Works 16-17 - CapRF-RRS	General Road Repairs Swansea	\$25,000	Aug	\$24,604	COMPLETED
S - Dolphin Sands Road	R2R	Capital Works 16-17 - CapRTR-Rssdolp	Y Intersection to End - 1400m	\$295,000		\$392,514	COMPLETED
B - Road Repairs		Capital Works 16-17 - CapRF-RRB	General Road Repairs Bicheno	\$25,000	Dec	\$16,281	In Progress
C - Road Repairs		Capital Works 16-17 - CapRF-RRCB	General Road Repairs Coles Bay	\$25,000		\$20,811	COMPLETED
B - Kent Street		Capital Works 16-17 - CapRF-RRBU	Reconstruction	\$55,000	Dec		
O - Road Repairs		Capital Works 16-17 - CapRF-RRO	General Road Repairs Orford	\$25,000		\$23,920	COMPLETED
O - Jetty Road	R2R	Capital Works 16-17 - CapRTR-Rosjett	Jetty Road Reconstruction	\$135,000			Council Cash funded from RTR funds
O - Rheban Rd	R2R	Capital Works 16-17 - CapRTR-Rosrheb	Reconstruction - Ryans to Creek	\$220,000			Council Cash funded from RTR funds
T - Lord Street		Capital Works 16-17 - CapRF-Rtuslord	Section of Lord Street	\$11,500	March		In Progress
T - Road Repairs		Capital Works 16-17 - CapRF-RRT	General Road Repairs Triabunna	\$25,000	Oct	\$23,432	COMPLETED





CAPITAL RENEWAL cont. // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS							
Department	Project Code	Description	Budget Est	Timing	YTD	On-Site progress	Comments
<b>Unsealed Road Pavements</b>							
S - Old Coach Road	Capital Works 16-17 - CapRF-Rsuscoac	Resheet 500m	\$50,000	April			
B - Rosedale Road	Capital Works 16-17 - CapRF-Rbusosed	Resheet 500m	\$50,000	May			
<b>Kerb &amp; Gutter</b>							
C - Garnet Ave	Capital Works 16-17 - CapRF-Kcsgarn	Jetty Rd to Espl (east side)	\$40,000		\$38,828	COMPLETED	
T - Charles Street	Capital Works 16-17 - CapRF-Ktscharl	Franklin to Victoria (part)	\$35,000	Oct	\$5,962	COMPLETED	
<b>Footpaths</b>							
C - Garnet Ave	Capital Works 16-17 - CapRF-Fcsgarn	Jetty Rd to Espl (east side)	\$19,000		\$26,287	COMPLETED	
<b>Parks &amp; Reserves</b>							
A - Park Furniture replacement	161 Dep WorksPR Project WorksPR-Depr	Replacement	\$8,000	Nov		In Progress	
A - Playground Repairs - General	161 Dep WorksPR Project WorksPR-Depr	Replacement	\$7,500	Nov		In Progress	
<b>Stormwater &amp; Drainage</b>							
O - Upgrade culvert crossing Holkam Crt	Capital Works 16-17 - CapSD-Culvert	Upgrade pipe size	\$42,000				
C - Freycinet Drive- Fisheries	Capital Works 16-17 - CapRF-Rcusfish	Upgrade part	\$43,000				
<b>Council Buildings &amp; Marine</b>							
C - Community Hall	Capital Works 16-17 - CapCB-Hallcb	Extension Annexe Replacement	\$60,000	July	\$50,649	In Progress	
O - Raspins Beach	Capital Works 16-17 - CapCB-Prtwo	Replace building for storage/showers	\$78,045	Sept	\$136,412	In Progress	\$38,045 - GRANT - rest Council cash ****
S - Toilet Replacement	Capital Works 16-17 - CapCB-Sw Toilet	Jubilee Beach toilets loo with a view	\$210,000	Aug	\$9,240	In Progress	**** change in class of building required by building surveyor ****
<b>Bridges and Culverts</b>							
S - Glen Gala Creek, Glen Gala Road	Capital Works 16-17 - CapBC-Gleng2	Replacement	\$140,000				Deferred due to Jack Gray Ck structure replacement
S - Unnamed Creek, Old Coach Road	Capital Works 16-17 - CapBC-Oldc1	Replacement	\$113,000				Tender T002-2016
Spring Beach - Two Mile Creek, Rheban Road	Capital Works 16-17 - CapBC-Rheb5	Replacement	\$190,000	Jan	\$3,418	In Progress	Tender T002-2016
Earlham - Earlham Creek, Earlham Road	Capital Works 16-17 - CapBC-Earl1	Replacement	\$126,000				Tender T002-2016
Rheban - Jack Gray Ck, Rheban Road	Capital Works 16-17 - CapBC-Rheb2	Replacement	\$105,000		\$107,795	COMPLETED	Flood damaged
<b>Plant &amp; Equipment</b>							
Small plant replacement	161 Dep WorksTM Project WorksTM-Depr	Replacements	\$20,000			In Progress	
Swansea Town Mntce Utility	Account 165 Dep -REGONUMBER	Replacement	\$32,000		\$31,812	COMPLETED	
Replacement Vehicles/Policy	Account 165 Dep -REGONUMBER	Replacements	\$200,000				
Avaya Network Phone System		Replacement	\$55,000	Oct	\$55,000	In Progress	Council Cash - Savings \$50,000 per annum

## 6.2 Manager Works, Mr Tony Pollard

Roads, Footpaths, Kerbs- Waste Transfer Stations- Garbage, Recycling Services- Town Maintenance - Parks, Reserves, Walking Tracks, Cemeteries - Stormwater Drainage - Bridges, Culverts - Emergency Management, SES

### ROADS, FOOTPATHS, KERBS:

- Unsealed road network:

#### NORTH

Grading works undertaken when weather permits.

Road shouldering works and vegetation trimming undertaken generally on road network where required.

#### SOUTH

Grading works undertaken when weather permits.

Road shouldering works and vegetation trimming undertaken generally on road network where required

- Sealed road network:  
The majority of our sealed road pavements are in good condition throughout the municipal area. Minor potholes are addressed as soon as practicable to reduce water entering the pavement which assists in preventing base course failures.
- Installation works for NBN rollout in a number of towns is nearing completion. Council will be working closely with the installation contractors to ensure all road crossings and grass verge areas are properly reinstated.
- Council's Stornoway contract is progressing well. Staff are keeping the roadsides along the Tasman Highway, Lake Leake Road and Coles Bay Road to a good presentable standard resulting in a number of compliments from Stornoway, residents and commuters.

### WASTE TRANSFER STATIONS:

- All waste transfer stations are operating within prescribed guidelines.

### GARBAGE, RECYCLING SERVICES:

- Nil issues

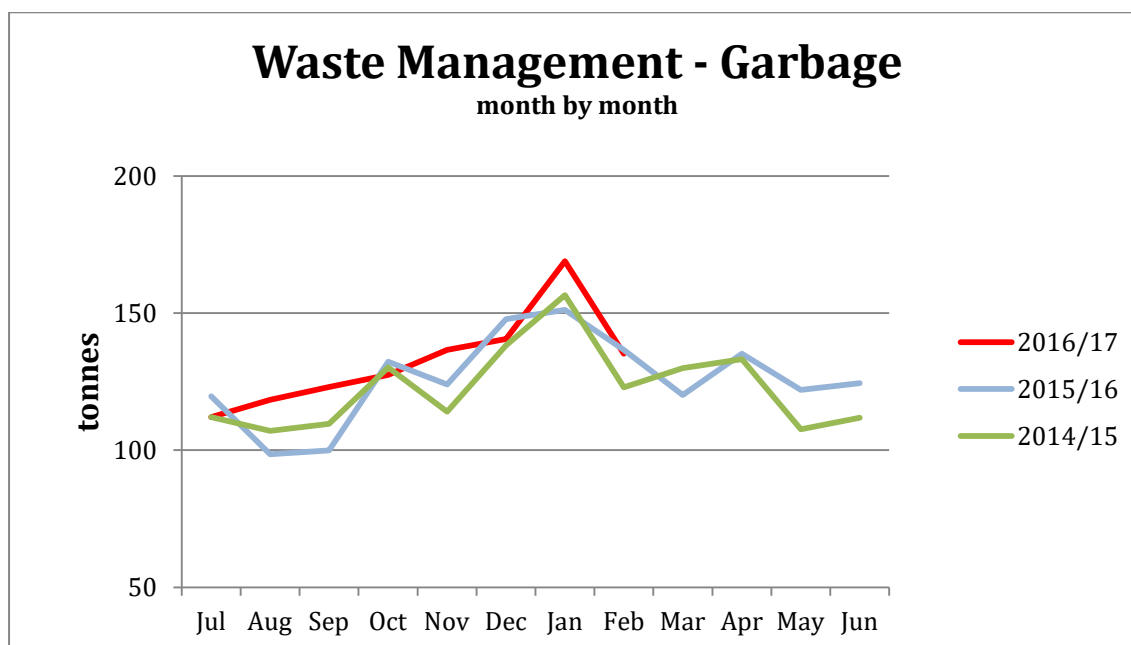
#### Garbage deposited at transfer stations and transported to Copping landfill site (tonnes):

MONTH	<u>BICHENO Collection &amp; WTS</u>	<u>BICHENO WTS only</u>	<u>COLES BAY WTS only</u>	<u>SWANSEA WTS only</u>	<u>ORF-TRIA-CB- SW Collection &amp; ORF WTS</u>	<u>ORFORD WTS only</u>	<u>TOTAL (tonnes)</u>
-	-	-	-	-	-	-	-
JULY '16	34.16	9.90	22.06	32.14	98.20	10.42	186.56
AUG	33.76	4.71	12.52	31.08	96.50	7.21	173.86
SEPT	39.40	13.85	16.10	37.96	134.34	36.78	227.80
OCT	38.50	4.41	27.18	47.14	122.12	28.74	234.94
NOV	43.08	14.77	16.54	46.28	133.22	24.90	239.12
DEC	43.52	14.98	34.54	69.34	141.32	29.33	288.72
JAN '17	58.98	15.95	48.32	63.20	152.23	26.30	322.73
FEB	60.02	30.26	30.65	48.09	123.00	17.52	261.76
TOTALS	351.42	108.83	207.91	375.23	1000.93	181.19	1935.49

### Kerbside Garbage Collected: Bin numbers & tonnages

<u>MONTH</u>	<u>BICHENO</u>	<u>COLES BAY</u>	<u>SWANSEA</u>	<u>TRIABUNNA</u>	<u>ORFORD</u>	<u>TOTAL BINS</u>	<u>TOTAL (tonnes)</u>
JULY '16	2022	1166	1995	2020	2134	9337	112.05
AUG	2421	1300	2491	2080	1570	9862	118.34
SEPT	2129	1239	2153	2609	2165	10295	123.00
OCT	2841	1442	2249	2194	1897	10623	127.47
NOV	2359	1901	2977	2223	1926	11386	136.63
DEC	2378	1650	2490	2885	2308	11711	140.53
JAN '17	3586	2602	2665	2315	2912	14080	168.96
FEB	2480	1628	2551	2290	2321	11270	135.24
<b>TOTALS</b>	<b>20216</b>	<b>12928</b>	<b>19571</b>	<b>18616</b>	<b>17233</b>	<b>88564</b>	<b>1062.22</b>

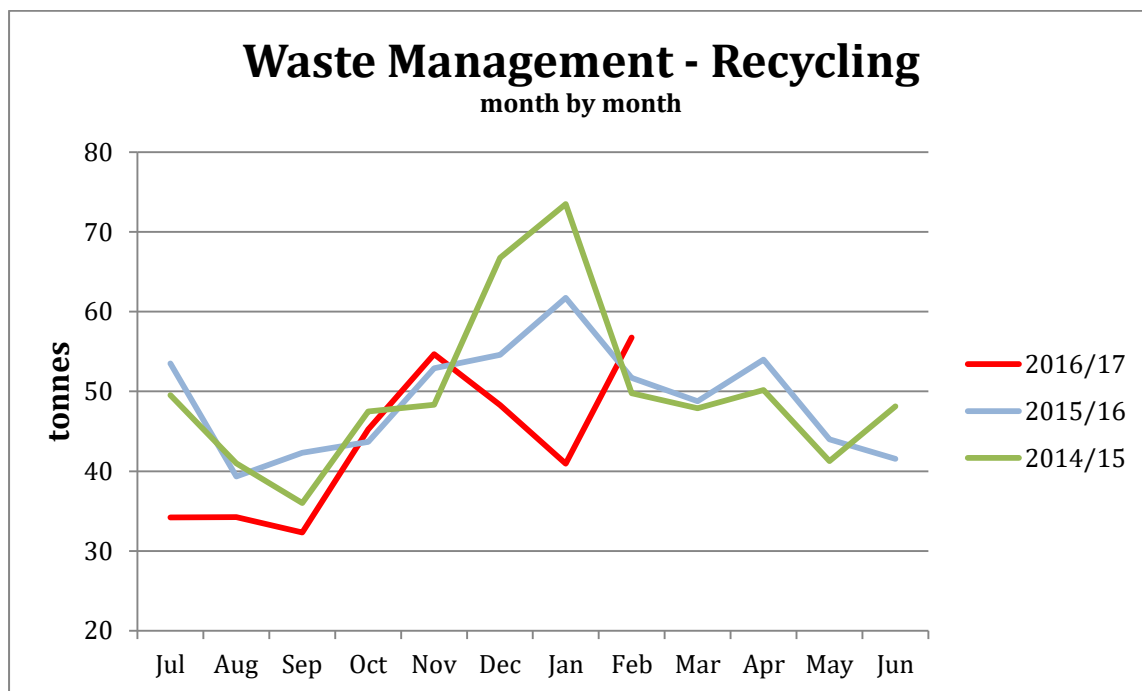
**Note:** Variations with monthly bin number totals can vary from time to time due to holiday periods and also the number of collection weeks within a particular month.



### Kerbside Recycling Collected: Bin numbers & tonnages

<u>MONTH</u>	<u>BICHENO</u>	<u>COLES BAY</u>	<u>SWANSEA</u>	<u>TRIABUNNA</u>	<u>ORFORD</u>	<u>TOTAL BINS</u>	<u>TOTAL (tonnes)</u>
JULY '16	827	567	861	780	1015	4050	34.22
AUG	676	501	910	852	590	3529	34.26
SEPT	910	578	937	885	856	4166	32.30
OCT	1533	817	1081	893	773	5097	45.23
NOV	1155	1158	1644	920	867	5744	54.67
DEC	904	869	637	1138	978	4526	48.30
JAN '17	516	482	612	1036	1149	3795	40.96
FEB	1183	822	1174	960	1023	5162	56.78
<b>TOTALS</b>	<b>7704</b>	<b>5794</b>	<b>7856</b>	<b>7464</b>	<b>7251</b>	<b>36069</b>	<b>346.72</b>

**Note:** Variations with monthly bin number totals can vary from time to time due to holiday periods and also the number of collection weeks within a particular month.



