



ORDINARY COUNCIL MEETING AGENDA

TUESDAY 23 MAY 2023

2:00 PM

Council Chambers, Triabunna

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 23 May 2023, 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 18 May 2023



Greg Ingham
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 to welcome Councillors and staff and declare the meeting open at [time].

1.1 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, present and emerging.

1.2 Present

1.3 Apologies and Leave of Absence

1.4 In Attendance

1.5 Late Reports

(Motion to receive required)

1.6 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 Council's Code of Conduct for Councillors,

in any item included in the Agenda.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 18 April 2023

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 18 April 2023 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 9 MAY 2023

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 5:15pm on Tuesday 9 May 2023 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons (from 2.15pm, via remote video conference)
Clr Rob Churchill
Clr Neil Edwards
Clr Greg Luck
Clr Carole McQueeney
Clr Robert Young

Apologies:

Clr Jenny Woods (due to work and personal commitments)

In Attendance:

Mr Greg Ingham, General Manager
Mr Alex Woodward, Director Planning and Development
Mr Peter Porch, Director Works and Infrastructure
Mrs Elysse Blain, Director Corporate and Community
Mr Brendan Ryan, Accountant

Guests

- Christian Attfield, TasWater
- Grace Keath, East Coast Tourism Tasmania
- Jen Fry, East Coast Tourism Tasmania

Agenda

- Presentation by TasWater
- 2023/24 Budget
- Presentation by East Coast Tourism Tasmania

RECOMMENDATION

That Council notes the information.

TUESDAY 16 MAY 2023

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 4:15pm on Tuesday 16 May 2023 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Greg Luck
Clr Carole McQueeney
Clr Jenny Woods
Clr Robert Young

Apologies:

Nil.

In Attendance:

Mr Greg Ingham, General Manager
Mr Alex Woodward, Director Planning and Development
Mrs Elysse Blain, Director Corporate and Community
Mr Brendan Ryan, Accountant

Guests

Nil.

Agenda

- 2023/24 Budget
- DA 2023/74 - 258 Harvey's Farm Road, Bicheno
- Local Government Association of Tasmanian - 2023 Elections
- Local Government Reform - Council Submission

RECOMMENDATION

That Council notes the information.

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

Nil.

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.

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].

4.1 DA2023/00074 - 1 x Single Dwelling and 3 x Visitor Accommodation Buildings - 258 Harvey's Farm Road, Bicheno

| | |
|------------------------------|--|
| Proposal: | 1 x Single Dwelling and 3 x Visitor Accommodation Buildings |
| Applicant: | Woolcott Surveys |
| Application Date: | 04/04/2023 |
| Statutory Date: | 31/05/2023 |
| Planning Instruments: | Tasmanian Planning Scheme - Glamorgan Spring Bay |
| Zone: | 11.0 Rural Living |
| Codes: | C2.0 Parking and Sustainable Transport Code; C3.0 Road and Railways Assets Code |
| Specific Area Plans: | N/A |
| Use: | Residential and Visitor Accommodation |
| Development: | 1 x Single Dwelling and 3 x Visitor Accommodation Buildings |
| Discretions: | Zone Standards - 11.3.2 Visitor Accommodation, C2.0 Parking and Sustainable Transport Code - C2.6.1 - driveway surface and C2.6.2 - design and layout of parking areas |
| Representations: | 16 |
| Attachments: | <ol style="list-style-type: none">1. Exhibited Documents [4.1.1 - 33 pages]2. Combined de-identified representations [4.1.2 - 44 pages] |
| Author: | James Bonner, Senior Planner |

Executive Summary

Planning approval is sought for a single dwelling and 3 x three-bedroom visitor accommodation buildings at 258 Harvey's Farm Road, Bicheno. The application was advertised for two weeks from 18 April to 05 May 2023. During the representation period 16 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 31 May 2023.

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 proposal is for the construction of a single dwelling and 3 x three-bedroom visitor accommodation buildings and associated infrastructure such as driveways. The proposal will likely require a substantial removal of the existing native vegetation on the property. However, it is noted that the property is not identified as being subject to the Natural Assets Code.



Figure 1 – Site 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

This is the first application since the lot was created under SA2021/30.

6. Site Description

The subject property is located on the southern side of Harvey's Bay Road and has an existing access from the road via a right-of-way (ROW) that is shared with three other lots. The property is currently vacant and vegetated with native vegetation and falls gradually in a north easterly direction towards Harvey's Farm Road.

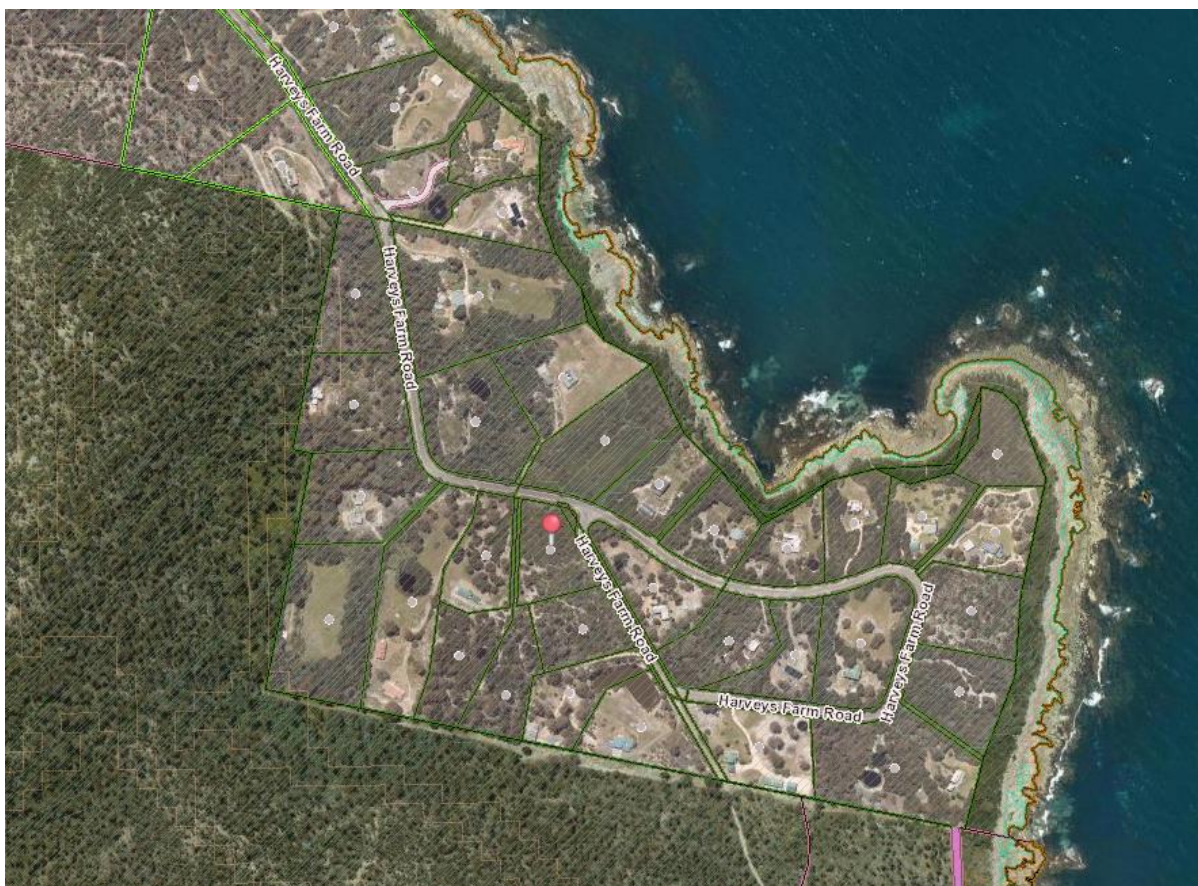


Figure 2 – Locality Source: LISTMap

7. Planning Instruments

Tasmanian Planning Scheme – Glamorgan Spring Bay

8. Easements and Services

The lot benefits from a ROW and services easement over the adjoining lots and is subject to a drainage easement.

9. Covenants

Fencing covenant that has no bearing on the assessment of the proposal.

PART TWO

10. Meeting the Standards via Acceptable Solution

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

- 11.0 Rural Living
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railways 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 below standards could not meet the acceptable solution criteria and have been assessed against their relevant performance criteria.

