



GLAMORGAN SPRING BAY
COUNCIL

Notice of Meeting and Agenda

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

26th September, 2017

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, 26th September, 2017 commencing at 5.00pm.



Dated this Thursday 21st September, 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 – August 22nd, 2017

Recommendation

That the Minutes of the Ordinary Meeting held Tuesday 22nd August 2017 be confirmed as a true and correct record.

2.2 Special Meeting (In Closed Session) – September 12th, 2017

Recommendation

That the Minutes of the Special Meeting of Council held Tuesday 12th September 2017 (in closed session) be confirmed as a true and correct record.

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>Recommendation</p>

<p>That Council now acts as a Planning Authority. (Time:)</p>

3.1 DA16226 Swansea Public Toilets, Swansea Foreshore

Planning Assessment Report

Proposal:	Two public toilet buildings, elevated access platform and alterations to existing public toilet building
Applicant:	Glamorgan Spring Bay Council
Location:	Swansea Foreshore
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Open Space Zone
Application Date:	1 December 2016
Statutory Date:	29 September 2017 (by consent of applicant)
Discretions:	Four
Attachments:	Appendix A – Plans
Author:	Shane Wells, Manager Planning and Special Projects

1. Executive Summary

- 1.1. Planning approval is sought for the Swansea 'Loo with a View'.
- 1.2. The application is discretionary due to reliance on a number of different performance criteria.
- 1.3. Five representations were received over two separate public exhibition periods.
- 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.
- 1.6. This report only relates to the assessment of the proposal against the planning scheme. It is not for the purposes of whether to proceed with the development, budgeting or any other such matter.

2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2016 / 00226.
- 2.2. This determination must be made no later than 29 September 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. The project is a Council initiated project. Pending approval of this application, a decision has been made to proceed with the development and all matters relating to that are entirely separate to the consideration of the planning application.

4. Relevant Background and Past Applications

- 4.1. Community consultation has occurred and the results have been workshopped with Council.
- 4.2. The application has been subject to two separate rounds of public exhibition.

5. Site Detail

- 5.1. The site is the Swansea foreshore west of Jetty Road and is within the Open Space Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.2. The development is contained to the existing public toilet building, the existing timber deck adjacent to the public road and a small section of the foreshore nearby existing park seating. This area of the foreshore is a grassed area with a gentle fall towards the water. Existing trees nearby are unaffected by the proposal.
- 5.3. The land is within 40m of the high water mark and therefore subject to the Waterway and Coastal Protection Code. The foreshore is subject to an inundation prone areas overlay however works are not within 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 sought for two public toilet buildings, an elevated access platform from the existing timber deck and alterations to the existing public toilet to provide an updated external design.
- 6.2. One public toilet building is a disability toilet located to the east of the existing timber deck. It is a 4m X 2.6m X 4.5m structure with a section of roof overhanging the road reservation. Approximately 1.8m of existing timber deck will be removed to accommodate the structure. Cladding is a mixture of ribbed metal cladding, horizontal timber cladding, and polycarbonate cladding. An information signage board is located facing the street. One-way glazing is proposed on two sides.
- 6.3. One public toilet building is an elevated structure accessed via a raised platform from the existing timber deck. It is a 2.5m x 3.5m x 4.6m structure positioned atop of 10.4m high timber supporting structure. Cladding is a mixture of ribbed metal cladding, vertical timber cladding and one-way glazing. A 1.4m wide and 10.5m long metal walkway will provide access with polycarbonate cladding attached to metal balustrade.
- 6.4. A new roof is proposed over the existing public toilet which will replace the existing viewing platform on top of this structure. This will be a mixture of horizontal timber cladding, metal and polycarbonate roofing and metal louvres.
- 6.5. A series of images and artist impressions describe the design approach.

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;

- Open Space Zone
- E7.0 Stormwater Management 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.

		Acceptable Solution Requirement	Proposed
1	Height Clause 19.4.1 A1	6.5m	14.59m
2	Setback from frontage Clause 19.4.2 A1	5m	Zero
3	Landscaping Clause 19.4.3 A1	Landscaping along frontage to a depth of 2m	Nil landscaping
4	Waterway and Coastal Protection Code	All works are subject to the performance criteria	

7.4. Discretion 1 – Height

7.4.1. The relevant performance criteria is:

Building height must satisfy all of the following:

- (a) *be consistent with any Desired Future Character Statements provided for the area;*
- (b) *be compatible with the scale of nearby buildings;*
- (c) *not unreasonably overshadow adjacent public space.*

7.4.2. All new buildings are at street level and will have minimal effect on street level views. From the foreshore, the building is much higher than the ground level but is unlikely to have any adverse impact. The scale is small and overshadowing limited. The buildings are only slightly higher than the existing street edge and other public infrastructure which sits well above the open space area due to topography. The scale is considered to be compatible with existing nearby buildings such as the Morris's Store but also the Saltshaker Restaurant.

7.5. Discretion 2 – Setback from frontage

7.5.1. The relevant performance criteria is:

Building setback from frontage must satisfy all of the following:

- (a) *be consistent with any Desired Future Character Statements provided for the area;*
- (b) *enhance the characteristics of the site, adjoining lots and the streetscape.*

7.5.2. Given the small scale of the disabled toilet structure and the standard of design, it is considered that the proposal will have a positive effect on streetscape.

7.6. Discretion 3 – Landscaping

7.6.1. The relevant performance criteria is:

Landscaping must be provided to satisfy all of the following:

- (a) *enhance the appearance of the development;*
- (b) *provide a range of plant height and forms to create diversity, interest and amenity;*
- (c) *not create concealed entrapment spaces;*
- (d) *be consistent with any Desired Future Character Statements provided for the area.*

7.6.2. Landscaping at the street edge is not possible given the existing platform. The site is landscaped through existing vegetation and rock wall edging.

7.7. Discretion 4 – Waterway and Coastal Protection Area

7.7.1. The relevant performance criteria is

Building and works within a Waterway and Coastal Protection Area must satisfy all of the following:

- (a) *avoid or mitigate impact on natural values;*
- (b) *mitigate and manage adverse erosion, sedimentation and runoff impacts on natural values;*
- (c) *avoid or mitigate impacts on riparian or littoral vegetation;*
- (d) *maintain natural streambank and streambed condition, (where it exists);*
- (e) *maintain in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;*
- (f) *avoid significantly impeding natural flow and drainage;*

- (g) *maintain fish passage (where applicable);*
- (h) *avoid landfilling of wetlands;*
- (i) *works are undertaken generally in accordance with 'Wetlands and Waterways Works Manual' (DPIWE, 2003) and "Tasmanian Coastal Works Manual" (DPIPWE, Page and Thorp, 2010), and the unnecessary use of machinery within watercourses or wetlands is avoided.*

7.7.2. The proposal does not require removal of any vegetation and will have no direct impact to the waterway. The proposal will require support structures to be constructed within the area subject to this code and as the extent of excavation will be minimal no adverse effects should arise. Standard conditions with respect to sedimentation should be included in any permit granted.

8. Referrals

8.1 TasWater

The proposal was referred to TasWater.

8.2 Department of State Growth

The application was referred to the Department but no response was received.

8.3 Council's Technical Officer

The application has been referred to Council's Technical Officer, who has provided the following comments.

No change to parking or access is proposed.

Less than 40m² increase in impervious area. SW from the disabled toilet roof will connect to a new water tank. Roof runoff from the proposed elevated unisex toilet will go to ground. All stormwater will be subject to detail design and plumbing permits.

9. Concerns raised by representors

The following table outlines the issues raised by the representor.

Issue	Response
Plans are misleading as images are black & white or taken in overcast conditions.	The plans clearly describe what is proposed.
Loss of views from existing platform.	The structures will alter existing views however there will remain significant opportunities for unimpeded views of Great Oyster Bay from the area.
Existing toilets should be upgraded instead.	Alternatives are not a relevant matter for determination of a planning application.
No need for additional public toilets.	This is a matter of opinion - it is not relevant to determination of this application.
There is a need for additional public toilets but this is the wrong option.	This is a matter of opinion - it is not relevant to determination of this application.

Impede recreation use of the park.	There will remain extensive opportunities for recreation use of the park.
The cost.	Not relevant to the determination of the application.
Wrong location.	This is a matter of opinion - it is not relevant to determination of this application.
The loo with a view structure will be domineering.	At street level the works will be single storey in scale. At foreshore level the building will be comparable to the existing street-edge and existing toilet which are all above the foreshore. It will be a matter of personal judgement as to whether the structure is a point of architectural interest or is 'domineering'. Although high, the building is small, the walkway narrow and the supporting structure remains open and these elements lessen any adverse impacts.
The loo with a view building is aesthetically at odds and unsympathetic to the park environs	Design is a matter of personal opinion. The planning scheme has regard only to compatibility in terms of scale of buildings and this has been discussed elsewhere in the report
Contrary to objective 3.0.6 of the planning scheme	The objectives provide context to the scheme but are irrelevant to the consideration of applications.
The alterations to the roof of the existing toilet will impede views	The roof alterations provide a 7.5m long by 2.1m high structure at street level which is 1.6m higher than existing. The overall effect on views is minimal given that this building represents a small area and small part of the outlook available.
Inadequate car parking	There is no requirement to consider car parking for this type of use.

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.

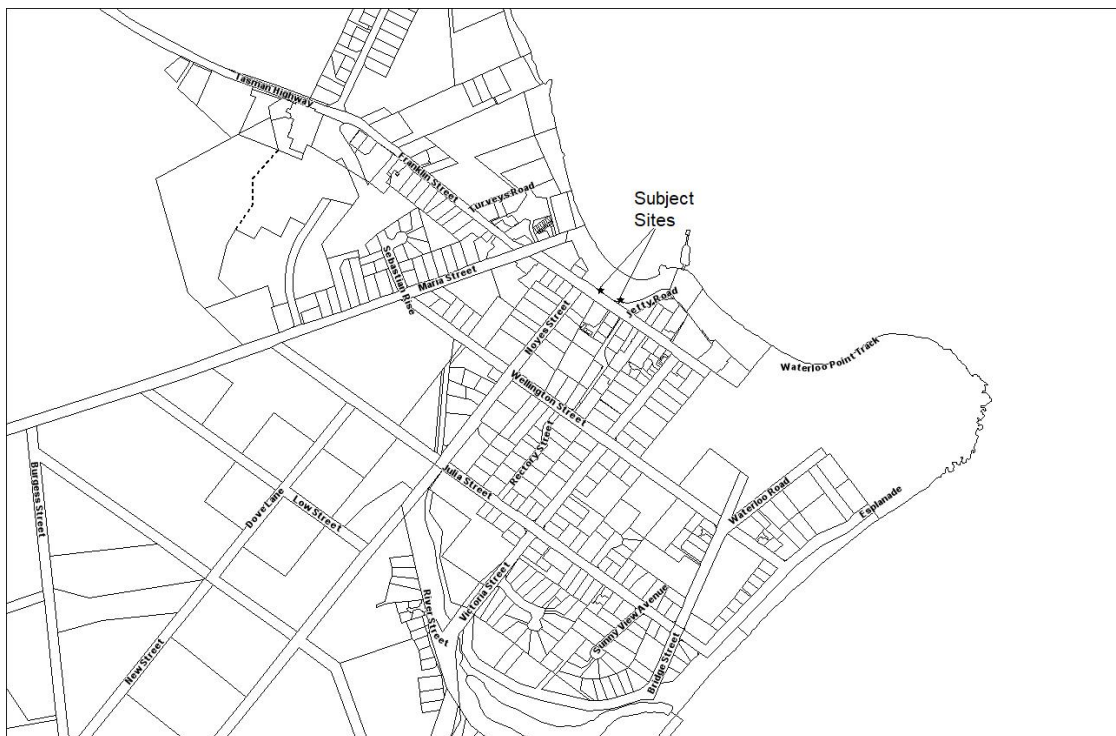
11. Recommendations

That:

- 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 two public toilet buildings, elevated access platform and alterations to existing public toilet building at the Swansea foreshore, west of Jetty Road with access from Franklin Street (DA2016/00226), be APPROVED subject to the following conditions:
 1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.
Advice: Any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.
 2. The development must meet all required Conditions of approval specified by Tas Water Submission to Planning Authority Notice, date 18/09/2017, TWDA 2017/01452-GSB.

3. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.
 - b. Not burn debris or waste on site.
 - c. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - d. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.
4. No top soil is to be removed from the site.
5. 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 DA16226 Two toilet blocks & re- Roof toilet block Jetty Road, Swansea





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SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_AUGUST, 2016

Drawing:
Site Map

Scale:
NTS





Existing public toilet from street



Ramp to existing
public toilet



Existing lookout deck



Lookout deck and existing public
toilets from picnic area



Lookout deck, picnic area and waterfront from
path below street level

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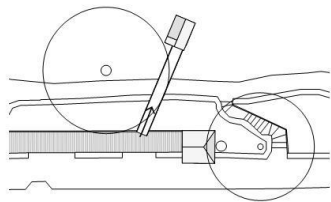
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SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_ AUGUST, 2016

Drawing:
Existing Conditions

Scale:
NTS



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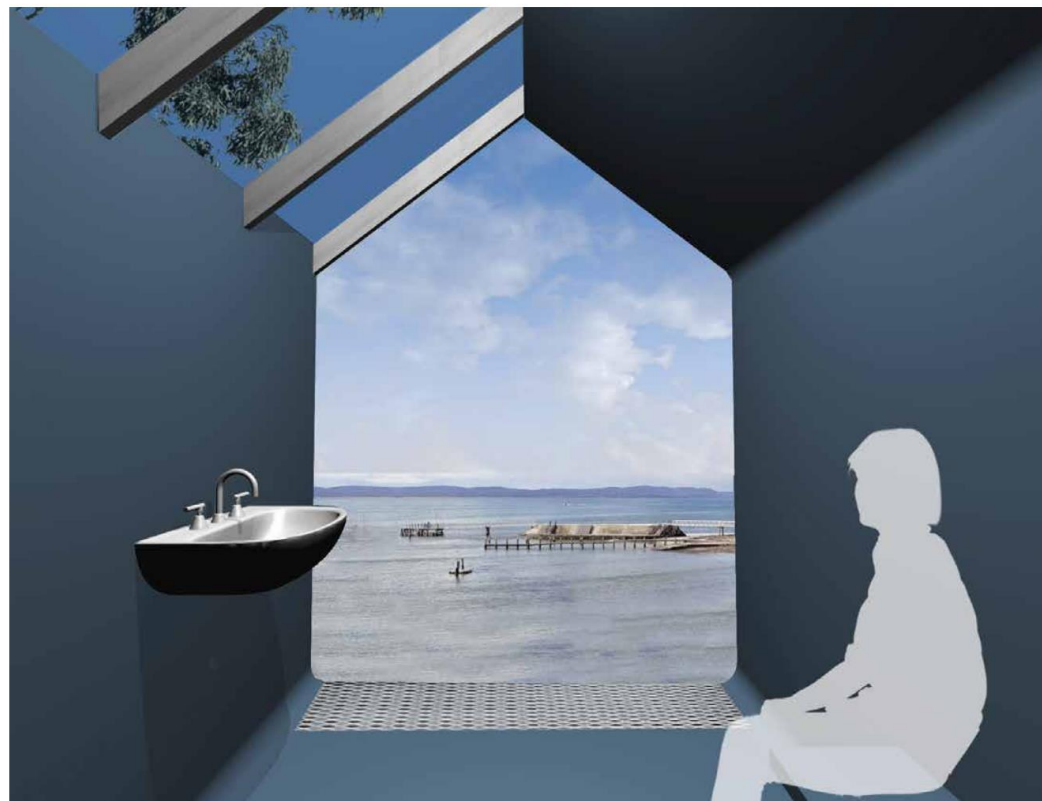
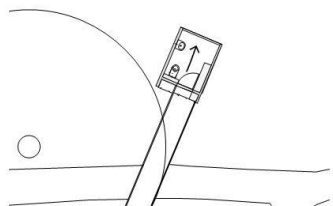
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SWANSEA LOO WITH A VIEW
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Drawing:
New Unisex Toilet from Gangway

Scale:
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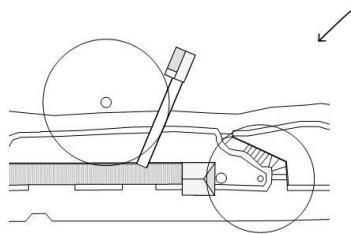
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Drawing:
New Unisex Toilet Interior View

Scale:
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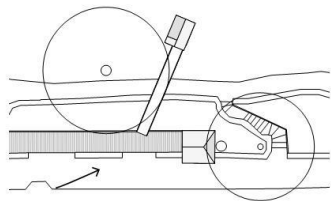
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SWANSEA LOO WITH A VIEW
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Drawing:
New Unisex and Accessible Toilet from Amphitheatre

Scale:
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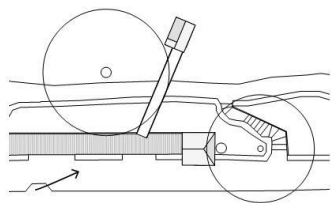
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SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_ AUGUST, 2016

Drawing:
New Unisex and Accessible Toilet from Franklin St (Day)

Scale:
NTS



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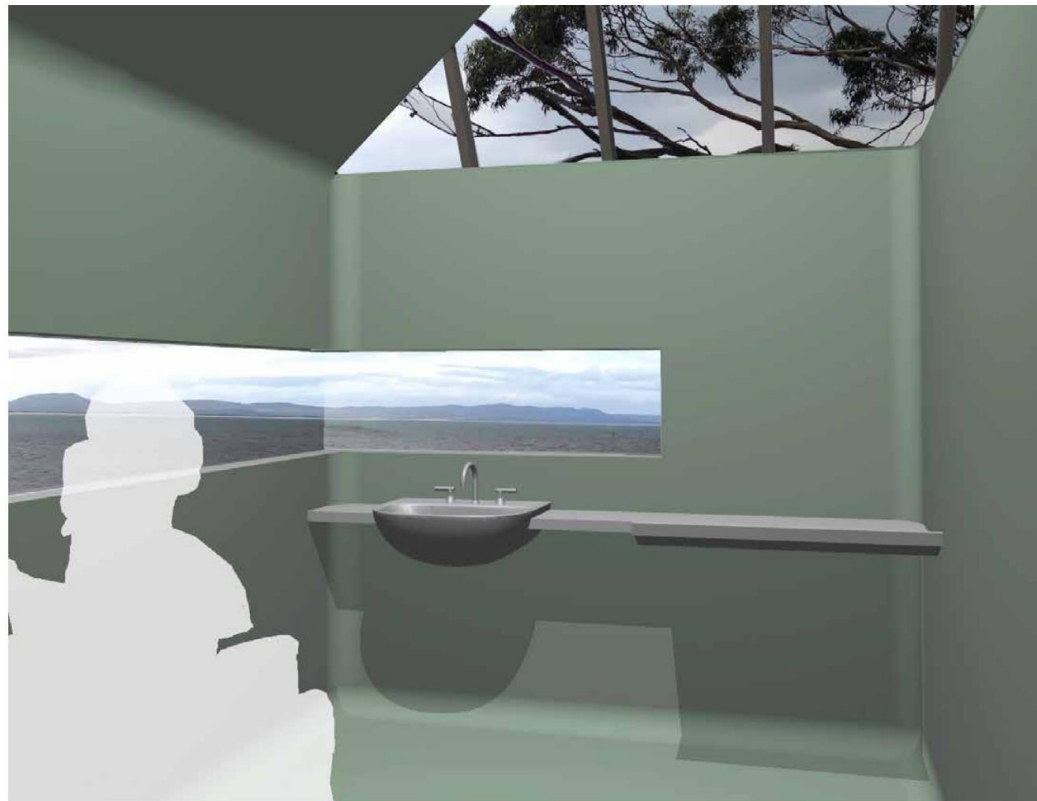
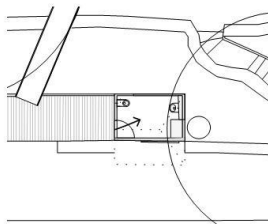
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SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_ AUGUST, 2016

Drawing:
New Unisex and Accessible Toilet from Franklin St (Night)

Scale:
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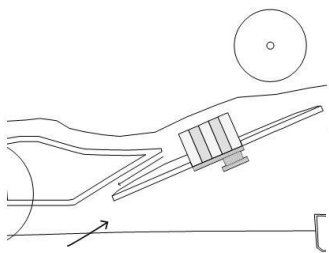
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Drawing:
New Accessible Toilet Interior View

Scale:
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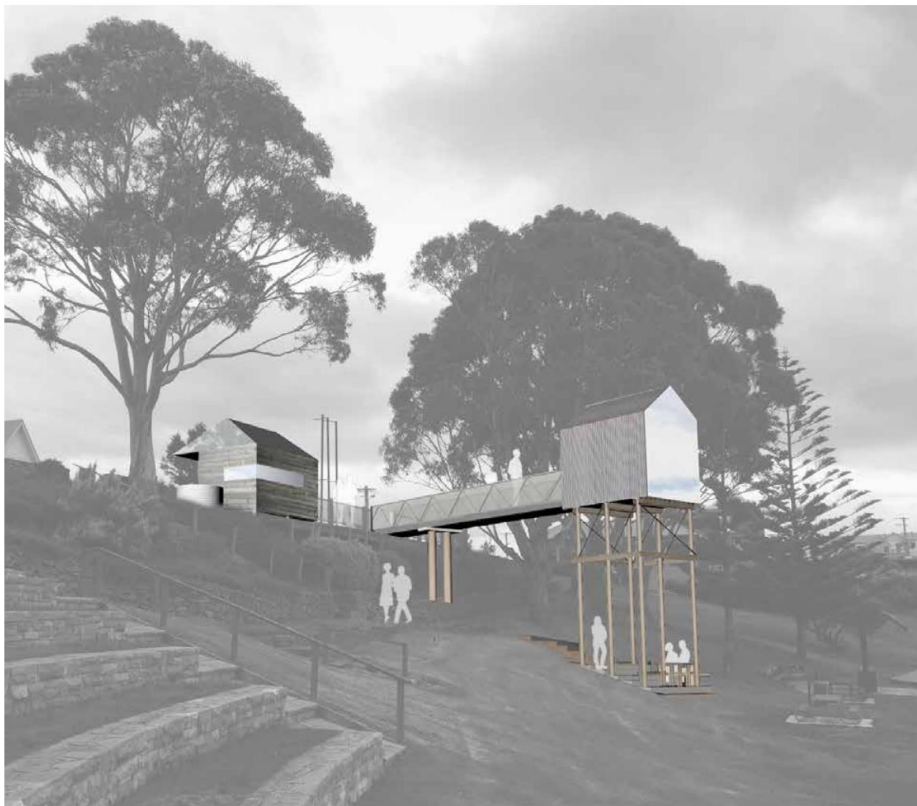
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SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_ AUGUST, 2016

Drawing:
Upgrade to existing toilet from Franklin Street

Scale:
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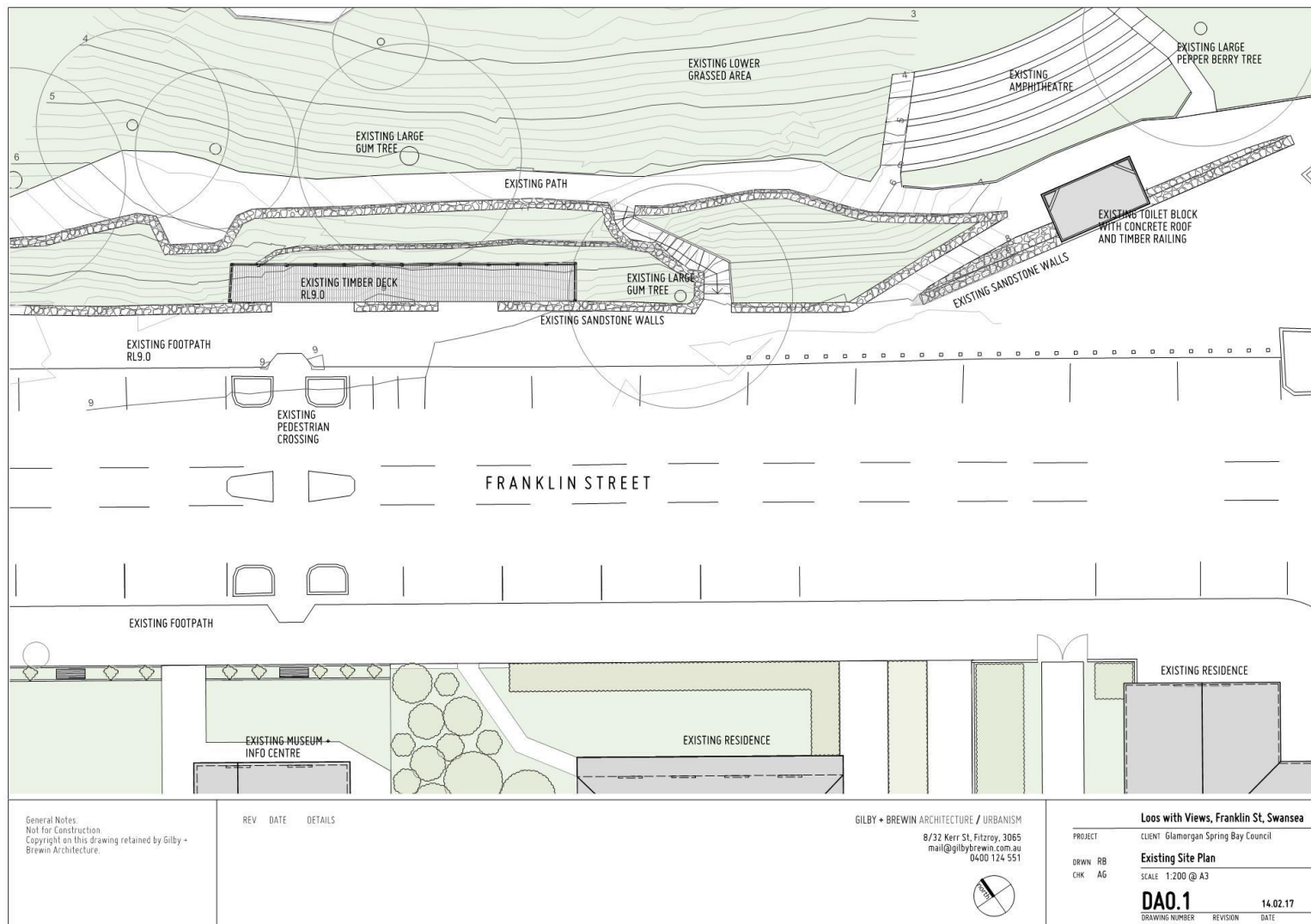
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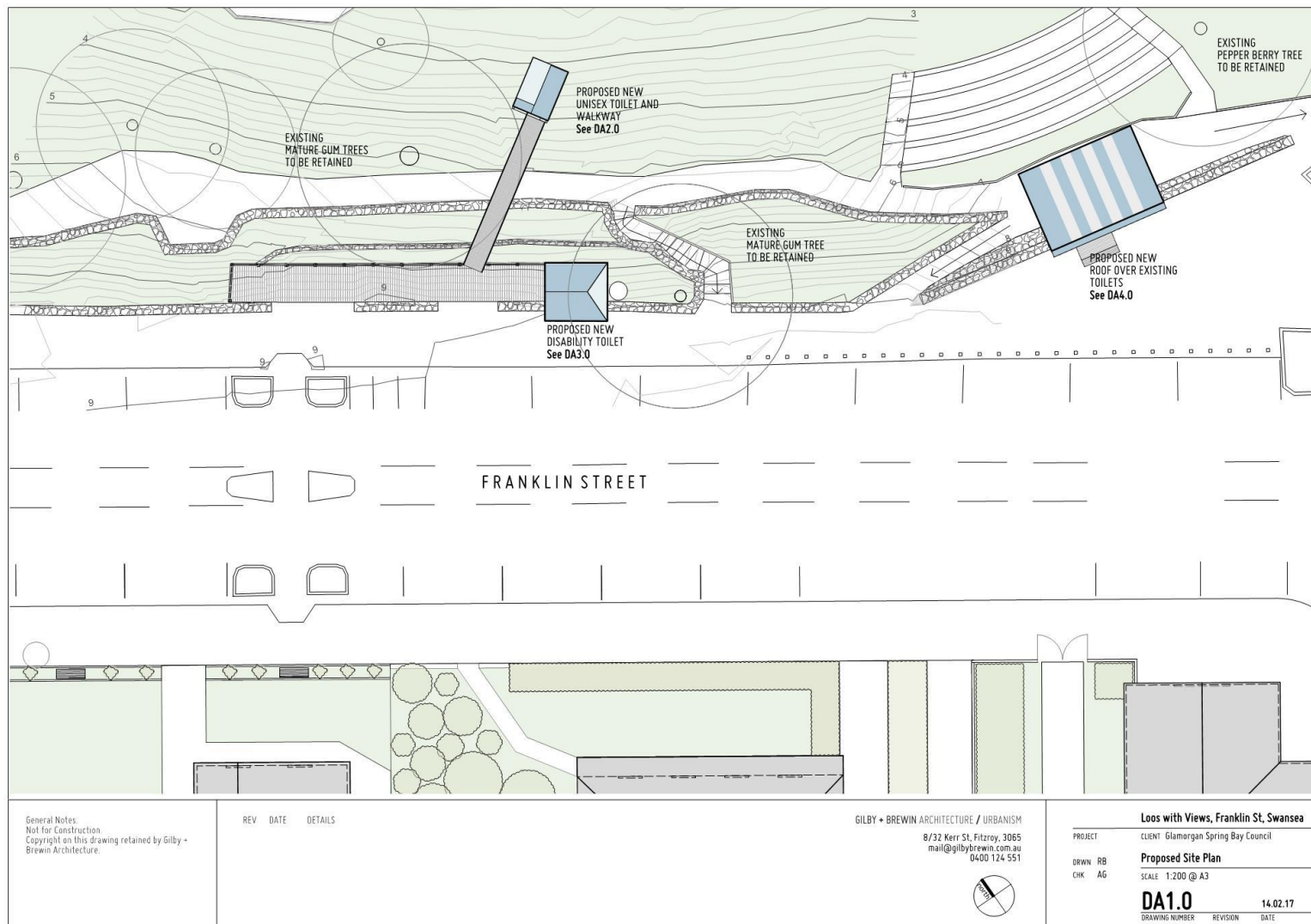
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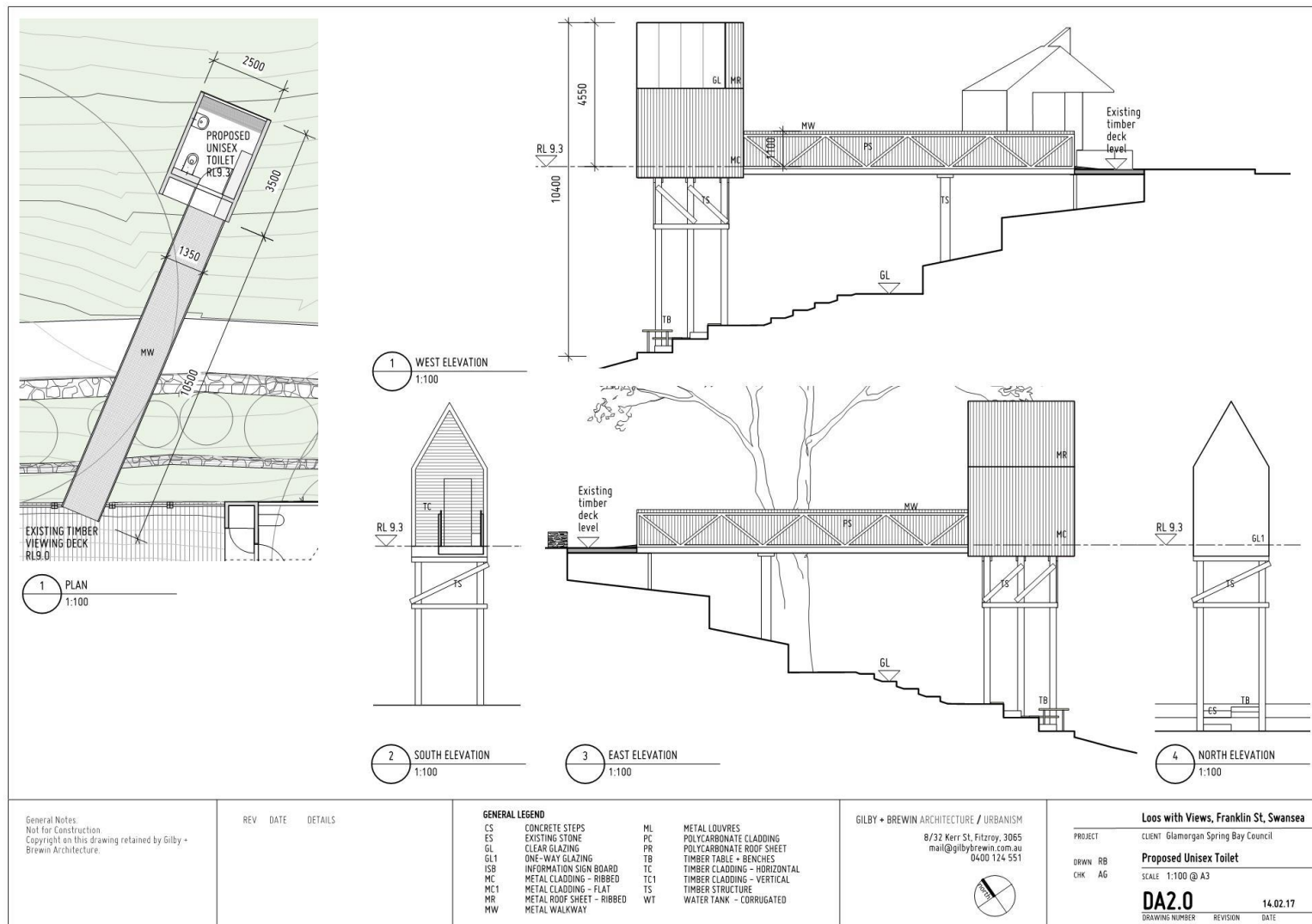
SWANSEA LOO WITH A VIEW
CONCEPT DESIGN_ AUGUST, 2016

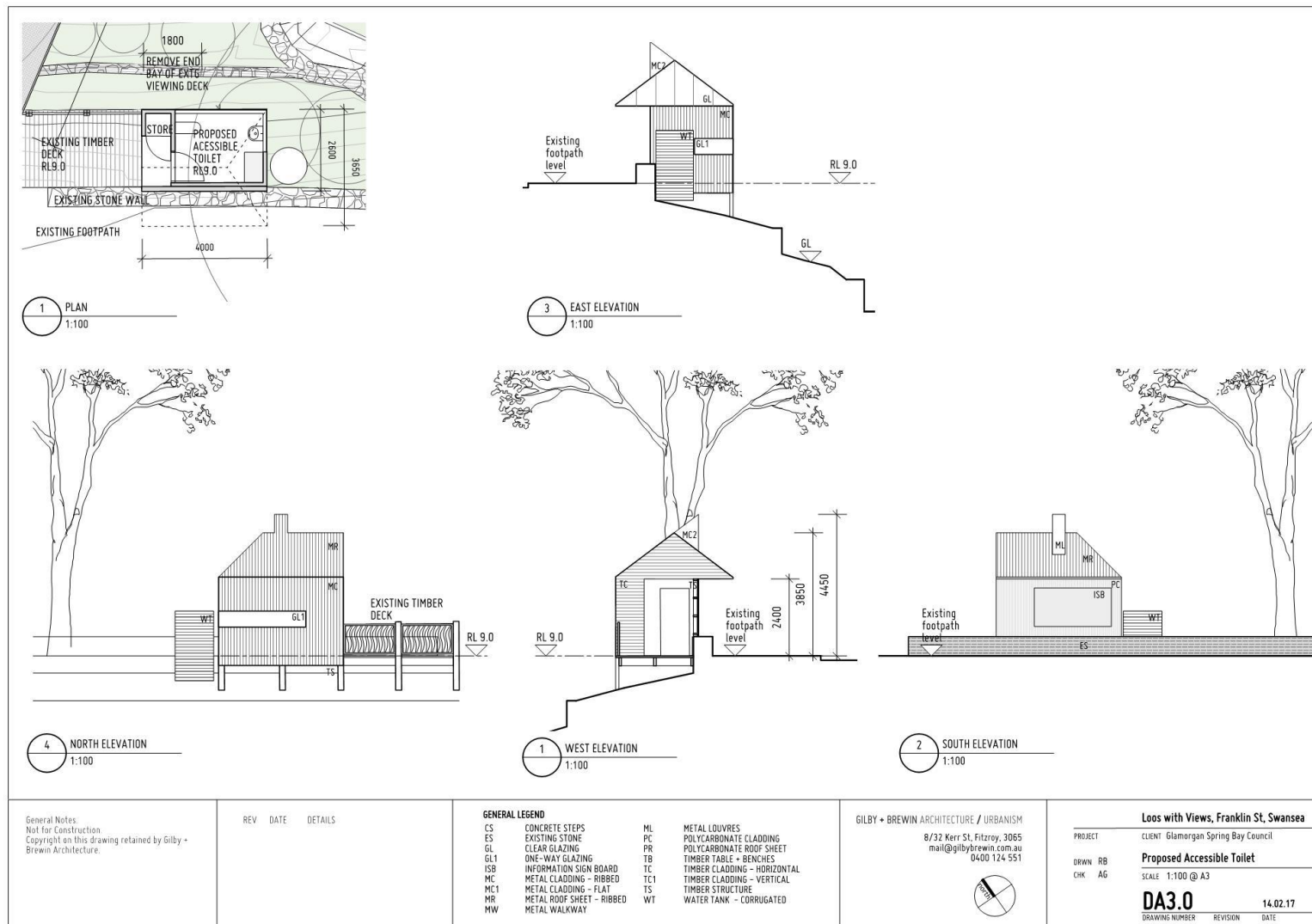
Drawing:
External views of the 3 loos.