**Note:** One reason why the kerbside recycling stats had a downward spike over the December and January period this financial year was because of the volume of collectibles recorded. All recyclables are transported to a processing facility usually by the collection vehicle.

In December and January the kerbside collection volumes in Swansea, Bicheno and Coles Bay were in excess of one truck load so the vehicle emptied the first load into a recycle skip bin at a 'waste transfer station' to enable the kerbside collection to continue efficiently. The second load was transported as usual and quantities recorded.

The above figures were lower because the skip bin totals were not included in the reported statistics. These figures are being determined and the graph will be amended next report.

#### **TOWN MAINTENANCE:**

- Ongoing general maintenance is being carried out in all our town areas to ensure an acceptable level of overall presentation is maintained.
- Roadside verges through the townships have recently been slashed / mowed to ensure overall presentation is maintained to a high standard.

#### **PARKS, RESERVES, WALKING TRACKS, CEMETERY:**

- Continuation of general maintenance within our townships and along the foreshore areas.

#### **STORMWATER, DRAINAGE:**

- Roadside culverts cleared along various sections of the sealed and unsealed road network.
- Roadside drains reshaped along Old Coach Road, Bernacchi Road - Orford and Esplanade West, Triabunna.

#### **BRIDGES, CULVERTS:**

- Ongoing maintenance when required.



- Maintenance work undertaken on McNeils Road bridge crossing and adjacent road approaches due to water erosion.
- A routine inspection of all our bridge structures is currently being undertaken by our bridge engineering consultants. The report will assess each structure's overall integrity and if required, itemise required maintenance works required to be undertaken.

#### **EMERGENCY MANAGEMENT:**

- Two motor vehicle accidents for the month with no major injuries reported.
- Traffic management provided to the Coles Bay Triathlon held on the 4th of March.
- Traffic control courses run at unit for volunteers.
- Road rescue scenario ran as part of ongoing training.
- 150 sand bags filled and stored on pallets ready to be deployed if needed.
- Emergency Operation Centre training to be conducted on the 13th March which will give us a good idea how the new building would fair under operational conditions.

Visit our website at [www.swansea-ses.weebly.com](http://www.swansea-ses.weebly.com)

***Kelvin Jones ESM, Unit Manager, Glamorgan Spring Bay SES Unit***

#### **2016–2017 CAPITAL WORKS UPDATE**

- Charles Street, Triabunna - kerb replacement is complete between Franklin St and Victoria St (part). The existing kerb has been replaced and subbase road failure resolved. The road shoulder has been prepared for asphaltting.
- Stormwater construction works are complete at the intersection of Old Spring Bay Road and Gordon Street, Swansea. The unmanageable road verge along the bottom of Gordon Street adjacent the intersection has been addressed as part of the stormwater construction works. Survey work/design has been undertaken in preparation for the placement of new kerb and gutter.
- A disability compliant concrete pad has been constructed at the side door entrance of the Raspins Beach new sailing boat storage facility and barrier posts reinstated to segregate the adjoining carpark area. Planting of vegetation across the front of the facility, adjacent the new beach access was undertaken, but the majority of the plants were removed and burnt in a pile on the front concrete apron of the facility. Garden beds will be replanted just prior to the official opening with the assistance of the NRM staff.

<b>Profit &amp; Loss</b> <b>Glamorgan Spring Bay Council</b> <b>WORKS DEPARTMENT</b> <b>For the month ended 28th February 2017</b>				
	YTD Actual	YTD Budget	Var AUD	Var %
<b>Income</b>				
GRANTS	\$676,989.00	\$1,139,000.00	-\$462,011.00	-40.6%
OTHER INCOME	\$158,133.22	\$237,450.00	-\$79,316.78	-33.4%
RATES AND CHARGES	\$1,092,035.55	\$1,079,594.00	\$12,441.55	1.2%
SHARE OF GENERAL RATE	\$1,499,553.00	\$1,499,553.00	\$0.00	
USER FEES	\$66,147.24	\$67,641.00	-\$1,493.76	-2.2%
<b>Total Income</b>	<b>\$3,492,858.01</b>	<b>\$4,023,238.00</b>	<b>-\$530,379.99</b>	<b>-13.2%</b>
<b>Gross Profit</b>	<b>\$3,492,858.01</b>	<b>\$4,023,238.00</b>	<b>-\$530,379.99</b>	<b>-13.1829%</b>
<b>Less Operating Expenses</b>				
DEPRECIATION AND AMORTISATION	\$901,300.00	\$902,472.00	-\$1,172.00	-0.1%
FINANCE COSTS	\$3,958.31	\$6,727.00	-\$2,768.69	-41.2%
EMPLOYEE BENEFITS	\$1,041,937.08	\$1,045,845.00	-\$3,907.92	-0.4%
MATERIALS AND SERVICES	\$1,158,156.31	\$1,064,636.00	\$93,520.31	8.8%
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$231,777.50	\$231,884.00	-\$106.50	0.0%
<b>Total Operating Expenses</b>	<b>\$3,337,129.20</b>	<b>\$3,251,564.00</b>	<b>\$85,565.20</b>	<b>2.6%</b>
<b>Net Profit</b>	<b>\$155,728.81</b>	<b>\$771,674.00</b>	<b>-\$615,945.19</b>	<b>-79.8194%</b>
<b>(1) Roads to Recovery Monies not received as yet</b>				
<b>(2) Contract amendment with Stornoway less maintenance</b>				
<b>(3) Minimal dollar difference</b>				
<b>(4) Will investigate possible capital items in expenses</b>				

### 6.3 Manager Regulatory Services, Mrs. Winny Enniss

Animal Control - Engineering & Technical Services - Environmental Health - Statutory Building - Statutory Planning

#### Animal Control

73 dogs were registered in February with 955 YTD total. YTD, 5 dogs have been impounded, 120 infringements issued, 7 warnings given, 1 dog surrendered, 2 dogs seized and 1 dog has been euthanized. There has been 3 lost dog call and 21 complaints received YTD. This department is operating only with the Regulatory Services Officer/Municipal Inspector.

A contractor conducted a dog registration audit this month resulting in over 200 unregistered dogs. Letters and infringement notices will be issued in February/March 2017.

#### Engineering & Technical Services

This department provides general engineering and technical advice regarding development applications. This department currently consists of 1 Contract Engineer, with assistance from the Regulatory Services Officer.

#### Environmental Health

One food business registration was renewed this month. One temporary food registration and 1 special plumbing permit was issued for the month. YTD 2 place of assembly licences have been issued, 14 immunizations have been conducted and there are 10 supplies of private water. 6 food business inspections were carried out this month totalling 55 YTD. Recreation Water Sampling commenced in December with 21 samples being taken YTD.

Council commenced its normal yearly round of fire abatement inspections in November. For this fire season, 75 fire abatement notices have been issued. This department consists of a permanent full time Health Administration Officer and a part time Environmental Health Officer with assistance from the Regulatory Services Officer conducting abatement inspections.

#### Statutory Building

Council received 12 applications for February and approved 9 applications. The building department currently consists of a Permanent full time Building Administration Officer and 2 contractors namely a building surveyor and a plumbing inspector. Applications are being processed within the required timeframes.

#### Statutory Planning

Council received 31 applications in February and approved 18 applications. 4 applications were placed on section 54 for the month. There were 4 NPR applications for the month with 40 YTD (No permits required). The planning department consists of 1 permanent Manager Planning & Special Projects, 1 permanent part time Planning Administration Officer and a portion of the permanent Manager Regulatory Services.. Other resources are contracted as required. Whilst applications are taking longer to assess due to the new planning scheme being introduced they are still being processed within the required timeframes.

The new Interim Planning Scheme was declared by the Minister on 29<sup>th</sup> July 2015 and became operational from 5<sup>th</sup> August 2015. The new scheme and maps are available online at [www.iplan.gov.au](http://www.iplan.gov.au) or you can go via Council's website at [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au).

#### Bendigo Bank

The Bendigo Bank Agency opened on 21<sup>st</sup> August 2013 and operates from the Regulatory Services Department. Five staff members are trained to perform the Agency requirements of the Bank. This month there were 103 deposits (577 YTD), 30 withdrawals (256 YTD), 4 transfers (34 YTD), 2 new account enquiries (6 YTD) and 20 general enquiries (108 YTD). There have been 4 days where no transactions/enquires have occurred for this financial year.

#### General

A trainee commenced employment within the Regulatory services Department on 24<sup>th</sup> October 2016 undertaking Certificate III in Business Administration.

<b>PLANNING</b>	<b>MTD</b>	<b>YTD</b>
Application Received	31	208
Applications Approved	18	203
Placed on Section 54	4	
Applications Refused		1
Applications Withdrawn		2
NPR – No Permit Required	4	40
Visitor Accommodation Approvals	6	52
<b>BUILDING</b>		
Application Received	12	121
Applications Approved	9	122
<b>ANIMAL CONTROL</b>		
Dogs Registered	73	955
Kennel Licences Issued/renewed		
Dogs Impounded	1	5
Dogs Seized		2
Dogs Surrendered		1
Dogs Euthanized		1
Warnings Issued		7
Complaints		21
Infringements	82	120
Lost Dog calls		3
Other		6
<b>ENVIRONMENTAL HEALTH</b>		
Immunisations		14
Food Business Registrations	1	115
Temporary Food Business Registrations	1	15
Food Business Inspections	6	55
Place of Assembly Licences		2
Environmental Nuisances		
Abatement Notices		61
Notifiable Diseases		
Recreational Water Sampling	7	21
Suppliers of Private Water		10
Water Carriers		
Regulated System Registration		
Major Incidents notified to DPIPWE		
Special Plumbing Permits Issued	1	26
<b>BENDIGO BANK</b>		
Deposits	103	577
Withdrawals	30	256
Transfers	4	34
New Accounts		6
Other	20	118
No of days whereby no transactions/enquiries carried out		4

## APPLICATIONS RECEIVED AND APPROVED FOR February 2017

Type: D – Discretionary      P – Permitted      E – Exempt      NPR – No permit required

Planning DA No	Type	Location	Description	Status	Received	Resolved
16248	D	19 West Shelly Road, Orford	Outbuilding	Approved		07/02/17
17001	P	RA371 Rheban Road, Spring Beach	Change of use to visitor accommodation	Approved		20/02/17
17002	P	15 French Street, Orford	Partial Change to visitor accommodation	Approved		02/02/17
17003	D	2A Tarelton Street, Swansea	Outbuilding	Approved		09/02/17
17005	D	19a Esplanade, Triabunna	Addition & Alteration to food services	Approved		28/02/17
17006	P	RA1182 Dolphin Sands Road, Dolphin Sands	Change of use to visitor accommodation	Approved		09/02/17
17009	NPR	12 Addison Street, Swansea	Additions to dwelling & outbuilding	Approved		02/02/17
17010	P	RA32 High Street, Pontypool	Partial change of use to visitor accommodation	Approved		09/02/17
17011	NPR	46 East Shelly Road, Orford	Addition to dwelling	Approved		02/02/17
17012	P	2/37 Hazards View drive, Coles bay	Change of use to visitor accommodation	Approved		07/02/17
17013	NPR	6 Oyster Place, Orford	Change of use to visitor accommodation	Approved		17/02/17
17015	NPR	1 Sebastian Rise, Swansea	Dwelling	Approved		09/02/17
17016	D	4 Parsons lane, Coles bay	Partial change of use to visitor accommodation	In progress	14/02/17	
17017	D	48 Mercury Place, Spring Beach	Change of use to visitor accommodation	In progress	01/02/17	
17018	D	RA1110 Dolphin Sands Road, Dolphin Sands	Outbuilding	In progress	01/02/17	
17019	D	RA20 Mercury Place, Spring Beach	Change of use to visitor accommodation	In progress	02/02/17	
17020	P	3 Beattie Avenue, Bicheno	Change of use to visitor accommodation	Approved	03/02/17	20/02/17
17021	P	26 Bradley Drive, Coles bay	Change of use to visitor accommodation	Approved	03/02/17	20/02/17
17022	D	16 Sea View Crescent, Orford	Change of use to visitor accommodation	In progress	06/02/17	
17023	D	9 Freycinet Court,	Dwelling	In	07/02/17	