- 11.3.2 Visitor Accommodation
- C2.0 Parking and Sustainable Transport Code – C2.6.1 – surfacing and drainage and C2.6.2 Design and layout of parking areas

PART THREE

12. Assessing the Proposal against the Performance Criteria

11.0 Rural Living Zone

11.3.2 Visitor Accommodation (A1) – The acceptable solution is that visitor accommodation accommodates guests in existing buildings. The proposal is for new buildings and as such it does not comply with the acceptable solution and must meet the performance criteria.

| Performance Criteria | Planner's Response |
|---|--|
| P1 - Visitor Accommodation must be compatible with the character and use of the area and not cause an unreasonable loss of residential amenity, having regard to: (a) the privacy of adjoining properties; | The visitor accommodation buildings are setback a minimum of 17m to adjoining lots and are unlikely to have an unreasonable impact on the privacy of adjoining properties due to the separation between users. |
| (b) any likely increase in noise to adjoining properties; | Each building has a small deck on the first floor which is orientated away from neighbouring properties. While noise will be generated by the use of each building it is likely to be consistent with a normal residential use. It is considered that noise generated is unlikely to cause an unreasonable loss of residential amenity to adjoining properties. |
| (c) the scale of the use and its compatibility with the surrounding character and uses within the area; | The character and uses of properties in the surrounding area are principally a single dwelling and outbuildings on each lot. While some of the lots have been substantially cleared of vegetation the majority in the area have significant native vegetation that screens buildings from the street and to each other. While there are visitor accommodation uses in the area these are mostly contained within existing dwellings. |

| Performance Criteria | Planner's Response |
|--|--|
| | <p>The proposal is inconsistent with the zone purpose which is to provide visitor accommodation that is compatible with residential character and for development that does not cause an unreasonable loss of amenity through scale and intensity.</p> <p>The proposal for 1 dwelling and 3 visitor accommodation buildings that are identical in design and size is considered to not be compatible with the surrounding character and uses within the area which are principally single dwellings on each lot.</p> |
| (d) retaining the primary residential function of an area; | The buildings are residential in their design and are well spaced on the lot and clearly present as individual buildings. However, considering the zone does not permit multiple dwellings it is considered that the proposal with three visitor accommodation buildings does not retain the primary residential function of the area. |
| (e) the impact on the safety and efficiency of the local road network; and | The increased traffic from use of the proposed development is unlikely to have an unreasonable impact on the safety and efficiency of Harvey's Farm Road. |
| (f) any impact on the owners and users rights of way. | The proposal will result in additional traffic on the right of way from the three visitor accommodation buildings. The shared driveway has not been designed for this use and the increased traffic could have an unreasonable impact on the other users and owners of the right of way. |

C2.0 Parking and Sustainable Transport Code

C2.6.1 – Construction of Parking Areas (A1) - The acceptable solution is that driveways, manoeuvring areas and parking spaces are constructed to a sealed standard. The proposal is for the driveway and parking areas are constructed to an unsealed gravel standard and as such it does not comply with the acceptable solution and must meet the performance criteria.

| Performance Criteria | Planner's Response |
|--|--|
| <p>P1 - All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to:</p> <p>a) the nature of the use;</p> | <p>The proposed unsealed gravel surface for the internal driveway and parking areas is suitable for the intended use, topography and drainage system. Stormwater runoff from the unsealed driveway would be able to be contained on site through appropriate design and construction of the surface. As there is a likelihood of material being tracked onto the right-of-way it is recommended that the first 10m of the internal</p> |

| Performance Criteria | Planner's Response |
|--|---|
| (b) the topography of the land; (c) the drainage system available; (d) the likelihood of transporting sediment or debris from the site onto a road or public place; (e) the likelihood of generating dust; and (f) the nature of the proposed surfacing. | driveway from the lot boundary be constructed to a sealed standard. |

C2.0 Parking and Sustainable Transport Code

C2.6.2 Design and Layout of Parking Areas (A1.1) - The acceptable solution is that the access width is not less than the requirements of Table C2.2. This table requires an access width of 3m and passing bays every 30m. The proposal relies on the existing shared driveway which does not have passing bays and as such it does not comply with the acceptable solution and must meet the performance criteria.

| Performance Criteria | Planner's Response |
|---|--|
| P1 - All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to: (a) the characteristics of the site; (b) the proposed slope, dimensions and layout; (c) useability in all weather conditions; (d) vehicle and pedestrian traffic safety; (e) the nature and use of the development; (f) the expected number and type of vehicles; (g) the likely use of the parking areas by persons with a disability; (h) the nature of traffic in the surrounding area; | <p>The existing shared right-of-way driveway has been constructed to a width of 4.8m with a passing bay just north of the driveway to the subject lot. While this may have been an acceptable engineering solution for the subdivision, the number of vehicle movements would potentially double on the shared driveway as a result of the proposed development. As such, the shared driveway from Harvey's Farm Road to the entrance of the subject lot should be widened to a minimum width of 5.5m.</p> <p>This work would be required to be undertaken on an adjoining lot which has not been included in the current application.</p> |

| Performance Criteria | Planner's Response |
|---|--------------------|
| (i) the proposed means of parking delineation; and (j) the provisions of Australian Standard AS 2890.1:2004 - Parking facilities, Part 1: Off-street car parking and AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities. | |

13. Referrals

The application was referred to Council's engineers who provided advice on the proposal.

14. Representations

The proposal was advertised for two weeks from 20 April 2023 to 05 May 2023 and 16 representations were received objecting to the proposal. A summary of concerns raised, and responses is included in the Table below. The complete submissions are included in the attachments to the report, with personal details redacted for privacy reasons.

| Issue: Impact of native vegetation and visual impact | Response |
|---|--|
| The lot will need to be almost completely cleared of native vegetation to comply with the minimum bushfire requirements. The proposal does not comply with 11.1.2 of the zone purpose in that the existing natural landscape will be decimated. | Clause 11.2.1 only relates to the residential component of the proposal which would allow for the retention of native vegetation. It is noted that the lot is not covered by the Natural Assets Code. |
| Issue: Out of character with area | Response |
| The proposed visitor accommodation is not compatible with the surrounding area which is low density single dwellings. Visitor accommodation provided is in the dwellings or one bedroom visitor accommodation buildings. | The proposed development is considered to not be compatible with the character of the area. See assessment above. |
| Issue: Additional traffic and impact on road | Response |
| Harvey's Farm Road is a quiet dead end street with very little traffic. Application states that each unit could have up to 6 | The additional traffic generated from the development is likely to involve 1-2 cars per visitor accommodation building. The additional traffic movements generated by an |

| | |
|---|--|
| <p>people, thus it is possible there could be 18 cars on the site if each person drove.</p> <p>There are no footpaths, line marking or streetlights. The additional traffic would create an inherently unsafe environment for local families, children as well as tourists.</p> <p>The road is in a poor condition with numerous potholes, poor verges and water running over the road. Additional traffic would guarantee further deterioration.</p> | <p>additional 8-10 cars is well within the capacity of Harvey's Farm Road which would not require any upgrading of the road to manage the additional movements. Maintenance of a road is not a consideration under the planning scheme.</p> |
| Issue: Noise impacts from use | Response |
| <p>The increased vehicular and pedestrian traffic would greatly increase road noise generated. Noise from short-term occupants of the visitor accommodation would affect the amenity of nearby residents.</p> | <p>The potential increase in traffic is unlikely to have an unreasonable impact on residents on Harvey's Farm Road.</p> <p>It is noted that the NSW RTA Guide to Traffic Generating Development estimates that visitor accommodation has a lower trip rate than dwellings.</p> |
| Issue: Site coverage | Response |
| <p>The proposal has not addressed the site coverage provisions (cl11.4.1) and has failed to address the management of stormwater runoff. The performance criteria clearly states the capacity of the site to absorb runoff is to be addressed.</p> | <p>The acceptable solution for the clause is that site coverage must not be more than 400m². The combined site coverage of the buildings is under 400m² and therefore the acceptable solution has been met and the performance criteria is not applicable to the assessment.</p> |
| Issue: Shared driveway | Response |
| <p>The shared driveway is not fit for the proposed development. The increased traffic loads on this shared driveway will create a safety issue for pedestrians and other users.</p> | <p>Council's engineers have recommended that the shared driveway is widened to accommodate the additional traffic generated by the proposal.</p> |
| Issue: On-site sewerage management | Response |
| <p>The development will require four septic tanks with trenches. This location is rarely dry and there is worry that there will be toxic runoff after heavy rains into the sensitive ocean environment.</p> | <p>The assessment of the onsite sewerage management systems is not a consideration under the planning scheme. This assessment would be undertaken at the building and plumbing approval stage.</p> |
| Issue: Allows for future development | Response |

| | |
|---|---|
| If Council approves this application there is an opportunity for the other blocks in the subdivision to do exactly the same thing which could create a hazard for the surrounding national park and marine areas. | Visitor accommodation is permissible in the zone subject to meeting the requirements of the scheme. Applications received by Council are assessed on their merit. |
|---|---|

15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal does not satisfy the relevant provisions of the Tasmanian Planning Scheme – Glamorgan Spring Bay and therefore the application is recommended to be refused.

16. Recommendation

That pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2023/00074 at 258 Harvey's Farm Road, Bicheno (CT 183150/2) be refused for the following reasons:

- Failure to meet the requirements of clause 11.3.2 Visitor Accommodation P1(c), (d) and (f) of 11.0 Rural Living Zone of the Tasmanian Planning Scheme – Glamorgan Spring Bay, in that the scale of the proposed visitor accommodation use is not compatible with the surrounding character and uses within the area; will not retain the primary residential function of the area; and will have an unreasonable impact on the owners and users of the right-of-way.
- Failure to meet the requirements of clause C2.6.2 Design and Layout of Parking Areas P1 (a), (d), (e), and (f) of C2.0 Parking and Sustainable Transport Code of the Tasmanian Planning Scheme – Glamorgan Spring Bay, in that the development has not demonstrated that the shared right-of-way driveway in its current constructed condition will provide convenient and safe access to all vehicles utilising the driveway.

