



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING AGENDA

TUESDAY 26 NOVEMBER 2024

2:00 PM

Council Chambers, Triabunna

ACKNOWLEDGEMENT OF COUNTRY

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

NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday 26 November 2024, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

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

Dated this Thursday 21 November 2024



Peter Porch
ACTING GENERAL MANAGER

IMPORTANT INFORMATION

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

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

TABLE OF CONTENTS

| | | |
|----------|--|-----------|
| 1 | OPENING OF MEETING | 5 |
| 1.1 | Present | 5 |
| 1.2 | Apologies and Leave of Absence | 5 |
| 1.3 | In Attendance | 5 |
| 1.4 | Late Reports | 5 |
| 1.5 | Declaration of Interest or Conflict | 5 |
| 2 | CONFIRMATION OF MINUTES | 6 |
| 2.1 | Ordinary Meeting of Council - 22 October 2024 | 6 |
| 2.2 | Date and Purpose of Workshop(s) Held | 7 |
| 3 | PUBLIC QUESTION TIME | 9 |
| 3.1 | Questions on Notice | 9 |
| 3.2 | Questions Without Notice | 9 |
| 4 | PLANNING AUTHORITY SECTION | 10 |
| 4.1 | SA2024/026 - 284 Rheban Road, Spring Beach - 2 Lot Subdivision | 11 |
| 4.2 | DA2024/173 - 31 Douglas Street, Bicheno | 27 |
| 5 | FINANCIAL REPORTS | 37 |
| 5.1 | Financial Reports for October 2024 | 37 |
| 6 | SECTION 24 COMMITTEES | 39 |
| 6.1 | Tasmanian Seafarers' Memorial Committee Minutes - 16 September 2024 | 39 |
| 6.2 | Bicheno Hall Committee Minutes - 18 July 2024 | 42 |
| 7 | INFORMATION REPORTS | 44 |
| 7.1 | Acting General Manager - Peter Porch | 44 |
| 7.2 | Director Planning and Development - Alex Woodward | 50 |
| 8 | OFFICERS' REPORT REQUIRING A DECISION | 53 |
| 8.1 | Primary care Rural Innovative Multidisciplinary Model (PRIMM) Project and Spring Bay Health Hub Proposal | 53 |
| 8.2 | Strategic Asset Management Plan Version Update | 56 |
| 8.3 | Revised Policy Council Meetings Audio Visual Recording and Live Streaming | 59 |
| 8.4 | Hobart Airport Flight Path Change Proposals | 62 |
| 8.5 | Glamorgan Spring Bay Audit Panel - Annual Report 2024 | 64 |

| | | |
|-----------|---|-----------|
| 8.6 | Community Small Grant Application - Freycinet Volunteer Marine Rescue Association Inc | 66 |
| 8.7 | Community Small Grant Application - Swansea Local Events Committee | 69 |
| 8.8 | Community Small Grant Application - Friends of Buckland Church | 72 |
| 8.9 | Request for Event Support - Triabunna Christmas Crew | 75 |
| 9 | NOTICES OF MOTION | 78 |
| 10 | PETITIONS | 79 |
| 11 | COUNCILLORS | 80 |
| 11.1 | Questions on Notice by Councillors | 80 |
| 11.2 | Comments/statements | 80 |
| 12 | CONFIDENTIAL ITEMS (CLOSED SESSION) | 81 |
| 13 | CLOSE..... | 82 |

1 OPENING OF MEETING

The Mayor to welcome Councillors and staff and declare the meeting open at [time].

1.1 Present

1.2 Apologies and Leave of Absence

1.3 In Attendance

1.4 Late Reports

(Motion to receive required)

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

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

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 22 October 2024

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 22 October 2024 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 12 NOVEMBER 2024

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1.30pm to 4.38pm on Tuesday 12th November 2024 at the Council Offices, Triabunna.

Present:

Deputy Mayor Michael Symons (via remote video conference)
Clr Rob Churchill
Clr Neil Edwards
Clr Carole McQueeney
Clr Kenneth Gregson

Apologies:

Mayor Cheryl Arnol (due to being unwell)
Clr Robert Young
Clr Jenny Woods

In Attendance:

Peter Porch, Acting General Manager
Alex Woodward, Director Planning and Development
Elyse Blain, Director Corporate and Community

Guests

- Fiona Onslow-Agnew
- John Lewis
- Bill Costin

Agenda

- Work Health and Safety
- Review of Community Small Grant Policy
- PRIMM Cohealth Report
- SA2024/026 - 284 Rheban Road, Orford
- DA2024/173 - 31 Douglas Street, Bicheno
- Australia Day Awards 2025
- Mayshaw Presentation
- Strategic Asset Management Plan
- Revised Policy | Council Meetings - Audio Visual Recording and Live Streaming
- Acquisition of Land
- Councillor Leave of absence procedures

TUESDAY 19 NOVEMBER 2024

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 11:00am to 4.05pm on Tuesday 19 November 2024 at the Swansea Town Hall.

Present:

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

Apologies:

Nil.

In Attendance:

Peter Porch, Acting General Manager
Alex Woodward, Director Planning and Development
Elysse Blain, Director Corporate and Community
Jazmine Kerr, Executive Officer

Guests

- Lynda Jones

Agenda

- Strategic Planning

RECOMMENDATION

That Council notes the information.

3 PUBLIC QUESTION TIME

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

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

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

3.1 Questions on Notice

Nil.

3.2 Questions Without Notice

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

4 PLANNING AUTHORITY SECTION

Under Regulation 25 of Local Government (Meeting Procedures) Regulations 2015, the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

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

4.1 SA2024/026 - 284 Rheban Road, Spring Beach - 2 Lot Subdivision

| | |
|------------------------------|---|
| Proposal: | 2 Lot Subdivision |
| Applicant: | Vincent Arthur Butler |
| Application Date: | 26 September 2024 |
| Statutory Date: | 04 December 2024 |
| Planning Instruments: | Tasmanian Planning Scheme - Glamorgan Spring Bay |
| Zone: | 10.0 Low Density Residential Zone |
| Codes: | C2.0 Parking and Sustainable Transport Code, C3.0 Road and Railway Access Code, C13.0 Bushfire Prone Areas Code |
| Specific Area Plans: | N/A |
| Use: | N/A |
| Development: | 2 lot subdivision |
| Discretions: | 10.6.1 Lot Design – A1 - restriction on title, A2 - lot frontage <20m, A3 - lot 2 not direct road access, 10.6.3 Services - A2 - No reticulated sewerage system, A3 - Lot 2 cannot connect to public stormwater system |
| Representations: | 3 |
| Attachments: | 1. SA2024-026 - Exhibited Documents [4.1.1 - 64 pages] 2. SA2024-026 - Redacted Representations [4.1.2 - 4 pages] |
| Author: | James Bonner, Senior Planner |

Executive Summary

Planning approval is sought for the subdivision of a vacant lot into 2 lots. The application was advertised from 3rd October to 17th October 2024. During the representation period three (3) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 04 December 2024.

PART ONE

1. Statutory Requirements

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

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

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

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

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

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

2. Approving applications under the planning scheme

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

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

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

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

3. The Proposal

- The proposal is to subdivide the existing 3136m² lot into two lots comprising Lot 1 – 1,636m² and Lot 2 – 1,500m² as depicted in the subdivision plan below.

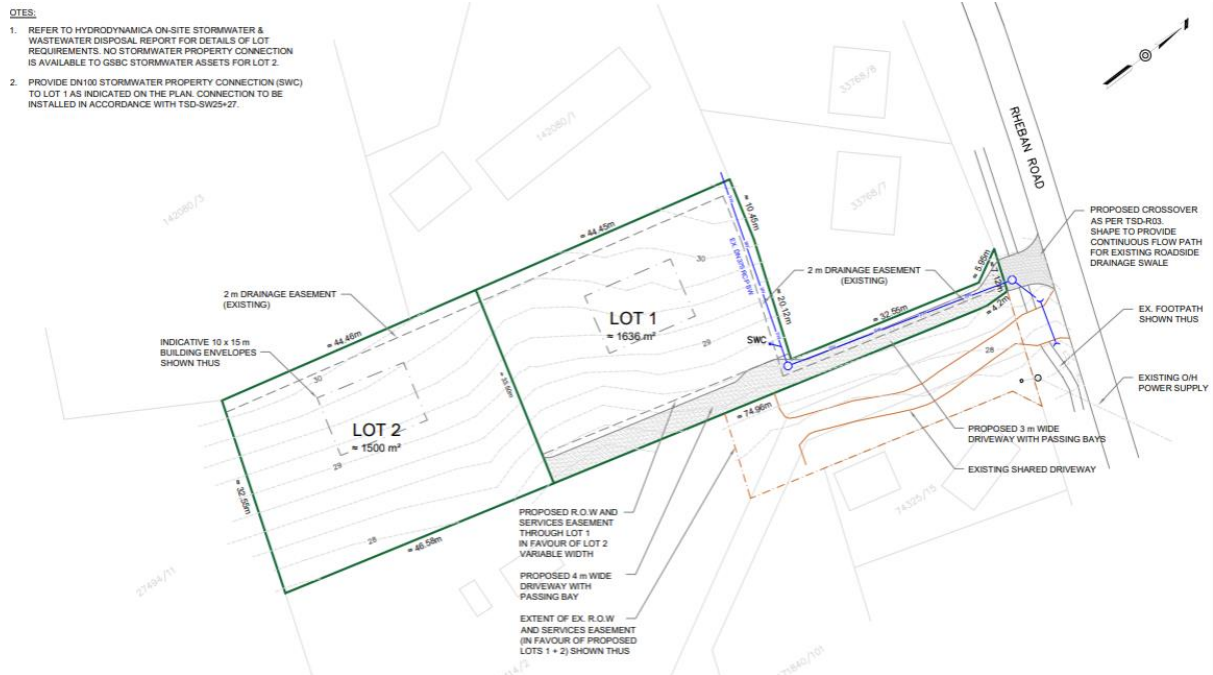


Figure 1 – Subdivision Plan

4. Risk and implications

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

5. Background and past applications

The following applications have been received since the lot was created.

- DA2016/051 – Dwelling – No Permit Required – not acted upon
- DA2024/152 – Dwelling – No Permit Required – to date not acted upon

6. Site Description

The lot is currently vacant and is vegetated with remnant native vegetation. The lot is an internal lot with an access handle providing access to Rheban Road. The land is relatively flat with a gently down gradient from west to east.

The lot is within a low density zoned area that has a range of lot sizes in the immediate area the range from around 700m² up to 5,500m².



Figure 2 – Site Source: LIST Maps



Figure 3 – Vehicle access to property with proposed fire truck access via existing driveway on the left

7. Planning Instruments

Tasmanian Planning Scheme – Glamorgan Spring Bay

8. Easements and Services

The lot is burdened with a drainage easement that is located along the western boundary of the lot and up the access handle. This easement is not detrimentally impacted by the proposed subdivision. The lot is also subject to a ROW and services easement over the two adjacent internal lots. The ROW access over the adjoining lot is proposed to be utilised for fire truck access.

9. Covenants

There is a covenant on title that restricts development of the rear portion of the lot by the following stipulation:

Not to build any building or structure south of the line marked A-B on the plan, unless approved by the Glamorgan Spring Bay Council.

While covenants are not normally a consideration under the planning scheme, clause 10.6.1 of the scheme identifies that if there are any title restrictions that limit or restrict development that is a consideration in the assessment of a subdivision. As a consequence, the covenant is addressed below in the assessment of the clause.

