



GLAMORGAN SPRING BAY
COUNCIL

Notice of Meeting and Agenda

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

26th June, 2018



NOTICE OF ORDINARY MEETING

Notice is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday, 26th June, 2018 commencing at 5.00pm.

Dated this Thursday 21st June, 2018

David Metcalf
GENERAL MANAGER

"I certify that with respect to all advice, information and recommendations provided to Council with this agenda:

- 1. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and***
- 2. Where any advice is given directly to the Council by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from any appropriately qualified or experienced person. "***

Note : Section 65 of The Local Government Act 1993 states –

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.***
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council or council committee.***

David Metcalf
GENERAL MANAGER

Table of Contents

AUDIO/VIDEO RECORDING OF ORDINARY MEETINGS OF COUNCIL	5
1. OPENING	5
1.1 PRESENT AND APOLOGIES	5
1.2 IN ATTENDANCE	5
1.3 DECLARATION OF PECUNIARY INTERESTS.....	5
2. CONFIRMATION OF MINUTES	6
2.1 ORDINARY MEETING OF COUNCIL – MAY 22, 2018	6
2.2 WORKSHOP HELD – MAY 16, 2018	6
2.3 WORKSHOP HELD – MAY 22, 2018	6
2.4 WORKSHOP HELD – JUNE 5, 2018	6
3. PLANNING AUTHORITY SECTION	7
3.1 DA18063 – 1 TASMAN HWY, BICHENO.....	7
3.2 DA18089 – OUTBUILDING, 14 GORE ST, ORFORD	38
3.3 BUSHFIRE PRONE AREAS OVERLAY	51
4. PUBLIC QUESTION TIME	52
5. INFORMATION REPORTS.....	53
5.1 GENERAL MANAGER, DAVID METCALF.....	53
5.2 MANAGER WORKS, MR TONY POLLARD.....	65
5.3 MANAGER DEVELOPMENT & COMPLIANCE – MR. SHANE WELLS	70
5.4 MANAGER COMMUNITY DEVELOPMENT & ADMINISTRATION – MRS. LONA TURVEY	79
5.5 MANAGER BUILDINGS & MARINE INFRASTRUCTURE, MR ADRIAN O’LEARY	82
5.6 MANAGER NATURAL RESOURCE MANAGEMENT, Ms MELANIE KELLY.....	86
6. MINUTES OF SECTION 24 COMMITTEES.....	91
6.1 TRIABUNNA RECREATION GROUND ADVISORY COMMITTEE MINUTES (DRAFT)	92
6.2 MARINE INFRASTRUCTURE COMMITTEE MINUTES (DRAFT)	94
6.3 NRM COMMITTEE MINUTES #59 (DRAFT)	98
7. OFFICERS’ REPORTS REQUIRING A DECISION	104
7.1 ADOPTION OF 2018/19 RATES RESOLUTION AND FEES & CHARGES.....	104
7.2 GLAMORGAN SPRING BAY COMMUNITY STRATEGIC PLAN.....	121
7.3 EAST COAST CRUSADERS PCYC INC.	122
7.4 GLAMORGAN SPRING BAY HISTORICAL SOCIETY INC.	123

7.5	SPRING BAY MARITIME & DISCOVERY CENTRE INC. – SPRING BAY SHED	124
8.	MISCELLANEOUS CORRESPONDENCE	125
8.1	TASMANIAN INDUSTRIAL COMMISSION (TIC) REVIEW OF ANNUAL ALLOWANCES PAID TO COUNCILLORS IN TASMANIA	125
9.	GSBC AUDIT PANEL MINUTES	127
9.1	MINUTES OF GSBC AUDIT PANEL, MEETING No.2 – AUGUST 2017	127
9.2	MINUTES OF GSBC AUDIT PANEL, MEETING No.3 – MAY 2018	134
10.	MOTION TRACKING DOCUMENT	138
11.	QUESTIONS WITHOUT NOTICE	141
12.	CONFIDENTIAL ITEM (IN CLOSED SESSION).....	141
13.	CLOSE	141

Audio/Video Recording of Ordinary Meetings of Council

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 link is available on the Glamorgan Spring Bay Council website to the YouTube platform, where the public can view the meeting live and watch recordings of previous Council meetings.

