

## Ordinary Council Meeting - 24 September 2024 Attachments

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## MINUTES OF MEETING

**Committee:** Glamorgan Spring Bay Council Audit Panel  
**Chairperson:** Heather Salisbury  
**Executive Officer:** Greg Ingham  
**Meeting Date:** Tue 4 June 2024 9.30am  
**Location:** Council Office Triabunna and online via Microsoft Teams

**Invitees:**

Heather Salisbury	Independent Panel member (Chair)	Present
Ric de Santi	Independent Panel member	Online
Clr Rob Churchill	GSBC Councillor Panel member	Present
DepMyr Clr Mike Symons	GSBC Councillor Panel member	Absent
Greg Ingham	GSBC General Manager	Present
Elysse Blain	GSBC Director Corporate & Community (Minutes)	Present
Mary Oyeyiola	GSBC Accountant	Present

### 1. Preliminaries

- a) Conflict of interest declaration.

Person	Association	Risk/Conflict
Ric de Santi		Nil
1.	Launceston City Council Audit Panel - Chair	Nil
2.	Sorell Council Audit Panel - Chair	Nil
3.	Glenorchy City Council Audit Panel - Member	Nil
4.	Tasmanian Community Fund – Southern Board Member	Nil
5.	Port Arthur Historic Site Management Authority – Director and Chair Audit, Risk and Governance Committee	Nil
6.	Brighton Council Audit Panel Chair	Nil
7.	South Australian Auditor General office audit committee member	Nil
8.	UTAS casual academic	Nil
9.	Audit Committee of Australian accounting standards board + Australian auditing and assurance standards board	Nil
10.	President CPA Australia (Tasmania Branch)	Nil
Heather Salisbury		Nil
1.	Glenorchy City Council Audit Panel	Nil
2.	Clarence City Council Audit Panel	Nil
3.	Sorell Council Audit Panel	Nil
4.	Ten Lives Board Member	Nil

### 2. Confirmation of previous minutes 27<sup>th</sup> February 2024.

- a) True and correct. Need to ensure Council is advised that minutes submitted for noting are unconfirmed.  
b) Heather Salisbury to add as Sorell Council Audit Panel and to remove as consultant to Kingborough.



**3. Actions arising from previous Minutes**

- a) Included in below. All transferred to this agenda.

**4. Financial Reports 30 April 2024**

- a) Received and noted
- b) Discussed variances including vacancies, contributions, delays to capital works due to market unavailability.

**5. Budget 2024-25 discussion**

- a) Discussed significant changes in some property valuations resulting from the recent Office of Valuer General revaluations.
- b) Noted that CPI is not a reasonable measure for the costs Council incurs particularly in regard to construction.
- c) Recommendation to avoid the use of percentage comparisons where possible and to use absolute values to assist in avoiding confusion and unrealistic comparisons.
- d) Budget should be in alignment with the LTFMP and LTFMP requires annual updating to reflect any variations.
- e) A rates income value that is too low this year will require higher income in subsequent years.

**6. Review of Strategic Plan & Long Term Financial Management Plan**

- a) The 10 year Strategic plan that was updated this year reads well.
- b) Annual plan is still in development and will go through Manex
- c) LTFMP will be reviewed following completion of the budget. Guidance to be provided from facilitated Council workshops determining medium term Council objectives that have financial implications. **Action** Greg.

**7. Audit Questionnaire**

- a) The draft audit questionnaires will assist to review external audit performance with one for the panel and one for management to complete. **Action** Ric

**8. AG response to Parliament on findings**

- a) Panel recommends to initiate a register that will monitor any audit findings. The Panel can then record Management responses and provide oversight of these on behalf of Council. **Action** Ric to provide a draft template.
- b) In response to the AG recommendation that councils should endeavor to achieve budget capital expenditure, the GM confirmed that Council uses its best endeavors to achieve its capital program but it is difficult to secure contractors to undertake this work.
- c) . The GM also advised that process and rigor underpinned by condition assessments is what informs decisions about assets future remaining lives. Invite Pete Porch to a future meeting to discuss the audit findings.
- d)
- e) Private works review discussion. GSB has policy publicly available but was not fully compliant with the documented processes.
- f) TAO Audit strategy for 2024 hasn't been released. **Action** Elysse to chase up.

**9. TAO client info sessions**

- a) Heather attended online. Elysse attended in person. Nothing new to report.

**10. Audit Panel Charter**

- a) Current draft includes the updates on the observers. To be submitted to Council for approval. **Action** Elysse.



**11. Annual Work Plan**

- a) The current work plan will be rolled over to 2024 pending further refinement of a new work plan template.

**12. Risk and Opportunity Framework**

- a) Progress to be further considered at Manex. Look to engage WLF to workshop to update elected members. **Action** Greg

**13. General Manager's update – emerging risks**

- a) HR  
 b) Rates exemptions  
 c) Cohealth and Medical incentives  
 d) Medical levy to be absorbed into General rates.  
 e) Tas Collection Services debtors  
 f) State grants and MOU  
 g) S137 sale of land  
 h) Marina viability.  
 i) Planning scheme issues and costs to council.  
 j) Greg to send Mike Mogridge presentation  
 k) OVG pack.

**14. Items referred to Audit Panel (if any)**

- Nil

**15. Other business**

- Nil

**16. Next Meeting:**

- Tue 3 Sept 2024 9.30am send out proposed calendar with this invite.

**17. Close**

- Closed 11.20am

**Action Summary**

Meeting	Item	Action Item	Who	Status
Feb 24	7	LTFMP workshop following Strategic Plan review	Elysse	ongoing
Feb 24	5	Auditor assessment questionnaire	Ric	ongoing
Feb 24	8	Audit Panel Charter further update	Heather	Close
Feb 24	9	Update draft workplan with Chair	Elysse	Close
Feb 24	10	Present Councillor risk assessment to Councillor workshop	Elysse/Greg	Ongoing
Jun 24	6	Initiate facilitator to action Term plan (??)	Greg	New
Jun 24	7	Audit Questionnaire See Item 5 above	Ric	New
Jun 24	8a	Audit findings register	Ric	New
Jun 24	8f	TAO strategy not received.	Elysse	Done
Jun 24	12	Risk and Opportunity review	Greg	New

Presented at Council meeting dated:

Signed by Audit Panel Chairperson:

\_\_\_\_\_  
 Heather Salisbury

\_\_\_\_\_  
 Dated



## MINUTES OF MEETING

**Committee:** Glamorgan Spring Bay Council Audit Panel  
**Chairperson:** Heather Salisbury  
**Executive Officer:** Greg Ingham  
**Meeting Date:** Tue 3 Sept 2024 9.30am  
**Location:** Council Office Triabunna and online via Microsoft Teams  
**Invitees:**

Heather Salisbury	Independent Panel member (Chair)	Present
Ric de Santi	Independent Panel member	Present
Clr Rob Churchill	GSBC Councillor Panel member	Present
DepMyr Clr Mike Symons	GSBC Councillor Panel member	Online
Greg Ingham	GSBC General Manager	Absent
Elysse Blain	GSBC Director Corporate & Community (Minutes)	Present
Mary Oyeyiola	GSBC Accountant	Present

### 1. Preliminaries

- a) No apologies
- b) Conflict of interest declaration.
  - a) Ric appointed the chair of the Audit and risk committee at the Tas dept of finance

### 2. Confirmation of previous minutes 6<sup>th</sup> June 2024.

- a) True and correct.

### 3. Actions arising from previous Minutes

- a) All transferred to this agenda.
- b) Noting that the new update audit panel charter was approved by council at meeting 2024.05
- c) Debtors will defer to the next meeting
- d) Discussion to include at future Panel meeting for Director Works & Infrastructure Peter Porch to attend to discuss Auditor General discussion on asset lives. (invitation sent). **Action** Elysse
- e) Private works report – outcomes to be added to the audit registers. **Action** Mary

### 4. Financial Reports 31 July 2024

- a) Received and noted
- b) Discussed changes to marina fees based on new lease.

### 5. Budget 2024-25 finalisation

- a) The budget for 2024-25 was voted in unanimously 8/8.
- b) Good robust discussions were had with the elected members creating a good understanding of the business requirements in addressing community needs.
- c) There were significant impacts on the revenue based on the fresh valuations from the office of the valuer general.
- d) Determining the final cents per dollar of the rate user groups, there was extensive modelling to minimise the impact on as many groups as possible
- e) Noted and agreed with the timely references from the local government act to tax principles and the Long term financial management plan, indicating relevance to the strategic plans already established. Also reminder of the asset maintenance backlog, indicating maturity of the work underway.



**6. Review of Strategic Plan & Long Term Financial Management Plan**

- a) The existing plan is on the web. Will be reviewing this in conjunction with the updated Asset Management Plans and updated Strategic Plan.

**7. Draft 2023-24 financial statements**

- a) The draft statements for last year show a good story. The management indicators demonstrate the recovery to getting to underlying surplus. Ratios. Generally all the ratios are trending in the right direction.
- b) The cash position is noted and is starting to improve
- c) Noted that there was no need to adjust the useful lives relative to the other councils.

**8. Management of landfill sites Audit**

- a) Upcoming TAO audit for landfill, includes remediation and monitoring.

**9. Audit Strategy**

- a) Audit due to commence 16<sup>th</sup> September and likely to be desktop approach.
- b) Martin Thompson will be taking over from Jeff Tongs.

**10. Audit Review evaluation**

- a) Will initiate after audit conclusion in Oct-Nov 2024.
- b) Will request TAO to attend the next Audit meeting in November. **Action** Elysse

**11. State Grants Commission**

- a) Ongoing issue with GSBC not receiving an equitable balance of the discretionary funds pool. Have raised with State Grants Commission, Local Government Minister, State Liberal members, Federal Parliament members. GSBC remains the lowest recipient by far despite the oldest population municipality in the state.

**12. Risk and Opportunity Framework**

- a) R&O to raise at Manex **Action** Greg. Look to engage WLF to workshop to update elected members.

**13. General Manager's update – emerging risks**

- a) n/a

**14. Items referred to Audit Panel (if any)**

- Nil

**15. Other business**

- Audit panel annual report to Council to be aligned with the annual report. **Action** Heather

**16. Next Meeting:**

- Tue 26 Nov 2024 9.30am send out proposed calendar with this invite.

**17. Close**

- Closed 11.14am

**Action Summary**

Meeting	Item	Action Item	Who	Status
Feb 24	7	LTFMP workshop following Strategic Plan review	Elysse	ongoing
Feb 24	5	Auditor assessment questionnaire	Ric	ongoing
Feb 24	10	Present Councillor risk assessment to Councillor workshop	Elysse/Greg	Ongoing
Jun 24	6	Initiate facilitator to action Term plan	Greg	New
Jun 24	7	Audit Questionnaire	Ric	New
Jun 24	8a	Audit findings register	Ric	New
Jun 24	8f	TAO strategy not received.	Elysse	Done
Jun 24	12	Risk and Opportunity review	Greg	Outstanding



Sep 24	3d	Asset Useful lives TAO review. Discuss with Works Director next meeting. Invitation sent.	Elysse	Done
Sep 24	3e	Audit Register – add outcomes from Private Works Audit	Mary	New
Sep 24	10b	Request TAO to attend next meeting post EOFY audit	Elysse	Done
Sep 24	15	Audit Panel Annual Report to draft	Heather	New

Presented at Council meeting dated:

Signed by Audit Panel Chairperson:

\_\_\_\_\_  
Heather Salisbury

\_\_\_\_\_  
Dated



**Profit and Loss**

Glamorgan Spring Bay Council  
For the 2 months ended 31 August 2024

Account	YTD Actual	YTD Budget	Budget Var	Var %	2024/25 Budget	Notes
<b>Trading Income</b>						
Rate Revenue	13,880,691	13,871,977	8,714	0%	13,871,977	
Statutory Charges	119,750	112,166	7,584	7%	691,962	
User Charges	595,011	332,417	262,594	79%	946,149	1
Grants	629,650	68,791	560,859	815%	1,467,660	2
Interest & Investment Revenue	65,583	36,434	29,149	80%	632,404	3
Other Revenue	331,838	337,506	(5,668)	-2%	646,335	
<b>Total Trading Income</b>	<b>15,622,522</b>	<b>14,759,291</b>	<b>863,231</b>	<b>6%</b>	<b>18,256,487</b>	
<b>Gross Profit</b>	<b>15,622,522</b>	<b>14,759,291</b>	<b>863,231</b>	<b>6%</b>	<b>18,256,487</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	101,381	750,000	(648,619)	-86%	2,662,443	4
Grants Commonwealth Capital - Roads to Recovery	0	0	0	0%	497,000	
Grants State Capital - Other	260,366	187,500	72,866	39%	2,626,623	5
<b>Total Capital Grants</b>	<b>361,747</b>	<b>937,500</b>	<b>(575,753)</b>	<b>-61%</b>	<b>5,786,066</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	2,697	0	2,697	0%	201,200	
Contributions	17,468	55,000	(37,532)	-68%	330,000	6
<b>Total Other Income</b>	<b>20,164</b>	<b>55,000</b>	<b>(34,836)</b>	<b>-63%</b>	<b>531,200</b>	
<b>Operating Expenses</b>						
Employee Costs	807,063	931,995	(124,932)	-13%	5,496,864	7
Materials & Services	1,631,988	1,951,433	(319,445)	-16%	8,263,316	8
Depreciation	641,904	623,186	18,718	3%	3,712,957	
Interest	(21,669)	18,113	(39,782)	-220%	170,757	9
Other Expenses	51,504	35,310	16,194	46%	237,860	10
<b>Total Operating Expenses</b>	<b>3,110,790</b>	<b>3,560,037</b>	<b>(449,247)</b>	<b>-13%</b>	<b>17,881,754</b>	
<b>Net Profit</b>	<b>12,511,733</b>	<b>11,199,254</b>	<b>1,312,479</b>	<b>12%</b>	<b>374,733</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>12,893,645</b>	<b>12,191,754</b>	<b>701,891</b>	<b>6%</b>	<b>6,691,999</b>	

NOTES OF BUDGET VARIANCES > \$50k and >10%.