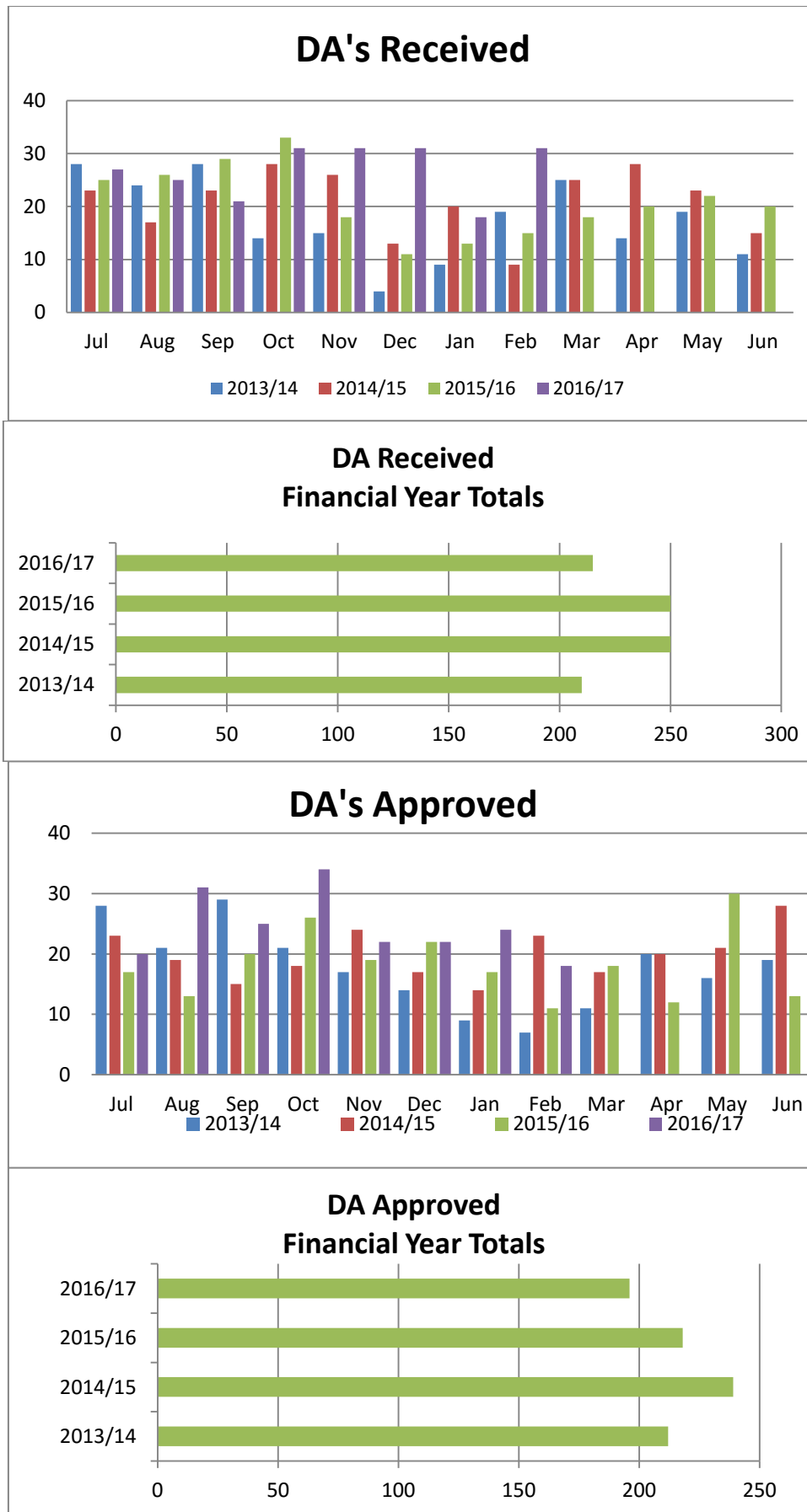
		Swansea		progress		
17024	D	2 Murray Street, Bicheno	Additions & alterations to dwelling	In progress	07/02/17	
17025	P	16 Douglas street, Bicheno	Change of use to visitor accommodation (studio only)	Approved	08/02/17	20/02/17
17026	D	4 Louisville Road, Orford	Jetty addition & alteration	In progress	08/02/17	
17027	D	RA69 Suncoast Drive, Bicheno	Forestry	In progress	10/02/17	
17028	D	33 Melbourne Street, Triabunna	Outbuilding	In progress	10/02/17	
17029	P	RA106 Harveys farm road, Bicheno	Outbuildings	In progress	10/02/17	
17030	D	57 Foster Street, Bicheno	Ancillary dwelling	In progress	17/02/17	
17031	P	RA30 High Street, Pontypool	Change of use to visitor accommodation	In progress	17/02/17	
17032	D	51 Charles Street, Triabunna	Additions to clubrooms	In progress	17/02/17	
17033	D	RA189 Harveys farm Road, Bicheno	Addition to existing building for habitable & outbuilding use	In progress	17/02/17	
17034	NPR	2 Boyle Street, Triabunna	Additions & alterations to dwelling	Approved	21/02/17	23/02/17
17035	NPR	23/31 Murray Street, Bicheno	Outbuilding	Approved	21/02/17	27/02/17
17036	D	Harveys farm road, Bicheno	Dwelling & outbuilding	In progress	20/02/17	
17037	D	30 French Street, Orford	Outbuilding	In progress	21/02/17	
17038	D	5 Sheaoak Court, Coles bay	Dwelling & outbuilding	In progress	23/02/17	
17039	D	429 Freycinet Drive, Coles bay	Change of use to visitor accommodation	In progress	21/02/17	
17040	D	RA13571 Tasman Highway, Swansea	Outbuilding & addition to dwelling	In progress	27/02/17	
17041	NPR	RA30 Suncoast Drive, Bicheno	Outbuilding	In progress	27/02/17	
17042	NPR	RA9 Ryans Road, Spring Beach	Addition to dwelling	In progress	27/02/17	

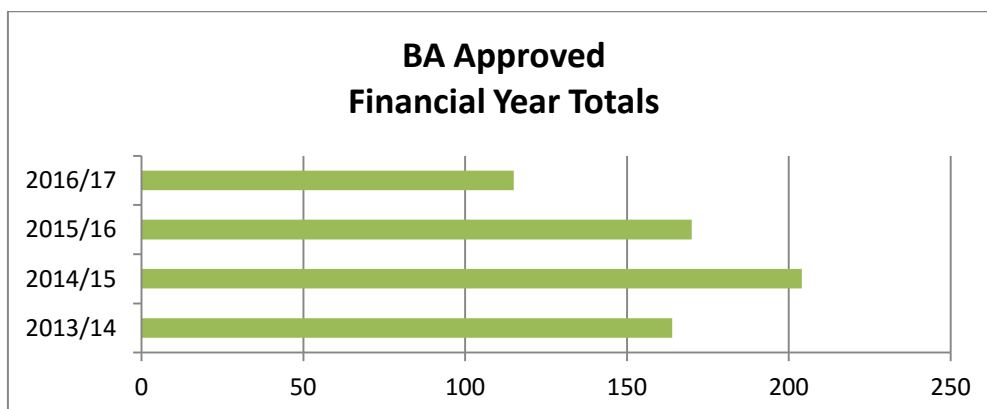
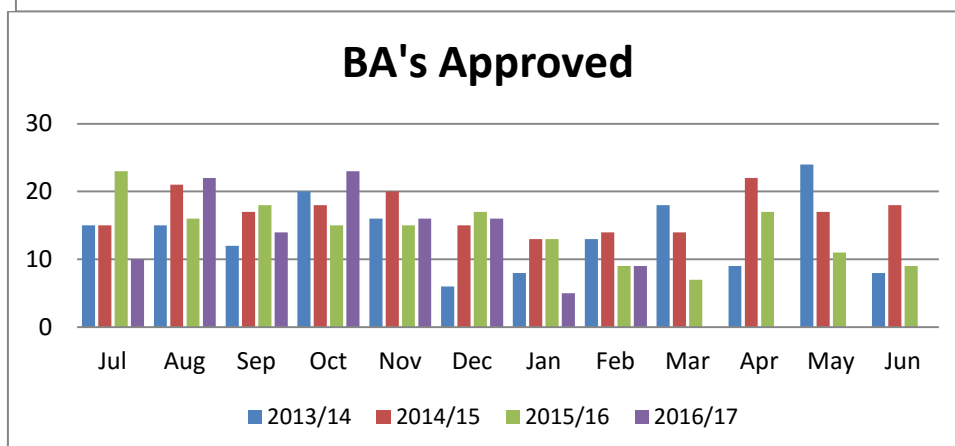
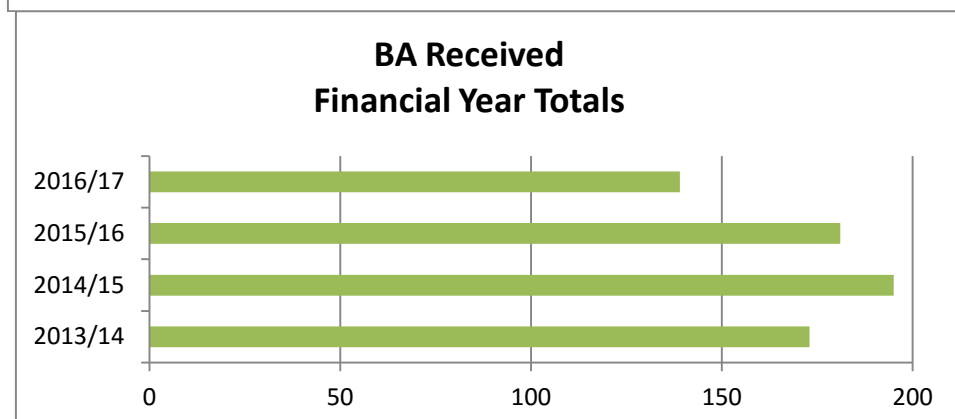
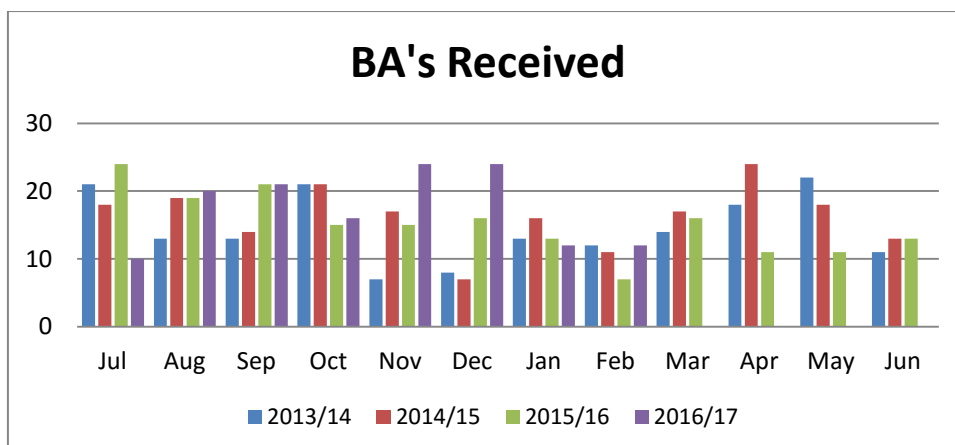
SUBDIVISIONS SA No						
16016		41 Happy Valley Road, Spring Beach	Subdivision into 24 lots	Approved		28/02/17
17004		Rheban road, Orford	Subdivision into 92 lots & section amendment 01/17	In progress	08/02/17	
17005		2 Inkerman Street,	Subdivision into 3	In	10/02/17	



	Triabunna	lots	progress		
17006	Ra80 Glen Gala road, Cranbrook, Ra82 Glen Gala road, Cranbrook	Boundary adjustment	In progress	15/02/17	
17007	7 Addison Street, Swansea	Boundary Adjustment	In progress	21/02/17	

<b>BUILDING BA No</b>					
16183	RA199 Rosedale Road, Bicheno	Dwelling	Approved		01/02/17
16184	212 Gordon Street, Swansea	Dwelling & Deck	Approved		01/02/17
16185	14 Walpole Street, Orford	Alterations & Additions	Approved		01/02/17
16187	RA81 Rosedale road, Bicheno	Dwelling	Approved		01/02/17
17002	RA525 Earlham Road, Rheban	Shed	Approved		08/02/17
17005	Tasman Highway, Bicheno	Garage	Approved		08/02/17
17006	15 Melbourne Street, Triabunna	Alterations to classrooms	Approved		08/02/17
17007	17A Noyes Street, Swansea	Dwelling	Approved		17/02/17
17008	Pearl Court, Orford	Outbuilding	Approved		17/02/17
17009	RA39 Kent Street, Buckland	Wastewater system	In progress	07/02/17	
17010	Esplanad east, Triabunna	Dwelling	In progress	08/02/17	
17011	41A Tasman Highway, Orford	Outbuilding	In progress	14/02/17	
17012	RA674 Dolphin Sands Road, Dolphin Sands	Alterations & Additions – dwelling & deck	In progress	14/02/17	
17013	2A Tarleton Street, Swansea	Outbuilding	In Progress	17/02/17	
17014	4 Old Convict Road, Orford	Plumbing only	In progress	22/02/17	
17015	RA88 Hoods Road, Spring Beach	New building & addition	In progress	22/02/17	
17016	8 Wedge tail Circuit, Bicheno	Dwelling	In progress	22/02/17	
17017	966 Dolphin Sands Road, Dolphin Sands	Dwelling	In progress	23/02/17	
17018	5 Sheoak Court, Coles bay	Dwelling & outbuilding	In progress	23/02/17	
17019	24 Hazards View Drive, Coles Bay	Dwelling	In progress	28/02/17	
17020	21 Beattie Avenue, Bicheno	Outbuilding	In progress	28/02/17	





<b>Profit &amp; Loss</b> <b>Glamorgan Spring Bay Council</b> <b>REGULATORY SERVICES</b> <b>For the month ended 28th February 2017</b>					
	YTD Actual	YTD Budget	Var AUD	Var %	
<b>Income</b>					
CONTRIBUTIONS	\$28,801.00	\$20,000.00	\$8,801.00	44.0%	(1)
OTHER INCOME	\$18,863.69	\$900.00	\$17,963.69	1996.0%	(2)
RATES AND CHARGES	\$82,430.50	\$83,640.00	-\$1,209.50	-1.4%	
SHARE OF GENERAL RATE	\$363,060.00	\$357,740.00	\$5,320.00	1.5%	
STATUTORY FEES AND FINES	\$201,683.49	\$225,200.00	-\$23,516.51	-10.4%	(3)
USER FEES	\$14,452.40	\$11,250.00	\$3,202.40	28.5%	(5)
<b>Total Income</b>	<b>\$709,291.08</b>	<b>\$698,730.00</b>	<b>\$10,561.08</b>	<b>1.5%</b>	
<b>Gross Profit</b>	<b>\$709,291.08</b>	<b>\$698,730.00</b>	<b>\$10,561.08</b>	<b>1.5115%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$16,064.00	\$16,064.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$307,745.66	\$306,497.00	\$1,248.66	0.4%	
MATERIALS AND SERVICES	\$247,431.87	\$225,240.00	\$22,191.87	9.9%	(4)
<b>Total Operating Expenses</b>	<b>\$571,241.53</b>	<b>\$547,801.00</b>	<b>\$23,440.53</b>	<b>4.3%</b>	
<b>Net Profit</b>	<b>\$138,049.55</b>	<b>\$150,929.00</b>	<b>-\$12,879.45</b>	<b>-8.5334%</b>	
<b>(1) Public Open Space contrlbutions above budget</b> <b>(2) Unexpected commission received re bank &amp; resource sharing</b> <b>(3) Timing issue re food premise licensing</b> <b>(4) Dog audit expenses. Expect recovery in income once fines are paid</b> <b>(5) User Fees above budget due to dog audit</b>					

## **6.4 Manager Community Development & Administration, Mrs Lona Turvey**

Community Development · Administration Services ·

### **Seniors' Bus Trip**

A bus trip has been organised for thirty-eight (38) seniors to travel to Margate on Friday, 17th March where they will have morning tea at the Margate Pancake Train, visit the Inverawe Native Gardens and then head to Claremont House for lunch.

### **The Dame' at the May Shaw**

On Monday, 20th March, Council is sponsoring a show at the May Shaw for the residents. It will be Vera Lyn's 100th birthday on that date and "The Dame", Mervyn Magee, will again entertain the residents with wartime hits, including a selection of songs associated with Vera Lyn.

Pianist Mary-Anne Johnson will accompany The Dame on the piano and will also sing.

There will be a special afternoon tea for the residents.

### **National Tidy Towns Awards**

The National Tidy Towns Awards will be held in Triabunna on 11th and 12th May, 2017. Council's Sustainability Officer, Executive Officer and Community Development Manager are currently working closely with the Keep Australia Beautiful Programs Co-ordinator to organise this event.

Finalists in this year's National Awards are:-

Horsham, Victoria; Maitland, NSW; Greenbushes, Western Australia; Barmera, South Australia; Stanley, Tasmania; Areyonga, Northern Territory.

This event will provide a wonderful opportunity to showcase Triabunna to delegates from every State in Australia, many of whom are extending their visit to take in more of our picturesque east coast and to sample our food and wine.

### **Rural Week 2017**

Second year medical students will again be spending a week in Triabunna from 3rd – 7th April as part of the University of Tasmania's School of Medicine Rural Communities Program. This will be the seventh year the students have been participating in this program in Glamorgan Spring Bay.

Learning outcomes from the program are:-

- Understanding the health care system
- Understanding the role of the doctor in rural communities
- Understanding health care networks in rural communities
- Understanding how rural life impacts on access and provision of health care.