The following advice is provided for information and assistance only

- a. Pursuant to section 57(7) of the Land Use Planning and Approvals Act 1993 (LUPAA) this letter is to serve notice to you as applicant of this decision.
- b. Pursuant to section 61 of LUPAA, the applicant may appeal against this refusal to the Appeal Tribunal. Any appeal must be instituted within fourteen days after the day on which this notice was served.
- c. To lodge an appeal or to obtain any information relating to the lodgement or conduct of an appeal please refer to the Appeal Tribunal website at <https://www.tascat.tas.gov.au/resource-and-planning/home>.

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].

5 FINANCIAL REPORTS

5.1 Financial Report period ending April 2023

Author: Director Corporate & Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Group Financial Statements 2023-04 [5.1.1 - 3 pages]
2. Capital Works Projects 2023-04 [5.1.2 - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended April 2023 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 30 April 2023. 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 April 2023.

6 SECTION 24 COMMITTEES

6.1 Triabunna Recreation Ground Advisory Committee - 30 March 2023



GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – Thursday 30th March 2023 - Recreation Room

Steve Davies chaired meeting in the absence of an elected Chairperson

MEETING OPENED: 5.35 pm

PRESENT: Geoff Gadd, Nerissa Alomes, Mandy Raspin, Councillor Jenny Woods,
Steve Davies, Jan Sweet

APOLOGIES: Councillor Neil Edwards

ABSENT:

CONFIRMATION OF LAST MINUTES: (13th September, 2022)

Moved: Councillor Jenny Woods

Seconded: Nerissa Alomes Carried

CORRESPONDENCE IN:

- Email from Greg Ingham – General Manager re: discussions held at meeting 13th September 2022.
- Email from Adrian O’Leary re: 2023-23 Sport and Active Recreation Equipment Grants Program.
- Email from Darren Smith – Manager of Works advising Triabunna Police to increase patrols of Recreation Ground.
- Email from Darren Smith acknowledging 2nd report of damage to timekeepers box
- Quote from Affordable Curtains & Blinds

CORRESPONDENCE OUT:

- Email to Darren Smith – Manager of Works reporting damage to door and internal walls of Timekeepers box (2nd November 2022) & requesting police checks

- Email to Darren Smith – Manager of Works reporting damage to replacement door of Timekeepers box (23rd March 2023)

MATTERS ARISING FROM PREVIOUS MINUTES

- Jenny Woods & Neil Edwards are nominated Council representatives for S24

TREASURERS REPORT -

Working Financial

| | |
|------------------------|---------------------|
| Opening Balance | \$ 14, 589.83 |
| Income | \$ 100.00 |
| Expenditure | \$ 4,423.06 |
| Closing Balance | \$ 10,266.77 |

Moved: Councillor Jenny Woods Seconded: Mandy Raspin Carried

NEW BUSINESS

- Councillor Jenny Woods, Mandy Raspin & Jan Sweet to meet with Adrian O’Leary on 20th April, 2023 to discuss repairs and general maintenance to facility
- Discussion on installation of security cameras at recreation ground. Coverage to include Tennis Club and Netball courts.
- Committee agreed on purchase of new tables & chairs as current furniture becoming unsafe. Steve Davies to approach Lions Club for donation. Jan Sweet to apply to PUBS (Pop Up Book Stall) for grant.
- Nerissa Alomes advised Junior Football Club will purchase large industrial broom for sweeping function room.
- Oliver Beswick (All Turf Tasmania) has forwarded itemised quotes to Steve Davies for maintenance of oval surface works to be done to drain underground seepage on ground.
- Discussion held re: quote from Affordable Curtains & Blinds for supply and installation of blinds for clubroom.
- Checklist to be made and forwarded to all Clubs using the facility ensuring kitchen and bar equipment is cleaned at the end of relevant season and ready for appropriate handover.
- Election of Chairperson
- Councillor Jenny Woods nominated Mandy Raspin. Seconded Nerissa Alomes
Mandy Raspin accepted. Carried

Election of Vice Chairperson

Geoff Gadd nominated Steve Davies. Seconded Mandy Raspin
Steve Davies accepted. Carried

- Mandy Raspin asked about possibility of updating/enhancing entrance to Recreation Ground. Supply of material and labour had been offered and discussed at a Triabunna Football Club meeting previously but to date no further action has been taken.
- Jan Sweet reported that Sophie Murfitt from Rotary Club extended thanks for use of facility on 25th March for Cancer Council Relay for Life. The day was a great success and next year's relay is planned for 6th April 2024. Jan to advise Triabunna Senior & Junior Football clubs & Triabunna Cricket Club of date prior to commencement of their seasons.

NEXT MEETING: 25th May, 2023 at 5.30pm

There being no further business, the meeting was declared closed at 7 pm

RECOMMENDATION

That the Minutes of the Triabunna Recreation Ground Advisory Committee meeting held on 30 March 2023 be received and noted.

7 INFORMATION REPORTS

7.1 Director Works and Infrastructure - Peter Porch

Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, 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, 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.

The process for identifying all donated assets from development from the past year has commenced. As-constructed drawings and site measurement and location are used for this process. The new assets are described in the data base, given a value and included in the asset portfolio through the end of financial year, financial audited processes.

CONSULTANT SERVICES

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

- Development – Engineering conditioning and construction review
- Development of scope and design for Old Coach Road and Rheban Road slips.
- Major Project delivery

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Roadside and fire break slashing - Deck mowing completed around certain areas in Swansea.
- Reach Slashing of roadsides not accessible to deck slashing- completed throughout the municipality in April 23.

Unsealed roads

- 3 unsealed road inspections completed

- Springs Rd/Crossing Rd maintenance grade- completed.
- Flacks Rd maintenance grade- May/June
- River & Rocks Rd maintenance grade- May/June
- Old Coach Rd maintenance grade- May/June
- Grange Rd, Swansea- completed.
- Pot holing of Wielangta Rd and Rheban Rd(unsealed sections)- completed

Sealed Roads

- Cold mixing of potholes across the municipality- Ongoing
- Box out road failures:
 1. Road failure- Harold St, Coles Bay- Ag drain installed and is now drying out, awaiting re-seal(been too wet) – reseal completed, more sub drain work required.
 2. Road failure, Cosgrove St, Coles Bay- Ag drain installed and now waiting for pavement to dry out- planning reseal.
 3. Opposite 42 Rosedale Rd, Bicheno- box out completed, awaiting re-seal (has been too wet) - planning reseal, more box outs to do first on Rosedale Rd.
 4. Harvey Farm Rd road failure- boxed out, awaiting seal- planning reseal will be scheduled with Rosedale Rd reseals.
- Milling/box outs and reseal of pavement failures:
 1. Prosser St, Orford- completed.
 2. Elizabeth St, Orford- completed.
 3. Gordon St, Swansea- completed.
 4. St Margarets Crt, Swansea- completed.
 5. Alma Rd, Orford- underway.
 6. Dolphin Sands Rd follow up works- underway 90% completed.
 7. Bradley Drive, Coles Bay- 80% completed.
 8. Triabunna Marina seal failures along in front of PWS building- May 2023

Bridges

- Approved bridge maintenance(TRRA)- (1) Culvert List 50, Orford Rivulet, Wielangta Road - Twin 3.10m dia. 'Multi-plate' Culvert(Completed), (2) List 44 Bridge 100V Unnamed Ck Glen Gala Road(Completed), (3) List 47, Bridge Griffiths Rivulet, Wielangta Road and (4) List 13 Bridge No 2001, Larges Creek, Besnehans Road. Little Swanport(Completed)
- Rosedale Rd bridge- debris and logs need removed from upstream side of bridge- completed.
- Glen Gala bridge, abutment repair- completed.
- 30-minute parking signage for outside Triabunna post office- signage ordered

STORMWATER, DRAINAGE

- West Shelly Rd open draining cleaning- underway.
- Riverside Drive culvert upgrade- underway.
- Drainage issues from dam at #1 Pine Hills Crt- completed.