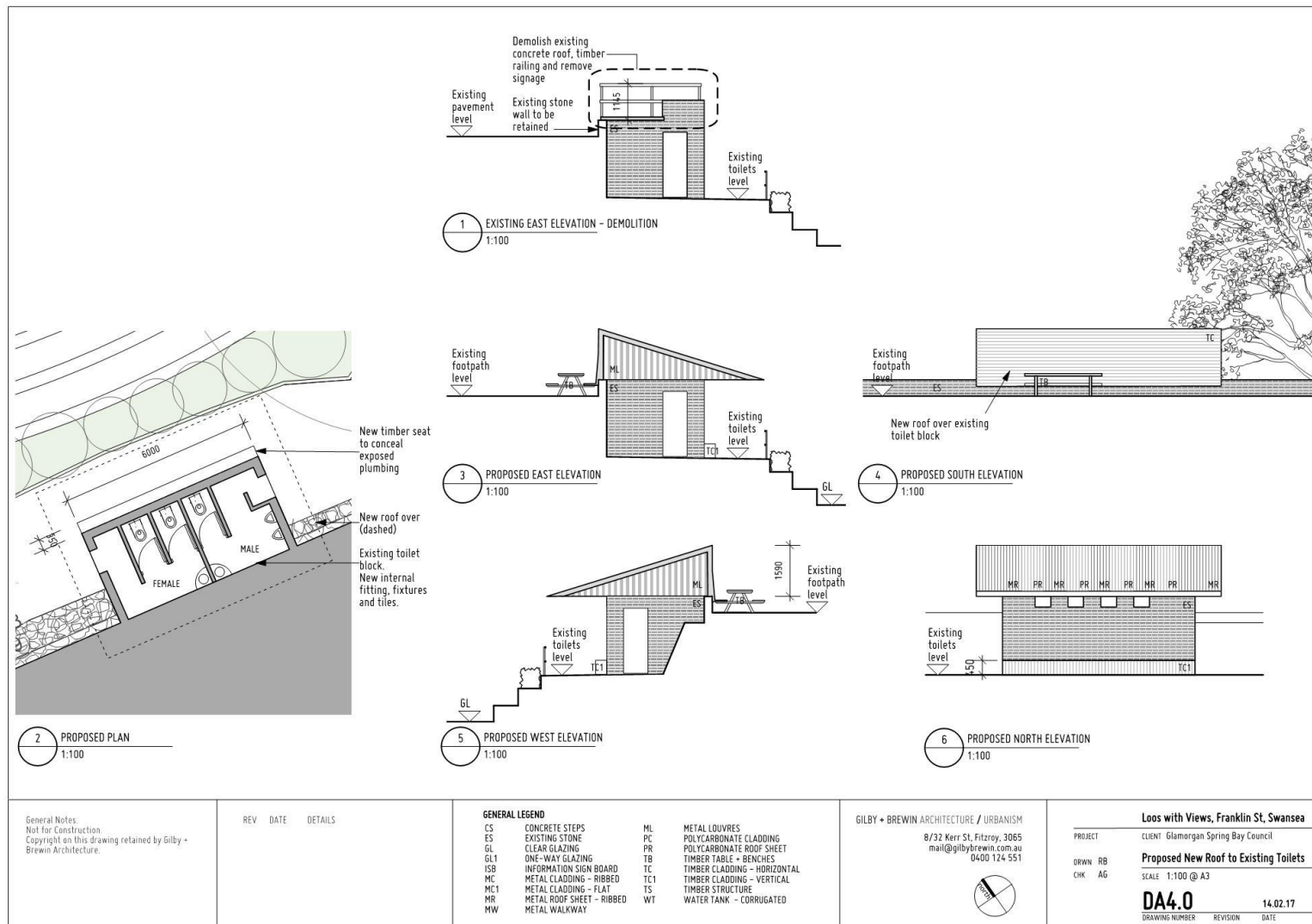
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3.2 DA17127 - Tree Removal, 56 Glen Gala Rd, Cranbrook

Planning Assessment Report

Proposal:	Tree removal and new access
Applicant:	A G Greenhill
Location:	56 Glen Gala Road, Cranbrook (CT 198605/1 & 171586/1)
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Significant Agricultural Zone
Application Date:	5 June 2017
Statutory Date:	26 September 2017 (by consent of applicant)
Discretions:	Five
Attachments:	Appendix A – Plans
Author:	Shane Wells, Manager Planning and Special Projects

1. Executive Summary

- 1.1. Planning approval is sought for tree removal and new access to the Amos Family Cemetery at Cranbrook.
- 1.2. The application is discretionary as the cemetery is heritage listed. A number of performance criteria also apply.
- 1.3. Four representations were received. Two other submissions were made but sent to the incorrect email address and are not valid representations but are nevertheless circulated to Councillors. In addition, four statements in support of the proposal have been provided to Council.
- 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.
- 1.6. The key planning issues relate to the impact of vegetation removal and the adequacy of existing and proposed access to the cemetery. It is considered that the vegetation removal was entirely appropriate and necessary to maintain the heritage values of the cemetery. There are no planning issues with the proposed access.

2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2017 / 00127.
- 2.2. This determination must be made no later than 26 September 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. No specific implications for Council have been identified.

4. Relevant Background and Past Applications

- 4.1. On 17 May 2016, Heritage Tasmania issued a Certificate of Exemption to the applicant for the removal of two oak trees and pruning of the hawthorn hedge. The exemption details the basis on which that decision was made and notes that the oak trees "are not significant memorial plantings".
- 4.2. The exemption advises the applicant to consult with Council over any planning requirements. The owner did contact Council and verbal advice provided was that planning approval was not required.
- 4.3. The trees were subsequently removed.
- 4.4. It is understood that the trees were removed for two reasons: (1) by being in close proximity to graves the trees posed a risk of causing damage to the cemetery; and (2) to facilitate pivot irrigation of the surrounding agricultural land.

- 4.5. In February 2017, several people submitted 'notice of suspected contravention under s63B' to Council. The notices effectively requested that Council investigate whether the tree removal that had occurred should have had a planning permit. It is a result of these notices that the current application has been lodged.
- 4.6. The cemetery is listed in both the Tasmanian Heritage Register and the planning scheme. A permit is required under the planning scheme as any exemption from Heritage Tasmania does not carry forward as an exemption from the planning scheme. The new planning scheme will not dual list properties and therefore avoid such situations.
- 4.7. Vegetation removal or modification on a place listed in the planning scheme is normally exempt unless that vegetation is described in the heritage listing.
- 4.8. The cemetery is listed in the planning scheme as follows, and as such the vegetation removal was not exempt from the planning scheme:

Ref. No.	Name, Location and/or Address	C.T.	General Description	Specific Extent
25	Amos Family Cemetery 45 Glen Gala Road Cranbrook	CT105790/1 & 2 CT51245/1	Group of graves and burial sites as well as a mature exotic tree association with the Amos family.	Tasmanian Heritage Register ID 1521

- 4.9. Of the two trees removed, it is not known which one is referred to in the listing.

5. Site Detail

- 5.1. The site includes the cemetery which is located on its own title and the adjoining agricultural land, and is within the Significant Agricultural Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.2. The cemetery is approximately 300m east of the Tasman Highway and 250m north of Glen Gala Road and is in relatively close proximity to the Cranbrook village. The cemetery is visible from the Tasman Highway and is on slightly more elevated land than what adjoins the Tasman Highway.
- 5.3. Access to the cemetery is from Glen Gala Road. 'Glen Herriot Lane' is a reserved road running northwards from Glen Gala Road on the eastern side of the cemetery with a connecting right of way. The actual access is not fully contained within this reserved road and is not fully formed.
- 5.4. All land surrounding the cemetery is agricultural land.
- 5.5. A Waterway and Coastal Protection Area applies to Freestone Creek and the access road runs through a small area of this.
- 5.6. No overlays apply to the cemetery.

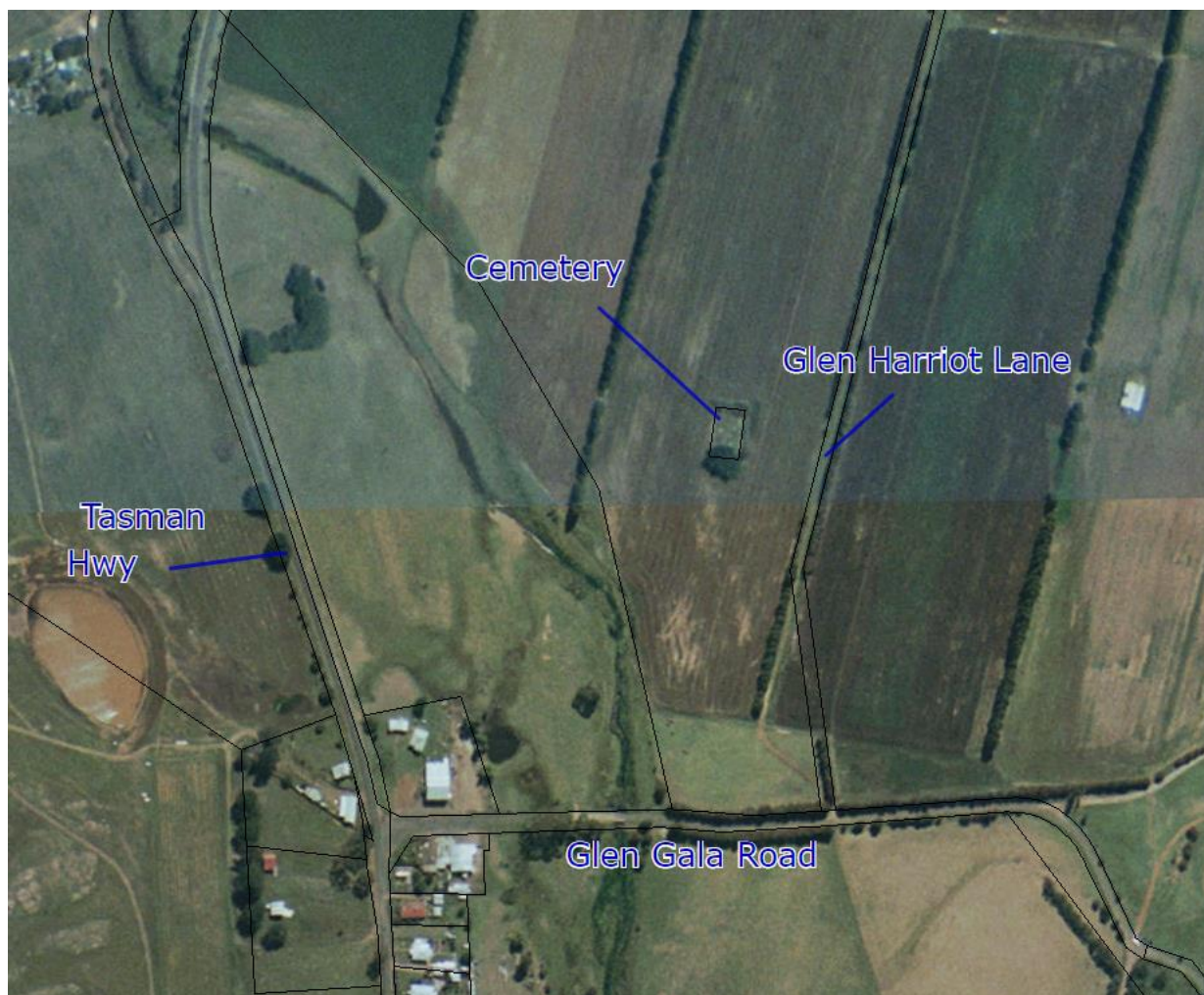


Figure 1: Aerial imagery.

6. Proposal

- 6.1. Planning approval is sought for tree removal and new access to the Amos Family Cemetery at Cranbrook.
- 6.2. The tree removal, which has occurred, consists of removal of two oak trees and pruning of a hedge.
- 6.3. A new access is proposed from Glen Gala Road with a gravel surface. The plans indicate future landscaping and planting in the area. The applicant has advised that two new oak trees seeded from the original oaks at Gala are to be planted either side of the new access.
- 6.4. Approval is not required with respect to any agricultural operation or any change to irrigation practices.
- 6.5. Approval is not required with respect to any pruning of any hedge.

6.6. All elements of the application are exempt from Tasmanian Heritage Council approval.

6.7. The use for the access is as a cemetery which is a prohibited use in the zone. The application is therefore subject to clause 9.1.1 which states:

Notwithstanding any other provision in this planning scheme, whether specific or general, the planning authority may at its discretion, approve an application:

(a) to bring an existing use of land that does not conform to the scheme into conformity, or greater conformity, with the scheme; or

(b) to extend or transfer a non-conforming use and any associated development, from one part of a site to another part of that site; or

(c) for a minor development to a non-conforming use,

where there is –

(a) no detrimental impact on adjoining uses; or

(b) the amenity of the locality; and

(c) no substantial intensification of the use of any land, building or work.

In exercising its discretion, the planning authority may have regard to the purpose and provisions of the zone and any applicable codes.

6.8. The following will show that that the proposal is consistent with this section and the application can be approved as such.

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 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;

- Significant Agricultural Zone
- E5.0 Road and Rail Assets Code
- E6.0 Parking and Access Code
- E7.0 Stormwater Management Code
- E13.0 Historic Heritage 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.

		Requirement	Proposed
1	New Access Clause E5.6.2 A2	No more than one access per property	The new access is one of several accesses to the property
2	Vehicle passing Clause E6.7.3 A1	Vehicle passing bays required for a driveway longer than 30m	No passing bays are shown and none are likely to be necessary for the needs of this access
3	Vehicle surface Clause E6.7.7 A1	Sealed surface within 75m of a sealed road	A gravel surface
4	Waterway & Coastal Protection Area Clause E11.7.1 A1	All works within a Waterway and Coastal Protection Area are assessed against the performance criteria	
5	Works to heritage place Clause E13.7.2 A1	No acceptable solution is provided and all works are discretionary	

7.4. Discretion 1 – New access

7.4.1. The relevant performance criteria is:

For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:

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

7.4.2. The new access is for the cemetery only and will be utilised on an irregular basis. Glen Gala Road is a narrow sealed public road. In the vicinity of the access the road is straight and relatively flat and the new access will achieve the minimum sight distance of 105m. The new access raises no particular issues and is considered reasonable.

7.5. Discretion 2 – Vehicular passing

7.5.1. The relevant performance criteria is:

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.*

7.5.2. Given the purpose and limited use of the access, the provision of passing bays is considered unnecessary.

7.6. Discretion 3 – Vehicle surface

7.6.1. 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.*

7.6.2. Given the purpose, limited use and location of the access, a gravel surface is considered reasonable.

7.7. Discretion 4 – Waterway and Coastal Protection Area

7.7.1. The relevant performance criteria

Building and works within a Waterway and Coastal Protection Area must satisfy all of the following:

- (a) *avoid or mitigate impact on natural values;*
- (b) *mitigate and manage adverse erosion, sedimentation and runoff impacts on natural values;*
- (c) *avoid or mitigate impacts on riparian or littoral vegetation;*
- (d) *maintain natural streambank and streambed condition, (where it exists);*

- (e) maintain in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;
- (f) avoid significantly impeding natural flow and drainage;
- (g) maintain fish passage (where applicable);
- (h) avoid landfilling of wetlands;
- (i) works are undertaken generally in accordance with 'Wetlands and Waterways Works Manual' (DPIWE, 2003) and "Tasmanian Coastal Works Manual" (DPIPWE, Page and Thorp, 2010), and the unnecessary use of machinery within watercourses or wetlands is avoided.

7.7.2. The driveway will cross through the waterway area but over existing agricultural land. There will be no direct impact to the waterway and no loss of riparian vegetation.

7.8. Discretion 5 – Works to heritage place

7.8.1. The relevant performance criteria is:

Development must not result in any of the following:

- (a) *loss of historic cultural heritage significance to the place through incompatible design, including in height, scale, bulk, form, fenestration, siting, materials, colours and finishes;*
- (b) *substantial diminution of the historic cultural heritage significance of the place through loss of significant streetscape elements including plants, trees, fences, walls, paths, outbuildings and other items that contribute to the significance of the place.*

The heritage significance of the trees primarily centres upon family descendants and their personal views and connections to the trees. There is no broader, community level attachment or association with the trees. Communities do place value and importance on cemeteries as they allow current generations to understand and interpret how social and economic structures have developed. The planning scheme can protect community scale values but it is far more difficult for a planning authority to adjudicate over sensitive family relationships to their history.

There are conflicting views on whether the trees were planted during centennial celebrations, which appears to be of relevance for how descendants value and understand the trees that have been removed.

In terms of the planning scheme, it is unclear whether the wording used in the 'general description' of the planning scheme table was used in a general sense (i.e., a description) or a specific sense (i.e., stating that the tree has particular importance. The old (or perhaps current) Tasmanian Heritage Council datasheet stated, "*this is a group of graves and burial sites as well as a mature exotic tree*". It is likely that the description in the planning scheme derived from this datasheet and referred to the tree in a general context only similar to the datasheet.

Any tree so close to a headstone has the potential to cause significant damage. Whether the trees caused direct or indirect impact to the headstones to an extent that was more or less than the effect of age or irrigation is unknown and not particularly important. The key issue is the potential damage that a tree directly adjacent to a nearly 200 year old headstone that will eventually arise. No detailed analysis is necessary to support such a view and no reasonable individual would think otherwise.

In summary, the new access will not cause a loss of historic heritage significance. The tree removal has caused a loss of historic heritage significance but the extent of loss is not considered unreasonable having regard to the circumstances of the case.

8. Referrals

8.1 TasWater

The proposal does not require referral to TasWater.

8.3 Council's Technical Officer

The application was referred to Council's Technical Officer who provided the following comments.

The proposed access extends from an existing farm gate off Glen Gala Road to a private cemetery. Glen Gala Road is signed at 60 km/hr. The vehicle access will need to be constructed from the edge of the road to the property boundary to Council standards.

The proposed internal driveway is gravel.

The property is rural and there is no Council SW infrastructure in the area.

9. Concerns raised by representors

The following table outlines the issues raised by the representations.

Issue	Response
In opposition	
The applicant does not have consent to lodge.	<p>The title has the cemetery in ownership of Alfred John Amos, Lewis Amos & Adam James Amos, all of who are deceased. It is not uncommon for titles to remain listed as being in the ownership of deceased estates.</p> <p>The title for the cemetery is together with a number of other titles that comprise one property. The applicant is very much of the view that they have notified the owner of the property and that ownership is quite clear based on rates paid and maintenance undertaken for a number of years. Parties with a counter claim over ownership should use the correct avenues to pursue that.</p>
Lack of consultation between decedents of cemetery guests.	This is not a relevant matter under the planning scheme.

The applicant should have known a planning permit was required.	<p>Clearing for agricultural purposes is typically regulated through the forest practices system. This is a unique instance where planning approval is required and the applicant obtained consent from the principal regulator of heritage matters in this State.</p> <p>As noted earlier in the report, the applicant did contact Council prior to removal.</p> <p>There is no limitation on the ability to consider retrospective applications.</p>
Impact to the cemetery from past high pressure irrigation practices.	Irrigation practices do not require planning approval. It should be noted though that pivot irrigation involves lower pressure.
Dispute statements that the oak trees caused damage.	It is not possible in retrospect to conclusively say one way or the other whether the trees directly or indirectly impacted the headstones. That is, the breakages evident on site may simply be a matter of age. It is however entirely reasonable to draw a direct link between trees and the potential to cause damage through root growth or dropped limbs. The removal of the oak trees directly protects the heritage values of the cemetery and avoids any risks.
The site has significance to the wider Amos family.	Noted.
The Oak Trees contribute to the heritage significance of the site.	Noted.
Background on the Amos Cemetery Fund and bicentennial celebrations planned for 2021.	Noted.
"... with the removal of the vehicle access by Adam Greenhill, the cemetery is now very difficult to maintain."	It is understood that the original access remains but was damaged by flooding. It is further understood that access is not restricted. The new access would appear to alleviate this issue.
The historical access should be maintained. A new access is not necessary.	The access is not part of the heritage listing. The historic access is partly located on private land and partly within the Glen Harriot Lane road reservation and the right of way for the cemetery title. The new access would provide a clearer separation between access and agricultural operations and improve the standard of access.
Uncertainty over the age of the oak trees and whether they were planted in 1921 as part of family centennial celebrations & therefore whether Heritage Tasmania erred in their exemption.	Noted.
"Council has the opportunity to right the wrongs by rejecting this application & seeking reinstatement for the damage done."	Reinstatement could be a possible outcome. However, it is one that is not considered advantageous. Irrespective of why the oak trees were planted and the views of individuals that clearly have a strong and understandable attachment to the cemetery, it is considered that trees and cemeteries are not sound

	partners. Any tree will eventually damage headstones.
The new access is flood prone.	The specific level of hazard and risk is not assessed. Given the purposes of the access it is not necessary. Any damage that may eventuate would be a civil matter.
The use and development is fully described in the application.	The application is not complex. There is more than sufficient detail in the application and no representor has expressed any uncertainty or ambiguity over the proposal.
The certificate of exemption referred to tree removal and pruning of a hedge but the notification referred only to tree removal.	The pruning of the hedge is exempt (E13.4.1 k).
The DA did not include the title documents.	The DA did include the title documents.
In support (note, not received during exhibition)	
The Amos Family Bi-Centenary Committee has agreed to work towards practical access to the cemetery and appropriate plantings and landscaping and to establish a family trust to provide for ongoing management.	Noted.
Statements relating to the detrimental impact caused to the cemetery by the trees prior to their removal.	Noted.
Those who oppose the tree removal have not once spoken to the applicant.	Noted.
Statements that the past irrigation practices have not had any adverse impact to the cemetery.	Noted.

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:

- 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 tree removal and new access to the Amos Family Cemetery at Cranbrook (DA2017/00127), 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 new vehicular access from Glen Gala Road to the property boundary must be provided to include:

- (a) Minimum sight distance of 105m for a 60km/hr area as determined by standard drawing TSD-R F01-v1.
- (b) A width, gradient, culvert, headwall and guidepost in accordance with standard drawings TSD-R03-v1 and TSD-R04-v1.

*Advice: standard drawings are available at
<http://www.lgat.tas.gov.au/page.aspx?u=658>*

3. The internal driveway and areas set-aside for vehicle turning must have a minimum width of 3.0m with an additional passing bays where appropriate.
4. 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.
5. To the satisfaction of Council's General Manager, the internal driveway and areas set-aside for vehicle parking and turning must:
 - (a) Be constructed with a durable all weather pavement;
 - (b) Have a gravel surface that is designed, construction and maintained to avoid dust or mud generation, erosion or sediment transfer off site;
 - (c) Drained to an approved stormwater system.
6. To the satisfaction of Council's General Manager, surface water runoff from the internal driveway and areas set-aside for vehicle parking and turning must be controlled and drained to avoid unreasonable impact to adjoining land.
7. 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.
8. 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.
9. 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.

DEVELOPMENT APPLICATION DA17127 Tree Removal RA56 Glen Gala Road, Cranbrook



APPLICATION FOR PROPOSED DEVELOPMENT

REMOVAL OF 2 OAK TREES FROM OUR FAMILY GRAVEYARD

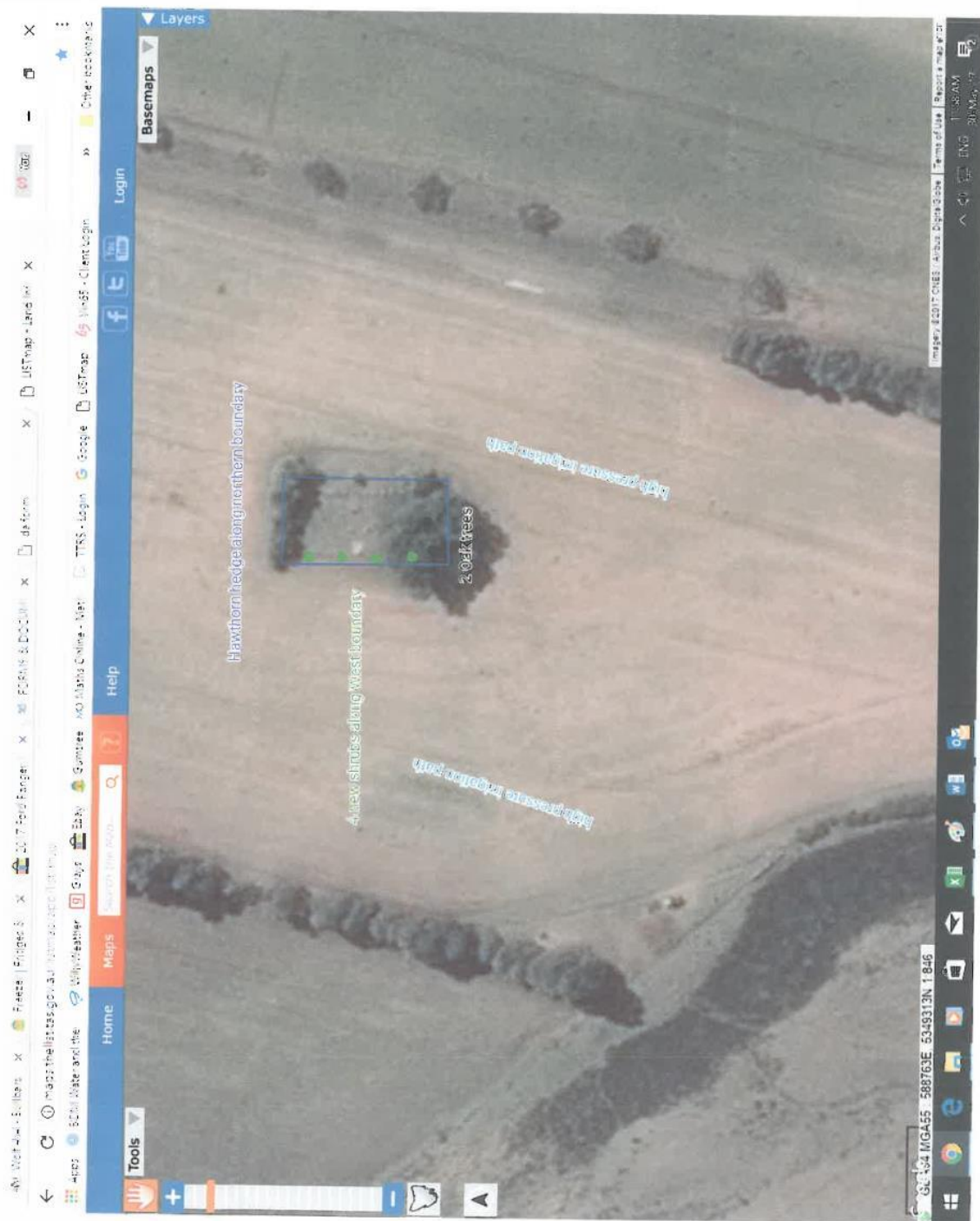
SUPPORTING INFORMATION THAT IS NOT IN ORIGINAL APPLICATION TO HERITAGE COUNCIL

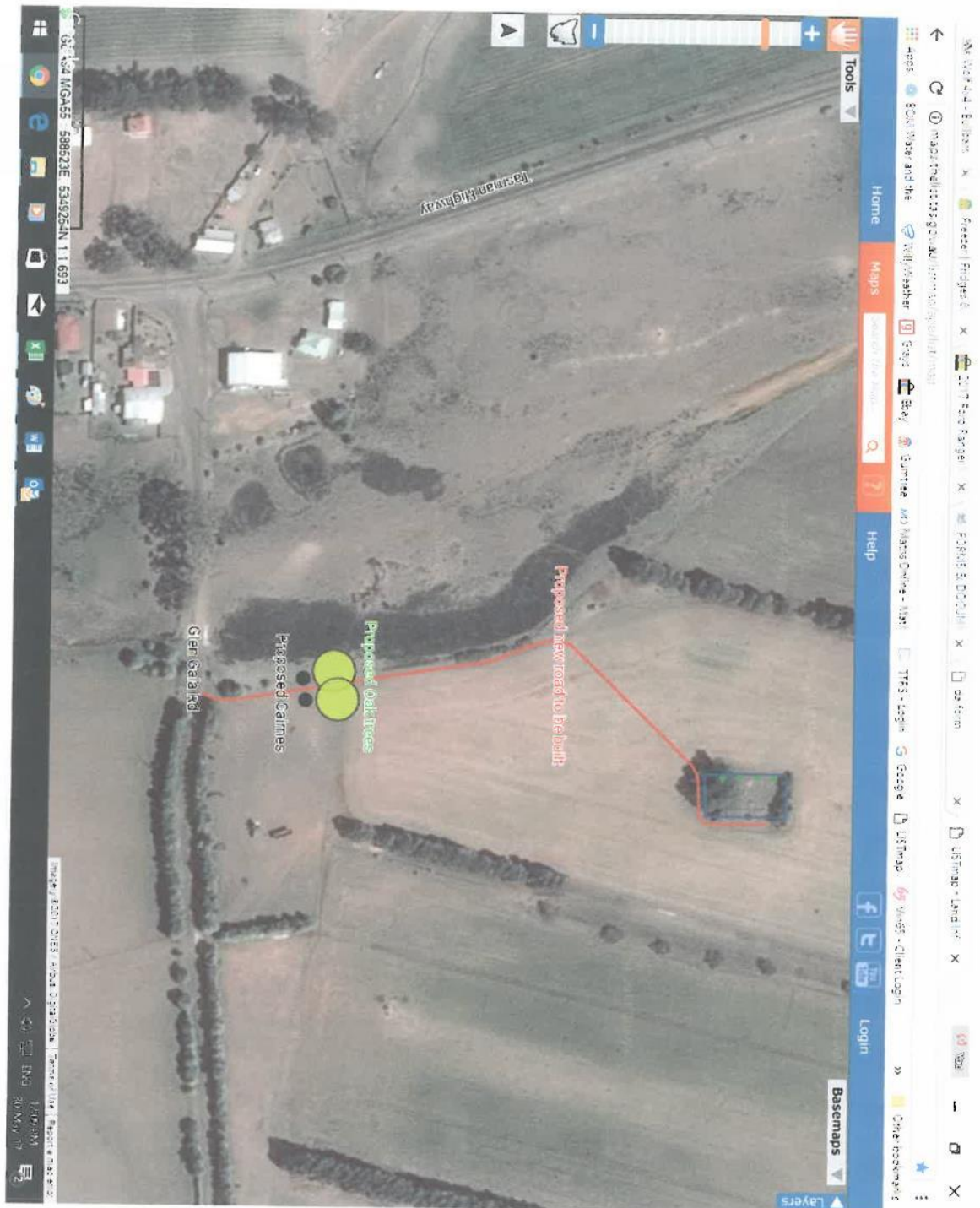
- I am a proud 6 generation decedent of the original Amos settlers. My family are proud custodians of the Amos family museum which is on our farm and we spend a lot of time showing distant relatives around the farm and museum as they retrace their ancestry.
- I was of the understanding that I had followed all due process by obtaining a certificate of exemption from the Tas Heritage Council
- At the time the trees were removed, I was unaware, as was the GSBC that a Development Application was required in addition to the Heritage council Certificate of Exemption
- No Amos Family member has contacted me in regard to the tree removal. After a lot of misinformation about the situation which has been relayed to me via neighbours and others in the community I contacted three members of the Amos family to give them a copy of the Heritage council application and certificate of exemption in order to get some facts out to the greater community. Most who have read this information have found it easier to accept the situation.
- The Heritage Council and my direct family believe that the grave stones are the primary heritage value of the site. The stones mark the graves of our forefathers and are at least twice as old as the oak trees. This means that their heritage value is greater than that of the trees and they should be protected accordingly
- I believe that the trees should have been removed long ago before the grave stones were damaged.
- Since the trees removal we have heard a suggestion that the trees were planted on the centennial celebrations of the Amos's settlement. My side of the Amos Family does not believe that this is correct because any ceremonious planting of such trees would not have been allowed so close to the actual graves (trees butts are now 10 cm from graves) or in such a random configuration
- The extent of damage that the trees were causing to the graves cannot be denied and I have left the stumps of the two trees in the ground as a reference until this issue has been resolved
- I have been in consultation with Julian Amos and Rod Amos (both are on the Amos Family Bicentennial Committee) in regard to future ownership and or management options for the grave yard to assure that such a situation does not reoccur
- Julian Amos is happy to be contacted about his involvement and possible solutions to resolve the long term issues associated with the graveyard.
- As far as I am aware, the last time that any of the Amos Family (other than my direct family) tended the graveyard was when Rob Amos visited nearly 2 years ago. My mother has requested help maintaining the graveyard since this day but no one has obliged.
- Since the trees have been removed, the hawthorn hedge has come back strong and is now much healthier than it was prior to being pruned

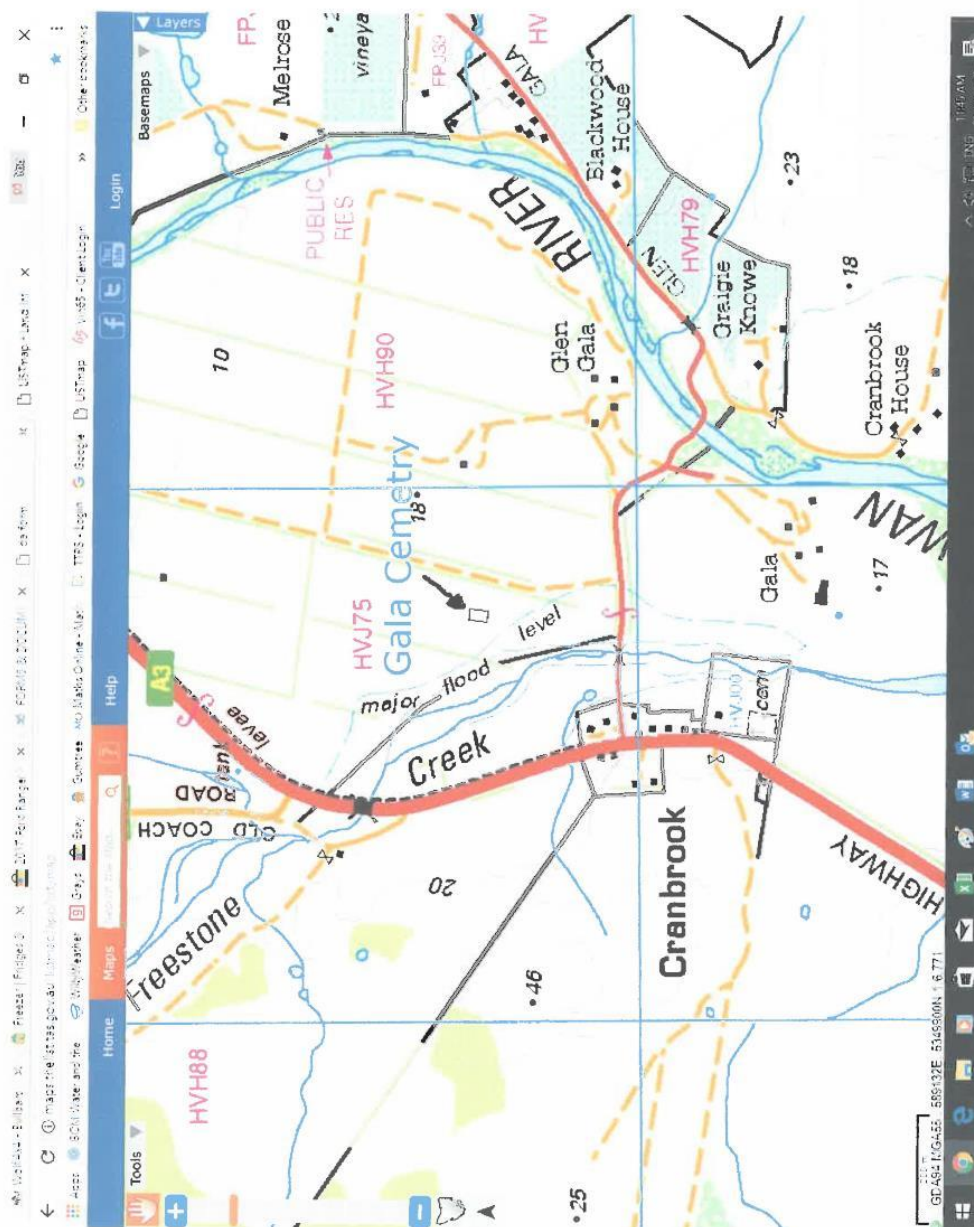
- Since the trees have been removed, we have mowed the graveyard several times and planted shrubs in an effort to beautify the site. We intend to work with a proposed new committee (being formed by Rob and Julian Amos) to landscape the site and then deal with the costs of ongoing maintenance. One suggestion is that we put a hawthorn hedge right around the edge of the yard. Other suggestions are the planting of 2 new trees on the road into the graveyard and possibly the erection of a Scottish Carine also on the track in.
- No member of the Amos family have ever offered help or financial contribution to the upkeep of an access to the graveyard.











3.3 DA17177 – Dwellings and Outbuilding, 48 Swanwick Drv, Coles Bay

Planning Assessment Report

Proposal:	Dwelling, visitor accommodation building & outbuilding
Applicant:	Prime Design
Location:	48 Swanwick Drive, Coles Bay
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Low Density Residential Zone
Application Date:	25 July 2017
Statutory Date:	29 September 2017 (by consent of applicant)
Discretions:	Eight
Attachments:	Appendix A – Plans
Author:	Shane Wells, Manager Planning and Special Projects

1. Executive Summary

- 1.1. Planning approval is sought for a dwelling, visitor accommodation building and outbuilding at 48 Swanwick Drive, Coles Bay.
- 1.2. The application is discretionary as it relies on a number of performance criteria.
- 1.3. Three 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 / 00177.
- 2.2. This determination must be made no later than 29 September 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. 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 781m² vacant corner lot with frontage to Swanwick Drive and the road leading to the Swanwick boat ramp. The site has a slight gradient to the north (foreshore) and contains no significant vegetation other than one tree.
- 5.2. The land is unserviced.
- 5.3. The mid portion of the site is subject to a Coastal Hazard Inundation Area and Coastal Erosion Hazard Area (low). The northern portion of the site has a medium Coastal Erosion Hazard Area. In terms of the inundation hazard, the planning scheme requires a minimum finished floor level of 2.2m which is complied with for all buildings.



Figure 1: Aerial image.



Figure 2. View from Swanwick Drive.

6. Proposal

- 6.1. Planning approval is sought a dwelling, visitor accommodation building and outbuilding at 48 Swanwick Drive, Coles Bay
- 6.2. The dwelling is a two storey structure located in the northern part of the site overlooking the foreshore. The ground floor provides undercover car parking, a laundry and stairs. The upper level provides living areas and one bedroom with a deck to the north, west and east elevations. The dwelling is 7.2m X 7.6m excluding the deck which is two metres wide. The dwelling is to be clad in cement sheet or similar product. The deck is to have glass balustrade with the exception of a 1.7m high screen along the eastern elevation.
- 6.3. The visitor accommodation building is a self-contained two-bedroom structure separate to the dwelling and located more to the middle of the lot. It has an L-shaped configuration of shipping containers around a swimming pool / spa. The application is presented on the basis that the pool forms part of the visitor accommodation use.
- 6.4. The outbuilding is on the southern side of the visitor accommodation building and swimming pool. The outbuilding is in fact one half of a building which also provides a partial roof over the swimming pool and which is surrounding by the L-shaped configuration of shipping containers.
- 6.5. The structure containing the outbuilding is 12m x 6m x 3.7m in size and clad in Colorbond. The floor area is evenly divided between outbuilding and swimming pool. The outbuilding is assessed on the basis that it is associated with the dwelling and not the visitor accommodation building despite being attached to the visitor accommodation building.
- 6.6. Visitor accommodation for up to 4 bedrooms in an owners principal place of residence is exempt under the Governments sharing economy policy. However, the application specifically includes visitor accommodation and is seeking approval for this use. It can be assumed that this is because the dwelling on the site will not be the owners principal place of residence.
- 6.7. Two separate vehicular accesses are proposed.

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 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
 - E6.0 Car Parking & Access Code
 - E7.0 Stormwater Management Code
 - E15.0 Inundation Prone Areas Code
 - E16.0 Coastal Erosion Hazard Code
 - E24.0 Coastal Development 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.

		Acceptable Solution Requirement	Proposed
1	Front setback – secondary frontage Clause 12.4.2 A1 (b)	3m setback	2m setback to deck of dwelling
2	Site cover Clause 12.4.3 A1	25%	25.6%
3	Private open space Clause 12.4.3 A2 (c)	Private open space is directly accessible from a habitable room	Private open space is not directly accessible. All habitable rooms are on the upper level
4	Stormwater management Clause E7.7.1 A1	Stormwater is disposed to public main	Stormwater is to be retained onsite
5	Erosion Hazard Area Clause E16.7.1 A1	No acceptable solution. All works are assessed against the performance criteria.	
6	Foreshore height Clause E24.7.1 A1	5m height is specified in the Coastal Development Code	6.8m
7	Foreshore setback Clause E24.7.2 A2	A 15m foreshore setback	5.1m
8	Visitor accommodation Clause 12.3.2 A1	All new buildings for visitor accommodation are discretionary	

7.4. Discretion 1 – Front setback

7.4.1. The relevant performance criteria is:

A dwelling must:

- (a) *be compatible with the relationship of existing buildings to the road in terms of setback or in response to slope or other physical constraints of the site; and*
- (b) *have regard to streetscape qualities or assist the integration of new development into the streetscape.*

7.4.2. The discretion is with respect to the setback from the public road leading to the boat ramp. There are two lots with frontage to this road, one being the subject site and the second being 52 Swanwick Drive. This second property has an approval for a single storey dwelling with a 3m setback to this public road.

7.4.3. The extent of the discretion is approximately 1.5m² of deck and it is considered unlikely that this will have any significant adverse impact on the streetscape.