As in past years, Council will host a welcome morning tea on Monday, 3rd April.

### **Pop-Up Book Stall (PUBS)**

The Pop-Up Book Stall (PUBS) has recently donated \$800 from the sale of their books to be used for seniors' activities/trips. Since its inception in October, 2015, PUBS has donated \$2,380 for youth activities and are now also supporting activities for seniors, making a combined total donation of \$3,180. PUBS also donate to the Spring Bay Suicide Prevention Network; Spring Bay Volunteer Ambulance; and Triabunna Volunteer Fire Brigade.

This is an extraordinary effort by the founders of PUBS, Judy Mollineaux and Richard Wylie, who have now raised a total of \$10,192 from the sale of secondhand books. Judy and Richard were also assisted by Tony and Jane Pollard in the initial stages of the enterprise. Every cent raised by PUBS is handed over to the community.

Over the long weekend in March, PUBS held a book sale at the Orford Hall in aid of Cuppa for Cancer and raised a staggering \$2,182.

Congratulations and a huge "thank you" to these two community members and their volunteer helpers who put so much energy and work into raising funds for the betterment of our area.

### **Ten Days on the Island:**

**Portraits in Motion** is a gentle meeting of cinema, photography and story and is coming to the Swansea Town Hall on Thursday, 23rd March as part of Ten Days on the Island.

Volker Gerling, from Germany, has walked 3,500 kilometres over 13 years and had thousands of human encounters in search of lost moments. These intimate moments have been compiled into flipbooks and Gerling presents the best of them to audiences all over the world.

Using his flipbooks, a projector and his elegant humour, he creates a narrated 'thumb cinema' that exposes what the rushing world doesn't see.

Council is sponsoring a bus to take people from Triabunna, Orford and Buckland to this event.

### **Sites of Love and Neglect – The Distance**

This visual arts project can be viewed at Kelvedon Estate, south of Spikey Bridge from 17th March to 26 March from 10.00 a.m. – 4.00 p.m.

### **Southern Students Leaders Conference**

Fifteen (15) student leaders from Swansea, Triabunna and Orford schools will attend the Southern Students Leaders Conference in Huonville on 29th March. Council is sponsoring a bus to enable the students to attend this event.

### **Reception – Martin and Wendy Crawford**

A reception is being held for Martin and Wendy Crawford on Thursday, 30th March, 2017 at the Swansea Town Hall. Martin and Wendy are leaving Swansea to live in Launceston after a period of seventeen (17) years. Martin was a former Councillor and Deputy Mayor as well as holding official positions on a number of community groups and organisations.



## COMMUNITY SMALL GRANTS PROGRAM

NAME	DONATED	COUNCIL MINUTE
Buckland Community Bush Dances	1,000	103/16
Orford Bowls Club	850	104/16
Orford Golf Club	1,000	105/16
Pademelon Park Wildlife Refuge	1,000	106/16
Winter Challenge	1,000	107/16
Eastcoast Regional Development Organisation	1,000	113/16
Ten Days on the Island Festival 2017	1,000	114/16
Bicheno Sesquicentennial Celebration	1,000	132/16
Earth Ocean Network Inc.	1,000	133/16
Glamorgan Lions Club	800	154/16
Lions Club of Spring Bay	800	155/16
Riversdale Events	1,000	168/16
Bicheno Men's Shed	400	169/16
Freycinet Association Inc.	1,000	170/16
Freycinet Sports and Community Club Inc.	1,000	19/17
<b>Total</b>	<b>13,850</b>	



<b>Profit &amp; Loss</b>					
<b>Glamorgan Spring Bay Council</b>					
<b>COMMUNITY DEVELOPMENT AND ADMINISTRATION</b>					
<b>For the month ended 28th February 2017</b>					
	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Var AUD</b>	<b>Var %</b>	
<b>Income</b>					
GRANTS	\$0.00	\$0.00	\$0.00		
OTHER INCOME	\$6,836.48	\$5,200.00	\$1,636.48	31.5%	(1)
SHARE OF GENERAL RATE	\$584,300.00	\$584,300.00	\$0.00	0.0%	
<b>Total Income</b>	<b>\$591,136.48</b>	<b>\$589,500.00</b>	<b>\$1,636.48</b>	<b>0.3%</b>	
<b>Gross Profit</b>	<b>\$591,136.48</b>	<b>\$589,500.00</b>	<b>\$1,636.48</b>	<b>0.2776%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$16,000.00	\$16,000.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$247,049.07	\$275,622.00	-\$28,572.93	-10.4%	(3)
MATERIALS AND SERVICES	\$64,954.06	\$55,200.00	\$9,754.06	17.7%	(2)
<b>Total Operating Expenses</b>	<b>\$328,003.13</b>	<b>\$346,822.00</b>	<b>-\$18,818.87</b>	<b>-5.4%</b>	
<b>Operating Profit</b>	<b>\$263,133.35</b>	<b>\$242,678.00</b>	<b>\$20,455.35</b>	<b>8.429%</b>	
<b>(1) Minimal dollar variance</b>					
<b>(2) Timing differences related to payments</b>					
<b>(3) Below budget at this time</b>					

## 6.5 Manager Buildings & Marine Infrastructure, Mr Adrian O'Leary

Boat Ramps & Jetties · Triabunna Marina · Council Buildings · Planning, Building & Technical Compliance when required ·

### Public Amenities and Buildings:

- General building maintenance to all buildings is carried out when required.
  - **Triabunna Gatehouse**

Construction is continuing on the development to build the Triabunna Gatehouse at the Highway entrance to Triabunna.  
The main building frame and cladding is complete.  
Roof material installed and the glass panels for the display area are installed.  
All the steel fabricating work on the interior is complete and the sliding metal door to the display area has been installed.  
Landscaping for the site has commenced, steel edging is currently being manufactured to the Architects specifications. The plants for the area have been chosen by the N.R.M. team and were purchased a while ago.  
This new building when complete will have a large glass front display area, toilet facilities including disabled accessible facilities, a satellite visitor information hub and an undercover sitting area. The stylish design of the building should encourage visitors to turn off the highway into Triabunna. The displays at the Gatehouse will encourage visitors to explore further into the township and port complex.
  - **Raspins Beach**

Construction of a new sailing boat storage facility with amenities at Raspins Beach Orford is complete.  
This facility will house the Triabunna District High School's Training sail boats. Toilets & change rooms are included in the design.
  - **Swansea Loo with a View**

Preliminary plans for the Swansea Loo with a View toilet facility at Jubilee beach have been finalised. A Planning Development Application has been lodged. Crown Land Services has given permission to lodge the Development Application.  
Engineering specifications are being designed for the construction phase.
- Swansea Noyes Street House**  
Renovations are continuing on the old Historical Society house at 8 Noyes Street, Swansea.  
The building has been fenced off from the community garden.  
The interior is being repainted and the kitchen and bathroom will be renovated. The timber floors will be sanded and polished with vinyl being laid in the bathroom, kitchen and laundry.



**Orford sailing boat storage shed completed**

Council Buildings			
Category	No.	Sub-Category	No.
Community Facility	27	Halls	9
		Community Service Buildings	18
Municipal Facility	16	Council Depot structures	13
		Administrative Office structures	3
Recreation Facility	11	Change Rooms	2
		Club Rooms	3
		Pavilion	1
		Playing Surface (Tennis)	1
		Misc. Structures	4
Public Toilets	17	Toilets	17
Shelters & Monuments	13	Monuments	1
		Public Shelters	12
Waste Management Facility	4	Buildings & Sheds	4
Total Buildings Listed	88		88

## **MARINE INFRASTRUCTURE:**

### **Boat Ramps and Jetties:**

- General maintenance is carried out on Council owned boat ramps and jetties.
- **Swansea Elevated Boat Ramp**  
MAST has secured funding from the Federal Government for the additional funds required to build the new elevated boat ramp at Swansea. Tas Marine Construction has won the tender to construct this new boat ramp. It is expected work will commence after the summer season. This new boat ramp will provide recreational boaters with an all tide launching and retrieval facility. The elevated two lane road access to the launching facility will run alongside the existing pier to deeper water. MAST is also intending to install a wave screen extension to the existing Swansea pier. This will give better protection to recreational boats at both the pier and the new boat ramp.
- **All Boat Ramps**  
Glamorgan Spring Bay Council's Natural Resource Management Team are cleaning the recreational boat ramps in our municipality with a high pressure steam cleaner every six months now to improve the safety on the ramps. The build-up of algae was creating a dangerous slip hazard to recreational boat users while launching and retrieving their vessels.

### **Triabunna Wharf and Marina:**

- Ongoing general maintenance and inspections are carried out as required.
- Work on the Triabunna main wharf extension is almost complete. Tas Marine Construction has been working on this project for the last few months. The wharf has been extended by approximately 24 metres and will incorporate a diesel fuelling facility and extend the existing wharf loading area. Bennett's Petroleum will be installing the bowser, credit card payment system and the 30,000 litre diesel holding tank.  
Payment will be by Credit card or Bennett's petroleum fuel card.
- Stages 3 & 4 of the Triabunna Marina expansion are progressing well. Engineered Water Systems won the tender to provide the marina pontoons and piles. The floating pontoons have been delivered to the area and are all assembled ready for installation. The piles are being installed and shortly the pontoons will be floated out and positioned in place. The marina berths should be ready for populating with vessels by May-June this year.
- Crown Land Services and the Environmental Protection agency have given Council approval for these works.
- Navigators have been awarded the Government contract to operate the ferry service to Maria Island and will begin their service at the end of March 2017. The company has asked Council to provide a berthing facility for them adjacent to the Triabunna Visitor Information Centre. This will require some adjustments to the position of some existing berths. In the meantime we will temporarily position the new ferry at the wharf.

### **Prosser River:**

- **Prosser River Stabilisation Project**  
The appeal was heard by the Resource Management and Planning Appeals Tribunal (RMPAT) who have issued approval for the stabilisation on a revised route to the south of the original application which was agreed by all parties during the appeal



process. Final engineering for the proposal is required to be submitted to Council's Planner for approval.

Council Marine Infrastructure	
Public Boat Ramps throughout Municipality	14
Fishing Boats paying yearly fee at the Triabunna Wharf	7
Marina Berths occupied by Commercial Fishing Boats (Triabunna)	20
Marina Berths occupied by Recreational Boats (Triabunna)	32
Marina Berths occupied by Ferries or Tour Boat operators	3
Waiting list for Commercial Fishing Boat Berths (Triabunna)	2
Waiting list for Recreational Boat Berths (Triabunna)	29



**Triabunna Wharf Extension nearing completion**





Glamorgan Spring Bay Council					
BUILDINGS AND MARINE INFRASTRUCTURE					
For the month ended 28th February 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
<b>Income</b>					
OTHER INCOME	\$690.90	\$6,080.00	-\$5,389.10	-88.6%	(1)
SHARE OF GENERAL RATE	\$421,680.00	\$421,680.00	\$0.00	0.0%	
STATUTORY FEES AND FINES	\$0.00	\$0.00	\$0.00		
USER FEES	\$167,265.97	\$183,960.00	-\$16,694.03	-9.1%	(2)
<b>Total Income</b>	<b>\$589,636.87</b>	<b>\$611,720.00</b>	<b>-\$22,083.13</b>	<b>-3.6%</b>	
<b>Gross Profit</b>	<b>\$589,636.87</b>	<b>\$611,720.00</b>	<b>-\$22,083.13</b>	<b>-3.61%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$168,000.00	\$168,120.00	-\$120.00	-0.1%	
EMPLOYEE BENEFITS	\$85,254.86	\$83,402.00	\$1,852.86	2.2%	
FINANCE COSTS	\$69,941.94	\$74,559.00	-\$4,617.06	-6.2%	(2)
MATERIALS AND SERVICES	\$145,117.81	\$131,450.00	\$13,667.81	10.4%	
<b>Total Operating Expenses</b>	<b>\$468,314.61</b>	<b>\$457,531.00</b>	<b>\$10,783.61</b>	<b>2.4%</b>	
<b>Net Profit</b>	<b>\$121,322.26</b>	<b>\$154,189.00</b>	<b>-\$32,866.74</b>	<b>-21.3159%</b>	
<b>(1) Minimal Dollars</b>					
<b>(2) below budget at this time</b>					

## 6.6 Manager Natural Resource Management, Ms Melanie Kelly

Natural Resource Management: Sustainability: Catchments To Coast: Policy and Partnerships

### Programs and Projects

*Continue to support integrated catchment management through the Catchments to Coast (C2C) program and the implementation of catchment management plans.*

### Catchment plans

A public forum to identify topics to be considered in the review of the Draft Prosser Catchment Plan by the Consultative Committee will be held in the Triabunna Community Hall on the morning of the 25<sup>th</sup> March. The first Workshop will be held in Levendale on Wednesday 29<sup>th</sup> March, the second in Buckland on Thursday 25<sup>th</sup> March and the third in Orford on Thursday 29<sup>th</sup> June 2017. Consultative Committee members have been approached to participate.

### Bushwatch

NRM South has requested our participation in a working group to further progress coordinated actions to address the illegal firewood issue.

Australian Mangroves and Saltmarsh Network Conference (April 2017, CSIRO Hobart)  
We have been accepted to present a poster at this conference about the work that we have been doing over many years on Moulting Lagoon in collaboration with other stakeholders.

*Continue to implement the GSB Weed Management Plan.*

Response to requests for advice and support around weed issues is ongoing.  
Weed Notifications continue to be issued as required. 20 Requirement Notices have been issued to date. Most have been addressed with a few outstanding which will be followed up with DPIPW.

Weed control work along the Tasman Hwy and other State Growth managed roads is ongoing. State Growth contractors have been alerting our weed team to priority weed infestations. Signage at dedicated washdown locations along the Tasman Hwy is to be installed this month. This will enable all contractors to washdown at dedicated sites to prevent weed spread. These sites can then be monitored by the weed team to control anything unwanted that appears.

*Continue to be involved in and seek funding/resources from regional, state and national NRM programs.*

Keith Davis, the new Operations and Community Engagement Manager at NRM South spent a day in Glamorgan Spring Bay with the Catchments to Coast Coordinator who introduced Keith to our area and our projects.

*Ensure that Council continues to meet relevant NRM legislative obligations and communicates this to the community via newsletters and other forums.*

Ongoing

*Continue to support the GSB NRM Committee as a key link between Council and the community on NRM issues, as well as supporting other community groups with NRM objectives.*

GSB NRM Committee: The next GSB NRM Committee meeting will be held on 24<sup>th</sup> May in Triabunna.

The GSB NRM team continues to provide support to other community groups including the Bicheno Earth and Ocean Network, the Friends of Rocky Hills, the Dolphin Sands Ratepayers Association (DSRA), the Swanwick Association and the Orford Community Group (OCG) as well as individual volunteers.

The development of a new interpretation sign for the Orford Bird Sanctuary is underway in collaboration with the OCG and Birdlife Tasmania. This is on the last stage of this project funded by NRM South.