1. Timing, marina berth fees income now due up front annually following new marina licences arrangements \$260k.
2. Black summer bushfire grant funds for telstra works rolled over from prior year, not yet spent \$566k. FAGS funds received as budgeted, \$60k
3. Higher than expected interest on investments
4. Black summer bushfire grant funds for helpad rolled over from prior year not yet spent \$101k. Community Development Grant Bicheno Gulch funds budgeted
5. Triabunna Tomorrow Streetscape \$211k and Saltworks jetty 49k rolled over from prior year not year spent. Budget \$187k for EM storm fund 2022 claim made
6. Contribution lower than the estimates for open space, stormwater and subdivisions.
7. Staff vacancies creating shortfall in work productivity.
8. Timing of operational activities impacted by adverse weather.
9. Timing, end of year apportionment of loan repayments.

**Statement of Financial Position**Glamorgan Spring Bay Council  
As at 31 August 2024

<u>Account</u>	<u>31 Aug 2024</u>	<u>30 June 2024</u>
<b>Assets</b>		
<b>Current Assets</b>		
Cash & Cash Equivalents	12,330,965	8,036,845
Trade & Other Receivables	10,614,467	2,515,905
Other Assets	0	(355,355)
Trade & Other Receivables - Marina	198,497	355,355
<b>Total Current Assets</b>	<b>23,143,929</b>	<b>10,552,751</b>
<b>Non-current Assets</b>		
Investment in Water Corporation	33,872,244	33,872,244
Property, Infrastructure, Plant & Equipment	212,492,006	213,133,910
<b>Total Non-current Assets</b>	<b>246,364,251</b>	<b>247,006,154</b>
<b>Total Assets</b>	<b>269,508,180</b>	<b>257,558,905</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Trade & Other Payables	1,429,535	908,886
Trust Funds & Deposits	378,402	394,402
Provisions	721,295	721,295
Contract Liabilities	0	928,735
Interest bearing Loans & Borrowings	364,961	384,912
Trust Funds & Deposits - Retention Monied Held	30,517	30,517
<b>Total Current Liabilities</b>	<b>2,924,710</b>	<b>3,368,747</b>
<b>Non-current Liabilities</b>		
Provisions	51,738	51,738
Interest Bearing Loans & Borrowings	5,434,693	5,434,693
<b>Total Non-current Liabilities</b>	<b>5,486,431</b>	<b>5,486,431</b>
<b>Total Liabilities</b>	<b>8,411,141</b>	<b>8,855,178</b>
<b>Net Assets</b>	<b>261,097,039</b>	<b>248,703,727</b>
<b>Equity</b>		
Current Year Earnings	12,393,312	4,941,530
Retained Earnings	99,834,435	94,892,905
Equity - Asset Revaluation Reserve	147,403,564	147,403,564
Equity - Restricted Reserves	1,465,727	1,465,727
<b>Total Equity</b>	<b>261,097,039</b>	<b>248,703,727</b>

**Capital Works Detail**Glamorgan Spring Bay Council  
Budget 2024-25

Dept	Capital Item	Cost YTD	% cost spent	Status	Carry Fwd Funds @ 30.6.24	Renewal Works	New Works	Budget 2024/25	Council Funded	External Funded	External Funding Source
<b>Roads, Footpaths, Kerbs</b>											
	Road accessibility (Black Summer)	-	0%	In progress	30,000			30,000	-	30,000	Black summer bushfire recovery
	Storm Damage Projects 2022	-	0%	complete	160,051			160,051	27,449	187,500	Emergency management fund
	Footpath and disability compliance renewal 2024-25	-		Not Started				-			
	Kerb & Channel Renewal 2024-25	-		Not Started				-			
	Resheet Program	-	0%	In progress		100,000		100,000	100,000	-	
	Pavement Renewal Program	-	0%	In progress		400,000		400,000	400,000		
	Reseal Program	319	0%	In progress		600,000		600,000	103,000	497,000	Roads to recovery
	Triabunna Tomorrow Streetscapes	-	0%	Design		400,000	175,000	575,000	-	575,000	State Government MOU
	Bicheno Urban Design Streetscape	-	0%				100,000	100,000	-	100,000	State Government MOU
	Swanwick Footpath 130 m kerb and road repair stage 2	-	0%	Design			60,000	60,000	20,000	40,000	State Vulnerable road user program
	Kerb & Channel Bluff Crt	-	0%				50,000	50,000	50,000		
	Design allocation	-	0%	in progress			75,000	75,000	75,000		
	Contingency	-	0%			40,000		40,000	40,000		
	<b>Total Roads, Footpaths, Kerbs</b>	<b>319</b>	<b>0%</b>		<b>190,051</b>	<b>1,540,000</b>	<b>460,000</b>	<b>2,190,051</b>	<b>760,551</b>	<b>1,429,500</b>	
<b>Bridges, Culverts</b>											
	Bridge - 17 Acre Creek Bridge Wielangta Rd	-	0%			400,000		400,000	80,000	320,000	Subject to Federal grant approval
	Bridge - 24 Ferndale Rd	-	0%	design		150,000		150,000	150,000		
	Unemployed Gully / Brockley Rd Bridge	-	0%	In progress		70,000		70,000	70,000		
	<b>Total Bridges, Culverts</b>	<b>-</b>	<b>0%</b>		<b>-</b>	<b>620,000</b>	<b>-</b>	<b>620,000</b>	<b>300,000</b>	<b>320,000</b>	
<b>Parks, Reserves, Walking Tracks, Cemeteries</b>											
	Bicheno Triangle	810	0%	In progress	492,300			492,300	-	492,300	Community Development Grant Cwth
	Bicheno Gulch	280,677	40%	In progress	698,390			698,390	-	698,390	Community Development Grant Cwth
	Coles Bay Foreshore	96,218	196%	In progress	49,008			49,008	-	49,008	Community Development Grant Cwth
	Walking/Cycling strategy	-	0%		20,000			20,000		20,000	Department of Health State
	Playground Renewals	-	0%			20,000	80,000	100,000	100,000		
	Playground Bicheno Lions Park	-	0%			100,000		100,000	100,000		
	Orford Foreshore Masterplan	-	0%			100,000	118,400	218,400	218,400		Contribution POS
	Orford Transfer Station Fencing	-	0%	in progress		10,000		10,000	10,000		
	Our Park Precinct Plan	-	0%				10,000	10,000	10,000		
	Bicheno Skate Park Carpark	-	0%				90,000	90,000	90,000		
	<b>Total Parks, Reserves, Walking Tracks, Cemeteries</b>	<b>377,704</b>	<b>21%</b>		<b>1,259,698</b>	<b>230,000</b>	<b>298,400</b>	<b>1,788,098</b>	<b>528,400</b>	<b>1,259,698</b>	
<b>Stormwater &amp; Drainage</b>											
	49 Rheban Rd design to West Shelley Bch Nautilus Detention	-	0%	In progress	35,000		165,000	200,000	200,000		
	Holkham Court	-	0%	In progress	11,558		35,000	46,558	46,558		Contribution Stormwater
	Pit and Pipe Renewal Program	-	0%	In progress	20,559	100,000		120,559	120,559		
	System Upgrade	-	0%			20,000	20,237	40,237	40,237		
	Taswater infiltration Program	-	0%				50,000	50,000	50,000		
	SQID program	-	0%				30,000	30,000	30,000		Contribution Stormwater
	<b>Total Stormwater &amp; Drainage</b>	<b>-</b>	<b>0%</b>		<b>67,117</b>	<b>120,000</b>	<b>300,237</b>	<b>487,354</b>	<b>487,354</b>	<b>-</b>	

**Capital Works Detail**

Glamorgan Spring Bay Council  
Budget 2024-25

Dept Capital Item	Cost YTD	% cost spent	Status	Carry Fwd Funds @ 30.6.24	Renewal Works	New Works	Budget 2024/25	Council Funded	External Funded	External Funding Source
<b>Building</b>										
Heli-pad Swansea Emergency Services	-	0	In progress	103,245			<b>103,245</b>	0	103,245	Black summer bushfire recovery
Coles Bay Hall Annexe	9,828	0.01657	In progress	593,132			<b>593,132</b>	163,132	430,000	Community Infrastructure Round 3 &
Public Amenities	-	0	design	100,000		350,000	<b>450,000</b>	100,000	350,000	State Government MOU
Bicheno Skate Park Toilet	-	0				106,000	<b>106,000</b>	26,000	80,000	State Government MOU
Toilet Raspins Beach OFMP	-	0			300,000	115,000	<b>415,000</b>	15,000	400,000	Contribution POS
Bicheno Surf Club and Toilet upgrade	-	0			150,000	100,000	<b>250,000</b>	100,000	150,000	State community Grant
Triabunna Rec Ground	-	0				100,000	<b>100,000</b>	100,000		
Black water Bicheno relocation	-	0			10,000		<b>10,000</b>	10,000		
<b>Total Building</b>	<b>9,828</b>	<b>0%</b>		<b>796,377</b>	<b>460,000</b>	<b>771,000</b>	<b>2,027,377</b>	<b>514,132</b>	<b>1,513,245</b>	
<b>Marine Infrastructure</b>										
Saltworks Toilet	-	0	In progress	100,000			<b>100,000</b>	-	100,000	Community Infrastructure Round 3
Saltworks Boat Ramp Upgrade	-	0	In progress	99,123			<b>99,123</b>	-	99,123	State Grant MAST
<b>Total Marine Infrastructure</b>	<b>-</b>	<b>0</b>		<b>199,123</b>	<b>-</b>	<b>-</b>	<b>199,123</b>	<b>-</b>	<b>199,123</b>	
<b>Sewerage</b>										
Swanwick Waste System Pump Upgrade	-	0	Not started		15,000	-	<b>15,000</b>	15,000		
<b>Total Sewerage</b>	<b>-</b>	<b>0%</b>		<b>-</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	
<b>Plant Equipment &amp; Other</b>										
IT Computer equipment	3,760	13%	In progress		30,000		<b>30,000</b>	30,000		
CRM Software implementation costs	-	0%			-	13,000	<b>13,000</b>	13,000		
Office Equipment	-	0%			10,000		<b>10,000</b>	10,000		
Waste Chipper	-	0%	quotes			250,000	<b>250,000</b>	125,000	125,000	Emergency Management State subject
Waste Bulk Skip Bins	-	0%	quotes			100,000	<b>100,000</b>	100,000		
Emulsion Trailer	-	0%				43,000	<b>43,000</b>	43,000		
Grader (low hrs)	-	0%	In progress		420,000		<b>420,000</b>	420,000	-	
Mower replace 2017 Mower JDeere Coles Bay	27,727	92%	complete		30,000		<b>30,000</b>	30,000		
Small plant & Equipment	-	0%			15,000		<b>15,000</b>	15,000		
Truck 16t tipper replace 2008 Hino16t A85NU Swansea	-	0%	In progress		190,000		<b>190,000</b>	190,000		
Truck 7.5t tipper w crane replace 2010 Hino 7t B79TI Bicheno	-	0%	In progress		105,000		<b>105,000</b>	105,000		
Ute Dual Cab 4wd replace Ute BT50 H92ME	-	0%	In progress		50,000		<b>50,000</b>	50,000		
Ute extra Cab 2wd replace Ute Dmax H40SF	-	0%	In progress		45,000		<b>45,000</b>	45,000		
Wagon replace MUX I42CX Works	-	0%	In progress		45,000		<b>45,000</b>	45,000		
Wagon replace MUX I62BW Plumbing	39,796	88%	In progress		45,000		<b>45,000</b>	45,000		
Wagon replace Ute Dmax J30LP P&D	41,198	92%	complete		45,000		<b>45,000</b>	45,000		
<b>Total Plant Equipment &amp; Other</b>	<b>112,482</b>	<b>8%</b>		<b>-</b>	<b>1,030,000</b>	<b>406,000</b>	<b>1,436,000</b>	<b>1,311,000</b>	<b>125,000</b>	
<b>Total Capital Works</b>	<b>500,333</b>	<b>6%</b>		<b>2,512,366</b>	<b>4,015,000</b>	<b>2,235,637</b>	<b>8,763,003</b>	<b>3,916,437</b>	<b>4,846,566</b>	