- Road damage outside 76 Barton Ave due to water runoff- upgraded crossover and installed headwalls- completed.
- Open drain and culvert/cross over maintenance- ongoing across municipality

WASTE MANAGEMENT

- Swansea WTS perimeter fencing- completed.
- Swansea and Bicheno green waste burn- completed.
- Mulching at WTS's- organising another mulching trial with an alternative mulcher than was previously trialed.
- Coles Bay green waste- shredding completed.
- Orford WTS attendant- Contractor resigned from the role – resourcing from Full Time Equivalent staff.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

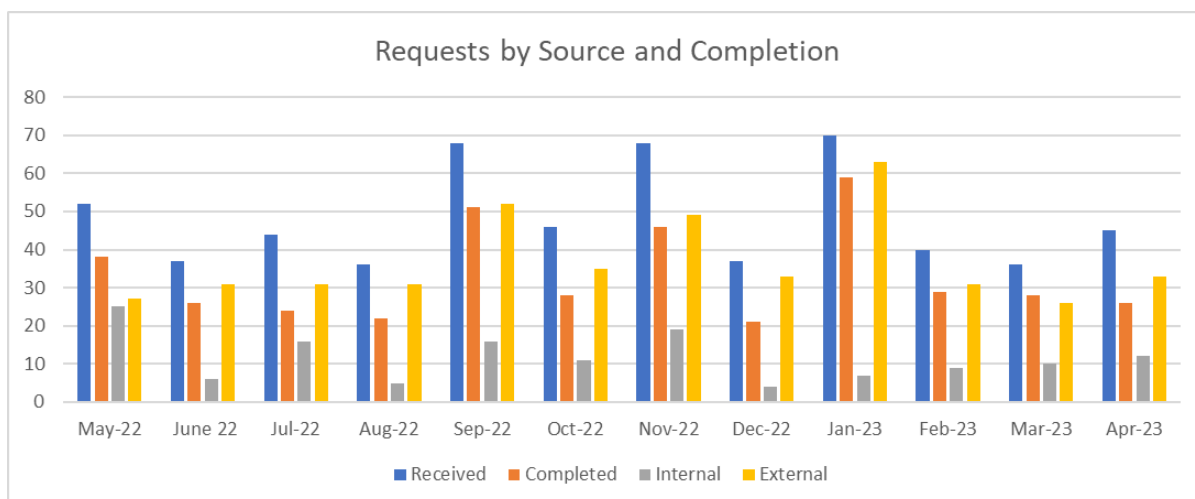
- 3 tree assessments carried out in April.
- Tree trimming in high-risk locations(parks and public spaces) across municipality - Trimming in Coles Bay, Swansea, Bicheno and Orford completed in May 2023.
- Bicheno walking tracks from Murray St to Champ St, southern sides of road - DSG approved TMP.
- Bicheno footpath between Sealife Centre and skate park- boxed out ready for concreting, contractor funded by Bicheno community groups due to start concreting on 15th May.
- Weeding, weed mating and mulching of Cannon Park- completed.
- Extra no bicycle signage for narrow parts of walking track between Luther Pt and Quarry Pt, Orford- signage ordered.
- Re-sheeting of Raspin Beach northern car park- underway
- Re-sheeting of Our Park entry and car park- completed.

EMERGENCY MANAGEMENT

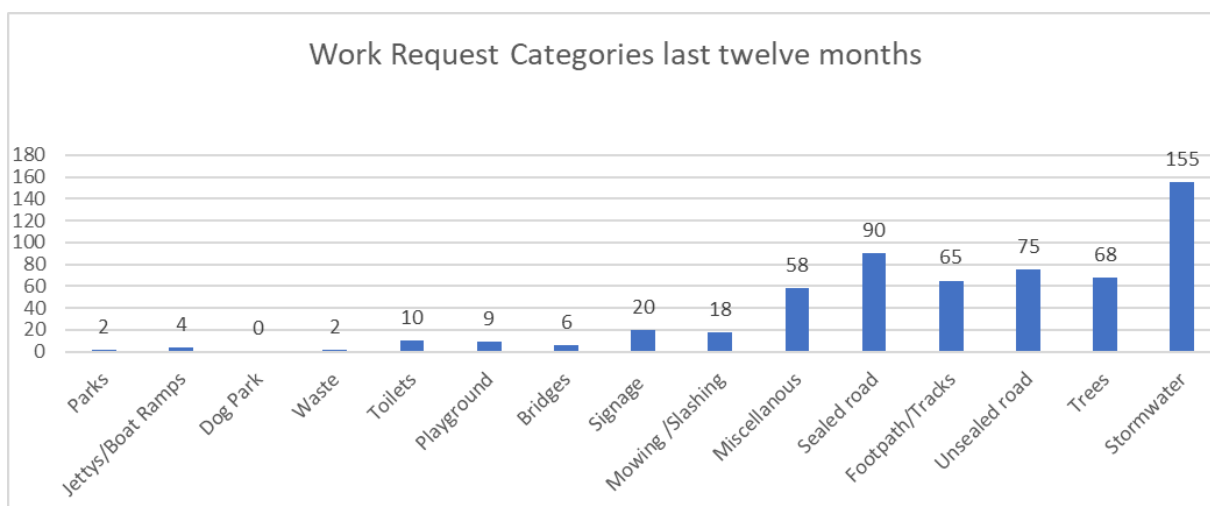
- After hours rostering carried out as scheduled.
- Chair and hosting of Southern Municipal Emergency Coordinators Liaison Forum meeting 2 for 2023 held at Triabunna. Meeting resolved to make a submission to the Future of Local Government Review relating to Emergency Management functionality for local government as it applies to practitioner coordinators.

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.



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:



CAPITAL WORKS

- Reseals and pavement upgrade contract works completed
- Wielangta Road contract awarded. Contractor scheduled to start towards the end of May.
- Bicheno footbridge replacement held up due to State Growth permit requirements. Working through with State Growth.
- Stormwater Projects commencing – New main and Pit to resolve water inundation at 29-31 Tasman Highway Orford
- Heritage report received for stormwater main extension East Shelley Beach Road
- Relining of failed stormwater pipe – Blue Waters Orford to commence late May
- Holkham Crt upstream open drains/creek- scheduling stage 2.
- Bicheno walking bridge(Deep Hollow Creek)replacement- Awaiting DSG approvals.
- Spring Beach public toilet refurbishment- starting on 18th May.
- Triabunna depot toilet/washroom upgrade- Have to have asbestos removed before works can progress.
- Wielangta Rd land slip/corner upgrade- planned to start 22nd May 2023

- Sand River Rd corner upgrade- Planned for June 2023 after Wielangta Rd is completed.

Grant funded

Grant funded projects are progressing:

- Black Summer Bushfire roadwork projects have continued with access improvements carried out on Triangle Marsh Road, Young Street and Burgess St Swansea.
- Tenders have closed for the Bicheno Skatepark and council is working with Bicheno Community Development Association, who has secured funds through the Tasmanian Community Fund, to form a contract with a preferred tenderer.
- Swansea Court House renovations continued.
- Coles Bay Hall Annexe design continued.
- Salt Works Boat Ramp – design progressed to enable Parks Reserve Activity Assessment (RAA) to commence.
- Swansea Cricket Practice Nets – Synthetic grass to install to complete works.
- Coles Bay Walking Track – two tenders for separate stages being awarded.
- Swansea Footpath works continued with works to the end of the supermarket substantially completed.
- Bicheno Gulch – requirements for Parks to inform an RAA approval continued. This is required for Parks support to lodge a DA.
- Bicheno Triangle – Scope review to reduce cost of design continued.

PLANT AND VEHICLES

- One mower replacement to complete

GENERAL

- 151 days since last Lost Time Injury.

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:

- ANZAC day closures facilitated

RECOMMENDATION

That Council notes the information.

7.2 Director Planning and Development - Alex Woodward

Animal Control and Compliance; Building and Plumbing; Environmental Health; Medical Centres; Planning and Property

ATTACHMENT/S

1. Planning application subject to representations table May 2023 [7.2.1 - 2 pages]
2. Planning Determination Appeals as of 09 May 2023 [7.2.2 - 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:

Meetings with the Dog Management Policy Working Group have continued and are nearing a Draft Policy to present to Council. Abatement Notices were issued on re-offending dogs in the Bicheno area which resulted in a positive outcome. Infringement Notices have been issued on unregistered dogs, with a large number of these being submitted to MPES and Tasmanian Collection Agency for recovery of non-payment. Investigations continue for sheep which have been attacked twice by a dog(s) in the Bicheno area recently. We have received consistent complaints of dogs off lead on walking tracks throughout the Municipality.

With the Fire Season now at an end, we are following up on Fire Abatement Notices which were not complied with by issuing infringement notices for non-compliance, with a large number of these being submitted to MPES and Tasmanian Collection Agency for recovery of non-payment.

Building and Plumbing:

Councils Building and Plumbing section have continued to receive a high number of Building and Plumbing Applications from the new financial year. Year to date, 137 Building Applications and 131 Plumbing Applications have been approved by Council's Permit Authority.

Further to this, the volume of 337 certificates have continued to remain steady with 143 processed since July 1, 2022. This demonstrates that the demand for housing in the area is still high.

Officers are continuing to investigate a number of non-compliances throughout our area. There have been several cases of recent illegal works where formal notices have been issued and action taken against the offenders. Compliance actions continue to be undertaken when Officers are alerted to these situations.

