



ORDINARY COUNCIL MEETING MINUTES

TUESDAY 29 APRIL 2025

2:00 PM

Council Chambers, Triabunna

ACKNOWLEDGEMENT OF COUNTRY

The Glamorgan Spring Bay Council acknowledges the Traditional Owners of our region and recognises their continuing connection to land, waters and culture. We pay our respects to their Elders past and present.

NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday 29 April 2025, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

I hereby certify that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this Agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

Dated this Thursday 17 April 2025



Peter Porch
ACTING GENERAL MANAGER

IMPORTANT INFORMATION

- As determined by Glamorgan Spring Bay Council in April 2017, all Ordinary and Special Meetings of Council are to be audio/visually recorded and streamed live.
- A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

In accordance with the *Local Government Act 1993* and Regulation 33, these video/audio files will be retained by Council for at least 6 months and made available for viewing live, as well as online within 5 days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the video/audio recording of the meeting.

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1 OPENING OF MEETING

The Mayor welcomed Councillors, staff and two members of the public and declared the meeting open at 2:00 pm.

1.1 Present

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Walker
Clr Robert Young

1.2 Apologies and Leave of Absence

Nil.

1.3 In Attendance

Acting General Manager, Peter Porch
Acting Director Planning and Development, James Bonner
Planner, Tiara Williams
Executive Officer, Jazmine Kerr
Rates Officer / Assistant Executive Officer, Kristy McConnon

1.4 Late Reports

Nil.

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- 1. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- 2. any conflict as described in The Model Code of Conduct for Councillors, in any item included in the Agenda.*

Nil.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 25 March 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 25 March 2025 at 2:00pm be confirmed as a true and correct record.

DECISION 81/25

Moved Deputy Mayor Michael Symons, seconded Cllr Robert Young:

That the Minutes of the Ordinary Meeting of Council held on 25 March 2025 at 2:00pm be confirmed as a true and correct record.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 1 APRIL 2025

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 12.30pm to 4.15pm on Tuesday 1 April 2025 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Walker
Clr Robert Young

Apologies:

Nil.

In Attendance:

Acting General Manager, Peter Porch

Guests

- Paul West

Agenda

- Governance

TUESDAY 8 APRIL 2025

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1.30pm to 4.27pm on Tuesday 8 April 2025 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons (via remote video conference)
Clr Rob Churchill
Clr Neil Edwards (via remote video conference)
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Walker
Clr Robert Young

Apologies:

Nil.

In Attendance:

Peter Porch, Acting General Manager
James Bonner, Acting Director Planning and Development
Tiara Williams, Planner

Guests

- Zena Ferguson
- Jan Butcher
- Gill Swadling
- Cheryl Weily
- Phil Pyke

Agenda

- Presentation by Spring Bay Suicide Prevention Network
- Presentation by Dementia Friendly Swansea and Beyond
- DA 2025/20 - 53A Burgess Street, Bicheno – Retrospective Illuminated Sign
- Capital Program Workshop
- Spencer Street Land

RECOMMENDATION

That Council notes the information.

DECISION 82/25

Moved Cllr Kenneth Gregson, seconded Cllr Jenny Walker:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

2.3 Audit Panel Minutes - Tuesday 25 March 2025

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Audit Panel Minutes 25 March 2025 [**2.3.1** - 3 pages]

PURPOSE

To recommend that Council receives and notes the attached Minutes from the Glamorgan Spring Bay Council Audit Panel.

BACKGROUND/OVERVIEW

The Glamorgan Spring Bay Council Audit Panel (the Panel) plays a vital role in assisting Elected Members of the Glamorgan Spring Bay Council in fulfilling responsibilities relating to the review of the Council's performance and effectiveness as well as safeguarding its long-term financial position.

The Panel met on Tuesday 25 March 2025 at the Triabunna Council Office. The Panel has made a number of recommendations, and a summary of the key actions are provided at the end of the Minutes. The majority of these require action by Council staff or the Chair of the Panel.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- Local Government Act 1993
- Glamorgan Spring Bay Audit Charter
- Australian Accounting Standards Board (AASB)
- International Financial Reporting Standards (IFRS)

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation				Nil.
There is no material risk from not adopting this recommendation				

OFFICER'S COMMENTS

The audit function is recognised as a critical component in the accountability and governance framework of any local government entity, and, under the Act, all Tasmanian councils are required to establish and maintain an audit panel. Not doing so would be a breach of the Act and significantly reduce oversight of Councils finances.

OFFICER'S RECOMMENDATION

That Council receives and notes the attached Minutes of the Glamorgan Spring Bay Council Audit Panel Meetings held on the 25 March 2025.

DECISION 83/25

Moved Clr Rob Churchill, seconded Clr Robert Young:

That Council receives and notes the attached Minutes of the Glamorgan Spring Bay Council Audit Panel Meetings held on the 25 March 2025.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Carole McQueeney, Clr Jenny Walker and Clr Robert Young

Against: Nil

3 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 (Meeting Procedures) Regulations 2015*, Questions on Notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which a member of the public would like a question answered.

3.1 Questions on Notice

Mayor Arnol provided the following information in relation to a question on notice that had been received:

Mr Porch I understand we have received a question on notice from Mr Wyminga that has been refused for the following reasons -

Council advised Mr Wyminga on at least 5 occasions between September 2024 and January 2025 that the dwelling under construction had been assessed as No Permit Required.

The concern that the building was not being constructed in accordance with the plans was referred to the building surveyor who advised Council that the construction was in accordance with the No Permit Required plans. It is noted that it is the building surveyors responsibility to ensure compliance with approved plans.

3.2 Questions Without Notice

Glamorgan Spring Bay Council will allow questions to be provided by written notice by 12 noon the day before the Ordinary Council Meeting by either emailing general.manager@freycinet.tas.gov.au or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.

David Edwards

Q1. DA 2025/29 is for retrospective approval of a frontage fence - front fence and 4.5 m long side fences. Construction commenced over sixteen months ago.

The first fence (black steel fence) was constructed entirely on the road reserve so that the gates opened out right to the edge of the road.

The second fence (galvanised steel picket fence) is also on the road reserve. It is 2.1 m high when measured from existing ground level.

Infill has been placed (without GSBC approval) on the road reserve to raise the level of the ground to make it appear that the fence is only 1.8 m high.

If GSBC had received a Development Application for the fence and infill as now exists before construction commenced, would GSBC have:

- *Rejected the Development Application?; or*

- *Accepted the Development Application and imposed conditions requiring the fence to be on or within the property boundary, limited in height to 1.8 m, and not allowing infill on the road reserve?*

Q2. *In DA 2025/29 (View 1 of front fence prior to landscaping) the remains of the black steel fence are described as “temporary”.*

In Agenda item 4.2 (DA2025/029 – 56 Barton Ave, Triabunna – Front Fence) the Response to Representation 1 states that “The black fence and gates are temporary ...”.

Why is a black steel fence with poles concreted into the ground, erected at least 18 months ago without planning permission, considered a temporary fence?

Response from Mayor Arnol

This matter is listed as a planning authority item later in our agenda and you are more than welcome to stay in the meeting to hear the debate around the matter.

4 PLANNING AUTHORITY SECTION

Under Regulation 25 of Local Government (Meeting Procedures) Regulations 2015, 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 4 of the Agenda.

RECOMMENDATION

That Council now acts as a Planning Authority at [time].