7.5. Discretion 2 – Site cover

7.5.1. The relevant performance criteria is:

Dwellings must have:

- (a) *private open space that is of a size and dimensions that are appropriate for the size of the dwelling and is able to accommodate:*
 - (i) *outdoor recreational space consistent with the projected requirements of the occupants; and*
 - (ii) *operational needs, such as clothes drying and storage; and*
- (b) *have reasonable space for the planting of gardens and landscaping.*
- (c) *not be out of character with the pattern of development in the surrounding area; and*
- (d) *not result in an unreasonable loss of natural or landscape values.*

7.5.2. The performance criteria deals with both site coverage and private open space. Only subclause (c) is directly relevant to site cover.

7.5.3. Given the extent of variation is minor at less than 1% it is unlikely that the proposal would be inconsistent with surrounding development to any significant degree and there are examples of larger footprint development in the street.

7.6. Discretion 3 – Private open space

7.6.1. The relevant performance criteria is:

A dwelling must have private open space that:

- (a) *includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is:*
 - (i) *conveniently located in relation to a living area of the dwelling; and*
 - (ii) *orientated to take advantage of sunlight.*

- 7.6.2. Private open space is provided partially via the extensive deck and by outdoor areas at ground level. This mix of approaches to providing outdoor space will provide an adequate level of amenity to residents.

7.7. Discretion 4 – Stormwater

- 7.7.1. The relevant performance criteria is:

Stormwater from new impervious surfaces must be managed by any of the following:

- (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles
- (b) collected for re-use on the site;
- (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.

- 7.7.2. Given the amount of land free from development, and the sandy soil conditions, stormwater can be readily managed onsite through tanks and standard overflow design.

7.8. Discretion 5 – Coastal Erosion Hazard Area

- 7.8.1. The application is supported by a Coastal Vulnerability Assessment prepared by GES Geo-Environmental Solutions.

- 7.8.2. This assessment provides site specific modelling on physical and hydrodynamic factors to determine the level of erosion risk. It concludes that there is a low risk that the site will be eroded by coastal processes by 2100. No recommendations are made with respect to structural or design methods to mitigate the hazard and no future mitigation or remediation work is anticipated.

- 7.8.3. Of note, the report highlights the extent to which the channel has shifted in this area.

- 7.8.4. The relevant performance criteria 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.*

7.8.5. Having regard to the assessment submitted it is considered that the proposal satisfies the above performance criteria.

7.9. Discretion 6 – Foreshore height

7.9.1. The maximum height of the dwelling is 6.5m which exceeds the 5m standard for a lot adjoining the foreshore. The relevant performance criteria from the Coastal Development Code is:

Building height must satisfy all of the following:

- (a) *ensure there is no unreasonable loss of amenity on adjoining lots by:*
 - (i) *overshadowing and reduction of sunlight to habitable rooms and private open space to less than 3 hours between 9.00 am and 5.00 pm on June 21 or by increasing existing overshadowing where greater than above; and*
 - (ii) *overlooking and loss of privacy; and*
 - (iii) *visual impacts when viewed from adjoining lots; and*
 - (iv) *take into account steep slopes and other topographical constraints; and*
 - (v) *loss of view corridors; and*
- (b) *take into account steep slopes and other topographical constraints; and*
- (c) *have regard to streetscape qualities or be consistent with the statements of desired future character.*

- 7.9.2. The proposal plans include mid-winter shadow diagrams. With the exception of early morning overshadow of the adjoining road to the boatramp, shadowing is contained to the subject site and overshadowing is not a concern.
- 7.9.3. The upper level deck includes a privacy screen to the east which adjoins private property. The deck is unlikely to affect privacy to road users and is approximately 30m from accessible areas of the foreshore being the existing car park for the boat ramp.
- 7.9.4. The adjoining land to the south is a large parcel with no nearby development and as such no impact to loss of view corridors.

7.10. Discretion 7 – Foreshore setback

- 7.10.1. The relevant performance criteria from the Coastal Development Code is:

Building setback from the high water mark or a public reserve located on the coast or any Council owned or administered land located on the coast must satisfy all of the following:

- (a) *ensure that there is no unreasonable loss of amenity on adjoining residential lots or adjoining coastal land by:*
 - (i) *overlooking and loss of privacy to adjoining residential land; and*
 - (ii) *visual impacts when viewed from adjoining coastal land; and*
 - (b) *ensure that there is no unreasonable overlooking or encroachment, perceived or physical, into public land that may restrict or restrain public use.*
- 7.10.2. The main public use of the foreshore in this area is through use of the boat ramp. The foreshore in front of the site provides car parking for the boatramp at a distance of approximately 30m from the site. Between the site and car park is coastal scrub vegetation. There is no public foreshore trail in the area.
 - 7.10.3. When viewed from ground level in the car park, the existing vegetation will screen the lower level of the dwelling and some of the upper level. This screen together with the separation from actively used parts of the foreshore and the dwelling will ensure that there is no unreasonable overlooking or encroachment into the public land.
 - 7.10.4. The setback to the foreshore is also comparable to most other dwellings to the north-east of the site and is larger than the setback of several, including the nearest dwelling. The setback is smaller than the four adjoining dwellings to the west.

7.11. Discretion 8 – Visitor accommodation

- 7.11.1. The relevant performance criteria for a new building for visitor accommodation use is:

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.*

7.11.2. The visitor accommodation use is unlikely to adversely affect amenity or privacy and is a small-scale use that will not generate any off-site impacts.

8. Referrals

8.1 TasWater

The proposal does not require referral to TasWater.

8.2 Council's Technical Officer

The application was referred to Council's Technical Officer who provided the following comments.

The property has an existing crossover off Swanwick Drive, but the access strip hasn't been constructed.

A second access is proposed off the short road to the boat ramp which will service the dwelling.

The applicant proposes 1 car space for the dwelling and 2 for the visitor accommodation.

Access and parking areas are described on the application as being concrete. No SW drainage is shown. There does not appear to be a SW connection servicing the property and stormwater will need to be retained on site and advice should be included on this in any permit granted.

8.3 Council's Natural Resource Management Department

The property is cleared of native vegetation, as it probably has been for some time. The adjoining foreshore vegetation is currently intact. It is recommended that conditions be included regarding weed management and control.

9. Concerns raised by representors

The following table outlines the issues raised by the representations.

Issue	Response
The setback to the foreshore is insufficient and may exacerbate erosion, is less than other established properties, and should be moved closer to Swanwick Drive.	<p>The foreshore setback has been discussed earlier in the report.</p> <p>The issue of erosion has been assessed in the GES report.</p> <p>The foreshore setback of existing dwellings is not consistent. To the west, there are five dwellings until the point at which Swanwick Drive changes direction and the proposed setback is less than that of four existing dwellings but greater than the fifth. To the north-east, most existing dwellings are closer to the foreshore than this proposal.</p> <p>The buildings cannot be shifted closer to Swanwick Drive without invoking a new discretion.</p>
Overshadowing	Overshadowing has been discussed earlier in the report. The only lot that could be overshadowed is the nearest property to the west. This dwelling is more than 20m from the subject dwelling. Early morning shadowing during mid-winter will extend to the adjoining property but the effects are not significant.
Loss of privacy from deck – request to remove deck from western side of dwelling.	The planning scheme standard for privacy from a deck is that any deck with a floor level of more than 1m must have a setback of 3m to a side boundary or 4m from a rear boundary or have a 1.7m high fixed privacy screen. The proposed deck includes a privacy screen to the east and is more than 20m from the private land to the west.
Height, scale, bulk and proportions of the dwelling	The dwelling is 7.6m x 7.2m with the 2m wraparound deck. Although above the height standard the dwelling is not bulky or of excessive proportions.
Loss of privacy from proposed deck	The deck as proposed is unreasonable. It is minimal setback and significant height and is an entirely new element with respect to the adjoining dwelling to the south. The southern extent of the deck should be screened by a 1.7m high (above finish surface level) screen. A condition to this effect should be included on any permit granted.

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:

- 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 a dwelling, visitor accommodation building and outbuilding at 48 Swanwick Drive, Coles Bay (DA2017/00177), be APPROVED subject to the following conditions:

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

Advice: Any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.

2. The minimum floor level of all habitable rooms must be 2.2m AHD as per Table E15.1 of the Glamorgan Spring Bay Interim Planning Scheme 2015 as at the date of approval.
3. Use of the outbuilding must be limited to residential storage and related residential activities only and must not be used for human habitation.
4. Prior to the commencement of use, that least two (2) car parking spaces must be provided on-site for the dwelling use and at least one (1) car parking space must be provided on-site for the visitor accommodation use and must be available for car parking at all times.

The approved garage must be readily accessible for car parking associated with the visitor accommodation use.

Each space must be at-least 5.4m long and 2.4m wide with an additional 0.3m clearance from any nearby wall, fence or other obstruction.

The maximum gradient of each space is 1 in 20 measured parallel to the angle of parking and 1 in 16 in any other direction.

5. The internal driveway and areas set-aside for vehicle turning must have a minimum width driveway of 3.6m.

Please note, if a Bushfire Hazard Management Plan and/or Building Attack Level (BAL) assessment is required through the building approval process, the minimum width may need to be increased to 4.0 with passing bays.

6. To the satisfaction of Council's General Manager, the internal driveway and areas set-aside for vehicle parking and turning must:
 - (a) Be constructed with a durable all weather pavement;
 - (b) Have a sealed surface of either concrete, asphalt, two-coat spray seal, pavers or similar;
 - (c) Be formed to ensure stormwater is suitably contained, drained and managed;
 - (d) Be fully complete within six months of the commencement of use.
7. A reinforced concrete access must be constructed from the edge of the seal of the public road to the boundary of the lot at both locations shown on the endorsed plans within six months of the commencement of the use.

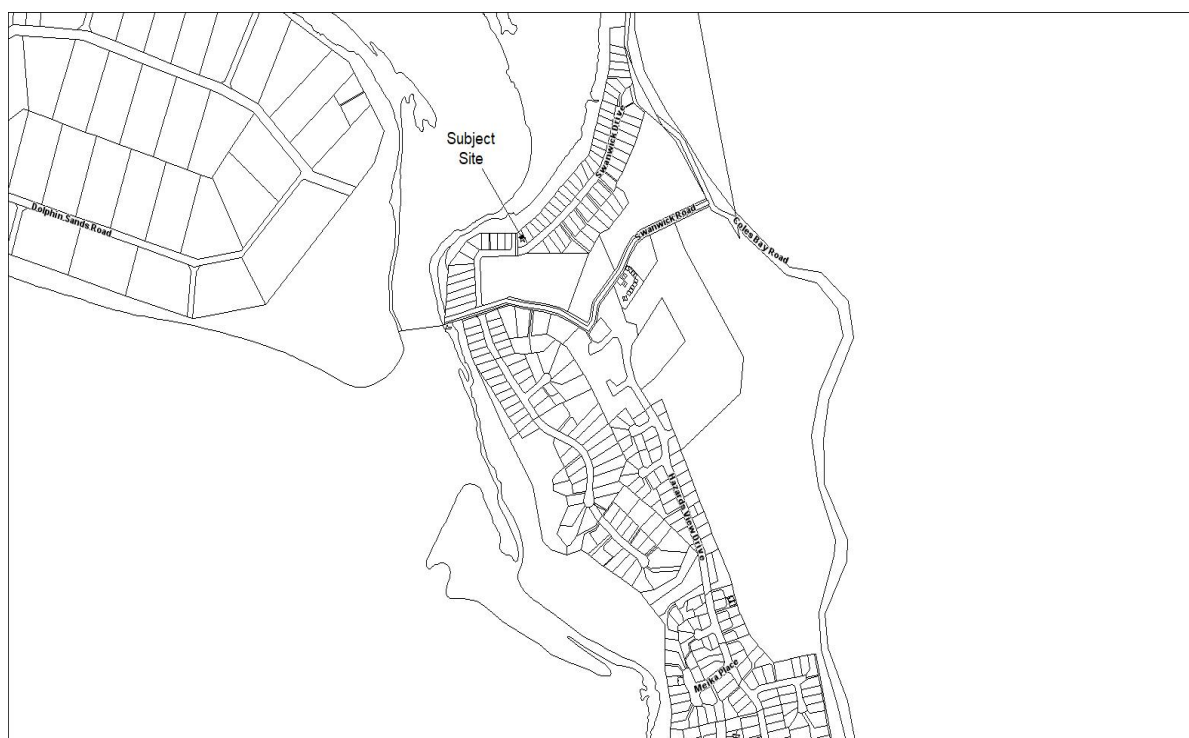
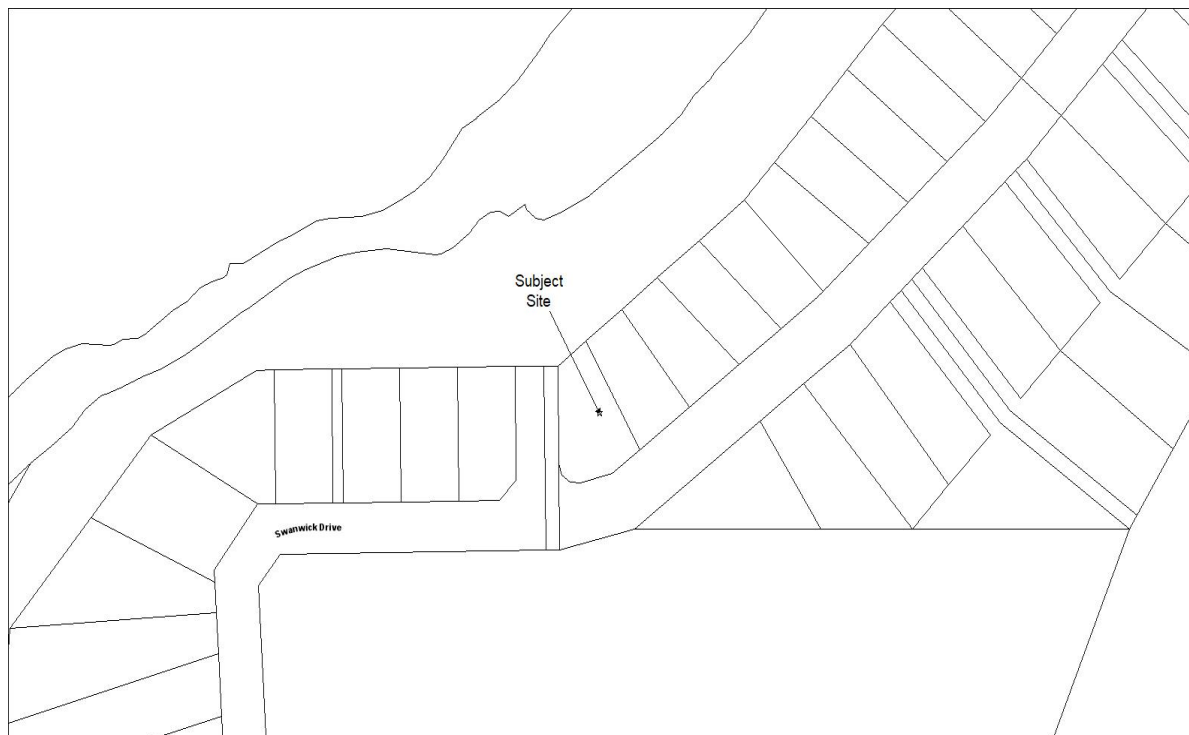
The access must be located to achieve a minimum sight distance of 80m for a 50km/hr area as determined by standard drawing TSD-R F01-v1.

The width, gradient and construction must be in accordance with standard drawing TSD-R09-v1.

Advice: standard drawings are available at
<http://www.lgat.tas.gov.au/page.aspx?u=658>

8. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - e. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.
 - f. Not burn debris or waste on site.
 - g. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - h. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.
9. No top soil is to be removed from the site.
10. All vehicles and equipment associated with construction of the development must be cleaned of soil prior to entering and leaving the site to minimise the introduction and/or spread of weeds and diseases to the satisfaction of the Council's General Manager.
11. 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 DA17177 One Dwelling & One Visitor Accommodation Unit 48 Swanwick Drive, Coles Bay





PROPOSED DWELLING, VISITOR ACCOMMODATION 48 SWANWICK DRIVE, COLES BAY

N. RIDGLEY

BUILDING DRAWINGS

No	DRAWING
01	SITE PLAN
02	LOCALITY PLAN
03	SITE LANDSCAPING PLAN
04	PERSPECTIVES
05	SHADOW DIAGRAMS

RESIDENCE BUILDING DRAWINGS

No	DRAWING
1-01	GROUND FLOOR PLAN
1-02	FIRST FLOOR PLAN
1-03	ELEVATIONS
1-04	ELEVATIONS
1-05	ROOF PLAN

VISITOR ACCOMMODATION BUILDING DRAWINGS

No	DRAWING
2-01	FLOOR PLAN
2-02	ELEVATIONS
2-03	ELEVATIONS
2-04	ROOF PLAN

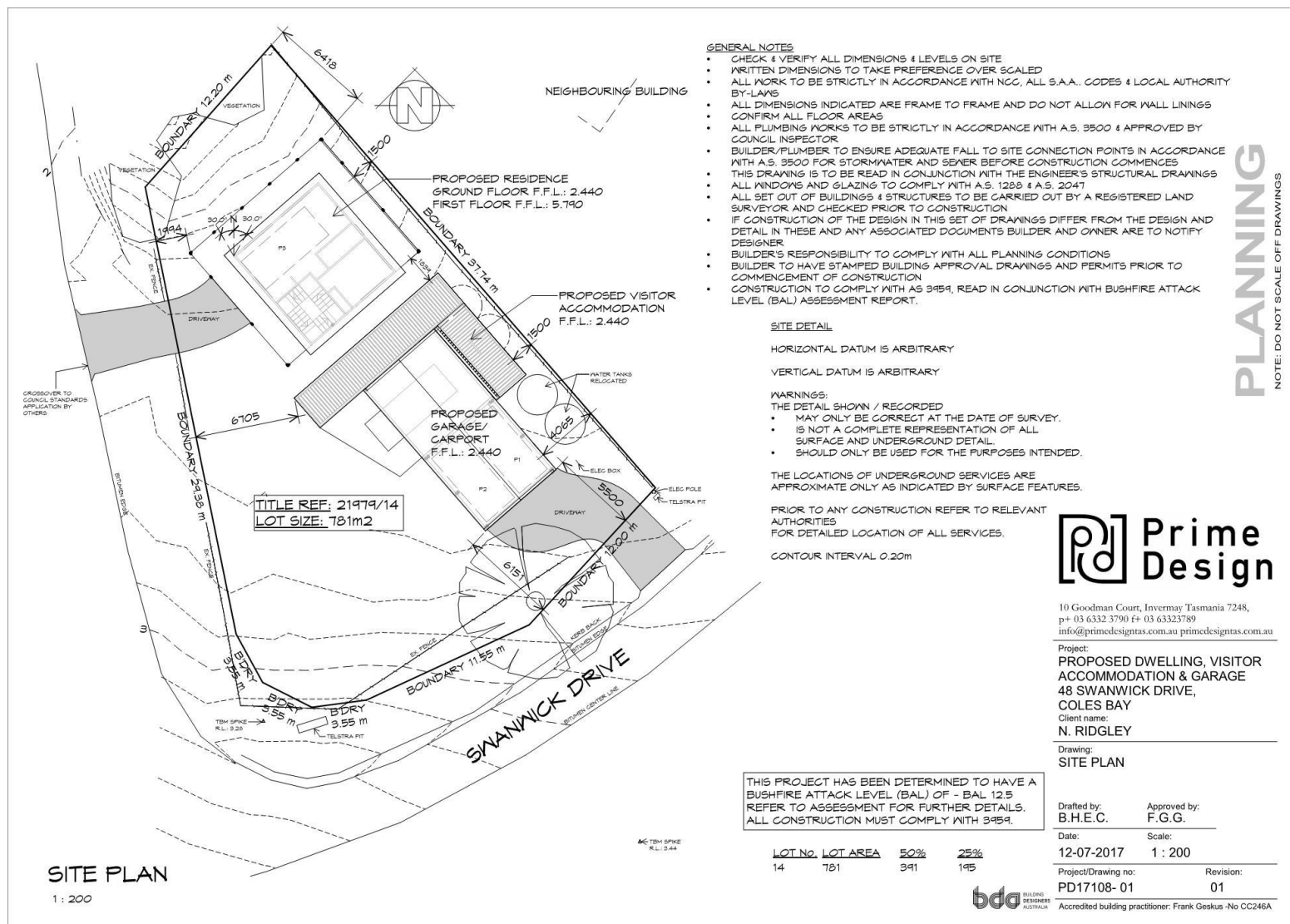
PLANNING

VISITOR ACCOMMODATION	45.11	m2	(4.85 SQUARES)
GARAGE AREA	37.48	m2	(4.03 SQUARES)
DECK/SPA AREA	52.69	m2	(5.67 SQUARES)
RESIDENCE DECK AREA	64.95	m2	(6.98 SQUARES)
RESIDENCE FIRST FLOOR AREA	53.90	m2	(5.80 SQUARES)
RESIDENCE GROUND FLOOR AREA	15.51	m2	(1.67 SQUARES)
	269.64		28.99



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Accredited Building Practitioner: Frank Geskus -No CC246A

JULY 2017





THIS PROJECT HAS BEEN DETERMINED TO HAVE A
BUSHFIRE ATTACK LEVEL (BAL) OF - BAL 12.5
REFER TO ASSESSMENT FOR FURTHER DETAILS.
ALL CONSTRUCTION MUST COMPLY WITH 3459.

THIS SITE IS ZONED **GENERAL RESIDENTIAL** AND
REQUIRES A BUSHFIRE ASSESSMENT.
RESIDENCE IS **NOT** OVER 100m FROM
UNMANAGED GRASS LAND THAN 1 HECTARE.
**REFER TO BUSHFIRE ASSESSMENT REPORT
FOR MANAGEMENT PLAN**

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



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Project:
PROPOSED DWELLING, VISITOR
ACCOMMODATION & GARAGE
48 SWANWICK DRIVE,
COLES BAY
Client name:
N. RIDGLEY

Drawing:
LOCALITY PLAN

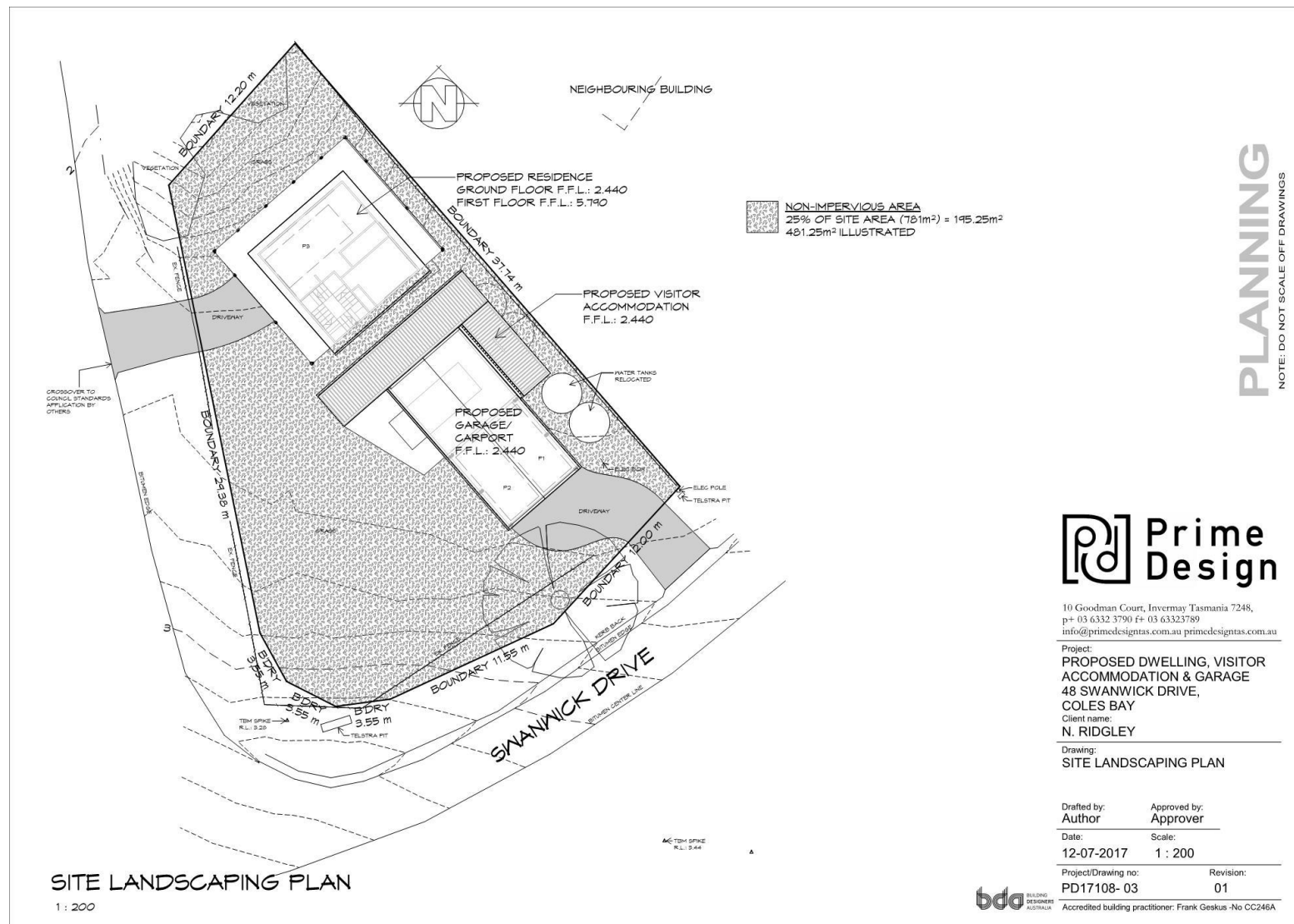
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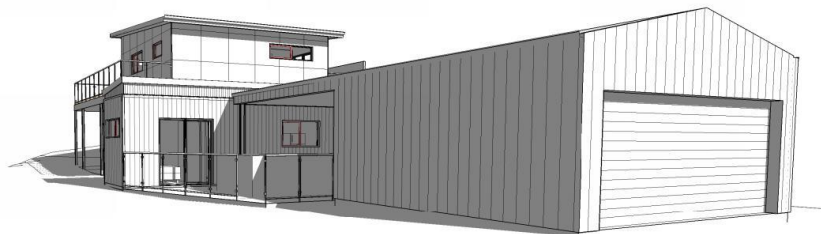
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Project/Drawing no: PD17108- 02 Revision: 01



Accredited building practitioner: Frank Geskus -No CC246A





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Design**

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Drawing:
PERSPECTIVES

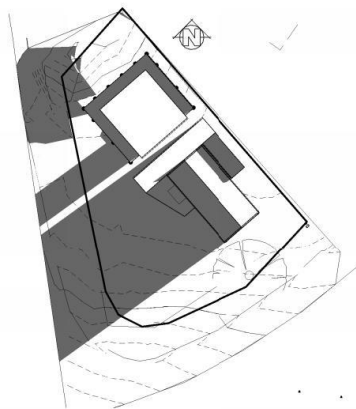
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Date: 12-07-2017 Scale:

Project/Drawing no: PD17108- 04 Revision: 01

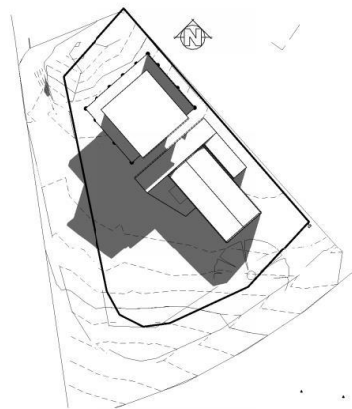


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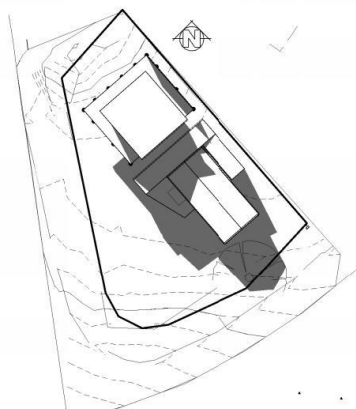
SHADOW DIAGRAM 9AM JULY 21ST

1 : 500



SHADOW DIAGRAM 12PM JULY 21ST

1 : 500



SHADOW DIAGRAM 3PM JULY 21ST

1 : 500

PLANNING

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Drawing:
SHADOW DIAGRAMS

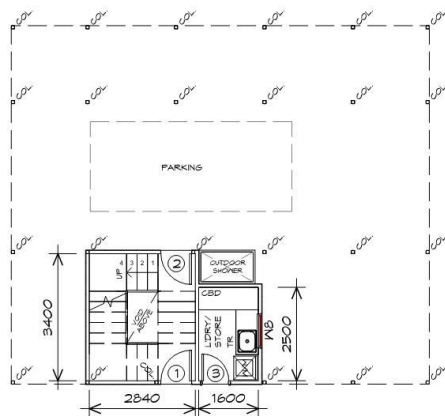
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Date: 12-07-2017 Scale: 1 : 500

Project/Drawing no: PD17108- 05 Revision: 01



Accredited building practitioner: Frank Geskus -No CC246A



GROUND FLOOR PLAN

1 : 100

RESIDENCE DECK AREA	64.95	m ²	(6.98 SQUARES)
RESIDENCE FIRST FLOOR AREA	53.90	m ²	(5.80 SQUARES)
RESIDENCE GROUND FLOOR AREA	15.51	m ²	(1.67 SQUARES)
	134.36		14.45

NOTE:
FLOOR AREAS INCLUDE TO EXTERNAL FACE OF
BUILDING AND GARAGE, UNLESS OTHERWISE STATED.
DECKS AND OUTDOOR AREAS ARE CALCULATED
SEPARATELY.

LEGEND

S/D	SLIDING DOOR
⊕	EXHAUST FAN-VENT TO OUTSIDE AIR.
⊙	240V SMOKE ALARM
CSD	CAVITY SLIDING DOOR
COL	COLUMN
FW	FLOOR WASTE
BAL	BALUSTRADE
PF	POOL FENCE

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS

GROUND FLOOR DOOR SCHEDULE

MARK	WIDTH	TYPE
1	820	EXTERNAL GLAZED DOOR
2	820	EXTERNAL GLAZED DOOR
3	720	GLAZED EXTERNAL DOOR

GROUND FLOOR WINDOW SCHEDULE

MARK	HEIGHT	WIDTH	TYPE	REMARKS
WB	900	910	ANNING WINDOW	

ALUMINIUM ANNING WINDOWS ??? GLAZING COMPLETE
WITH FLY SCREENS TO SUIT 12.5 BAL RATING.
ALL WINDOW MEASUREMENTS TO BE VERIFIED ON SITE
PRIOR TO ORDERING



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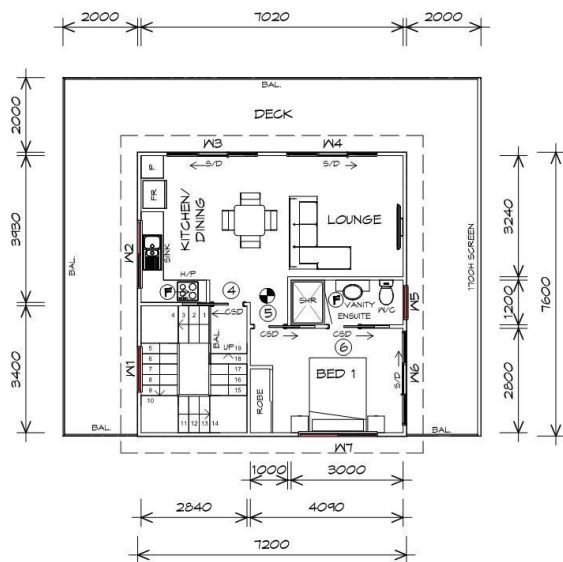
Drawing:
GROUND FLOOR PLAN

Date: 12-07-2017 Scale: 1 : 100

Project/Drawing No:
PD17108- 1-01



Revision:
01



2 FIRST FLOOR PLAN

1 : 100

RESIDENCE DECK AREA	64.95	m2	(6.98 SQUARES)
RESIDENCE FIRST FLOOR AREA	53.90	m2	(5.80 SQUARES)
RESIDENCE GROUND FLOOR AREA	15.51	m2	(1.67 SQUARES)
	134.36		14.45

NOTE:
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LEGEND

- S/D SLIDING DOOR
- ⊕ EXHAUST FAN-VENT TO OUTSIDE AIR.
- ⊙ 240V SMOKE ALARM
- CSD CAVITY SLIDING DOOR
- COL COLUMN
- FW FLOOR WASTE
- BAL BALUSTRADE
- PF POOL FENCE

FIRST FLOOR DOOR SCHEDULE

MARK	WIDTH	TYPE
4	820	CAVITY SLIDING DOOR
5	820	CAVITY SLIDING DOOR
6	820	CAVITY SLIDING DOOR

FIRST FLOOR WINDOW SCHEDULE

MARK	HEIGHT	WIDTH	TYPE	REMARKS
W1	600	1210	AWNING WINDOW	
W2	900	1810	AWNING WINDOW	
W3	2100	2410	SLIDING DOOR	
W4	2100	2410	SLIDING DOOR	
W5	600	910	AWNING WINDOW	
W6	2100	2500	SLIDING DOOR	
W7	600	2110	AWNING WINDOW	

ALUMINIUM AWNING WINDOWS ??? GLAZING COMPLETE
WITH FLY SCREENS TO SUIT 12.5 BAL RATING.
ALL WINDOW MEASUREMENTS TO BE VERIFIED ON SITE
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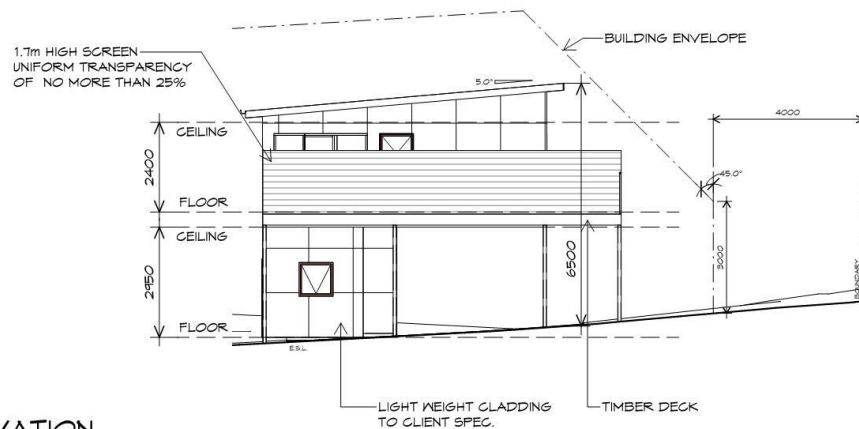
Drawing:
FIRST FLOOR PLAN

Date: 12-07-2017 Scale: 1 : 100

Project/Drawing No: PD17108- 1-02 Revision: 01

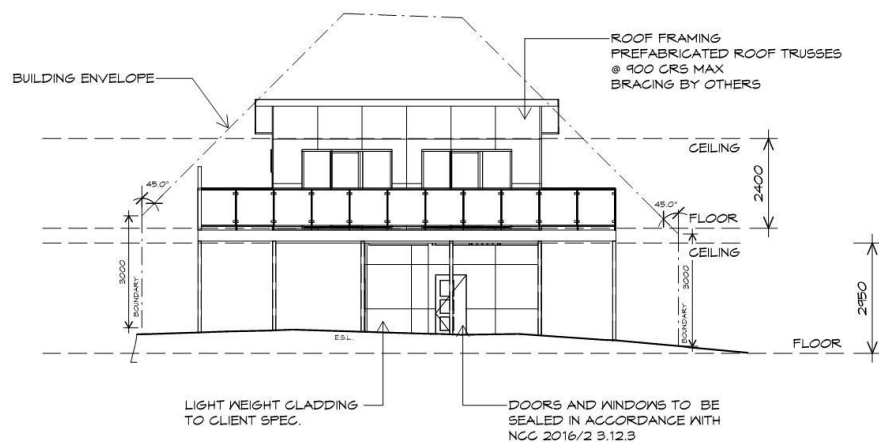
PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



EASTERN ELEVATION

1 : 100



NORTHERN ELEVATION

1 : 100

PLANNING

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Drawing:
ELEVATIONS

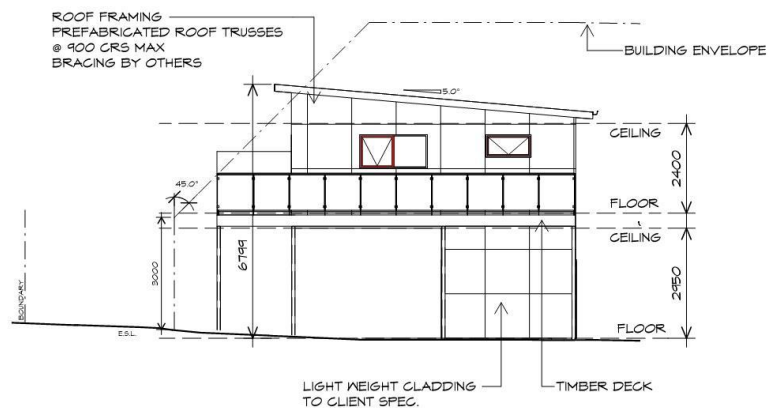
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Date: 12-07-2017 Scale: 1 : 100

Project/Drawing no: PD17108- 1-03 Revision: 01

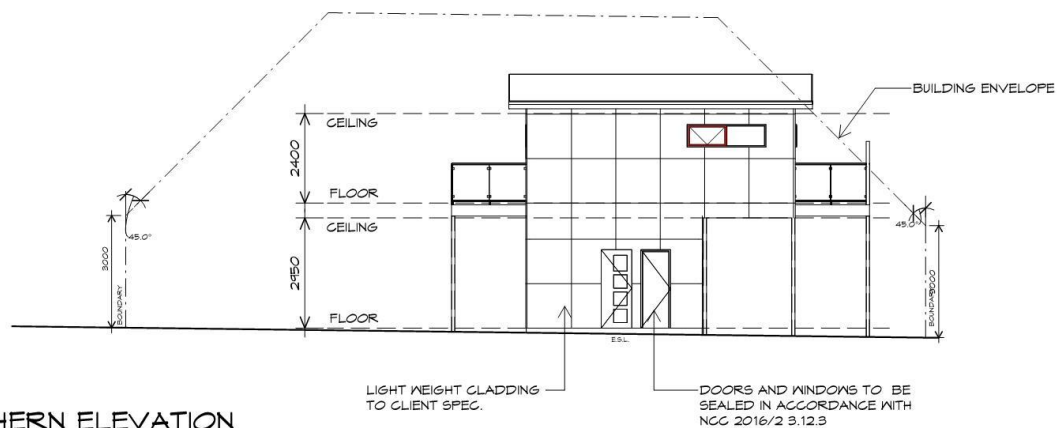


Accredited building practitioner: Frank Geskus -No CC246A



WESTERN ELEVATION

1 : 100



SOUTHERN ELEVATION

1 : 100

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



10 Goodman Court, Invermay Tasmania 7248,
p+ 03 6332 3790 f+ 03 6332 3789
info@primedesigntas.com.au primedesigntas.com.au

Project:
PROPOSED DWELLING, VISITOR
ACCOMMODATION & GARAGE
48 SWANWICK DRIVE,
COLES BAY
Client name:
N. RIDGLEY

Drawing:
ELEVATIONS

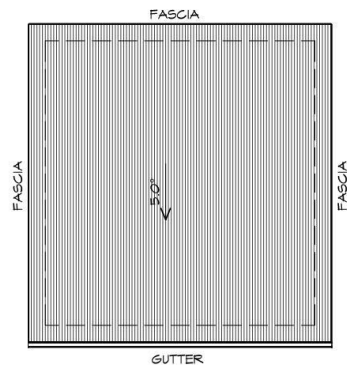
Drafted by: B.H.E.C. Approved by: F.G.G.