Environmental Health:

Council's Environmental Health section continues to undertake the core duties required by legislation. Some of the key outcomes this year include:

- School immunisation program successfully completed in March. Grade 7 and 10 students at the Triabunna District School were vaccinated in accordance with the NHMRC immunisation schedule.
- Environmental complaints up-to-date and completed with a successful outcomes.
- Food businesses inspections up-to-date with a high compliance level with Food Act 2003 and Food Safety Standards.
- Information is being distributed to food businesses in relation to the mandatory Food Safety Supervisor training that comes into effect in December 2023. This will effect approximately 80% of food businesses in the GSB municipal area.
- Reportable notifiable diseases successfully followed up with no links to food businesses in the GSB municipal area.
- Reports of non-compliant wastewater systems investigated and compliance achieved without the need for enforcement action (reports of non-complaint systems are notified to Council via complaints/concerns received form the public, staff or wastewater service agents).

Medical Centres:

Bicheno Medical Surgery:

Bicheno surgery has been focusing on getting everything prepared ready for accreditors to come in and assess the surgery as per the Standards for general practices. This has been the main focus so we can continue servicing the community to the highest standard. There has been locum coverage to help relieve the back log of appointments. A new registered nurse has started to help relieve the pressure off the current nurse and doctors and to provide more services to the community. Successful flu and covid vaccination clinics were also held by the clinic.

Triabunna Surgery:

Staff at the surgery are preparing to start the accreditation process later in the year. Nurses are trying to focus heavily on care plans and health assessments. In addition, the Practice Manager has been lobbying for more access to allied health services to save the community travelling to Hobart. An excellent outcome recently was that the Practice organised the Bone Density Bus to come to Triabunna in which they were booked out and had to add extra days. Held flu and covid vaccination clinics. Successful flu and covid vaccination clinics were also held by the clinic.

Medical Services Tender

The Medical Services Tender was released in April 2023 and closed on the 18th May 2023. An independent panel will review the submissions and present to Council at a future meeting. Due to the commercial nature of this, it will be considered in closed Council.

Planning:

Councils Planning section have continued to receive a steady number of Development Applications from the new financial year. Year to date 250 Development Applications and 30 Subdivision Applications have been approved by Council. There has been a slight decline in

the number of DA's lodged in the month of May, but the year-to-date figures are similar to the 2021/22 financial year.

Presently, Council have 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. At the November Ordinary Council Meeting Council resolved that a bi-monthly report be provided to Council on the approvals where the above delegation was exercised. A report on these approvals is provided in Attachment 1.

Council recently received a grant from the State Government to engage a suitably qualified and experienced consultant to review the existing Structure Plans for the towns of Swansea, Coles Bay, Bicheno and Orford/Triabunna. Quotes are currently being sought from consultants to undertake this work and is expected to be completed prior to June 2024.

A recruitment process for a Statutory Planner resulting from a resignation. We are pleased to welcome Ms Laura Small to GSBC who commenced on the 10th of May. Laura is a qualified Planner and has worked in various roles across Tasmania.

Property Services:

Work has been continuing to identify Crown Leases and Licences, identifying them by number and location and matching to agreement. Once these agreements are identified, a complete report will be provided to Council. An opportunity to review these agreements will follow shortly after.

Staff have now engaged with several commercial tenants of Council owned buildings. New agreements will be drawn up in line with Council's newly adopted Policy. Furthermore, staff are now meeting with community and charity groups to formalise agreements over licensed and leased areas.

A licence agreement covering the Freemans Jetty Extension at Coles Bay has been extended, to include the Jetty extension being completed by MAST.

A list of Council owned properties has now been developed. Staff are currently assessing the strategic value of each site and identifying areas where land is limited. A report on this matter will be presented to Council at a future meeting.

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 receive and note the report on the activities on the Planning and Development Directorate.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Dog Management and Environmental Health Fees and Charges - 2023/24

Author: General Manager (Greg Ingham)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

Nil

PURPOSE

This report seeks Council approval for fees and charges for 2023/24 in respect of Dog Registration and Environmental Health. This approval is required outside of and prior to the budget report (fees and charges) to Council in June to enable licence renewal forms to be developed and distributed prior to the end of this current financial year.

BACKGROUND/OVERVIEW

The report will deal with the Dog Management and Environmental Health services fees and charges as separate items, however the respective fees for 2023/24 have been proposed in accordance with Council's Long Term Financial Management Plan to ensure that appropriate levels of funding are maintained in real terms.

Dog Registration Fees:

All dogs over the age of six (6) months must be registered with Council as per section 8 of the *Dog Control Act 2000* (the Act). Section 9 of the Act provides:

- (1) The owner of a dog required to be registered is to apply for registration to the general manager of the council in the municipal area in which –
 - (a) the owner resides; or*
 - (b) if the dog is a guard dog, the premises guarded by the dog are situated.**
- (2) An application for registration is to –
 - (a) be in an approved form; and*
 - (b) be accompanied by the appropriate registration fee; and*
 - (c) include the microchip number of the dog**

Council takes into consideration a number of factors when setting the relevant dog registration fees under Council's Dog Management Policy, including:

1. The entire system of Dog Control throughout the municipality is dependent on the ability of Council Officers to identify a dog's owner via the dog registration system which is a vital link needed to enforce the regulations and provisions of the Dog Control Act 2000.
2. All dogs six months of age or over are required to be registered.
3. The Council will continue to provide reduced registration fees for desexed dogs in order to reduce the instances of unwanted or abandoned dogs. Fees will be reduced for persons registering their dog before 31st July.

4. A discount will also be offered to pensioners for one dog only, any other dog incurs standard registration fees.
5. All relevant fees will be reviewed annually. The Council will take into consideration other Council's proposed fee structure to ensure all related dog fees maintain a level of consistency.
6. The Council will transfer dog registrations from other Tasmanian Council's at no cost to the dog owner, provided the registration is for the same registration period.
7. A maintenance (pound keeping fee) will be charged for every day impounded. An infringement notice will be issued in accordance with the Dog Control Act 2000 Section 16(1) "failure to ensure a dog is not at large". All fees must be paid before the dog will be released.

The proposed dog registration fees for 2023/24 are as follows:

DOG MANAGEMENT FEES 2023/24

| Type | Unit | 2022-2023 | 2023-2024 |
|---|---------------|---------------------------|---------------------------|
| Non-Desexed Dog (before 30/06/23) | per animal | \$42 | \$45 |
| Non-Desexed Dog (after 30/06/23) | per animal | \$58 | \$63 |
| Desexed dog (before 30/06/23) | per animal | \$26 | \$28 |
| Desexed dog (after 30/06/23) | per animal | \$37 | \$40 |
| Working dogs (before 30/06/23) | per animal | \$21 | \$23 |
| Working dogs (after 30/06/23) | per animal | \$37 | \$40 |
| Dog owned by a pensioner (one desexed dog only) (before 30/06/23) | per animal | \$10 | \$11 |
| Dog owned by a pensioner (one desexed dog only) (after 30/06/23) | per animal | \$22 | \$24 |
| Declared dangerous dog & Restricted Breeds (before 30/06/23) | per animal | \$270 | \$515 |
| Declared dangerous dog & Restricted Breeds (after 30/06/23) | per animal | \$481 | \$515 |
| Registered guide dog/assistance dog | per animal | FREE | FREE |
| Replacement tag | per tag | \$7 | \$8 |
| Release of dog from pound 1 st offence | per release | \$43 | \$46 |
| Release of dog from pound 2 nd and subsequent offences | per release | \$161 | \$173 |
| Daily maintenance charge whilst impounded | per day | \$43 | \$46 |
| Dog Nuisance Complaint Fee (refundable upon confirmation) | per complaint | - | \$50 |
| Kennel Licence – New | per licence | \$127 + Advertising Costs | \$136 + Advertising Costs |
| Kennel Licence – Renewal | per licence | \$38 | \$41 |

ENVIRONMENTAL HEALTH CHARGES

Upon review, it is recommended to increase most charges slightly using CPI and rounding up to the nearest dollar. Some other charges have been increased to reflect the cost of delivering the service by Council.

| Type | Unit | 2022-2023 | 2023-2024 |
|--|----------------|---|---|
| Food Business Registration Fees | | | |
| Temporary Food Registration | per event | \$30 | \$33 |
| Temporary Food Registration local community (non profit organisation) | per event | FREE | FREE |
| Classification Priority 1 | per licence | \$284 | \$304 |
| Classification Priority 2 | per licence | \$214 | \$229 |
| Classification Priority 3 | per licence | \$145 | \$156 |
| Classification Priority 3 (notify only) | one off fee | \$30 | \$33 |
| Classification Priority 4 (notify only) | one off fee | \$30 | \$33 |
| Not for profit (Sporting & Community Groups, Charities etc) | per licence | Free | Free |
| Assessment of Plans for Commercial Kitchen (Form 49) | per assessment | \$236 | \$253 |
| Inspection and Occupancy Report for commercial kitchen (Form 50) | per report | \$236 | \$253 |
| Miscellaneous Health Fees | | | |
| Place of Assembly Licence – specific event | each licence | \$85 | \$91 |
| Place of Assembly Licence – specific event (local community non-for-profit organisation) | | FREE | FREE |
| Swimming pools/spas samples (request /non investigative) | | Cost of analysis + \$147 /hr or part there-of | Cost of analysis + \$158 /hr or part there-of |
| Commercial Water Carriers Permit | for one year | \$85 | \$91 |
| Regulated system registration-new | each | \$107 | \$115 |
| Public Health Risk Activities (tattooists, skin penetration)– Business application and renewal | each | \$85 | \$91 |
| Public Health Risk Activities (tattooists, skin penetration)– Operator application and renewal | each | \$50 | \$54 |
| Private Water Supplier Permit | each | \$85 | \$91 |
| Caravan Licence | each | \$247 | \$265 |
| Permit for burial of human remains on private land | each | \$182 | \$195 |

STRATEGIC PLAN REFERENCE

Guiding Principles

7. Communicate and explain Council's decisions and reasons in an open and timely manner.

Key Foundations

1. Our Governance and Finance

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.