PART TWO

10. Meeting the Standards via Acceptable Solution

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

- 10.0 Low Density Residential Zone
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code
- C13.0 Bushfire-Prone Areas Code

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

11. Meeting the Standards via Performance Criteria

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

10.0 Low Density Residential Zone –

- 10.6.1 Lot Design - A1 - restriction on title, A2 - lot frontage <20m, A3 - lot 2 not direct road access
- 10.6.3 Services - A2 - No reticulated sewerage system, A3 - Lot 2 cannot connect to public stormwater system

PART THREE

12. Assessing the Proposal against the Performance Criteria

10.0 Low Density Residential Zone

10.6.1 Lot Design (A1) - The acceptable solution is that each lot has an area not less than 1,500m² and be able to contain a building area clear of easements or other restrictions on title. The building area on proposed lot 2 is not clear of a restriction on title and as such must meet the following performance criteria.

| Performance Criteria | Planner's Response |
|--|---|
| <p>P1 - Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to:</p> <p>(a) the relevant requirements for development of buildings on the lots;</p> <p>(b) the intended location of buildings on the lots;</p> <p>(c) the topography of the site;</p> <p>(d) adequate provision of private open space;</p> <p>(e) the pattern of development existing on established properties in the area; and</p> <p>(f) any constraints to development, and must have an area not less than 1200m².</p> | <p>Both lots have sufficient usable area and dimensions suitable for a future dwelling to be constructed on each lot.</p> <p>The land is relatively level with adequate space available for private open space areas.</p> <p>The pattern of development on established properties in the area are single dwellings with outbuildings. Lot sizes vary considerably from approximately 700m² to 5,000m².</p> <p>The constraint on lot 2 is due to the covenant on title that states that no building can be built south of the line marked A-B on the folio plan unless approved by the Council. It is considered that this constraint has been addressed by the owner lodging an application for a dwelling in this area. Council approved the building of the dwelling within the covenanted area, in accordance with the requirements of the covenant, at the Ordinary Meeting of 24 September 2024.</p> <p>It is noted that the dwelling application is a No Permit Required development and therefore a planning permit for the dwelling was not required.</p> <p>It is considered that the performance criteria is met.</p> |

10.0 Low Density Residential Zone

10.6.1 Lot Design (A2) – The acceptable solution is that each lot must have a frontage not less than 20m. Lot 1 has a frontage less than 20m and lot 2 does not have a frontage and as such must meet the following performance criteria.

| Performance Criteria | Planner's Response |
|--|--|
| <p>P2 - Each lot, or a lot proposed in a plan of subdivision,</p> | <p>Both lots are provided with legal connection to Rheban Road. Lot 1 by the existing access handle and Right of</p> |

| Performance Criteria | Planner's Response |
|--|---|
| <p>excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:</p> <p>(a) the width of frontage proposed, if any;</p> <p>(b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;</p> <p>(c) the topography of the site;</p> <p>(d) the functionality and useability of the frontage;</p> <p>(e) the ability to manoeuvre vehicles on the site; and</p> <p>(f) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.</p> | <p>Carriageways (ROW's) over the adjoining lots and lot 2 by the ROW's.</p> <p>The ROW's are accessed currently by 4 lots and there is sufficient capacity in the ROW accesses to accommodate an additional lot, though it is noted that to date not all of the accesses have been constructed.</p> <p>The frontage is of sufficient width to allow for vehicles to enter and exit the property without disrupting the traffic on Rheban Road. There are sufficient areas on the lots for vehicles to manoeuvre on site.</p> <p>The proposal utilises an existing ROW arrangement that does not alter the pattern of development in the area.</p> <p>It is considered that the performance criteria is met.</p> |

10.0 Low Density Residential Zone

10.6.1 Lot Design (A3) – The acceptable solution is that each lot must be provided with a vehicular access from the boundary of the lot to a road. Lot 2 does not have access from the lot boundary to a road and as such must meet the following performance criteria.

| Performance Criteria | Planner's Response |
|---|--|
| <p>P3 - Each lot, or a lot proposed in a plan of subdivision, must be provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to:</p> <p>(a) the topography of the site;</p> | <p>Lot 2 has been provided access via a ROW over lot 1. The ROW is of a suitable width with passing bay to allow vehicles to enter and exit the lot in a forward direction.</p> <p>The ROW utilises the existing access handle and will allow emergency vehicles to access the site as required.</p> <p>The proposed ROW access for lot 2 provides a reasonable vehicular access to the lot.</p> |

| Performance Criteria | Planner's Response |
|---|--|
| <p>(b) the distance between the lot or building area and the carriageway;</p> <p>(c) the nature of the road and the traffic;</p> <p>(d) the anticipated nature of vehicles likely to access the site; and</p> <p>(e) the ability for emergency services to access the site.</p> | <p>Subject to suitable conditions regarding the construction standard of the access handle, it is considered that the performance criteria is met.</p> |

10.0 Low Density Residential Zone

10.6.3 Services (A2) – The acceptable solution is that each lot must have a connection to a reticulated sewerage system. There is no reticulated sewerage system that services Spring Beach and as such the proposal must meet the following performance criteria.

| Performance Criteria | Planner's Response |
|---|--|
| <p>P2 - Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.</p> | <p>An on-site wastewater and stormwater report was submitted with the application. The report assessed the requirements for a wastewater system for a typical 4 bedroom dwelling and determined that sufficient area is available on each lot to accommodate an on-site wastewater system. The final design of the system required for each lot is determined at the building and plumbing approval stage for a future dwelling.</p> <p>It is considered that the performance criteria is met.</p> |

10.0 Low Density Residential Zone

10.6.3 Services (A3) The acceptable solution is that each lot is capable of connecting to a public stormwater system. Lot 2 is unable to connect to a public stormwater system and as such the proposal must meet the following performance criteria.

| Performance Criteria | Planner's Response |
|--|---|
| <p>P3 - Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate</p> | <p>An on-site wastewater and stormwater report was submitted with the application. The report considered the size of the lot, soil conditions and requirements for a dwelling with sealed hard stand areas. The report concluded there is sufficient area on Lot 2 for on-site stormwater disposal.</p> <p>It is considered that the performance criteria is met.</p> |

| Performance Criteria | Planner's Response |
|--|---------------------------|
| <p>for the future use and development of the land, having regard to:</p> <p>(a) the size of the lot;</p> <p>(b) topography of the site;</p> <p>(c) soil conditions;</p> <p>(d) any existing buildings on the site;</p> <p>(e) any area of the site covered by impervious surfaces; and</p> <p>(f) any watercourse on the land.</p> | |

13. Referrals

The application was referred to TasWater and Council's Infrastructure and Works Department. TasWater provided advice that the development is not in a serviced area and is outside of the odour attenuation area of the Sewerage Treatment Plant. Council's Infrastructure & Works Department provided advice and recommended conditions.

14. Representations

The application was advertised from 3rd October to 17th October 2024. During the representation period three (3) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

| Drainage Easement | Response |
|--|---|
| When the drainage easement is taken off the total lot area the lot size may fall below 1,500m ² . | The drainage easement does not affect the calculation of the lot area. |
| Covenant on Title | Response |
| How can a covenant placed as part of a subdivision for numerous reasons be ignored or removed when it was placed in the first instance to benefit the lot owners party to the original subdivision and the whole of Spring Beach area to help maintain both social and ecological balance in the area. | The covenant has not been ignored or removed. The covenant restricts buildings being located in the rear portion of the lot, unless approved by the Council. As discussed above, in accordance with the terms of the covenant, Council approved a dwelling being located in this area at its ordinary meeting of 24 September 2024. |

| | |
|---|--|
| <p>The covenant provides privacy to adjoining lots</p> <p>Concern raised as to how the covenant will be managed regarding future building applications.</p> | <p>The covenant was never intended to provide privacy to adjoining properties.</p> |
| <p>Removal of Native Vegetation</p> | <p>Response</p> |
| <p>The subdivision of the lots is unnecessary and will impact several threatened species such as <i>Xanthorrhoea bracteata</i> (grasstrees) and <i>Callitris oblonga</i> (South Esk pine) which are listed on the <i>Threatened Species Act 1995</i> and the <i>Environment Protection and Biodiversity Conservation Act 1999</i>.</p> <p>The removal of the vegetation will severely impact bird and marsupial passage up and down Happy Valley as it represents one of only a couple of animal corridors that still exists.</p> | <p>The majority of lots in the immediate area encompassing Rheban Road, Happy Valley Road, Happy Valley Lane and Spring Beach Rise are not identified as being subject to the Priority Vegetation Overlay in the Natural Assets Code. Therefore, there is no requirement to provide a Natural Values Assessment to assess vegetation removal as part of a subdivision proposal and therefore is no requirement to assess whether or not an animal corridor exists or should be preserved</p> <p>It is also noted that the Natural Assets Code does not apply to the development on land within the Low Density Residential Zone.</p> <p>The <i>Threatened Species Act 1995</i> and the <i>Environment Protection and Biodiversity Conservation Act 1999</i> are not matters that are considered under the Tasmanian Planning Scheme.</p> |
| <p>On-site Wastewater Management</p> | <p>Response</p> |
| <p>There will be a concentration of sewerage effluent impacting those direct neighbours particularly as septic soakage is likely to impact the southeast lots.</p> | <p>The application included an on-site wastewater assessment that concluded that sufficient area is available on each lot to accommodate an on-site wastewater system. The final design of the system required for each lot is determined at the building and plumbing approval stage for a future dwelling</p> |

15. Conclusion

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

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, SA2024/026 at 284 Rheban Road, Spring Beach (CT169414/1) for a 2 lot subdivision be approved with the following conditions:

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

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

Final Plan

2. A final approved plan of survey and schedule of easements as necessary, must be submitted to Council for sealing. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
3. The final plan of survey must include easements over all drains, pipelines, wayleaves and services to the satisfaction of Council's Municipal Engineer.
4. Covenants or other restrictions must not conflict with, or seek to override, provisions of the planning scheme.

Public Open Space

5. Prior to sealing the final plan of survey, a cash contribution for public open space must be provided to Council that is equal to 5% of the value of the area of land described as lot 2 as at the date of lodgment of the final plan of survey.

The value is to be determined by a Land Valuer within the meaning of the *Land Valuers Act 2001* and as agreed to by the Council's General Manager.

Advice: this condition is imposed pursuant to section 117 of the Local Government (Building and Miscellaneous Provisions) Act 1993 and Council policy.

Environment Management

6. The developer must implement a soil and water management plan (SWMP) to ensure that soil and sediment does not leave the site during the construction process and must provide a copy of the SWMP to Council's General Manager prior to the commencement of works.
7. Erosion and sedimentation measures, such as sediment fences and settlement pits, are to be installed and maintained on the lower side of each lot during all works on the site. These works are to comply with the SWMP developed for the site.
8. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the

site until the completion of all works unless approved otherwise by the Council's General Manager.

9. All disturbed surfaces on the land, except those set aside for driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.
10. All vehicles and equipment associated with construction of the development and/or operation of the use must be cleaned of soil prior to entering and leaving the site to minimise the introduction and/or spread of weeds and diseases to the satisfaction of Council's General Manager.
11. Suitable barriers must be erected during the construction of the development to ensure native vegetation that must be retained is not damaged during construction works.

Engineering

12. The subdivision must be carried out in accordance with the Tasmanian Subdivision Guidelines October 2013 or as otherwise agreed by Council's General Manager or required by conditions of this permit.
13. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's General Manager, these drawings must be submitted to and approved by the Glamorgan Spring Bay Council before development of the land commences. The detailed engineering drawings must show the following:
 - a) all existing and proposed services required by this permit;
 - b) all proposed stormwater infrastructure. A trafficable V-Grate pit will be required at the entrance of the property to direct stormwater to Grade pit. The existing neighbouring property headwall will need to be replaced with Grade pit.
 - c) all existing and proposed roadwork required by this permit;
 - d) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - e) measures to be taken to limit or control erosion and sedimentation;
 - f) any other work required by this permit.

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

14. Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager.
15. To the satisfaction of the Council's General Manager, all internal driveways must:
 - a) have a minimum carriageway width of 3.6m and be provided with a passing bay;
 - b) have a sealed surface of asphalt, concrete or equivalent from the edge of the bitumen road to the boundary of lot 2 approved by Council's General Manager;
 - c) drain to an approved stormwater system; and
 - d) be in accordance with the requirements of an approved Bushfire Hazard Management Plan.

16. A reinforced concrete or asphalt vehicle access must be provided and located and constructed in accordance with the standards shown on standard drawings TSD-R09-v3, Urban Roads TSD-R06-v3 and TSD-RF01-v1 Guide to Intersection and Domestic Access Sight Distance Requirements prepared by the IPWE Aust. (Tasmania Division) and the satisfaction of Council's General Manager.