Date: 12-07-2017 Scale: 1 : 100

Project/Drawing no: PD17108- 1-04 Revision: 01



Accredited building practitioner: Frank Geskus -No CC246A



ROOF PLAN

1 : 100

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



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Project:
PROPOSED DWELLING, VISITOR
ACCOMMODATION & GARAGE
48 SWANWICK DRIVE,
COLES BAY
Client name:
N. RIDGLEY

Drawing:
ROOF PLAN

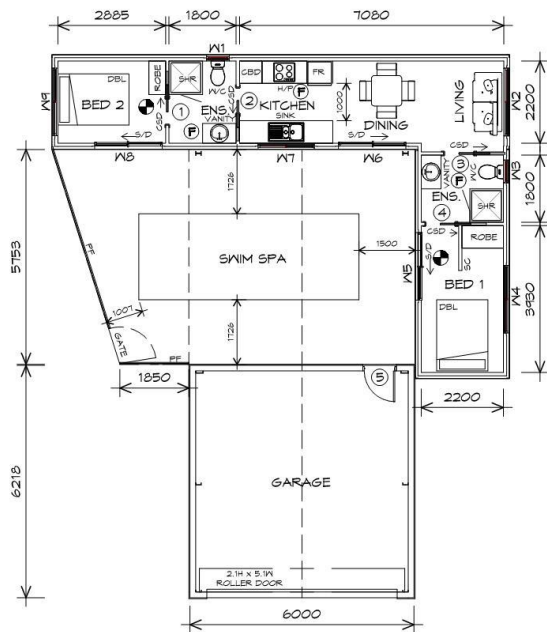
Drafted by: Author
Approved by: Approver

Date: 12-07-2017
Scale: 1 : 100

Project/Drawing no: PD17108- 1-05
Revision: 01



Accredited building practitioner: Frank Geskus -No CC246A



FLOOR PLAN

1 : 100

VISITOR ACCOMMODATION	45.11	m ²	(4.85	SQUARES)
GARAGE AREA	37.48	m ²	(4.03	SQUARES)
DECK/SPA AREA	52.69	m ²	(5.67	SQUARES)
	135.28		14.55	

NOTE:
FLOOR AREAS INCLUDE TO EXTERNAL FACE OF
BUILDING AND GARAGE, UNLESS OTHERWISE STATED.
DECKS AND OUTDOOR AREAS ARE CALCULATED
SEPARATELY.

DOOR SCHEDULE			
MARK	WIDTH	TYPE	REMARKS
1	720	CAVITY SLIDING DOOR	
2	720	CAVITY SLIDING DOOR	
3	820	CAVITY SLIDING DOOR	
4	820	CAVITY SLIDING DOOR	
5	820	GLAZED EXTERNAL DOOR	

WINDOW SCHEDULE				
MARK	HEIGHT	WIDTH	TYPE	REMARKS
M1	900	610	AWNING WINDOW	OPAQUE
M2	1200	1810	AWNING WINDOW	
M3	900	610	AWNING WINDOW	OPAQUE
M4	1200	1810	AWNING WINDOW	
M5	2100	1810	SLIDING DOOR	
M6	2100	1810	SLIDING DOOR	
M7	900	1510	AWNING WINDOW	
M8	2100	1810	SLIDING DOOR	
M9	600	1810	AWNING WINDOW	OPAQUE

ALUMINIUM AWNING WINDOWS ??? GLAZING COMPLETE
WITH FLY SCREENS TO SUIT ??? BAL RATING.
ALL WINDOW MEASUREMENTS TO BE VERIFIED ON SITE
PRIOR TO ORDERING

LEGEND

- S/D SLIDING DOOR
- (P) EXHAUST FAN-VENT TO OUTSIDE AIR.
- 240V SMOKE ALARM
- CSD CAVITY SLIDING DOOR
- COL COLUMN
- FW FLOOR WASTE
- BAL BALUSTRADE
- PF POOL FENCE

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



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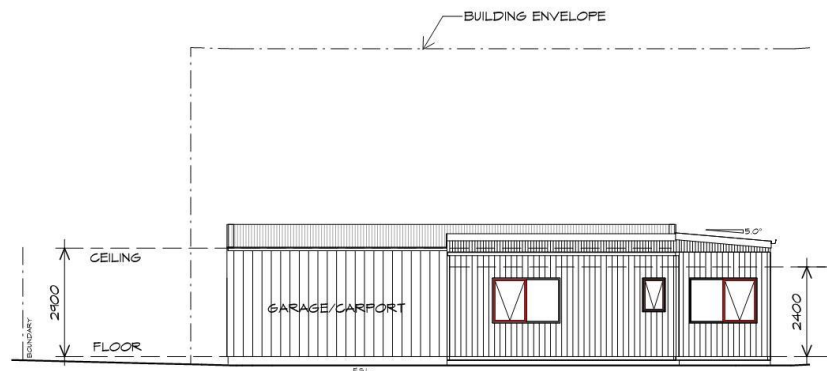
Drawing:
FLOOR PLAN

Drafted by: B.H.E.C. Approved by: F.G.G.

Date: 12-07-2017 Scale: 1 : 100

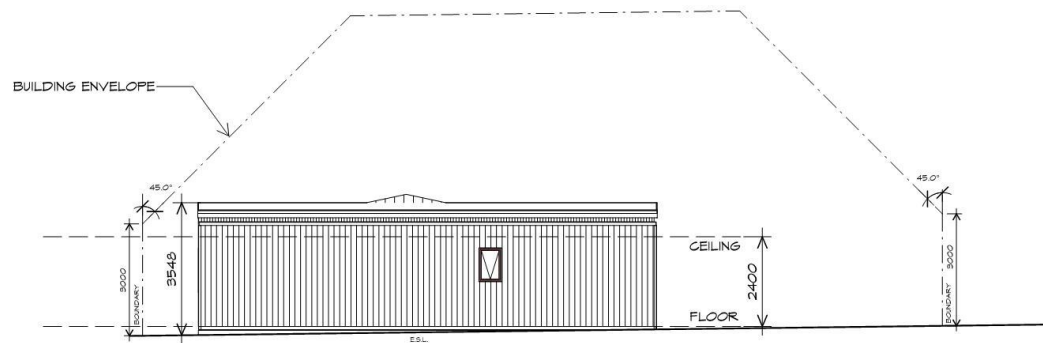
Project/Drawing no: PD17108- 2-01 Revision: 01

Accredited building practitioner: Frank Geskus -No CC246A



EASTERN ELEVATION

1 : 100



NORTHERN ELEVATION

1 : 100

PLANNING

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Project:
PROPOSED DWELLING, VISITOR
ACCOMMODATION & GARAGE
48 SWANWICK DRIVE,
COLES BAY
Client name:
N. RIDGLEY

Drawing:
ELEVATIONS

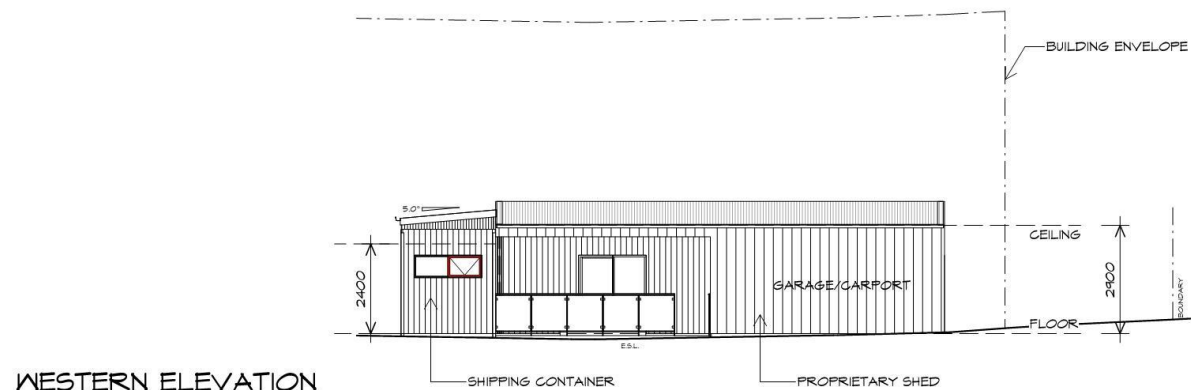
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Approved by: Approver

Date: 12-07-2017
Scale: 1 : 100

Project/Drawing no: PD17108- 2-02
Revision: 01

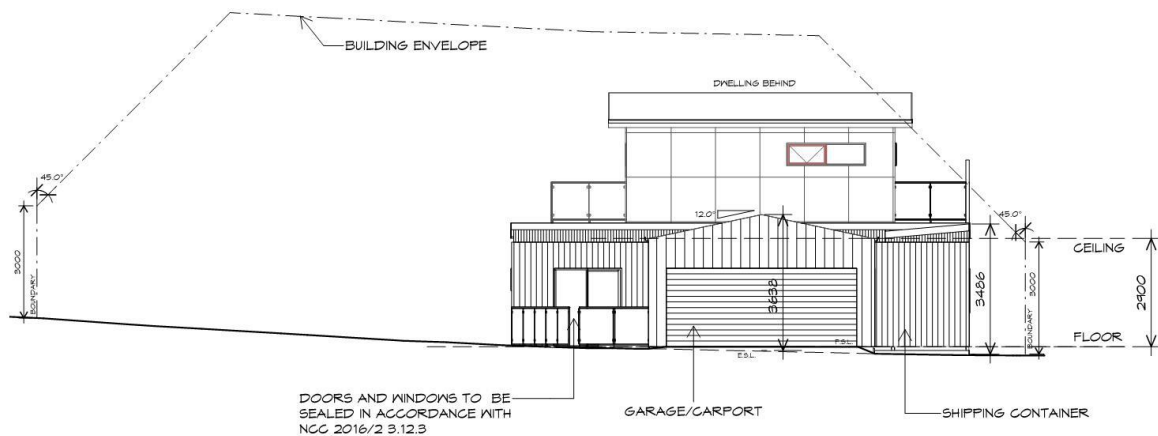


Accredited building practitioner: Frank Geskus -No CC246A



WESTERN ELEVATION

1 : 100



SOUTHERN ELEVATION

1 : 100

PLANNING

NOTE: DO NOT SCALE OFF DRAWINGS



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info@primedesigntas.com.au primedesigntas.com.au

Project:
PROPOSED DWELLING, VISITOR
ACCOMMODATION & GARAGE
48 SWANWICK DRIVE,
COLES BAY
Client name:
N. RIDGLEY

Drawing:
ELEVATIONS

Drafted by: Author
Approved by: Approver
Date: 12-07-2017
Scale: 1 : 100

Project/Drawing no: PD17108- 2-03
Revision: 01



Accredited building practitioner: Frank Geskus -No CC246A

3.4 DA17184 – Addition and Alteration, 7 Florence St, Coles Bay

Planning Assessment Report

Proposal:	Addition & Alteration to Dwelling
Applicant:	S Group
Location:	7 Florence Street, Coles Bay
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Low Density Residential Zone
Application Date:	31 July 2017
Statutory Date:	29 September 2017 (by consent of applicant)
Discretions:	Five
Attachments:	Appendix A – Plans
Author:	Shane Wells, Manager Planning and Special Projects

1. Executive Summary

- 1.1. Planning approval is sought for additions and alterations to a dwelling at 7 Florence Court, Coles Bay.
- 1.2. The application is discretionary as it relies on a number of 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.
- 1.6. The key planning issues relate to privacy and overshadowing of the dwelling. It is considered necessary to require screening to protect privacy but the impact to shadowing is within reasonable limits.

2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2017 / 00184.
- 2.2. This determination must be made no later than 29 September 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. 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 598m² lot containing an existing dwelling. The site has frontage to Florence Street and adjoins the foreshore to the rear. The northern boundary adjoins a footway. The land falls in elevation towards the foreshore with a gradient of approximately 1 in 5.5m.
- 5.2. The existing dwelling is a single storey, four bedroom structure with a garage underneath that is access from the rear elevation. The existing dwelling is oriented to the front of the site and has a large deck on the north-east corner.
- 5.3. The land is connected to reticulated water.
- 5.4. The rear of the site is subject to the Landslide Hazard Area. As the level of hazard is low there is no planning response required and the issue is not discussed further.



Figure 1: Aerial imagery of the site.

6. Proposal

- 6.1. Planning approval is sought for additions and alterations to a dwelling at 7 Florence Street, Coles Bay.
- 6.2. Works include the removal and replacement of existing windows and internal demolition within the existing dwelling to reconfigure the four bedrooms on the upper level.
- 6.3. An addition is proposed over the existing deck that provides new kitchen, dining and living areas with a new deck proposed along the rear elevation.
- 6.4. The subfloor level is to be modified to provide a rumpus room with internal stairs.
- 6.5. The proposed setbacks are 5.1m rear setback to the new deck, 3m from the addition to the northern boundary and 0.3m setback from the southern boundary to the deck. There is no change to the front setback. The maximum height of the addition is 8.5m whilst the height of the existing is approximately 6.6m. External cladding to the addition is a mixture of rendered cement sheet and weatherboard in dark or grey colours.
- 6.6. Vertical timber battens are to be affixed to the front elevation.
- 6.7. The majority of the deck has a glass balustrade with the exception of an external stair case which has vertical timber battens.

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 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
 - E24.0 Coastal Development 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.

		Acceptable Solution Requirement	Proposed
1	Building envelope Clause 10.4.2 A3	Works are contained within an envelope that is drawn at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and a distance of 4m from the rear boundary to a building height of not more than 8.5m	The roofed section of the deck and the stairs are outside the building envelope with respect to the southern boundary The deck and addition are outside with building envelope with respect to the rear boundary
2	Site cover Clause 10.4.3 A1	Site cover of 25%	Site cover is 28.8%
3	Privacy - deck Clause 12.4.6 A1	Any deck with a finish surface level of 1m or more must be setback 3m from side boundary or have a 1.7m high screen	Deck with 5m surface level setback 0.35m from southern boundary and 2.6m to the northern boundary, with no screen
4	Height Clause E24.7.1 A1	5m height is specified in the Coastal Development Code	8.5m
5	Foreshore setback Clause E24.7.2 A2	A 15m foreshore setback	5.1m

7.4. Discretion 1 – Building envelope

- 7.4.1. The relevant performance criteria is:

The siting and scale of a dwelling must:

- (a) not cause unreasonable loss of amenity by:
- (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or

- (ii) *overshadowing the private open space of a dwelling on an adjoining lot; or*
- (iii) *overshadowing of an adjoining vacant lot; or*
- (iv) *visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot;*

7.4.2. The proposed addition in relation to the building envelope from the side boundary is shown below. The addition is also outside the envelope with in relation to the rear boundary due to the quasi-gable roof pitch (as opposed to a hip which would be largely be contained within the envelope).



7.4.3. The shadow diagrams attached show the extent of overshadowing. It must be noted that the shadows are drawn to ground level. The adjoining dwelling is a similar two storey structure with elevated second storey deck to the rear and closest to the subject site. The shadowing shown, particularly at and either side of noon will largely effect the subfloor and lower level of the dwelling. The early morning overshadowing shown is also largely the existing shadowing from the dwelling with the addition having minimal effect at that hour of the morning. The extent of overshadowing is therefore considered reasonable.

7.4.4. Visual impacts are considered minimal. The addition uses a mix of materials and roof pitches to limit bulk.

7.4.5. It is considered that the performance criteria is satisfied.

7.5. Discretion 2 – Site cover

7.5.1. The relevant performance criteria is:

Dwellings must have:

- (a) *private open space that is of a size and dimensions that are appropriate for the size of the dwelling and is able to accommodate:*
 - (i) *outdoor recreational space consistent with the projected requirements of the occupants; and*
 - (ii) *operational needs, such as clothes drying and storage; and*
- (b) *have reasonable space for the planting of gardens and landscaping.*
- (c) *not be out of character with the pattern of development in the surrounding area; and*
- (d) *not result in an unreasonable loss of natural or landscape values.*

7.5.2. The performance criteria addresses both site coverage and private open space. Only subclause (c) is directly relevant to site cover.

7.5.3. The extent of variation is minor at less than 4%. The additional site cover will not be apparent at the street level as the addition is to the rear. From the foreshore, the addition is not significantly higher than the existing dwelling and is not out of proportion with existing development. All buildings on the same side of Florence Street as the site appear as single storey structures at street level and two storey structures at the rear due to topography. It is unlikely that the proposal would be inconsistent with surrounding development to any significant degree and there are examples of larger footprint development in the street.

7.6. Discretion 3 – Privacy - Deck

7.6.1. The relevant performance criteria provides:

A balcony, deck, roof terrace, parking space or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level, must be screened, or otherwise designed, to minimise overlooking of:

- (a) *a dwelling on an adjoining lot or its private open space; or*
- (b) *another dwelling on the same site or its private open space; or*
- (c) *an adjoining vacant residential lot.*

7.6.2. The height and setback of the deck to the southern boundary is unreasonable without a screen. Whilst this particular part of the deck primarily provides access to ground level, and is provided with a 1m high solid wall between the stair well and deck proper, the deck does extend along the southern boundary and will directly overlook the neighbouring deck (which has no privacy screen or other privacy controls).

7.6.3. To the northern boundary, the impact of the deck is less significant. The deck faces the southern elevation of the dwelling but the dwelling is separated by 2m (approx.) walkway. The adjoining dwelling has one window in its southern elevation which is to a bedroom generally opposite the living room window of the proposed addition. There is no direct impact to the adjoining dwelling on this basis. The effect on the walkway is considered minimal and will have no direct impact to any user.

7.6.4. A condition requiring a compliant screen should be included in any permit granted.

7.7. Discretion 4 – Height

7.7.1. The relevant performance criteria from the Coastal Development Code is:

Building height must satisfy all of the following:

(a) *ensure there is no unreasonable loss of amenity on adjoining lots by:*

(i) *overshadowing and reduction of sunlight to habitable rooms and private open space to less than 3 hours between 9.00 am and 5.00 pm on June 21 or by increasing existing overshadowing where greater than above; and*

(ii) *overlooking and loss of privacy; and*

(iii) *visual impacts when viewed from adjoining lots; and*

(iv) *take into account steep slopes and other topographical constraints; and*

(v) *loss of view corridors; and*

(b) *take into account steep slopes and other topographical constraints; and*

(c) *have regard to streetscape qualities or be consistent with the statements of desired future character.*

7.7.2. The existing dwelling has a height of approximately 6.2m above natural ground. The height of the addition is 8.5m above natural ground and is due to a combination of design (higher floor to ceiling heights & roof pitch) and topography.

7.7.3. Overshadowing, privacy and streetscape considerations have been addressed earlier in the report. The Code provides additional consideration of view corridors and on this point the proposal will have minimal impact.

7.8. Discretion 5 – Foreshore setback

7.8.1. The relevant performance criteria from the Coastal Development Code is:

Building setback from the high water mark or a public reserve located on the coast or any Council owned or administered land located on the coast must satisfy all of the following:

- (a) *ensure that there is no unreasonable loss of amenity on adjoining residential lots or adjoining coastal land by:*
 - (i) *overlooking and loss of privacy to adjoining residential land; and*
 - (ii) *visual impacts when viewed from adjoining coastal land; and*
- (b) *ensure that there is no unreasonable overlooking or encroachment, perceived or physical, into public land that may restrict or restrain public use.*

7.8.2. The impact to privacy of adjoining residential has been addressed earlier in the report.

7.8.3. The foreshore setback of the existing dwelling is some 12m.

7.8.4. The foreshore setback proposed is greater than the dwellings to both sides.

7.8.5. In terms of overlooking of the foreshore, the proposal will result in a deck being brought 6.6m closer to the foreshore than existing. In comparison to decks nearby, the deck is comparably larger but is at a similar height and greater setback. Having regard to this and the nature of the foreshore and its use, it is considered that there is no unreasonable overlooking or encroachment.

8. Referrals

8.1 TasWater

The proposal does not require referral to TasWater.

8.3 Council's Technical Officer

The application was referred to Council's Technical Officer who has provided the following comments.

The property has an existing sealed crossover off Florence Street.

The internal access consists of concrete strips leading to an existing concrete parking area.

No change to parking or access is proposed.

There is less than 40m² increase in impervious area.

It is not known where SW from the property discharges. This can be resolved through the plumbing process.

9. Concerns raised by representors

The following table outlines the issues raised by the representations.

Issue	Response
Loss of amenity through reduction in sunlight	This issue has been discussed earlier in the report. The overall effect is considered minimal and to be reasonable.
Loss of privacy from proposed deck	The deck as proposed is unreasonable. It is minimal setback and significant height and is an entirely new element with respect to the adjoining dwelling to the south. The southern extent of the deck should be screened by a 1.7m high (above finish surface level) screen. A condition to this effect should be included on any permit granted.

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:

- 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 additions and alterations to a dwelling at 7 Florence Court, Coles Bay (DA2017/00184), be APPROVED subject to the following conditions:

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

Advice: Any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.

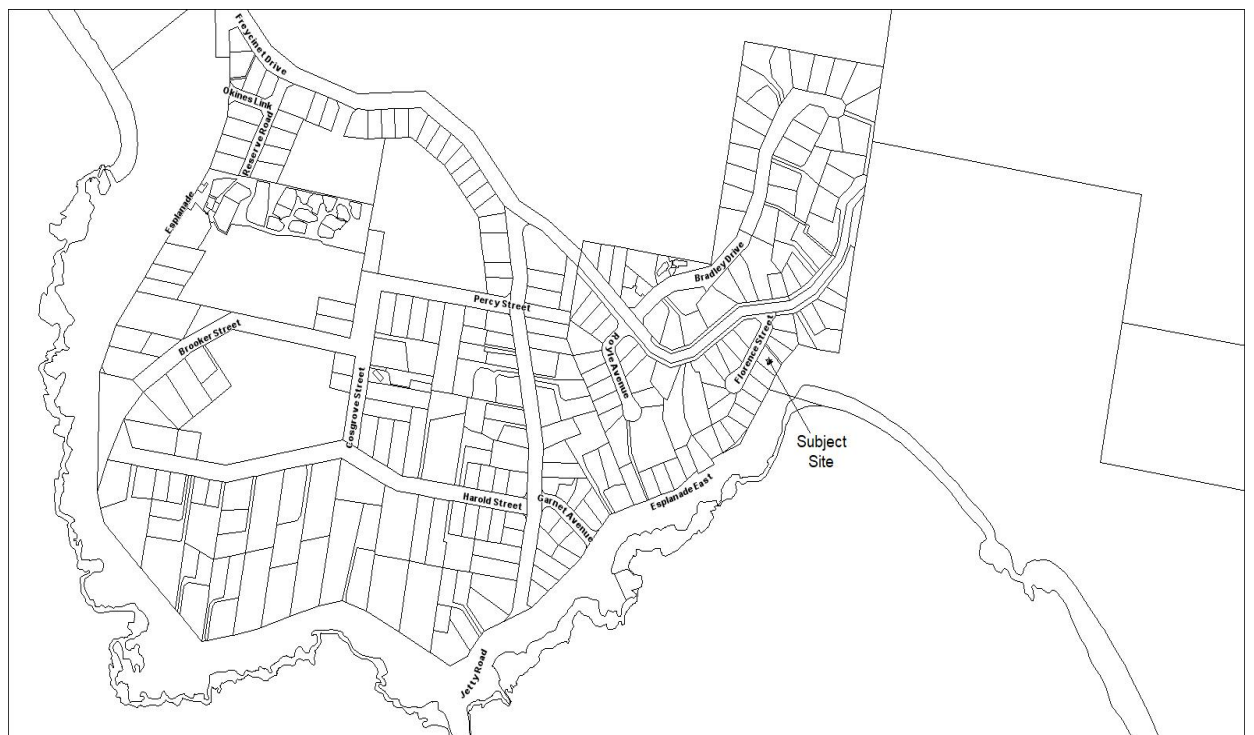
2. The southern edges of the deck must be provided with a permanently fixed screen to a height of at least 1.7m above the finished level of the deck, by an extension of the vertical timber slats or other means to the satisfaction of Council's General Manager. This must be reflected in any plans submitted for building approval and must be implemented in full within one month of occupancy.
3. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.

- b. Not burn debris or waste on site.
 - c. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - d. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.
- 4. No top soil is to be removed from the site.
- 5. All vehicles and equipment associated with construction of the development must be cleaned of soil prior to entering and leaving the site to minimise the introduction and/or spread of weeds and diseases to the satisfaction of the Council's General Manager.
- 6. 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 DA17184

Addition to Dwelling

7 Florence Street, Coles Bay



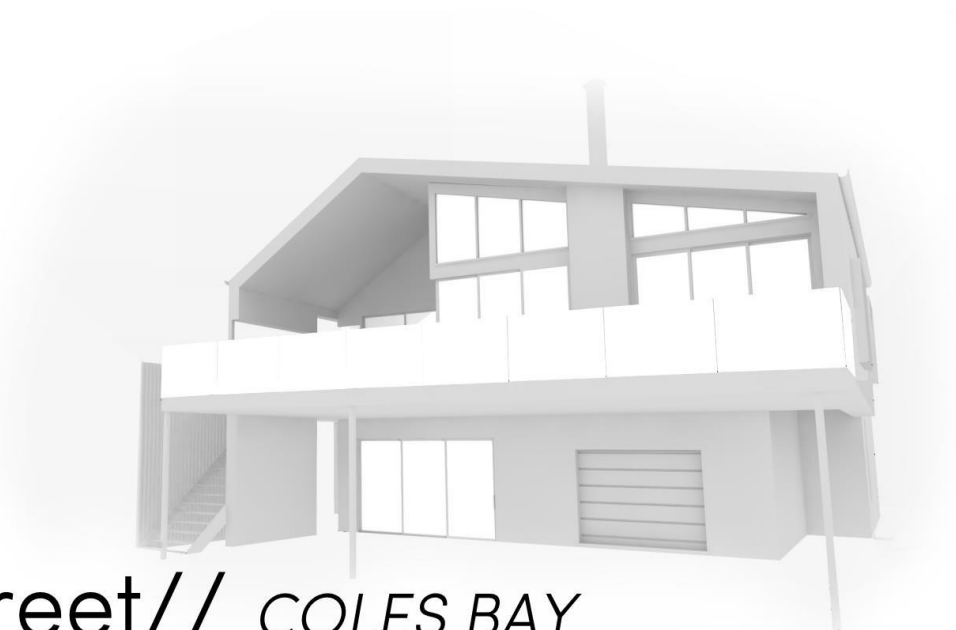


NOTES

architect - Sam Haberle
accreditation no - CC5618 U
land title ref number - VOL 61085 FOLIO 14
climate zone - 7
BAL - 12.5 (see assessment)
floor area existing - 100M2
floor area proposed - 73M2
deck area - 57M2

DWG

Cover
Site
demolition / Existing floor plan
Proposed Floor plan
Elevations
Elevations
Shadow Diagram



7 Florence Street// COLES BAY

DEVELOPMENT APPLICATION// Extension & Renovation



REVISION	DATE	DESCRIPTION	Development Application	ISSUE
1	12/9/17	7 Florence Street, Coles Bay		DA
CLIENT	Sam and Anna	SCALE @ A3	1:100	DWG #
DWG	Cover	DRAWN	SG	A0-000
CHD	SH	PROJECT#	002858	

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1/10-14 Paterson Street Launceston, Tasmania
T: 03 63 111 403 E: info@sigroup.com.au W: www.sigroup.com.au





DEMOLITION NOTES

CONFIRM ALL DIMENSIONS AND DETAIL ON SITE PRIOR TO COMMENCEMENT

ENSURE WALLS ARE NON LOAD BEARING PRIOR TO DEMOLITION AND SEEK ENGINEER'S DIRECTION AS REQUIRED

MAKE GOOD ALL WORKS AFFECTED BY DEMOLITION

SUITABLY (WHERE POSSIBLE) RELOCATE OR OTHERWISE DECOMMISSION EXISTING PLUMBING AND ELECTRICAL SERVICES ASSOCIATED WITH DEMOLITION

GENERAL DEMOLITION: TO AS 2601

EXISTING BUILDINGS

UNTIL PERMANENT SUPPORT IS PROVIDED, PROVIDE TEMPORARY SUPPORT FOR SECTIONS OF EXISTING BUILDINGS WHICH ARE TO BE ALTERED AND WHICH NORMALLY RELY FOR SUPPORT ON WORK TO BE DEMOLISHED.

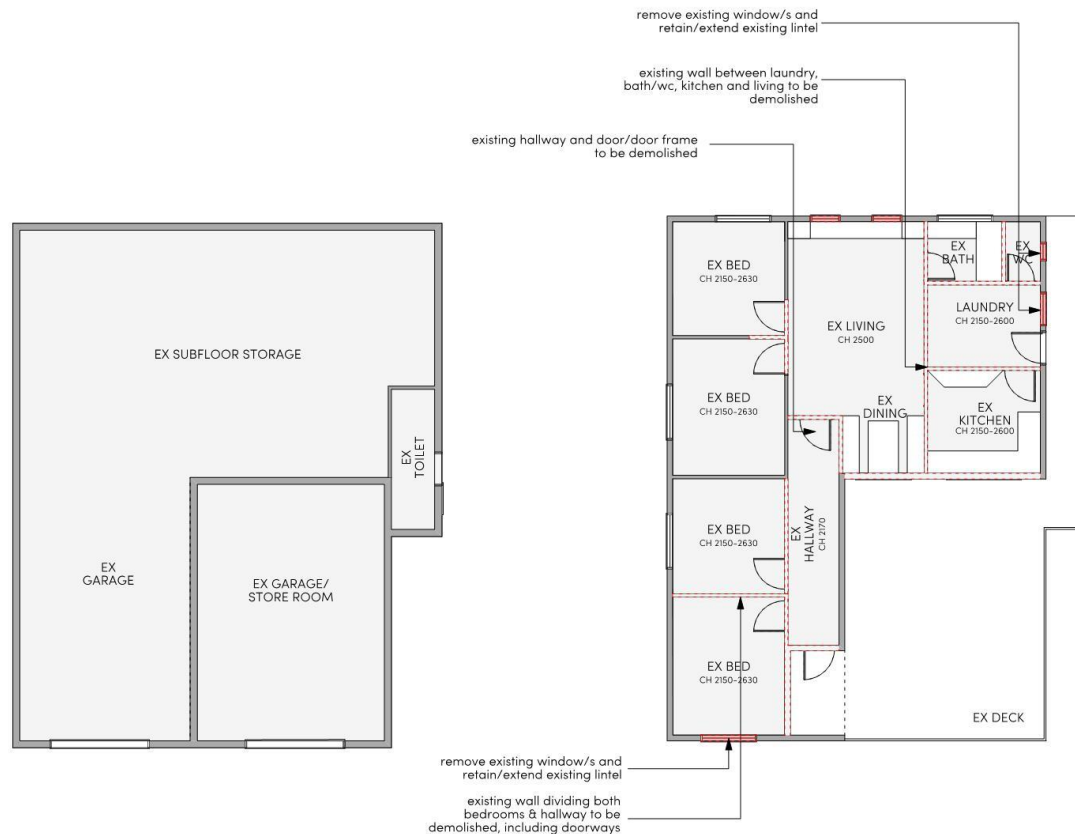
ASBESTOS REMOVAL

METHOD: USE WET REMOVAL METHODS RECOMMENDED IN THE CODE OF PRACTICE FOR THE REMOVAL OF ASBESTOS (NOHSC:2002)

ALL EXISTING FOOTINGS TO BE REMOVED

--- indicates walls and structure to be removed

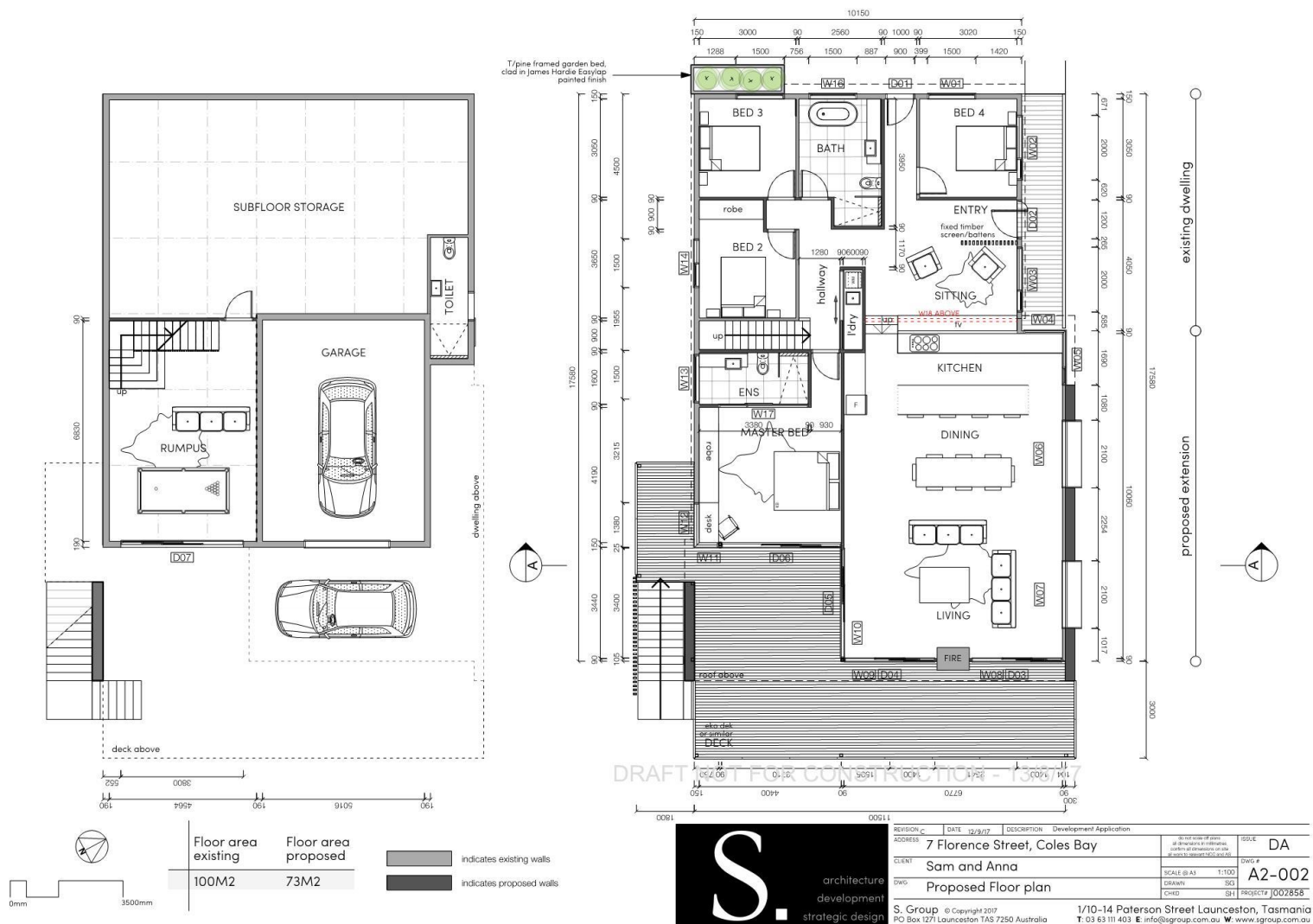
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DRAFT NOT FOR CONSTRUCTION - 13/8/17

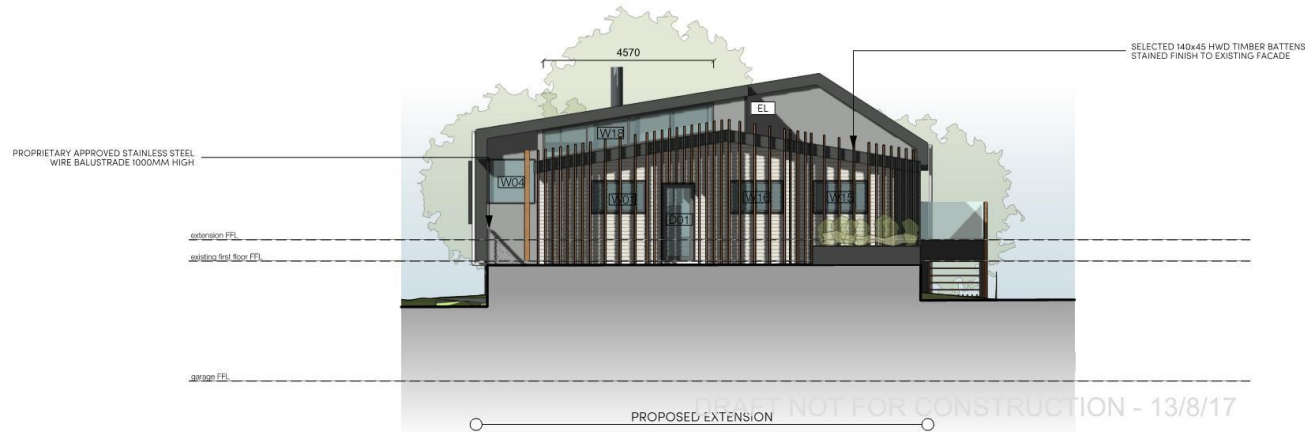


REVISION	DATE	DESCRIPTION	Development Application
1	12/9/17	7 Florence Street, Coles Bay	
2		Sam and Anna	
3		demolition / Existing floor plan	
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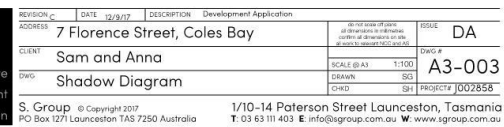
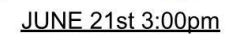
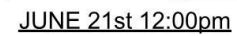
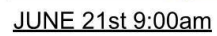
REVISION	DATE	DESCRIPTION	Development Application
1	12/9/17	7 Florence Street, Coles Bay	
CLIENT	Sam and Anna	SCALE @ A3	1:100
DWG	Elevations	DRAWN	SD
CHD	SD	PROJECT	002855
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REVISION	DATE	DESCRIPTION	Development Application
1	12/9/17	7 Florence Street, Coles Bay	
CLIENT	Sam and Anna	SCALE @ A3	1:100
DRAWN	Elevations	DRAWN	SD
CHD		CHD	SD
PROJECT		PROJECT	002858

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3.5 DA17196 – Dwelling and Outbuilding, Lot 1, 11610 Tasman Hwy, Little Swanport

Planning Assessment Report

Proposal:	Dwelling & outbuilding
Applicant:	D & M Metcalf
Location:	Lot 1, 11610 Tasman Highway, Little Swanport
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Rural Resource Zone
Application Date:	10 August 2017
Statutory Date:	29 September 2017 (by consent of applicant)
Discretions:	Eleven
Attachments:	Appendix A – Plans & covering letter
Author:	Shane Wells, Manager Planning and Special Projects

1. Executive Summary

- 1.1. Planning approval is sought for a dwelling & outbuilding on Lot 1, 11610 Tasman Highway, Little Swanport.
- 1.2. The application is for a discretionary use in the zone and 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 / 00196.
- 2.2. This determination must be made no later than 29 September 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 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 part of a large rural lot located some 3km north of Saltworks Road, Little Swanport. The site is part of an approved subdivision of 3 new lots from Mayfield approved by Council at the July 2015 Council meeting (SUB 2015 / 00002). The title for the lot is pending issue from the Land Titles Office.
- 5.2. The site is within the Rural Resource Zone of the Glamorgan Spring Bay Interim Planning Scheme 2015. The adjoining land is also zoned Rural Resource.
- 5.3. The parcel is an irregular shaped lot, 20.5ha in size. The majority of the site is pastures with some native vegetation. The site largely has a south-east aspect with variable, although relatively slight, slope. The lot is vacant.
- 5.4. All land within 100m of the centreline of the Tasman Highway is subject to the Scenic Landscape Corridor. A driveway is proposed through this corridor.
- 5.5. A Waterway & Coastal Protection Area applies to a stream in the north-west portion of the site and from Lisdillon Lagoon. No works are proposed in this location as part of this application.
- 5.6. A Coastal Inundation Hazard Area applies to the land below 10m in elevation. As no habitable structures are proposed in this location the associated Code does not apply.