STATUTORY IMPLICATIONS

Section 205 and 206 of the *Local Government Act 1993* outline the requirements in relation to fees and charges.

BUDGET IMPLICATIONS

There are no material human resource implications. In terms of financial implications, it is noted that the fee increases are nominal and align with Council's budget and long-term financial plan.

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|------------|----------------|--------|---|
| Adopt the recommendation With any increase in fees, there is a risk that some parties may be dissatisfied. | Minor | Possible | Low | Ensure that the content of the report is considered in open Council to outline the rationale for the increases. Demonstrate that the fees are largely in line or lower than neighboring Councils. |
| Do not adopt the recommendation If identified fee structure is not adopted as recommended, then the reduction of operating deficit of the Development Services Directorate of Council is less optimal. | Minor | Almost Certain | Medium | Council could adopt the proposed fees or provide alternatives. |

OFFICER'S COMMENTS

It is recommended to proceed with the proposed increase to the fees and charges to ensure that some funds are recovered for the work that Council Officers complete. Generally speaking the income received from the licensing/registration process do not cover the costs of delivering the services. However, with slight increases this will go towards an improved model of cost recovery.

OFFICER'S RECOMMENDATION

That Council:

1. Approve the following Dog Management fees for the 2023/24 financial year (effective 1 July 2023):

| Type | Unit | 2022-2023 | 2023-2024 |
|---|---------------|---------------------------|---------------------------|
| Non-Desexed Dog (before 30/06/23) | per animal | \$42 | \$45 |
| Non-Desexed Dog (after 30/06/23) | per animal | \$58 | \$63 |
| Desexed dog (before 30/06/23) | per animal | \$26 | \$28 |
| Desexed dog (after 30/06/23) | per animal | \$37 | \$40 |
| Working dogs (before 30/06/23) | per animal | \$21 | \$23 |
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| Dog owned by a pensioner (one desexed dog only) (before 30/06/23) | per animal | \$10 | \$11 |
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| Declared dangerous dog & Restricted Breeds (before 30/06/23) | per animal | \$270 | \$515 |
| Declared dangerous dog & Restricted Breeds (after 30/06/23) | per animal | \$481 | \$515 |
| Registered guide dog/assistance dog | per animal | FREE | FREE |
| Replacement tag | per tag | \$7 | \$8 |
| Release of dog from pound 1 st offence | per release | \$43 | \$46 |
| Release of dog from pound 2 nd and subsequent offences | per release | \$161 | \$173 |
| Daily maintenance charge whilst impounded | per day | \$43 | \$46 |
| Dog Nuisance Complaint Fee (refundable upon confirmation) | per complaint | - | \$50 |
| Kennel Licence – New | per licence | \$127 + Advertising Costs | \$136 + Advertising Costs |
| Kennel Licence – Renewal | per licence | \$38 | \$41 |

2. Approve the following Environmental Health fees for the 2023/24 financial year (effective 1 July 2023):

| Type | Unit | 2022-2023 | 2023-2024 |
|---|-------------|-----------|-----------|
| Food Business Registration Fees | | | |
| Temporary Food Registration | per event | \$30 | \$33 |
| Temporary Food Registration local community (non profit organisation) | per event | FREE | FREE |
| Classification Priority 1 | per licence | \$284 | \$304 |
| Classification Priority 2 | per licence | \$214 | \$229 |

| | | | |
|--|----------------|---|---|
| Classification Priority 3 | per licence | \$145 | \$156 |
| Classification Priority 3 (notify only) | one off fee | \$30 | \$33 |
| Classification Priority 4 (notify only) | one off fee | \$30 | \$33 |
| Not for profit (Sporting & Community Groups, Charities etc) | per licence | Free | Free |
| Assessment of Plans for Commercial Kitchen (Form 49) | per assessment | \$236 | \$253 |
| Inspection and Occupancy Report for commercial kitchen (Form 50) | per report | \$236 | \$253 |
| Miscellaneous Health Fees | | | |
| Place of Assembly Licence – specific event | each licence | \$85 | \$91 |
| Place of Assembly Licence – specific event (local community non-for-profit organisation) | | FREE | FREE |
| Swimming pools/spas samples (request /non investigative) | | Cost of analysis + \$147 /hr or part there-of | Cost of analysis + \$158 /hr or part there-of |
| Commercial Water Carriers Permit | for one year | \$85 | \$91 |
| Regulated system registration-new | each | \$107 | \$115 |
| Public Health Risk Activities (tattooists, skin penetration)– Business application and renewal | each | \$85 | \$91 |
| Public Health Risk Activities (tattooists, skin penetration)– Operator application and renewal | each | \$50 | \$54 |
| Private Water Supplier Permit | each | \$85 | \$91 |
| Caravan Licence | each | \$247 | \$265 |
| Permit for burial of human remains on private land | each | \$182 | \$195 |

8.2 Swansea Loo with a View future

Author: General Manager (Greg Ingham)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

Nil

PURPOSE

To enable Council to make a decision on the future of the 'second' Loo with a View proposed for Swansea.

BACKGROUND/OVERVIEW

At an Ordinary Meeting of Council on 26 September 2017 Council approved by 4 votes to 3, a development application for the construction of two public toilet buildings at the Swansea foreshore, west of Jetty Road with access from Franklin Street. Both buildings (Loo's with a View) were to incorporate a view over the foreshore and Freycinet Peninsula beyond. One of the toilets, designed to be an all-abilities accessible structure was installed in 2018 on the Franklin Street boardwalk/footpath area and is fully operational. This toilet was designed to incorporate a view and has proven popular with visitors. It is known as the Loo with a View.

The second Loo with a View was designed to sit on four turpentine piles and included an elevated walkway linking the Loo to the existing boardwalk/footpath on Franklin Street. The poles were installed but when the builders were ready to position the toilet onto the piles the structural engineers had concerns over the integrity of the piles.

In November 2019 Council received a 59-signature petition on behalf of Swansea residents to reconsider the construction and position of the elevated second Loo with a View. The petitioners were opposed to the location within the park mainly on the basis of cost to construct and intrusion the structure would have on scenic views from the street.

At a 28 January 2020 Ordinary Meeting Council considered a report on the second Loo with a View from the Manager of Building and Marine Infrastructure. This report recommended (verbatim) that council consider all options for the position of the second Loo with a View and make a decision on where best to install it. The motion was carried unanimously. A subsequent motion for Council to defer to community consultation was put and carried 4 votes to 2.

The General Manager has been made aware that the view from the proposed elevated Loo would overlook a children's playground. The General Manager also has concerns about the proposed elevated walkway, accessibility, and ongoing responsibilities to ensure the structural integrity of the facility.

In November 2022 Council undertook a community survey to determine the level of support for continuing with installation of the second Loo with a View. The result of the survey was

reported to Council at its 13 December 2022 Ordinary Meeting – 64% of the 114 responses to the survey did not want to see the Loo installed. The 13 December report recommended the General Manager provide a further report on alternative options for the structure.

It should be noted that there are three public toilet facilities, two in very close proximity, in the Swansea foreshore area. Comment was also made re this in the community survey.

STRATEGIC PLAN REFERENCE

Guiding Principles

1. Balance economic and tourism growth whilst preserving our lifestyle, celebrating our rich history and protecting the region's unique and precious characteristics.

Key Foundations

4. Infrastructure and Services

What we plan to do

- Maintain public amenities and recreational facilities.

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

There is currently no capital allocation to install the structure. A budget adjustment for the current financial year, or budget provision in the 2023/24 financial year, would be required in the estimated order of \$15 to \$20k.

There would be minor costs to remove the existing turpentine pole superstructure that was installed to support the second Loo with a View. These costs could be defrayed by on selling the timber.

RISK CONSIDERATION/S

The second Loo with a View is currently sitting idle in storage at the Swansea depot, providing no value to the community.

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|---|------------|-------------|----------|--|
| Adopt the recommendation | Possible | Moderate | High | Communicate the rationale for the decision. |
| There may be some members of the community that are not pleased with the outcome and may voice these concerns. | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Review and reconsider at a future Council Meeting. |
| The matter remains unresolved with the risk of further discontentment and uncertainty in the community. Requirement for unbudgeted for costs. | | | | |

OFFICER'S COMMENTS

In considering all the aspects and history of this matter, it is the General Manager's opinion that it is in Council and the Community's best interest to not consider the location of another public toilet near the existing all abilities Loo with a View. It is also the General Manager's opinion that the second Loo with a View should be sold to defray costs rather than look to install the structure at another location as this toilet has been designed for a reticulated water site, but more specifically for an elevated site at Swansea.