Advice: Prior to commencement of any works, the developer must obtain a Works in Road Reserve Permit for any works within the road reserve and for the connection into a Council stormwater network. <https://gsbc.tas.gov.au/wp-content/uploads/2016/06/Work-Within-Road-Reserve-Permit.pdf>

Construction

17. The subdivider must provide not less than forty-eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
18. The subdivider must provide not less than forty-eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring hold point inspection by Council unless otherwise agreed by the Council's General Manager.
19. Subdivision works must be carried out under the direct supervision of an approved practising professional civil engineer engaged by the subdivider and approved by the Council's General Manager.
20. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
- a) Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility;
 - b) Not burn debris or waste on site;
 - c) Promptly pay the costs associated with any alteration, extension, reinstatement, and repair or cleaning of Council infrastructure, public land or private property;
 - d) Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage;
 - e) Provide a commercial skip (or similar) for the storage of construction waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

Sealing of Final Plan

21. All conditions of this permit, including the completion of all works must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.
22. The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

Telecommunications and Electrical Reticulation

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

'As constructed' Drawings

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

Maintenance and Defects Liability Period

25. Works within the road reserve are subject to a twelve-month maintenance and defects liability period commencing from the date of the submission of the notice of completion of works in accordance with the approved engineering plans and permit conditions.

26. Prior to placing the subdivision onto the twelve-month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council's Standard Drawings, specification and the approved plans.

27. Erosion and sedimentation measures, such as sediment fences and settlement pits, are to be installed and maintained on the lower side of each lot during all works on the site and for the entire Defects Liability Period. These works are to comply with the approved Soil and Water Management Plan developed for the site.

The following advice is provided for information and assistance only and imposes no direct obligation on the developer.

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. The permit does not take effect until 15 days after the date that it was served on you as the applicant and each representor provided that no appeal is lodged as provided by s53 of the *Land Use Planning and Approvals Act 1993*.
- d. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of the Council Senior Planner or otherwise extended by written consent.
- e. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- f. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.
- g. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- h. The following legislation may impose obligations that affect the approved or use development. This legislation is separate to the planning scheme and as such has not been considered by the Planning Authority in granting this permit. You may wish to

obtain your own independent advice or discuss with the relevant Government department:

- *Aboriginal Relics Act 1975* (Tasmanian)
 - *Threatened Species Protection Act 1995* (Tasmanian)
 - *Weed Management Act 1999* (Tasmanian)
 - *Environment Protection and Biodiversity Conservation Act 2000* (Commonwealth)
 - *Environmental Management and Pollution Control (Miscellaneous Noise) Regulations 2014* (Tasmanian)
- i. The *Environmental Management & Pollution Control (Distributed Atmospheric Emissions) Regulations 2007* prohibit backyard burning in incinerators or in the open on lots less than 2000m² and the burning of plastics, and other non-wood or non-vegetative material.
 - j. Sealing of a final plan of survey is subject to a prescribed Council fee. Please refer to www.gsbc.tas.gov.au for the fee current at the date of lodgement of the final plan or survey.
 - k. Land Title Office fees must be paid directly to the Recorder of Titles.
 - l. The developer is responsible to ensure that all necessary inspections are undertaken before proceeding past mandatory inspection points as detailed in the Tasmanian Subdivision Guidelines. A minimum of two full working days' notice must be provided to ensure Council can inspect at the requested time.
 - m. The Final Plan of Survey will not be sealed until all works required by this permit are complete.
 - n. The Final Plan of Survey is inclusive of any schedule of easement and Part 5 Agreement.
 - o. Construction waste, other than a quantity and size able to be enclosed within a standard 140 litre mobile garbage bin, will not be accepted at Council's Waste Management Centres. All asbestos-based waste must be disposed of in accordance with the Code of Practice for the Safe Removal of Asbestos NOHSC: 2002(1988). No material containing asbestos may be dumped at Council's Waste Management Centres.
 - p. Through the act of granting this permit the Glamorgan Spring Bay Council is not and is in no way to be construed as making any representation, providing any advice, issuing any guarantee or giving any assurance to any person or entity regarding the impact or potential impact of the effects of climate change on the proposed use and/or development or the subject land generally. It is the sole responsibility of the applicant and/or the land owner to investigate and satisfy themselves as to the impact or potential impact of the effects of climate change on the proposed use and/or development and the subject land generally.
 - q. The applicant is advised to contact Aurora Energy on 1300 137008 to ensure that the works do not impede on existing electricity easements and to ensure that proposed works are at a safe distance from powerlines.
 - r. The applicant is advised to refer to the Tasmanian Coastal Works Manual while undertaking development. <https://dpipwe.tas.gov.au/conservation/coastal-management/managing-the-coast/tasmanian-coastal-works-manual>

- s. In the event that any suspected Aboriginal cultural material is encountered during surface or sub surface disturbances associated with development of the site, then the activity creating the disturbance should cease immediately, and Aboriginal Heritage Tasmania must be informed to enable further assessment of the situation. Go to <https://www.aboriginalheritage.tas.gov.au> for further assistance.

4.2 DA2024/173 - 31 Douglas Street, Bicheno

| | |
|------------------------------|--|
| Proposal: | 2 x Multiple Dwellings |
| Applicant: | BVZ Designs |
| Application Date: | 02/09/2024 |
| Statutory Date: | 26/12/2024 |
| Planning Instruments: | Tasmanian Planning Scheme |
| Zone: | General Residential |
| Codes: | C2.0 Parking and Sustainable Transport Code, C3.0 Road and Railway Assets Code |
| Specific Area Plans: | N/A |
| Use: | Residential |
| Development: | 2 x Multiple Dwellings |
| Discretions: | 8.4.2 Setbacks (A3) |
| Representations: | 3 |
| Attachments: | 1. D A 2024-173 Redacted Representations [4.2.1 - 2 pages] 2. D A 2024-173 Exhibited Documents (1) [4.2.2 - 35 pages] |
| Author: | Tiara Williams, Planner |

Executive Summary

Planning approval is being sought for the development of two dwellings on a vacant lot. The application was advertised from 10th October – 25th October. During the representation period three (3) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 26th December 2024

PART ONE

1. Statutory Requirements

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

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

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

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

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

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

2. Approving applications under the planning scheme

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

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

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

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

3. The Proposal

The proposal is to develop 2x two storey dwellings on the vacant lot located at 31 Douglas Street Bicheno.

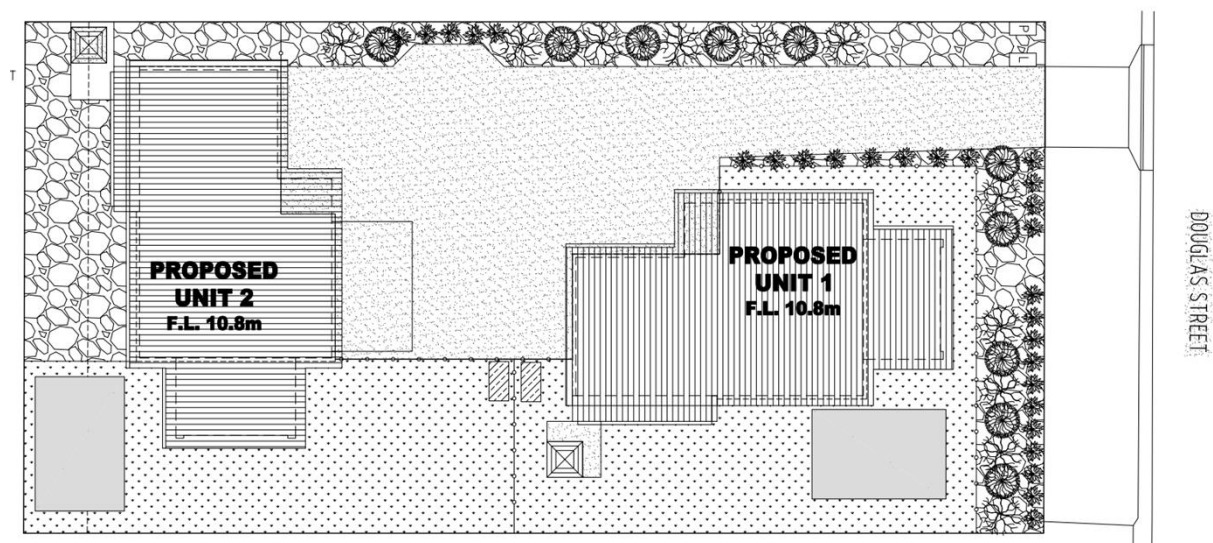


Figure 1 – Site Plan

4. Risk and implications

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

5. Background and past applications

31 Douglas Street is a vacant block with no existing development on site, historically there appears to have been a shed onsite however, the shed has since been demolished and is not included as part of this application.

6. Site Description

The block is vacant, consistently level throughout and cleared of vegetation.



Figure 2 – Site, Source: Listmap



Figure 3 – Looking from Douglas Street

7. Planning Instruments

Tasmanian Planning Scheme – Glamorgan Spring Bay

8. Easements and Services

The site is serviced by reticulated water, sewer and stormwater. There are no easements shown on the title documents.

9. Covenants

There are no covenants relevant to the proposal.

PART TWO

10. Meeting the Standards via Acceptable Solution

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

- 8.0 General Residential Zone
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code

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

11. Meeting the Standards via Performance Criteria

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

- 8.0 General Residential Zone – 8.4.2 Setbacks and building envelopes for all dwellings
– A3 Unit 2 sits outside the building envelope.

PART THREE

12. Assessing the Proposal against the Performance Criteria

8.0 General Residential Zone

8.4.2 Setbacks and building envelopes for all dwellings – The acceptable solution is that dwellings fit within the building envelope. Unit 2 does not fit within the building envelope and as such the Performance Criteria must be addressed.

| Performance Criteria | Planner's Response |
|---|---|
| P3 The siting and scale of a dwelling must: | |
| (a) Not cause an unreasonable loss of amenity to adjoining properties having regard to: (i) Reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property; (ii) Overshadowing Private open space of a dwelling on an adjoining property; (iii) Overshadowing on an adjoining vacant property; and (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property; | <ul style="list-style-type: none">Shadow diagrams show that each properties dwellings and private open spaces are capable of receiving a minimum of three hours of sunlight on the shortest day of the year.The scale and density of the proposal is consistent with the surrounding area having a number of multiple dwelling developments and two storey dwellings, the visual impacts are not considered to be unreasonable loss of amenity |
| (b) provide separation between dwellings on an adjoining property that is consistent with that existing on established properties in the area; and | <ul style="list-style-type: none">The proposed setbacks for the property is consistent with surrounding properties in the area and all setbacks meet the requirements of the acceptable solution. |
| (c) not cause unreasonable reduction in sunlight to an existing solar energy installation on; (i) an adjoining property; or (ii) another dwelling on the same site. | <ul style="list-style-type: none">There are no existing solar installations. |

13. Referrals

The application was referred to Taswater, referral response was received with a Submission to Planning Authority Notice, containing conditions for the application.