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.

1. Opening

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

1.1 Present and Apologies

1.2 In Attendance

1.3 Declaration of Pecuniary Interests

In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2005, the Mayor requests Elected Members to indicate whether they or a close associate have, or likely to have, a pecuniary interest in any item included in the Agenda.

2. Confirmation of Minutes

2.1 Ordinary Meeting of Council – May 22, 2018

Recommendation

That the Minutes of the Ordinary Meeting held Tuesday 22nd May 2018 be confirmed as a true and correct record.

2.2 Workshop Held – May 16, 2018

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a **planning and budget workshop** was held at 2pm on Wednesday 16th May in Triabunna.

Recommendation

That Council notes this information.

2.3 Workshop Held – May 22, 2018

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a **budget workshop** was held at 3pm on Tuesday 22nd May in Triabunna.

Recommendation

That Council notes this information.

2.4 Workshop Held – June 5, 2018

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a **budget workshop and review of Council's by-law** was held at 2pm on Tuesday 5th June in Triabunna.

Recommendation

That Council notes this information.

3. PLANNING AUTHORITY SECTION

3.1 DA18063 – 1 Tasman Hwy, Bicheno

Planning Assessment Report

Proposal:	Six visitor accommodation units, managers residence, partial demolition, building additions & alterations, new vehicle access, car parking, landscape, modifications to existing vehicle & pedestrian access & carpark
Applicant:	Birrelli Architects
Location:	1 Tasman Highway, Bicheno
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	Local Business Zone Open Space Zone Utilities Zone
Application Date:	23 March 2018
Statutory Date:	29 June 2018 (by consent of applicant)
Discretions:	Twelve
Attachments:	Appendix A –Application documentation
Author:	Theresia Williams, Consultant Planner

1. Executive Summary

- 1.1. Planning approval is sought for visitor accommodation and food services on 1 Tasman Highway, Bicheno.
- 1.2. The application is for a discretionary use in three different zone, as well as relying on a number of performance criteria.
- 1.3. Three valid representations were received & one invalid submission received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by the Planning Authority due to the receipt of representations via the public exhibition period.
- 1.6. Key planning issues relate to the impact on nearby residences. The planning scheme provides guidance on the assessment of such impact through noise, lighting, hours of operation and commercial vehicle movement guidelines. The proposal meets the Performance Criteria for these provisions. The proposal is considered to make a positive contribution to the Open Space and Local Business Zones in Bicheno and is recommended for approval.

2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 2018/63.
- 2.2. This determination must be made no later than 29 June 2018 which has been extended by the consent of the applicant.
- 2.3. The relevant legislation is the *Land Use Planning and Approvals Act 1993 (LUPAA)*. The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.
- 2.4. This report details the reasons for the officer recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2005*.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the *State Policies and Projects Act 1993*.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

3. Risk & Implications

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority, outside the implications should an appeal against Council's decision be lodged.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications, however these are not significant issues given the scale of the proposal.

4. Relevant Background and Past Applications

- 4.1. The existing restaurant is on the location of the previous Sea Life Centre.
- 4.2. There is a Crown Land licence for the car parking adjoining the restaurant.

5. Site Detail

- 5.1. The site consists of one lot located on 1 Tasman Highway, Bicheno, as well as a Crown Land lease on the adjoining land. The site sits across the Local Business Zone, Open Space Zone and Utilities zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.2. The total size of the site is 3,508m², comprised of 1 Tasman Highway at 2,173m² and the Crown Land Lease at 1,335m². Vehicle access is via Tasman Highway. pedestrian access is via both the walkway which runs parallel to Tasman Highway and the public foreshore walkway to the north.

- 5.3. The site sits below street level. Vegetation is limited to lawn and small shrubs. There are no threatened species on the site.
- 5.4. Adjoining land to the north, east and west is within the Open Space zone. The land to the south (the road & road verge, including the public walkway) is within the Utilities zone.
- 5.5. The Utilities Zone applies to the Tasman Highway road reservation. As shown below, the reservation is wide and increased in width at the car park. The Crown Land Lease does not apply to the highway reservation.