Application Number	Applicant name	Address	Application details	Representations received (N/A for Permitted)	Summary of representation.	Officers consideration of representation	Approval date
DA2024/00112	Michael and Louise Porter	14 Oyster Bay Ct, Coles Bay	outbuilding	1	The shed is 4.4.m high and setback 0.75m from side boundary. The height and setback will have a significant impact on sunlight to the adjoining lot and future private open space. No details of plumbing of stormwater provided.	The adjoining lot is located to the west and while it will be overshadowed in the morning it will not be overshadowed from midday on due to the location of the outbuilding in relation to the adjoining lot. Plumbing details not required at planning stage.	28/6/24
DA2024/00090	DCM Sheds	24 Burgess St, Bicheno	outbuilding	1	Outbuilding will become the dominant feature when viewed from lounge room and balcony	The outbuilding will be located approx. 30m from the representors dwelling and it is considered that it will not cause an unreasonable loss of amenity.	15/07/24
DA2024/00108	All Urban Planning	17 Tasman Hwy, Triabunna	Illuminated billboard sign	1	Light from the sign will be visible from the lounge room and bedroom	Illuminated sign conditioned to operate between daylight hours over the winter months as well as the summer months so as not to have an unreasonable impact on amenity of nearby dwellings.	29/7/24
DA2024/00138	Hermilinio Policar	20 Aqua Sands Dr, Swansea	Change of use to visitor accommodation	1	Objects to another dwelling being changed to visitor accommodation which impacts on residential amenity	The use of the dwelling as visitor accommodation is permissible and any permit includes conditions around the operation of the visitor accommodation.	19/8/24

DA2024/00145	Yvonne Stein	2 Cathcart St, Swansea	3 x shipping containers for storage	1	Requests that solid fence be built to block some of the commercial business operating on the property	The only structure within 10m of the boundary is one shipping container building. Condition included to landscape between the building and boundary to provide some screening.	23/8/24
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Glamorgan Spring Bay Council

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# Council Meetings – Audio/Visual Recording and Live Streaming

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Version [1.0]

Adopted: 23 August 2022  
**Minute No.: 176/22**

## Document Control

<b>Policy Name</b>	
<b>First issued/approved</b>	April 2020
<b>Source of approval/authority</b>	Council
<b>Last reviewed</b>	August 2022
<b>Next review date</b>	As required
<b>Version number</b>	1
<b>Responsible Officer</b>	General Manager
<b>Department responsible for policy development</b>	Governance
<b>Publication of policy</b>	Website

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## 1 Introduction

### 1.1 Purpose

To provide an electronic recording and live streaming service of open Council meetings for the public to access.

To promote transparency, accessibility and engagement with local government decision making amongst the Glamorgan Spring Bay Council communities.

### 1.2 Scope

This policy covers recording and live streaming of all open Ordinary and Special Meetings of Council i.e. those parts not being held “in closed session”. “Closed sessions” as determined by the *Local Government Act 1993*, under regulation 15 of the Local Government (Meeting Procedures) Regulations 2015 Statutory Rules 2015, No.38 will not be recorded.

### 1.3 Statutory Requirements

The Local Government (Meeting Procedures) Regulations 2015 No.38 do not preclude the introduction of live streaming of open Council meetings or the availability of the audio/visual recording for public viewing post a meeting.

### 1.4 References

- Risk Assessment of Audio Recording, Live Broadcasting and Publishing of Open Council Meetings: July 2015, Hobart City Council.
- Evaluation of the Council Meeting Audio and Live Broadcasting Service: November 2016, Hobart City Council.
- Council Meetings – Audio Recording Policy, City of Launceston (May 2011).
- COVID-19 Disease Emergency (Miscellaneous Provisions) Bill 2020
- Glamorgan Spring Bay Council Remote Meeting Guide

### 1.5 Reporting

Data related to the number of people clicking through to watch live and view Council meetings will be reported to Council on a quarterly basis as part of the quarterly Information Briefing Document.

### 1.6 Policy Review and Update Cycle

Implementation of this policy will reside with the General Manager’s office. The Policy will be reviewed in conjunction with State and Federal compliance requirements associated with COVID-19.

## 2 Procedure

1. The agenda for both Ordinary and Special Meetings of Council will note at the beginning that meetings are streamed live using audio/visual technology and that the audio/visual recordings are made available to the public post the meeting (a maximum of 5 business days post a meeting). This allows time for the recordings to be checked.
2. Signs will be placed in prominent positions within the Council Meeting Room to inform the public entering the room that the meeting is being audio/visually streamed and recorded.
3. The technology for live streaming is configured so that there is a one (1) minute delay. Essentially the software has a 'panic button' whereby the Council staff operating the streaming and recording can stop the streaming or recording should anything occur that requires this action e.g. unexpected adjournment, closed session or inappropriate behaviour that cause the Mayor to adjourn or close the meeting.
4. A prominent note will be included in the Agenda of all Ordinary and Special Meetings of Council that the Mayor will read aloud to ensure that the live streaming and audio visual recording of meetings is stopped should Council move into a "closed session" or as soon as an open meeting is formally closed by the Mayor.
5. The streaming platform utilised for recording and streaming is YouTube. This is setup as a specific Glamorgan Spring Bay Council YouTube account, over which Council has full control of which meetings are streamed or uploaded for viewing. There is no ability for the public to comment, edit or download recordings in anyway. They can only be viewed via the Glamorgan Spring Bay Council YouTube account.
6. A link to the live streaming and the recording of meetings will be made available on Council's website for ease of access.
7. The audio/visual recording of Council meetings does not replace the written minutes and a transcript of any of the recordings is not prepared
8. The recording may be used by staff to assist with the preparation of the minutes, particularly in relation to Public Question Time
9. The audio/visual recording of Council meetings will be retained for a minimum of 6 months and stored via Council's YouTube account
10. The existence of this policy does not override the requirement for public questions and motions to be submitted in writing.
11. Local communication and advertising to inform the community that live streaming of Council meetings is available will be undertaken for at least the first 3 months of live streaming. The need for advertising/communication of audio recording and live streaming of open Council meetings will be reviewed on a regular basis. Based on the number of people clicking through to view and listen to Council meetings, it will be determined if communication of this service should be advertised from time to time to remind residents and ratepayers of its availability.

### 3 Special Provisions – COVID-19

**These special provisions will override points i. through vi and ix. of the “Procedures” outlined within the Policy and remain in place until further notice.**

To make provision to deal with certain risks arising from the COVID-19 disease Council will, in conducting ordinary and special Council meetings, take into consideration Part 4 – “Reduction of Public Physical Contact” as stipulated in the COVID-19 Disease Emergency (Miscellaneous Provisions) Bill 2020.

Ordinary and Special Council meetings will be held in accordance with relevant COVID-19 or other State Government advised regulations and restrictions at the time.

Where it is not possible for members of the public to attend any ordinary or special Council meetings, an audio/visual recording of the open part of any ordinary or special Council meeting will be made available via Council’s website following the meeting.

Should any technical issues preclude a live stream or visual recording of any open ordinary or special Council meeting, an audio recording will be made available via Council’s website following the meeting in accordance with the requirements of the Policy.

In accordance with the GSBC Remote Meeting Guide, Glamorgan Spring Bay Council will allow questions by the public for the next ordinary meeting of Council to be provided by written notice by 12 noon the day before the meeting by either emailing [general.manager@freycinet.tas.gov.au](mailto:general.manager@freycinet.tas.gov.au) or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna

### 4 Implementation

Implementation of this Policy rests with the General Manager.



Glamorgan Spring Bay Council  
PO BOX 6  
Triabunna TAS 7190  
c/o the General Manager

Sent via email to [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)

1 August 2024

Dear Councillors,

**Re: Request to build within covenanted area at 284 Rheban Road, Spring Beach**

Please accept this letter as a request for approval to build within the subject covenant area. Particulars of the proposed structures/buildings (residential dwelling) accompany this letter, as prepared by *Next 50 Architects*.

In making this request, reference is made to **Decision 133/24** on Item 8.2 of the Ordinary Council Meeting on 23 July 2024, as noted below:

*That Council will consider a request for approval under the Covenant in question if it is presented with the particulars of the proposed structures/buildings proposed to be developed on Lot 1, south of the line marked A-B, of Sealed Plan 169414 and that parties to the Covenant will be invited to make representation.*

It is understood that Council has received concerns to date from two parties subject to the covenant (being the owners of 284A and 284B Rheban Road). These concerns relate primarily to the potential construction of a two-story dwelling; on-site servicing of the site; and privacy concerns to the 284A property (noting only 284A shares a boundary with the subject lot). These concerns have been considered in the siting and design of the rather modest single storey dwelling proposed, and design measures have been included to promote a sense of privacy.

Please also refer to the *Locality Plan – Appendix A* included in the accompanying *Planning Report* by *Next 50 Architects*. This *Locality Plan* provides context to the request. The design and siting of the dwelling has considered existing buildings on nearby properties and their uses (i.e. dwelling or outbuilding), so as to have the least imposition to sightlines from habitable rooms.

Thank you for your consideration of this request.

Kind regards,



Vince Butler  
0407 327 698  
v\_butler88@hotmail.com



9 Melbourne Street  
(PO Box 6)  
Triabunna TAS 7190  
03 6256 4777  
03 6256 4774  
[admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)  
[www.gsbccouncil.tas.gov.au](http://www.gsbccouncil.tas.gov.au)

Enquiries: Planning Department  
Planning ref: DA 2024 / 00152  
Property file: 6-3500-441

09 August 2024

V A Butler  
3 Pinehurst Court  
Prospect Vale TAS 7250

Dear Applicant

**Development Application - Residential Dwelling  
RA284 Rheban Road, Spring Beach**

Thank you for the submission of the above application. The application has been assessed as being 'No Permit Required' under the Tasmanian Planning Scheme.

Please find enclosed your approved plans that are stamped 'No Permit Required'.

Please note that a Building and/or Plumbing Permit may be required, and construction work must not commence on the proposed development until this has been determined.

Please do not hesitate to contact the Building Department on 6256 4777 if you require assistance with this process.

Yours sincerely

A handwritten signature in black ink, appearing to read "G. Ingham".

**Greg Ingham  
General Manager**



9 Melbourne Street (PO Box 6)  
Triabunna TAS 7190

☎ 03 6256 4777

☎ 03 6256 4774

✉ [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)

🌐 [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au)

## Application for Planning Approval

### Advice:

Use this form for all no permit required, permitted and discretionary planning applications including visitor accommodation, subdivision as well as for planning scheme amendment & minor amendments to permits.

Completing this form in full will help ensure that all necessary information is provided and avoid any delay. The planning scheme in clause 6.0 provides details of other information that may be required. A checklist of application documents is provided on page 4 of this form.

Often, it is beneficial to provide a separate written submission explaining in general terms what is proposed and why and to justify the proposal against any applicable performance criteria.

If you have any queries with the form or what information is required, please contact the office.