### **Landcare Tasmania**

Planning is underway with the Tasmanian Landcare Association and Friends of Rocky Hills to hold a east coast Landcare members get together after the Clean Up Day to be held on the 30<sup>th</sup> April at Mayfield Beach Campground.

*Continue to work and develop partnerships with Parks and Wildlife Service, Crown Land Services, TasWater, DPIPW, Department of State Growth, service providers, contractors and other agencies with regards to NRM values on public land.*

### **Parks and Wildlife**

Funding from NRM South has enabled the Denison Beach Conservation Area shorebird interpretation sign that was destroyed several years ago to be reprinted and installed in it's original location.

### **Crown Land Services**

CLS and NRM South have both contributed a small amount of funding towards the control of priority weeds on Crown Land in Bicheno. Work continues along the Crown Foreshore Reserve in the Harveys Farm Road area. Weeds controlled so far include Spanish heath, sea spurge and boneseed. There were several large, dense infestations of boneseed on this Reserve.

*Continue to participate in a range of climate change mitigation and adaptation initiatives, including the implementation of the Climate Change Corporate Adaptation Plan (CCCAP).*

### **Communities and Coastal Hazards Project**

A meeting with key stakeholders including Parks, State Growth, TasWater and MAST to discuss the implications as identified in the Local Area Report, in particular for Orford, is being organised.

*Continue support for annual community events such as National Tree Day, Clean Up Australia Day, Tidy Towns as well as other markets, festivals and school activities.*

Rita Blazley at 98 years old was the guest of honour at the Clean Up Australia Day event in Coles Bay on Sunday 5<sup>th</sup> March. Rita made the trip down from Longford to unveil a new interpretation sign at the Rita and Doris Reserve.

The Reserve is named after Rita and her friend Doris who lived in Coles Bay for many years. They were very community minded and worked towards saving this Reserve from development so that the whole of the community could enjoy and benefit from it into the future.

Rita and Doris recognised that the Reserve contains flora and fauna that is representative of the rich and unique biodiversity found around Coles Bay and the Freycinet peninsula. As a tribute to Rita and Doris the local residents dedicated this reserve to them in recognition of their hard work for the community.

Glamorgan Spring Bay Council with funding assistance from NRM South created the new interpretation sign to preserve the story of Rita and Doris' achievement as well as inform the public about some of the plant species found in the reserve.

The unveiling was preceded by a barbecue and Clean Up Australia Day working bee in the Reserve during which 32 volunteers collected a trailer load of rubbish including a lot of broken glass.

The Friends Of Triabunna Reserves held their inaugural Clean Up Australia Day event on Sunday 5<sup>th</sup> March. The event commenced with a welcome BBQ at the Triabunna Marina.. A

small but dedicated crew turned up and collected nearly 20 bags of rubbish from the Tasman Hwy bridge around to the end of Pelican Walk. The group will be organizing future events in other public reserves around the town including weed control, native plantings, saltmarsh monitoring and developing interpretative signage about important values.

*Continue to work with Council's Regulatory Services Department to ensure that development assessments strive to meet Triple Bottom Line Principles.*

Ongoing

*Continue participation and development of sustainability initiatives, in particular energy use, sustainable waste management, community gardens, both for Council and the community.*

Ongoing

Projects in process include:

- Collaborating with East Coast Tourism to initiate reusable coffee cups campaign. A stainless steel/bamboo sample cup was ordered and although it looked promising in the initial assessment and positive feedback was given by one café owner, another café owner gave quite negative feedback, so the search continues.
- Investigating recycling and disposal options for specific items such as batteries and light globes; A good option for recycling fluoro tubes and compact fluoro bulbs is provided by a company called CMA ecocycle. Working with Manager NRM to implement a trial collection scheme. NB: The mercury in one discarded fluoro tube is enough to contaminate 30,000 litres of water. In Tasmania most discarded fluoro tubes end up in landfill causing considerable damage to environmental and human health. Assisting with organizing Tidy Towns National Awards to be hosted by Triabunna.
- Trialing 'Bin Springs' a new product designed to prevent bin lids from opening when the bin falls over in high winds and preventing access by birds and animals such as possums. The Bin Springs are being trialed in Buckland and Swansea and early reports are encouraging with comments made such as "easy to attach" and "trucks emptied the 'bin springed' bins with no problems" Ongoing
- Investigating the viability of installing Tangler Bins at local marinas and jetties for the collection of fishing equipment waste such as line, hooks, net etc Ongoing

Investigating the viability of a new project, a collaboration with Zero Waste Tasmania and Permaculture Tasmania, GSBC and community groups to hold Menders Workshops locally. This will depend on finding suitable venues and willing Mending Mentors. Various community groups have been contacted and initial responses have been enthusiastic. **A Mending Workshop** is an event held in a community venue where attendees bring items that they would like to repair, fix or mend. Attendees connect with local handy-folk (called Mending Mentors) who are on hand to help attendees mend their items.

Mending Workshops are intended to be fun, social events that also aim to minimise waste to landfill by extending the life of belongings, strengthen local communities, foster self confidence and resist social complacency around planned obsolescence of common household items and help people to save money.

Glamorgan Spring Bay Council's role is to facilitate local mending Workshops within the municipality. **Ongoing**

Electric Vehicle Charging Station project – see separate report.

*Develop systems and capacity to protect and enhance Aboriginal Heritage values whilst building relationships with the community.*

**Ongoing**

*Continue to work with Council's Works Department, community and other relevant agencies in the strategic management of Council owned, leased and licensed public reserves, with a particular focus on the protection of natural assets through the implementation of vegetation management plans for reserves in each town. **Ongoing.***

*Development and implementation of action plans, strategies and policies in consultation with relevant sections of Council and other key stakeholders. In particular the Native Flora and Fauna Management Plans, Weed Management Plan and Catchment Management Plans.*

**Ongoing**

*Continue to initiate, encourage and participate in skills development and training opportunities, and make these available to community whenever possible. **Ongoing.***



**Profit & Loss**  
**Glamorgan Spring Bay Council**  
**NRM**  
**For the month ended 28th February 2017**

	YTD Actual	YTD Budget	Var AUD	Var %	
<b>Income</b>					
GRANTS	\$38,030.94	\$39,000.00	-\$969.06	-2.5%	
OTHER INCOME	\$1,402.71	\$3,200.00	-\$1,797.29	-56.2%	(2)
SHARE OF GENERAL RATE	\$227,000.00	\$227,000.00	\$0.00	0.0%	
USER FEES	\$27,706.27	\$16,000.00	\$11,706.27	73.2%	(3)
<b>Total Income</b>	<b>\$294,139.92</b>	<b>\$285,200.00</b>	<b>\$8,939.92</b>	<b>3.1%</b>	
<b>Gross Profit</b>	<b>\$294,139.92</b>	<b>\$285,200.00</b>	<b>\$8,939.92</b>	<b>3.1346%</b>	
<b>Less Operating Expenses</b>					
DEPRECIATION AND AMORTISATION	\$11,500.00	\$11,336.00	\$164.00	1.4%	
EMPLOYEE BENEFITS	\$188,220.49	\$191,666.00	-\$3,445.51	-1.8%	
MATERIALS AND SERVICES	\$28,574.01	\$23,600.00	\$4,974.01	21.1%	(3)
NRM OFFSET ACCOUNT	\$0.00	-\$27,809.00	\$27,809.00	100.0%	(4)
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$3,880.00	\$4,336.00	-\$456.00	-10.5%	(5)
<b>Total Operating Expenses</b>	<b>\$232,174.50</b>	<b>\$203,129.00</b>	<b>\$29,045.50</b>	<b>14.3%</b>	
<b>Operating Profit</b>	<b>\$61,965.42</b>	<b>\$82,071.00</b>	<b>-\$20,105.58</b>	<b>24.4978%</b>	

- (2) Minimal Dollars  
(3) Private works ahead of budget  
(4) Not journaled as yet  
(5) Minimal dollar variance



**Recommendation:**

That the Management Reports be received and noted.

## 7. Minutes of Section 24 Committees

### COMMENTS:

Minutes of any Section 24 Committee Meetings, which have been submitted will be discussed at this time.

7.1 Triabunna Community Hall Committee Meeting Minutes, 20<sup>th</sup> February 2017 (DRAFT).

7.2 Swansea Town Hall Committee Meeting Minutes, 1<sup>st</sup> March 2017 (DRAFT).

David Metcalf  
General Manager

### Recommendation:

That the minutes of the Section 24 Committees be received and noted.

## 7.1 Triabunna Community Hall Committee Meeting Minutes, 20th February 2017 (DRAFT)

### Meeting Minutes

#### Opening

The regular meeting of the Triabunna Community Hall Committee was called to order at 5:35pm on 20/2/17 in GSBC small meeting room by Councillor Jenny Woods.

#### Present

Chairperson Councillor Jenny Woods, Judy Mollineaux, Keri Handley, Kaylene Lee, David Kirk, Tony Pollard, Howard Harris, Malcolm Bishop & Secretary/Treasurer Gavan Barber

#### Apologies

Nil

#### Approval of Minutes

Minutes as circulated were accepted.

**MOVED:** Judy  
**SECONDED:** Gavan  
**CARRIED:** Unanimously

#### Business Arising from Minutes

- Tagging of Electrical – Keri questioned as to whether the electrical items donated by Meals on Wheels and the donated dishwasher actually got tagged.  
**Action** - Gavan will follow up on whether all items got tagged.
- Wet Floor Signs – Keri queried whether the wet floor signs had been ordered.  
**Action** - Jenny will follow up on the ordering of the signs.
- Spring Bay Yoga Schedule – Keri detailed changes to the schedule in 2017: Monday session is now 8:30am to 9:30am (not 4pm to 5pm) and Wednesday is now Friday 9am to 10am.
- Painting of new air-conditioning vent.  
**Action** – Gavan has scheduled this amongst other work at Hall.
- Discussion re User Pays for the air-conditioning to take place in a later meeting.  
Gavan to discuss with Adrian O’Leary and get copies of the Aurora accounts to see what the costs are.
- Kitchen Tidies have been purchased for the kitchen and toilets – liners to fit bins are under the kitchen bench.
- Backstage floor has been painted.

## Correspondence

- Gavan tabled a draft letter to Patricia Kirk thanking her for her efforts in the design of the business cards – Jenny read the letter out and it was approved to be sent.
- Howard tabled an email from Brayco (suppliers of stainless steel commercial kitchen benches)

## Financial Report

Balance in account at date of meeting is \$2,987.08

Gavan still to be reimbursed for kitchen tidies

Discussion about the \$50 from Paul Weeding re the hall chairs – Council thought that the Committee had sold the chairs and were concerned that the Committee had no power to dispose of assets. The chairs were not sold, but only hired on a long term basis to Paul Weeding for the sum of \$50. He probably would like to purchase the chairs and this will now be presented to Council.

Acceptance of report:

**MOVED:** Gavan

**SECONDED:** Jenny

**CARRIED:** Unanimous

## New Business

- **Fees and Charges**

Discussion re Fees and Charges for 2017/18 – costs of running the Hall are currently covered by the rentals received, it was decided to keep the fees for 2017/18 the same as 2016/17, but with a minimum charge of \$10.

**MOTION:** Triabunna Hall Committee recommends to Council that the Fees and Charges for Triabunna Community Hall remain as per 2016/17 schedule with the inclusion of a minimum fee of \$10

**MOVED:** Kaylene

**SECONDED:** Keri

**CARRIED:** Unanimously

- **Spring Bay Yoga –**

**MOTION:** Fees for 1 hour session will be \$10 effective from 1/3/17.

**MOVED:** Keri

**SECONDED:** Gavan

**CARRIED:** Unanimously

**ACTION:** Gavan to send letter to Sue Nettlefold

- **Meals on Wheels –** Kaylene was asked to leave the meeting during discussion.

**MOTION:** Charge will be \$100 until review on 31/12/17.

**MOVED:** Gavan

**SECONDED:** Judy

**CARRIED:** Unanimously

**ACTION:** Gavan to send Kaylene a letter

- **Orford Odeon** – David & Gavan were asked to leave the meeting during discussion.

**MOTION:** Charge will be \$100 rental and \$30 insurance from 1/3/17

**MOVED:** Howard

**SECONDED:** Tony

**CARRIED:** Unanimous

**ACTION:** Tony to send letter to Odeon

- **Catering for Events and Functions**

Keri tabled a brochure from Gert & Ted's Catering as a suggestion for catering for functions at the Hall.

- **Triabunna Tomorrow Streetscape Project**

Tony handed out plan of the proposed streetscape for Vicary Street extending from Tasman Highway to Melbourne Street. Tony explained where Council was up to with the implementation of the plan: it is envisaged that the plan will be implemented in stages with the first stage being from Tasman Highway to the boundary between the Triabunna District School and the Triabunna Community Hall. This will include changes to the Gatehouse carpark, RSL precinct carpark, undergrounding power lines making the Esplanade one-way and moving the Cenotaph to the RSL, Tony said that the works probably won't start before July.

It was suggested that an attempt be made to screen the school gymnasium with trees and it was agreed that the trimming of the trees next to the Hall was a good improvement.

- **'Tapestries' Courtesy of Spring Bay Arts Council**

The tapestries are currently located at the Triabunna Information Centre and with the upcoming modifications to the Info Centre they need to be moved to a new location – the suggestion is that they are housed in the Triabunna Community Hall. Jenny suggested to Council that they be split up and housed in all the halls – other members of the Committee thought that this would be a good idea also, but this is not favoured by Council Admin as they were produced as part of the Bicentennial Celebrations by members of the Spring Bay Arts Council and this is why the Council wants them to remain together.

There are 11 framed items 1200 x 850mm and they will take up considerable wall space and will be susceptible to damage.

Consensus of opinion is there is not enough room and that the Hall is not a suitable venue for the tapestries.

**ACTION:** Jenny will take the Committee's opinion to Council

- **Amendment to Hall Hire Agreement**

Keri discussed Point 8 of the Hall Hire Agreement which covers cleaning of the hall by hirers, and Keri would like to include 'that floors will be mopped after a function that serves food and drink' as she has experience sticky spots on the floor during yoga sessions.

It was moved that Point 8 be amended to include 'floors to be washed using the equipment provided after functions that serve food and/or drinks'.

MOVED: Keri

SECONDED: David

CARRIED: Unanimous

ACTION: Jenny will take the amendment to Council

- **Loan of Hall tables to PUBS – March long weekend**

Judy asked the Committee if PUBS could borrow the trestle tables for the March long weekend, and the Committee was unanimous in agreeing to the request.

- **Other Business**

- **Business Cards**

Keri will order the business cards through Vista Print, with Patricia's help, and Keri will pay for them and get reimbursed from the Hall account.

- **Committee Badges**

Keri will order the badges through Council and the Committee will be invoiced for them.

- **Official Opening of Hall**

Gavan suggested that since the Council has booked the Hall for the Tidy Towns presentation and dinner on 12/5/17 then we should try and fit an opening in either before that weekend or on that weekend. It was suggested that Gavan talk to Lona Turvey about an opening on the same weekend as the Tidy Towns event.