14. Representations

The application was advertised from 10th October – 25th of October. During the representation period three (3) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses, are included in the table below. The

complete submissions are included in the attachments to the report with personal details redacted for privacy reasons

| Representation 1 | Response |
|--|---|
| <p>I wish to lodge an objection to the height of the dwellings as it seems to be exceeding the height limits. I would like to know what the wording outside of acceptable solution building envelope means. If it is above the allowable height limit, I totally object to this plan.</p> | <p>The proposed dwellings are not above the Acceptable Solution height limit of 8.5m. Unit 2 on the western elevation has a portion of the building outside the building envelope, which does not comply with the acceptable solution. The portion sitting outside the building envelope is reasonably minor and does not result in an unreasonable loss of amenity.</p> |
| Representation 2 | Response |
| <p>1. the height of the proposed dwelling (Unit 2 at 7.3 metres) which will cause; a) significant overshadowing to the actual dwelling. It is also considerably higher than all surrounding adjacent dwellings, which creates 'blocking' and privacy issues.</p> <p>2. proximity to the boundary with adjacent property which combined with the height, the proposed development obstructs the northerly aspect from the window and severely overshadows the 1st level outdoor living space. It prevents important north and northeasterly light from reaching the dwelling.</p> <p>3. the sheer amount of asphalt areas and the two building footprints combined of the units which, coupled with the lack of significant landscaping and planting of any significant trees on the site does little to mitigate heat gain, wind deflection or preserve any natural aspects of the topography.</p> <p>4. lack of detailing in the planning documents regarding vegetation, particularly native, that are over 1.5 metres. What is indicated on 5/21 appears minimal and 'tokenistic'</p> | <p>1. The height of the dwelling is consistent with the acceptable solution of 8.5m. The shadow diagrams show shadowing on the shortest day of the year and all adjacent dwellings receive a minimum of three hours of sunlight to the dwelling and private open spaces on the shortest day of the year.</p> <p>2. The property complies with the acceptable solution for setbacks and is consistent and in most cases has a greater setback from boundaries than surrounding properties.</p> <p>3. Asphalt areas are not a consideration of the planning scheme, the property meets acceptable solution requirements for site coverage.</p> <p>4. Landscaping is not a consideration under the planning scheme</p> <p>5. Yes, there is enough room for vehicle movement.</p> |

| | |
|---|---|
| 5. is there enough room allocated for vehicle movement as indicated on 7/21? | |
| Representation 3 | Response |
| <p>1. The height of both dwellings is above the height limits (envelope) as shown on plans. The actual height of the units is a concern to us due to the large amount of shadowing our residence will experience with these being built. If the units are the recommended height it would help somewhat with this shadowing.</p> <p>2. In relation to Unit 1 top floor. I have concerns with the open end of the top deck and the large first window. All privacy will be lost. Replacing with a smaller window and closing in the side deck would allow privacy.</p> | <p>1. The dwellings are under the height requirements for the planning scheme, only unit two sits outside the building envelope and it is a small amount of the dwelling that does not cause unreasonable loss of amenity.</p> <p>2. Unit 1 meets and exceeds the 3m acceptable solution privacy setbacks and is not required to modify windows or provide screening as such.</p> |

15. Conclusion

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

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme – Glamorgan Spring Bay, DA2024/173 at 31 Douglas Street, Bicheno (CT75133/6) for 2 x multiple dwellings be approved with the following conditions:

Endorsed Plans and Documents

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

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

2. Use and development must comply with the requirements of TasWater specified by 'Submission to Planning Authority Notice' reference number TWDA 2024/01150-GSB, dated 01/10/2024 and attached to this permit.

Access and Driveway

3. Surface water runoff from the internal driveway and areas set aside for vehicle parking and turning must be controlled and drained to avoid unreasonable impact to adjoining land.
4. Prior to the commencement of the use the internal driveway must have a sealed surface of either concrete, asphalt, two-coat spray seal, pavers or equivalent approved by Council's General Manager and be drained to an approved stormwater system drainage.
5. Prior to the commencement of the use the vehicular access must be constructed from the edge of the public road to the boundary of the lot in accordance with IPWEA (Tasmania) Urban Roads – Driveways TSD-R09, and Urban Roads – Footpaths TSD-R11 and to the requirements of Council's General Manager (see advice below). A Council inspection of the works is required prior to concrete pour or bituminous surfacing and at completion unless alternative arrangements have been made with Council. Forty-eight hours' notice is to be provided prior to inspection.

Advice: Standard drawings are available at www.lgat.tas.gov.au/

Advice: Prior to commence of any works, the developer must obtain a Works in Road Reserve Permit for any works within the road reserve and for the connection into a Council stormwater network.

Environmental Management

6. Plans submitted for building approval must include a Soil and Water Management Plan (SWMP) and this must be implemented to ensure soil and sediment does not leave the site during the construction process.

Advice: a series of Fact Sheets on [Soil and Water Management on Building Sites](#) and how to develop a SWMP is available on the Environment Protection Authority website.

7. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a) ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility;
 - b) not burn debris or waste on site;
 - c) ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage;
 - d) pay the costs associated with any alteration, extension, reinstatement and repair or cleaning of Council infrastructure or public land.
8. The developer must provide a commercial skip (or similar) for the storage of builders waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

Advice: Builders waste, other than of a quantity and size able to be enclosed within a standard 140-litre mobile garbage bin, will not be accepted at Council's Waste Management Centres.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. Further and separate approval or consent may be required for the following:
 - i. Building and plumbing approval from Council under the *Building Act 2016*
 - ii. Certificate of certifiable work for Water and sewerage from TasWater under the *Water and Sewerage Industry Act 2008*.
- d. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.
- e. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council's General Manager, or otherwise extended by written consent.
- f. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- g. The issue of this permit does not ensure compliance with the provisions of the Tasmanian *Threatened Species Protection Act 1995* or the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Policy and Conservation Assessment Branch of the Department of Primary Industry, Parks, Water and Environment or the Commonwealth Minister for a permit.
- h. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.
- i. In the event that any suspected Aboriginal cultural material is inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at <http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf>

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

RECOMMENDATION

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

5 FINANCIAL REPORTS

5.1 Financial Reports for October 2024

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Capital Works Projects 2024-10 [5.1.1 - 2 pages]
2. Group Financial Statements 2024-10 [5.1.2 - 3 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended October 2024 as attached to this report are presented for the information of Council.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

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

RISK CONSIDERATIONS

| Risk | Consequence | Likelihood | Rating | Risk Mitigation Treatment |
|---|-------------|------------|--------|---|
| Adopt the recommendation | | | | |
| There are no material risks from adopting this recommendation. | | | | |
| Do not adopt the recommendation | | | | |
| By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations. | Likely | Likely | High | By not adopting the recommendation Council is not endorsing the financial reports for the period ending October 2024. Council needs to endorse. |

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended October 2024.

6 SECTION 24 COMMITTEES

6.1 Tasmanian Seafarers' Memorial Committee Minutes - 16 September 2024

GLAMORGAN SPRING BAY COUNCIL – TASMANIAN SEAFARERS MEMORIAL MINUTES – 16 September 2024

Date: Monday 16 September 2024 9:00am
Location: Meeting Room, Triabunna Council Offices

1. PRESENT:

Councillor Neil Edwards, **Chair**
Mick Desmond, **Member**
Kath Fergusson, **Member**
John Hall, **Member** (via teleconference)
Jan Sweet, **Member**
Eliza Hazelwood, **Council Officer**
Melissa Cruse, **Visitor**

2. APOLOGIES:

Councillor Carole McQueeney, **Member**
Graeme Elphinstone, **Member**

3. CONFIRMATION OF MINUTES:

Jan Sweet moved that the minutes of the Tasmanian Seafarers Memorial on 5 August 2024 be confirmed, seconded Kath Fergusson **CARRIED**

4. ACKNOWLEDGEMENT / APPOINTMENTS

Neil Edwards (Chair) welcomed Melissa Cruse to the meeting.

5. PLAQUES

Kath provided an update on the plaques, noting that once the two new ones are ready, she will inform Council so Dan can arrange for their installation at the memorial.

6. TASMANIAN SEAFARERS MEMORIAL

A. Advertising

The advertising for the memorial is underway. Carole McQueeney has hand-delivered flyers around the community. The flyer has been added to the Bicheno Forward, Great Oyster Bay News, Community Health Centre Newsletter, Facebook, Council website (events page) Seafarers website.

B. Invitations

- Invitations to go out Tuesday 17th September 2024. Action (Eliza)

- Ensure that the Spring Bay Boat Club Luncheon is on the invitations with BYO and RSVP to get an idea of catering for Graeme and Sylvia.
- Ensure that anyone wishing to lay a wreath includes this information in their RSVP

C. Service Booklets

The service booklets are up to date with the correct Australian Anthem.
Action (Eliza) to print 80 copies for the service.

D. Road Management and Maintenance

Eliza has submitted a Works Request to the Works Department to tidy up the Seafarers Memorial, including weeding, ahead of the event. Council will notify property owners about the road closure on Esplanade West in accordance with the relevant act.
Action (Eliza) Will reach out to the local Tas Fire Brigade to see if they would like to assist with the road closure again this year.

E. Catering

Morning Tea: Kath has spoken with Colleen Parker from Coffee on the Marina, and she has agreed to operate during the event. Attendees will be able to purchase their own coffee directly from her.

Lunch: The Spring Bay Boat Club has been confirmed as the venue for lunch, kindly organized by Graeme and Sylvia Elphinstone. The cost is \$15 per person, and it's BYO drinks.
Action (John): Speak with Graeme about having a few drinks available for those who may not be aware it's BYO.

F. Official Positions

Master of Ceremonies – Jenny Woods
Bugler and vocalist – Organised
Sue O'Rourke Minister to officiate the service
Graeme Elphinstone to ring the bell
Chairman Councillor Neil Edwards to lay the Council & TSM Committee wreath
Jan and Melissa to lay the Blessing of the Fleet wreath.

G. Seating Arrangements

Jan Sweet has organised the seating with the RSL.
Action (Eliza and Kath) To organise the name tags for the chairs closer to the time.

H. Other

- Action (John) to bring the bell and flags
- Hall has been booked for backup location.
- Committee to ensure that plastic is not put in the ocean from flowers etc.
- Action (Eliza) to organise fold-up table for wreaths to lay on.

- New poles: Look into getting grant funding for new poles at Seafarers Memorial, similar to RSL. Action (Eliza) to put in a works request for outdoor crew to access the current state of poles.
- Action (Eliza) To organise name tags for committee.

7. NEXT MEETING

The Committee agreed on the following dates for 2024.

- Monday 14 October 2024 – 9:00am
- Monday 28 October 2024 – 9:00am

8. MEETING CLOSED

Meeting closed at 10:18am

RECOMMENDATION

That the Minutes of the Tasmanian Seafarers' Memorial Committee meeting held on 16 September 2024 be received and noted.

6.2 Bicheno Hall Committee Minutes - 18 July 2024



BICHENO MEMORIAL HALL COMMITTEE

18th of July, 2024

5:30 – 7:00 pm

Attendance: Anna King (remote online) Mick Symons, Kathleen Davis (Secretary), Nic Wardlaw, Phil Harvey,

Apologies:

The closed committee meeting opened at 5:30 pm

| Item | Discussion and outcome | Moved/ Seconded | Action |
|-----------------------------|--|--------------------|-----------------------------------|
| Previous minutes | The minutes passed as correct. Business arising Apply for a Post office box Lights and projector cage. Daniel in charge of council maintenance is looking into an industrial fitting. | Kathleen/ Anna | Kathleen to make the application |
| Chairperson's Report | The off-site use of equipment needs to be promoted for the community. | | Anna and Kathleen to work on this |
| Treasurer's Report | BIG THANK YOU to Jan for her work to provide a solid picture of the hall's finances. The annual balance sheet shows that we are just cutting even for the year. We may need to be a bit stricter about the fees and lobby other groups or fundraise to improve the | | |

| | | | |
|-------------------------|--|--|---|
| | <p>balance of the hall especially if we are to continue providing maintenance and costs for cleaning and electricity.</p> <p>Concern that the local council wishes to use the hall for free but no longer pays any costs such as cleaning or electricity. The council also needs to have a budget allocated to maintain the hall</p> <p>Local community events also wish to have the hall for free and this is no longer sustainable.</p> | | <p>Mike S to discuss with the council</p> <p>Adherence to the fee schedule when bookings are made.</p> |
| General Business | <p>The committee endorsed the continuation of the membership program for 2024-25. The membership is to stay as outlined to members last year. Annual membership fee and two hours of free time each week. Everyone is to pay the same amount as in the fee schedule.</p> <p>Fundraising may be possible through a trivia night hosted by Sally Brockman and Kathleen Pool. The idea was welcomed by the committee.</p> <p>Locally there are more music events planned that may improve the bookings at the hall.</p> <p>Asking for donations from Local groups within the town is also a feasible form of fundraising.</p> | | <p>Anna is to write to the members outlining the committee's decision.</p> <p>Kathleen to contact them and accept the offer</p> <p>Anna and Kathleen to develop letters of request to local groups.</p> |

Meeting Closed 6:25pm

Next meeting: 3rd September/ 28th November

RECOMMENDATION

That the Minutes of the Bicheno Hall Committee meeting held on 18 July 2024 be received and noted.