Details of Applicant and Owner			
Applicant:	Vincent Butler		
Contact person: (if different from applicant)			
Address:	3 Pinehurst Court		
Suburb:	Prospect	Post Code:	7250
Email:	v_butler88@hotmail.com	Phone: / Mobile:	0407 327 698

*Note: All correspondence with the applicant will be via email unless otherwise advised*

Owner (if different from applicant)			
Address:			
Suburb:		Post Code:	
Email:		Phone: / Mobile:	

Details of Site <i>(Note: If your application is discretionary, the following will be placed on public exhibition)</i>			
Address of proposal:	284 Rheban Road		
Suburb:	Spring Beach	Post Code:	7190
Size of site: (m <sup>2</sup> or Ha)	3136 m2		
Certificate of Title(s):	1/169414		
Current use of site:	Vacant Land		

<p><b>GLAMORGAN SPRING BAY COUNCIL</b>  <b>NO PERMIT REQUIRED</b>  <i>No Planning Permit required</i>  <b>DA2024/152</b></p> <p style="text-align: right;"><i>A. M.</i> General Manager</p> <p>Date: 9/08/2024</p>
--



9 Melbourne Street (PO Box 6)  
Triabunna TAS 7190

☎ 03 6256 4777

☎ 03 6256 4774

✉ [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)

🌐 [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au)

General Application Details <i>Complete for All Applications</i>	
Description of proposed use or development:	Residential dwelling
Estimated value of works: (design & construction) The estimated cost is to include the cost of labour and materials using current industry pricing and is to include GST. You may be required to verify this estimate.	\$ TBC
Is the property on the State Heritage Register? (Circle one)	<input type="checkbox"/> Yes / No <input checked="" type="checkbox"/>
For all Non-Residential Applications	
Hours of Operation	
Number of Employees	
Describe any delivery of goods to and from the site, including the types of vehicles used and the estimated average weekly frequency	
Describe any hazardous materials to be used or stored on site	
Type & location of any large plant or machinery used (refrigeration, generators)	
Describe any retail and/or storage of goods or equipment in outdoor areas	
Personal Information Protection Statement	

The personal information requested will be managed in accordance with the *Personal Information Protection Act 2004*. The personal information is being collected by Glamorgan Spring Bay Council for the purposes of managing, assessing, advising on, and determining the relevant application in accordance with the *Land Use Planning and Approvals Act 1993*(LUPPA) and other related purposes, including for the purpose of data collection.

The information may be shared with contractors and agents of the Council for this purpose, law enforcement agencies, courts and other organisations and it may also be made publicly available on the Council's website and available for any person to inspect in accordance with LUPAA. If you do not provide the information sought, Council will be unable to accept and/or process your application.

<p><b>GLAMORGAN SPRING BAY COUNCIL</b>  <b>NO PERMIT REQUIRED</b>  <i>No Planning Permit required</i>  <b>DA2024/152</b></p> <p><i>A. M.</i>  General Manager</p> <p>Date: 9/08/2024</p>
--



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🌐 [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au)

### Applicant Declaration

I/we hereby apply for planning approval to carry out the use or development described in this application and the accompanying documents and declare that:

- The information in this application is true and correct.
- I/we authorise Council employees or consultants to enter the site to assess the application.
- I/we have obtained all copy licenses and permission from the copyright owner for the publication, communication and reproduction of the application and reports, plans and materials provided as part of the application and for the purposes of managing, assessing, advising on, and determining the application.

I/we authorise the Council to:

- Make available the application and all information, reports, plans, and materials provided with or as part of the application in electronic form on the Council's website and in hard copy at the Council's office and other locations for public exhibition if and as required;
- Make such copies of the application and all information, reports, plans and materials provided with or as part of the application which are, in the Council's opinion, necessary to facilitate a consideration of the application;
- Publish and or reproduce the application and all information, reports, plans and materials provided with or as part of the application in Council agendas, for representatives, referral agencies and other persons interested in the application; and
- provide a copy of any documents relating to this application assessment or public consultation and agree to arrange for the of any part of this application to be obtained.

You indemnify the Council for any claim or action taken against the respect of the application and all information, report, plan, and mate application.

GLAMORGAN SPRING BAY COUNCIL  
NO PERMIT REQUIRED  
No Planning Permit required  
DA2024/152

Date: 9/08/2024

General Manager

I/We declare that the Owner has been notified of the intention to make this application in accordance with section 52(1) of the *Land Use Planning and Approvals Act 1993*.

Applicant Signature:		Date:	07-08-2024
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### Owners Consent required if application is on or affects Council or Crown owned or administered land

I declare that I have given permission for the making of this application for use and/or development.

Council General Manager or delegate Signature:		Date:	
--	--	-------	--

If land affected by this application is owned or administered by the Crown or Council, then the written permission of the relevant Minister (or their delegate) and/or the General Manager must be provided. For Crown land, a copy of the instrument of delegation must be provided.

***It is the applicant's responsibility to obtain any owners consent prior to lodgement. Written requests for Council consent are via the General Manager. Request for Ministerial consent is to be directed to the relevant department.***



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Triabunna TAS 7190

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### Checklist of application documents: *Taken from Section 6 of the Planning Scheme*

An application must include:

- a signed application form;
- any written permission and declaration of notification required under s.52 of the Act and, if any document is signed by the delegate, a copy of the delegation;
- details of the location of the proposed use or development;
- a copy of the current certificate of title for all land to which the permit sought is to relate, including the title plan; and
- a full description of the proposed use or development.

In addition to the information that is required by clause 6.1.2, a planning authority may, in order to enable it to consider an application, require such further or additional information as the planning authority considers necessary to satisfy it that the proposed use or development will comply with any relevant standards and purpose statements in the zone, codes or a specific area plan, applicable to the use or development including:

- any schedule of easements if listed in the folio of the title and appear on the plan, where applicable;
- a site analysis and site plan at a scale acceptable to the planning authority showing, where applicable:
  - (i) the existing and proposed use(s) on the site;
  - (ii) the boundaries and dimensions of the site;
  - (iii) topography including contours showing AHD levels and major site features;
  - (iv) natural drainage lines, watercourses and wetlands on or adjacent to the site;
  - (v) soil type;
  - (vi) vegetation types and distribution including any known threatened species, and trees and vegetation to be removed;
  - (vii) the location and capacity and connection point of any existing services and proposed services;
  - (viii) the location of easements on the site or connected to the site;
  - (ix) existing pedestrian and vehicle access to the site;
  - (x) the location of existing and proposed buildings on the site;
  - (xi) the location of existing adjoining properties, adjacent buildings and their uses;
  - (xii) any natural hazards that may affect use or development on the site;
  - (xiii) proposed roads, driveways, parking areas and footpaths within the site;
  - (xiv) any proposed open space, common space, or facilities on the site; and
  - (xv) proposed subdivision lot boundaries;
- where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions at a scale of 1:100 or 1:200 as required by the planning authority showing, where applicable:
  - (xvi) the internal layout of each building on the site;
  - (xvii) the private open space for each dwelling;
  - (xviii) external storage spaces;
  - (xix) parking space location and layout;
  - (xx) major elevations of every building to be erected or to be replaced, including the location of any existing buildings to be demolished, but or fill;
  - (xxi) the relationship of the elevations to existing buildings, including the location of any existing buildings to be demolished, but or fill; rating the extent of adjacent sites; and
  - (xxii) shadow diagrams of the proposed buildings, including the location of any existing buildings to be demolished, but or fill; rating the extent of adjacent sites; and
  - (xxiii) shading of adjacent private open spaces
  - (xxiii) materials and colours to be used on roofs





## RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



### SEARCH OF TORRENS TITLE

VOLUME 169414	FOLIO 1
EDITION 3	DATE OF ISSUE 27-Mar-2024

SEARCH DATE : 10-Apr-2024

SEARCH TIME : 08.56 PM

### DESCRIPTION OF LAND

Parish of ORFORD Land District of PEMBROKE  
 Lot 1 on Sealed Plan 169414  
 Derivation : Part of Lot 5698, (45A-1R-0P) Gtd. to George  
 Arnold  
 Prior CT 27494/12

### SCHEDULE 1

N181223 TRANSFER to VINCENT ARTHUR BUTLER Registered  
 27-Mar-2024 at noon

### SCHEDULE 2

Reservations and conditions in the Crown Grant if any  
 SP169414 EASEMENTS in Schedule of Easements  
 SP169414 COVENANTS in Schedule of Easements  
 SP169414 FENCING PROVISION in Schedule of Easements  
 SP 27494 COVENANTS in Schedule of Easements  
 SP 27494 FENCING PROVISION in Schedule of Easements  
 E375555 MORTGAGE to Commonwealth Bank of Australia  
 Registered 27-Mar-2024 at 12.01 PM

### UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations





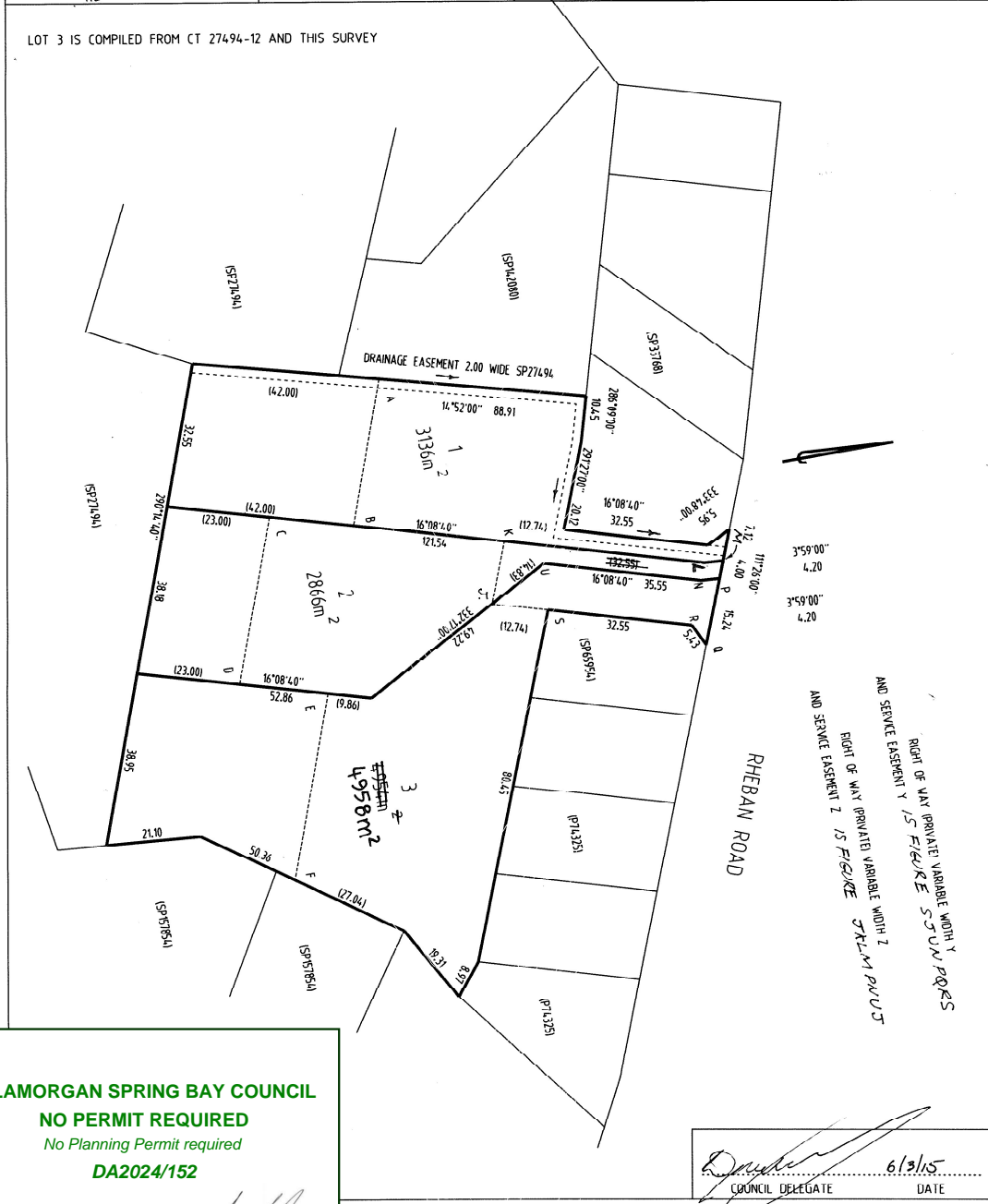
**FOLIO PLAN**  
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



OWNER LEANNE WRIGHT AND CHRISTOPHER IAN WRIGHT  FOLIO REFERENCE CT 274.94-12 GRANTEE PART OF LOT 5698 (45-1-0)GTD TO GEORGE ARNOLD	PLAN OF SURVEY  BY SURVEYOR A. S. HAMILTON  LOCATION LAND DISTRICT OF PEMBROKE PARISH OF ORFORD  SCALE 1 800 LENGTHS IN METRES	REGISTERED NUMBER <b>SP169414</b>
		APPROVED EFFECTIVE FROM 14 MAY 2014 <i>Mick Kawa</i> Recorder of Titles

MAPSHEET MUNICIPAL CODE No. 112	LAST UPI No.	LAST PLAN No. SP 274.94	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN
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**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
No Planning Permit required  
**DA2024/152**

*L. M.*  
Date: 9/08/2024 General Manager

*D. ...*  
COUNCIL DELEGATE DATE 6/3/15



**Next 50 Architects**  
PO Box 116  
North Hobart, Tas, 7002  
ABN 97 606 476 804  
0427 679 517

## Planning Report – 284 Rheban Road, Spring Beach

To: Glamorgan Spring Bay Council  
Date: 1<sup>st</sup> August 2024

Dear Glamorgan Spring Bay Council,

This document is to accompany the application for development for a beach house at 284 Rheban Road, Spring Beach.