**ACTION:** Gavan to talk to Lona Turvey

- **Painting of Backstage Floor**

Malcolm wished to thank Gavan, through the Committee, for his efforts in painting the concrete floor backstage.

- **Hall Equipment**

Howard has requested that the rest of the Committee be given some tuition in the operation of the Audio/Visual equipment in the Hall.

**ACTION:** Gavan to organise a training session and also put together a manual of operation for the Hall



- **Air-conditioning**

Tony raised the issue of the air-conditioning and the cost of running it. The operation of the air-conditioning was discussed and it was decided that the unit be used only 1 hour prior to hire period, during the hire period and 1 hour after the hire event. The unit is already programmed for this operation for the Spring Bay Yoga sessions. It was agreed that this condition be added to the hall hire agreement.

**Agenda for Next Meeting**

- **Hall usage by Council – possible hire charge**
- **TCF Grant funding**
- **Operation of AV Equipment at Hall**

**Adjournment**

Meeting was adjourned at 7:50pm by Councillor Jenny Woods. The next meeting will be at 5:30pm on May 8, 2017, in Triabunna Community Hall.

Minutes submitted by: Gavan Barber

Approved by: Jenny Woods

## 7.2 Swansea Town Hall Committee Meeting Minutes, 1<sup>st</sup> March 2017 (DRAFT).

# Swansea Hall Committee (Section 24 Council Committee) Minutes of Annual General Meeting held in the Town Hall Wednesday 1st March 2017 ....commencing at 4.30pm

**Attendance :** Martin Crawford (Chairperson) Councillor Richard Parker, Alison Quinn, Janelle Hall, David Lathwell, Sally Blythe, Jason Watson, Keith Breheny

**Apologies:** Colin Campbbell

The Chairperson, Martin Crawford opened the meeting and welcomed community members

### Minutes of Previous AGM held 4<sup>th</sup> June 2015

Minutes were read **moved** David Lathwell seconded Janelle Hall that they be taken as a true and correct record of proceedings ...**motion was put** **carried**

**Correspondence:** A letter of resignation from Nici Mitchell-Fulton as Sec/Treasurer was received and duly accepted by those in attendance

### Chairperson's report

Martin Crawford read his written report which highlighted the following details (see attached)

:

- > Hall Committee continues to be financially sound with current bank balance of \$2,529.70
- > Hall booking procedure working well
- > Hall continues to be used regularly by over 12-14 different Community Groups.
- > Recommendation by Martin Crawford that the committee considers the appointment of a Hall Manager, as he will depart Swansea in April and that the Revue Group and Hall Committee share the cost of an annual STIPEND fee to be paid to this person.

**Moved** Martin Crawford, seconded Janelle Hall that the report be received  
**motion was put** **carried**

### Financial Report

> Martin Crawford presented a financial report to include details of income & expenses for the period Dec 2016 up until end Feb 2017 (see attached)

<b>Income -</b>	Hire of chairs/tables/crockery	\$700	
	Sale of old chairs	\$350	<b>Total Income \$1050</b>
<b>Expenses –</b>	Part cost to purchase new white hire chairs	\$1,770	<b>Total expenses \$1,770</b>
<b>Current Bank Balance \$2,529.70</b>			

**Moved** Janelle Hall, seconded David Lathwell that report be adopted  
**Motion was put** **carried**

### Election of Office Bearers:

Chairperson: David Lathwell

Secretary/Treasurer: Jason Watson

Committee : Alison Quinn, Janelle Hall, Sally Blythe, Colin Campbell, Keith Breheny

**Moved** Alison Quinn & seconded Janelle Hall that the above named people be elected as Office Bearers in block...**motion was put** **carried**

**Hall Manager:** Jason Watson nominated by David Lathwell, seconded by Janelle Hall, for the new role of Hall Manager with an annual Stipend Fee of \$500 pa (shared with Revue)  
Was agreed that any two of David Lathwell Cherie Hill & Jason Watson be bank signatories  
**motion was put** **carried**

**General Business:** Councillor Parker presented a letter from the "Office of the Mayor" which thanked Martin Crawford for his contribution to the Hall Committee over the past 15 years.

**Meeting closed at 5.15pm**

Signed Chairperson.....Date.....

## 8. Officers' Reports Requiring a Decision

### 8.1 Council Amalgamation – Proposal for Community Consultation

Responsible Officer – General Manager

#### Comments

Glamorgan Spring Bay Council needs to commence the community consultation process regarding Council amalgamations in April 2017. In February 2016, Council in partnership with the Department of Premier and Cabinet commenced a South East Council's Feasibility Study of potential voluntary amalgamations and shared services. The purpose of the study was to assist Council in determining whether there is merit in amalgamating with other south east Councils and to establish a baseline of information, data and modelling that can be used for consultation with the community.

The study and the assessment of the options have been guided by the following principles determined by the Minister for Local Government:

- Be in the best interests of ratepayers;
- Improve the level of services for communities;
- Preserve and maintain local representation, and
- Ensure that the financial status of the entities is strengthened.

It is proposed that Community Information Sessions be held in early April to give residents and ratepayers the opportunity to become informed on the options for amalgamations from the South East Council's Feasibility Study. Following this a **community survey** will be undertaken throughout April/May, closing on the 26<sup>th</sup> May. The aim of the survey is to gauge, in broad terms, community interest in amalgamations. It is designed to find out how the community feels about the topic whether the community is 'for' or 'against' amalgamations and what the preferred option is once people are better informed on the options.

The full report and associated appendices of the study can be viewed on Council's Website as follows: [www.gsbc.tas.gov.au/Your Council/Local Government Reform](http://www.gsbc.tas.gov.au/Your Council/Local Government Reform). In summary, the study's conclusions propose that all of the councils are better off in any of the options in which they feature, but there are variations in financial impact. In all options involving amalgamation, there will be a reduction in the number of elected members, and this is one trade-off for improved financial performance. The creation of electoral districts is a mechanism that can be employed to lessen any real or perceived loss in access to representation.

Following the consultation period, Council at the June 2017 Ordinary Council meeting will determine whether to continue with the process and if so, to write to the Minister for Local Government to request a Local Government Board review incorporating a due diligence assessment and additional community consultation. Council will also be required at this June 2017 Ordinary meeting to nominate the preferred option(s). However, this it is not the decision to amalgamate. Any further decision by Council after the Local Government Board Review, ('the decision to amalgamate') would be subject to further deliberation between Council and the Minister.

#### Statutory Implications

None as related to the community consultation.

#### Budget Implications

Approximately \$15,000 with the cost of the community consultation to be shared between Glamorgan Spring Bay Council and Department of Premier and Cabinet (LGD).

### **Recommendation**

That Council endorses this proposal for community consultation on council amalgamations (with any amendments) and that the community consultation process commences.

### **Attachments**

Proposal for Community Consultation – Council Amalgamations (including timeframe, draft community survey and covering letter for mail-out).

## Attachments Item 8.1: Draft Proposal for Community Consultation – Council Amalgamations

9 Melbourne Street,  
PO Box 6 Triabunna 7190  
Ph: 6256 4759 Fax: 6256 4774



### Draft Proposal for Community Consultation – Council Amalgamations Brief to Council

Date: 10<sup>th</sup> March, 2017

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#### Background

##### What is the purpose of the consultation?

- The purpose of consultation at this stage is to gauge, in broad terms, the general community interest in amalgamations. It is designed to ascertain what the 'community feel' is on the topic, as to whether they are 'for' or 'against' amalgamations, and also what the preferred option is should Councils amalgamate.
- The consultation process is not a formal voting process. It is an informal opportunity for residents and ratepayers to express their view on the issue.
- At this stage the consultation is designed purely to provide the Council with a general view of the community opinion, to assist Council in making a decision in June 2017 as to whether to further progress with the amalgamation process and request the Minister to undertake a due diligence assessment and community consultation through a LG Board Review on the preferred option(s). It is not a decision to amalgamate.
- Any further decision after the LG Board Review, 'the decision to amalgamate', would be subject to further deliberation between Council and the Minister.

##### What do we want to find out as a result of this consultation?

1. The general 'feel' within the municipality as to whether the community are 'for' or 'against' amalgamations; and;
2. What their preferred option is. This will be done to capture opinions of both those that are 'for' and those that are 'against' amalgamations.

### Will the consultation be consistent across all four Councils?

- All four Councils have agreed that information distributed within their respective communities should be consistent with the KPMG Reports and that key messaging should be consistent across all four Councils. However, individual councils may use various methods in distributing the information within their communities (direct mail outs, community info sessions, advertising etc).
- All four Councils have agreed to undertake a quantitative survey. This will be undertaken individually by each Council.

## Glamorgan Spring Bay Council's Approach

### Step 1: Discussion Panel - Community Information Sessions

It's proposed that in Glamorgan Spring Bay three (3) community information sessions are conducted utilising a discussion panel.

These would take place in Bichenor, Swansea and Triabunna and would need to be conducted on a weekend to ensure best possible opportunity for all members of the community to attend.

The panel would consist of approximately five (5) participants:

- Expert Chair e.g. Alderman Dr E R (Eva) Ruzicka (TBC)
- KPMG Enterprise Advisory (as authors of the South East Councils Feasibility Study)
- Two (2) Councillors
- David Metcalf, General Manager

The role of the expert Chair would be to prepare for and plan the sessions with the other panel members, including preparing the agenda on information to be communicated and discussed, facilitating and moderating the sessions and providing a summary report to Council on community concerns, feedback and key information needs/gaps to be mitigated prior to the survey being conducted.

The sessions would be broadly advertised approximately 2 weeks prior to the sessions using a range of local and statewide mediums and channels to encourage best possible community engagement and participation in the process from Glamorgan Spring Bay residents and ratepayers.

The main objectives of the sessions will be to:

- Inform the community of the key findings from the KPMG feasibility study on which the community will be asked their preferences and opinions i.e. overview of shared services and the four amalgamation options.
- Discuss the pros and cons of these options as outlined in the report.
- Communicate the potential impact of each of these options on the individual resident and/or ratepayer of Glamorgan Spring Bay and the community as a whole (i.e. what is and isn't in it for me and my community?).



## **Step 2: Mail Out: Feasibility Study Information and Introduction of Survey**

This will include a letter from the General Manager providing an overview of the process to date, a summary of the report conclusions prepared as a succinct information sheet and details about how to complete the survey. The letter will be sent to all ratepayers.

The conduct of the survey and how to access information and complete the survey will also be advertised broadly using a range of local and statewide mediums and channels to capture residents who are not ratepayers. A copy of the letter will be placed on the Council website under Public Notices.

## **Step 3: Online Survey**

An online survey will be conducted via the Survey Monkey platform to capture the data. The survey will be widely promoted within the community and assistance provided to those who do not have access/ability to use online resources. Support will be offered in the following ways:

- Phoning Council and a Customer Service Officer will complete the survey on the community member's behalf;
- I pads will be available for use at the Council Offices for people to complete the survey; and;
- Partnership formed with the Online Access Centre for people to gain assistance with completing the survey.

## **Step 4: Survey Analysis and Reporting**

Data collected through the survey will be analysed and a report provided to Council, outlining the community's view on amalgamations and their preferred amalgamation (or other) option. This report will inform Council discussion around the decision as to whether to continue with the process.

## **Step 5: Council Decision**

Following a review of the survey report, Council will make a formal decision as to whether or not to continue with the amalgamation process, what their preferred option is in terms of amalgamations and write to the Minister for Local Government and request a Local Government Board review and due diligence assessment accordingly.

## Timeframe

10 <sup>th</sup> March	Councillors sent community consultation proposal in preparation for discussion at a Council workshop on 28 <sup>th</sup> March.
28 <sup>th</sup> March	Council endorses community consultation proposal with any amendments from the workshop.
29 <sup>th</sup> March	Prepare and commence advertising for discussion panel community information sessions.
7 <sup>th</sup> and 8 <sup>th</sup> April	Conduct 3 discussion panel community information sessions.
13 <sup>th</sup> April	Summary report provided to Council by discussion panel Chair.
19 <sup>th</sup> -21 <sup>st</sup> April	Refine community information sheet to be sent as a mail out with covering letter from the General Manager.
24 <sup>th</sup> April	Mail out to ratepayers and advertise more broadly directing non-ratepayers to view information on Council's website.
24 <sup>th</sup> April	Survey period commences.
8 <sup>th</sup> May	Survey "reminder" advertising conducted to boost response rates.
26 <sup>th</sup> May	Survey period concludes.
29 <sup>th</sup> May – 2 <sup>nd</sup> June	Analyse survey data and prepare report.
5 <sup>th</sup> June	Report sent to Councillors for review prior to Council Workshop
13 <sup>th</sup> June	Report discussed by Council (at Council Workshop).
27 <sup>th</sup> June	Council formally decides whether or not to continue with the process. If deciding to proceed, Council to determine the preferred option(s).

## Attachment 1:

### Council Amalgamations – Community Survey

(To be conducted online via Survey Monkey with link available on Council's website)

#### Introduction

*In order to find out what our community thinks about voluntary amalgamations, this survey is being undertaken throughout May. The aim of the survey is to gauge, in broad terms, community interest in amalgamations. It is designed to find out how you feel about the topic as a member of the community, whether you are 'for' or 'against' amalgamations and what the preferred option is.*

*The Council website contains a report prepared by KPMG that considers potential outcomes and scenarios for the different amalgamation options and a summary information sheet for your ease of reference.*

*All residents and ratepayers are encouraged to complete this short online survey.*

*Surveys can also be completed online at the Council Offices or at your local Online Access Centre, during their usual business hours. Those requiring assistance to complete the survey can contact a member of Council's Customer Service Team who will complete the online survey, on your behalf over the phone. Our Customer Service Team can be contacted on 6256 4777 between 8.00am – 4.45pm, Monday to Friday.*

- 1a. Do you support voluntary Council amalgamations? Yes/No
- 1b. Why do you support voluntary Council amalgamations? (Open-ended)
- 1c. Why don't you support voluntary Council amalgamations? (Open-ended)
2. Even if you do not support voluntary amalgamations, would you please rank in order from 1-5 your preferred option (with 1 being your most preferred option and 5 being your least preferred option).

Option 0 – Extension of shared services arrangements between all four existing Councils. ☐

Option 1 – Amalgamation of Clarence City Council, Sorell Council, Tasman Council and  
Glamorgan Spring Bay Council. ☐

Option 2 – Amalgamation of Clarence City Council, Sorell Council and Tasman Council. ☐

Option 3 – Amalgamation of Sorell Council, Glamorgan Spring Bay Council and Tasman Council. ☐

Option 4 – Amalgamation of Sorell Council and Tasman Council. ☐

3. Why is this your most preferred option? (Open-ended)

4. Please feel free to provide any other comments or opinions you would like to share with us on voluntary Council amalgamations. (*Open-ended*)

Finally, just to finish off a couple of questions about you.....