7 INFORMATION REPORTS

7.1 Acting General Manager - Peter Porch

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

ATTACHMENTS

Nil

PURPOSE

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

OFFICER'S COMMENTS

ASSET MANAGEMENT

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

The systems within which council has managed its assets has been unchanged for many years being managed within standard data bases with limited analysis and reporting capability. In very recent times the systems capability within Microsoft 365 which includes Excel and Power BI, has enabled far more user-friendly software to be developed. Council is migrating asset data into Modelve, a new player in the asset management industry, from Assetic where our data has been managed for some time. This is a watershed change in asset management information representation and frees the asset management team from reams of insignificant data collection and management.

Harnessing the capabilities within Power BI, the ability to provide alternative funding model outcomes over time is made available, based on the condition of assets. This change will significantly improve the tools officers have for modelling the long-term performance and financial needs of asset expenditure and shorten the time it takes to develop reports. There is also a 25% annual saving in the costs for system licencing and management.

CONSULTANT SERVICES

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

- Level 3 Bridge assessment (Prosser River Footbridge)
- Design – Triabunna Tomorrow
- Design – Nailer Avenue

- Design Marina Amenities
- Fire Management Plan Review – Dolphin Sands

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- 5 unsealed road inspections completed
- Maintenance grading Nugent Road, Nugent complete
- Maintenance Grade Sand River Road Buckland complete
- Resheet intersection of Cutting Grass Rd and Buckland Rd- completed
- Potholing on Wielangta Rd Rheban - completed
- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 3 ton of cold mix placed for October.
- Spray sealing maintenance on sealed roads- completed in Triabunna/Orford/Saltworks (Little Swanport) /Freycinet Drive and Buckland for October
- 7 X box outs of base failures in Swansea - Box outs completed; resealing completed in October
- Box outs Kent St, Buckland- Box outs completed, resealing scheduled
- Widening of S bend corners on unsealed section of Rheban Road Rheban - completed
- Buckland Rd box outs near Cutting Grass Rd due to pavement failure- box outs completed. Planning resealing- approx. 350m2
- Culvert failure under Buckland Rd, just west of Sand River Rd- new culvert installed and backfilled- planning reseal.
- Milling/stabilisation of 7 small pavement failures on Buckland Rd between Cutting Grass Rd and boundary- milling completed, planning reseal.
- Culvert failure on Esplanade, Coles Bay- culvert replaced, completed- will be resealed with upcoming reseal campaign
- Cold mixing end of Tarleton St, Swansea- completed
- Two bridges on Brockley Rd(Buckland), decking repairs - planned to complete 25th Nov
- Unemployed Gully, Nugent Rd(Buckland), re-decking - planned to complete 25th Nov
- Swanston Rd bridge(Little Swanport), replace 16 decking boards - planned to complete 13th Nov
- Roadside weed spraying of sealed and unsealed roads - ongoing
- Street sign survey of Swansea and surrounding areas - underway
- Remove of dangerous footpath on Tasman Hwy, Bicheno opposite United service station, approx. 30m section- completed

STORMWATER, DRAINAGE

- Gross Pollutant Trap Maintenance strategies for all assets across the municipality- completed
- Vac excavation of choked culvert pipes around Orford - completed
- Boat ramp cleaning across the municipality - scheduled to start 11th Nov

- Reforming of open SW drain at #1 Dove Lane, Swansea. From Maria St to Saltwater Creek - completed
- Friendly Beach's Rd, remove broken timber guard rails, install new concrete kerbs and delineators - completed
- Open drain cleaning Springs Rd, Swansea - completed
- Cleanout of open drains on top side of Old Convict Rd, Orford- completed

EMERGENCY MANAGEMENT

After hours rostering carried out as scheduled.

Attendance at Fire Management Area Committee and contribution to document reviews.

Attendance at Southern Regional Committee Meetings

Work to roll out the fire fighting water tank program has commenced for the 31 applications received. 30 applications were received from Dolphin Sands and 1 from Swansea.

- Harold St, Coles Bay reserve fire management- Currently engaging all stakeholders to have input to constructing fire break/control lines along the back of Brooker Street properties as per the 2015 Fire Management Plan for these reserves - underway
- Rehab of fire breaks at end of McNeill's Rd, Swansea from 2019 bushfires- Works manager has completed a site visit, arranging site meeting with landowner currently

WASTE MANAGEMENT

- Through TasWaste South, initiatives for hardwaste collection across the region are being considered.
- Tomra/Cleanaway has been appointed as the contractor for the roll out and management of the Container Refund Scheme (CRS) in Tasmania. The program is managed through the Department of Natural Resources and Environment, NRE. Localities for the deployment of Kiosks for container return have been determined by the scheme proponents and providers. Of the nominal 50 kiosks to be rolled out there will be one in Triabunna and another in Swansea. No facility has been designated for Coles Bay or Bicheno. The actual sites for these is being considered by the operators, Tomra/Cleanaway in conjunction with owners of preferred location properties.
- Greenwaste mulching being programmed for December

BUILDINGS & MARINE INFRASTRUCTURE

- Marina parking zone established on western side for berth holders.
- Follow up of Taswater for supply and billing issues for several sites ongoing
- Various tasks undertaken at Bicheno Hall involving plumbing, painting, rendering and carpentry – ongoing
- Asbestos sheeting removed from Orford Cricket clubrooms. Other works involve replacement of roller door and windows.
- 10 Gore St Orford ceiling repaired involving plasterer and painter and 2 broken windows repaired.
- New steel doorframe and door installed at Swansea rec ground umpires shed.
- Merchant Navy Memorial cross in Triabunna being considered for replacement. Patial funding anticipated for replacement.

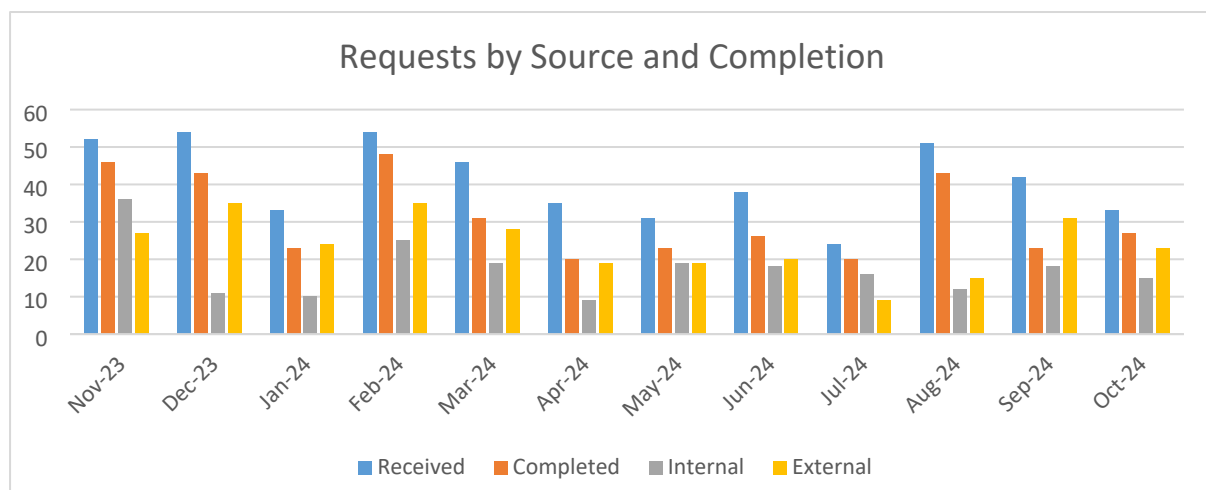
- Applications made for 2 grants. One for additional lights for Bicheno boat ramp and another for relocation of Triabunna Marina toilet block to eastern side car park.
- The long-standing issue of wastewater leakage at Gordon St Coles Bay has been resolved with installation of a new filtration system alongside the tennis courts.
- 9 oversized cisterns have been installed in various locations to assist in adequately flushing lines to prevent blockages caused by overdemand and insufficient flushing. Additional cisterns are being fabricated.
- Enquiries into contractors for cleaning floating marine infrastructure continue. The collection of seaweed and barnacles on the marina and pontoons is becoming significant and requires attention.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

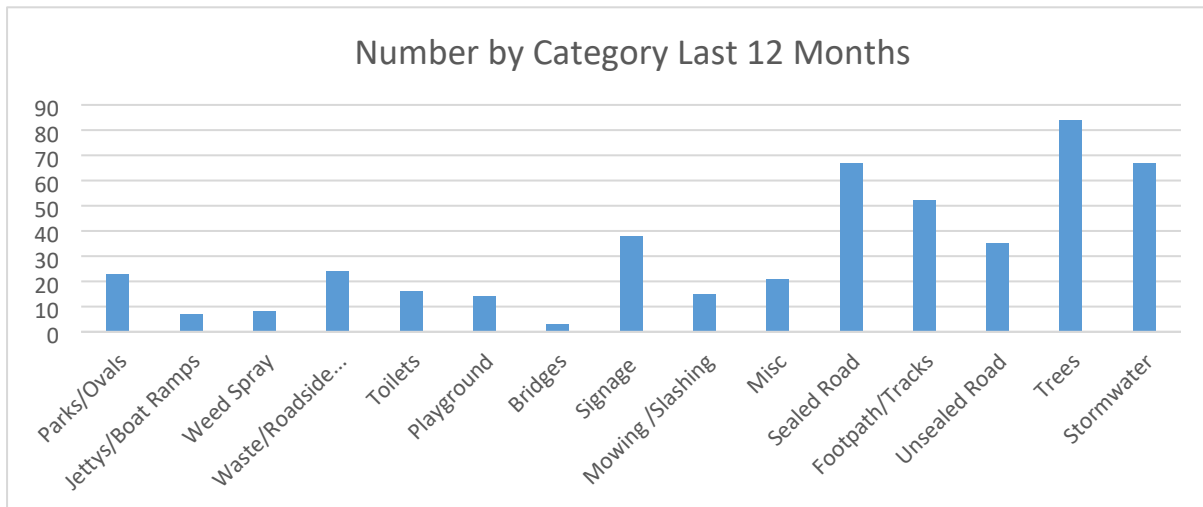
- 11 Playground inspections completed for October
- Damaged exercise equipment at Our Park, Orford - repair completed
- Installation of rubber cushion pads under swings and for disability access to swings - quote received for first 6 swings- installation week of 11th Nov
- Soft fall replenishing at Triabunna Rec ground playground - completed
- Installation of disability swing seat at Our Park Orford - installation week of 11th Nov
- Tree trimming in high-risk locations (parks and public spaces) across municipality
- Remove dangerous tree in Bicheno cemetery - completed
- Remove all stumps in Bicheno cemetery - completed
- Harold St, Coles Bay reserve fire management - Currently engaging all stakeholders to have input to constructing fire break/control lines along the back of Brooker Street properties as per the 2015 Fire Management Plan for these reserves - underway
- Damaged stairs to foreshore at end of Swanwick Road - Works Manager investigating the actual owner/responsible party for this structure.

CUSTOMER REQUESTS

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



The requests are sorted into categories to provide an overview of the areas showing the most interest or greatest need for attention as per the bar chart below:



CAPITAL WORKS

- Tender opened for Ferndale Road Bridge (Bicheno) replacement
- Coles Bay Annex (partially grant funded) progressing well with framing complete, roof fixed off, windows in and cladding commenced.
- The pavement renewal and reseal program has commenced.
- Kerb works in Bluff Court Spring Beach are complete
- Planning for 4 pit replacements in Bradley Drive Coles Bay are underway
- The resheeting program has commenced with works to Twamley Road Buckland complete
- Replacement of the climbing frame in Our Park Orford commenced
- Walking and Cycling Strategy works commenced
- Footpath/kerb extension from new subdivision in Henry St, Triabunna to Franklin St- completed
- Pit and Pipe replacement:
 1. New side entry pit in Franklin St, Triabunna- completed
 2. New pit and V grate install on Rheban Rd, below Mercury Place, Spring Beach- completed
 3. Bradley Drive, Coles Bay- 4 X pit/grate replacements and upgrades- Nov 2024

Grant funded

Generally the grant funded projects are experiencing delays as consultation with major stakeholders is slower to progress than anticipated:

- Coles Bay Foreshore Track final section footings installed for elevated walkway, approach paths formed. Completion anticipated before end of calendar year.
- Toilet Block design commenced for Marina and Bicheno skate park
- Design is progressing on the Triabunna Tomorrow streetscape.
- Design awarded but yet to commence on Nailer Avenue Bicheno
- Bicheno Triangle site works to commence early in the new calendar year

- A site meeting was held at Saltworks, Little Swanport, with MAST and Parks to discuss the present plan for the toilet and car parking. Parks and MAST are continuing to develop the plans and we await their solution.