The design provides for a three-bedroom beach house, with which the materiality and siting has been considered to blend into the existing landscape and surrounding housing context.

This use is considered under the Statewide Planning Scheme in the 10.0 Low Density Residential zone as residential, single dwelling and therefore is no permit required. The site has an overlay of bushfire prone area. Preliminary advice indicates the project will be BAL19 and has been setback from the boundaries to suit accordingly.

The proposed works have been tested against the applicable codes within the Statewide Planning Scheme. Please find following a summary and detailed assessment.

In addition to the project drawings, a Locality Plan has also been supplied and is attached to this report as Appendix A.

Kind regards,



Bee Newman  
Director, Next 50 Architects

### Appendix A – Locality Plan

35124\_RhebanBH\_20240801\_PlanningReport



**SUMMARY ASSESSMENT**

**10. LOW DENSITY RESIDENTIAL ZONE**

CLAUSE	ACCEPTABLE SOLUTIONS	PERFORMANCE CRITERIA
10.3.1 Discretionary uses	A1-A2-A3-A4 N/A	
10.3.2 Visitor Accommodation	A1-N/A	
10.4.1 Residential density for multiple dwellings	A1-N/A	
10.4.2 Building Height	A1	
10.4.3 Setback	A1 A2	
10.4.4 Site Coverage	A1	
10.4.5 Frontage fences for all dwellings	A1-N/A	

**DETAILED ASSESSMENT – 10. LOW DENSITY RESIDENTIAL ZONE**

**10.3.1 Discretionary uses**

*That Discretionary uses do not cause an unreasonable loss of amenity to adjacent sensitive uses.*

Development Standard	Assessment
<b>A1</b> Details not shown.	Not Applicable.
<b>A2</b> Details not shown.	Not Applicable.
<b>A3</b> Details not shown.	Not Applicable.
<b>A4</b> Details not shown.	Not Applicable.

**10.3.2 Visitor Accommodation**

*That Visitor Accommodation:*

- (a) *is compatible with the character and use of the area;*
- (b) *does not cause an unreasonable loss of residential amenity; and*
- (c) *does not impact the safety and efficiency of local roads or rights of way.*

Development Standard	Assessment
<b>A1</b> Details not shown.	Not Applicable.

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**

*A. M.*  
General Manager

Date: 9/08/2024

35124\_RhebanBH\_20240801\_PlanningReport



**10.4.1 Residential density for multiple dwellings**

That the density of multiple dwellings:

- (a) is appropriate for the low density nature of the zone; and
- (b) is consistent with the availability of infrastructure services and any constraints to development.

Development Standard	Assessment
<b>A1</b> Details not shown.	Not Applicable.

**10.4.2 Building Height**

That the height of dwellings is compatible with the streetscape and do not cause an unreasonable loss of amenity for adjoining properties.

Development Standard	Assessment
<b>A1</b> A dwelling must have a building height not more than 8.5m.	The proposed dwelling has a height less than 8.5m and is therefore compliant with A1.

**10.4.3 Setback**

That the siting of dwellings is compatible with the streetscape and does not cause an unreasonable loss of amenity for adjoining properties.

Development Standard	Assessment
<b>A1</b> Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.	The siting of the proposed dwelling is setback more than 8m from the site frontage, and is therefore compliant with A1.
<b>A2</b> Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.	The siting of the proposed dwelling is setback more than 5m from the side and rear boundaries, and is therefore compliant with A2.

**10.4.4 Site Coverage**

That site coverage:

- (a) is consistent with the character of existing development in the area;
- (b) provides sufficient area for private open space and landscaping; and
- (c) assists with the management of stormwater runoff.

Development Standard	Assessment
<b>A1</b> Dwellings must have a site coverage of not more than 30%.	The proposed dwelling will have a site coverage (roof area) of 5%, and is therefore compliant with A1.

**10.4.5 Frontage fences for all dwellings**

*That the height and transparency of frontage fences:*

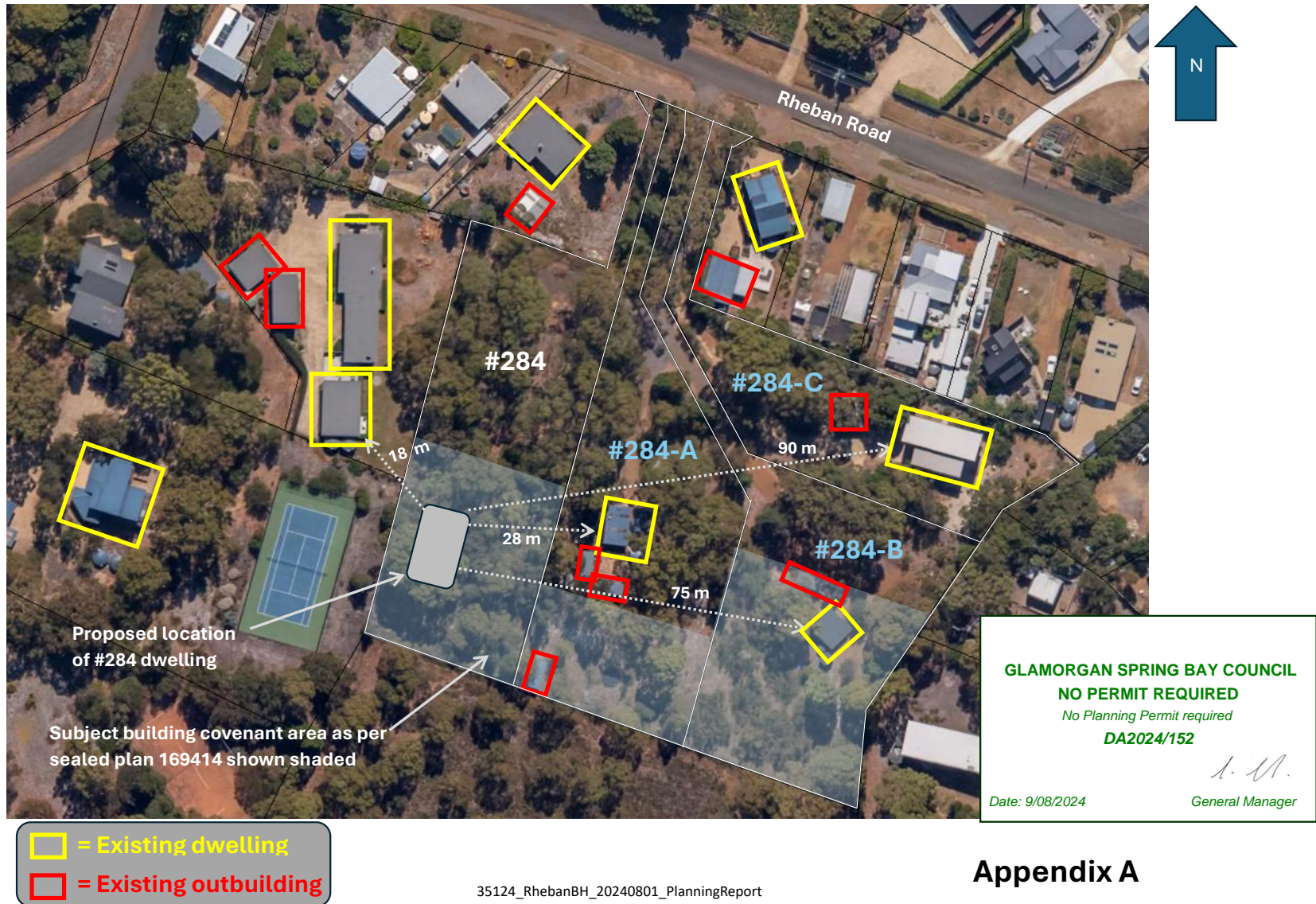
- (a) provides adequate privacy and security for residents;*
- (b) allows the potential for mutual passive surveillance between the road and the dwelling; and*
- (c) is reasonably consistent with fences in the street.*

Development Standard	Assessment
<p><b>A1</b> Details not shown.</p>	<p>Not Applicable – No proposed changes to frontage fence.</p>

35124\_RhebanBH\_20240801\_PlanningReport



### Locality Plan - Proposed Dwelling at 284 Rheban Road - LISTmap 2023/24 Aerial Image



PLANNING DOCUMENTATION  
FOR

**RHEBAN BEACH HOUSE**

**LOT 1 / VOL 169414**  
**PID 3364109**  
WIND SPEED: **N3**  
SOIL CLASSIFICATION: **S (TBC)**  
CLIMATE ZONE: **7**  
BAL: **19**

**COUNCIL:** GLAMORGAN-SPRING BAY COUNCIL  
**ZONE:** LOW DENSITY RESIDENTIAL (TPS)  
**OVERLAY/S:** BUSHFIRE PRONE AREA

- 001 CONTENTS
- 200 SITE PLAN PROPOSED
- 201 FLOOR PLAN PROPOSED
- 202 ROOF PLAN PROPOSED
- 300 ELEVATIONS PROPOSED
- 301 ELEVATIONS PROPOSED
- 900 3D IMAGES
- 901 3D IMAGES

**DRAWINGS TO BE READ IN CONJUNCTION WITH:**  
PLANNING REPORT      NEXT 50 ARCHITECTS      01/08/2024

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**

*L. M.*  
General Manager

Date: 9/08/2024

PROPOSED	
AREA ANALYSIS GROSS FLOOR AREA (GFA)	
SITE:	3136m <sup>2</sup>
PROPOSED HOUSE:	121m <sup>2</sup>
<b>TOTAL PROPOSED GFA:</b>	<b>121m<sup>2</sup></b>
TOTAL GFA (ROOF AREA):	173m <sup>2</sup>
SITE COVERAGE:	5%

PO BOX 116, NORTH HOBBART, TAS, 7002  
WWW.NEXT50ARCHITECTS.COM.AU  
BSFN(TAS): 756231031 | CC4672E  
ABN: 97 606 476 804

BEE 0427 679 517 | STU 0404 709 832  
INFO@NEXT50ARCHITECTS.COM.AU

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REV	DATE	DESCRIPTION
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**PROJECT**  
**RHEBAN BEACH HOUSE**  
VINCENT BUTLER  
284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190  
*country of the poredareme people of the Oyster Bay nation, lutruwita*

SCALE	DATE	DRAWN	ISSUE	REV
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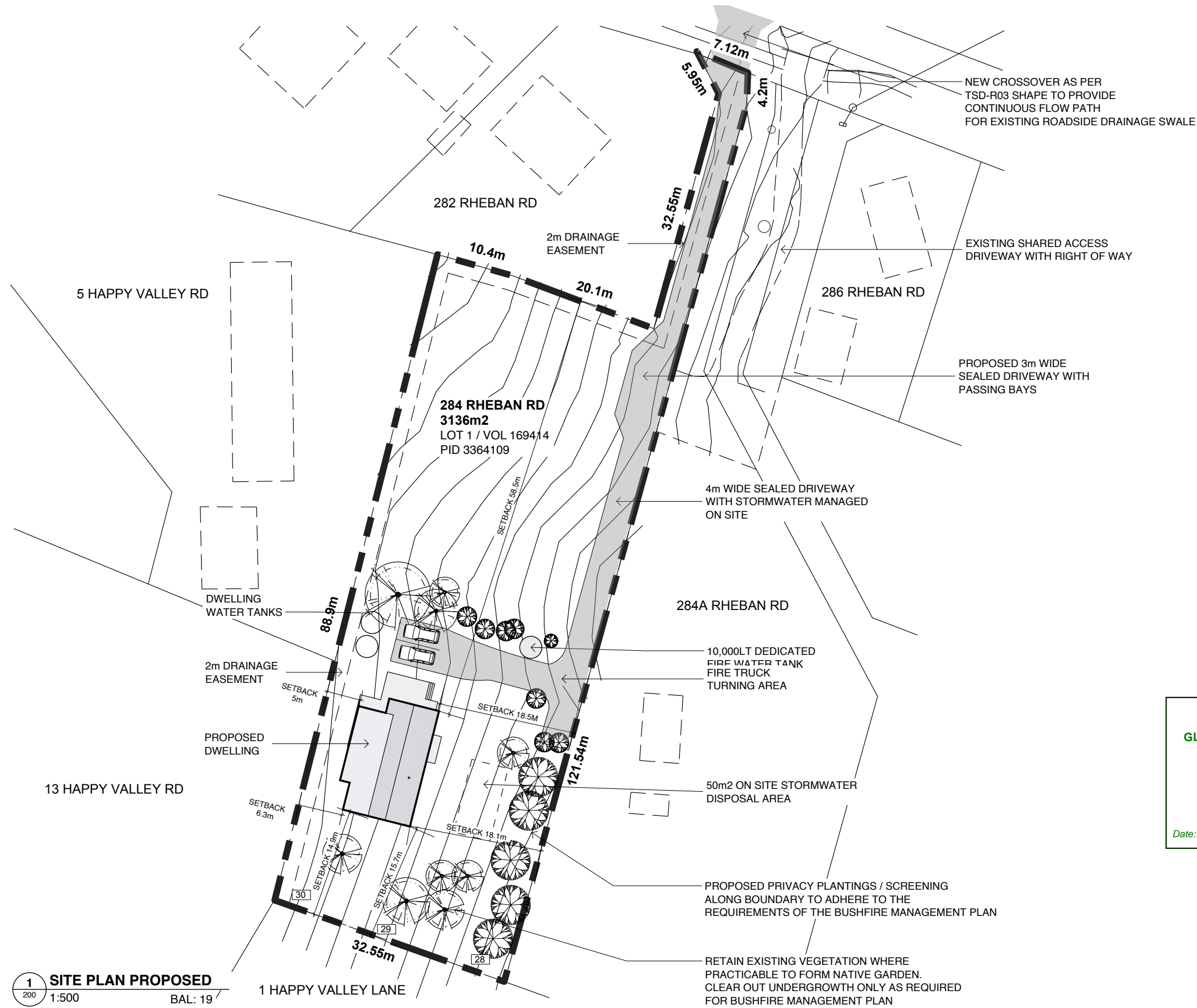
NTS @A3	BAN	DA
01/08/2024	-	-

**DRAWING**  
**CONTENTS**

DRAWING NO.  
**35124\_001**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with NCC all relevant Australian Standards, drawing is copyright and the property of NEXT 50 Architects.