DECISION 84/25

Moved Deputy Mayor Michael Symons, seconded Cllr Neil Edwards:

That Council now acts as a Planning Authority at 2.09pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

4.1 DA2025/20, 53 A Burges Street – Retrospective Illuminated Sign

Proposal:	Retrospective Illuminated Sign
Applicant:	L Hooper Investments PTY LTD
Application Date:	20/02/2025
Statutory Date:	01/05/2025
Planning Instruments:	Tasmanian Planning Scheme
Zone:	Local Business Zone
Codes:	1.0 Signs Code, 2.0 Parking and Sustainable Transport Code, 3.0 Road and Railway Assets Code.
Specific Area Plans:	N/A
Use:	Food Services
Development:	Illuminated Sign
Discretions:	14.3.1 All Uses (A1), C1.6.1 Zone and Sign Standards (A1), C1.6.2 Illuminated Sign (A1)
Representations:	7
Attachments:	<ol style="list-style-type: none">1. Exhibited Documents DA 2025/20 [4.1.1 - 9 pages]2. Redacted Representations DA2025/20 [4.1.2 - 4 pages]
Author:	Tiara Williams, Planner

Executive Summary

Retrospective planning approval is sought for the erection of an illuminated sign in the window of The Farm Shed East Coast Wine Centre located at 53A Burgess Street, Bicheno. The application was advertised from 27th February 2025 to 14th March 2025. During the representation period seven (7) representations were received. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations, and the matters raised in the representations and make a final determination by 1st May 2025.

PART ONE

1. Statutory Requirements

The *Land Use Planning and Approvals Act 1993 (LUPAA)* requires the Planning Authority to take all reasonable steps to ensure compliance with the planning scheme.

The planning scheme provides the overriding considerations for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This

report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

The Planning Authority must consider the report but is not bound to it. It may:

1. Adopt the recommendation.
2. Vary the recommendation.
3. Replace an approval with a refusal (or vice versa).

The *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015* require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

A Development Application must meet every relevant standard in the planning scheme to be approved. In most cases, the standards can be met in one of two ways:

1. By Acceptable Solution, or if it cannot do this,
2. By Performance Criteria.

If a proposal meets an Acceptable Solution, it does not need to satisfy the Performance Criteria.

In assessing this application, the Planning Authority must exercise sound judgement to determine whether the proposal meets the relevant Performance Criterion and must consider the issues raised in the representations.

3. The Proposal

Retrospective approval for an illuminated sign in the southern facing window of The Farm Shed East Coast Wine Centre. The sign is the logo for Bicheno Brewing which operates from the Farm Shed. The sign is 1.2m x 1.12m in size, has a luminosity of 236-259 cd/m², the sign has one setting and the luminosity cannot be increased or decreased, the sign does not flash and the advertisement/colour cannot change or be modified.



Figure 1 – the illuminated sign in the window



Figure 2 – the view of the building from Morrisson Street with the window where the sign will be circled in blue.



Figure 3 – the view of the building from Burgess Street with the window where the sign will be in blue.



Figure 4 – location plan

4. Risk and implications

Approval or refusal of this application should have no direct financial risk for Council, in relation to planning matters, other than should an appeal against the Authority's decision be lodged or should the Planning Authority fail to determine the application within the statutory timeframe.

5. Background and past applications

The application for planning approval was sought retrospectively after the applicant was notified that illuminated signs require a planning permit.

6. Site Description

The site is located along the main street of Bicheno within a local business area that also accommodates residential uses, the illuminated sign is located in the window of the existing building. The sign is associated with the existing approved use.

7. Planning Instruments

Tasmanian Planning Scheme

8. Easements and Services

N/A

9. Covenants

N/A

PART TWO

10. Meeting the Standards via Acceptable Solution

The proposal has been assessed against the Acceptable Solutions provided in:

- 14.0 Local Business Zone
- C1.0 Signs Code
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code

All standards were met by acceptable solution excepting those identified below which were assessed against the applicable performance criteria.

11. Meeting the Standards via Performance Criteria

The standards below could not meet the Acceptable Solution criteria and have been assessed against the relevant Performance Criteria.

- 14.3.1 All Uses – A1- proposed hours of operation exceeded the acceptable solution
- C1.6.1 Zone and signs standards -A1 – the sign takes up more than 25% of the window space
- C1.6.2 Illuminated Signs – A1 - there is no acceptable solution

PART THREE

12. Assessing the Proposal against the Performance Criteria

14.0 Local Business Zone

14.3.1 All Uses (A1) – the acceptable solution is that the hours of operation are within (a) 7:00am – 9:00pm Monday to Saturday and; (b) 8:00am-9:00pm Sunday and public holidays.

Performance Criteria	Planner's Response
<p>P1 Hours of operation of a use, excluding Emergency Services, Natural and Cultural Values Management, Passive Recreation, Residential, Utilities or Visitor Accommodation, on site within 50m of a General Residential Zone, Inner Residential Zone or Low Density Residential Zone, must not cause an unreasonable loss of amenity to the residential zones, having regard to:</p> <p>(a) the timing, duration or extent of vehicle movements; and</p> <p>(b) noise, lighting or other emissions.</p>	<p>The proposal was to have the sign illuminated between 8:00am and Midnight, the applicant later stated that they would be happy to amend the use hours to finish at 10pm. Having the sign on until 10pm let alone midnight may cause an unreasonable impact on surrounding residential amenity and is unnecessary. The Farm Shed which Bicheno Brewing operate out of is open from 10:00am- 5:00pm daily.</p> <p>The department of Transport and Planning (VIC) provides guidelines on illuminated signs and suggests maximum luminance rating of 700 cd/m² during the morning hours and twilight and of a night-time in medium district areas a limit of 250 cd/m². The applicant advised the sign puts out a luminance of between 236-259 cd/m².</p> <p>Given the relative opening hours and the luminance levels of the sign it is recommended the hours of operation for the illuminated sign be limited to 8:00am – 9:00pm daily. This reduces the impact of the sign illuminating the road and nearby residential properties and allows the sign to advertise the business every day of the year, and within the busiest times of day for the area and during the hours the business is operating.</p>

C1.0 Signs Code

C1.6.1 Design and sitting of signs (A1) – the sign does not meet the requirements of a ‘Window Sign’ in accordance with Table C1.6, as it occupies more than 25% of the window.

Performance Criteria	Planner’s Response
<p>P1.1 A sign must:</p> <ul style="list-style-type: none">(a) be located within an applicable zone for the relevant sign type as set out in Table C1.6; and(b) be compatible with the streetscape or landscape, having regard to:<ul style="list-style-type: none">(i) the size and dimensions of the sign;(ii) the size and scale of the building upon which the sign is proposed;(iii) the amenity of surrounding properties;(iv) the repetition of messages or information;(v) the number and density of signs on the site and on adjacent properties; and(vi) the impact on the safe and efficient movement of vehicles and pedestrians.	<p>(a) the sign is located within its applicable zone in accordance with table C1.6.</p> <p>(b) the streetscape is that of a main street in a local business area which has existing illuminated signs for other local businesses, majority of these signs a ‘OPEN’ signs that are only illuminated when the business is open. Despite the Farm Shed building closing at 5pm it is reasonable and consistent with surrounding signs that the be on until 9pm at night.</p> <p>(i) The sign does take up about 50% of the window in total mass, however, the bulk of the sign is transparent minimising the amount of the sign that is in fact illuminated, making the amount of illumination similar to other signs in the area.</p> <p>(ii) the sign is compatible with the bulk of the building.</p> <p>(iii) the sign is compatible with surrounding businesses, there are some residential properties in the vicinity which won’t be impacted by the size of the sign but are impacted by the luminosity especially in winter, which is addressed in the recommendation to limit the hours of when the sign can be turned on.</p> <p>(iv) the sign is not repetitious.</p> <p>(v) the density of signs on the property and on adjacent properties is suitable for the main street of a town.</p> <p>(vi) to ensure safe and efficient vehicle movement the hours for which the sign can be on are recommended to be limited with regard to The Department of Transport and Planning (VIC) Requirements and Guidelines for Illuminated Outdoor Advertising Signage.</p>

C1.0 Signs Code

C1.6.2 Illuminated Signs (A1) – there is no acceptable solution for illuminated signs.