PLANT AND VEHICLES

- Grader delivery expected in November
- The first of 4 replacement bulk waste bins has been ordered. Once delivered and dimensions confirmed as appropriate, the additional bins will be ordered.

GENERAL

- Black Summer road accessibility works continue and will be completed by end of February.

RESERVE BOOKINGS AND ROAD CLOSURES

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

- Road closure for Tasmanian Seafarer's Memorial Service conducted

RECOMMENDATION

That Council notes the information.

7.2 Director Planning and Development - Alex Woodward

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

ATTACHMENT/S

1. Bi monthly Representations Report Sept Oct [7.2.1 - 1 page]

PURPOSE

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

BACKGROUND/OVERVIEW

Animal Control and Compliance:

Council staff have issued infringement notices to those people who have failed to register their dogs for the 2024/25 year.

Kennel licence letters were issued to those people who have three or more dogs registered to the one property, in an attempt to bring compliance to the number of dogs at one address. To date there has been a poor response to those letters and further follow-up will be required.

Staff have commenced releasing dog and cat educational posts on Council's Facebook page.

Council's Compliance Coordinator will be attending the southern Tas cat management working group meeting, hosted by Tassie Cat/Ten Lives later in November.

Fire Abatement season is fast approaching, and staff have commenced inspections, although Tas Fire Service have not yet announced a fire permit period at the time of writing this report therefore fire abatement notices have not yet been issued.

Building and Plumbing:

Staff continue to process all applications within the statutory timeframes. In addition to the day-to-day assessment process, staff have been dealing with a number of complex compliance matters and this has resulted in building and plumbing notices and orders being issued.

Environmental Health:

Council's Environmental Health Officer continues to engage with operators of registered food businesses across the municipality, conducting food premises inspections, advising on food safety issues, food safety training requirements and the fit-out of new and existing premises to ensure compliance with the *Food Act 2003*.

A Place of Assembly licence was issued for the Bicheno Food and Wine Festival 2024 in accordance with the *Public Health Act 1997*, providing approval for up to 3 700 persons to be present on-site at any one time. All temporary food businesses present (mobile food vans/stalls) were inspected on the day of the festival, with overall compliance with the *Food Act 2003* noted.

The School Based Immunisation Program 2024 has now been delivered across Grades 7 and 10 for students where consent from parents/guardians was provided. School and Council staff have worked collaboratively in reaching out to families to encourage participation in the program. Council is now contacting families with students that were absent from school on the day the program was delivered to inform them of alternate arrangements. Options include free vaccination at local pharmacies. The program provided the following:

- diphtheria, tetanus and pertussis (whooping cough) vaccine - one dose (Year 7)
- human papillomavirus vaccine (HPV) - one dose (Year 7)
- meningococcal ACWY - one dose (Year 10)

Assessment, sampling and licencing activities continue as apply to water carriers, private water suppliers, public swimming and spa pools, public health risk activities, and cooling towers in accordance with the *Public Health Act 1997*. Plans are in place for Council's recreational water quality sampling program 2024/25, including monthly sampling of designated popular recreational water sites during December, January, February and March.

Natural Resource Management (NRM):

Together with the Technical Officer, the NRM Officer has been exploring the potential of using an app called FieldMaps to streamline and enhance Council's weed management across the municipality. The app can be used to record precise GPS locations of weed infestations, document their size and any control efforts, and strategically prioritise areas for intervention. Data can also be exported and uploaded directly to the state Natural Values Atlas (NVA) database to inform state-wide weed management.

Council has also partnered with the environmental consultancy Enviro-Dynamics to implement a Bridal Creeper control project in Glamorgan Spring Bay. This initiative focused on surveying and removing infestations of this declared weed, classified as Zone A in the region, with the aim of eradicating it entirely from the area. Social media was also used to raise awareness of the weed. We are pleased to report significant progress, as no infestations were identified at several sites where the weed had previously been reported. This highlights the effectiveness of previous eradication efforts and the potential for long-term success in managing this invasive species in the region.

Unfortunately, Council's NRM Officer recently resigned to take up another opportunity. A replacement is currently being explored for this role. Staff would like to thank and acknowledge Tegan Jux for her work and contribution in this space and wish her the very best in her new role.

Planning:

The planning department has continued to receive a steady number of applications over the September-October period. For the reporting period, 44 Development Applications (including subdivisions) have been approved with a total value of \$16,228,390.00.

Council provided delegation to the General Manager to approve an application, with or without conditions, where no more than two representations are lodged against the application. A report on these approvals is provided in Attachment 1.

There are no outstanding appeals, and as such a report is not attached to this agenda item.

Property and Special Projects:

Staff have continued to work through a number of outstanding leases, and a number of difficult longstanding leases have now been finalised.

The sale of property at Spencer Street, Triabunna remains on the market. Officers have been meeting with the agent to obtain updates.

Work has now commenced on the implementation of the Customer Request Module (CRM) in Council's operating system 'CouncilWise'. A team approach was adopted to give all departments and users input into the setup of the system. A number of team meetings have taken place, with departments mapping out their use of the system and the inputs required. The next phase will be to complete internal training of all users and then set the system to a live status by early December.

Open Space Project:

Council has recently employed an Open Space Planner to deliver both the Open Space Strategy and the Walking and Cycling Strategy. This project will take approximately 12 months and there will be extensive community consultation opportunities for input.

To date the drafting of a hierarchy, classification and function framework to be used in the project followed by the early development of an Open Space audit.

Visits to each property have commenced to start the Open Space audit which will classify each parcel of land, identify issues and opportunities. A gap analysis will follow before starting to develop a stakeholder engagement plan.

Staff from a variety of key areas across Council are involved in the project and their input is already proving valuable.

Project planning for the Walking and Cycling Strategy will commence soon. Existing provision and gaps in provision information for the Walking and Cycling Strategy is starting to be gathered through the auditing of properties within the Open Space Strategy.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

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

RISK CONSIDERATION/S

No risk associated with receiving an information report

OFFICER'S RECOMMENDATION

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

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Primary care Rural Innovative Multidisciplinary Model (PRIMM) Project and Spring Bay Health Hub Proposal

Author: Director Planning and Development (Alex Woodward)

Responsible Officer: Director Planning and Development (Alex Woodward)

ATTACHMENT/S

1. cohealth- Tasmania- Literature Review [8.1.1 - 24 pages]
2. cohealth- Tasmania- Needs Analysis [8.1.2 - 17 pages]
3. cohealth- Tasmania- Service Mapping [8.1.3 - 23 pages]
4. 230807 Tasmania Funding Mapping [8.1.4 - 24 pages]
5. cohealth PRIM M- Phase-2 Consultation- Report-002 [8.1.5 - 34 pages]
6. PRIM M- Building a Connected System of Healthcare Single Pages [8.1.6 - 37 pages]
7. Spring Bay Health Hub Proposal 2024 [8.1.7 - 8 pages]

PURPOSE

To present an update from the Primary care Rural Innovative Multidisciplinary Model (PRIMM) Project to Council as well as a Council proposal for a Multi Purpose Service at Spring Bay (Triabunna/Orford).

BACKGROUND/OVERVIEW

Primary care Rural Innovative Multidisciplinary Model (PRIMM) Project

In late 2022, cohealth were successful their submission for a Primary care Rural Innovative Multidisciplinary Models (PRIMM) round 3 Grant. This grant was for the development of a Consortium, led by cohealth, to develop an innovative model to build integrated primary health care services and address health workforce issues on the East Coast of Tasmania.

The consortium consisted of:

- Bicheno Community Health Group
- Bicheno General Practice
- cohealth
- COPHE
- Glamorgan Spring Bay Council
- Health Consumers Tasmania
- HR+ Tasmania
- May Shaw Aged Care
- Primary Health Tasmania
- Swansea General Practice
- Triabunna General Practice
- THS
- The Village, Triabunna
- UTAS

The project was designed with four, six-month stages: scoping, consultation, design and consolidation. The key resources developed through stages 1 and 2 include:

- Literature Review – exploring Tasmanian primary healthcare-related research and grey literature from rural and remote contexts (See Attachment 1).
- Needs Analysis – a broad overview of the primary health needs in GSB (See Attachment 2).
- Service Mapping – identifying all primary health services delivered in GSB (See Attachment 3).
- Funding Mapping – a map of key primary health funding in GSB (See Attachment 4).

Recently the project has completed a Consultation Report. This included results of consultations with consumers including kitchen table conversations and survey, and consultations with service providers and workforce agencies (see Attachment 5).

Cohealth have now progressed to producing a report entitled 'Building a Connected System of Healthcare Primary care Rural Innovative Multidisciplinary Model (PRIMM) Project: Glamorgan Spring Bay Community Health Service Model' (see Attachment 6). This report provides a snapshot of the work that has been done to date by the project and the proposed improvements. cohealth provided a presentation to Council at the October Workshop. In order for cohealth to successfully implement the findings from the project, support will be required from Council to lobby the State and Federal Governments for funding allocation.

Spring Bay Health Hub Proposal

During the duration of this project, it was identified by elected members of Council that the Spring Bay (Triabunna/Orford) area lacks the level of health and aged care services seen in other rural townships, of a similar size, across Tasmania. It is noted that the Spring Bay area is the largest population centre in Glamorgan Spring Bay.

To address this, it was identified that a Multi Purpose Service (MPS) would be an ideal solution. These exist in hundreds of rural townships across Australia. MPSs, which are only available to small rural centres, involve establishing an integrated health hub in a township, including a mix of primary health, community services, aged care, and subacute care. As such a proposal for a Spring Bay Health Hub was developed (see Attachment 7).

cohealth are currently delivering primary health services from Bicheno and Triabunna centres. The Primary Care Rural Innovation Multidisciplinary (PRIMM) project, being managed by cohealth, is proposing more integrated primary health care services across the municipality. If the proposal is supported by government, Spring Bay primary care services, including any integrated PRIMM services supported by government, are expected to be delivered out of the Spring Bay Health Hub, just as they do in other MPS sites across Tasmania and the mainland. It is considered that these projects would complement each other.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Collaboration with Councils' contracted medical provider to improve health services.

STATUTORY IMPLICATIONS

There are no statutory obligations related to this recommendation.

BUDGET IMPLICATIONS

The recommendation in this report is to endorse and lobby for both proposals. There are no material financial implications or obligations by supporting this recommendation.

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|-------------------|--------------------|---------------|---|
| Adopt the recommendation There may be some members of the community who are not supportive of this proposal and express their concerns. | Negligible | Unlikely | Low | Release communications on the details of the proposals and outline the benefits it produces to the community. |
| Do not adopt the recommendation There has been significant investment in the projects to date and not endorsing the project would reduce the chances of funding being made available to deliver key health services to the area. | Likely | Major | Extreme | Workshop the items of concern and require an alternate report for Council's consideration. |

OFFICER'S COMMENTS

Both the PRIMM project and the Spring Bay Health Hub would assist and improve the delivery of health services within our community. They also assist with Council achieving the goal of 'Collaboration with Councils' contracted medical provider to improve health services' as identified in our Strategic Plan. Both proposals would rely on funding from the State and Federal Government. The Council's role would be to lobby for this funding and services, rather than operate or individually fund.

OFFICER'S RECOMMENDATION

That Council

1. Endorse the findings and recommendations of the Primary care Rural Innovative Multidisciplinary Model (PRIMM): Glamorgan Spring Bay Community Health Service Model.
2. Endorse the Spring Bay Health Hub Proposal.

8.2 Strategic Asset Management Plan Version Update

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Glamorgan Spring Bay Strategic AMP 2024 [8.2.1 - 43 pages]

PURPOSE

To present for adoption, the updated revision of councils Strategic Asset Management Plan.