**GENERAL NOTES:**

STORMWATER: ALL STORMWATER PIPES FROM HOUSE DRAINAGE TO STORMWATER PITS TO BE DN100 SN6. ALL OTHER PIPES TO BE DN150 SN4 MIN (EXCEPT WHERE SHOWN). PROVIDE 300MM MINIMUM COVER UNDER VEGETATED AREA (NON TRAFFIC) AND 150MM MIN UNDER REINFORCED CONCRETE. ALL GRATED PITS TO BE CLASS C. ALL STORM WATER PIPES TO BE GRADED AND INSTALLED TO AS3500.3 MIN. 1%.

SEWER: ALL SEWER LINES SHOWN TO BE DN100 SN6 UPVC @ 1.65% MINIMUM GRADE AND INSTALLED TO AS3500.2.

GENERAL SOIL AND WATER MANAGEMENT CONTROL MEASURES: (APPLY AS APPLICABLE TO THE CONDITIONS OF THIS SITE AT THE VARIOUS PHASES OF CONSTRUCTION)

- 1.) MINIMISE SOIL DISTURBANCE (PHASE LARGE EXCAVATIONS INTO SUB PHASES)
- 2.) DIVERSION DRAINS TO PREVENT EROSION AND COLLECTION OF EXCESSIVE STORM WATER IN EXCAVATION CUTS ETC
- 3.) SEDIMENT FENCES - INSTALL WHERE DOWNSLOPE EROSION MEASURES ARE REQUIRED AND TO PROTECT STOCKPILES
- 4.) PROTECT STOCKPILES, HAY BAILS OR EROSION FENCES.
- 5.) UNDERTAKE SEDIMENT GENERATING ACTIVITIES IN A DESIGNATED AREA (AWAY FROM SLOPED SURFACES THAT COULD RUN-OFF IN AN UNCONTROLLED MANNER.
- 6.) INSTALL ROOF DRAINAGE EARLY. ASAP AFTER INSTALLATION OF ROOFING IRON, OR PREFERABLY BEFORE.
- 7.) STABILISE THE SITE ACCESS, PROVIDE VEHICLE WASH-OFF AREAS IF REQUIRED, AND DIVERSION DRAINAGE, STABLE SURFACE MATERIAL ETC

ALL WORKS ARE TO BE IN ACCORDANCE WITH THE WATER SUPPLY CODE OF AUSTRALIA WSA 03 -2011-3.1 VERSION 3.1 MRWA EDITION V2.0 AND SEWERAGE CODE OF AUSTRALIA MELBOURNE RETAIL WATER AGENCIES CODE WSA 02 -2014-3.1 MRWA VERSION 2 AND TAS WATER'S SUPPLEMENTS TO THESE CODES WHERE REQUIRED.

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
 No Planning Permit required  
**DA2024/152**

*S. U.*  
 General Manager

Date: 9/08/2024

**PROPOSED**

AREA ANALYSIS GROSS FLOOR AREA (GFA)	
SITE:	3136m <sup>2</sup>
PROPOSED HOUSE:	121m <sup>2</sup>
<b>TOTAL PROPOSED GFA:</b>	<b>121m<sup>2</sup></b>
TOTAL GFA (ROOF AREA):	173m <sup>2</sup>
SITE COVERAGE:	5%

**1** SITE PLAN PROPOSED  
 200 1:500 BAL: 19

REV	DATE	DESCRIPTION	REV	DATE	DESCRIPTION
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**PROJECT**  
**RHEBAN BEACH HOUSE**  
 VINCENT BUTLER  
 284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190  
*country of the poredareme people of the Oyster Bay nation, lutruwita*

**SCALE** 1:500 @A3  
**DATE** 01/08/2024  
**DRAWN** BAN  
**ISSUE** DA  
**REV** -

**DRAWING**  
**SITE PLAN**  
**PROPOSED**

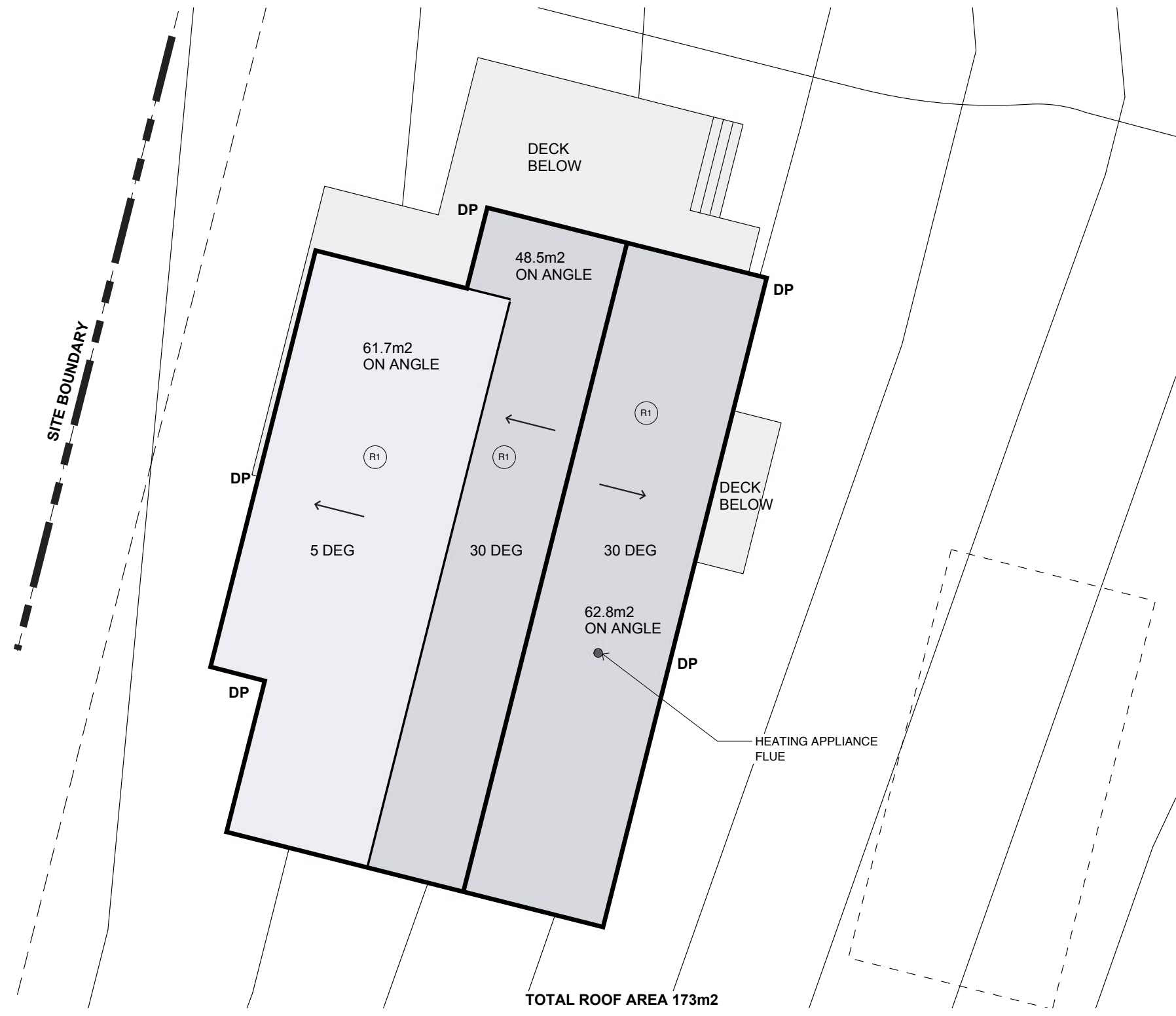
TRUE NORTH  
 15.09°

**DRAWING NO.**  
**35124\_200**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with NCC all relevant Australian Standards, drawing is copyright and the property of NEXT 50 Architects.







**KEY**

R1 PROPOSED GALVANISED IRON ROOF

**1** ROOF PLAN PROPOSED  
202 1:100

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
 No Planning Permit required  
**DA2024/152**

Date: 9/08/2024  
 General Manager

REV	DATE	DESCRIPTION	REV	DATE	DESCRIPTION
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PROJECT	SCALE	DATE	1:100 @A3
<b>RHEBAN BEACH HOUSE</b>	DATE	01/08/2024	
VINCENT BUTLER	DRAWN	BAN	
284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190	ISSUE	DA	
country of the poredareme people of the Oyster Bay nation, lutruwita	REV	-	

DRAWING  
**ROOF PLAN PROPOSED**  
 TRUE 15.09° NORTH  
 DRAWING NO. **35124\_202**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with NCC all relevant Australian Standards, drawing is copyright and the property of NEXT 50 Architects.

**KEY**

- R1 PROPOSED GALVANISED IRON ROOF
- C1 PROPOSED GALVANISED VERTICAL CUSTOM ORB
- C2 PROPOSED VERTICAL BAL-19 VERTICAL TIMBER NATURAL



**1 PROPOSED NORTH ELEVATION**  
 300 1:100 BAL: 19



**2 PROPOSED WEST ELEVATION**  
 300 1:100 BAL: 19

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
 No Planning Permit required  
**DA2024/152**

*[Signature]*  
 General Manager

Date: 9/08/2024

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**PROJECT**  
**RHEBAN BEACH HOUSE**  
 VINCENT BUTLER  
 284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190  
*country of the poredareme people of the Oyster Bay nation, lutruwita*

**SCALE** 1:100 @A3  
**DATE** 01/08/2024  
**DRAWN** BAN  
**ISSUE** DA  
**REV** -

**DRAWING**  
**ELEVATIONS**  
**PROPOSED**

DRAWING NO.  
**35124\_300**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with NCC all relevant Australian Standards, drawing is copyright and the property of NEXT 50 Architects.



**KEY**

- R1 PROPOSED GALVANISED IRON ROOF
- C1 PROPOSED GALVANISED VERTICAL CUSTOM ORB
- C2 PROPOSED VERTICAL BAL-19 VERTICAL TIMBER NATURAL

**1**  
301 **PROPOSED SOUTH ELEVATION**  
1:100 BAL: 19



**2**  
301 **PROPOSED EAST ELEVATION**  
1:100 BAL: 19

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**  
*[Signature]*  
 Date: 9/08/2024 General Manager

REV	DATE	DESCRIPTION	REV	DATE	DESCRIPTION
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**PROJECT**  
**RHEBAN BEACH HOUSE**  
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**SCALE**  
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**DATE**  
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**ISSUE**  
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**REV**  
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**DRAWING**  
**ELEVATIONS**  
**PROPOSED**

DRAWING NO.  
**35124\_301**

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**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**

*A. U.*  
 General Manager

Date: 9/08/2024

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 INFO@NEXT50ARCHITECTS.COM.AU

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**PROJECT**  
**RHEBAN BEACH HOUSE**  
 VINCENT BUTLER  
 284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190  
*country of the poredareme people of the Oyster Bay nation, lutruwita*

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**DRAWING**  
**3D IMAGES**

DRAWING NO.  
**35124\_900**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with NCC all relevant Australian Standards, drawing is copyright and the property of NEXT 50 Architects.