Performance Criteria	Planner's Response
<p>P1 An illuminated sign must not cause an unreasonable loss of amenity to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of a road, and must be compatible with the streetscape, having regard to:</p> <ul style="list-style-type: none"> (a) the location of the sign; (b) the size of the sign; (c) the intensity of the lighting; (d) the hours of operation of the sign; (e) the purpose of the sign; (f) the sensitivity of the area in terms of view corridors, the natural environment and adjacent residential amenity; (g) the intended purpose of the changing message of the sign; (h) the percentage of the sign that is illuminated with changing messages; (i) proposed dwell time; and (j) whether the sign is visible from the road means land over which the general public has permanent right of passage, including the whole width between abutting property boundaries, all footpaths and the like, and all bridges over which such a road passes. and if so the proximity to and impact on an electronic traffic control device. 	<p>(a) the location of the sign will not cause an unreasonable loss of amenity to adjacent properties so long as the signs illumination operational hours are limited.</p> <p>(b) the majority of the sign is transparent and as such the size of the sign is compatible and does not impact the amenity of the area.</p> <p>(c) the intensity of the lighting is suitable for the restricted hours recommended as part of this report.</p> <p>(d) the hours of operation of the sign is recommended to be limited to between 8am and 9pm daily.</p> <p>(e) the purpose of the sign is to promote Bicheno Brewing within the Farm Shed, the sign is their logo.</p> <p>(f) the sign is within an existing developed business area and with limited operation hours will not unreasonably impact the natural environment and adjacent residential amenity, as long as the hours of illumination are restricted as recommended.</p> <p>(g) the sign does not have a changing message</p> <p>(h) the sign does not have a changing message</p> <p>(i) the sign is illuminated constantly and will not flicker or change messages</p> <p>(j) the sign is visible from the road when coming into Bicheno from the south, the sign does not impact any electronic traffic control devices. The limited hours of operation are intended to limit unreasonable impact on road users of an evening.</p>

13. Referrals

N/A

14. Representations

The application was advertised from 27th February 2025 to 14th March 2025. During the representation period seven (7) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

Representation 1	Response
The representor is concerned about the illuminated light resulting in an epileptic episodes. Requesting the sign only be illuminating during the day.	The recommendation is to restrict the hours of the signs illumination to be between 8:00am and 9:00pm to maintain surrounding residential uses amenity and residents wellbeing.
Representation 2	Response
The sign is too bright, concerned about the precedence of illuminated signs in the town.	The signs luminosity is compatible with available guidelines for the restricted hours recommended and has been discussed in the assessment above.
Representation 3	Response
<ol style="list-style-type: none">1. What is the purpose of a sign?2. What is the size of the Sign?3. What is the distance and properties and spaces illuminated by the sign? Is it reasonable that a private sign illuminates public and private spaces including habitable spaces such as bedrooms?4. The planning scheme does not state reasonable distance for the visibility of the sign. Council could make a policy regarding illuminated signs.5. The sign is within the building but illuminates a large area of private space, public space, a major road, private facilities including residential homes and tourist accommodation.6. This sign could set a precedent for other electronic signs and billboards	<ol style="list-style-type: none">1. To advertise Bicheno Brewing, it is the logo on their products.2. The sign is 1200mm x 1120mm3. The planning scheme only has recommendations regarding if a residentially zoned property is within 50m, most of the properties within the area of light spill are zoned local business. Local business zoned properties that are changed to a residential use are treated as a local business area for which an illuminated sign such as this is a reasonable development. There are two residential zoned properties within 50m of the sign that will not be unreasonably impacted by the illuminated sign if the hours of operations are reasonably restricted.4. Policy making is outside the scope of this assessment.

<p>7. To prevent light pollution, Council may wish to ensure sensitive uses adjacent to illuminated signage are protected from light spill. Illuminated signs can cause glare and dazzle viewers at night, and intrude into sensitive uses.</p> <p>8. Signs should not face a residential area.</p> <p>9. What is the brightness level of the sign, and can it be dimmed?</p> <p>10. Limit the hours of operation to daylight hours.</p> <p>11. If it's categorised as a window sign. It must not occupy more than 25% of the window.</p>	<p>5. This is addressed by limiting the hours of operation as addressed in the assessment above.</p> <p>6. Each type of sign has specific requirements and restrictions. The approval of this illuminated window sign would not change the assessment or outcomes of a billboard sign assessment.</p> <p>7. The recommendation for limited operational hours allows the business use to continue whilst respecting sensitive uses in the area.</p> <p>8. The sign faces properties zoned as local business.</p> <p>9. The luminosity is discussed in the assessment above, the sign cannot be dimmed.</p> <p>10. recommended hours as above.</p> <p>11. The application was assessed above against the performance criteria for clause C1.6.1 due to the sign taking up more than 25% of the window space.</p>
Representation 4	Response
<p>1. The sign is intrusive and out of character with existing signs.</p> <p>2. The sign illuminates the church next door. Request for the sign's hours be limited to opening hours if it is not refused.</p>	<p>1. There are existing illuminated signs within Bicheno and the sign is not out of character with these existing signs or the zoning of the area.</p> <p>2. The sign hours are to be limited and will not cause an unreasonable impact on the neighbouring church.</p>
Representation 5	Response
<p>Objecting to the proposed hours, concerned with light pollution requesting it be turned off by 9pm.</p>	<p>Addressed Above.</p>
Representation 6	Response
<p>Concerned the sign will be misinterpreted as 'Bitch' The sign is inappropriate for facing all visitor traffic and the church.</p>	<p>The sign does not say 'Bitch' it is the logo for the brewery's product, the placement of the sign is for the purpose of marketing and its placement is reasonable given the local business zoning.</p>
Representation 7	Response

The sign is disrespectful to religious members of the community to promote the consumption of alcohol and it to be illuminating Bicheno.	The sign is to promote and advertise an existing local business and is not an active attempt at disrespecting community members.
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15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal satisfies the relevant provisions of the Tasmanian Planning Scheme - Glamorgan Spring Bay and therefore the application is recommended to be approved subject to the recommended conditions.

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2025/20 at 53A Burgess Street (CT170739/201) for an illuminated sign be approved with the following conditions:

Endorsed Plans and Documents

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.

Signage

1. The illuminated sign is to be on a timer and can only be illuminated during the following hours:
 - a. 8am - 9pm daily
2. The sign must only identify or advertise a business located within the building.
3. The sign must not create the effect of flashing, animation or movement.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.

- d. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council's General Manager, or otherwise extended by written consent.
- e. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- f. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.