- 5.7. There are two small pockets of Landslide Hazard Area in the north-west part of the site. Again, no works are proposed in this location.
- 5.8. The two areas of native vegetation on the site are subject to a Biodiversity Protection Area. The driveway is located within one of these areas which is discussed later in the report.
- 5.9. The site is unserviced.



Figure 1: An aerial photograph of the subject area.

6. Proposal

- 6.1. Planning approval is sought for a dwelling & outbuilding on Lot 1, 11610 Tasman Highway, Little Swanport.
- 6.2. The dwelling is a single storey, three bedroom structure with large deck areas to the west and east elevation. The dwelling is setback approximately 400m from the Tasman Highway. It is clad in a mixture of weatherboard and custom orb cladding.
- 6.3. The outbuilding is a 17.5m x 7m x 3.55m structure located to the south of the dwelling and clad in Colorbond.
- 6.4. Access is proposed from a crossover approved as part of subdivision works in the southern corner of the lot with a gravel driveway leading to the dwelling & outbuilding. The access is partly constructed and is subject to a works permit from the Department of State Growth.

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
- E10.0 Biodiversity Code
- E14.0 Scenic Landscape 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.

		Acceptable Solution Requirement	Proposed
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 26.4.2 A2	Setback to a side boundary is 50m	Setback to one side boundary is 47m
5	Environmental Management Zone Setback Clause 26.4.2 A54	Works are more than 100m from the Environmental Management Zone	Works are proposed within 62m of the Environmental Management Zone which applies to Lisdillon Lagoon on the other side of the Tasman Highway.
6	Building design Clause 26.4.3 A2	Light reflectance value of exterior building surfaces must be no more than 40%	Not specified
7	Vehicle passing bays Clause E6.7.3 A1	Bays are provided every 30m.	One bay is proposed at 200m intervals (as per the building code for bushfire prone areas)
8	Car parking surfacing Clause E6.7.6 A1	Car parking and driveway areas within 75m of a sealed road are to be sealed	Gravel driveway

9	Stormwater management Clause E7.7.1 A1	Stormwater be disposed to public infrastructure	Stormwater to be retained on site
10	Biodiversity Code Clause E10.7.1 A1	No clearing.	Small clearing of blackwoods and removal of dead vegetation
11	Scenic Landscape Corridor Clause E14.7.4 A1	Works are not visible from Tasman Highway	The driveway will be visible from the Highway

7.4. Discretion 1, 2 & 3 – Use

7.4.1. Residential use is discretionary in the zone and subject to use standards on sensitive use and discretionary use. The two relevant performance criteria are:

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.*

7.4.2. The subdivision which created the lot was supported by assessment of agricultural potential of the land and bushfire risk.

7.4.3. The agricultural report noted that much of the land that is between the dwelling and highway was class 4 land with potential for various agricultural pursuits. The applicant advises that the dwelling will support future intensive agricultural output via a vineyard and stone fruit over the 10ha (approx.) of class 4 land on the site.

7.4.4. The dwelling is appropriately sited with respect to the agricultural potential of the site as it clear of land with the highest potential for agricultural output.

7.4.5. Intensive agricultural use does not currently occur on adjoining land however there is potential for this as established at the time of subdivision. The dwelling retains sufficient separation from adjoining land to maintain this potential.

7.4.6. It is considered that the proposal satisfies the above performance criteria.

7.5. Discretion 4 – Side setback

7.5.1. The proposal requires a relaxation of 3m to one side boundary where the lot begins to narrow in width. 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 setback relaxation is minor and it is considered that the proposal is satisfactory in terms of the six criteria. The dwelling will not be visually prominent and will have negligible impact on the character of the area.

7.6. Discretion 5 – Environmental Management Zone setback

7.6.1. The site does not adjoin the Environmental Management Zone. However, the access and driveway is some 62m from the zone which applies to Lisdillon Lagoon located on the opposite side of the Tasman Highway. The relevant performance criteria is:

Buildings and works must be setback from land zoned Environmental Management to minimise unreasonable impact from development on environmental values, having regard to all of the following:

- (a) *the size of the site;*
- (b) *the potential for the spread of weeds or soil pathogens;*
- (c) *the potential for contamination or sedimentation from water runoff;*
- (d) *any alternatives for development.*

7.6.2. Given the physical separation from the zone, it is considered that the proposal will not impact land within the Environmental Management Zone.

7.7. Discretion 6 – Building design

7.7.1. The colours are unspecified on the plans. The relevant performance criteria is:

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

7.7.2. The applicant has advised that the outbuilding colours will be Basalt to walls and Surfmist to roofs and rollerdoors. Dwelling colours are to be similar.

7.7.3. Basalt is a grey colour which would comply with the acceptable solution. 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%.

7.8. Discretion 7 - Vehicle passing bays

7.8.1. The scheme requires passing bays every 30m whereas bushfire regulations require passing bays every 200m. The proposal is based on compliance with the bushfire regulations. 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.*

- 7.8.2. It is considered reasonable for passing to be provided in according with the requirements for building in a bushfire prone area. The scheme provisions are relevant to urban locations.

7.9. Discretion 8 – Car parking surfacing

- 7.9.1. The proposal provides a gravel driveway. 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.*

- 7.9.2. The proposed driveway is considered suitable for the location having regard to the rural character of the surrounding land. The topography is also considered suitable for gravel construction. A standard condition should be included on any permit granted with respect within 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.

7.10. Discretion 9 – Stormwater management

- 7.10.1. The performance criteria for onsite stormwater management is:

Stormwater from new impervious surfaces must be managed by any of the following:

- (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles
- (b) collected for re-use on the site;
- (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.

- 7.10.2. Given the size of the site, stormwater can be readily managed onsite through tanks and standard overflow design.

7.11. Discretion 10 – Biodiversity

- 7.11.1. The affected native vegetation was assessed as during the subdivision as having no ongoing conservation significance. The majority of this is in poor condition as shown below and is classified as low priority vegetation.



Figure 2. Vegetation within biodiversity area.

7.11.2. The relevant performance criteria is:

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;*

7.11.3. No standing Eucalypts will be affected. The extent of works is to remove the dead vegetation and construct a driveway. The vegetation is unlikely to be included in any bushfire hazard management plan given the separation from the dwelling. It is considered that the performance criteria are satisfied.

7.12. Discretion 11 – Scenic Landscape Corridor

7.12.1. The relevant performance criteria is:

Buildings and works visible from the pertinent road must maintain scenic landscape value through satisfying one or more of the following, as necessary;

- (a) *be set back from the pertinent road as far as reasonably practical;*

- (b) *be externally coloured using colours commonly applied to buildings within the local rural landscape;*
- (c) *be designed to:*
 - (i) *minimise visual impact due to height and bulk;*
 - (ii) *minimise cut and fill;*
- (d) *be located to maintain significant view corridors from the pertinent major road to prominent natural features;*
- (e) *be located to take advantage of any existing native or exotic vegetation, or new vegetation, for visual screening purposes;*
- (f) *fences are post & wire or other design of a similarly transparent appearance.*

7.12.2. The extent of works within the corridor is limited to the access and driveway. This work is setback as far as practical and involves minimal cut to the land. The vehicle crossover which is under construction shows the extent to which the driveway will be visible as after the crossover the topography flattens out and the driveway will not be readily visible. The visual impact is assessed as minimal.

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 and associated conditions:

The proposal is for the construction of a 3 bed dwelling and 7 x 17.5m shed on a newly created lot at 11610 Tasman Highway, Swansea.

The property has frontage and access to the Tasman Highway.

The property has an existing vehicular access currently under construction as part of a previously approved subdivision. A permit for the construction of the access has been previously issued by the Department of State Growth.

The proposed internal driveway is approximately 420m long. It is proposed to be constructed as a 4m wide gravel drive with 20m long x 6m wide passing bays at 200m intervals.

The property is rural and there is no Council SW infrastructure in the area. Stormwater is to be disposed of on site.

8.3. Council's Natural Resource Management Department

8.3.1. Councils NRM Department have provided the following comments and associated conditions.

The house site and surrounds down to the driveway off Tasman Highway is grazing land and is currently grazed by sheep. There is only minor habitat value in the few remnant trees in this section. They are mostly in poor condition, there are no old growth trees and no regeneration was observed.

*The only significant issue from a NRM perspective is presence of patches of the declared weed horehound (*Marrubium vulgare*). This is a Zone B weed under the Tasmanian Weed Management Act 1999 which means that it is widespread in the municipality.*

In Tasmania:

- *Horehound is found throughout the State. Infestations of horehound occur on roadsides, waste areas, stockyards, dry banks, near farm buildings and on the site of old homesteads.*
- *Horehound can contaminate sheep and goat fleeces by its dry fruits (or burrs), leading to significant losses in fleece value due to matting.*
- *Horehound is also an important environmental weed due to its ability to invade disturbed native vegetation.*

Further information about this weed, including a weed control guide, can be found at:

<http://dpiwwe.tas.gov.au/invasive-species/weeds/weeds-index/declared-weeds-index/horehound>

In summary, landowner responsibilities under the Act with regard to Zone B weeds are: prevent the spread of the weed to:

- *Zone A municipalities*
- *Any properties that are free of the weed*
- *Any group of properties within Zone B for which the owners have developed and are implementing a local integrated Weed Management Plan for the weed*
- *Any property within Zone B where the weed is impacting negatively upon any community or flora or fauna species listed under the Commonwealth EPBC Act 1999 or the Tasmanian TSP Act 1995*

The full Horehound Statutory Weed Management Plan can be found at:

http://dpiwwe.tas.gov.au/Documents/Horehound_WMP_2011.pdf

I suggest that the above be provided as advice and conditions be applied to the permit to control the weed.

9. Concerns raised by representors

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

Issue	Response
The land has no title	The application is made subject to the issue of title consistent with the subdivision. The title documents have been sealed by Council and are pending issue from the Land Titles Office which is an administrative function only. Planning permits can be assessed and issued subject.
The entrance from the Tasman Highway is unsafe	The entrance has been approved by a works permit from the Department of State Growth. The access complies with all requirements including minimum sight distance.
There is a proliferation of houses along this section of highway	Aside from being irrelevant to the application, it is also untrue. In the Little Swanport locality, this is the first house application for 2017 and between 2013 and 2016 only one new house has been approved.
It is in a scenic corridor	This issue has been discussed earlier.

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 dwelling and outbuilding at Lot 1, RA11610 Tasman Highway, Little Swanport (DA2017/00196), be APPROVED subject to the following conditions:

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.
Advice: Any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.
2. All external wall surfaces must be finished using colours with limited light reflectance value of no more than 40% the details of which must be submitted to Council.

Car Parking, Access & Drainage

3. Prior to the commencement of use, at least two (2) car parking spaces must be provided on-site and must be available for car parking at all times.
Each space must be at-least 5.4m long and 2.4m wide with an additional 0.3m clearance from any nearby wall, fence or other obstruction.

The maximum gradient of each space is 1 in 20 measured parallel to the angle of parking and 1 in 16 in any other direction.

4. The internal driveway and areas set-aside for vehicle turning must have a minimum width driveway of 3.6m.

Please note, if a Bushfire Hazard Management Plan and/or Building Attack Level (BAL) assessment is required through the building approval process, the minimum width may need to be increased to 4.0 with passing bays.

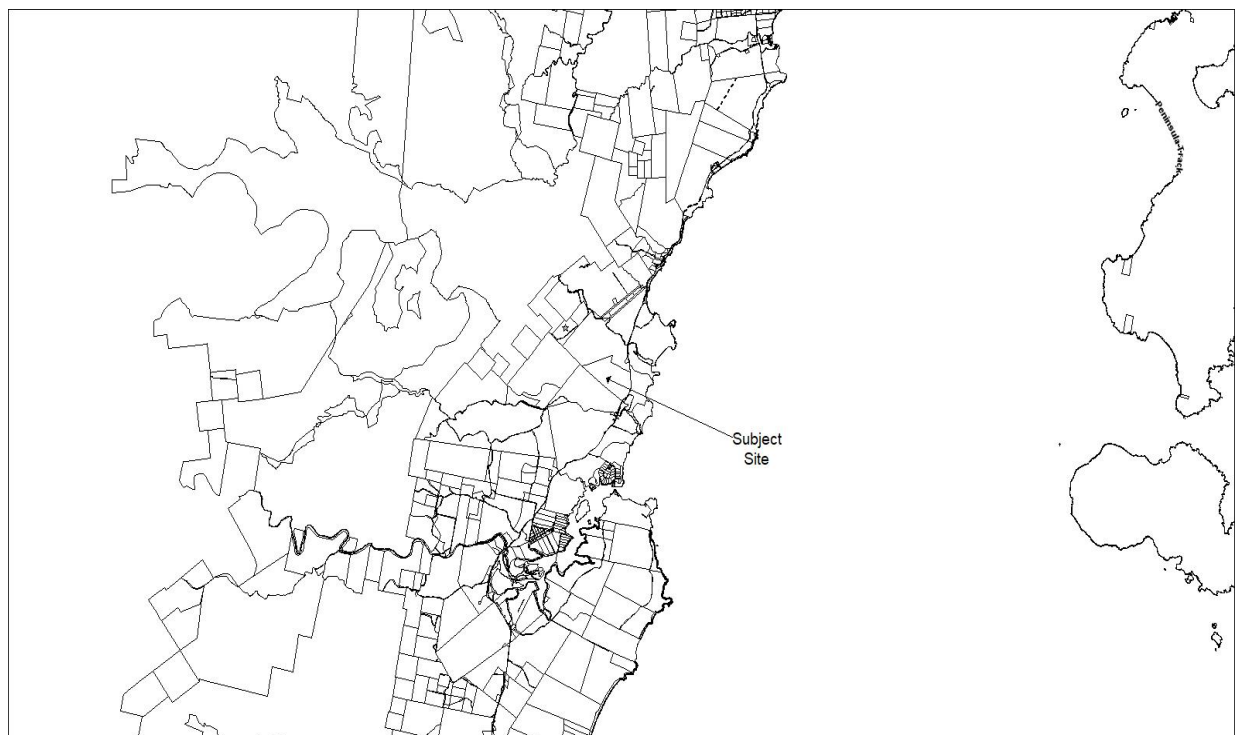
5. To the satisfaction of Council's Municipal Engineer, the internal driveway and areas set-aside for vehicle parking and turning must:
 - a. Be constructed with a durable all weather pavement;
 - b. Have a gravel surface that is designed, constructed and maintained to avoid dust or mud generation, erosion or sediment transfer on or off site; and
 - c. Be formed to ensure stormwater is suitably contained, drained and managed.

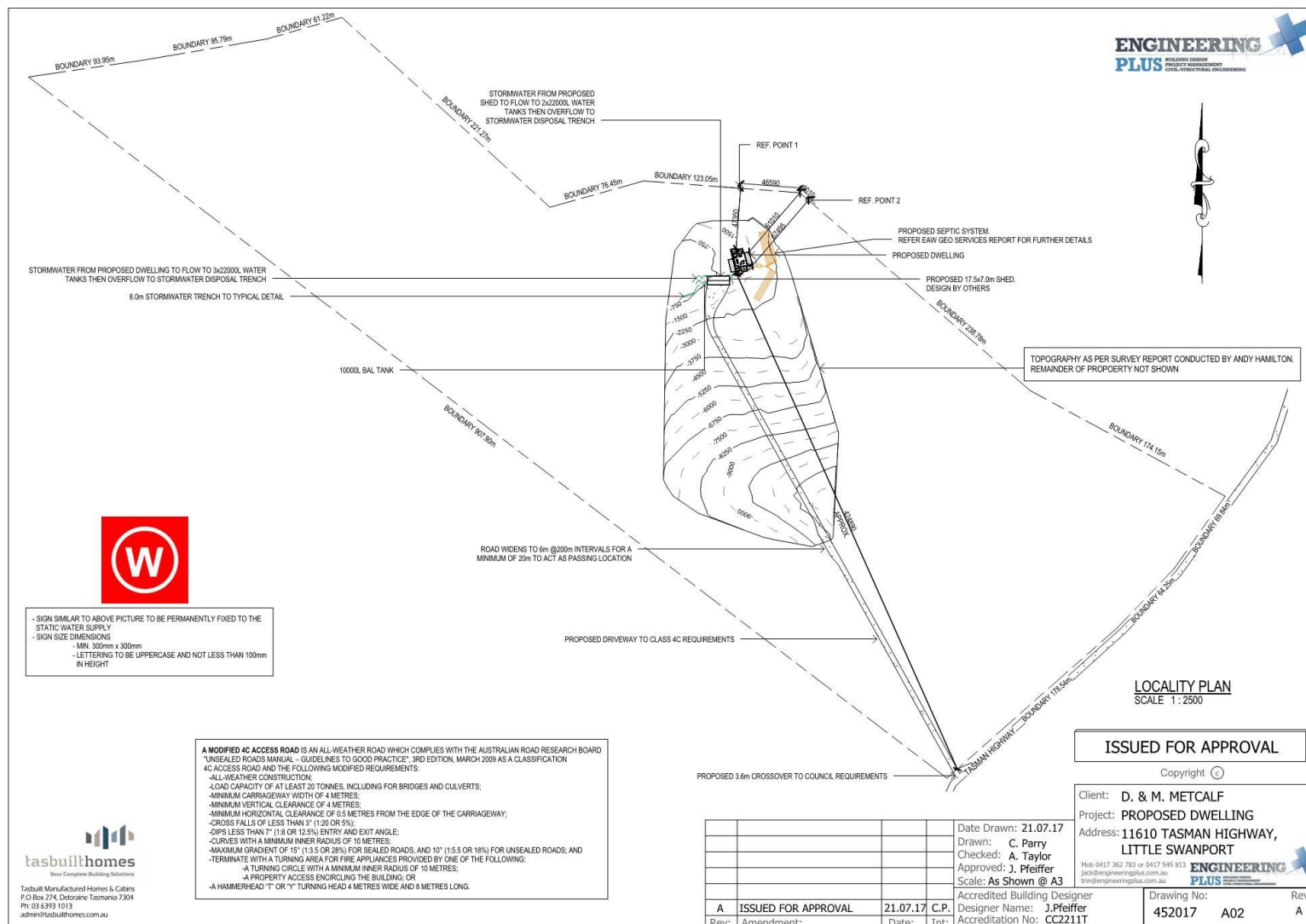
Construction & Environmental Management

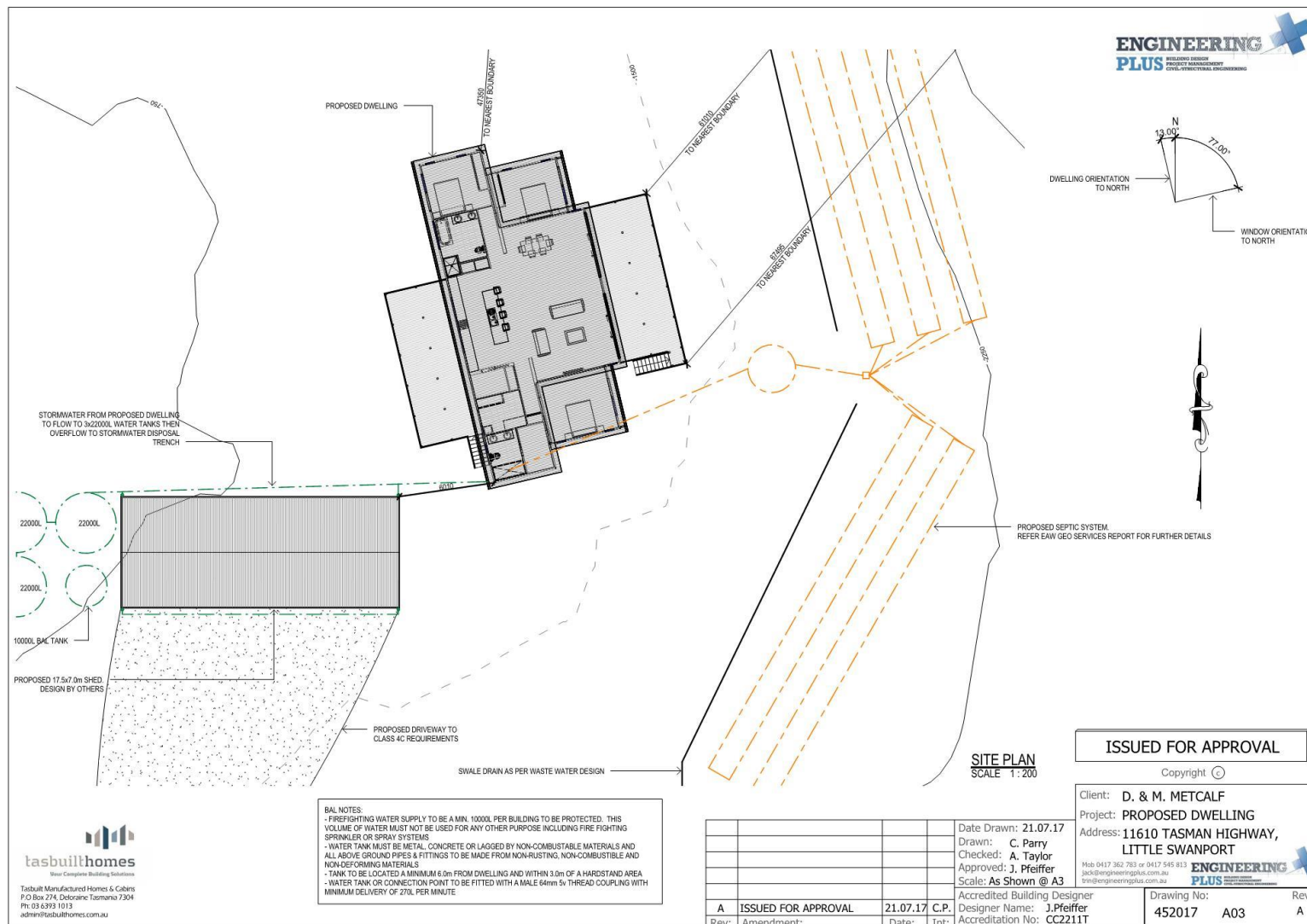
6. Through the construction process to the satisfaction of Council's Municipal Engineer, and unless otherwise noted on the endorsed plans or approved in writing by Council's Manager Planning and Special Projects, the developer must:
 - a. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.
 - b. Not burn debris or waste on site.
 - c. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - d. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.
7. No top soil is to be removed from the site.
8. The declared weed horehound (*Marrubium vulgare*) must be controlled. Prior to the commencement of works horehound must be sprayed. On completion of works, the owner must monitor the site for horehound and undertake follow-up control as necessary.
9. All vehicles and equipment associated with construction of the development and/or operation of the use must be cleaned of soil prior to entering and leaving the site to minimise the introduction and/or spread of weeds and diseases to the satisfaction of Council's Manager Planning and Special Projects.
10. 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.

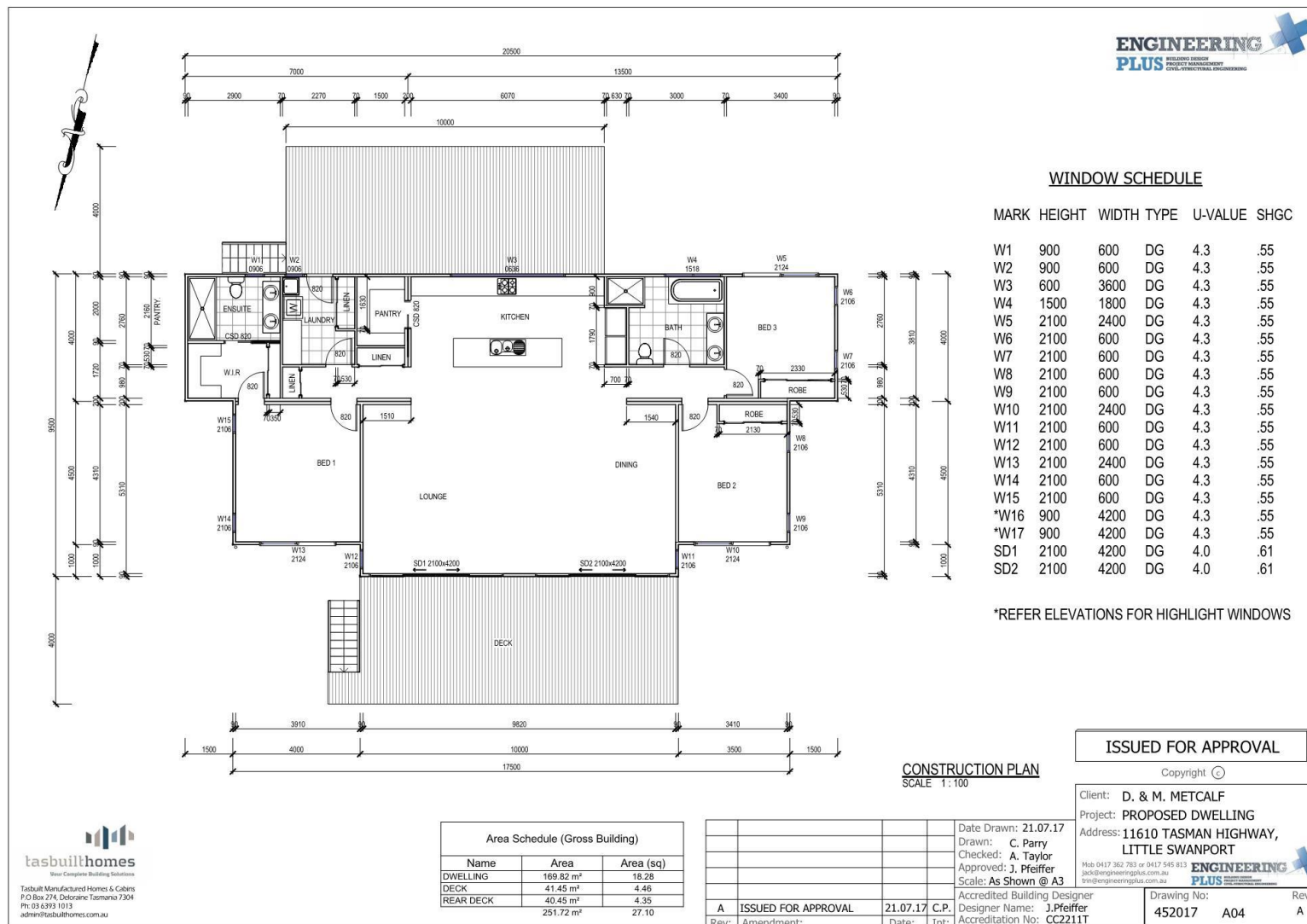
DEVELOPMENT APPLICATION DA17196

Dwelling & Outbuilding RA11610 Tasman Highway, Swansea











SUB FLOOR VENTILATION. BCA VOLUME 2 PART 3.4.1.

- A MINIMUM OF 150 MM OF SUB FLOOR CLEARANCE IS TO BE PROVIDED BETWEEN FINISHED SURFACE LEVEL & THE UNDERSIDE OF THE FLOOR BEARER.
- A MINIMUM OF 6000 MM² PER METRE OF SUB FLOOR VENTILATION IS TO BE UNIFORMLY DISTRIBUTED AROUND THE EXTERNAL AND INTERNAL WALLS OF THE BUILDING.
- VENTS TO BE LOCATED NO GREATER THAN 600 MM FROM AN INTERNAL OR EXTERNAL CORNER.

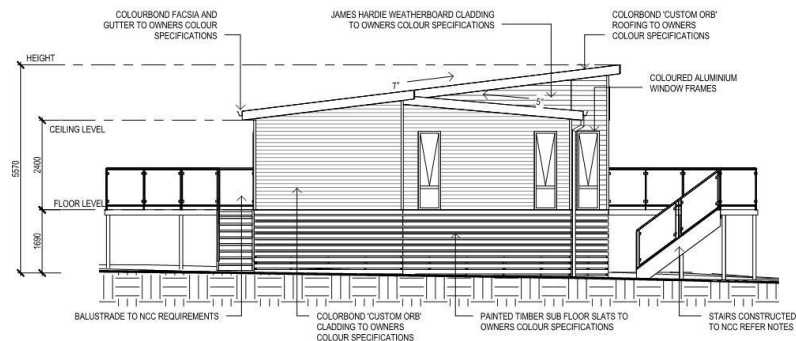
PRYDA 230x75 - 52 HOLE VENT MAXIMUM SPACING 1050 MM ALONG WALL OR

PRYDA 230x165 - 117 HOLE VENT MAXIMUM SPACING 2350 MM ALONG WALL

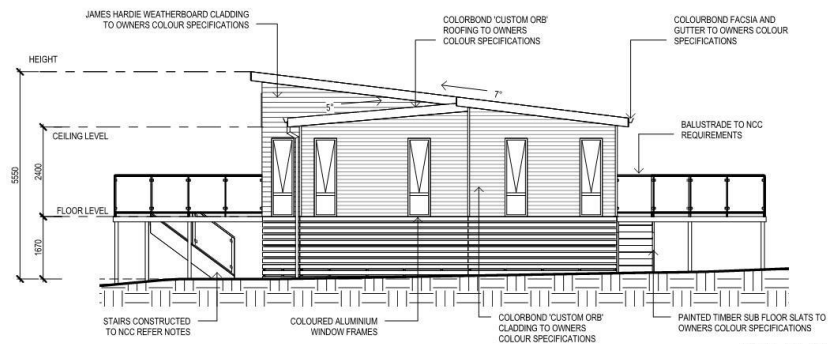
ADDITIONAL VENTILATION PROVISIONS TO BE INSTALLED WHERE OBSTRUCTIONS SUCH AS CONCRETE VERANDAH'S, DECKS, PATIOS AND PAVING ARE INSTALLED & OBSTRUCT VENTILATION.



ENGINEERING
PLUS BUILDING DESIGN
PROJECT MANAGEMENT
FOOD/STRUCTURAL/ENVIRONMENTAL



SOUTH ELEVATION
SCALE 1 : 100



NORTH ELEVATION
SCALE 1 : 100

STAIR CONSTRUCTION, BCA VOLUME 2 PART 3.9

- TREADS: 250 MM
- RISERS: 180 MM
- TREATED PINE TIMBER STAIR MATERIAL TO ASI684
- TREATMENT LEVELS H4 FOR INGROUND USE & H3 FOR ABOVE GROUND USE.
- ALL FIXINGS FITTING BRACKETS AND CONNECTORS TO BE GALVANISED.
- STRINGER: 300X50 F5 TREATED PINE
- TREADS: 250X45 F5 TREATED PINE MAXIMUM TREAD SPAN 1000

ISSUED FOR APPROVAL

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Client: D. & M. METCALF

Project: PROPOSED DWELLING

Address: 11610 TASMAN HIGHWAY,
LITTLE SWANPORT

Mob 0417 362 783 or 0417 545 813
jack@engineeringplus.com.au
trin@engineeringplus.com.au

Designer:	Drawing No:
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signer eiffer	Drawing No. 152017	107
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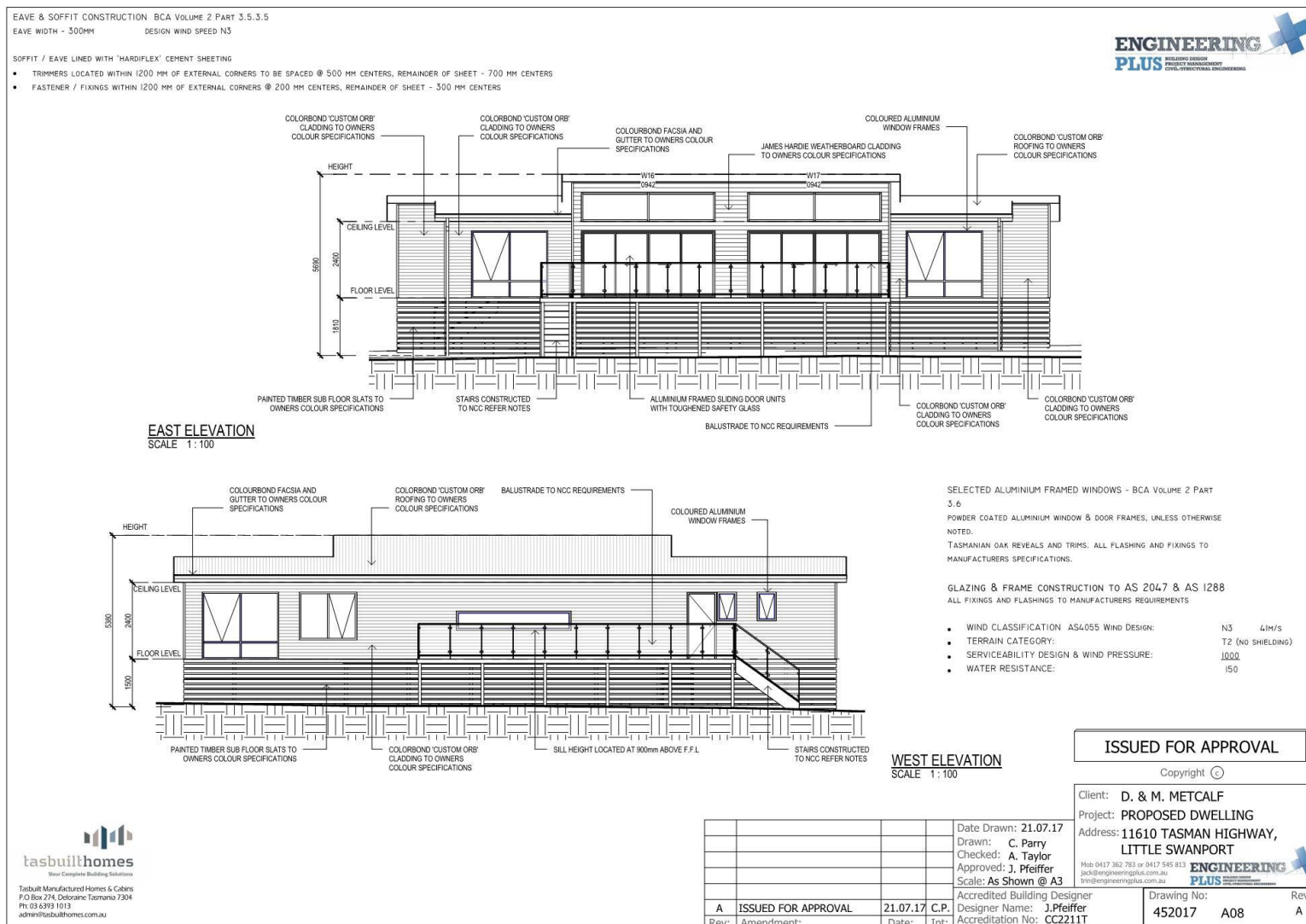
A	ISSUED FOR APPROVAL	21.07.17	C.
Rev:	Amendment:	Date:	Issued by:

Date Drawn: 21.07.17
 Drawn: C. Parry
 Checked: A. Taylor
 Approved: J. Pfeiffer
 Scale: As Shown @ A3

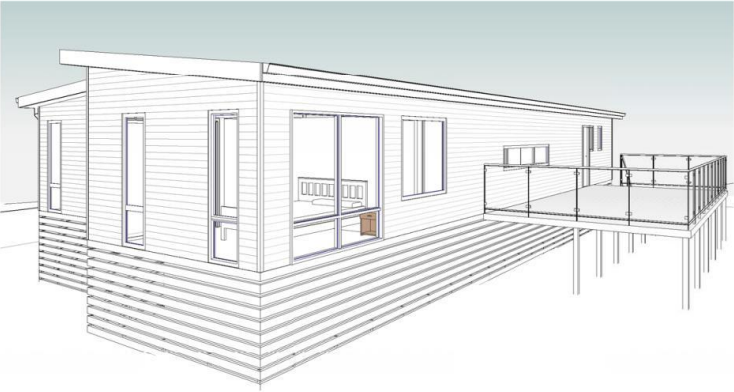
Accredited Building Designer
P. Designer Name: J. Pfeiffer
Accreditation No: CC2211T

Drawing No:
452017

Rev
A





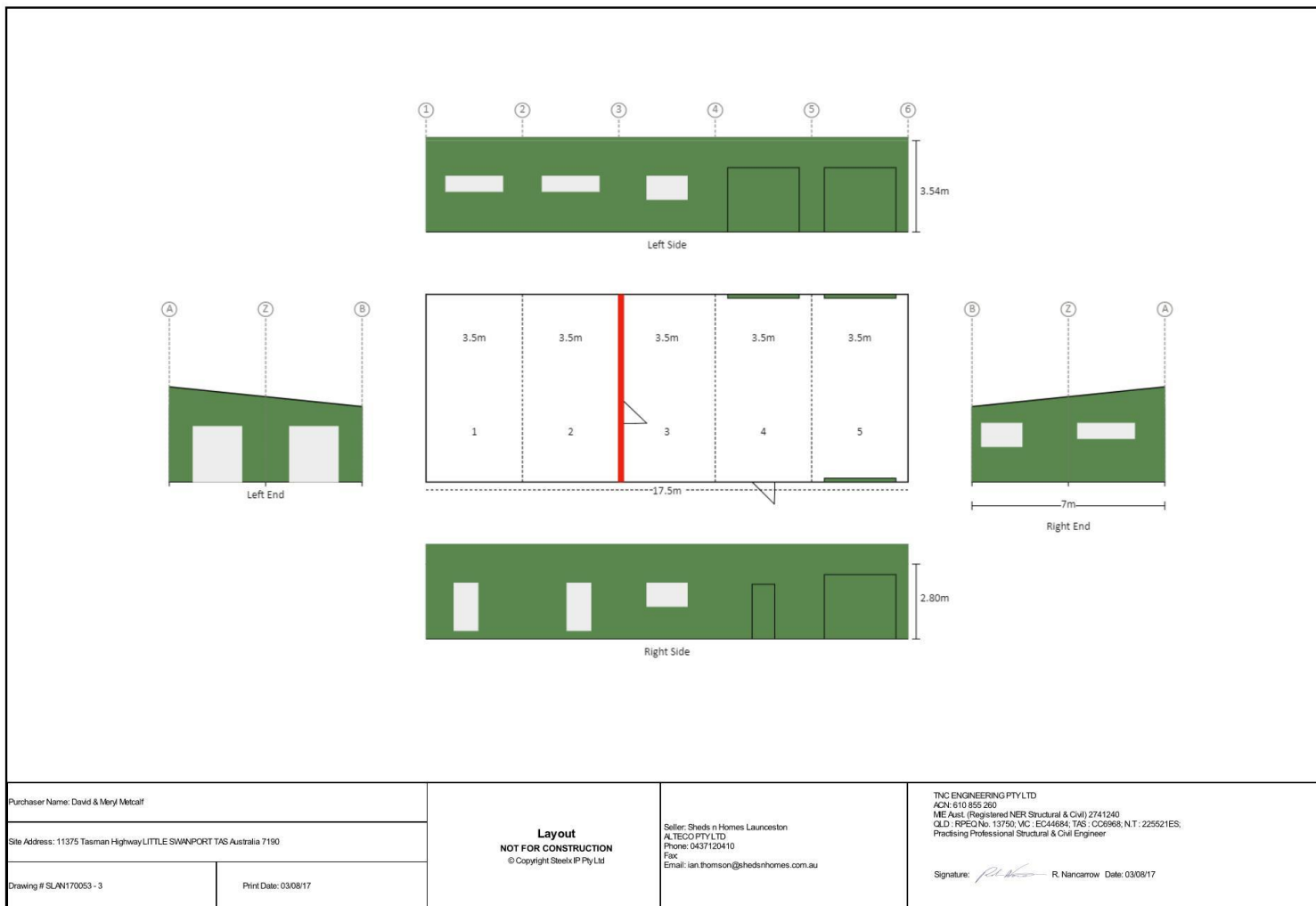


ENGINEERING PLUS
RESIDENTIAL DESIGN
PROJECT MANAGEMENT
CIVIL/STRUCTURAL/ENGINEERING

tasbuilthomes
Real Creative Building Solutions
Tasbuilt Manufactured Homes & Cabins
P.O. Box 274, Deboraine Tasmania 7304
Ph: 03 6393 1013
admin@tasbuilthomes.com.au

ISSUED FOR APPROVAL			
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Client: D. & M. METCALF			
Project: PROPOSED DWELLING			
Address: 11610 TASMAN HIGHWAY, LITTLE SWANPORT			
Mob 0417 362 783 or 0417 545 813 jack@engineeringplus.com.au trn@engineeringplus.com.au			
ENGINEERING PLUS			
Date Drawn: 21.07.17		Drawing No: 452017	
Drawn: C. Parry		A12	
Checked: A. Taylor		Rev A	
Approved: J. Pfeiffer			
Scale: As Shown @ A3			
Accredited Building Designer			
Designer Name: J. Pfeiffer			
Accreditation No: CC2211T			

A	ISSUED FOR APPROVAL	21.07.17	C.P.
Rev:	Amendment:	Date:	Int:



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.