**GLAMORGAN SPRING BAY COUNCIL**  
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PROJECT		DRAWING	
<b>RHEBAN BEACH HOUSE</b>		<b>3D IMAGES</b>	
VINCENT BUTLER	SCALE	NTS @A3	
284 RHEBAN ROAD, SPRING BEACH, TASMANIA, 7190	DATE	01/08/2024	
<i>country of the poredareme people of the Oyster Bay nation, lutruwita</i>	DRAWN	BAN	
	ISSUE	DA	
	REV	-	

DRAWING NO.  
**35124\_901**

GENERAL NOTES: Contractor shall verify all dimensions onsite before undertaking work or shop drawings. Written dimensions take precedence, written specification takes precedence over this drawing. DO NOT SCALE. Dimensions are indicative only, must cross reference with details and maintain minimum dimensions according to NCC. All work must be in accordance with the relevant building codes and standards.

Glamorgan Spring Bay Council  
PO BOX 6  
Triabunna TAS 7190  
c/o the General Manager

Sent via email to [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)

1 August 2024

Dear Councillors,

**Re: Request to build within covenanted area at 284 Rheban Road, Spring Beach**

Please accept this letter as a request for approval to build within the subject covenant area. Particulars of the proposed structures/buildings (residential dwelling) accompany this letter, as prepared by *Next 50 Architects*.

In making this request, reference is made to **Decision 133/24** on Item 8.2 of the Ordinary Council Meeting on 23 July 2024, as noted below:

*That Council will consider a request for approval under the Covenant in question if it is presented with the particulars of the proposed structures/buildings proposed to be developed on Lot 1, south of the line marked A-B, of Sealed Plan 169414 and that parties to the Covenant will be invited to make representation.*

It is understood that Council has received concerns to date from two parties subject to the covenant (being the owners of 284A and 284B Rheban Road). These concerns relate primarily to the potential construction of a two-story dwelling; on-site servicing of the site; and privacy concerns to the 284A property (noting only 284A shares a boundary with the subject lot). These concerns have been considered in the siting and design of the rather modest single storey dwelling proposed, and design measures have been included to promote a sense of privacy.

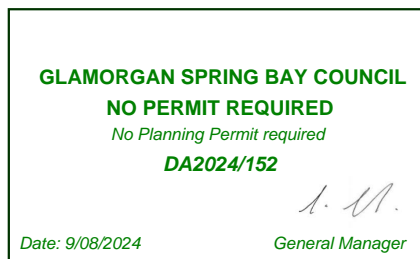
Please also refer to the *Locality Plan – Appendix A* included in the accompanying *Planning Report* by *Next 50 Architects*. This *Locality Plan* provides context to the request. The design and siting of the dwelling has considered existing buildings on nearby properties and their uses (i.e. dwelling or outbuilding), so as to have the least imposition to sightlines from habitable rooms.

Thank you for your consideration of this request.

Kind regards,



Vince Butler  
0407 327 698  
v\_butler88@hotmail.com







**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p align="center"><b>SCHEDULE OF EASEMENTS</b></p> <p><b>NOTE:</b> THE SCHEDULE MUST BE SIGNED BY THE OWNERS &amp; MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.</p>	<p align="center">Registered Number</p> <p align="center">- 4 NOV 2024</p> <p align="center"><b>SP 769414</b></p>
--	---

PAGE 1 OF 1 PAGE/S

4

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

**Fencing Provision.** In respect to the lots on the plan  
 \* The Vendors Leanne Wright and Christopher Ian Wright Shall not be required

**Easements** Continued on Page 4

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
 No Planning Permit required  
**DA2024/152**

*A. M.*  
 General Manager

Date: 9/08/2024

- ~~Lot 1 on the plan is together with rights of carriageway over rights of way (private) Y and Z on the plan over lots 3 and 2.~~
- Lot 2 on the plan is together with a right of carriageway over right of way (private) Y on the plan over lot 3.
- Lot 3 on the plan is together with a right of carriageway over right of way (private) Z on the plan over lot 2.
- Lot 1 on the plan is subject to a Drainage Easement 2.00 Wide more fully set forth on Sealed Plan 27494.
- Lot 2 on the plan is subject to a right of carriageway over right of way (private) Z on the plan in favour of lots 1 and 3.
- ~~Lot 3 on the plan is subject to a right of carriageway over right of way (private) Y on the plan in favour of lots 1 and 2.~~

(USE ANNEXURE PAGES FOR CONTINUATION)

<p>SUBDIVIDER: L &amp; I Wright                  FOLIO REF: CT 27494-12                  SOLICITOR &amp; REFERENCE: <i>Justin Mcmullen Wright</i></p>	<p>PLAN SEALED BY: Glamorgan Spring Bay Council                  DATE: <i>6.3.15</i>                  SA 13017                  REF NO. <i>[Signature]</i>                  Council Delegate</p>
<p><b>NOTE:</b> The Council Delegate must sign the Certificate for the purposes of identification.</p>	

*Angela Schmarck* WITNESS



**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p><b>ANNEXURE TO SCHEDULE OF EASEMENTS</b></p> <p>PAGE 2 OF 4 PAGES 4</p>	<p>Registered Number</p> <p><b>SP 169414</b></p>
<p>SUBDIVIDER: L &amp; I WRIGHT FOLIO REFERENCE: CT 27494-12</p>	

~~Lot 1 on the plan is together with Service Easements over Service Easements Y and Z on the plan over lots 3 and 2.~~

Lot 2 on the plan is together with a Service Easement over Service Easement Y on the plan over lot 3.

~~Lot 3 on the plan is together with a Service Easement over Service Easement Z on the plan over lot 2.~~

'Service Easement' means the full and free right for every person who is at any time entitled to an estate or interest in possession in the land herein indicated as the dominant tenement or any part thereof with which the right shall be capable of enjoyment to make or lay or install pipes, wires, cables, other apparatus, and equipment for the purpose of conveying or carrying water, electricity, gas and telephone services and all and any other kind of services to or from the dominant tenement or any such parts thereof under the land herein indicated as the land over which the right is to subsist and through all pipes, wires, cables, other apparatus and equipment which are now or now may hereafter be made or laid or installed passing under the last mentioned land and the right for every such person and every person authorised by him:

1. to maintain and use the pipes, wires, cables, other apparatus and equipment for any of those purposes;
2. to inspect, alter, repair and replace all or any part of the pipes, wires, cables, other apparatus and equipment when and where necessary;
3. to break the surface of, dig, open up and use the servient tenement for any of those purposes;
4. to enter the servient tenement at any time (if necessary with vehicles, equipment, workman, materials and specialist services) for any of those purposes; and
5. to do all necessary works and things for any of those purposes without doing unnecessary damage to the servient tenement and leaving the same in a clean and tidy condition and making good any damage occasioned thereby.

*L Wright*  
*R Wright*

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**

*L. U.*  
General Manager

Date: 9/08/2024

**NOTE:** Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

*Anzela J Schwarz* - WITNESS





**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p><b>ANNEXURE TO SCHEDULE OF EASEMENTS</b></p> <p>PAGE 3 OF 4 PAGES 4</p>	<p>Registered Number</p> <p><b>SP 769414</b></p>
<p>SUBDIVIDER: L &amp; I WRIGHT FOLIO REFERENCE: CT 27494-12</p>	

**Covenants**

The Owner of lot 1 on the Plan covenants with the subdivider, and the owners for the time being of every other lot shown on the plan to the intent that the burden of this covenant may run and bind the covenantor's lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every lot shown on the plan to observe the following stipulation: Not to build any building or structure south of the line A-B marked on the plan unless approved by the Glamorgan Spring Bay Council.

The Owner of lot 2 on the Plan covenants with the subdivider, and the owners for the time being of every other lot shown on the plan to the intent that the burden of this covenant may run and bind the covenantor's lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every lot shown on the plan to observe the following stipulation: Not to build any building or structure south of the line C-D marked on the plan unless approved by the Glamorgan Spring Bay Council.

The Owner of lot 3 on the Plan covenants with the subdivider, and the owners for the time being of every other lot shown on the plan to the intent that the burden of this covenant may run and bind the covenantor's lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every lot shown on the plan to observe the following stipulation: Not to build any building or structure south of the line E-F marked on the plan unless approved by the Glamorgan Spring Bay Council.

Signed by the Registered Proprietors

Leanne Wright and

Christopher Ian Wright

In the presence of witness (sign)

*Leanne Wright*  
.....  
*Christopher Ian Wright*  
.....  
*Angela J Schwartz*  
.....



Witness Name ANGELA SCHWARTZ  
Address 7 HARRIS ROAD BRIGHTON TAS 7030  
occupation TEACHER ASSISTANT

**NOTE:** Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.



**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p><b>ANNEXURE TO SCHEDULE OF EASEMENTS</b></p> <p><b>PAGE 4 OF 4 PAGES</b></p>	<p><b>SP169414</b></p>
<p>SUBDIVIDER: - LEANNE WRIGHT AND CHRISTOPHER IAN WRIGHT</p> <p>FOLIO REFERENCE: - 27494/12</p>	
<p><b>EASEMENTS</b></p> <p>Lot 2 on the plan is subject to a Right of Carriageway (appurtenant to Lots 1 &amp; 3) over the Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p>Lot 3 on the plan is subject to a Right of Carriageway (appurtenant to Lots 1 &amp; 2) over the Right of Way (private) Y and Service Easement Y on the plan.</p> <p>Lot 1 on the plan is together with Rights of Carriageway over the Right of Way (private) variable width Y and Service Easement Y and Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p>Lot 2 on the plan is together with a Right of Carriageway over the Right of Way (private) variable width Y and Service Easement Y on the plan.</p> <p>Lot 3 on the plan is together with a Right of Carriageway over the Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p>Lot 1 on the plan is subject to a Right of Drainage (appurtenant to Lot 11 on SP27494) over the Drainage Easement 2.00 wide as created by and more fully set forth in SP27494 and shown on the plan.</p> <p>Lot 2 on the plan is subject to a Service Easement (appurtenant to Lots 1 &amp; 3) over the Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p>Lot 3 on the plan is subject to a Service Easement (appurtenant to Lots 1 &amp; 2) over the Right of Way (private) variable width Y and Service Easement Y on the plan.</p> <p>Lot 1 on the plan is together with a Service Easement over the Right of Way (private) variable width Y and Service Easement Y and Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p>Lot 2 on the plan is together with a Service Easement over the Right of Way (private) variable width Y and Service Easement Y on the plan.</p> <p>Lot 3 on the plan is together with a Service Easement over the Right of Way (private) variable width Z and Service Easement Z on the plan.</p> <p><b>COVENANTS</b></p> <p>The lots on the plan are each burdened by the restrictive covenants as created by and more fully set forth in Sealed Plan No. 27494.</p> <p>NOTE: - Every annexed sheet must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.</p>	

**GLAMORGAN SPRING BAY COUNCIL**  
**NO PERMIT REQUIRED**  
*No Planning Permit required*  
**DA2024/152**  
  
*General Manager*

Date: 9/08/2024



9 Melbourne Street (PO Box 6)  
Triabunna TAS 7190  
☎ 03 6256 4777  
☎ 03 6256 4774  
✉ [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)  
🌐 [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au)

## COMMUNITY SMALL GRANTS PROGRAM

### GUIDELINES FOR APPLICATIONS

The Glamorgan Spring Bay Council's Community Small Grants Program provides small grants to community organisations and groups to assist them to undertake programs and activities within the Glamorgan Spring Bay municipal area.

Council receives requests for more funding than is available and consequently funds under the programs are limited. The majority of grants will be restricted to no more than \$1,000, however, in certain circumstances, Council may consider increasing the allocation.

There is no specific funding period. Applications for funding assistance shall be considered throughout the year until such time as the available funds have been exhausted.

#### Eligibility

Applications must be from not-for-profit organisations as defined as follows:

- Its main operating purpose is other than to provide goods and services for profit.
- Other than in the case of winding up, no member/owner has the right to surpluses of the entity.
- That entity does not have the right to transfer ownership to members/owners.
- Any resident of the Glamorgan Spring Bay municipal area who has been selected on merit to participate or compete in any event or project of state, national or international significance may seek funding assistance.

#### Projects should aim to:

- Address relevant community issues of significance. ✓
- Be initiated within the community and actively involve local people. ✓
- Improve access and encourage wider use of facilities. ✓

#### Council Process Requirements:

Application:

- Complete the Community Small Grants Application form. ✓
- Provide a plan or sketch of the proposed project (if applicable). ✓
- Provide a copy of the project budget and evidence of basis of costs (Quotation). ✓

#### Successful applicants after project completion:

- Complete the Community Small Grants Acquittal form.
- Provide a brief written report of the success or otherwise of the project prior to the conclusion of the financial year, together with a photo (if applicable).
- Provide most recent financial statement or evidence of expenditure.