5. Which of the following best describes your circumstances?
- A Glamorgan Spring Bay ratepayer and permanent resident in the municipality
  - A Glamorgan Spring Bay ratepayer but NOT a permanent resident in the municipality
  - A permanent resident of Glamorgan Spring Bay but NOT a ratepayer
  - Other (please specify)

*If a permanent resident of GSB.....*

6. How long have you lived in Glamorgan Spring Bay?

- Less than a year
- 1-2 years
- 3-4 years
- 5-10 years
- 11-20 years
- 20 plus years

7. Where in Glamorgan Spring Bay do you live (or which is the nearest town)?

- Buckland
- Orford
- Triabunna
- Swansea
- Coles Bay
- Bicheno

8. Are you.....? Male/Female

9. Into which of the following age groups do you fall?

- Under 18 years
- 18-25 years
- 26-35 years
- 36-45 years
- 46-55 years
- 56-65 years
- 66-75 years
- 76 plus years

*If not a permanent resident of GSB.....*

10. Please enter the suburb and postcode of your main place of residence....

*Thank you for taking the time to give us your opinion. We look forward to sharing the feedback with you.*

## Attachment 2:

### Cover Letter for Community Survey Mail Out

10 March 2017

Dear Ratepayer/Resident,

#### **RE: Community Survey on Council Amalgamations – What do you think?**

In order to find out what our community thinks about voluntary amalgamations and the preferred options a **community survey** will be undertaken throughout April/May, closing on the 26<sup>th</sup> May. The aim of the survey is to gauge, in broad terms, community interest in amalgamations. It is designed to find out how you feel about the topic as a member of the community, whether you are 'for' or 'against' amalgamations and what the preferred option is now that you have had some time and opportunity to become better informed on the options.

In February 2016, Council in partnership with the Department of Premier and Cabinet commenced a South East Council's Feasibility Study of potential voluntary amalgamations and shared services. The purpose of the study was to assist Council in determining whether there is merit in amalgamating with other south east Councils and to establish a baseline of information, data and modelling that can be used for consultation with the community.

The study and the assessment of the options have been guided by the following principles determined by the Minister for Local Government:

- Be in the best interests of ratepayers;
- Improve the level of services for communities;
- Preserve and maintain local representation, and
- Ensure that the financial status of the entities is strengthened.

Community Information Sessions were held in April to give residents and ratepayers the opportunity to become informed on the options for amalgamations from the South East Council's Feasibility Study.

An overview of the options is also provided in the attached Community Information Sheet. The full report and associated appendices of the study can be viewed on Council's Website as follows:  
[www.gsbc.tas.gov.au/Your Council/Local Government Reform](http://www.gsbc.tas.gov.au/Your_Council/Local_Government_Reform)

Following the consultation period, Council at the June 2017 Ordinary Council meeting will determine whether to continue with the process and if so, to write to the Minister for Local Government to request a Local Government Board review incorporating a due diligence assessment and additional community consultation. Council will also be required at this June 2017 Ordinary meeting to nominate the preferred option(s). Please be advised, however, it is not the decision to amalgamate.

Any further decision by Council after the Local Government Board Review, ('the decision to amalgamate') would be subject to further deliberation between Council and the Minister. I encourage all residents and ratepayers to complete the short online survey which can be accessed online at [\[INSERT LINK LOCATION\]](#)

Surveys can also be completed online at the Council Offices or your local online access centre, during their usual business hours.

Those requiring assistance to complete the survey can contact a member of Council's Customer Service Team who will complete the online survey on your behalf, over the phone. Our Customer Service Team can be contacted on 6256 4777 between 8.00am – 4.45pm, Monday to Friday.

The survey is short and will only take a couple of minutes to complete. If you wish to provide further comment to Council on amalgamations an email can be sent to [admin@gsbc.tas.gov.au](mailto:admin@gsbc.tas.gov.au) with 'Amalgamations' as the subject line.

I encourage you to speak with your Councillors to share your views on the amalgamation options and process. Their contact details can be found on our website at <http://gsbc.tas.gov.au/council/elected-members/>

Council will continue to communicate with the community as the voluntary amalgamation process continues. Do not hesitate to contact me on (03) 6256 4777 should you require any further information or clarification.

Yours sincerely,



David Metcalf  
**General Manager**

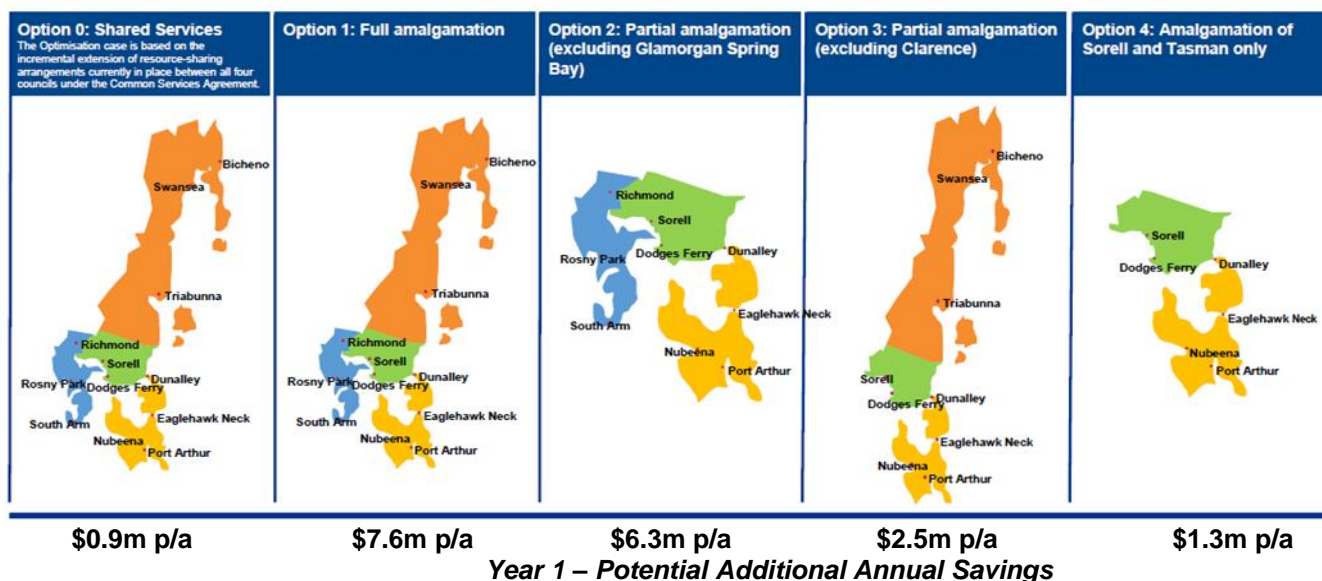


## Attachment 3:

### Council Amalgamations Community Information Sheet on South East Council's Feasibility Study

The South East Councils Feasibility Study carried out by KPMG, was completed in September 2016 and investigated five options for amalgamations:

- **Option 0**
  - Extension of common service arrangements;
- **Option 1**
  - Amalgamation of Clarence City Council, Sorell Council, Tasman Council and Glamorgan Spring Bay Council;
- **Option 2**
  - Amalgamation of Clarence City Council, Sorell Council and Tasman Council;
- **Option 3**
  - Amalgamation of Sorell Council, Glamorgan Spring Bay Council and Tasman Council; and
- **Option 4**
  - Amalgamation of Sorell Council and Tasman Council.



#### Key factors identified

- There are fundamental differences in the profile, size and scale of the Councils, but these do not preclude amalgamation.
- Diverse communities exist within and across current Council boundaries.
- Forecast population growth is concentrated in Clarence and Sorell, with low growth in Tasman and a decline in Glamorgan Spring Bay.
- The Councils have many similar goals and offer the same core services to their communities, although there is some disparity in the scale and scope of service.
- Each Council is currently living within their means but face long term challenges.

**Key assumptions in the study include:**

- Conservative assumptions have been used in assessing the options and based on:
  - No changes to services;
  - No changes to rates;
  - Local shopfronts retained; and
  - No changes to community facing staff.
- All options provide a positive financial return for the Councils and their communities.
- Local representation can be maintained through wards with fewer elected members. There will be fewer councillors in the south east region under options 1-4. The formation of wards for a transition period is proposed in order to mitigate community concerns about loss of representation under an amalgamated model.
- On balance, ratepayers are no worse off under any option, but the impacts vary.
- There is still work to be done if Councils decide to move ahead with one of the amalgamation options. Achieving the potential financial savings is directly impacted by the effectiveness of any merger implementation plans and strategies between the relevant Councils.

In summary, the study's conclusions propose that all of the councils are better off in any of the options in which they feature, but there are variations in financial impact.

In all options involving amalgamation, there will be a reduction in the number of elected members, and this is one trade-off for improved financial performance. The creation of electoral districts is a mechanism that can be employed to lessen any real or perceived loss in access to representation.

The full report detailing the five options can be found on Council's Website as follows:  
[www.gsbc.tas.gov.au/Your Council/Local Government Reform](http://www.gsbc.tas.gov.au/Your Council/Local Government Reform).

If you would like a printed copy of the report sent to you, please contact the Council office on (03) 6256 4777 or e-mail [admin@gsbc.tas.gov.au](mailto:admin@gsbc.tas.gov.au) to request your copy.

## 8.2 Application to Purchase Crown Land – RA2308 Coles Bay Road, Coles Bay

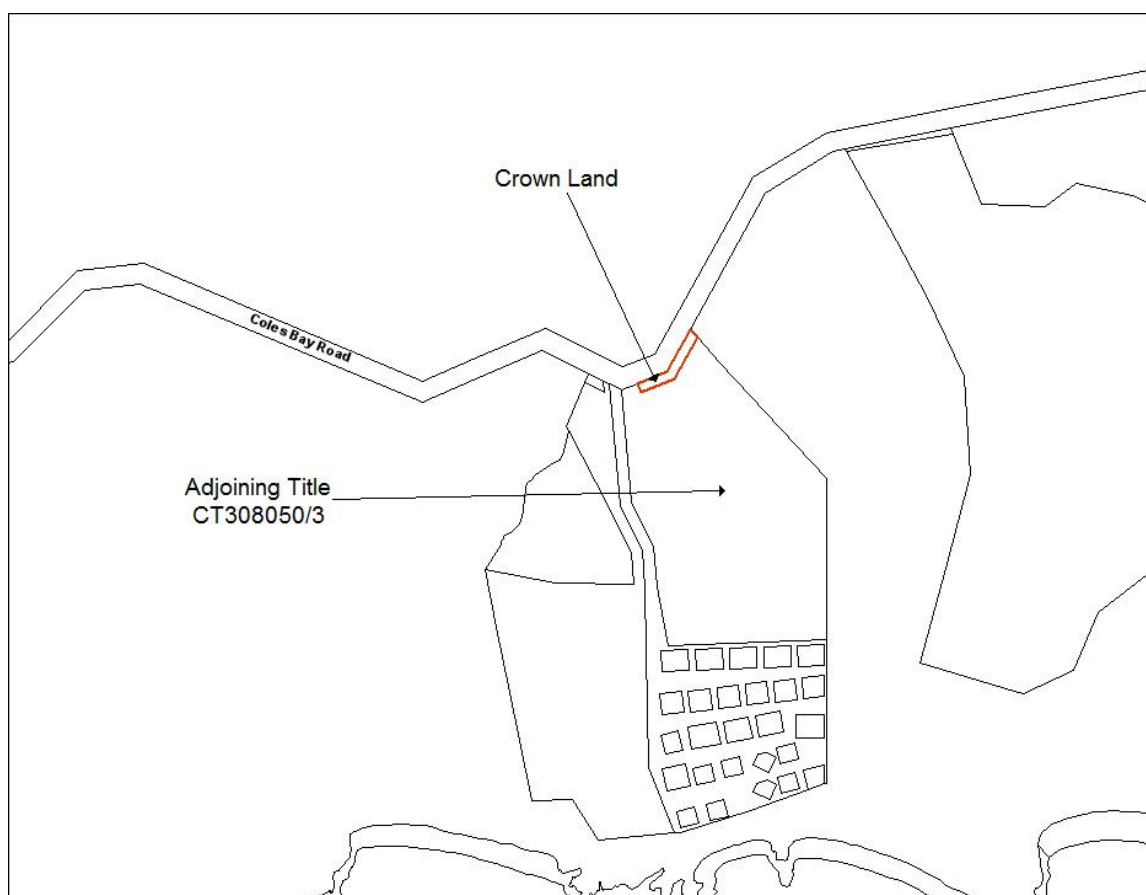
Responsible Officer – Manager Regulatory Services

### Comments

The purpose of this report is to seek Councils resolution of a request received from Crown Land Services with regard to an application received to purchase a section of a crown land at the front of CT30805/3 that adjoins RA2308 Coles Bay Road, Coles Bay for Coles Bay Holdings.

The portion of land required is a small title shown as a plantation reserve that adjoins a section of the Coles Bay Road reservation in front of the entrance to Edge of the Bay Resort. The title was to provide a plantation buffer to the Coles Bay Road. However, the road was not constructed in the road reserve and a buffer already exists to the north of this title. The owner of the adjoining lot has indicated that they wish to adhere to their existing title.

A map is below showing the portion of road reserve highlighted in red that is subject to this application.





Our NRM Department has provided the following comments:-

*A Natural Values Report indicates the presence of threatened species at or close to this area. This should not be an issue if the land was not to be disturbed in any way. Any vegetation removal would require a survey for threatened flora and if present the relevant DPIPWE permit application process 'to take threatened flora' would be required.*

In considering this request, it is considered that relinquishing this road reservation will have no impact on the Coles Bay Road as there is adequate existing plantation screening and will provide a cleaner frontage to the lot that is in line with other titles that front Coles Bay Road. The applicant should also be advised of the findings from our NRM Department.