BACKGROUND/OVERVIEW

The draft Strategic Asset Management Plan (SAMP) which has been developed from a template provided by the Institute of Public Works Engineers Australasia (IPWEA) meets the requirements of the Local Government Act 1993, S70B and S70F.

The document has been informed by the full set of asset management plans (AMP's) 2022, and financial and asset data as updated at the end of the 2023-24 financial year. Where AMP's do not exist, for example Plant vehicles and equipment, a 10 year renewal program has been referenced and for IT and other furniture assets, the raw financial records are referenced.

Key Points:

- The SAMP is limited in so far as there is little work yet done on the long term new infrastructure needs of the communities council serves. Therefore,
- Council relies on grant funding to achieve renewal of bridge, marine and buildings assets. Failure to achieve required grant funds will impact council's capacity to renew assets and impact the level of service provided by specific assets.
- Asset renewal rates are projected at over 100% of the depreciation rate. This is due to a high proportion of short life assets requiring renewal and forming a backlog. The depreciation rate is a guide. Renewal at the rate we are achieving (only if grants are successful) is presently necessary to address road seal condition which is impacting the longer life pavement assets beneath the seal.
- There are no major projects for new infrastructure allowed for within the projections which depend on council funding.
- The development of the Long-Term Financial Plan needs to consider the financial needs identified within the plan and, the additional funds for any further infrastructure upgrade considered necessary.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Planned asset renewal expenditure based on agreed asset management plans.

STATUTORY IMPLICATIONS

Local Government Act 1993

70B. Long-term strategic asset management plans

- (1) A council is to prepare a long-term strategic asset management plan for the municipal area.*
- (2) A long-term strategic asset management plan is to relate to all assets that are within a class of assets specified in an order under section 70F(3) to be major assets.*
- (3) A long-term strategic asset management plan is to be in respect of at least a 10 year period.*
- (4) A long-term strategic asset management plan for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and*
 - (b) refer to the long-term financial management plan for the municipal area; and*
 - (c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term strategic asset management plan.**

BUDGET IMPLICATIONS

The SAMP is a critical document in council suite of strategic plans. This must be used to inform the impending Long Term Financial Plan review.

RISK CONSIDERATION/S

- The plan identifies some risks which require further planning for asset requirements in coming years
- Increasing population will increase demand for infrastructure upgrade
- Increasing climate-related disasters increases the service levels required of some assets
- Renewal values must be increased to include upgrade expenditure where required, increasing the long-term financial plan allowances
- There is a risk that grant funds may not be acquired in a timely way leading to the reduction in service of aging assets like 17 Acre Creek bridge on Wielangta Road which has been downgraded to a 10 tonne load limit.

OFFICER'S COMMENTS

The revised SAMP is developed and presented now to inform the review of the Long-Term Financial Plan and Strategy. This version of the document records a turning point in council's sustainability, due to the good working relationship of councillors, staff and community in some very difficult budget cycles in the last few years.

The next review of the plan in about 4 years will take account of the risks and improvements required and identified within this version.

OFFICER'S RECOMMENDATION

That council adopts the Draft Strategic Asset Management Plan and uses this as a primary information source in the review of the Long-Term Financial Plan.

8.3 Revised Policy Council Meetings Audio Visual Recording and Live Streaming

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Council Meetings Audio Visual Recording and Live Streaming REVIEWED 2024 Copy
[8.3.1 - 6 pages]

PURPOSE

To recommend that Council adopts the revised Council Meetings – Audio/Visual Recording and Live Streaming Policy.

BACKGROUND/OVERVIEW

Council currently has a Policy for Council Meetings – Audio/Visual Recording and Live Streaming which was last reviewed in August 2022.

This Policy states that:

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.

Following the Ordinary Council Meeting on 24 September 2024, a revised policy has been prepared for Councils consideration.

The revised policy focuses on procedures for recording open and closed session meetings and removes references related to COVID-19.

Key updates include:

- Procedures for the recording of both open and closed Council meetings.
- Detailed procedures for the retention and use of digital recordings from open and closed sessions.

These changes aim to ensure clarity moving forward.

The revised Policy was presented to Council at a Workshop held on 12 November 2024. If adopted by Council, the Policy will be made available on Council’s website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Local Government (Meeting Procedures) Regulations 2015

33. Audio recording of meetings

(1) A council may determine that an audio recording is to be made of any meeting or part of a meeting.

(2) If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be –

(a) retained by the council for at least 6 months; and

(b) made available free of charge for listening on written request by any person.

(3) If after the minutes of a meeting have been confirmed as a true record a discrepancy between the minutes and an audio recording of that meeting or part of that meeting is noticed, the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record.

(4) A council may determine any other procedures relating to the audio recording of meetings it considers appropriate.

BUDGET IMPLICATIONS

There are no budget considerations.

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|-------------------|--------------------|---------------|--|
| Adopt the recommendation If recordings of closed sessions are not properly secured, there is a risk that unauthorized individuals may gain access. This could lead to the disclosure of sensitive or confidential information. | Possible | Negligible | Low | Separate recording to open session. Restricted access to files until destroyed. |
| Do not adopt the recommendation Status quo remains. | Possible | Moderate | Moderate | No change to risk appetite for closed session minutes. |

OFFICER'S COMMENTS

Implementing audio-visual recording for closed session meetings could enhance the preparation of minutes by providing a precise and reliable account of debates and discussions. This approach would improve accountability by offering a clear record of proceedings.

As is the case with minutes from the open meetings, and should Council decide to record closed session meetings, the closed session minutes will not become a word for word account but be summarised in accord with the Local Government Association of Tasmania (LGAT) Minute Taking Guidelines.

Should recordings be made, it is crucial to maintain confidentiality and compliance and manage the additional risks recordings will expose. Updating the Policy to establish detailed procedures for recording, managing, and securing these recordings will be essential for ensuring accurate minute-taking while safeguarding sensitive information

OFFICER'S RECOMMENDATION

That Council adopts the revised Council Meetings – Audio/Visual Recording and Live Streaming Policy as attached to this report item effective 26 November 2024

8.4 Hobart Airport Flight Path Change Proposals

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Recommendation 4_ Hobart RN P- AR Relocation Noise Contours [**8.4.1** - 3 pages]
2. Recommendation 6_ Hobart East Coast Route Suggestion [**8.4.2** - 3 pages]

PURPOSE

To seek a Council decision to inform a response to proposed air traffic routes impacting Triabunna and Orford residents and tourists to Maria Island.

BACKGROUND/OVERVIEW

In April 2022, Airservices completed the Post Implementation Review (PIR) for the Hobart flight path changes that were implemented in November 2019. Airservices conducts PIRs into airspace and flight path changes to verify assumptions about potential environmental and community impacts and to determine the effectiveness of the environmental impact assessment and community engagement processes. The outcomes of PIRs inform future changes and improve the overall change management process.

The scope of the Hobart PIR was developed in consultation with the community and considered the supporting environmental assessments for the flight path changes, community information regarding aircraft operations and forecast noise, and flight path suggested alternatives from the community and industry.

The PIR identified an array of alternatives suggested by the community and industry, some of which were found to be viable for further investigation and detailed assessment. The detailed evaluation of these alternatives has been divided into two packages of work in the attachments to this report.

A community engagement session was held by Hobart Airport agents at 3 Vicary St Triabunna on Thursday 14th November. There have been concerns raised with Council following this session and associated media.

STRATEGIC PLAN REFERENCE

Key Foundations

4. Our Environment

This means

Advocating and lobbying effectively on behalf of the community.

STATUTORY IMPLICATIONS

N/A

BUDGET IMPLICATIONS

N/A

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|-------------------|--------------------|---------------|----------------------------------|
| Adopt the recommendation | Possible | Negligible | Low | No impact |
| Provide a response | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | No risk mitigation options. |
| Advocacy for residents not provided | | | | |

OFFICER'S COMMENTS

There is an existing flight path which sees scheduled air traffic flying over Buckland on a regular basis. The jets pass overhead at a considerable altitude and are quite audible and visible but not particularly obtrusive.

The proposed changed flight path in Recommended Action 6 would have some potential benefit to Buckland residents. Potential negative impacts would be experienced by Orford, Triabunna residents and visitors and tourists visiting Maria Island as the proposed flight path passes over Mercury Passage before turning inland over Oakhampton to meet and continue on its present flight path.

It is likely that Recommended Action 6 will benefit more residents closer to the airport where the planes are gathering altitude under power than are impacted by the change in Triabunna and Orford.

Recommended Action 4 has no benefits or impacts on the Glamorgan Spring Bay municipality.

OFFICER'S RECOMMENDATION

That Council provides a response to the Flight Path consultants advising of its preference for Recommended Action 4, pointing out the impacts to tourists visiting Maria Islands natural amenity.

8.5 Glamorgan Spring Bay Audit Panel - Annual Report 2024

Author: Director Corporate and Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Audit Panel Annual Report to Council 2024 [**8.5.1** - 4 pages]

PURPOSE

To recommend that Council receives and notes the attached Glamorgan Spring Bay Council Audit Panel Annual Report for 2023-2024.

BACKGROUND/OVERVIEW

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

The Glamorgan Spring Bay Council Audit Panel Annual Report 2023-2024 is attached for Council's information. This report summarises the activities of the Audit Panel throughout the calendar year.

The 2023-24 financial statements were submitted by Council to the Tasmanian Audit Office (TAO) on the due date of 14 August 2024, as required by the Audit Act 2008 s17(1). Following the audit completion, TAO representatives are invited to attend the next Audit Panel meeting to discuss the audit. This is scheduled for December 2024.

The audit reports that were scheduled for completion by TAO on 25 September 2024 were received by Council on 14 November 2024. These are included in Councils' Annual Report 2023-24.

STRATEGIC PLAN REFERENCE

Key Foundations

- 1. Our Governance and Finance

This means

- Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- Local Government Act 1993
- Audit Act 2008
- Glamorgan Spring Bay Audit Charter
- Australian Accounting Standards Board (AASB)
- International Financial Reporting Standards (IFRS)

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

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

OFFICER'S COMMENTS

The Audit Panel provides valued discussion and guidance regarding governance of financial controls and risks. The Audit Panel has noted the substantial and ongoing improvement in Councils organisational financial governance and controls significantly assisting towards the resulting positive financial performance and audit results.

OFFICER'S RECOMMENDATION

That Council receives and notes the Glamorgan Spring Bay Council Audit Panel Annual Report for 2023-2024.

8.6 Community Small Grant Application - Freycinet Volunteer Marine Rescue Association Inc

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Small Grant Application - Freycinet Volunteer Marine Rescue Association Inc [8.6.1 - 3 pages]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 for to Freycinet Volunteer Marine Safety (Freycinet Volunteer Marine Rescue Association Incorporated) towards a Boat Catch for the rescue vessel.

BACKGROUND/OVERVIEW

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

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

The Freycinet Volunteer Marine Rescue Association contributes significantly to the safety of waterways and coastal areas. Their presence ensures that prompt assistance is available in case of emergencies such as boating accidents, medical incidents, and distress situations. This leads to a safer and more secure environment for boaters, swimmers, and other water enthusiasts in the Glamorgan Spring Bay area

This application is for a contribution towards the servicing costs of a Boat Catch for the rescue vessel.

The BoatCatch is a two-piece mechanical system designed to quickly and safely release or load a boat onto a trailer. It replaces the traditional manual winch, which can be hazardous. Installing the BoatCatch involves adding a custom bow eye to the boat and fitting an automatic catch device to the trailer. A supply and installation package costs \$2,139 (ex GST). Once installed, the BoatCatch enables easy launching and retrieval of the boat. Before reversing down the ramp, the winch cable and safety chain can be removed, with the boat securely held by a large-diameter pin. To release the boat, the skipper simply pulls a cord to retract the pin. During retrieval, the skipper drives the boat onto the trailer, and the spring-loaded pin automatically secures it as the trailer is driven off the ramp.

The project aims to significantly enhance safety and efficiency by eliminating key risks for volunteers. It removes the need for volunteers to stand between the vehicle and trailer, on slippery ramps, or manually winch the vessel, reducing physical strain and hazards. Launch and retrieval times are shortened without compromising safety, and the new system eliminates the need for volunteers to climb down the trailer to release or attach the winch hook. This is especially important given the aging demographics of marine rescue volunteers, ensuring safer and more efficient operations for the team.