OFFICER'S RECOMMENDATION

That Council resolve:

1. That the turpentine piles are removed, and repurposing of the stumps considered, and the poles sold, and
2. That the Loo with a View, currently in storage at Swansea depot, is sold.

8.3 Nomination of Councillor to Municipal Emergency Management Committee

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

Nil

PURPOSE

To recommend that Council nominates a new Council representative on Municipal Emergency Management Committee, following the resignation of Cllr Greg Luck on 6th May 2023.

BACKGROUND/OVERVIEW

Following the Council elections in October 2022, Council appointed Cllr Greg Luck to the Municipal Emergency Management Committee.

On the 6th May 2023, Cllr Greg Luck, wrote to Mayor Cheryl Arnol advising that as of the 6th May 2023 he would be resigning from the Municipal Emergency Management Committee due to conflicts.

About the Municipal Emergency Management Committee:

Section 20 of the *Emergency Management Act 2006* establishes the Glamorgan Spring Bay Emergency Management Committee within the Tasmanian emergency management framework for the Southern Region.

Section 22 of the *Emergency Management Act 2006* outlines this committee's purpose and functions generally as: "... to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area, or in the case of a combined area, in the municipal area that constitutes the combined area, including the preparation and review of the Municipal Emergency Management Plan and Special Emergency Management Plans that relate to emergency management ..."

As prescribed under the *Emergency Management Act 2006*, Director of Works and Infrastructure, Mr Peter Porch, is the Council Municipal Emergency Management Coordinator (MEMC). Works Manager, Mr Darren Smith, is the Deputy Emergency Management Coordinator.

STRATEGIC PLAN REFERENCE

Guiding Principles

2. Reinforce and draw on the strengths of our communities at both a local and regional level.

Key Foundations

2. Our Community's Health and Wellbeing

What we plan to do

- Create an informed and involved community by developing relevant and accessible communication channels.

STATUTORY IMPLICATIONS

- *Emergency Management Act 2006*

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 | Possible | Moderate | Moderate | Review and present to Council at a future Council Meeting. |
| Council may not have representation on the above-mentioned committee. | | | | |

OFFICER'S COMMENTS

To ensure there is adequate representation by Council on the above-mentioned committee it is recommended that Council appoints a Council representative as soon as possible.

The Municipal Emergency Management Plan identifies the Mayor as the first option in assuming the role of committee chairperson without limiting council's or the Mayor's capacity to delegate. The chairperson is supported by the MEMC as Executive Officer.

As the Mayor is the designated spokesperson for the Municipality in the event of an emergency, there is value in the Mayor becoming familiar with key aspects of the activity through engagement with the regular meetings. The committee meets a minimum of two times per year.

OFFICER'S RECOMMENDATION

That Council appoint Mayor Cheryl Arnol to the Municipal Emergency Management Committee, effective 23 May 2023.

8.4 Community Small Grant Application - Families Tasmania

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Small Grant Application - Families Tasmania [8.4.1 - 3 pages]
2. Families Tasmania Project Information [8.4.2 - 1 page]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 for a contribution towards Baby and Child First Aid Sessions in Glamorgan Spring Bay.

BACKGROUND/OVERVIEW

Small Grant funding is available to assist the undertaking of programs and activities within the Glamorgan Spring Bay municipal area. The assessment criteria is outlined in the Community Small Grants Fund policy, including:

- Grants are restricted to \$1,000, with exceptions up to \$1,500 at Councils discretion.
- Grants are available to not for profit individuals, community organisations and groups.
- Grants are intended to assist projects that (1) address relevant community issues of significance (2) are initiated within the community and actively involve local people and (3) improve access and encourage wider use of facilities.

Families Tasmania in partnership with Baby + Child First Aid Tas, offer affordable community First Aid for Infant and Toddler information sessions; giving confidence when it matters!

This application from Families Tasmania, dated 10 April 2023 is to seek \$1,000 to provide two community Baby and Child First Aid Tasmania sessions to any parents, grandparents or adults in parenting roles who care for children of any age from babies to teenagers in the Glamorgan Spring Bay area free of charge.

Topics covered in these session will include:

- Safety promotion / injury prevention
- Baby and child CPR
- Choking
- Poisoning
- Burns
- Temperature management / febrile convulsions
- Allergies / anaphylaxis
- Head injury
- & much more...

Estimated costs for event activities to be covered by Community Small Grant funding:

| Item | Cost |
|-----------------------------|----------------|
| First Aid Trainer Session 1 | \$500.00 |
| First Aid Trainer Session 2 | \$500.00 |
| Total | \$1,000 |

STRATEGIC PLAN REFERENCE

Guiding Principles

2. Reinforce and draw on the strengths of our communities at both a local and regional level.

Key Foundations

2. Our Community's Health and Wellbeing

What we plan to do

- Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

Section 77 of the Local Government Act 1993 outlines the statutory requirements in relation to grants.

77. Grants and benefits

(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.

(1A) A benefit provided under subsection (1) may include –

- a. in-kind assistance; and*
- b. fully or partially reduced fees, rates or charges; and*
- c. remission of rates or charges under Part 9.*

(2) The details of any grant made or benefit provided are to be included in the annual report of the council.

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$30,000 Community Small Grants Program provision in the 2022/23 budget. As at 30 April 2023 there is \$19,357 of the budget available to support this application.

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|---|------------|-------------|----------|--|
| Adopt the recommendation | | | | Nil |
| Nil | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Council provide alternate funding support options and or ideas for Maria Voices for the funding. |
| Families Tasmania may not find alternate funding to be able provide the training free of charge to the community. | | | | |

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

Integrity Assessment:

The Families Tasmania are a registered incorporated association **Registration Number:** # 03231C

CRITERIA ASSESSMENT

| | |
|--|-----|
| Funding value is within the acceptable allowance | Yes |
| Applicant is a not-for-profit community organisations and groups or individual | Yes |
| Grant is to assist projects that: 1. address relevant community issues of significance – 2. are initiated within the community and actively involve local people (3) improve access and encourage wider use of facilities | Yes |

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to **Families Tasmania** to provide Baby and Child First Aid Sessions in Glamorgan Spring Bay.

8.5 New Street Names - Subdivisions Swansea, Spring Beach and Bicheno

Author: Senior Planner (James Bonner)

Responsible Officer: Director Planning and Development (Alex Woodward)

ATTACHMENT/S

NIL

PURPOSE

To recommend that Council supports the naming of three new streets:

1. Syntax Drive located in a new residential subdivision situated on the southeast corner of the Tasman Highway and Gordon Street, Swansea approved by SA2021/05.
2. Cumming Place located in a new residential subdivision located off Rheban Road, Spring Beach approved by SA2018/03.
3. Shale Way located off Industrial Road in the new industrial subdivision south of the Bicheno township.

BACKGROUND/OVERVIEW

When a subdivision results in the construction of new roads, new street names are required. The assignment of place names, such as street names, is regulated under the *Place Names Act 2020* (the Act). Under the Act, Council is the responsible authority for the naming of roads and streets in accordance with the [Tasmanian Place Naming Guidelines](#).

Once a preferred name is chosen, the process must follow that outlined in the [Tasmanian Place Naming Guidelines](#). In the first instance, proposals for new street names must be directed to the relevant road authority, being Council in this instance.

Under the Act there are requirements for consultation. The level of consultation depends on the type of feature to be named, the significance to the community, and any impacts on any individual. There are no specific consultation requirements for naming new roads.

If Council supports the proposed names they are then submitted to [Placenames Tasmania](#) for final approval.

Once approved, the new names will be published on subsequent mapping publications and on the Land Information System Tasmania (the LIST).

1. The Syntax Drive Proposal

The developer has investigated a number of names that have not been able to be pursued due to the names not meeting the nomenclature requirements of Place Names. The developer has put forward the name Syntax Drive for consideration by Council and provides the following rationale for the name.

Dr Syntax was an artist who decides to make his fortune by traveling to rural locales and then drawing and describing them for publication". In one of the books, Dr Syntax was "in search

of the perfect countryside”; Syntax Dr would be a good name for a street in the perfect countryside.



Figure 1 – Location Source: LISTMap



Figure 2 – Approved subdivision plan

2. The Cumming Place Proposal

The developer provides the following rationale for the name for consideration by Council.

The name Cumming originated in Scotland, with the old spelling of the clan's name as Comyn, then later spelt Cumming, Cummings, and other variations. Perhaps the most well-known head of the Clan was John 'the red' Comyn who was famously murdered by Robert the Bruce in the Dumfries Church during the Scottish Wars of Independence.