**Statutory Implications**

Nil

**Budget Implications**

Nil

**Conclusion**

That Council advises Crown Land Services that they have no issues with the sale of the road reservation provided that it is adhered to the adjoining title CT30805/3

### **Recommendation**

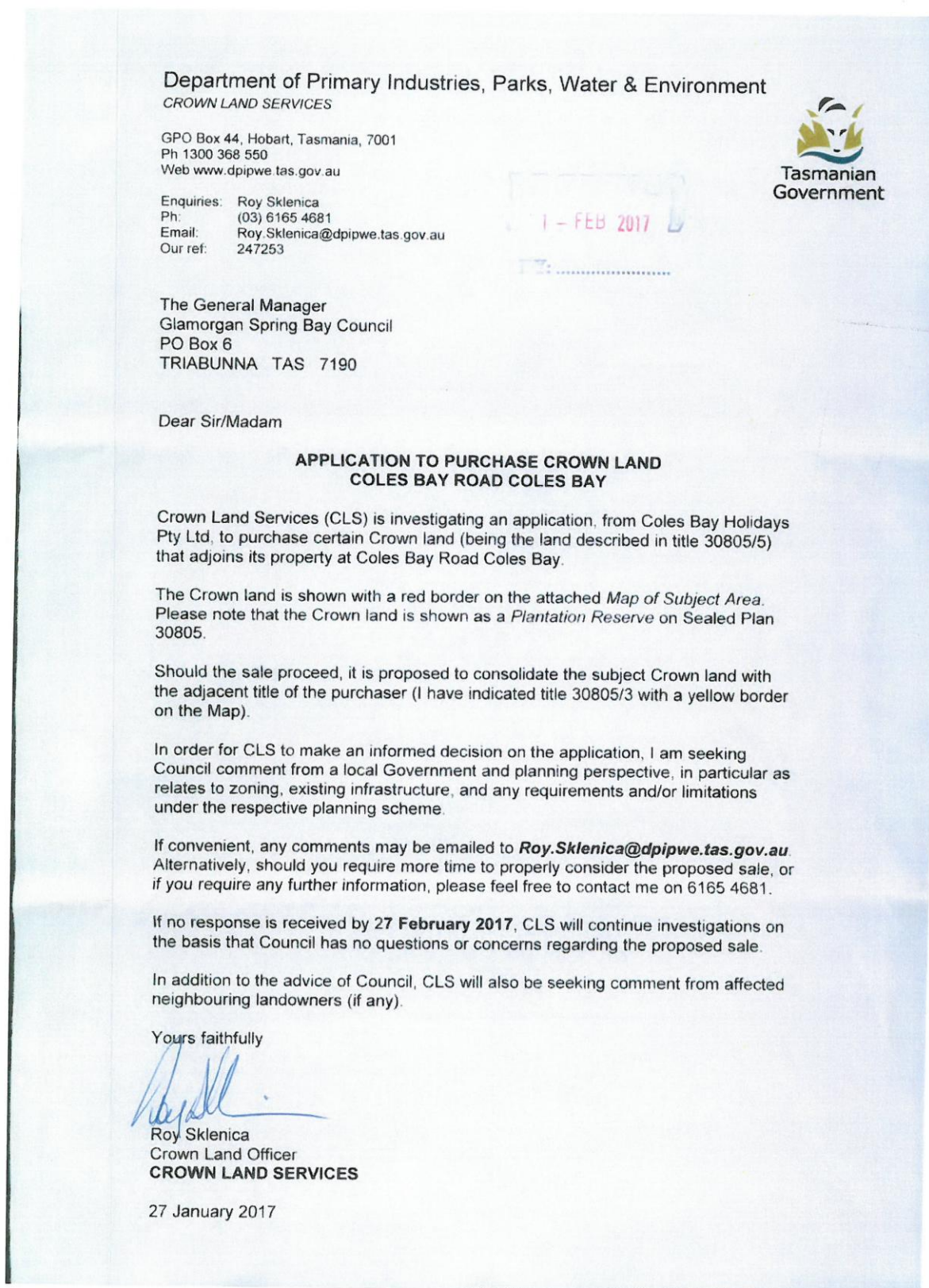
That Council resolves to:

1. Advise Crown Land Services that Council does not object to the sale of the road reserve and recommends that the lot be adhered to an adjoining title known as CT30805/3. The applicant be advised that any vegetation removal would require a survey for threatened flora and if present the relevant DPIPWE permit application process “to take threatened flora” would be required.





## Attachment 3.2 – Letter from Crown Land Services



Please note- Crown Land Services have extended the time to respond to allow the letter to be tabled at the Council Meeting.




## MAP OF SUBJECT AREA

### COLES BAY ROAD COLES BAY

Crown Land Services  
File Ref: 247253




#### CROWN LAND

Crown Land: 

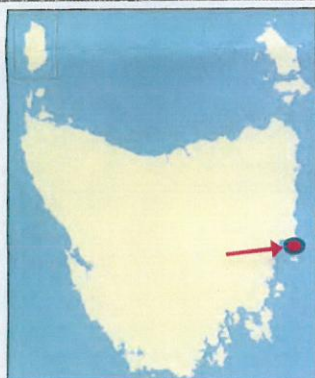
Title: 30805/5 Land area: 855m<sup>2</sup>

#### APPLICANT LAND

Applicant Land: 

Title: 30805/3 PID: 7876013

#### SITUATION



#### LOCALITY



### 8.3 Petition to Amend a Sealed Plan – RA311 Harveys Farm Road, Bicheno

Responsible Officer: General Manager

#### Background

Council at its meeting held on 24<sup>th</sup> January 2017 resolved to offer for sale RA311 Harveys Farm Road, Bicheno. The motion is below.

#### **Decision: 22 /17**

##### **A1.**

*Moved Cllr Bertrand Cadart, seconded Deputy Mayor Cheryl Arnol, that Council by absolute majority authorizes the General Manager to proceed with offering RA311 Harveys Farm Road, Bicheno for sale in accordance with section 177 and 178 of the Local Government Act. A right of way for a footway is to be included over the title to give public access to the foreshore.*

***The motion was put and carried  
(6 Votes to 2)***

*For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.*

Prior to offering the property for sale, the notation “set apart for public recreation space” needs to be removed from this title known as CT101885/24. This process is undertaken via a petition to amend the sealed plan in accordance with Section 103 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*.

A revised plan of survey is also being undertaken to take into account the approved motion above with a right of way for a footway to be included over the title to give the public access to the foreshore.

#### **Budget Implications**

There will be costs involved with survey fees with regard to changes that need to be made to existing title to facilitate the sale.

#### **RECOMMENDATION**

It is recommended that

1. Council authorizes the General Manager to commence the process to amend sealed plan CT101885 to have the notation “*set apart for public recreation space*” removed from lot 24 in accordance with Section 103 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*

## 8.4 Electric Highway Tasmania Project

### Responsible Officer – Manager Natural Resources / Manager Works

#### Comments

The 'Electric Highway Tasmania Project' proposes to develop a network of fast charging stations for Electric Vehicles (EVs) across Tasmania.

The Electric Highway Tasmania working group includes Australian Electrical Vehicle Association, Hydro Tasmania, TasNetworks, RACT, Cradle Coast Authority, Northern Tasmanian Development, Southern Tasmanian Councils Authority.

The charging network includes charging stations at eleven sites around the state including Swansea on the East Coast. The station sites have been chosen to enable electric vehicle travel to cover the entire state. If successful the project would position Tasmania as the first state to offer state wide fast charging for EVs.

The planned timeline for installation of the network is 2018.

EVs are increasingly being used worldwide as they are essential to reducing greenhouse gas emissions, are cheaper to run and maintain and will eventually be cheaper to buy than internal combustion engines.

Recent improvements in battery storage capacity has brought the viability of EVs much closer. Current EV's globally equals 2 million at end 2016. China is the world's largest EV market and some countries including Norway, Netherlands and India have passed Parliamentary resolutions to ban the sale of new Internal Combustion Engines and only allow sale of EVs to new car market

Availability is a major hurdle to EV uptake in Australia and adequate charging stations are perceived as one of the critical conditions for widespread adoption.

EVs will grow faster in Tasmania if charging stations are in place and according to TT Line EV tourism is already starting.

#### *Outline of the proposed business model*

The business model proposed is broadly as follows:

- The network operator will supply and install all of the chargers; maintain them and take care of all billing; and meet all operating expenses for a minimum of five and up to seven years. During the first part of this period there will be few EVs in the state and the system will operate at a loss. Chargers in large urban areas will break even first, regional areas with seasonal tourism will be last to break even. Note that charger lifetimes are typically 7-10 years.
- The site hosts will provide parking sites with the chargers located adjacent to the parking space. Host sites will benefit from the traffic attracted to the site. Host sites will be expected to contribute to the cost of on-site infrastructure – switchboard upgrades, civil works to bring cables to the charger location, cables, restoration of landscaping and paving and signage, lighting and shelter if desired. These improvements are fixed, have a longer lifetime, 40+ years. Given the grant, it is not expected that site hosts will need to meet 100% of the site costs, but if they do, there will be a benefit in receiving a higher share of revenue in the long run.
- Any revenue will be used:

first to meet operating costs (power, maintenance, insurance, communication and electricity fixed connection costs, billing transaction costs and contract management overheads). When revenue exceeds operating costs – including accumulated losses – across the network, ...

...the second stage will be a contribution will be made towards depreciation expenses. This will be allocated in proportion to the asset depreciation expense of each contributor. The majority of this will go to the network operator as they will have made the largest initial investment and their investment

will have the shortest lifetime/fastest depreciation rate, but a share will also go to site hosts. This will continue until all of the accumulated asset depreciation has been amortised.

Thirdly, if the system has been successful, some profit may be realised and it will be distributed according to the relative investments made by all parties, with some additional share to the network operator to reflect the risk of bearing the risk of the losses in the initial years.

Essentially there will be three forms of contract administration:

- Site contracts with each of the site hosts
- A maintenance contract
- A billing contract with a specialist EV network billing firm.

#### *Funding*

The working group are currently applying for funding under the Community Infrastructures Grants Program. Applications close at the end of March. The project does qualify and has access to adequate funds for capital (dollar for dollar minimum contribution).

#### **Statutory Implications**

Not applicable

#### **Budget Implications**

NA

#### **Recommendations**

Letter of support for the project to be included in the Community Infrastructures Grants Program application.

Agreement to cooperate with the working group in determining a suitable site, assisting with site plan development and installation if the grant is successful.

## 9. Motion Tracking Document

*Last updated 17/03/2017*

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
21 <sup>st</sup> January 2014	8.1	4/14	Motion from AGM	Council	Motion re GM reappointment carried 6 votes to 3. Cllr Crawford requested that Mayor Kent put this item on a Council workshop agenda after the 2015-16 budget is complete. Council needs to develop procedures. Discussions on this and a way forward agreed at February 23, 2016 Council Workshop. A policy to be developed.	In Progress
24 <sup>th</sup> June 2014	8.2	73/14 Motion lost	Real Time Streaming of Council Meetings via the Web	GM	Council workshop has been held on the implications and requirements of streaming Council meetings live. A report will be provided to Council for the March 2017 Council meeting with delays related to final quotations on technology.	In Progress
25 <sup>th</sup> November	8.2	150/14	Solis	GM	The General Manager to affirm commitment to the project with all interested parties and progress negotiations with potential developers as relevant.	In Progress

**Action Officer codes:** MW = Manager Works, MRS = Manager Regulatory Services, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM



<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
28 <sup>th</sup> April	9.5	56/15	Endorsement of Revised Cemetery Operation Policy	MW	Item was deferred until policy is re-written in its complete form, with clear intent and can be discussed in a Council workshop.	In Progress
27 <sup>th</sup> October	9.1	152/15	Section 137 – Notice of Intention to Sell Land	GM	Process according to Section 137 under way.	In Progress
8 <sup>th</sup> December	9.2	177/15	Signage	MRS	Council to form a working group with business owners and business groups, including the local chambers of commerce to consider alternative signage solutions – report to be provided to Council within 6 months. Proposal on working group endorsed by Council at Feb 16. Working Group has been formed and three meetings have taken place in 2016. Working towards compliance with the provisions of the Statewide signage code. Report to Council with Signage Working Group recommendations on February 2017 agenda.	Complete
23 <sup>rd</sup> February	9.3	30/16	Sale of Council Properties	GM	Process to commence according to Section 177/178 with amendment to advertising as per motion. Council Workshop held on 17 <sup>th</sup> January 2017 prior to report for January 2017 OMC. Update as per Decision 46/15 above.	In Progress
23 <sup>rd</sup> February	9.6	33/16	Signage Working Group	MRS	See Item 9.2 from December 2015 OMC. Decision made at February 2017 OMC.	Complete

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<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
28 <sup>th</sup> June	8.8	99/16	Review of Seafest 2016	MCD & Sustainability Officer	Event to be handed over to the community through an EOI process. Currently in discussions with interested community groups.	In Progress
23 <sup>rd</sup> August	8.1	112/16	Old Swansea Council Chambers & Courthouse	GM	ECCAI to manage until Old Swansea Council Chambers & Courthouse 30 June 2017. Report on progress submitted for the February 2017 OMC.	In Progress
23 <sup>rd</sup> August	8.6	117/16	Council's Banking Services	GM	Commenced process to move all Council's banking to Bendigo Bank Limited.	In Progress
27 <sup>th</sup> September	8.5	130/16	Communities and Coastal Hazards Local Area Report – Triabunna and Orford	MNRM	Final report endorsed. Further workshops and community discussions to take place in relation to key future actions/steps. Workshop held in December 2016. Manager NRM formulating action plan/next steps for 2017.	In Progress
27 <sup>th</sup> September	8.6	131/16	Review of the draft Prosser River Catchment Management Plan	MNRM	Approval by Council to conduct review. Update on workshop dates in Manager NRM report for February 2017.	In Progress
27 <sup>th</sup> September	10.1	134/16	Notice of Motion: Boatel Development at the Triabunna Marina and Wharf Precinct	Clr Jenny Woods	General Manager has contacted Crown Land Services who are in the process of confirming the status of the boatel development with the developers.	In Progress
13 <sup>th</sup> December	8.1	166/16	South East Councils Feasibility Study, 30 <sup>th</sup> September 2016	GM	Study received by Council. Council workshop to discuss community consultation approach held on February 28 <sup>th</sup> , 2017. Follow-up workshop and decision on community consultation approach March 28 OMC.	In Progress
24 <sup>th</sup> January	8.1	13/17	Tea Tree Rivulet Dam Approval and Construction (including approval of borrowing/budget amendments)	GM	Council approval for GM to progress the project.	In Progress

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<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
24 <sup>th</sup> January	8.5	17/17	Petition - Okehampton Road	GM/MW	Petition acknowledged and remedial work to be budgeted for 2017/18.	In Progress
24 <sup>th</sup> January	8.6	N/A	Bicheno Triangle Development	MW	Council noted report and will consider as part of 2017/18 budget planning process.	In Progress
24 <sup>th</sup> January	8.7	18/17	State Growth Road Trade	MW	Manager Works and GM to progress discussions.	In Progress
24 <sup>th</sup> January	8.11	22-31/17	Sale of Council Properties	GM	Decision on each property now to be progressed to next stage of sale process or alternate decision implemented.	In Progress
28 <sup>th</sup> February	8.1	40/17	Triabunna Recreation Ground S24 Terms of Reference	MW	Endorsed by Council.	Complete
28 <sup>th</sup> February	8.2	41/17	Water Tank Policy	MRS	Policy rescinded due to conflict with National Construction Code	Complete
28 <sup>th</sup> February	8.3	42/17 44/17	Signage Working Group	MRS	Council decision from 2010 rescinded and outcomes of Signage Working Group to be implemented.	In Progress
28 <sup>th</sup> February	9.1	45/17	Notice of Motion – Sale of Council Properties	Clr Crawford	Motion was lost.	Complete

**Action Officer codes:** MW = Manager Works, MRS = Manager Regulatory Services, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM

**Recommendation:**

That Council receives and notes the information contained within the Motion Tracking Document.

## 10. Questions Without Notice

## 11. Close

The Mayor to declare the meeting closed at (Time).

**CONFIRMED** as a true and correct record.

**Date:**

**Mayor Michael Kent AM**