DECISION 85/25

Moved Cllr Neil Edwards, seconded Deputy Mayor Michael Symons:

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2025/20 at 53A Burgess Street (CT170739/201) for an illuminated sign be approved with the following conditions:

Endorsed Plans and Documents

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.

Signage

1. The illuminated sign is to be on a timer and can only be illuminated during the following hours: a. **8am - 10pm** daily

2. The sign must only identify or advertise a business located within the building.

3. The sign must not create the effect of flashing, animation or movement.

The following advice is provided for information and assistance only

a. Please read all conditions of this permit and contact the planner for clarification if required.

b. All costs associated with acting on this permit are borne by the person(s) acting on it.

c. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the Land Use Planning and Approvals Act 1993.

d. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council's General Manager, or otherwise extended by written consent.

e. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.

f. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply

THE MOTION WAS PUT AND CARRIED 6/2

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Jenny Walker and Cllr Robert Young

Against: Cllr Kenneth Gregson and Cllr Carole McQueeney

4.2 DA2025/029 - 56 Barton Ave, Triabunna - Front Fence

Proposal:	Front Fence over 1.8m high
Applicant:	Shaun Kelly
Application Date:	06 February 2025
Statutory Date:	30 April 2025
Planning Instruments:	Tasmanian Planning Scheme - Glamorgan Spring Bay
Zone:	10.0 Low Density Residential Zone
Codes:	N/A
Specific Area Plans:	N/A
Use:	Residential
Development:	Front Fence
Discretions:	10.4.5 Front Fences - A1 - No acceptable solution
Representations:	4
Attachments:	<ol style="list-style-type: none">1. Exhibited Documents - DA2025/029 - 56 Barton Ave, Triabunna [4.2.1 - 9 pages]2. Redacted Representations - DA2025/029 - 56 Barton Ave, Triabunna [4.2.2 - 23 pages]
Author:	James Bonner, Senior Planner

Executive Summary

Planning approval is sought for the use of front fence that has already been constructed. The application was advertised from 13th February to 27th February 2025. During the representation period four (4) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 30 April 2025.

PART ONE

1. Statutory Requirements

The *Land Use Planning and Approvals Act 1993 (LUPAA)* requires the Planning Authority to take all reasonable steps to ensure compliance with the planning scheme.

The planning scheme provides the overriding considerations for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This

report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

The Planning Authority must consider the report but is not bound to it. It may:

1. Adopt the recommendation.
2. Vary the recommendation.
3. Replace an approval with a refusal (or vice versa).

The *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015* require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

A Development Application must meet every relevant standard in the planning scheme to be approved. In most cases, the standards can be met in one of two ways:

1. By Acceptable Solution, or if it cannot do this,
2. By Performance Criteria.

If a proposal meets an Acceptable Solution, it does not need to satisfy the Performance Criteria.

In assessing this application, the Planning Authority must exercise sound judgement to determine whether the proposal meets the relevant Performance Criterion and must consider the issues raised in the representations.

3. The Proposal

The application is for a steel picket front boundary fence that is over 1.8m high from natural ground level. The picket fence is located along the front of the property and extends 4.5m up both side boundaries.

Landscaping has been undertaken inside the front boundary and within the Council road reserve to raise the ground level either side of the fence.

It is noted that the black section of fence and gates are to be removed and replaced with a gate in line with the galvanised picket fence.



Figure 1 – Site plan showing approximate location of front fence, noting the fence is not located inside the boundaries as indicated on the plan.



Figure 2 – Front fence



Figure 3 – Looking northwest towards Tasman Hwy



Figure 4 – View of side fence adjoining 54 Barton Ave



Figure 5 – View of side fence adjoining 58 Barton Ave.

4. Risk and implications

Approval or refusal of this application should have no direct financial risk for Council, in relation to planning matters, other than should an appeal against the Authority's decision be lodged or should the Planning Authority fail to determine the application within the statutory timeframe.

5. Background and past applications

Council received a complaint in late 2023 that a fence had been erected that exceeded the planning exempt height limits for a boundary fence in the zone. Following extensive discussions and correspondence with the owner the side boundary fence was completed and reduced in height to 2.1m to meet the exempt requirements and a planning application was submitted to regularise the front fence, being the application currently under consideration.

The fence does not meet the exempt criteria under cl 4.6.3 as the front fence, located within 4.5m of the frontage, exceeds 1.8m when measured from existing ground level. Existing ground level is defined in the planning scheme as "the level of a site at any point existing at the effective date, which is the date the planning scheme came into force.

6. Site Description

The property is developed with a single dwelling and outbuildings. The land has a steady down gradient to the road with an existing compacted gravel driveway and parking area.

7. Planning Instruments

Tasmanian Planning Scheme – Glamorgan Spring Bay

8. Easements and Services

The property is serviced with electricity and reticulated water. There are no easements registered on title.

9. Covenants

N/A

PART TWO

10. Meeting the Standards via Acceptable Solution

The proposal has been assessed against the Acceptable Solutions provided in:

- 10.0 Low Density Residential Zone

All standards were met by acceptable solution excepting those identified below which were assessed against the applicable performance criteria.

11. Meeting the Standards via Performance Criteria

The standard below could not meet the Acceptable Solution criteria and has been assessed against the relevant Performance Criteria.

10.0 Low Density Residential Zone – 10.4.5 Frontage fences – A1 – No acceptable solution for fences that do not meet the exemption criteria.

PART THREE

12. Assessing the Proposal against the Performance Criteria

10.0 Low Density Residential Zone

10.4.5 Front fences – (a)10 – there is no acceptable solution and therefore any front fence that does not meet the exemption criteria of cl 4.6.3 must meet the following performance criteria.

Performance Criteria	Planner's Response
<p>P1 A fence (including a free-standing wall) for a dwelling within 4.5m of a frontage must:</p> <p>(a) provide for security and privacy, while allowing for passive surveillance of the road; and</p> <p>(b) be consistent with the height and transparency of fences in the street, having regard to:</p> <p>(i) the topography of the site; and</p> <p>(ii) traffic volumes on the adjoining road.</p>	<p>The picket fence provides for security, though minimal privacy, whilst also allowing for passive surveillance of the road.</p> <p>There are very few front fences in this area of Barton Ave though there are a variety of front fences in the area of Barton Ave closer to the Tasman Highway.</p> <p>It is noted that due to the internal driveway/parking area being filled and the road reserve area also being filled to the bottom rail of the fence it now presents as a 1.8m high fence which would otherwise be exempt under clause 4.6.3.</p> <p>Council's infrastructure staff are aware of the works in the road reserve and have not raised any particular concern with the work that was undertaken other than observing that a permit for works in the road reserve should have been obtained.</p> <p>It is considered that the fence, as it now presents to the street in regard to height and transparency, is reasonably consistent with constructed fences in the street and is therefore considered to meet the objective and performance criteria of the clause.</p> <p>It is also noted that the fence is proposed to be painted in Monument colour which will reduce any visual amenity impact from the current silver galvanised colour.</p> <p><i>Supplementary information</i></p>

Performance Criteria	Planner's Response
	<i>It is noted that the side picket fence within 4.5m of the front boundary still presents as a 2.1m high fence, however it is considered that this section of the fence does not block sight lines, allows for passive surveillance of the road and does not conflict with the objectives of the clause.</i>

13. Referrals

The application was not required to be referred, though the Infrastructure & Works Department were advised of the landscaping works that had been undertaken in the road reserve.