Recommendation

That Council no longer acts as a Planning Authority. (Time:)
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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.

4.1 Mrs Sue O’Rourke (Question Taken on Notice)

I just wanted to make a short statement first. It is a statement of thanks to the Manager Works. Since Council took over the Anglican cemetery in Triabunna, the marvelous job that they have done in bringing it up to the state it is. There is no way we would have been able to do that. Thanks to Mr Pollard and his staff for that.

My question was is there the possibility of a disabled car parking space in the car park?

General Manager’s Response:

We’ll take that on notice and let you know.

Manager Works’ Response:

Thank you for the suggestion. This is certainly something that can be implemented. The line markers will be conducting other work in our municipal area over the coming weeks and this will be organised as part of that works schedule.

5. Information Reports

5.1 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 September Council meeting is on Tuesday 26th September 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

Review of Council reporting underway. Several Long Term reports need updating before Christmas.

Cash and Investments

Cash and Investments at the end of August 2017 were \$3,607k against August 2016 \$3,168k, August 2015 \$3,256k and August 2014 \$3,610k. 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 20th 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 \$2 million whilst other capital and new renewal works have been above the KPI set by the audit office. Surplus properties are being placed on the market.

Statement of Cash Flows

Glamorgan Spring Bay Council
For the 2 months ended 31 August
2017

Account	Jul-Aug 2017
Cash Flows from Operating Activities	
Receipts from customers	9,192,094.15
Payments to suppliers and employees	(2,392,515.24)
Cash receipts from other operating activities	(133,974.96)
Total Cash Flows from Operating Activities	6,665,603.95
Cash Flows from Investing Activities	
Payment for property, plant and equipment	(52,415.73)
Other cash items from investing activities	(4,848,236.56)
Total Cash Flows from Investing Activities	(4,900,652.29)
Cash Flows from Financing Activities	
Other cash items from financing activities	323,633.68
Total Cash Flows from Financing Activities	323,633.68
Net Cash Flows	2,088,585.34
Cash Balances	
Cash and cash equivalents at beginning of period	1,517,895.43
Cash and cash equivalents at end of period	3,606,930.77
Net change in cash for period	2,089,035.34

CURRENT RATES BALANCE 31st August 2017	
Balance Brought Forward	-\$29,742.47
Plus:	
Interest Charged	\$491.86
Rates Levied	\$7,443,075.97
Debit Journals	\$6,357.62
Sub Total	\$7,420,182.98
Less:	
Receipts	\$3,272,633.47
Pension Rebates	\$239,575.42
Credit Journals	\$41,191.52
Supplementary Credits	\$3,283.00
Discounts	\$71,576.54
Rates Balance	\$3,791,923.03
Discount Date/Rate 01/08/2016 3.0%	
Installments	
	26/08/2017
	6/10/2017
	12/01/2018
	6/04/2018

Property Information

Property transactions for the YTD in August are 11% up on last year. This is showing a very pleasing trend as investors and families invest in our area. There are an extra 15 property transactions this financial year compared to the year before.

<i>Property Settlement Certificates</i>												
	132-2012	337-2012	132-2013	337-2013	132-2014	337-2014	132-2015	337-2015	132-2016	337-2016	132-2017	337-2017
July	32	13	36	18	14	6	42	17	42	18	47	18
August	21	10	23	11	16	11	30	14	50	26	58	28
September	33	14	22	13	38	21	34	18	43	20		
October	47	26	49	24	40	24	40	18	37	18		
November	32	15	42	25	42	23	43	24	53	30		
December	18	8	33	17	37	20	48	21	35	17		
January	39	21	39	26	46	26	62	28	46	23		
February	21	11	38	18	49	26	45	26	72	33		
March	37	22	36	24	48	26	46	21	87	41		
April	33	18	47	22	37	21	39	24	48	21		
May	24	14	50	27	58	30	58	31	50	27		
June	22	9	27	16	24	16	26	10	31	16		
Total	359	181	442	241	449	250	513	252	594	290	105	46
TOTAL		540		683		699		765		884	151	

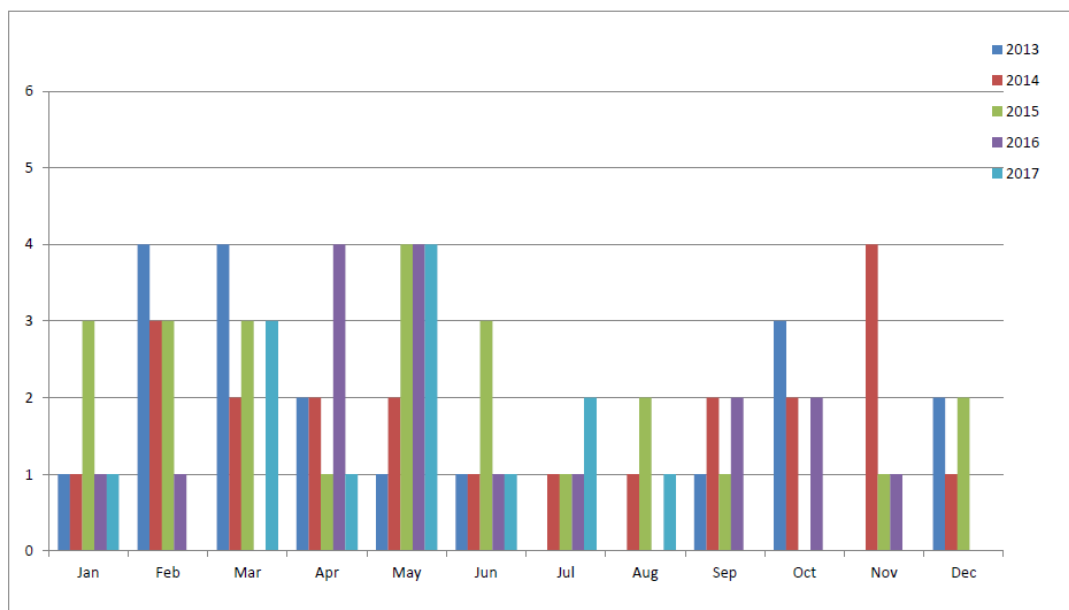
Human Resources

Our Human Resource consultant has commenced work with the management team on developing a new performance management system for all Council workers. Some additional draft LGAT Workplace Behaviour Policies have also been reviewed and are being implemented. This includes a Training and Development Policy.

Health, Safety, Other

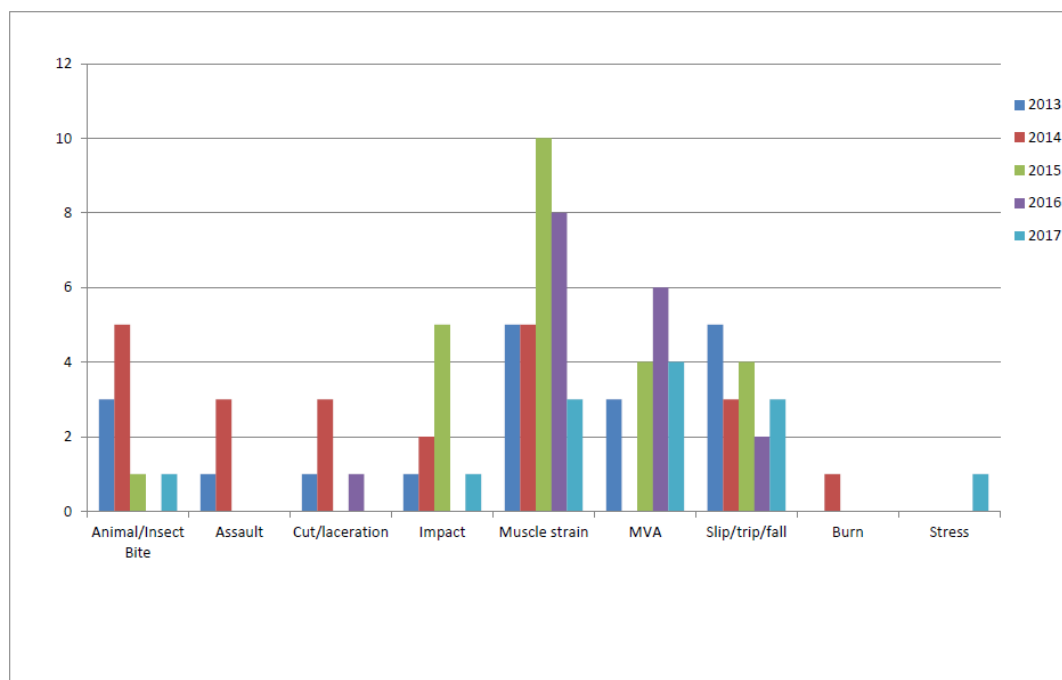
There were two lost time injuries YTD amounting to 1.5 lost time hours. There have been no motor vehicle claims this year. There have been 3 workplace reported incidents YTD, no community incidents reported YTD and there were no staff resignations in August.

Incident / Accident Reporting Numbers 2013 till August 2017



Analysis: Incident / Accident reports for 2017 are trending as per last years.

Incident / Accident Reporting by type 2013 till August 2017



Analysis: The incident / accident reporting for 2017 mirror the report types from previous years. The only identifiable trend in the reporting for 2017 is that MVA and muscle strain remains the main incident / accident area.

Visitor Centres

Glamorgan Spring Bay Council operates three visitor centres throughout the municipal area. They are all Yellow "I" centres. Visitor numbers through the centres are up by 21% on last year to date, meaning an extra 1009 visitors have used the network. Triabunna has seen an extra 310 visitors in August 2017, compared to August 2016 due to the new ferry operations.

Visitor Numbers												
MONTH	BICHENO	BICHENO	BICHENO	SWANSEA	SWANSEA	SWANSEA	TRIABUNNA	TRIABUNNA	TRIABUNNA	TOTAL	TOTAL	TOTAL
	2015-2016	2016-2017	2017-2018	2015-2016	2016-2017	2017-2018	2015-2016	2016-2017	2017-2018	2015-2016	2016-2017	2017-2018
JULY	765	819	886	774	749	809	905	1095	1459	2444	2663	3154
AUGUST	609	659		686	634		729	924		2024	2217	0
SEPTEMBER	1447	1405		1106	1143		1095	1317		3648	3865	0
OCTOBER	2133	2112		1617	1635		1824	2192		5574	5939	0
NOVEMBER	2686	2493		2474	2208		2696	2414		7856	7115	0
DECEMBER	3409	2877		2598	2633		2865	3338		8872	8848	0
JANUARY	5073	4886		3968	4670		4695	6567		13736	16123	0
FEBRUARY	4245	4704		5141	4778		5290	7734		14676	17216	0
MARCH	3414	3629		3794	4505		4044	6167		11252	14301	0
APRIL	2183	2331		2146	2420		2766	6050		7095	10801	0
MAY	1085	1086		1048	1241		1124	1985		3257	4312	0
JUNE	707	706		784	685		1077	1174		2568	2565	0
TOTAL	27756	27707	886	26136	27301	809	29110	40957	1459	83002	95965	95965

**2016-2017 East Coast Heritage Museum
Report to Glamorgan Spring Bay Council**



As at 31 August 2017					
CAPITAL NEW // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site Progress	Comments
Roads, Footpaths, Kerbs					
Coles Bay - Freycinet Drive	Kerbing Esplanade to Reserve Road	47,000			
Bicheno - Foster Street Kerb	Murray St to Barrett Ave - North Side 95m	28,500			Future
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - North Side 95m	28,500			Future
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - South Side 95m	28,500			Future
Bicheno - Foster Street Footpath	Barrett Ave to end (medical centre) 130m	23,100			Future
Bicheno - Foster Street Footpath	Murray St to Barrett Ave - North Side 130m	23,100			Future
Swansea - Old Spring Bay Road	Kerb and gutter Aqua Sands to Cathcart western side	65,000			Future
Orford - Rheban Road, Spring Beach	Road sealing	38,000	\$37,385	COMPLETE	
Triabunna - Tasman Hwy / Vicary St Roundabout	Roundabout Construction	240,000			Future
Triabunna - Vicary St, Stage 1	Tas Hwy to school boundary and 100m Esplanade	400,000			Future
PG, Walking Tracks, Cemeteries					
Bicheno Triangle Upgrade	Development construction (stage one)	650,000			Future
Buckland Streets	Tree Planting stage 2	2,000		COMPLETE	
Triabunna - Cemetery	Concrete burial beams in new lawn section	3,500			
Stormwater, Drainage					
Triabunna - Lord St	Stormwater line extension 100m Installation	14,500			
Coles Bay - Freycinet Drive	Stormwater upgrade	65,000			
Stormwater Catchment Plans	Orford and Swansea	30,000			
Bridges and Culverts					
Swansea - Old Spring Bay Road	Road Culvert Crossing	78,500			Future
Council Buildings					
Triabunna Rec Ground Clubrooms	Construct new extension	10,000			
Triabunna - New Visitors Centre	New Building	750,000			Future
Bicheno Medical Centre	Monitored Security Installation	10,000			
Swansea Loo with a View	New constructed toilets / disability access	240,000			
Swansea SES Storage Shed	Construct storage shed behind new facility	22,000			
Swansea House - 8 Noyes Street	Carport and Driveway/crossover	10,000	\$18,375	In Progress	
Marine Infrastructure					
Triabunna - Marina Extension	Stages 3 and 4	100,000			
Triabunna - New Tourist Berth Facility	New Berth	500,000			Grant
Swansea Boat Ramp	Construction Contribution	955,000	\$358,925	In Progress	
Orford - Prosser River	Dredging and construction work	125,000	\$20,057	In Progress	
Plant & Equipment					
Free Roll	Compaction Roller	49,000			
Water Tank trailer 1000 litre	Trailer mounted pressure pump and tank	15,000		COMPLETE	
Replacement Vehicles / Plant	Lease	170,000			Loan
Waste Transfer Stations					
Swansea - WTS Lease Extension	Perimeter farm fencing - lease establishment	7,500			
Swansea - WTS Tip Shop	Feasibility study to confirm business case	6,000		In Progress	



As at 31 August 2017					
CAPITAL RENEWAL // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Sealed Road Reseals					
S - Old Spring Bay Road	Reseal - Seal Change to Merideth	\$11,456			
S - Old Spring Bay Road	Reseal - Merideth to Pyke	\$3,720			
S - Old Spring Bay Road	Reseal - Pyke to Francis	\$5,224			
S - Old Spring Bay Road	Reseal - Francis to End Kerb	\$7,280			
S - Old Spring Bay Road	Reseal - End Kerb to Aqua Sands	\$5,856			
S - Old Spring Bay Road	Reseal - Aqua Sands to End Kerb	\$8,400			
S - Old Spring Bay Road	Reseal - End Kerb to Kennedia	\$5,520			
S - Old Spring Bay Road	Reseal - Kennedia to End Seal	\$10,384			
S - Kennedia Place	Reseal	\$8,960			
B - Foster Street	Reseal - Lovett to Barrett	\$4,400			
B - Foster Street	Reseal Barrett to Murray	\$4,456			
T - Davidson Place	Asphalt Overlay	\$24,500			
O - Rudd Avenue	Reseal - Walpole to Change	\$1,500			
O - Rudd Avenue	Reseal - Change to End	\$11,500			
Buckland	Jetpatcher Costs	\$20,000			
Triabunna	Jetpatcher Costs	\$20,000			
Orford	Jetpatcher Costs	\$20,000			
Swansea	Jetpatcher Costs	\$20,000			
Bicheno	Jetpatcher Costs	\$20,000			
Coles Bay	Jetpatcher Costs	\$20,000			
Sealed Road Pavements					
S - Road Repairs	General Road Repairs Swansea	\$30,000			
S - Esplanade turnaround area	Asphalt resurface	\$8,500			
B - Road Repairs	General Road Repairs Bicheno	\$30,000			
C - Road Repairs	General Road Repairs Coles Bay	\$30,000			
O - Road Repairs	General Road Repairs Orford	\$30,000			
O - Lousiville Road recon	R2R Reconstruction - Tasman to Benarchie	\$490,000			
T - Road Repairs	General Road Repairs Triabunna	\$30,000			
Unsealed Road Pavements					
S - Old Coach Road	Resheet 500m	\$45,000			
B - Rosedale Road	Resheet 500m	\$45,000			
O - Wielangta Road	Reconstruction 21.5 kms	\$815,000	\$4,800	In Progress	
T - Okehampton Road	Reconstruction 2.10 kms	\$90,000			
T - Seaford Road	Reconstruction 1.50 kms	\$70,000			
Kerb & Gutter					
S - Wellington Street	replace section adj MayShaw onstreet carpark	\$28,500			
Footpaths					
S - Wellington Street	replace section adj MayShaw onstreet carpark	\$32,000			



CAPITAL RENEWAL cont. // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Parks & Reserves					
A - Park Furniture replacement	Replacement	\$8,000			
A - Playground Repairs - General	Replacement	\$15,000			
Bicheno Lions Park Perimeter Fence	Replacement of corroded fence and posts \$100/m	\$38,000			
Bicheno Lions Park BBQ's	Replace 2 corroded units	\$21,500			
Bicheno Walking Track	Upgrade Foster St section (part) to asphalt	\$12,000			
Bicheno Rec Ground	Replace goal posts with 'removable' ones	\$5,000		COMPLETE	
Swansea - Playground Equipment	Duck Park - replace substandard equipment	\$26,000			
Replacement stands and bins	Orford / Triabunna	\$9,500			
Triabunna Rec Ground Playground	Install new net climber	\$18,500			
Triabunna Rec Ground Irrigation repairs	Repairs to existing underground lines and sprinklers	\$9,500			
Spring Beach - Landscaping upgrade	Upgrade to reserve area and landscaping at Spring Beach	\$20,000	\$336	In Progress	
Park / Street bins - General	Replace old larger bins where required	\$12,000			
Stormwater & Drainage					
O - Upgrade culvert crossing Holkam Crt	Upgrade pipe size	\$55,000			
Swanwick - Swanwick Dve stormwater pits	Replace undersize grated pits	\$20,000	\$17,136	COMPLETE	
Council Buildings					
Orford - Community Hall Toilet Upgrade	Extension toilets in main building	\$145,000			
Coles Bay Hall	Underpin Foundations	\$15,000			
Coles Bay Hall	Engineering Drawings for Extension	\$10,000			
Swansea Depot Shed	Replace old NRM / Works shed	\$45,000			Future
Swansea Museum	Interior and fence painting	\$6,000			
Asbestos Assessment and Register	For all Council Bldgs as per Building regulations	\$20,000			
Triabunna Toilet Replacement	Replace existing toilet block at Wharf reserve	\$65,000			
Marine Infrastructure					
Coles Bay Boatramp	Muir's Beach (erosion issue)	\$18,000			
Bicheno Coastal Erosion Control	Erosion control at Waubs Beach	\$20,000			
Swanwick Coastal Erosion Control	Erosion control Sandpiper Beach	\$85,000			
Bridges and Culverts					
Swansea - Glen Gala Creek, Glen Gala Road	Replacement	\$140,000			
Spring Beach - Two Mile Creek, Rheban Road	Replacement - final costs	\$10,000	\$8,827	COMPLETE	
Earlham - Earlham Creek, Earlham Road	Replacement - final costs	\$15,500	\$14,042	COMPLETE	
General Structure	Replacement - deck timbers	\$45,000			
Plant & Equipment					
Small plant replacement	Replacements	\$25,000			
Plant & Machinery	Replacements	\$205,000			Loan



Profit & Loss					
Glamorgan Spring Bay Council					
ADMIN CORP,ECONOMIC,GOVERNANCE, SAFETY & RISK,TOURISM					
For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
CONTRIBUTIONS	\$0.00	\$6,000.00	-\$6,000.00	-100.0%	(1)
GRANTS	\$33,623.75	\$39,106.00	-\$5,482.25	-14.0%	(2)
INTEREST	\$4,897.63	-\$6,000.00	\$10,897.63	181.6%	(3)
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$41,443.32	\$27,132.00	\$14,311.32	52.7%	(4)
NET GAIN/(LOSS) ON ASSETS	\$0.00	\$0.00	\$0.00		
OTHER INCOME	\$243,166.47	\$242,719.00	\$447.47	0.2%	
RATES AND CHARGES	\$5,903,839.01	\$5,897,234.00	\$6,605.01	0.1%	
SHARE OF GENERAL RATE	-\$4,128,744.00	-\$4,020,744.00	-\$108,000.00	-2.7%	
STATUTORY FEES AND FINES	\$13,558.31	\$12,454.00	\$1,104.31	8.9%	(5)
USER FEES	\$0.00	\$0.00	\$0.00		
Total Income	\$2,111,784.49	\$2,197,901.00	-\$86,116.51	-3.9%	
Gross Profit	\$2,111,784.49	\$2,197,901.00	-\$86,116.51	-3.9181%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$18,858.00	\$18,858.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$89,615.77	\$86,248.00	\$3,367.77	3.9%	
FINANCE COSTS	-\$21,024.25	\$0.00	-\$21,024.25		(7)
IMPAIRMENT OF RECEIVABLES	\$0.00	\$0.00	\$0.00		
MATERIALS AND SERVICES	\$679,295.50	\$596,505.00	\$82,790.50	13.9%	(8)
OTHER EXPENSES	\$25,366.59	\$33,770.00	-\$8,403.41	-24.9%	(9)
Total Operating Expenses	\$792,111.61	\$735,381.00	\$56,730.61	7.7%	
Operating Profit	\$1,319,672.88	\$1,462,520.00	-\$142,847.12	-9.7672%	
(1) Hard to budget					
(2) Minor dollar variance					
(3) Timing re accruals and actual					
(4) Unpredicatble payments					
(5) 132 & 337 above budget					
(6) Adjust when oncosts A/L & LSL calculated					
(7) Timing re accruals and actual					
(8) Timing					
(9) Timing					



Profit & Loss				
Glamorgan Spring Bay Council				
Visitor Centres				
For the month ended 31st August 2017				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
OTHER INCOME	\$9,592.00	\$9,500.00	\$92.00	1.0%
SHARE OF GENERAL RATE	\$220,000.00	\$220,000.00	\$0.00	0.0%
USER FEES	\$47,762.38	\$52,536.00	-\$4,773.62	-9.1%
Total Income	\$277,354.38	\$282,036.00	-\$4,681.62	-1.7%
Gross Profit	\$277,354.38	\$282,036.00	-\$4,681.62	-1.6599%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$600.00	\$600.00	\$0.00	0.0%
EMPLOYEE BENEFITS	\$7,897.48	\$32,392.00	-\$24,494.52	-75.6%
MATERIALS AND SERVICES	\$29,447.70	\$30,580.00	-\$1,132.30	-3.7%
Total Operating Expenses	\$37,945.18	\$63,572.00	-\$25,626.82	-40.3%
Net Profit	\$239,409.20	\$218,464.00	\$20,945.20	9.5875%
(1) Income below budget at this stage				
(2) Timing issue with accrual from last year				



Profit & Loss Glamorgan Spring Bay Council MEDICAL SERVICES For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$0.00	\$2,500.00	-\$2,500.00	-100.0%	(1)
INTEREST	\$7.76	\$20.00	-\$12.24	-61.2%	(2)
OTHER INCOME	\$81,597.73	\$92,550.00	-\$10,952.27	-11.8%	(3)
RATES AND CHARGES	\$304,909.00	\$304,485.00	\$424.00	0.1%	
SHARE OF GENERAL RATE	\$0.00	\$0.00	\$0.00		
USER FEES	\$0.00	\$0.00	\$0.00		
Total Income	\$386,514.49	\$399,555.00	-\$13,040.51	-3.3%	
Gross Profit	\$386,514.49	\$399,555.00	-\$13,040.51	-3.2638%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$12,788.00	\$12,788.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$63,851.90	\$89,031.00	-\$25,179.10	-28.3%	(4)
MATERIALS AND SERVICES	\$124,393.80	\$123,476.00	\$917.80	0.7%	
Total Operating Expenses	\$201,033.70	\$225,295.00	-\$24,261.30	-10.8%	
Net Profit	\$185,480.79	\$174,260.00	\$11,220.79	6.4391%	
(1) Needs allocating from other grant					
(2) Minimal Dollars					
(3) Below budget at this time					
(4) Below budget at this time					



Profit & Loss					
COUNCIL TOTAL					
For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
CONTRIBUTIONS	\$35,650.00	\$11,765.00	\$23,885.00	203.0%	(1)
GRANTS	\$772,936.50	\$838,389.00	-\$65,452.50	-7.8%	(2)
INTEREST	\$4,901.09	-\$5,980.00	\$10,881.09	182.0%	(3)
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$41,443.32	\$27,132.00	\$14,311.32	52.7%	(4)
NET GAIN/(LOSS) ON ASSETS	\$0.00	\$0.00	\$0.00		
OTHER INCOME	\$570,505.89	\$465,740.00	\$104,765.89	22.5%	(5)
RATES AND CHARGES	\$7,407,679.01	\$7,400,142.00	\$7,537.01	0.1%	
SHARE OF GENERAL RATE	\$0.00	\$0.00	\$0.00		
STATUTORY FEES AND FINES	\$81,751.32	\$67,626.00	\$14,125.32	20.9%	
USER FEES	\$307,796.29	\$336,486.00	-\$28,689.71	-8.5%	
Total Income	\$9,222,663.42	\$9,141,300.00	\$81,363.42	0.9%	
Gross Profit	\$9,222,663.42	\$9,141,300.00	\$81,363.42	0.8901%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$343,120.00	\$343,166.00	-\$46.00	0.0%	
EMPLOYEE BENEFITS	\$612,190.87	\$718,226.00	-\$106,035.13	-14.8%	(6)
FINANCE COSTS	-\$19,478.70	\$15,393.00	-\$34,871.70	-226.5%	(7)
IMPAIRMENT OF RECEIVABLES	\$0.00	\$0.00	\$0.00		
MATERIALS AND SERVICES	\$1,260,626.23	\$1,153,227.00	\$107,399.23	9.3%	(8)
OTHER EXPENSES	\$25,499.35	\$33,770.00	-\$8,270.65	-24.5%	(9)
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$42,884.00	\$42,884.00	\$0.00	0.0%	
Total Operating Expenses	\$2,264,841.75	\$2,306,666.00	-\$41,824.25	-1.8%	
Operating Profit	\$6,957,821.67	\$6,834,634.00	\$123,187.67	1.8024%	
(1) Hard to budget related to development					
(2) Slight variance at this stage					
(3) To do with year end accruals					
(4) Hard to predict payments					
(5) Related to extra expenses					
(6) Wages due not paid as yet					
(7) Due to year end accruals					
(8) Expenses relates to income refer (5)					
(9) Timing Issues					

5.2 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:

NORTH

Maintenance works undertaken when required during the month.
Sealed road shoulders graveled along Dolphin Sands Road
Sealed road pavement repairs – Swanwick area
Roadside tree trimming carried out along Grange Road and McNeills Road

SOUTH

Maintenance works undertaken when required during the month.
Sealed road shoulders graveled along Buckland Road

WASTE TRANSFER STATIONS:

- All waste transfer stations (wts) are operating within prescribed guidelines.
- Orford waste transfer station – site cleanup
- Greenwaste burns undertaken on 31st August 2017 at the Orford, Swansea and Bicheno Waste Transfer Stations in accordance with EPA guidelines.
- Greenwaste stockpile at the Coles Bay wts transported to Bicheno wts for burning.
- Scrap steel stockpiles have recently been removed from all sites, with minimal income received due to the current market value of steel.
- To assist residents in preparing for the up-and-coming bushfire season FREE greenwaste disposal is again being offered at all waste transfer stations between Monday 25th September and Sunday 8th October, 2017. Volume restricted up to trailer size only.

GARBAGE, RECYCLING SERVICES:

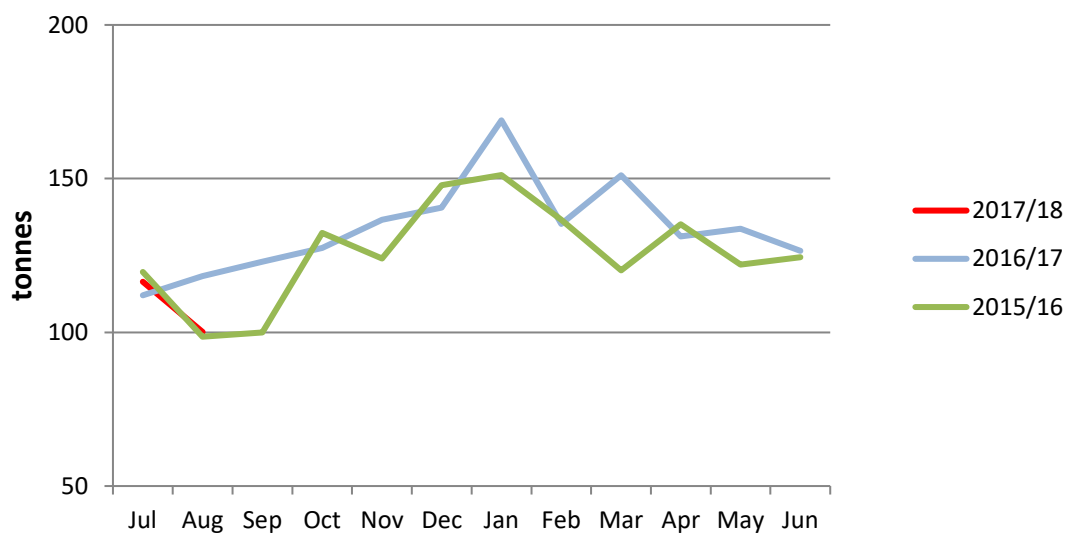
- JJ Richards current waste management contract expires in September 2022.

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

<u>MONTH</u>	<u>BICHENO Collection & WTS</u>	<u>BICHENO WTS only</u>	<u>COLES BAY WTS only</u>	<u>SWANSEA WTS only</u>	<u>ORF-TRIA-CB- SW Collection & ORF WTS</u>	<u>ORFORD WTS only</u>	<u>TOTAL (tonnes)</u>
-	-	-	-	-	-	-	-
JULY '17	38.86	8.16	11.24	28.08	111.58	25.82	189.76
AUG	29.02	10.82	12.99	28.30	95.04	13.14	165.35
SEPT							0.00
OCT							0.00
NOV							0.00
DEC							0.00
TOTALS	67.88	18.98	24.23	56.38	206.62	38.95	355.11

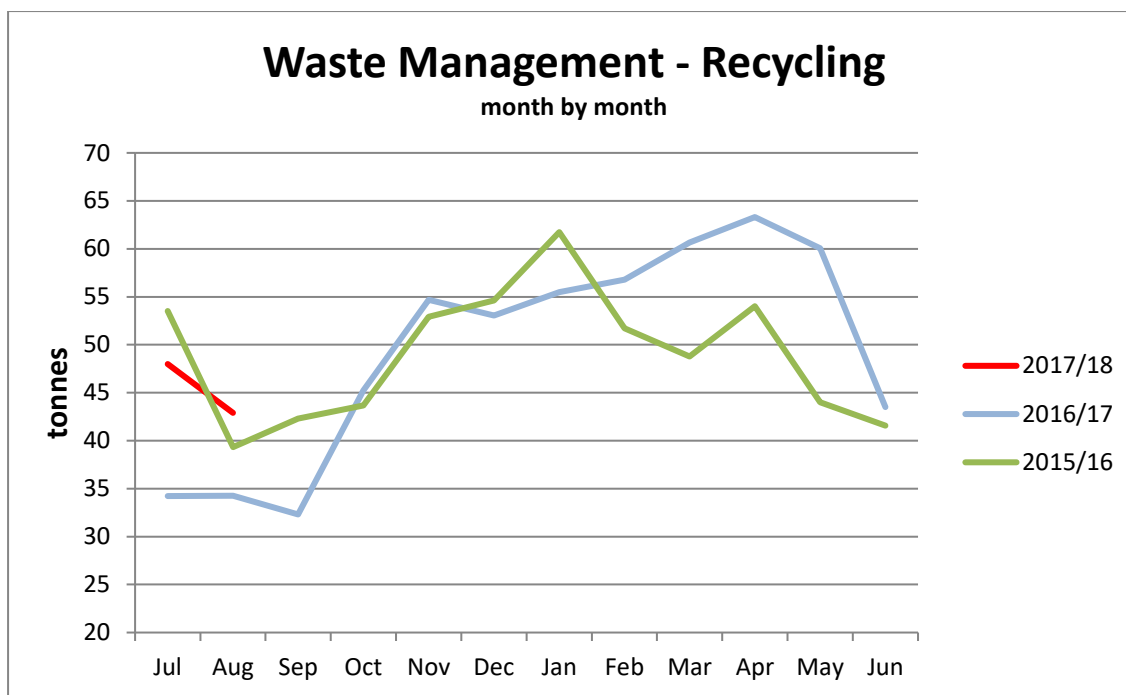
Waste Management - Garbage

month by month



Kerbside Garbage Collected: Bin numbers & tonnages

MONTH	BICHENO	COLES BAY	SWANSEA	TRIABUNNA	ORFORD	TOTAL BINS	TOTAL (tonnes)
JULY '17	2558	1250	2184	2066	1647	9705	116.46
AUG	1517	1085	2071	2120	1549	8342	100.11
SEPT							
OCT							
NOV							
DEC							
TOTALS	4075	2335	4255	4186	3196	18047	216.57



Recycling collected at kerbside and transported to Sorting Facility (tonnes):
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 '17	594	598	569	642	762	3999	47.99
AUG	895	543	710	777	650	3575	42.90
SEPT							
OCT							
NOV							
DEC							
TOTALS	1489	1141	1279	1419	1412	7574	90.89

TOWN MAINTENANCE:

- Ongoing general maintenance is being carried out in all our town areas to ensure an acceptable level of overall presentation is maintained.

PARKS, RESERVES, WALKING TRACKS, CEMETERY:

- Continuation of general maintenance within our townships and along the foreshore areas.
- Tree / stump removal – Orford Rec Ground
- Playground softfall replenish – all areas
- Tree trimming – Coles Bay

STORMWATER, DRAINAGE:

- Roadside culverts cleared along various sections of the sealed and unsealed road network.
- Stormwater upgrade works carried out in Burgess St, Bicheno.

BRIDGES, CULVERTS:

- Ongoing maintenance when required.
- I have instructed TasSpan to include the nine gifted bridge structures along the Wielangta Road on our bi-annual inspection programme. Three of the structures have recently been replaced with concrete by DPIPWE prior to change of ownership.
- The total number of bridge structures within our municipal area now totals 55.

EMERGENCY MANAGEMENT:

- Two motor vehicle accidents for the month with no major injuries. Joint training held at Mayfield Fire Station. Triabunna, Mayfield fire brigades and GSB SES volunteers attended the joint road rescue training night. Instructors from both TFS and SES were in attendance. Two vehicles were provided by GSB SES for the training.
- Volunteers have spent over 30 hours shifting vehicles and other jobs for the month which are outside of our usual training and incidents attended.
- Static unit displays have been set up outside of Morris' store promoting the unit and its role in the community.

Visit our website at www.swansea-ses.weebly.com

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

2017–2018 CAPITAL WORKS UPDATE

- Swanwick stormwater upgrade works completed along Swanwick Drive. Works included kerb and gutter replacement to better manage stormwater flows. Sub-standard grates and pits were also replaced to reduce localised flooding issues.
- Tree planting undertaken in the grass verge area along Buckland Road in the Buckland township.
- Swansea waste transfer station 'tip shop' feasibility report in progress.
- Wielangta Road reconstruction works (21.5 kms) is progressing with roadside vegetation trimming along full length completed.
Civil works have commenced from the northern end; including reshaping longitudinal side drains and cleaning out culvert pipe crossings to ensure future stormwater flows are better managed. This work is required to be completed prior to commencing any gravel resheeting.
The road will be closed to through traffic during reconstruction from Monday 23rd September, with a detour placed around Rheban Road, via Spring Beach and Rheban, for traffic diversion.
The detour will be active between Mondays and Fridays from 7.00am to 4.00pm.



Profit & Loss					
Glamorgan Spring Bay Council					
WORKS DEPARTMENT					
For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$164,840.91	\$159,636.00	\$5,204.91	3.3%	
OTHER INCOME	\$23,695.97	\$39,521.00	-\$15,825.03	-40.0%	(1)
RATES AND CHARGES	\$1,118,116.50	\$1,115,603.00	\$2,513.50	0.2%	
SHARE OF GENERAL RATE	\$2,502,000.00	\$2,502,000.00	\$0.00		
USER FEES	\$14,277.07	\$13,518.00	\$759.07	5.6%	(2)
Total Income	\$3,822,930.45	\$3,830,278.00	-\$7,347.55	-0.2%	
Gross Profit	\$3,822,930.45	\$3,830,278.00	-\$7,347.55	-0.1918%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$232,870.00	\$232,870.00	\$0.00	0.0%	
FINANCE COSTS	\$1,545.55	\$1,048.00	\$497.55	47.5%	(3)
EMPLOYEE BENEFITS	\$225,799.57	\$289,523.00	-\$63,723.43	-22.0%	(4)
MATERIALS AND SERVICES	\$178,473.77	\$299,583.00	-\$121,109.23	-40.4%	(5)
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$96,080.00	\$98,447.00	-\$2,367.00	-2.4%	
Total Operating Expenses	\$734,768.89	\$921,471.00	-\$186,702.11	-20.3%	
Net Profit	\$3,088,161.56	\$2,908,807.00	\$179,354.56	6.1659%	
(1) Below budget at this time					
(2) Slightly above budget					
(3) Minimal dollar variance.					
(4) Well below budget at this stage					
(5) Well below budget at this stage					
(6) Internal Plant needs crediting overall					

5.3 Manager Regulatory Services, Mrs. Winny Enniss

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

Animal Control

Two hundred and thirteen (213) dogs were registered in August with 877 YTD total. YTD, 2 dogs have been impounded, 1 infringement issued, 4 warnings given, no dogs surrendered, no dogs seized and no dog has been euthanized. There has been 1 lost dog call and 4 complaints received YTD. This department is operating with a Regulatory Services Officer/Municipal Inspector only.

Engineering & Technical Services

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

Environmental Health

Seventy two (72) food business registrations were renewed this month. Two (2) temporary food business registrations were issued for the month. YTD no place of assembly licences have been issued, 17 immunizations have been conducted and there are 11 suppliers of private water. Two (2) food business inspections were carried out this month totalling 7 YTD.

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 18 applications for August and approved 20 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 34 applications in August and approved 28 applications. Six (6) applications were placed on section 54 for the month. There were 5 NPR applications for the month with 13 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 29th July 2015 and became operational from 5th August 2015. The new scheme and maps are available online at www.iplan.gov.au or you can go via Council's website at www.gsbc.tas.gov.au.