For further information, please contact the Community & Communications Officer  
Phone: (03) 6256 4777  
Email: [community@freycinet.tas.gov.au](mailto:community@freycinet.tas.gov.au)  
PO Box 6, Triabunna 7190

PTO

APPLICANT DETAILS			
Organisation / Group	Bicheno community Men's Shed		
Is your organisation an incorporated body?	Yes	Incorporated Number	1A 11407
Is your organisation a registered not-for-profit?	Yes	Registration Number	55 3119945514
Contact Person	[REDACTED]	Surname	[REDACTED]
Contact Number	[REDACTED]		
Postal Address	[REDACTED]		
Email	* Please contact pamfrade@outlook.com		
PROJECT TITLE AND BRIEF DESCRIPTION (If insufficient space, please attach additional sheet)			
Building INSURANCE for the Men's Shed - A CONTRIBUTION towards.			
OUTLINE INTENDED OUTCOMES OF THE PROJECT			
TO BE ABLE to afford to pay our INSURANCE on the shed.			
Having a very small membership base there is only so much the men can do to EARN DOLLARS: ie Building outdoor BBQ furniture general Repairs. Penguin Boxes. Dog Kennels Rowing Pins etc			
FUNDING REQUEST			
Funding sought from council	\$ \$890.91		
Funding to be contributed by you or your organisation	\$ \$1000.00		
Funding to be contributed from other organisations	\$ NIL		
Total Project Expenses	\$ 1890.91		
Signed	x [Signature]		
Name	x Douglas Renshaw		
Date	x 16 August 2024,		



TAX INVOICE

Pamela Troode  
 Bicheno Men's Shed Inc  
 19 Sinclair Street  
 Bicheno TAS 7215

Marsh Advantage Insurance Pty Ltd  
 ABN 31 081 358 303  
 Collins Square  
 727 Collins Street  
 Melbourne 3008  
 Tel +61 3 9613 1415  
 Fax +61 3 9614 3600  
 www.marshadvantage.com.au

Invoice No. **030-M002626**  
 Date 29 June 2024  
 Our Ref 098282  
 Client Code 030-BICMENS  
 Policy No. 31-0100037-IAR  
 Class **Industrial Special Risks - Renewal**  
 Insured Jobs Australia Limited  
 Period 30/06/2024 to 30/06/2025  
 Situation As Declared  
 Insurer Allianz Australia Insurance Ltd  
 Sydney NSW

Adviser/s  
 Jamie Tzouvanelis

Premium	1,043.33
FSL/ESL	292.14
Broker Fee	250.00
GST	158.54
Stamp Duty	146.90

**TOTAL DUE AUD \$1,890.91**

Refer overleaf for information about statutory notices, terms and conditions

PAYMENT OPTIONS

**PAY IN FULL NOW**

Total Due AUD \$1,890.91 by 13/07/2024

\*BPAY and Card payments are limited to \$50,000 per transaction

	Biller Code: 3269 Ref: 88023 55068 1794094 1 <small>Registered to BPAY Pty Ltd                  ABN 69 079 137 516</small>	Telephone or Internet Banking - BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More Info: <a href="http://www.bpay.com.au">www.bpay.com.au</a>
	Visa/Mastercard/Amex - <a href="http://www.marsh.com/au/payonline">www.marsh.com/au/payonline</a> Payment reference 880 235 5068. A 1% surcharge fee (including GST) applies	
EFT ONLY	Bank: Commonwealth Bank BSB: 066-774 Email Remittance to: Payments.Australia@marsh.com	Acct: 80 235 5068 Ref: 030-BICMENS

Cheque – Mail with completed Payment Slip overleaf

OR

**PAY BY THE MONTH**

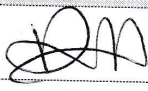
Premium Funding

**Call the above Adviser/s to discuss this option.**

Benefits of funding include:

- Improved Cash Flow
- Retain your valuable Capital
- Leave your banking facilities open and available
- Pay all of our invoices with one easy monthly payment



APPLICANT DETAILS			
Organisation / Group	Triabunna Tivoli Theatre Incorporated		
Is your organisation an incorporated body?	Incorporation	Incorporated Number	IA13099
Is your organisation a registered not-for-profit	YES	Registration Number	97450419428
Contact Person	Kerry	Surname	Chaproniere
Contact Number	0428875665		
Postal Address	3 Vicary St Triabunna TAS 7190		
Email	admin@crpgroup.com.au		
PROJECT TITLE AND BRIEF DESCRIPTION (If insufficient space, please attach additional sheet)			
<b>Continuation of The Triabunna Tivoli Theatre - Please see the attached paperwork</b>			
OUTLINE INTENDED OUTCOMES OF THE PROJECT			
<b>Please see the attached paperwork</b>			
FUNDING REQUEST			
Funding sought from council	\$1000		
Funding to be contributed by you or your organisation	\$3000 General Income generated		
Funding to be contributed from other organisations	\$1000		
Total Project Expenses	\$5000		
Signed			
Name	Kerry Chaproniere		
Date	14/08/2024		



## Attachment to Community Small Grant Program

### Who we are and our experience.

- Triabunna Tivoli Theatre Incorporated – holding monthly film nights.
- A small 'Not for Profit' incorporated organisation run by local volunteers.

### Committee Members Experience

- Business ownership and management
- Marketing & Advertising
- Finance / Accounting / Bookkeeping
- Teachers and Educators
- Film Screening
- Multiple Community group involvement
- Social understanding & awareness

### Our Mission

Bringing together a group of people in our community in the way of monthly film screenings. This activity is very important and helps to fill a community societal need. Movies are a great conversation starter and a way for people to forget about their problems and immerse themselves in a different world temporarily. It is also something that you can attend on your own or bring a friend that may not usually engage in many social outings.

### Delivering on our mission

- Catering to all different ages in the community
- All movies that we select and associated Government Rating are considered so a broad audience of ages in the community can attend.
- Screening specific films for School Holiday screenings for local & visiting children & families to attend.
- Xmas screenings that bring the community together to celebrate and have fun as this can be a difficult time for some.
- Bringing the latest movies to screen once finished showing at the big cinemas.
- Operating a cinema style snack bar enhancing the 'night out' cinema experience

### Supporting Social & Community Well Being

- We also work with other organisations in the community & have shown extra screenings/films associated with:
  - Neighbours every day
  - NRW – National Reconciliation Week
  - Mental Health Week in Oct 2024– In conjunction with the Rotary Club & Suicide Prevention Network.
- We source our canteen supplies locally where we can, putting \$ back into the community.
- We supply complimentary Tea & Coffee at each screening.

**Triabunna Tivoli Theatre Incorporated**  
3 Vicary Street Triabunna, Tasmania 7190  
ABN 9745 0419 428  
E: admin@crpgroup.cm.au  
M: 0428 875 665



**Attendance**

From our first screening in Oct to date we have shown 11 films and have had a min of 16 people to 65 people per month attend averaging out over the time as 35 people per film.

We need a minimum of 27 people each month to cover the Commercial Screening Fee alone costing approx. \$137.50 per screening.

**How we generate income**

We keep our entry fee & canteen costs at a very minimal charge/cost so that it is an affordable outing for individuals & Families in the community.

- Entry Fee \$5 per person, smaller children free
- Canteen costs – charged to cover the cost of the purchase.
- Individual Community Membership Fees \$10 per year
- Government grant funding & local business for sponsorship & donations where available

**On-going Operational Expenses**

- Licensing – Liquor permit \$462.80 per year.
- Hall Hire - \$25 per month
- ATO Annual Return - \$74.80 per year
- Commercial Screening copyright costs – average \$137.50 per month = \$1.650.00 p.a.
- Monthly DVD costs \$12 - \$15 where applicable
- Internet – \$25.00 per month -paid by one of the executives.
- Video streaming - \$10.00 per screening – paid by one of the executives.
- Screening equipment upgrade – dependant on funds available

*See attached spreadsheet for 23/24.*

**Summary**

This grant is requesting financial support for the continuance of our film nights for the Orford/Triabunna community to allow us to provide a monthly community event at an accessible price point for all ages.

**Triabunna Tivoli Theatre Incorporated**  
3 Vicary Street Triabunna, Tasmania 7190  
ABN 9745 0419 428  
E: admin@crpgroup.cm.au  
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9 Melbourne Street (PO Box 6)  
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Phone: (03) 6256 4777

Email: [community@freycinet.tas.gov.au](mailto:community@freycinet.tas.gov.au)

PO Box 6, Triabunna 7190

APPLICANT DETAILS			
Organisation / Group	East Coast Anglican		
Is your organisation an incorporated body?	No	Incorporated Number	
Is your organisation a registered not-for-profit	Yes	Registration Number	ABN 86212807623
Contact Person	Ben	Surname	Allen
Contact Number	0407 242 522		
Postal Address	1 Franklin Street, Triabunna		
Email	ben@eastcoastanglican.church		
PROJECT TITLE AND BRIEF DESCRIPTION (If insufficient space, please attach additional sheet)			
<p><b>Kids' Club and Youth Group.</b>                      Friday after school, Kids' Club is for kids in grades K-4. We eat afternoon snacks, play games, do crafts, and teach about Jesus from the Bible.                      Friday from 5-7pm, Youth Group is for kids in grades 5-9. We eat dinner, play games, do other activities and teach about Jesus from the Bible.                      The budget for the coming financial year is the same as the attached costs from the previous year.</p>			
OUTLINE INTENDED OUTCOMES OF THE PROJECT			
<p>The primary intention of these programs is to introduce kids to who Jesus is and what he's done. This enables them to make a decision for themselves about what they think of Jesus and what that means for them. But, there are other purposes that we believe GSBC is supportive of:</p> <ol style="list-style-type: none"> <li>1. We feed them. Usually at Kids' Club this food is donated by volunteers. At Youth Group, this is our main expense (dinner for 10-15 kids).</li> <li>2. We provide relational skills beyond normal friendship groups. Leaders help kids work out how to relate and play games together.</li> <li>3. We provide activities (often active ones) and somewhere for kids to be on Friday afternoons. This alleviates boredom and mischief.</li> </ol>			
FUNDING REQUEST			
Funding sought from council	\$ 1000		
Funding to be contributed by you or your organisation	\$ 2000		
Funding to be contributed from other organisations	\$ 0		
Total Project Expenses	\$ 3000		
Signed			
Name	<b>Ben Allen</b>		
Date	<b>9/8/24</b>		

ACQUITTAL FORM (To be filled out by successful recipient of Grant Funds)	
Name of successful applicant	
Postal Address	
Contact person	
Role	
Email Address	
Postal Address	
Email	
Is your organisation an incorporated body?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Project title and brief description of how the project achieved the outcomes intended.	
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	
Income	
Funds received from Council	\$
Funding from your organisation	\$
Funding from other organisations	\$
<b>TOTAL funding received</b>	<b>\$</b>
Expenditure (List the expenditure receipts)	
<b>TOTAL Expenditure</b>	
FUNDING REQUEST	
Signed by recipient	
Date signed	

## Community Small Grant - Request from Student

---

**Subject:** RE: Windeward Bound YLC

**From:** [REDACTED]  
**Sent:** Thursday, 5 September 2024 9:55 AM  
**To:** Mayor Cheryl Arnol <[cheryl.arnol@freycinet.tas.gov.au](mailto:cheryl.arnol@freycinet.tas.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** Windeward Bound YLC

Dear Mrs. Arnol,

My name is [REDACTED] I'm a year nine student at Triabunna District School, and I am emailing to ask about possible sponsorship or donations to assist me in securing a sailing experience called the Windeward Bound Youth Leadership Challenge.

The Windeward Bound Youth Leadership Challenge is a 10-day adventure, where ten Tasmanian children aged 14-18, and ten migrants who have recently moved to Tasmania come together for the adventure of a lifetime. No phones, laptops, TVs. No known friends coming aboard. Just the 20 kids, crew and the open seas. The purpose of the voyage is to connect new Tasmanian youth from refugee backgrounds with other aspiring Tasmanian youths to foster new relationships and confidence among other skills.

The cost of the voyage is hefty, with it totalling \$2750. I have already received some donations from generous sponsors, but I am required to raise a further \$1750 by October 13th.

Alongside my fee to partake in the voyage, I am required to raise extra funds to further subsidise costs for a migrant who will be coming aboard for the trip, so your generous support would be greatly appreciated by not only myself, but them as well.

Given the deadline, your timely consideration for any donation/sponsorship, whether large or small would be exponentially appreciated by all.

Sincerest thanks for your time and consideration.

Kindest regards,

[REDACTED]

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### CONFIDENTIALITY NOTICE AND DISCLAIMER

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