14. Representations

The application was advertised from 13th February to 27th February 2025. During the representation period four (4) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

Representation 1	Response
<ul style="list-style-type: none"> What is described as a temporary fence doesn't look like it is temporary. The fence looks industrial and wonders how the sharp prongs will impact on the safety of natural local wildlife. The gates look like they will open up onto the road and create a safety issue. 	<ul style="list-style-type: none"> The black fence and gates are temporary and are to be replaced with gates that are in line with the permanent galvanised fence. It is unclear how the prongs on the fence would have any impact on wildlife safety. The existing gates are being removed and it is recommended that the new gates open inward or are sliding gates.
Representation 2	Response
<ul style="list-style-type: none"> When gates are moved back to be in line with fence will they open outwards as this may impinge on traffic safety as a car would be required to stop on the road to open the gates. The front fence appears to be higher than 1.8m from natural ground level, landscaping has been used to bring up the level. 	<ul style="list-style-type: none"> It is recommended that the new gates open inward or are sliding gates. See performance criteria assessment above.
Representation 3	Response

<ul style="list-style-type: none"> • No detail is provided about the height of the fence from existing ground level. • No detail is provided about how the gates will open. Will they open inward, be sliders, or open outward which would pose a safety concern for other road users. • The fence should be moved back so it is located on the front boundary. The height reduced to 1.8m from existing ground level and the fill in the road reserve removed. • There is no precedent for a fence of this height in Barton Ave. 	<ul style="list-style-type: none"> • See performance criteria assessment above. • It is recommended that any permit include a condition restricting the gates from opening outwards into the road reserve. • See performance criteria assessment above.
Representation 4	Response
<ul style="list-style-type: none"> • The application states that the front fence presents as being 1.8m high. This is only because the road reserve land in front of the fence has been filled. From existing ground level the fence is 2.1m high. • There are no fences within close proximity that are similar. A 2.1m high steel picket fence is incongruent in this stretch of Barton Ave and is not consistent with the height and transparency of fences in the street. • There is no detail about what type of gates will be installed. • The property should be surveyed to identify to determine where exactly the fence is located and if found to be on the road reserve it should be moved back to the correct location. • The fence should not exceed 1.8m from existing ground level. • The existing 2.1m high colourbond fence should be tapered down to the 1.8m high picket fence. • Fill on the road reserve should be removed. 	<ul style="list-style-type: none"> • See previous responses. • See performance criteria assessment above. <p><i>Supplementary information</i> <i>The front fence appears to be located on Council land, this has been considered to be a minor encroachment of around 250-300mm that could be managed by Council via a license agreement if necessary.</i></p>

15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal satisfies the relevant provisions of the Tasmanian Planning

Scheme - Glamorgan Spring Bay and therefore the application is recommended to be approved subject to the recommended conditions

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2025/029 at 56 Barton Ave, Triabunna (CT93258/6) for a front fence 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 existing black picket fence and gates located within the road reserve are to be completely removed within three months of the date of this permit.
3. Any gates installed are to be located in line with the galvanised picket fence and are to be sliding gates or gates that open inward onto the property so that the gates do not open into the road reserve.
4. The galvanised picket fence and any gates are to be painted in Monument colour or similar dark colour within three months of the date of this permit.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.
- d. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council's General Manager, or otherwise extended by written consent.
- e. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- f. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.

- g. In the event that any suspected Aboriginal cultural material is inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at <http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf>

DECISION 86/25

Moved Cllr Neil Edwards, seconded Deputy Mayor Michael Symons:

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2025/029 at 56 Barton Ave, Triabunna (CT93258/6) for a front fence 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 existing black picket fence and gates located within the road reserve are to be completely removed within three months of the date of this permit.
3. Any gates installed are to be located in line with the galvanised picket fence and are to be sliding gates or gates that open inward onto the property so that the gates do not open into the road reserve.
4. The galvanised picket fence and any gates are to be painted in Monument colour or similar dark colour within three months of the date of this permit.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the Land Use Planning and Approvals Act 1993.
- d. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council's General Manager, or otherwise extended by written consent.
- e. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- f. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.

g. In the event that any suspected Aboriginal cultural material is inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at <http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf>

THE MOTION WAS PUT AND CARRIED 5/3

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Neil Edwards, Cllr Jenny Walker and Cllr Robert Young

Against: Cllr Rob Churchill, Cllr Kenneth Gregson and Cllr Carole McQueeney

Under Regulation 25 of Local Government (Meeting Procedures) Regulations 2015, the Chairperson hereby declares that the Council is no longer acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

That Council no longer acts as a Planning Authority at [time].

DECISION 87/25

Moved Clr Jenny Walker, seconded Clr Kenneth Gregson:

That Council no longer acts as a Planning Authority at 2.45pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Carole McQueeney, Clr Jenny Walker and Clr Robert Young

Against: Nil

Planner, Tiara Williams left the meeting at 2.45pm.

5 FINANCIAL REPORTS

5.1 Financial Reports for March 2025

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Group Financial Statements 2025-03 [5.1.1 - 3 pages]
2. Capital Works 2025-03 [5.1.2 - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended March 2025 as attached to this report are presented for the information of Council.

STATUTORY IMPLICATIONS

- Australian Accounting Standards Board (AASB)
- International Financial Reporting Standards (IFRS)

BUDGET IMPLICATIONS

There are no budget implications recognised in the receipt and noting of these reports by Council.

RISK CONSIDERATIONS

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
There are no material risks from adopting this recommendation.				
Do not adopt the recommendation	Likely	Likely	High	By not adopting the recommendation Council is not endorsing the financial reports for the period ending March 2025. Council needs to endorse.
By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.				

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended March 2025.

DECISION 88/25

Moved Cllr Robert Young, seconded Cllr Kenneth Gregson:

That Council receives and notes the Financial Reports as attached to this report for the period ended March 2025.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

6 SECTION 24 COMMITTEES

6.1 Triabunna Community Hall Minutes - 4 March 2025

ATTACHMENT/S

1. Application Form - Kerry Chaprionere _ Redacted [6.1.1 - 2 pages]

TRIABUNNA COMMUNITY HALL

A Section 24 committee of the GSBC

3 Vicary St Triabunna Tasmania 7190
E: admin@crpgroup.com.au
M: 0437 134 133 – President / Secretary

MINUTES

TIME & DATE	11:00 AM 4TH March 2025	LOCATION	Triabunna Community Hall
ATTENDEES	COMMITTEE Councillor Robert Young Kaylene Lee Greg Crump Kerry Chaprionere	TYPE	SPECIAL COMMITTEE MEETING

Minutes Taken by G Crump

ITEM	ACTION
<p>APOLOGIES: Malchom Bishop</p> <p>REASON FOR SPECIAL MEETING:</p> <p>On February 27, Gavan Barber passed away peacefully at his home. Gavan was the long-time President and more recently Secretary of the HALL COMMITTEE</p> <p>Gavan was the only committee member with access to the Hall's Bendigo Bank on-line services and was a co-signatory on the account along with Malchom Bishop.</p> <p>The committee pays enormous tribute to Gavan for his contribution over the past 9 years and a memorial event will be held in the Hall in his and David Kirks memory</p> <p>ELECTION OF NEW OFFICE BEARERS</p> <p>In accordance with the regulations covering S24 committee that Triabunna Hall Committee appointed the following positions unopposed</p> <p>Gregory J Crump – President & Secretary & backup banking on-line signatory</p> <p>Kerry K Chaprionere – Treasurer</p> <p>Kaylene Lee – adding as a third on-line signatory on the Halls Bendigo Bank account.</p> <p>MOVED – Councillor Robert Young</p> <p>SECONDED Kaylene Lee</p> <p>Approved unanimously</p>	

TRIABUNNA COMMUNITY HALL

A Section 24 committee of the GSBC

3 Vicary St Triabunna Tasmania 7190
E: admin@crpgroup.com.au
M: 0437 134 133 – President / Secretary

BENDIGO BANK ACCESS & SIGNATORIES:

Currently Malchom Bishop is the only committee member able to sign cheques.