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

| Item | Cost |
|---|---------------|
| BoatCatch supply and installation package | \$2139 |
| Total | \$2139 |

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$15,000 Community Small Grants Program provision in the 2024/25 budget. As at 7 November 2024 there is \$5,468.17 of the budget available to support this application.

Approved Community Small Grants year to date:

| | |
|---|------------|
| Bicheno Community Development Association | \$1,000 |
| Spring Bay Suicide Prevention Network | \$1,000 |
| Spring Bay Community Food Hub | \$1,430.92 |

| | |
|-----------------------------|-------------------|
| Swansea Community Christmas | \$1,000 |
| Swansea Courthouse Arts Inc | \$710 |
| Bicheno Men's Shed | \$890.91 |
| Triabunna Tivoli Thetre | \$1,000 |
| East Coast Anglican | \$1,000 |
| Spring Bay RSL Sub-Branch | \$1,000 |
| National Representative | \$500 |
| YTD Total | \$9,531.83 |

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|------------|-------------|----------|--|
| Adopt the recommendation | | | | Nil |
| Nil | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Council provides the reasoning for not supporting the recommendation and provide alternative funding solutions or ideas. |
| The group may not find alternate funding for the activity. | | | | |

OFFICER'S COMMENTS

Integrity Assessment:

Freycinet volunteer marine rescue association inc. (Trading as Freycinet Marine Safety)
Incorporated Registration # IA11033 ABN # 24 359 379 647

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Freycinet Volunteer Marine Rescue Association Inc towards the Boat Catch for the rescue vessel.

8.7 Community Small Grant Application - Swansea Local Events Committee

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Small Grant Application - Swansea Local Events Committee [**8.7.1** - 4 pages]
2. Community Small Grant - Auspice Letter [**8.7.2** - 4 pages]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 to Swansea Local Events Committee (auspiced by Swansea Community and Men's Shed) for the Swansea Car, Bike and Truck Show on Saturday, 19 April 2025 (Easter Saturday 2025).

BACKGROUND/OVERVIEW

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

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

The Swansea Local Events Committee, a dedicated group of local volunteers, is hosting the 2nd Annual Swansea Car, Bike, and Truck Show on Saturday, 19 April (Easter Saturday).

The Swansea Car, Bike, and Truck Show benefits the community by showcasing trucks, old and new cars and bikes. bringing local people together. It also promotes local businesses and will offer food and market stalls, and provide family-friendly activities. It offers opportunities for volunteer involvement and helps attract visitors, boosting local tourism and the economy. The event raises funds for local causes through raffles and other activities.

Funding from Council will go towards covering costs for children's activities such as face painting, entertainment, and balloon making. It will also contribute to half of the event's insurance costs (with the Swansea Chamber of Commerce covering the other half), as well as publishing, advertising, and general event expenses to ensure the show runs smoothly and attracts a wide audience.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$15,000 Community Small Grants Program provision in the 2024/25 budget. As at 7 November 2024 there is \$5,468.17 of the budget available to support this application.

Approved Community Small Grants year to date:

| | |
|---|-------------------|
| Bicheno Community Development Association | \$1,000 |
| Spring Bay Suicide Prevention Network | \$1,000 |
| Spring Bay Community Food Hub | \$1,430.92 |
| Swansea Community Christmas | \$1,000 |
| Swansea Courthouse Arts Inc | \$710 |
| Bicheno Men's Shed | \$890.91 |
| Triabunna Tivoli Thetre | \$1,000 |
| East Coast Anglican | \$1,000 |
| Spring Bay RSL Sub-Branch | \$1,000 |
| National Representative | \$500 |
| YTD Total | \$9,531.83 |

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|-------------------|--------------------|---------------|---|
| Adopt the recommendation | | | | |
| Nil | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Council provides the reasoning for not supporting the group and provides alternative funding opportunities. |
| The group may not find alternate funding to run the event. | | | | |

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

This event is a great initiative that brings the community together while supporting local businesses and activities.

Integrity Assessment:

The Swansea Local Events Committee is a subcommittee of the Swansea Chamber of Commerce. Neither group are incorporated bodies or not-for-profit organisations. Swansea Community and Mens Shed are an incorporated body and have agreed to auspice the funds on behalf of the group. **Registration Number: # IA12674**

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Swansea Local Events Committee (auspiced by Swansea Community and Men's Shed Inc) to support insurance and entertainment at the Swansea Car, Bike and Truck Show on Saturday, 19 April 2025.

8.8 Community Small Grant Application - Friends of Buckland Church

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Small Grant Application - Friends of Buckland Church [**8.8.1** - 2 pages]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$700 to Friends of Buckland Church. This funding will support the Young Voices of Hobart at the Christmas Carols event and assist in purchasing lollies and soft drinks to be distributed by Santa.

BACKGROUND/OVERVIEW

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

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

Friends of Buckland Church Inc. (FOBC) is an incorporated body dedicated to preserving the historic Buckland Church and preventing its sale into private hands. The group aims to maintain the church as a community hub for future generations. FOBC organises fundraising events throughout the year to cover maintenance costs and has successfully hosted free community events when grant funding is available.

The primary aim of the Christmas Carols event is to foster community spirit and connection during the festive season. FOBC is seeking a \$700 grant to bring in the Young Voices of Hobart children's choir (\$400) and to purchase lollies, lucky door prizes, and decorations (\$300) for the event. Volunteers will provide in-kind support, with the goal of creating a fun, safe gathering for families to connect and celebrate the festive season.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$15,000 Community Small Grants Program provision in the 2024/25 budget. As at 7 November 2024 there is \$5,468.17 of the budget available to support this application.

Approved Community Small Grants year to date:

| | |
|---|-------------------|
| Bicheno Community Development Association | \$1,000 |
| Spring Bay Suicide Prevention Network | \$1,000 |
| Spring Bay Community Food Hub | \$1,430.92 |
| Swansea Community Christmas | \$1,000 |
| Swansea Courthouse Arts Inc | \$710 |
| Bicheno Men's Shed | \$890.91 |
| Triabunna Tivoli Thetre | \$1,000 |
| East Coast Anglican | \$1,000 |
| Spring Bay RSL Sub-Branch | \$1,000 |
| National Representative | \$500 |
| YTD Total | \$9,531.83 |

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|------------|-------------|----------|---|
| Adopt the recommendation | | | | Nil |
| Nil | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Council reviews the application and reasons for not adopting the recommendation and provide support for alternative fund raising. |
| Not approving the recommended grant may result in missed opportunities for community development | | | | |

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

This event is a great initiative that brings the community together while supporting local businesses and activities.

Integrity Assessment:

The **Friends of Buckland Church** are a registered incorporated association **Registration Number: # IA12550**

Criteria Assessment:

| | |
|---|-----|
| Funding value is within the acceptable allowance | Yes |
| Applicant is a not-for-profit community organisations and groups or individual | Yes |
| Grant is to assist projects that: <ol style="list-style-type: none"> 1. address relevant community issues of significance – 2. are initiated within the community and actively involve local people (3) improve access and encourage wider use of facilities | Yes |

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$700 to Friends of Buckland Church for the choir fee, lollies, and soft drinks for the Buckland Christmas Carols event.

8.9 Request for Event Support - Triabunna Christmas Crew

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Event Support Grant Application - Triabunna Christmas Crew 2024 [8.9.1 - 5 pages]

PURPOSE

To request for Council to provide Event Funding of \$2,500 to Triabunna Christmas Crew for the Triabunna Christmas Parade and festivities on Friday 24 December 2024.

BACKGROUND/OVERVIEW

Council periodically provides a level of financial and in-kind assistance to community events that aim to involve, engage and provide benefit to community groups within the Glamorgan Spring Bay municipality. Events supported by Glamorgan Spring Bay Council celebrate and engage local communities and promote tourism to our region. Councils ongoing support to organisations and groups assists in the delivery of events in the Glamorgan Spring Bay municipal area that have creative, community and economic outcomes.

This application from Triabunna Christmas Crew, is for a contribution towards the Triabunna Annual Christmas Parade. This group 'Triabunna Christmas Crew' are a registered incorporated association. The Triabunna Christmas Parade and Festivities was reintroduced again last year with great support from the community with over 250 people in attendance. The Triabunna Christmas Crew is proud to continue its work following the success of last year's revived Christmas celebrations. After the disruption caused by the COVID-19 pandemic, a new group of dedicated volunteers came together with the aim of reinstating the long-standing tradition of the Christmas Parade and community festivities. The event in 2023 was met with great enthusiasm and was well received by the community, marking a joyful return to this cherished holiday tradition.

The Christmas Parade followed by a range of family-friendly activities, provides a much-needed opportunity for locals to come together, connect, and celebrate the holiday season. It is a reminder of the resilience of the Triabunna community and the importance of shared traditions.

Building on last years success, the Triabunna Christmas Crew is excited to host the event again in 2024. This year, as in the past, Vicary Street and surrounding areas will be beautifully decorated, with many of the handcrafted decorations created by local community groups, including the Triabunna Men's Shed.

The highlight of the celebrations will be the Christmas Parade, followed by an afternoon of fun and engaging activities at the Triabunna Recreational Ground. These include Christmas carols by Maria Voices, a Buckland Boot Scooter demonstration, a Teacup Ride, face painting, balloon artistry, a visit from Santa Claus and many more activities.

The Triabunna Christmas Crew has been actively seeking support throughout the year from local businesses, community members, and through raffles, as well as applying for funding via the Council's grant program. This funding helps cover essential costs related to the event, including insurance, incorporation fees, and other necessary expenses.

Specifically, the Triabunna Christmas Crew is requesting funding for key attractions, including the Teacup Ride, face painting, balloon artistry, and lollies for the children. Additionally, the Crew is requesting in-kind assistance from the Council to facilitate a temporary road closure on Friday, 13th December 2024, between 4:45pm and 5:45pm. The closure will affect Victoria Street, Melbourne Street, Vicary Street, and Charles Street to ensure the safe and smooth operation of the Christmas Parade.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support for the arts, cultural activities, programs and events.

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

The Council has allocated \$27,000 in the 2024/25 budget for events and programs. Of this total \$5,000 has been quarantined for Council run events with the remainder available for external event support.

To date \$14,500 has been distributed to external events and consequently there is \$7,500 remaining for this event application.

To date these are the events that Council has funded:

| | |
|--------------------------------|-----------------|
| Freycinet Challenge | \$2,000 |
| Winter Challenge | \$2,000 |
| Bicheno Food and Wine Festival | \$4,500 |
| Great Eastern Wine Trail | \$1,000 |
| Festival of Small Halls | \$1,000* |
| Coles Bay Triathlon | \$4,000 |
| Total YTD | \$14,500 |

* and any potential shortfall

RISK CONSIDERATION/S

| Risk | Likelihood | Consequence | Rating | Risk Mitigation Treatment |
|--|-------------------|--------------------|---------------|--|
| Adopt the recommendation | | | | Nil |
| Nil | | | | |
| Do not adopt the recommendation | Possible | Moderate | Moderate | Council provides the reasoning for not supporting the recommendation and provide alternative funding solutions or ideas. |
| Triabunna Christmas Crew may not find alternate funding to support the event | | | | |

OFFICER'S COMMENTS

This event is a great initiative that brings the community together while supporting local businesses and activities.

Integrity Assessment:

Triabunna Christmas Crew are an incorporated body. Incorporated Registration number # IA13121

OFFICER'S RECOMMENDATION

That Council approve the application for event support from Triabunna Christmas Crew Inc for Triabunna Christmas Parade and Festivities on Friday 13 December 2024 towards the entertainment for the event.

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

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

- Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 22 October 2024**
As per the provisions of Regulation 15 (2) (a) and (d) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 2: Application for Councillor Leave of Absence**
As per the provisions of Regulation 15 (2) (h) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 3: Australia Day Awards 2025**
As per the provisions of Regulation 15 (2) (g) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 4: Purchase of Land**
As per the provisions of Regulation 15 (2) (c) and (f) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 5: Personnel Matter**
As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into Closed Session at [time].

The Mayor to confirm that the recording has been terminated.

13 CLOSE

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

CONFIRMED as a true and correct record.

Date: **Mayor Cheryl Arnol**