Bendigo Bank

The Bendigo Bank Agency opened on 21st 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 133 deposits (270 YTD), 26 withdrawals (61 YTD), 8 transfers (18 YTD), no new account enquiries (0 YTD) and 10 general enquiries (21 YTD). There have been no days where no transactions/enquires have occurred for this financial year.

General

A trainee commenced employment within the Regulatory Services Department on 24th October 2016, undertaking Certificate III in Business Administration.

PLANNING	MTD	YTD
Application Received	34	65
Applications Approved	28	54
Placed on Section 54	6	
Applications Refused		
Applications Withdrawn		
NPR – No Permit Required	5	13
Visitor Accommodation Approvals	7	10
BUILDING		
Application Received	18	37
Applications Approved	20	41
ANIMAL CONTROL		
Dogs Registered	213	877
Kennel Licences Issued/renewed		
Dogs Impounded		2
Dogs Seized		
Dogs Surrendered		
Dogs Euthanized		
Warnings Issued		4
Complaints	1	5
Infringements	2	3
Lost Dog calls		1
Other	3	3
ENVIRONMENTAL HEALTH		
Immunisations		17
Food Business Registrations	72	72
Temporary Food Business Registrations	2	2
Food Business Inspections	2	7
Place of Assembly Licences		
Environmental Nuisances		
Abatement Notices		
Notifiable Diseases		
Recreational Water Sampling		
Suppliers of Private Water		11
Water Carriers	1	1
Regulated System Registration	1	1
Major Incidents notified to DPIPWE		
Special Plumbing Permits Issued		
BENDIGO BANK		
Deposits	133	270
Withdrawals	26	61
Transfers	8	18
New Accounts		
Other	10	21
No of days whereby no transactions/enquiries carried out		

APPLICATIONS RECEIVED AND APPROVED FOR August 2017

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

Planning DA No	Type	Location	Description	Status	Received	Resolved
17128	D	20 Freycinet Drive, Coles Bay	Change of use to dwelling, building addition & outbuilding	Approved		14/08/17
17153	D	28 Vicary Street, Triabunna	Outbuilding	Approved		14/08/17
17155	D	24 St Margaret's Court, Swansea	Outbuilding	Approved		24/08/17
17158	D	40 Waubs Esplanade, Bicheno	Addition to buildings	Approved		22/08/17
17161	D	Tasman Highway Swansea	Dwelling & Outbuilding	Approved		07/08/17
17163	D	11 Cathcart Street, Swansea	Dwelling & outbuildings	Approved		22/08/17
17166	D	25 Franklin Street, Triabunna	Outbuilding	Approved		28/08/17
17168	D	RA50 Mercury Place, Spring Beach	Outbuilding	Approved		14/08/17
17169	D	14106 Tasman Highway, Swansea	Visitor Accommodation	Approved		15/08/17
17174	D	Gore Street, Orford	Dwelling & Outbuilding	Approved		22/08/17
17176	P	17 Denison Court, Bicheno	Change of use to visitor accommodation	Approved		01/08/17
17178	NPR	21 Alma Road, Orford	Alterations & additions to dwelling	Approved		08/08/17
17180	P	RA210 Wallaroo Road, Coles Bay	Change of use to visitor accommodation	Approved		01/08/17
17182	P	96 Freycinet Drive, Coles Bay	Change of use to visitor accommodation	Approved		08/08/17
17183	D	3 Rectory Street, Swansea	Outbuilding	Approved		28/08/17
17185	P	RA30 High Street, Pontypool	Outbuilding	Approved	01/08/17	14/08/17
17186	D	RA1000 Dolphin Sands Road, Dolphin Sands	Dwelling & Outbuilding	In progress	01/08/17	
17187	P	20 Franklin Street, Swansea	Change of use to visitor accommodation	Approved	01/08/17	14/08/17
17188	P	51 Charles Street, Triabunna	Additions to clubrooms	Approved	01/08/17	14/08/17
17189	D	10 Noyes Street, Swansea	New colorbond roof, building repairs & alteration	In progress	01/08/17	



17190	P	RA141 Harveys Farm Road, Bicheno	Petition to amended sealed plan	In progress	01/08/17	
17191	D	45 West Shelly Road, Orford	Alterations & additions to dwelling & outbuilding	Approved	03/08/17	29/08/17
17192	P	RA103 Cambria Drive, Dolphin Sands	Change of use to visitor accommodation	Approved	07/08/17	15/08/17
17193	D	31 Franklin Street, Swansea	Outbuilding	In progress	07/08/17	
17194	D	30 Tasman Highway, Orford	Multiple dwellings	In progress	08/08/17	
17195	D	24 Harold Street, Coles Bay	Outbuilding & ancillary dwelling	In progress	08/08/17	
17196	D	RA11610 Tasman Highway, Swansea	Dwelling & outbuilding	In progress	10/08/17	
17197	D	1 Garnet Avenue, Coles Bay	Strata	Approved	14/08/17	22/08/17
17198	D	RA8311 Tasman Highway, Orford	Agricultural shed	In progress	14/08/17	
17199	NPR	11 Murphy Court, Orford	Dwelling & outbuilding	Approved	15/08/17	22/08/17
17200	D	1/3 Old Convict Road, Orford	Alterations & additions to dwelling & change of use to visitor accommodation & one addition visitor accommodation unit	In progress	18/08/17	
17201	NPR	12 Spencer Street, Triabunna	Two outbuildings & relocation of bungalow	In progress	18/08/17	
17202	NPR	RA194 Rheban Road, Spring Beach	Addition to dwelling	Approved	21/08/17	24/08/17
17203	P	RA92 Swanwick Drive, Coles Bay	Change of use to visitor accommodation	Approved	21/08/17	28/08/17
17204	D	Nailer Avenue, Bicheno	Dwelling & visitor accommodation	In progress	21/08/17	
17205	D	RA71 Cambria Drive, Dolphin Sands	Dwelling	In progress	22/08/17	
17206	D	69 Burgess Street, Bicheno	Part change of use to food services	In progress	24/08/17	
17207	D	46 West Shelly Road, Orford	Addition to dwelling	In progress	24/08/17	
17208	P	39 Oyster Bay Court, Coles Bay	Change of use to visitor accommodation	Approved	24/08/17	29/08/17
17209	D	22 Esplanade, Swansea	Two multiple dwellings	In progress	24/08/17	



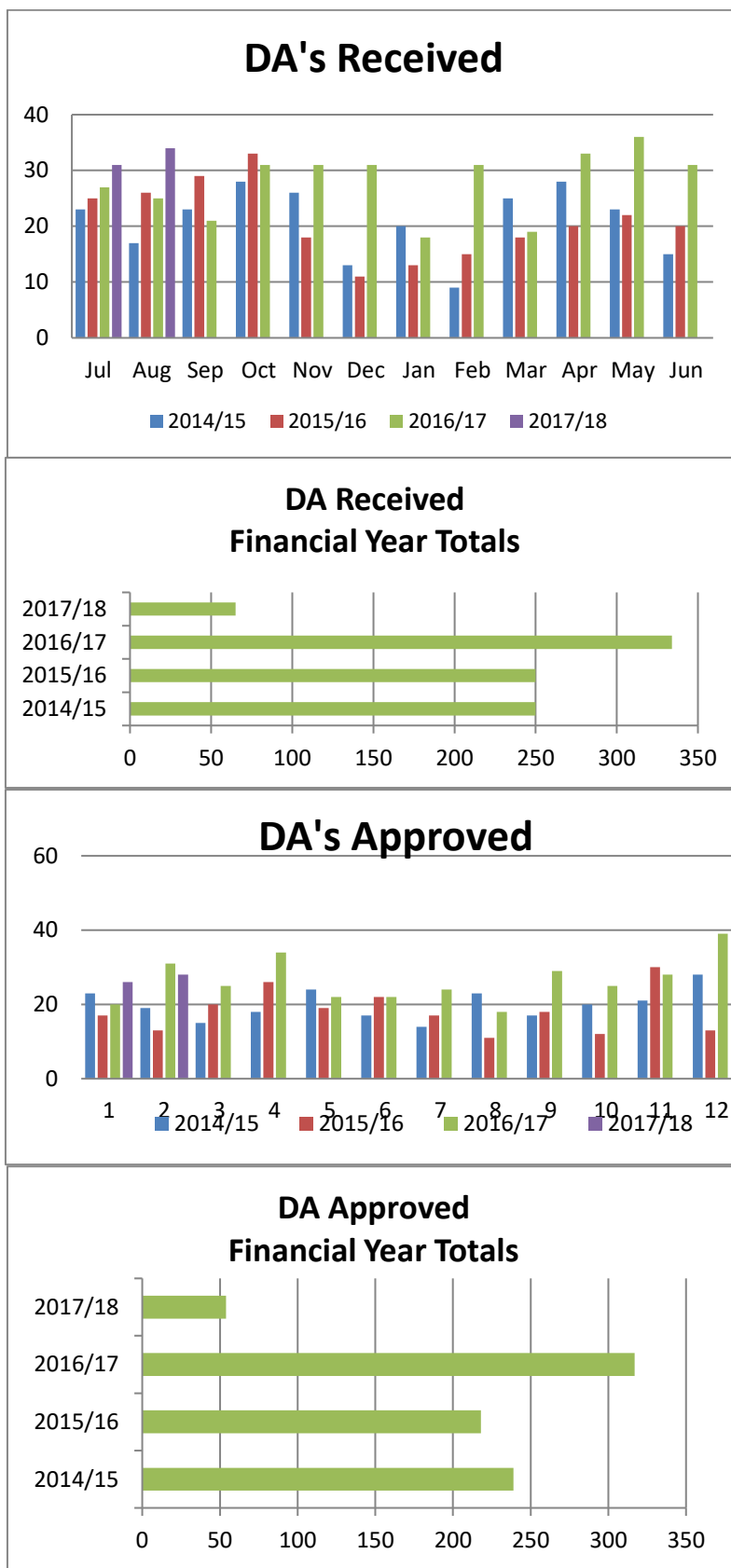
17210	D	4 Pine Hills Court, Orford	Additions & alterations to dwelling	In progress	28/08/17	
17211	D	RA1784 Coles Bay Road, Coles Bay	Additions to marine farm	In progress	28/08/17	
17212	NPR	RA252 Harveys Farm Road, Bicheno	New outbuilding & toilet block	In progress	28/08/17	
17213	D	119 Harveys Farm Road, Bicheno	Dwelling	In progress	29/08/17	
17214	D	RA9 Sally Peak Road, Buckland	Adhesion order	In progress	31/08/17	
17215	P	7A Vicary Street, Triabunna	Outbuilding	In Progress	31/08/17	

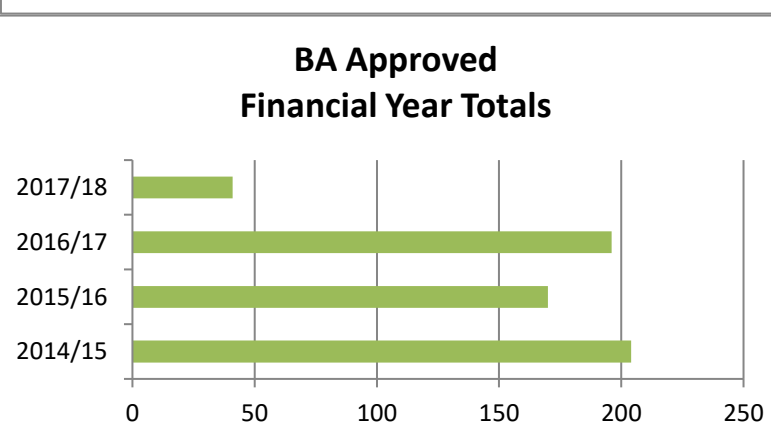
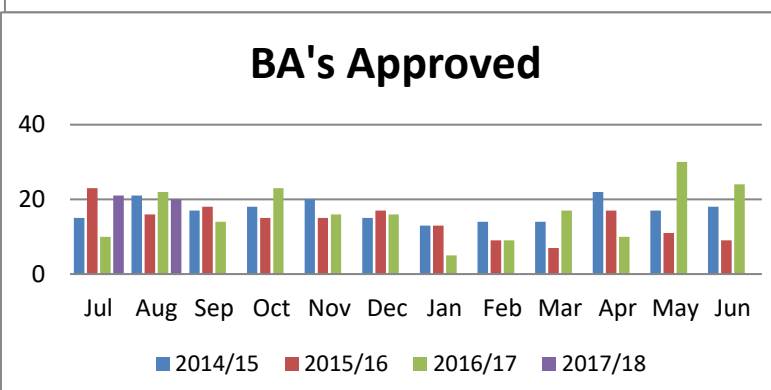
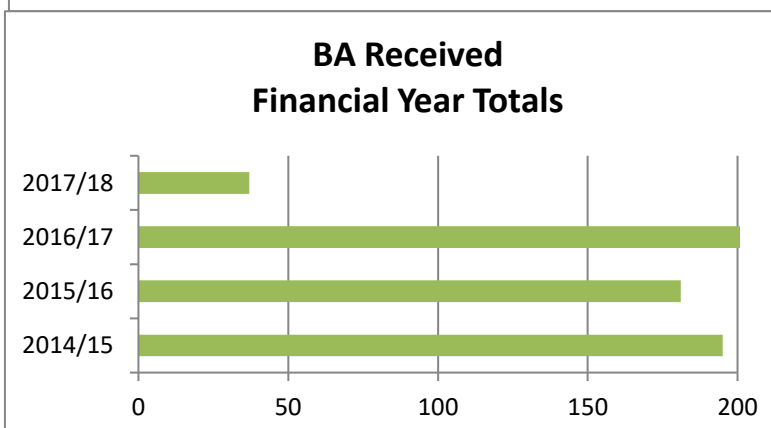
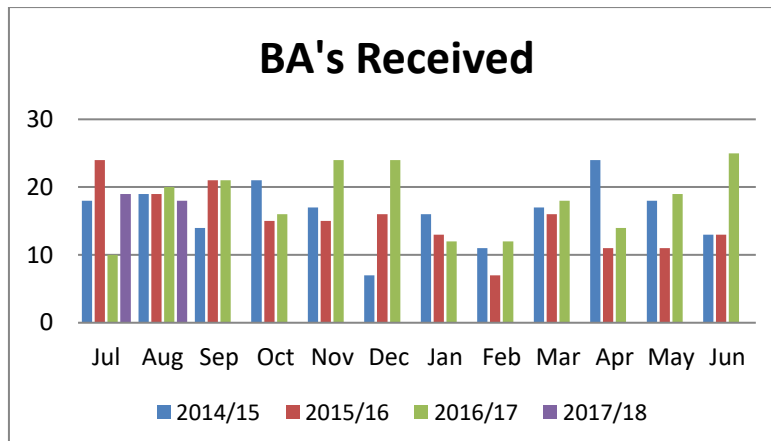
SUBDIVISIONS SA No						
17017	2,4 Arnol Street & 14 Franklin Street, Swansea	Boundary adjustment & subdivision	Approved			14/08/17
17018	38 Vicary Street, Triabunna	Road subdivision	Approved			14/08/17
17019	9 Seymour Street, Bicheno; 11 Seymour Street, Bicheno	Boundary Adjustment	Approved			29/08/17
17020	38 Foster Street, Bicheno	Subdivision into 3 Lots	In progress	09/08/17		
17021	20 Kay Street, Triabunna	Subdivision into two lots	In progress	21/08/17		
17022	RA141 Harveys Farm Road, Bicheno	Subdivision into 2 lots	In progress	31/08/17		

BUILDING BA No						
17111	2 Seaview Crescent, Orford	Dwelling	Approved			04/08/17
17116	4 Champ Street, Bicheno	Roof over BBQ area	Approved			01/08/17
17117	33 Gordon St, Bicheno	Addition to dwelling	Approved			25/08/17
17118	RA6 Swanwick Drive, Coles Bay	Outbuilding	Approved			03/08/17
17119	RA132 Swanwick Drive, Coles Bay	Alterations & Additions to Dwelling	Approved			15/08/17
17121	15 Walters Drive, Orford	Demolition & new dwelling & carport	Approved	01/08/17		02/08/17
17122	RA9 Ryans Road, Spring Beach	Alterations & additions to dwelling	Approved	03/08/17		08/08/17
17123	26 Hazards View Drive, Coles Bay	Dwelling	Approved	07/08/17		14/08/17
17124	2 West Shelly Road, Orford	New building & demolition to outbuilding	Approved	07/08/17		14/08/17



17125	RA477 Coles Bay Road, Coles Bay	Dwelling	Approved	07/08/17	11/08/17
17126	21 Hazards View Drive, Coles Bay	Shed	Approved	07/08/17	10/08/17
17127	52 Gordon Street, Bicheno	Dwelling	Approved	08/08/17	14/08/17
17128	8 Patsy Court, Coles Bay	Dwelling & deck	Approved	09/08/17	15/08/17
17129	Tasman Highway, Little Swanport	Dwelling	Approved	09/08/17	16/08/17
17130	23 Swanwick Drive, Coles Bay	Dwelling	Approved	14/08/17	29/08/17
17131	3A Tasman Highway, Orford	Storage sheds & decks	In progress	16/08/17	
17132	11 Florence Street, Coles Bay	Demolition of dwelling	Approved	16/08/17	24/08/17
17133	6154 Tasman Highway, Buckland	Solar Panels	Approved	21/08/17	24/08/17
17134	RA16017 Tasman Highway, Apslawn	Installation of new septic trenches system	In progress	21/08/17	
17135	RA9091 Tasman Highway, Triabunna	Solar Panels	Approved	23/08/17	24/08/17
17136	Gore Street, Orford	Dwelling & shed	Approved	23/08/17	25/08/17
17137	4 Balga Court, Spring Beach	Dwelling	In progress	25/08/17	
17138	57 Foster street, Bicheno	Ancillary dwelling	Approved	29/08/17	31/08/17







Profit & Loss Glamorgan Spring Bay Council REGULATORY SERVICES For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
CONTRIBUTIONS	\$35,650.00	\$5,765.00	\$29,885.00	518.4%	(1)
OTHER INCOME	\$5,741.40	\$1,434.00	\$4,307.40	300.4%	(2)
RATES AND CHARGES	\$80,708.50	\$82,820.00	-\$2,111.50	-2.5%	
SHARE OF GENERAL RATE	\$322,000.00	\$322,000.00	\$0.00	0.0%	
STATUTORY FEES AND FINES	\$67,826.30	\$55,172.00	\$12,654.30	22.9%	(3)
USER FEES	\$14,999.09	\$12,040.00	\$2,959.09	24.6%	(4)
Total Income	\$526,925.29	\$479,231.00	\$47,694.29	10.0%	
Gross Profit	\$526,925.29	\$479,231.00	\$47,694.29	9.9523%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$3,830.00	\$3,830.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$89,403.93	\$76,624.00	\$12,779.93	16.7%	(5)
MATERIALS AND SERVICES	\$52,853.17	\$50,661.00	\$2,192.17	4.3%	
Total Operating Expenses	\$146,087.10	\$131,115.00	\$14,972.10	11.4%	
Net Profit	\$380,838.19	\$348,116.00	\$32,722.19	9.3998%	
(1) Public Open Space & subdivision contrlbutions above budget					
(2) Unexpected income					
(3) Ahead of budget					
(4) Minimal Dollars					
(5) Over budget needs checking					

5.4 Manager Community Development & Administration, Mrs Lona Turvey

Community Development · Administration Services ·

Photography Competition 2017

The overall winner of the Glamorgan Spring Bay Council Photography Competition 2017 is Kirsty Pilkington from Fern Tree with her image “New Holland Honeyeater” taken at Swansea.

Glamorgan Spring Bay Art Prize 2018

Entries for the Glamorgan Spring Bay Art Prize 2018 are now open and will close on Friday, 19th January, 2018. The launch of the Art Prize will take place at the Swansea Town Hall on Friday, 16th February and the exhibition will be open on Saturday 17th and Sunday 18th February.

Cut the Crap Special Food Event

This event was held at Gallery Artspace in Triabunna on Wednesday, 6th September, 2017 at 10.30 a.m. and was attended by approximately 30 people.

Award winning chef, Eloise Emmett, pre-prepared a number of dishes for tasting made from fresh produce. Five (5) students from the Triabunna District School also attended the session accompanied by their kitchen garden teacher.

Donation of Marquees

A Living Well After Cancer Workshop, conducted by Jill Pierce from Cancer Council Tasmania, was held at the May Shaw Health & Wellbeing Centre on Tuesday, 15th August, 2017.

Following the Workshop the Mayor was presented with three (3) marquees which have been donated to the community by Cancer Council Tasmania from a grant received from Tour de Cure. The marquees are available on loan to schools and community organisations within our municipal area to provide sun protection at events.

Seniors Week Event 2017

A special Seniors' Week event featuring Keith Potger, founding member of the internationally famous group The Seekers, will be held in the Tasmanian Bushland Garden on Tuesday, 17th October, 2017 at 11.00 a.m. The Melodies and Memories Concert will appeal to a wide audience age range, however, Keith has said that he is passionate about bringing music and humour to seniors who want to enjoy great music from their past and hear tales of times they knew so well.

This year for Seniors Week, Council On the Ageing (COTA) is encouraging patrons to get out and about and enjoy Tasmania's fantastic parks and reserves. The Tasmanian Bushland Garden provides an ideal venue for this event and seniors will be able to explore some of the walking tracks and the sculpture trail after the concert.

The event will also include a zero waste picnic.

A bus will be provided from Swansea if numbers are sufficient

Reclink Gala Day

The Reclink Football Gala Day was held at the Hutchins School oval on Wednesday, 13th September. Tasman, Glenora, Campania/Bothwell, Oatlands and Triabunna District Schools competed on the day. Reclink founder, Peter Cullen, flew over from Melbourne to present the trophies to the two winning teams, Oatlands Hawks and the Campania/Bothwell Cats. All players received a medallion.

The Hutchins School made its grounds and facilities available for the day and provided wonderful support. Hutchins boys undertook umpiring, scorekeeping and timekeeping duties, as well as providing some commentary of the games and assisting with the barbecue. School staff also set-up the sound system and barbecue. The support of the Hutchins School for this event is greatly appreciated.

COMMUNITY SMALL GRANTS PROGRAM

The Community Small Grant approved for the Orford Golf Club at the July meeting has been returned to Council as the Club was able to get the dishwasher repaired.

NAME	DONATED	COUNCIL MINUTE
Bayview Bush Babies Inc.	2,000	112/17
Total	2,000	



Profit & Loss				
Glamorgan Spring Bay Council				
COMMUNITY DEVELOPMENT AND ADMINISTRATION				
For the month ended 31st August 2017				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
GRANTS	\$0.00	\$0.00	\$0.00	
OTHER INCOME	\$3,601.86	\$200.00	\$3,401.86	1700.9% ▲
SHARE OF GENERAL RATE	\$546,008.00	\$546,008.00	\$0.00	0.0%
Total Income	\$549,609.86	\$546,208.00	\$3,401.86	0.6%
Gross Profit	\$549,609.86	\$546,208.00	\$3,401.86	0.6228%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$5,080.00	\$5,080.00	\$0.00	0.0%
EMPLOYEE BENEFITS	\$56,457.36	\$67,901.00	-\$11,443.64	-16.9% ▲
MATERIALS AND SERVICES	\$15,078.66	\$17,100.00	-\$2,021.34	-11.8% ▲
Total Operating Expenses	\$76,616.02	\$90,081.00	-\$13,464.98	-14.9%
Operating Profit	\$472,993.84	\$456,127.00	\$16,866.84	3.6978%
(1) Unexpected Income				
(2) Below budget				
(3) Below budget				

5.5 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.
- **Swansea Loo with a View**
Preliminary plans for the Swansea 'Loo with a View' toilet facility at Jubilee beach have been finalised. A Planning Report is in this agenda. 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. A new car port and driveway are being installed.
- **Bicheno Library**
Work has commenced on the renovations to the Bicheno Library. The exterior and interior of the library will be painted in the Linc colour scheme. In addition to painting Council is installing in cabinets, internet computer work stations, phone and laptop charging stations. The floor coverings throughout the library will also be replaced.

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	12	Change Rooms	2
		Club Rooms	4
		Pavilion	1
		Playing Surface (Tennis)	1
		Misc. Structures	4
Public Toilets	18	Toilets	18
Shelters & Monuments	14	Monuments	1
		Public Shelters	13
Waste Management Facility	4	Buildings & Sheds	4
Total Buildings Listed	91		91

MARINE INFRASTRUCTURE:

Boat Ramps and Jetties:

- General maintenance is carried out on Council owned boat ramps and jetties.
- **Swansea Elevated Boat Ramp**
Work is continuing on the new Elevated access recreational boat ramp at Swansea. Tas Marine Construction commenced work in May; completion is expected by the end of September. 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.

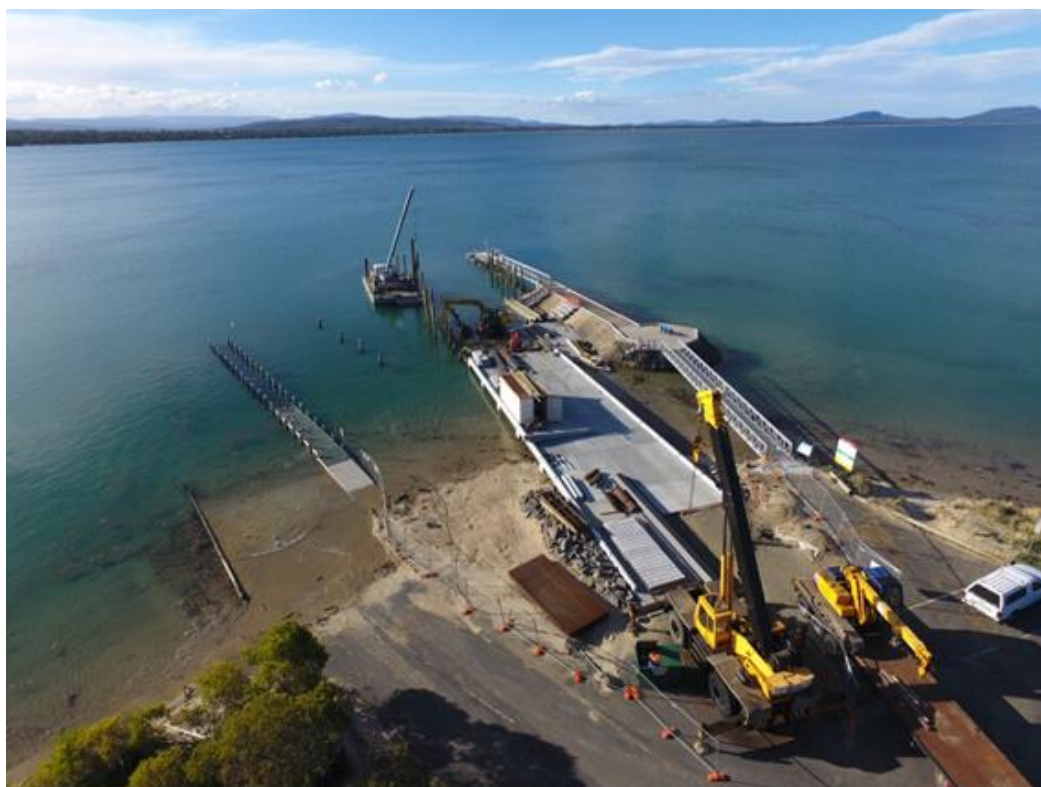


Image: New Swansea all tide boat ramp under construction.

- **Swanwick Boat Ramp**
Glamorgan Spring Bay Council applied for funding through the Recreational boating fund with MAST to improve the docking at the Swanwick boat ramp. This grant application was successful and the work will be contracted out later in the year.
- **Swan River Road Boat Ramp**
MAST has given Council an aluminium ramp to install at the Swan River Road boat ramp just north of Swansea. Over the last couple of years, flood water has eroded the bank and made access dangerous. Council is working with MAST to apply for funding through the Recreational Boating Fund next year to replace the landing jetty.

Triabunna Wharf and Marina:

- Ongoing general maintenance and inspections are carried out as required.
- The Triabunna wharf extension, fuel facility and Stages 3 and 4 of the marina complex are complete. Lighting and additional security will need to be installed along with signage for mariners and berth holders. A parking plan is being developed to maximise the available areas for parking.



Image: Stages 1, 2, 3 & 4 of the Triabunna Marina complete.



Image: Triabunna Wharf extension and fuel facility complete.

Prosser River:

- **Prosser River Stabilisation Project**

Gradco is continuing construction on the Prosser River Stabilisation Project. Special Geofabric bags that contain the sand and create the training walls are being installed. These bags are being filled and positioned as per the approved plan.



Image: Geo-fabric bags being placed and filled at the Prosser River Mouth.

Council Marine Infrastructure	
Public Boat Ramps throughout Municipality	14
Fishing Boats paying yearly fee at the Triabunna Wharf	3
Marina Berths occupied by Commercial Fishing Boats (Triabunna)	34
Marina Berths occupied by Recreational Boats (Triabunna)	63
Marina Berths occupied by Ferries or Tour Boat operators	4
Waiting list for Large Commercial Fishing Boat Berths (Triabunna)	2
Available Floating Pontoon access Boat Berths (Triabunna)	4
Available Small Boat Berths (Triabunna)	10



Glamorgan Spring Bay Council					
BUILDINGS AND MARINE INFRASTRUCTURE					
For the month ended 31st August 2017					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$570,991.00	\$673,047.00	-\$102,056.00	-15.2%	(1)
OTHER INCOME	\$159,916.00	\$11,800.00	\$148,116.00	1255.2%	(2)
SHARE OF GENERAL RATE	\$146,632.00	\$146,632.00	\$0.00	0.0%	
USER FEES	\$227,651.39	\$258,692.00	-\$31,040.61	-12.0%	(3)
Total Income	\$1,105,190.39	\$1,090,171.00	\$15,019.39	1.4%	
Gross Profit	\$1,105,190.39	\$1,090,171.00	\$15,019.39	1.3777%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$42,948.00	\$42,948.00	\$0.00	0.0%	
EMPLOYEE BENEFITS	\$24,751.31	\$22,567.00	\$2,184.31	9.7%	(4)
FINANCE COSTS	\$0.00	\$8,845.00	-\$8,845.00	-100.0%	(5)
MATERIALS AND SERVICES	\$197,706.17	\$32,742.00	\$164,964.17	503.8%	(2)
Total Operating Expenses	\$265,405.48	\$107,102.00	\$158,303.48	147.8%	
Net Profit	\$839,784.91	\$983,069.00	-\$143,284.09	-14.5752%	
(1) Timing					
(2) Revenue offset with expenditure					
(3) Not fully charged as yet					
(4) Slightly above budget					
(5) Timing					

5.6 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

Dr Nicky Meeson is working on the review of the draft Prosser Catchment Plan in consultation with the relevant stakeholders.

Bushwatch

Illegal firewood harvesting

Workshop with Councillors will be held in October with Dane McGreevy from The Firewood Association Of Australia Inc. (FAAI), Jess Freley, Principal Lawyer from the Environmental Defenders Office (EDO) and Maudie Brown, Project Officer from NRM South.

Catchments To Coast

The service provider deed between Council and NRM South for 17-18 project delivery has been finalised. Projects are as follows:

- Shorebird and little penguin habitat restoration and protection - \$2000
- Shorebird and little penguin awareness raising - \$1500
- Ramsar restoration (Moulting Lagoon) - \$10,000
- Coastal weeds and pest management - \$2500
- Threat abatement to protect *E. ovata* – *Callitris oblonga* forest - \$4200
- Threat abatement to protect and improve Swift Parrot habitat - \$2800
- Threatened flora interpretation sign - \$2000

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.

Negotiations regarding the continuation of this contract work in 17/18 are almost complete.

A mail out to land owners whose properties are known to contain serrated tussock has been sent. This included a 2 page letter, information on identification and control methods and a Weed Notification. Over half of those sent letters have responded. The remainder will be followed up by Biosecurity Tasmania Project Officer in the first instance.

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

Ongoing

NRM South are providing funding for a "Law of the Land" workshop to be delivered by the EDO Tasmania lawyer. It will be held at the Swansea Town Hall on 4th November from 9:30am – 1:30pm. This workshop is relevant for anyone working on the land – landowners, farmers, land/coastcare groups etc. It will help participants to understand rights and obligations under current legislation, as relevant to a wide range of agricultural and property management activities including; planning and development; vegetation clearance; weed management; water and waterways; pest and feral animal control; environmental impact assessments. We will begin promoting this event in October.

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 meeting no.56 was held at the Bicheno Memorial Hall on 23rd August. The next Committee meeting will be held on 23rd November 2017 in Swansea.

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 new interpretation sign for the Orford Bird Sanctuary will be installed and launched following the completion of the Prosser River Stabilisation Project.

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.

Attended a South East Regional Shorebirds Alliance (SERSA) meeting at NRM South to discuss expenditure of funds raised through the recent crowd funding campaign and planning for this shorebird breeding season.

Parks and Wildlife

Installation of revitalised sign furniture for the shorebird interpretation sign at Saltworks on hold.

Conservation Volunteers Australia (CVA)

CVA Swift Parrot team has undertaken more work in the Orford area with PWS and Council support across land tenure. Work includes weed control and revegetation activities.

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

Working group has met again and is working on a project proposal to continue with recommended actions in the Local Area Plan.

Councils Climate Change Governance Assessment

Waiting to receive the project report via LGAT.

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.

Support from the NRM team in organizing the Zero Waste Picnic and music event at the Bushland Gardens in Seniors Week.

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

Ongoing input into Development Applications as required.

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

Participated in a teleconference at the RCCI meeting with the Cities Power Partnership (CPP) team. Glamorgan Spring Bay will be partnered with the Huon Valley Council as the only other participating Tasmanian council this round. There is strong interest from all around the country including Tasmania in signing up for the second round early next year.

We are waiting to find out which mainland council we have been partnered with. We will discuss potential pledge options with councils in a workshop later this year.

The Regional Climate Change Initiative 'Southern Tasmanian Bulk Purchase' will commence roll out later this month.

Tour of the JJ Richards Materials Recovery Facility is being organized at the request of the NRM Committee.

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.

Council will be meeting with Crown Land Services to review current reserve leases and licences and ensure that the conditions in place reflect the values and uses of these areas in context of relevant legislation.

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.

Research into the establishment of the Pulchella Community Nursery is ongoing.

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

Ongoing

Three NRM staff are continuing on with their studies and will be undertaking Certificate IV in Horticulture. Two Works and Services staff have commenced Certificate II in Horticulture.



Profit & Loss Glamorgan Spring Bay Council NRM For the month ended 31st August 2017				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
GRANTS	\$42,625.00	\$11,666.00	\$30,959.00	265.4%
OTHER INCOME	\$45.00	\$200.00	-\$155.00	-77.5%
SHARE OF GENERAL RATE	\$237,104.00	\$237,104.00	\$0.00	0.0%
USER FEES	\$0.00	\$0.00	\$0.00	
Total Income	\$279,774.00	\$248,970.00	\$30,804.00	12.4%
Gross Profit	\$279,774.00	\$248,970.00	\$30,804.00	12.3726%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$2,746.00	\$2,746.00	\$0.00	0.0%
EMPLOYEE BENEFITS	\$43,228.90	\$43,078.00	\$150.90	0.4%
FINANCE COSTS	\$0.00	\$0.00	\$0.00	
MATERIALS AND SERVICES	-\$17,996.59	-\$17,820.00	-\$176.59	-1.0%
NRM OFFSET ACCOUNT	\$0.00	\$0.00	\$0.00	
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$1,200.00	\$1,200.00	\$0.00	0.0%
Total Operating Expenses	\$29,178.31	\$29,204.00	-\$25.69	-0.1%
Net Profit	\$250,595.69	\$219,766.00	\$30,829.69	14.0284%
(1) Grant received in advance				
(2) Minimal Dollars				

Recommendation:
That the Management Reports be received and noted.

6. Minutes of Section 24 Committees

COMMENTS:

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

6.1 Triabunna Recreation Ground Advisory Committee Meeting Minutes (Draft) – 5th July, 2017

David Metcalf
General Manager

6.1 Triabunna Recreation Ground Advisory Committee Meeting Minutes (Draft) – 5th July, 2017

GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – *Wednesday 5TH July , 2017 - Triabunna Council Office*

MEETING OPENED: 5.30 pm

PRESENT: Phil Giffard, Tony Pollard, Britt Steiner, Steve Davies, Jan Sweet

APOLOGIES: Chris Chapman, Neil Edwards, John Alomes

ABSENT: :

CONFIRMATION OF LAST MINUTES: (10th May , 2017)

Moved: B. Steiner

Seconded: S. Davies

MATTERS ARISING FROM PREVIOUS MINUTES

- Casual Triabunna Recreation Ground Hire Form to be amended.
- N. Edwards to advise new netball committee contact.
- D. Metcalfe to sign off on Community Infrastructure Fund to allow transfer of money to S24 account.
- Copy of financial statement to be forwarded to Mrs Una Bostock as receipt for \$7320 which has been transferred from <2005 Steering Committee to S24 account.
- Phil to follow up with Roger Ball (Tandara Motor Inn) re: grant he previously mentioned.
- Interchange boxes have been erected by volunteers and local businesses who have donated time & materials F.O.C. Phil to organise BBQ to acknowledge those involved.

NEW BUSINESS

- It was agreed that account name with Bendigo bank be changed to **Triabunna Recreation Ground Advisory Committee**. Steve to organise.
- Jan to organise Aurora accounts to be changed from Triabunna Football Club to Triabunna Recreation Ground Advisory Committee effective 1st July.
- An inventory for repairs to ground and building to be itemised .
- Henry's Hydraulics have requested holding a display at Rec. ground on 26th July 10.00am – 2.00pm. Only requires access to power. All agreed \$100.00 would be hire fee. Tony Henry to forward copy of his insurance.



- A letter received from D. Metcalfe from GSBC to Triabunna Football Club was discussed regarding a 9.00pm curfew placed on premises. Phil to contact David to clarify if curfew is only for football club or any "casual" hire parties.
- It was agreed to change commencement times for future meetings to 5.45 pm.

TREASURERS REPORT

Opening Balance	\$ 1183.00
Income	\$ 7358.52
Expenditure	\$ 129.00
Closing Balance	\$ 8412.52

Moved: S. Davies Seconded: P. Giffard

NEXT MEETING

Wednesday 6th September, 2017 at 5.45 pm

There being no further business, the meeting was declared closed at 6.40 pm.

Confirmed **Date**

Chairperson

7. Officers' Reports Requiring a Decision

7.1 Bicheno Strength 2 Strength

Responsible Officer – Manager Community Development and Administration

An application has been received from the Bicheno Strength 2 Strength Group seeking financial assistance under the Community Small Grants program towards the cost of purchasing additional equipment and storage bags/boxes.

The Strength 2 Strength exercise classes were originally established in 2015 as part of the former Rural Primary Health Services to provide exercises suitable for older people. Since the cessation of the funding in 2016, the group has continued to self-run and self-advocate for the community's ongoing need to access this type of service.

The group purchased some items of equipment themselves after their decision to continue and they continue to pay the hall rental themselves and have purchased an MP3 player which provides music for the weekly sessions.

The group is seeking a total of \$800, being \$598.80 for equipment (see attached quote) and \$300 towards the cost of purchasing storage boxes, paper and photocopying.

Letters of support are attached.

The group has also applied for a grant of \$500 from the Bendigo Bank to cover the costs of personal trainer, Deborah Gardner, trading as Shore Foot Fitness, who will provide an individual program review and weekly one hour supervision of group exercise.

Statutory Implications

Not applicable

Budget Implications

A total of \$20,000 has been allocated in the budget for the Community Small Grants Program of which \$18,000 is remaining.

Recommendation

That Council approves a grant of \$800 towards the cost of additional equipment for the Bicheno Strength 2 Strength Group.