The following motion was tabled by Councillor Young

1. That Kerry Chaproniere and Kaylene Lee be approved as signatories on the Bendigo Bank Account
2. That there should be at least 3 on-line signatories to the account.
3. That any transaction under \$200.00 can be processed with the signature of one approved signatory, and that for all transactions over \$200.00 will require the approval of two committee members

ACTION

Greg and Kerry to arrange an appointment with the Bendigo Bank in Sorrell to action agreed steps.

MOVED – Gregory Crump

SECONDED Kaylene Lee

Approved unanimously

Greg /
Kerry

HALL BOOKINGS & FEES

A review of all forward bookings to be carried out and once access has been given to the Bendigo Bank Hall account the Treasurer will confirm all outstanding payments, if there are any.

All bookings made going forward will be charged under the current 'fee structure' and this will be reviewed for the 2025/26 financial year

As the Triabunna Tivoli Theatre (formally the Orford Odeon) has been using its own 'Nighthawk' wi-fi router that is required to run the hall sound and projection equipment at a cost of over \$86.00 per month it was agreed that hall hire fees for the Tivoli would be waived for past screening up to and including March

A special thanks to Rose Killion for providing the "Nighthawk" wi-fi unit

Kerry C

HALL KEYS

It was agreed that a Hall key inventory needs to be made as it seems there are many hall keys in circulation. Once completed a 'Key Register' to be established

Kerry /
Council

TRIABUNNA COMMUNITY HALL

A Section 24 committee of the GSBC

3 Vicary St Triabunna Tasmania 7190
E: admin@crpgroup.com.au
M: 0437 134 133 – President / Secretary

HALL MEETINGS

It was agreed that where possible the Hall Committee would meet at 11:00 am on the 4th Tuesday of each month prior to the GSBC monthly meetings

The next meeting is scheduled for Tuesday April 22, 2025

This special meeting closed at 11:45

President

Treasurer

07/03/2025

All

RECOMMENDATION

1. That the Minutes of the Triabunna Hall Committee meeting held on 4 March 2025 be received and noted and;
2. That the recommendation contained therein for the appointment of Kerry Chaprionere be approved.

DECISION 89/25

Moved Cllr Robert Young, seconded Cllr Neil Edwards:

1. That the Minutes of the Triabunna Hall Committee meeting held on 4 March 2025 be received and noted and;
2. That the recommendation contained therein for the appointment of Kerry Chaprionere be approved.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

7 INFORMATION REPORTS

7.1 Acting Director Planning and Development - James Bonner

Animal Control and Compliance; Building and Plumbing; Environmental Health; Natural Resource Management; Planning and Property

ATTACHMENT/S

1. Bi monthly representations report April [7.1.1 - 2 pages]

PURPOSE

The purpose of this report is to provide an update on the activities on the Planning and Development Directorate and to specifically report on the development approvals issued under delegation.

BACKGROUND/OVERVIEW

Animal Control and Compliance:

Staff are continuing to follow up on unregistered dogs for the 2024/2025 period and a number of infringement notices have been issued to non-compliant dog owners.

Council's Compliance officer has been undertaking patrols of the Municipality for non-compliant dog owners with minimal enforcement action required during this time.

Council's review of the DRAFT Dog Management Policy 2024-2029 has stalled as we await approval from the Deputy Secretary of Tasmania Parks and Wildlife Service.

Building and Plumbing:

Council Permit Authorities continue to process all applications and issue approvals within the statutory timeframes. Where applications are non-compliant the property-owners are assisted through the process on a case-by-case basis and in accordance with the *Building Act 2016*.

Council's compliance team is identifying a significant volume of unauthorised conversions of Sheds/Outbuildings (*Class 10a* buildings) to Dwellings (*Class 1* Buildings). Each matter is investigated to identify the unauthorised conversion and the most appropriate method to bring the building into compliance, which is a time consuming process.

Environmental Health:

Council's recreational water quality monitoring program runs from December – March each year with sampling conducted in January, February and March 2025. Sites include Muirs Beach and Richardsons Beach, Coles Bay; Waubs Beach, Bicheno; Jubilee Beach and Schouten Beach, Swansea; and Raspins Beach, Spring Beach and Shelly Beach, Orford. Sampling is required under the provisions of the Recreational Water Quality Guidelines 2007 (the

Guidelines), with base limits set for microbiological standards for investigation at greater than 140 enterococci/100mL.

All samples were compliant with the requirements of the Guidelines, with results published on council's website.

Council's school-based immunisation program was conducted in March 2025 with 42 vaccinations administered across grade 7 and grade 10 at Triabunna District School. In accordance with the Adolescent and Adult immunisation Schedule Tasmania, grade 7 students were vaccinated against Human papillomavirus (HPV) and Diphtheria, tetanus, pertussis (dTpa) and grade 10 students vaccinated against Meningococcal ACWY (MenACWY). This program involves significant collaboration between state and local government and the school community.

Inspections of registered food businesses continued over this period, with a range of enquiries regarding new food businesses also received and addressed. In accordance with the *Food Act 2003*, council applies the *Food Business Risk Classification System* by identifying the business sector (retail, service, manufacture, or wholesale) and the types of food sold or handled by a business, and then assigns a risk category. Higher risk categories must register with council and lower risk must notify council, with recommended frequencies provided for each risk category.

Natural Resource Management:

Great East Coast Clean Up 2025 – The Landscape Recovery Foundation is partnering with Clean Up Australia, the East Coast Catchments Committee, and Glamorgan Spring Bay, Break O'Day, Sorell and Tasman Councils for the Great East Coast Clean Up 2025. The Clean Up will run throughout **May 2025**, giving individuals, groups, and organisations the flexibility to participate at a time and place that suits them. Groups will register clean-up activities on the CUA Great East Coast Clean Up.

Building Flood Resilience in key areas of Glamorgan Spring Bay - The Landscape Recovery Foundation is currently working with Council to submit a proposal to the Disaster Ready Fund. This project aims to increase the resilience of Glamorgan Spring Bay in key catchments and address risks of flooding by implementing effective infrastructure improvements and creek restoration works to mitigate the effects of extreme water flows and monitor hazards to provide early warning.

Weed Management – Council have historically and more recently received complaints from landowners that Serrated Tussock on private land is not being managed. Council has a requirement to manage weeds in the municipality and currently doesn't have an authorised weed officer. The NRM team has successfully negotiated and had confirmation that NRE-Biosecurity Tas will act as our authorised weed officer. Council representatives will be attending training to become an authorised weed officer through a training day with NRE- this is schedule to be completed in May 2025.

Planning:

The planning department has continued to receive a steady number of applications over the January - March period. For the reporting period, 61 Development Applications (including subdivisions) have been approved with a total value of \$21,491,212. Council provided delegation to the General Manager to approve an application, with or without conditions, where no more than two representations are lodged against the application. A report on these approvals is provided in the attachments. There is one outstanding appeal to a refusal for a two lot strata title application at 25 Hazards View Dr, Coles Bay.