The new street has been developed by John Paul Cumming (director of Frasgilmont Pty Ltd) a descendant of the Clan who also shares the first name John. Members of the Cumming Clan settled in Australia in the 1800's in various states with various Cumming's establishing agricultural and forestry enterprises. The Cumming Brothers name was closely linked with timber mills in the northwest of Tasmania, with local place names now bearing the Cumming name on the north-west coast and Meander Valley areas. Other members of the Cumming family were involved in the local forestry industry including supplying equipment to the former Triabunna timber mill which can be seen from the property across the bay. Members

of the family have owned and farmed a number of agricultural properties in southeast Tasmania, with members still involved in local agriculture today.

The developer himself is also a past employee of North Forest Products who operated the Triabunna mill for many years. The Cumming name has therefore a long association with agriculture and forestry in the southeast area and Tasmania more broadly, and no other road or street bears the name Cumming in the southern region.



Figure 3 - Location

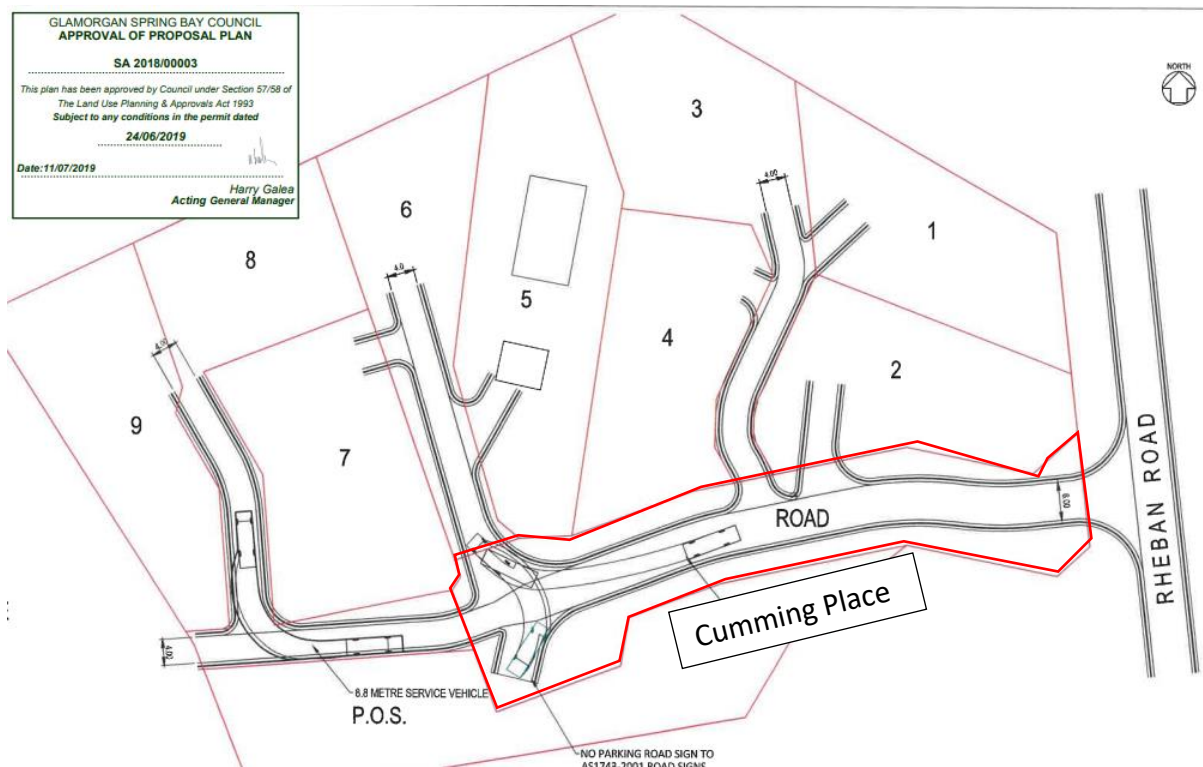


Figure 4 – Approved Subdivision Plan

3. The Shale Way Proposal

The developer has proposed Shale Way as the name for the new street coming off Industrial Road that provides access to the Bicheno Waste Transfer Station in the Bicheno Industrial subdivision. This name is a continuation of the minerals theme with other roads in the subdivision named Granite Ave and Basalt Way.



Figure 5 - Location

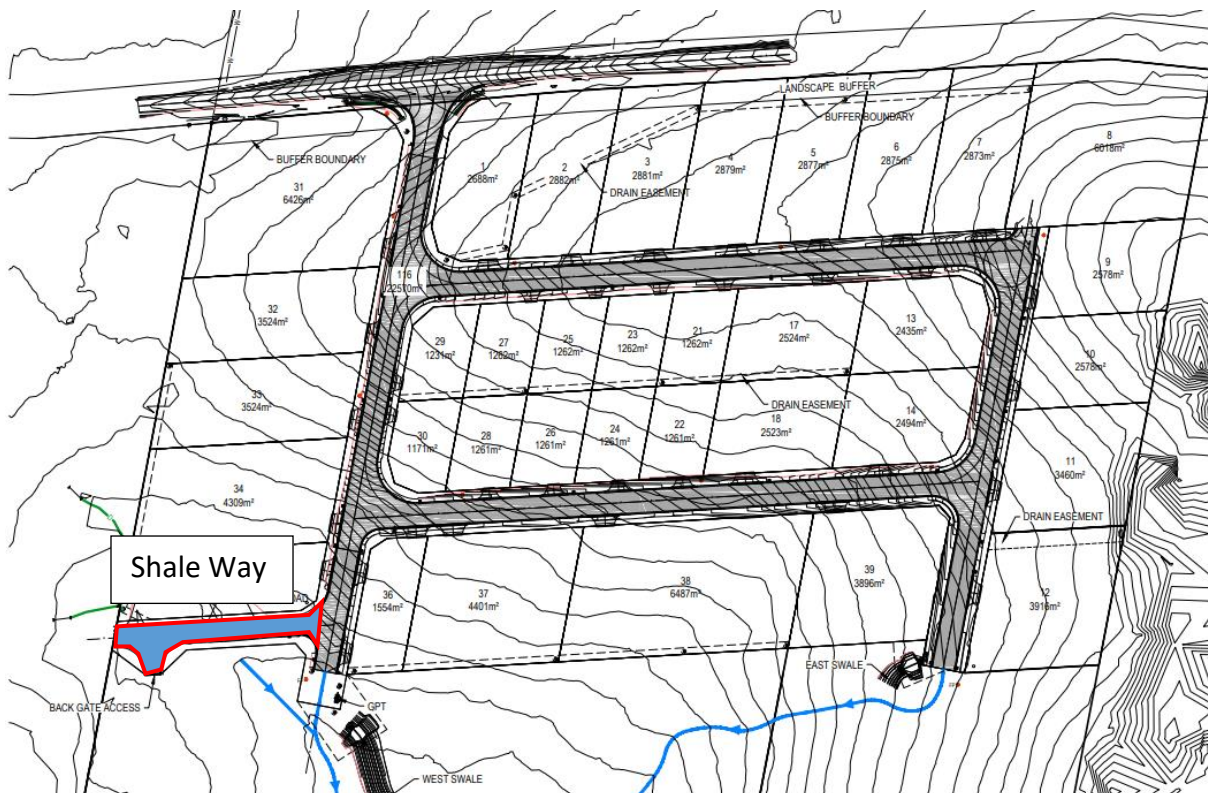


Figure 6 – Approved Subdivision Plan

STRATEGIC PLAN REFERENCE

Guiding Principles

7. Communicate and explain Council's decisions and reasons in an open and timely manner.

Key Foundations

4. Infrastructure and Services

What we plan to do

- Sustain a safe and well-maintained road network across the municipality.

STATUTORY IMPLICATIONS

Roads are required to be named in accordance with the *Place Names Act 2020*.

BUDGET IMPLICATIONS

There are no material financial implications arising from the recommendations of this report.

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|------------|-------------|----------|--|
| Adopt the recommendation | | | Low | Ensure the decision is made in open Council. |
| There may be some risk that the community feels the consultation was insufficient. | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Provide direction on alternative street names for the residential subdivisions in Swansea, Spring Beach and Bicheno. |
| The new streets remain unnamed. | | | | |

OFFICER'S COMMENTS

[Placenames Tasmania](#) is a register of place names in Tasmania. It can be searched to ascertain if a name has already been used. Searches of Placenames reveals that the names proposed are available for use.

With regard to the consultation process, the choosing of street names for a new subdivision warrants community consultation by Council, though it is noted there are no specific requirements as to how consultation should be undertaken. As each street is located within a new subdivision, it is considered that the publication of the report in the Council agenda, and consideration by Council would provide adequate community consultation.

OFFICER'S RECOMMENDATION

That Council resolve to support the proposed street names Syntax Drive, Swansea; Cumming Place, Spring Beach; and Shale Way, Bicheno and submits the names to Placenames Tasmania for approval.

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

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 18 April 2023**
As per the provisions of Regulation 15 (2) (a) and (d) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into Closed Session at [time].

The Mayor to confirm that the recording has been terminated.

13 CLOSE

The Mayor to declare the meeting closed at [time].

CONFIRMED as a true and correct record.

Date:

Mayor Cheryl Arnol