Attachments:

Quotation and Letters of Support



Equipment Quote



Australian Physiotherapy Equipment Pty Ltd
PO Box 989 Balcatta, WA, 6914
Tel: 1300 799 171 Fax: (08) 9467 2868
E: info@apemedical.com.au W: www.apemedical.com.au
ABN: 76 884 069 132

Quote #: 00093573

QUOTATION

Bill To:
Customer Quote

Ship To:
Patricia
Bicheno Strength to Strength Training
Bicheno Tas 7215

SALESPERSON		Your P.O.#		SHIP VIA	CO	PP	SHIP DATE	TERMS		DATE	PG.
Tanya Edwards								Strictly 30 Days		16/08/2017	1
QTY.	ITEM NO.		DESCRIPTION			PRICE		UNIT	DISC %	EXTENDED	CODE
1	RESLFYELL	Res Band Latex Free Yellow 25m			\$55.00		1	100%			GST
1	RESLFRED	Res Band LatexFree Red 25m			\$65.00		1			\$65.00	GST
1	RESLFGREEN	Res Band Latex Free Green 25m			\$65.00		1			\$65.00	GST
1	RESLFBBLUE	Res Band Latex Free Blue 25m			\$70.00		1			\$70.00	GST
1	RESLFBBLACK	Res Band Latex Free Black 25m			\$80.00		1			\$80.00	GST
1	FAB101290	Eggserciser X-Soft Orange			\$15.36		1			\$15.36	GST
1	FAB101291	Eggsercizer Soft Green			\$15.36		1			\$15.36	GST
1	FAB101292	Eggserciser Medium Blue			\$15.36		1			\$15.36	GST
1	FAB101293	Eggserciser Firm Purple			\$15.36		1			\$15.36	GST
1	RESBD	Resista Balance Disc			\$31.77		1			\$31.77	GST
2	RESDB3.0	Resista Vinyl Dumbell 3.0kg			\$16.69		1			\$33.38	GST
1	SRTET	TETwister			\$45.95					\$45.95	GST
1	RESBC	Resista Balance Circle			\$31.82					\$31.82	GST
COMMENT		CODE	RATE	GST		SALE AMOUNT		SALE AMOUNT		\$484.36	
		GST	10%	\$54.44		\$544.36		FREIGHT&HANDLING		\$60.00	GST
								GST		\$54.44	
Customer ABN:								TOTAL		\$598.80	

Quotation valid for 30 days. This is not a Tax Invoice.

All goods remain the property of Australian Physiotherapy Equipment Pty Ltd until paid for in full.

Acceptance of Quotation.

Please sign here



Bicheno General Practice

94 Foster Street, Bicheno, Tas. 7215
Phone: (03) 6375 1455 Fax: (03) 6375 1901

ABN: 90 304 340 271

Dr Okafor Omenka

Ba Medicine, Ba Surgery
Provider No. 4859341X

11/08/2017

Mr David Metcalf
General Manager
Glamorgan Spring Bay Council
9 Melbourne street
Triabunna Tas 7190

Dear David,

STRENGTH TO STRENGTH GRANT APPLICATION LETTER OF SUPPORT

I am writing in support of the Strength to strength grant application and funding.

This laudable program supervised by our physiotherapist-Patrea Zacher and personal trainer-Deb Gardner has had tremendous help in creating optimal health outcomes for patients in Bicheno and its environ in various ways.

Physical activity is a crucial part of the management of most non communicable disease including diabetes, hypertension, heart disease, stroke, osteoporosis etc. Our population demographics shows clearly an ageing one. Therefore the incidence of these conditions are on the increase.

The strength to strength programme aside from helping in managing several chronic non-communicable diseases also serves as a means of prevention of these conditions by ensuring weight reduction, improvement in balance and fall prevention. There is also room for individualised supervised exercise programme targeted to specific conditions .

In addition to this, meeting of different individuals in pursuit of common interest promotes socialization and improves social isolation which is very useful for treating depression and other psychological conditions. The result is the restoration of self esteem and positive outlook to life. Bicheno community and its environs have no access to an exercise physiologist and many locals can not afford private physiotherapy sessions. The Strength to strength programme is the next available option.

The funding will go a long way in upgrade of equipment as well as provide ongoing supervision and the sustenance of this laudable programme.

Please kindly give the grant application your utmost consideration.

Yours sincerely

Dr Okafor Omenka



Bicheno General Practice

94 Foster Street, Bicheno, Tas. 7215
Phone: (03) 6375 1455 Fax: (03) 6375 1901

ABN: 90 304 340 271

Dr Elizabeth Brown
FRACGP FACRRM FARGP
Provider No. 247464DK

14/08/2017

Letter of Support

To whom it may concern,

I wish to offer my support and encouragement for Strength to the Strength fitness program that operates in Bicheno and was initiated by our local physiotherapist, and fitness instructor. It has been so successful that the participants have continued it by themselves. They ask for further instruction from time to time thus this grant application will be used for their continuation with equipment and fitness programme.

Yours faithfully

Dr Elizabeth Brown



BICHENO PHYSIO
"A Healthier Tomorrow Today"

13th August 2017,

To whom it may concern.

Please accept this as my letter of support for the attached community exercise funding proposal. This exercise group was initially established as part of the primary health tasmania (PHT), strength to strength funding. Since cessation of the funding in 2016, the group has diligently continued to self-run and self advocate for the community's ongoing needs for access to this type of service.

The program allows all individuals, regardless of age or physical deficit, to exercise in a safe, supportive environment, in order to achieve the individuals health goals.

This type of exercise group is essential to an aging community, such as Bicheno, as it enables a safe supportive environment to exercise and address many of the chronic conditions prevalent in this age group.

A trained professional, such as an experienced personal trainer, is essential to the ongoing progression of exercise programs and the inclusion of new participants.

By supporting this group, you are not only meeting a critical community need, but also temporarily providing a solution to a significant service gap. Without access to this group Bicheno community members would need to travel to St Marys or Swansea to access an equivalent program.

Thank You for your consideration in these matters.

Kind Regards,

P Zacher

Patrea Zacher
Physiotherapist | Bicheno Physio
Outreach Health Solutions PTY LTD



Outreach Health Solutions PTY LTD
T 0428 491 621
outreachhealthsolutions@gmail.com
www.bichenophysio.com



R. J. Waldren
5 Gamble Crescent
Bicheno, Tasmania 7215
Ph. 03 6375 1361
August 10, 2017

To Whom it May Concern:

I am writing as a member of Bicheno Strength to Strength, in support for it's program, developed by a physiotherapist.

The program began during 2015, and, on my doctor's advice, linked me to a physio for assessment. I was then provided with a personal set plan of exercises, designed by the physio to suit my particular needs.

Once a week for almost two years since, I have continued to attend Bicheno Strength to Strength, and am happy to report this program has helped me considerably, both physically and in the social interactions developed within the group.

I look forward to the prospect of obtaining some updated equipment, along with several months of input and oversight by a trained personal trainer, who liaises regularly with the physio. This will help to update my program and my use thereof, under professional supervision.

Yours faithfully,

Reg Waldren



August 11, 2017

To Whom it May Concern:

I started the Strength to strength (creakers and groaners) program on the advice of my GP as part of my ongoing age care health program.

With the assistance of a physiotherapist, an exercise program was developed.

I have improved my overall level of both mental and physical fitness following the program and can highly recommend it.

Yours sincerely

Les Merrick J.P.
ph.: 0407569354

8. Notice of Motion

8.1 Future of Old Swansea Courthouse and Council Offices

Moved Cllr Britt Steiner, seconded Deputy Mayor Cheryl Arnol

Background

Council's General Manager presented a report on the Old Swansea Council Chambers and Courthouse to Council on 23 August 2016. Council agreed to transfer the management of the building to the "Courthouse Steering Committee and East Coast Community Arts Initiative (ECCAI)" until 30th June 2017. The Steering Committee received Council's letter of advice on 7th December 2017.

The Courthouse Steering Committee's Report to Glamorgan Spring Bay Council was considered by Council at the 28th February 2017 Council Meeting.

Introduction

It is contended by the community that the historical and cultural heritage values of this building should be above the current municipal financial debate. There is always a requirement for the municipal area to consider carefully the degree of financial support afforded to municipal assets, and assets are subsidised to varying degrees, depending on their intrinsic value. Of all the structures in this municipal area, this building is undeniably an exceptional and quintessential example of an asset that *must* not be reduced to a mere financial consideration.

The financial benefits of the sale of this building emanate from a need to liquidate unnecessary assets to offset debt. This is an acceptable option – but only where the financial benefit is the sole consideration. In the case of community assets, financial considerations must not dominate over valuable historical, cultural and heritage considerations; both deserve equal weight.

Historical, Cultural and Heritage Considerations:

Whilst the costs of upkeep and maintenance cannot be ignored, it may also be the case that vital Historical, Cultural and Heritage values of this building have not been given adequate consideration. Culture, heritage and history are inherent community values that can, and often do, outweigh basic monetary constraints. These are the vital ingredients that bond a community.

The history of this building spans 164 years. The original municipal building was commissioned and constructed in 1860 the same year as the formation of the first Rural Municipal Council in Tasmania. It stands to this day as housing the oldest rural Municipality – not just in Tasmania – but in Australia. The construction cost of £750 was raised entirely from local donations and Council funds.

This Courthouse building has a history that is so unique and so culturally valuable that to allow it to be lost to the community and sold to private enterprise – for any price - would be an irreversible error of judgement.

The cultural value of the building is also clearly documented. Its original function was to house: the offices of the local and regional police force; Council administration responsible for road and street maintenance, provision of a water supply, licencing of butchers, the Common Lodging House Act and the Impoundment Act.

An old metal sign painted by hand on a sheet of thin rusty metal found in the original police cell (now the safe) reads "Registrar of Births and Deaths". The everyday function of Swansea society is ingrained into this structure. Marriage licencing, coroner's inquests, court proceedings (ranging from minor settler differences to major legal issues) bear testament to the building being the focal point of a community from cradle to grave.

The cultural links to the community continue and it is still used for community functions. The loss of these inherent values by selling the building would be unfortunate.

The heritage value of a structure can sometimes be difficult to define but there is no such difficulty with this structure. The construction of this building arose from the need to house the office of the first rural municipality in Tasmania and the oldest rural municipality in Australia. This undeniably stamps it as one of the most unique municipal structures in all of Australia. No other municipal structure in our nation can claim this heritage.

If the building remains a community asset it will be possible to apply for heritage grants for maintaining the building – but only if the building remains a community asset. No heritage trust grants can be obtained if the building has a commercial use.

An alternative to private commercial usage is to accept that there are some Council assets that are too valuable to our community to be lost. This building is one such asset and it deserves to be retained and funded by Council for the community, to ensure it is available for future generations.

It is important to accept that the cost of retaining the Swansea Municipal Offices may not be as high as has been suggested (i.e. \$26,000 p.a.) but rather approximately \$10,000 p.a. if the building is retained in public ownership and is used for community purposes. This cost, reduced by income from venue hire charges, would not necessarily be an unreasonable financial burden to ratepayers. After all, the community readily accepts responsibility for other asset costs.

The Future

It is not a realistic option for the building to be purchased outright by the community and to be entirely left to East Coast Community Arts Initiative (ECCAI) to manage.

It is necessary for Council to acknowledge a degree of responsibility to retain such a heritage-rich historical asset and in accepting this responsibility the community will need to accept the associated cost. A considerable percentage of the running costs can and will be offset by income generated by venue hire charges and by a well-established degree of volunteer support.

We are indebted to the Swansea Courthouse Management Committee for the provision of information for this report. Their draft Business Plan is attached.

Motion

Moved: Cllr Britt Steiner, seconded Deputy Mayor Cheryl Arnol

1. The current Swansea Courthouse Management Committee form a new Management Committee with ten members selected for their skills and representative of local and wider community and business interests no later than 30th November 2017.
2. Terms of Reference for the committee should be established and submitted to Council within three months of the formation of the committee.
3. That Council retain the Swansea Courthouse and Council Office in public ownership until 30 December 2018 to allow the new committee time to prove their business plan.
4. That a review of the success of the business plan be undertaken in November 2018.

Attachment Item 8.1

Swansea Courthouse and Council Chambers Draft Business Plan

1 Executive Summary

The primary objective of the Swansea Courthouse Management Committee is to seek an agreement from Council to retain the building in public ownership. This agreement will be based on the following assumptions:

- Commitment of the Swansea community to support the on-going use of an upgraded building for community activities and events;
- Council working in partnership with a newly formed management committee to obtain funds for building restoration and manage restoration works.

2 Purpose

The Save Our Courthouse Steering Committee was elected at a public meeting held in the Swansea Town Hall on 3 July 2016. Council resolved at the 23 August 2016 Council Meeting to transfer the management of the old building to the “Courthouse Steering Committee and East Coast Community Arts Initiative” until 30th June 2017. The Steering Committee received Council’s letter of advice on 7th December 2017. This draft Business Plan is to assist Council

in deciding the future of the building and as a guide to a new management committee to be established following a Council decision to retain the building in public ownership.

2.1 Management Committee

Voting unanimously that the building should be retained as a public asset, the attendees of the Public Meeting voted “That a steering committee be formed to prepare a project brief for the work [to preserve and enhance heritage values], advise the heritage consultant and to work with all interested parties to attract on-going funds for conservation works.” Seven members were elected to the Committee to represent the broad interests of the community.

A **new management committee** of ten persons with the following areas of expertise would be established following Council’s decision to retain the building in public ownership:

- Heritage and Local History
- Finance and Funding Bids
- Restoration Project Management
- Tourism Opportunities
- Wine Growers
- Community Arts
- Business Enterprise
- Community Services
- Publicity and Communications
- Local Councillor

2.2 Mission Statement

The Mission is to manage the Swansea Courthouse and Council Chambers as a valuable and valued community asset.

2.3 Vision

The Vision is that the Swansea Courthouse and Council Chambers will be retained as a community asset through its use.

- The Swansea Courthouse and Council Chambers will be maintained and preserved for future generations by restoring its heritage value.
- The users of the Swansea Courthouse and Council Chambers will support local business and employment through integration of events and activities with local service providers.

2 Products and Services

In achieving its Vision, the objective of the Management Committee is to enable and manage a variety of services and activities to best meet the needs of:

1. Maintaining and restoring the building to best preserve its historical significance for future generations.
2. Providing income to support 1 above and contribute to Council revenue to offset the operational costs of the building.
3. Providing a venue for community based activities consistent with other uses of the building.
4. Adding to the culture of the local area through tourism, arts events and other activities.
5. Supporting local business and employment through integration of events and activities with local service providers.

Two commercial opportunities that match the above criteria are:

1. Meeting Venue and Conference Facilities, and
2. Wedding Venue.

2.1 Meeting Venue and Conference Facilities

The Old Swansea Courthouse and Council Chambers will require more work before it can offer full Conference Facilities. However, as a Meeting Venue it can continue to be prepared and presented in stages, which will allow progressive restoration and refurbishment.

This will also support “soft” marketing as meeting attendees will gain first hand experience of the advantages that Swansea and this venue has to offer. Any distance to travel will be positively balanced against the pleasure of the Great Eastern Drive and the proven popularity of Swansea. It is expected that interest in our building will continue to grow through promoting the venue to conference/events organisers and by “word of mouth.”

2.1.1 Meeting Venue

Offering the Old Swansea Courthouse and Council Chambers as a Meeting Venue is already occurring as basic amenities are available.

Works that will need to be done to enhance the building as a Meeting Venue include:

- Repairs to heating,
- Tables,
- Curtains,
- Painting,
- Lighting,
- Disabled access,
- Disabled toilet.

Local businesses will be engaged to provide catering, either off-site or on-site as required. Similarly accommodation can be provided by local businesses if required.

2.1.2 Conference Facilities

Conference Facilities will require significant improvements to the building, including:

- Removal of partitioning in the second major room,
- Repairs to eliminate damp,
- Heating throughout,
- Furnishings for ancillary rooms,
- Enhanced AV facilities,
- Whiteboards throughout.

2.2 Wedding Venue

The age and quality of the building lends itself well to use as a wedding venue. Already it is a choice for photographs with the bridal party assembled on the verandah and steps at the front of the building.

To enable the use of the building for the full wedding ceremony, the following will be required:

- Removal of partitioning and carpet in the second major room and restoration of skirting boards, architraves, etc.,
- Removal of suspended ceiling to restore ambience of the Courthouse room,
- Re-establish access door to main Courtroom.

2.3 Community uses

As a community asset, it is a primary objective that the local community sees the Swansea Courthouse and Council Chambers as a first choice venue for local events and activities. A booking system is in place operated through Council's Information Kiosk based at the entrance to the East Coast Heritage Museum. Twelve events have taken place up to 30th June 2017.

The building's facilities do not duplicate those of Swansea Town Hall but rather provide facilities that compliment and could be used in conjunction with the Town Hall for large events.

For community based activities, the Management Committee will be engaged at whatever level is appropriate for each event.

2.3.1 Exhibitions

- Historical Exhibitions and Talks
- Exhibitions of local artists
- Craft Shows
- Festival Venue (e.g. Ten Days on the Island)

2.3.2 Music

- Small concerts
- Music workshops

2.3.3 Other

- Central meeting point for local tours (e.g. vineyards & farmgate tours)
- Community committee meetings
- Workshops & Information Sessions
- School holiday activities
- Christmas functions
- Conversations with invited guests (e.g. private meetings with politicians/ministers)

3 Market Analysis

^[1] Industry, target market, pricing & selling, product or service. This will be further researched by the new Management Committee.

4 Market Strategy

For all commercial activity, the Management Committee will market the Old Swansea Courthouse and Council Chambers to event managers and wedding facilitators.

The Management Committee will direct the event organisers to local businesses (caterers, accommodation, etc.) Research indicates that people book 12 to 18 months out from an event, especially in the case of weddings.

4.1 Community Based Activities

The new Management Committee will continue to consult with community organisations to:

- a. Understand their needs,
- b. Advise the level of service we can currently provide, and
- c. Discuss how we can work together to close any gap.

The new Management Committee will seek promotion through Local Council newsletters and websites to improve general awareness of the facility.

5 Financial Analysis

Fixed expenditure is assumed to be around \$10,000 per annum with additional expenditure required to prepare a Conservation and Upgrade Plan (similar to that prepared for Glamorgan Heritage Centre) in 2017/18 and carry out building restoration and improvement works in 2018/19. Funding Grants will be sought to assist with these works.

The appended **Projected Income to December 2021** for the Swansea Courthouse is based on the known income for the first 6 months of 2017 and conservative estimates of the projected income over the next four and a half years from:

- venue hire,
- ECCAI event income,
- volunteer labour value,
- conferences and weddings income.

The figures provided are subject to Council continuing to maintain the tenure of the building within the Community.

6 Supporting Information

1. Activity Report for Swansea Courthouse since 1/1/17
 - Income and expenditure
 - Usage (12 events over 6 month period)
2. Swansea Courthouse Projected Income to December 2021



ACTIVITY REPORT FOR SWANSEA COURTHOUSE SINCE 1/1/17

INCOME

Courthouse Fund

From France to Freycinet	\$2700.00
Swansea Revue Committee	\$1000.00
Eccai Donation	\$1700.00
Eccai presented and hosted events	\$ 488.80
(Col Campbell's Antique show, Romaine Basser's talk, Maureen MF's Antiques & Collectables)	\$5,888.80

<u>Courthouse Hiring Income</u>	\$ 475.00
(Vineyard Association, Break O'Day Council, East Coast Tourism, Virtuosi Tasmania, Swansea Pharmacy, Carers Tasmania)	

In kind voluntary labour

45 hours cleaning @\$25/hr	\$1125.00
5 hours setup @ \$25/hr	\$ 125.00

TOTAL	<u>\$7613.80</u>
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In addition we have been donated a large plasma TV for
AV presentations by Jackie Hartnett valued c@ \$1000
and a small refrigerator and microwave by Maureen Martin Ferris.

EXPENDITURE

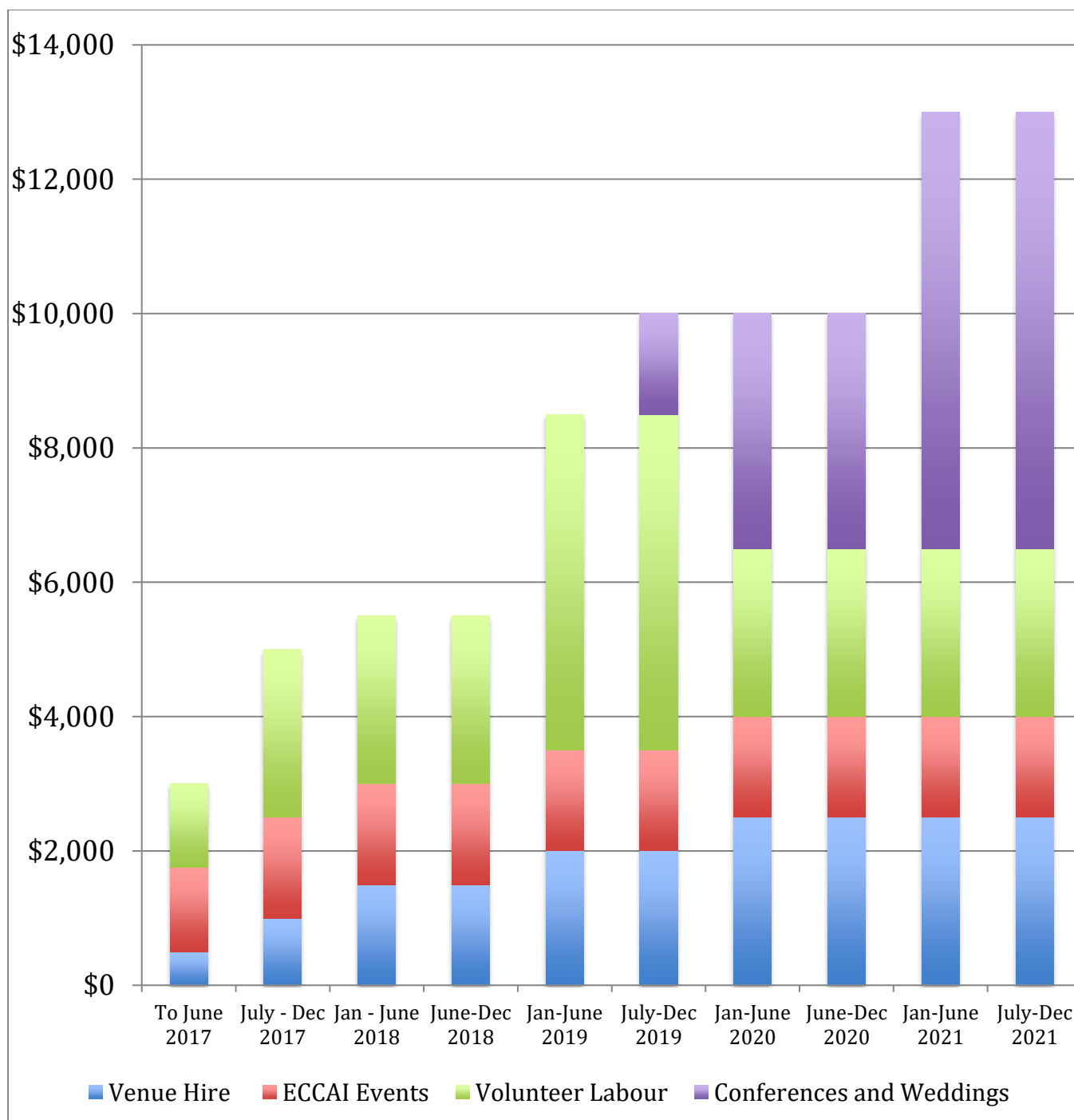
60 Comfortable arm chairs	\$5400.00
Chair delivery charge	\$ 60.00
Inventory	\$ 35.50
(Filtered water, light bulbs, hand cleaners)	



Date	Morning	Afternoon	Evening	Hirer
16/1/17		1.30-3.30		Vineyard Ass'n
26/1/17		2-4		Eccai
14/3/17		10.30-2.30		Tourism Destinations
15/3/17		1 - 2.30		Anglicare
28/3/17		12.00-5.30		Break O'Day Council
11/4/17	POSTPONED	10.30-2.30		Tourism Destinations
15/4/17		3-4.30		Eccai - Romaine Basser
22/4/17		2.30-4.30		Eccai - Guitar and Flute
27/4/17		1.30-	5.30	Swansea Pharmacy
6/5/17	Xx	xx		Maureen MF Heritage display
26/5/17	8am	5.00pm 2.30-4pm		Carers Tasmania (Second room)
27/6/17	9am-11am			Tourism Destinations

Swansea Courthouse

PROJECTED INCOME to December 2021



Note: Conferences and Weddings can only occur after disabled access and toilet facilities are installed. This is proposed in mid 2019.

9. GSBC Audit Panel Minutes

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 16th August 2017 at 4.15 pm
Meeting NO. 1 2017-2018**

1. ATTENDANCE

Mr M Derbyshire (Chairperson)
Deputy Mayor C Arnol
Mr K Ingham
Councillor Debbie Wisby

STAFF IN ATTENDANCE

Mr D Metcalf – General Manager Glamorgan Spring Bay Council

2. APOLOGIES

Ms T House - Staff

3. DECLARATIONS OF INTEREST

No conflicts of interest

Kane declared he is a director of Lady Gowrie and asked if there were any LG Child Care Centres in the municipal area. Considered there is no conflict with his role on GSBC Audit Panel.

4. CONFIRMATION OF PREVIOUS MINUTES

Not available at this stage

5. ACTIONS ARISING FROM PREVIOUS MINUTES – ACTIONS ARISING FROM GSBC AUDIT COMMITTEE MEETINGS

No actions considered at this meeting. Prime purpose annual plan

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 16th August 2017 at 4.15 pm
Meeting NO. 1 2017-2018**

6. OTHER BUSINESS

Chair went through Terms of Reference (ToR) of Audit Panel and the relevance of the Annual Plan to the other Council plans.

Chair and independent member attended workshop prior to the audit panel meeting. Discussion had occurred at the workshop in relation to prioritising capital works and questions asked by Councillors.

Discussion held within Audit Panel meeting in relation to the questions and prioritisation of work and GM clarified the Asset Management System and how the linkages to the various plans work.

Audit Panel's assessment of annual plan:

1. The Panel has reviewed the annual plan (2017/2018) of Council and attended the preceding council workshop
2. The Panel agrees that the financial projections per the annual plan appear to be reasonable and realistic. The annual plan has been prepared using reasonable assumptions, based on historical data and realistic forward projections.
3. The plan contains the required links to other Council strategic documents, but the Panel has not verified these due to time and resource constraints. Normally these linkages would be assessed by internal audit.
4. Based on the Panel's review of the plan, discussions, and attendance at workshop, there is no indication, to the best of our knowledge, that the Annual Plan has not been prepared under reasonable, documented assumptions and processes, or that it is not integrated with other existing strategic and long-term plans of Council.

Discussed the role of the Audit Panel as set out in the Charter. Consensus is that it is difficult to fulfil this role in the absence of an internal audit function. Mike and Kane to discuss this with contacts in government/local government and provide feedback to panel. In addition, investigate whether the charter is set out in legislation. If not, panel to consider an alternative charter that is in line with our resources, but complies with legislative requirements.

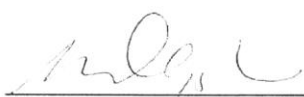


**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 16th August 2017 at 4.15 pm
Meeting NO. 1 2017-2018**

7. NEXT MEETING

Next meeting 29th August at 3.00 pm in Sorell. Agenda items - financial statements and the joint services agreement.

Meeting closed at 4.45pm

Signed: 

Mike Derbyshire - Chair



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th June 2017 at 3.00 pm
Meeting No. 4 of 2016-2017**

1. ATTENDANCE

Mr M Derbyshire (Chairperson)
Deputy Mayor C Arnol
Councillor Debbie Wisby

STAFF IN ATTENDANCE

Ms T House Sorell Council Manager Finance & Information
Mr D Metcalf – General Manager Glamorgan Spring Bay Council

2. APOLOGIES

Mr Kane Ingham

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the meeting held on 22 March 2017 were noted by the panel. All confirmed as correct. Mike Derbyshire to sign minutes and forward to General Manager for inclusion in the next Council agenda. Cllr Wisby talked on the reserves and investment policy. Chair stated we will look at in point 6. Cllr Wisby also talked about properties for sale and dam borrowings. General Discussion took place. Refer to action items. Cllr Wisby stated the review of shared services was confusing. Chair to reword.

**5. ACTIONS ARISING FROM PREVIOUS MINUTES – ACTIONS ARISING FROM GSBC
AUDIT COMMITTEE MEETINGS**

The chair went through the items in the tracking document from bottom to the top and the document has been updated as presented on page 4

- Item 1: Reserves – ongoing item reserve and investment policies need reviewing. Static for a while
- Item 2: Properties for sale – ongoing, David to advise when they are sold. Since March any sales. Deferred to agenda item.

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th June 2017 at 3.00 pm
Meeting No. 4 of 2016-2017**

- Item 3" Links from Strategic Plan to Annual Plan- General Manager commented that the links are already included in the Annual Plan. Chair said would review these when they review next annual plan
- Item 4 – Appendix to annual that lists all documents, review dates etc. - General Manager commented that these are already included in the annual plan and have been for the last couple of years.
- Item 5 – Compliance check list – General Manager commented that this document is also presented in the annual plan an annual report. Chair will leave on list until the panel have had a chance to review these documents.
- Item 6 – Model accounts- Still not available. They were made available yesterday the 28th June 2017. Many comments on the lateness and the changes. Chair asked when preparation would commence. Accounts due 14th August 2017. Sign off end of September 17. General discussion took place on processes etc. Chair talked about trying to decrease compliance and notes. Too late to review by chair and Kane. Chair stated no time at present to review. Chair will be exposed to them at Southern Midlands and will make recommendations after that. David M stated we need to get to an online portal.
- Item 7– Council reps/committees finances: General Manager said it comes up every year. Chair said it must be done and committees should be shut down if non-compliant or the process of them holding money should be taken away. Bank Statements a must. Cheryl advised there is a Council rep on each committee and they will need to chase up the relevant paper work at year end. General discussion took place. Cllr Wisby said it should form part of their agendas.
- Item 8-Sorell joint venture. Refer note 10.

David M stated that the financials not on tracking document. Must have been removed. Chair stated they are not on the agenda this month as close to the end of year. David M highlighted that they were sent to the audit panel. Will be sent every month to the audit panel in summary.

Audit strategy has been done prior with Tas Audit.

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th June 2017 at 3.00 pm
Meeting No. 4 of 2016-2017**

1. GLAMORGAN SPRING BAY COUNCIL AUDIT COMMITTEE – TRACKING DOCUMENT

Meeting	No	Item	Who	When	Completed	Future Agenda Item Y/N
Meeting #1 2017	8	Audit panel to receive feedback/report in respect of the GSBC/Sorell Council joint services contract.	GM/Tina	January 2017	Yes	Yes
Meeting #1 2017	7	Council reps on committees to facilitate obtaining committee bank statements on at least a quarterly basis and to file for auditors.	Council	Ongoing	No	No
Meeting #1 2017	6	Mike and Kane to review model accounts when available for 2017 with a view to simplifying disclosure.	MD/KI	May 2017	No	Yes
Meeting #1 2016	5	Provide the Audit Panel/Council with the LG Act 1993 completed compliance checklist including links to all relevant documents.	GM	March 2017	No	Yes
Meeting #2 2016	4	Appendix to Annual Plan that lists all documents and their review dates. Agenda item in one Council Meeting per year that reflects a review of all policy documents (possibly first meeting of calendar year).	GM	2017/18 Annual Plan	No	No
Meeting #3 2016	3	It is recommended that there could be a more detailed summary of the links between the Annual Plan and the Community Strategic Plan.	GM	2017/18 Annual Plan	No	No
Meeting #3 2016	2	Ensure that Councillors are aware what properties are for sale or planned for sale. Council need to approve any sales and proceeds should only be budgeted for when there is sufficient evidence that the sale will proceed.	GM	Ongoing	No	Yes
Meeting #3 2016	1	Council needs to monitor reserves and utilise when necessary. Both the Reserve and Investment Policies need to be reviewed.	Council	Ongoing	No	No



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th June 2017 at 3.00 pm
Meeting No. 4 of 2016-2017**

6. PLANNED PROPERTY SALES

Previously discussed at item 5 (Item 2) Discussion on the LG process that needs to be followed. No movement on property sales. Up to 6 expressions of interest for Triabunna Council Chambers. General Manager advised that the new Council offices and the completion of the new Emergency Services were going to be funded by property sales. This leaves Council in excess of \$2million out of pocket which was going to be funded by property sales. Harvey's Farm Road needs an easement which is proceeding. Councillor Wisby asked about others. GM advised Inkerman Street has a contract on it at present subject to planning approval. Purchasers causing problems. No budget has been included for property sales. Sales not a huge bonus to Council as it is only recouping what has been spent as previously stated.

7. REPORT ON AND REVIEW OF SHARED SERVICES

General discussion on segregation of duties. Tina House commented that we have come a long way and are developing as we progress. Unsuccessful at this stage re recruitment of a replacement accountant. Formal report to be prepared by both Tina and David M in the next couple of months. General discussion on how hard it is to recruit appropriate people. General reluctance of people to work in Local Government since Glenorchy, Huon etc. Job security mergers, investigations etc. are all problems. Not enough pay etc. Arrangement still work in progress. Tina needs person in Sorell let alone for GSBC. Chair acknowledged problems finding qualified and appropriate staff. General discussion took place around the problems in Local Government and how it is perceived by the community. David M commented that he will be contracting a qualified accountant from Launceston to help complete year end schedules due the 14th August. Chair asked that it be minuted that shared services are still a work in progress. David M stated that the last two audit reports should be reviewed where all the problems have been addressed re segregation of duties and the audit revealed no further matters. Further general discussion took place. Payroll should be signed off by Sorell. Chair asked if shared services has been brought up by Council. David M stated he had done a brief report to Director of Local Government. Report will be tabled at Council for endorsement.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th June 2017 at 3.00 pm
Meeting No. 4 of 2016-2017**

8. OTHER BUSINESS

Review of Annual Plan and other reports. Chair read from the terms of Reference. Chair not sure how the audit panel can conduct this without an internal audit function being included in Council. David M stated that the greatest assistance would be to get Tas Audit and Local Government reporting in general to be effective and efficient. Tina stated that it is Tas Audit that should be checking the figures. Chair asked if one meeting should be dedicated to look at financial statements. General discussion took place regarding timing etc. Annual Plan delays expected because of staff shortages. Chair stated we can have two of the statutory meetings before the end of August. Chair and Kane to attend workshop where annual plan is discussed. David M to advise dates ASAP. Last week of August to discuss financials. Workshop likely to be the 15th August on annual plan. Audit panel will meet after. Discussion occurred re linking of all Council plans. Plans are updated as per the corporate calendar. Strategic Plan managed by objectives in each department in the annual plan. Tina stated we should be reporting by exception. Annual Plan one year others 10 years. Plans are out of date depending on Government's decisions. Chair will be at workshop and afterwards will review annual plan. Audit panel to look at revised plans as and when they are renewed or updated. Chair asked if everybody happy with this strategy. All agreed
No other business

9. NEXT MEETING

- Next meeting in Triabunna likely 15th August 2017 after workshop. Two weeks later to look at financials 29th August 2017. Times and dates to be confirmed.

Meeting closed at 4.15pm

Signed: 

Mike Derbyshire - Chair



10. Miscellaneous Correspondence

10.1 Letter from Director of Local Government (Consolidated Data Collection)

Department of Premier and Cabinet

Executive Building 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: 1300 135 513 Fax: (03) 6233 5685
Web: www.dpac.tas.gov.au



Mr David Metcalf
General Manager
Glamorgan-Spring Bay Council
PO Box 6
TRIABUNNA TAS 7190

Dear Mr Metcalf

I am writing in relation to the data collected via the local government Consolidated Data Collection (CDC) that the Local Government Division (LGD) has collected since 2000-01.

The CDC is a rich and valuable resource and LGD intends to make the CDC publicly available, with the aim of increasing transparency, accountability and efficiencies within and between councils, and creating public value by enabling innovation, commercial application and wider community benefits. Data experts from the Office of e-Government and Land Information Services Tasmania (the LIST) will work in partnership with LGD to ensure that this initiative is delivered effectively, in line with the Tasmanian Government's Open Data Policy (attached).

The CDC includes data relating to finances, functions, total capital expenditure, specific purpose payments and infrastructure from each council for each financial year since 2000-01. In the first instance, the data will be made available without any analysis or tools to facilitate analysis. However, over time and as resources permit, LGD will work with the sector to create value-add tools to analyse data in ways that will best assist councils with evidence-based decision-making.

If you have any questions or if there is anything you would like to discuss in relation to this initiative, please call me on 6232 7022 or email me at lgd@dpac.tas.gov.au.

Yours sincerely

Alex Tay
Director of Local Government

12 September 2017

17/53356

11. Motion Tracking Document

Last updated 20/09/2017

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
21 st 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
25 th 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
28 th 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. A recommendation to be made by Works Manager that policy is rescinded given existing legislation (Report to Council – August 22, 2017).	Complete

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



Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
23 rd 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 th January 2017 prior to report for January 2017 OMC. Update as per Decision 46/15 above.	In Progress
28 th 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 rd August	8.1	112/16	Old Swansea Council Chambers & Courthouse	GM	ECCAI to manage until Old Swansea Council Chambers & Courthouse 30 June 2017. Notice of Motion and Business Plan on September 2017 OMC Agenda.	In Progress
27 th 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. Meeting with Climate Change Office end of June 2017.	In Progress
27 th 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 April 2017. Latest workshop held in June 2017.	In Progress
27 th 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
24 th 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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Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
24 th January	8.6	N/A	Bicheno Triangle Development	MW	Council noted report and will consider as part of 2017/18 budget planning process. A Infrastructure Grant has been received for this project (August 2017).	In Progress
24 th January	8.7	18/17	State Growth Road Trade	MW	Manager Works and GM to progress discussions.	In Progress
24 th 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.	Complete
28 th March	8.1	54/17	Council Amalgamations – Proposal for Community Consultation	GM	Proposal approved and first stage of consultation will commence end of April 2017. Quote received from mail house and survey tested. Fieldwork will commence at the beginning of October. Minister Gutwein has requested Council's advice by December 2017.	In Progress
28 th March	8.3	56/17	Petition to Amend a Sealed Plan – RA311 Harveys Farm Road, Bicheno	GM	Approved, process has commenced.	In Progress
26 th April	8.1	63/17	Live Streaming of Council Meetings	GM	Equipment has been installed and trials have begun. Will go live for October 2017 OMC.	In Progress
27 th June	8.1	84/17	Bridge Structure Naming – Spring Beach	MW	Approved by Council and Nomenclature Board and relevant authorities notified of request.	Complete
27 th June	8.5	88/17	Section 137 – Notice of Intention to Sell Land	GM	Service of notice to be progressed by admin staff.	In Progress

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Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
22 nd August	7.1	111/17	Annual Plan and Budget Estimates 2017/18	GM	Adopted by Council.	Complete
22 nd August	7.2	112/17	Bayview Bush Babies Inc.	MCD	Recipient advised and grant of \$2000 disbursed.	Complete
22 nd August	7.3	113/17	Cemetery Operation Policy	MW	Policy rescinded and removed from Council's website.	Complete

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Recommendation:

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

12. Questions Without Notice

13. Confidential Items (In Closed Session)

Please note: The meeting in closed session held on the 12th September was adjourned because of the lack of a quorum (Time: 4.00pm). The closed session will be resumed as follows on the 26th September 2017.

The Mayor will declare the meeting closed to the public. Under regulation 15 of the Local Government Act 1993 the meeting will be closed to the public according to Regulation 15 (2) (i) *applications by councillors for leave of absence* and regulation 15 (2) (a) *personnel matters, including complaints against an employee of the council.*

Recommendation

That Council moves into a closed session (Time).
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14. Close

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

CONFIRMED as a true and correct record.

Date:

Mayor Michael Kent AM