Property:

Staff continue to work with the Department of Natural Resources and Environment to amend leases that are no longer fit for purpose, such as the Coles Bay Community Hall.

The Customer Request Module (CRM) has been fully implemented for staff use and it is anticipated that in the coming months it will be made live to enable the public to directly lodge a request.

Open Space, Walking and Cycling Strategy:

The Open Space, Walking and Cycling Strategy is progressing well. The project is currently developing hierarchy and function mapping which will support the development of open space gap analysis and the identification of gaps in trails and paths across the community. Key stakeholder consultation has been underway for several weeks prior to the distribution of the community survey for the project which is anticipated to be out in the community during April.

STATUTORY IMPLICATIONS

Given this report is for information only, there are no statutory implications.

BUDGET IMPLICATIONS

Given this report is for information only, there are no budgetary implications.

RISK CONSIDERATION/S

No risk associated with receiving an information report

OFFICER'S RECOMMENDATION

That Council receives and notes the report on the activities on the Planning and Development Directorate.

DECISION 90/25

Moved Deputy Mayor Michael Symons, seconded Cllr Neil Edwards:

That Council receives and notes the report on the activities on the Planning and Development Directorate.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

7.2 Director Works and Infrastructure - Peter Porch

Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, Buildings and Marine Infrastructure, Reserves and Walking Tracks; Cemeteries

ATTACHMENTS

Nil

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, Buildings and Marine Infrastructure, Reserves and Walking Tracks; and Cemeteries.

OFFICER'S COMMENTS

ASSET MANAGEMENT

Asset Management practice is the strategic driver for the activities of the Department and is partnered by works that operate to maintain essential services to the community.

Work has commenced on asset take-up data collection for subdivision work and council capital works projects. This process keeps council asset data current and progressively captures asset information change within the year it occurs.

CONSULTANT SERVICES

Consultant services are required to deliver specialised services to Council for a range of generally short-term requirements. Current consultant activities comprise:

- Detailed Design work
- Project Management
- Hydrological modelling

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- 6 unsealed road inspections completed for March
- Maintenance grade of carpark at Triabunna Rec ground- completed
- Maintenance grade Flacks Rd and River & Rocks Rd, Coles Bay- completed
- Maintenance grade of access road to Coles Bay WTS- completed
- Maintenance grade of Orford WTS access road- completed
- Maintenance grade on Rosedale Rd, Bicheno- underway
- Fisheries, Coles Bay, gravel road repair on steep corner- completed

- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 8 ton of cold mix placed for March.
- Repair failed seal on culvert crossing on Hoods Rd, Spring Beach- completed
- Spray sealing maintenance on sealed roads- Nil for March
- Log/tree removal Sandspit Creek Bridge, Wielangta Rd- completed
- Bridge removal at Seabyrne Ck, Banwell Rd, Little Swanport and install floodway- April/May 2025
- Repair washout on concrete bridge on Brockley Rd, Buckland- completed
- Roadside and fire break slashing (deck slashing) – Orford WTS completed.
- Reach Slashing of roadsides not accessible to deck slashing- nil for March
- Numerous subdivision inspections across the whole municipality- Ongoing
- Quantified tree risk assessment process (QTRA) – 2 X QTRA completed for March.
- Installation of gravel road advisory signs on Rheban Rd- completed
- Wellington St, Swansea footpath repair (outside May Shaw)- completed
- Roadside weed spraying of sealed and unsealed roads- ongoing

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance- ongoing across municipality
- Happy Valley Rd, Spring Beach- Clean out existing open drains and install new drain to reduce flooding of some properties on bottom side of road- completed

WASTE MANAGEMENT

- All WTS stations will start operating on Winter hours- from Monday 28th April
- Mulching of green waste piles at all transfer stations- nil for March

BUILDINGS AND MARINE INFRASTRUCTURE

- Marina operations continued
- Investigation of Taswater meters and Aurora NMI numbers

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- 16 weekly playground inspections for the month across the entire municipality.
- Replenish soft fall at Jubilee Park, Duck Park and Swanwick playgrounds – completed
- Tree/bush trimming on Freycinet Drive, Coles Bay from Esplanade to Jetty Rd- completed
- Install signs along Esplanade, Swansea *Removal of foreshore rock prohibited"- completed
- Replace pine rails/posts at East Shelly boat ramp(Orford)- completed
- 3 X faulty public BBQ's replaced at Coles Bay/Swanwick- completed
- New weekly park/reserve inspection document to further improve services- receiving good information with these inspection sheets
- Contract arborist tree trimming in high-risk locations (parks and public spaces) across municipality- Bicheno cemetery, removal of 3 trees- April 2025

- Removal of large tree at entrance of Triabunna Rec Ground- completed
- Removal of large dead tree outside 54 East Shelly Rd, Orford- completed
- Meredith St, Triabunna- Removal of dead dangerous tree, trimming of 2 other trees- completed
- New picnic bench for Lion Park, Bicheno- completed.
- Repair/replacement of 2 x damaged park benches in Swansea- completed

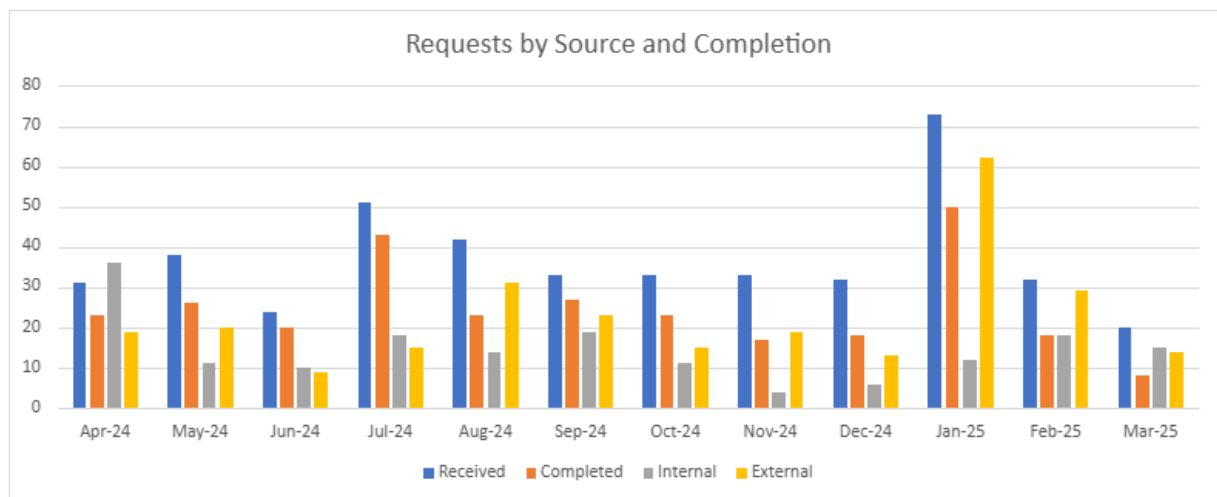
EMERGENCY MANAGEMENT

- After hours rostering carried out as scheduled.
- Participation in Recovery Tasmania Disaster Resilience Strategic planning workshop

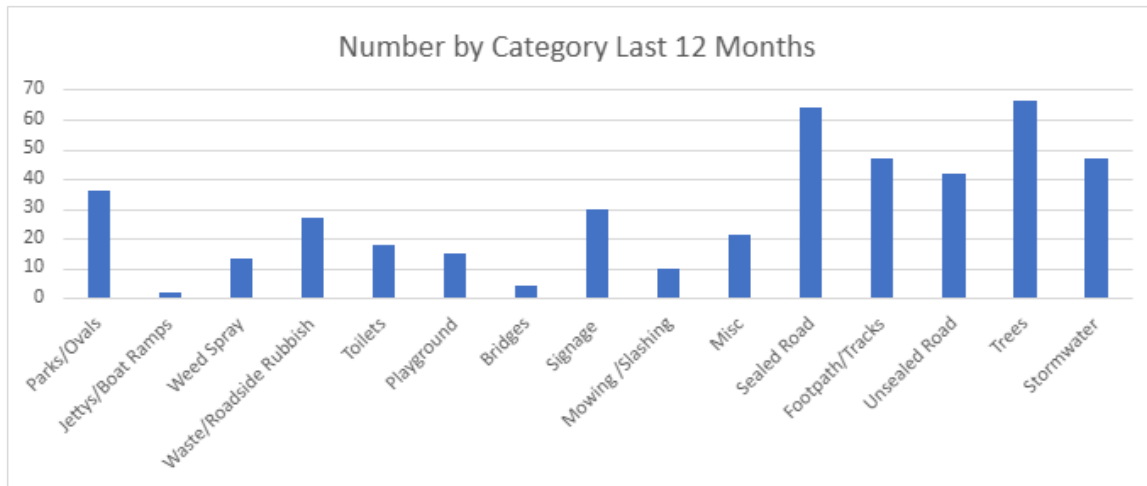
CUSTOMER REQUESTS

The chart below summarises the requests received year to date by the total numbers received; the number completed; those generated by the public and those generated by officers.

January statistics were high this year with no particular reason other than the likely influx of people to the area. Identification rate and completion rates were up.



The requests are sorted into categories to provide an overview of the areas showing the most interest or greatest need for attention as per the bar chart below. Requests to trim or remove trees are the highest number received at present:



CAPITAL WORKS

- Reseal and pavement renewal program completed
- Design works commenced on Nailer Avenue, Garnet Avenue and Harvey Crt
- Materials for Loo With a View being collated – windows etc.
- Installation of rubber cushion pads under swings/slides at Jubilee Park, Duck Park and Triabunna Rec Ground - completed
- Installation of rubber cushion pads under swings/slides at Buckland playground & Riverside Drive Orford.
- Triabunna Tomorrow streetscape design 30% - public consultation on design commencing soon.
- Design for Triabunna Marina Amenities progressing
- Coles Bay Hall Annex – completing in April
- Black Summer Bushfire works – completed.
- Bicheno Skate Park toilet Block and car park site works commenced.
- Ferndale Road Bicheno Bridge replacement completed.
- Stormwater extension Esplanade Swansea – planning continued – installation April

PLANT AND VEHICLES

- Procurement of new 40m3 WTS skip bins - 4 new bins completed/delivered. 1 more bin being fabricated to close out 24/25 FY scope.
- Preparing capital requirements for 2025-26 financial year

RESERVE BOOKINGS AND ROAD CLOSURES

Road closures for the events noted will be carried out under section 19.1(a) of the *Local Government Highways Act 1982* requiring consultation with the Commissioner of Police:

- Road closure arrangements for ANZAC day Triabunna commenced with State Growth
- Spoke Festival- 1st March completed

- Rock Pool Festival Bicheno- 9th March completed
- ECHO Festival- 15th March completed
- Triabunna relay for life- 12th April preparation
- Swansea car & truck show- 19th April preparation

RECOMMENDATION

That Council notes the information.

DECISION 91/25

Moved Cllr Jenny Walker, seconded Deputy Mayor Michael Symons:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Review of Delegation Register

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Delegations Register Glamorgan Spring Bay Council April 2025 Review Copy [8.1.1 - 101 pages]

PURPOSE

The purpose of this report is to submit the revised Glamorgan Spring Bay Council Delegation Register to Council for review, consideration, and adoption.

BACKGROUND/OVERVIEW

Section 22 of the *Local Government Act 1993* provides for a Council to delegate its powers and functions under any Act to the General Manager, apart from some express exceptions that are outlined in the section. It also provides that the Council may authorise the General Manager to further sub-delegate those powers and functions to other officers as necessary.

The review of Councils Delegation Register (to the General Manager) and the Instrument of Delegation from the General Manager is an ongoing process, necessitating amendments in response to legislative changes and operational requirements. Council last reviewed its Delegations Register in October 2024.

The changes to the Delegations Register are indicated below:

- **Position Title Change:**
Director Corporate and Community has been changed to Director Corporate and Communication throughout the document.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- Local Government Act 1993, in particular S.22 and S.64
- Various Acts as outlined within the Delegation Register

BUDGET IMPLICATIONS

There are no budgetary implications associated with this recommendation.

RISK CONSIDERATION/S

Notes provided by exception.

AREA OF RISK	Risk	COMMENTS FROM GENERAL MANAGER
Contractual and Legal		Delegations need to be precise to manage the risks of acting on a range of contractual, financial, property and compliance matters.
Environmental and Public Health		
Financial		Delegations provide appropriate authority for responsibilities of officers in purchasing and approval of invoices.
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		Delegations provided to appropriate staff to levels of authority suitable to roles and responsibilities for appropriate governance.
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		
Other		

OFFICER'S COMMENTS

The proposed changes in the Delegations Register are required to ensure the register is current and up to date in accordance with the latest legislation and internal position name changes. It is recommended for adoption.

OFFICER'S RECOMMENDATION

That Council endorses the revised Delegations Register as attached to this report item.

DECISION 92/25

Moved Cllr Robert Young, seconded Cllr Jenny Walker:

That Council endorses the revised Delegations Register as attached to this report item.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Walker and Cllr Robert Young

Against: Nil

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

Clr McQueeney commented on the ANZAC Day service held in Swansea and commended the work on the Pegg flag currently on display at the Swansea RSL.

Clr Gregson acknowledged the recent passing of two former East Coast Councillors and requested that Council consider the installation of a play enclosure around the children's play equipment at Jubilee Beach and Duck Park in Swansea.

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Mayor is to declare the meeting closed to the public in order to discuss the following matter/s:

- Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 25 March 2025**
As per the provisions of regulation 34 of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 2: Cohealth contract reporting information**
As per the provisions of Regulation 15 (2) (b) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 3: Personnel Matter**
As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 4: Notice of Motion – Clr Churchill**
As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 5: Acting General Manager – Peter Porch**
As per the provisions of Regulation 15 (2) (a) (i) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into Closed Session at [time].

DECISION 93/25

Moved Clr Robert Young, seconded Clr Jenny Walker,

That Council moves into Closed Session at 3.17pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Carole McQueeney, Clr Jenny Walker and Clr Robert Young

Against: Nil

The Mayor confirmed that the recording had been terminated.

Rates Officer, Kristy McConnon left the meeting at 3.17pm prior to the commencement of closed session.

Note: The following minute is included in the open session as per a resolution passed during the closed session meeting.

2.3 Notice of Motion – Cllr Churchill

DECISION 98/25

That Decision 33/25 GSBC be rescinded at the request of Mrs Tania O’Leary.

13 CLOSE

The Mayor declared the meeting closed at 5.32pm

CONFIRMED as a true and correct record.

Date: 28/05/2025

Mayor Cheryl Arnol