Figure 1: Aerial imagery.

6. Proposal

- 6.1. Planning approval is sought for six visitor accommodation units, a manager's residence, partial demolition, buildings additions and alterations, new vehicle access, car parking, landscaping and modifications to the existing vehicle and pedestrian access and carpark.
- 6.2. The applicable use classes are Visitor Accommodation and Food Services at 1 Tasman Highway, Bicheno.

The Manager's Residence is subservient to the Visitor Accommodation under cl.8.2.2 of the Interim Scheme.

The car park is subservient (cl.8.2.2) to the existing Food Services, rather than a stand-alone car park, which makes it an existing non-conforming use under cl.9.1.1. It is noted that the car parking for the Visitor Accommodation is located solely within the Local Business zone.

- 6.3. The use of each unit is proposed as Visitor Accommodation. There are six such units proposed, each of which are 38m² in size. The units may be suitable for other uses (eg residential units), subject to meeting the Building Code and other relevant standards, but would require separate approval for change of uses should that be proposed.



Figure 2: View from Street



Figure 3: View from Street



Figure 4: Existing pedestrian access



**Figure 5: Existing carpark and relationship between carpark, footpath and road
(footpath marked by white dashed lines)**

7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved.
- 7.2. Each standard can be met by either an acceptable solution or performance criteria. If a performance criteria is relied upon, an application is discretionary and may be approved or refused depending on if the performance criteria is satisfied.
- 7.3. The following provisions are relevant to the proposed use and development;
- Local Business Zone
 - Open Space Zone
 - Utilities Zone
 - E5.0 Road and Rail Assets Code
 - E6.0 Parking and Access Code
 - E7.0 Stormwater Management Code
 - E16.0 Coastal Erosion Hazard Code
- 7.4. The proposal is classified as Food Services and Visitor Accommodation. These uses have the following status in the applicable zones:

Use	Local Business	Utilities	Open Space
Food Services	Permitted	Non-conforming use	Discretionary
Visitor Accommodation	Discretionary	Non-conforming use	N/A

- 7.5. Clause 9.6.1 provides:

If an application for use of land includes access that runs through a different zone to the land upon which the use is proposed to take place, the use status of the application is to be determined disregarding the use status of the access in the different zone.

The access ways to the property are within the Utilities zone (vehicle and pedestrian access) and the Open Space Zone (pedestrian access). For this application, this results in the provisions of the Utilities zone being set aside, and the proposal assessed under the Local Business and Open Space zones only.

- 7.6. The landscaping is to sit over the boundary, in the land between the development and the road. Clause 9.8 is applicable, which states:

Development Overhanging Land in a Different Zone

If an application for use or development of land includes development that overhangs land in a different zone to the land upon which the use or development is proposed to take place, the use status of the application is to be determined disregarding the use status in the different zone.

The landowner consent for the development to occur on this land has been provided. The provisions of the Utilities zone are not applicable to the landscaping.

7.7. Open Space Zone:

- 7.7.1. No buildings are proposed within the Open Space zone. Development is to be limited to the reconfiguration of the car parking (including access).
- 7.7.2. 32 Parking spaces, including two All Access spaces are proposed for the restaurant. Two spaces are included adjoining the Manager's Residence. The carparking is in keeping with Table E6.1.
- 7.7.3. The proposal includes low level landscaping and lighting.
- 7.7.4. The design will result in a reduction of the driveway width from over 35m to a single 6.5m access within this zone.

7.8. Local Business Zone:

- 7.8.1. The maximum height will be 8.98m excluding protrusions.
- 7.8.2. Setback requirements for the Local Business zone are minimal. The new awning will be closer to the frontage and will include all abilities access. The access and undercover carparking will be facing the street, with the units behind the undercover carparking. The base of the main façade itself will remain below street level (approximately 2.5m below). The application states that the colours of the walls will be below the light reflectance value limits of the acceptable solutions.
- 7.8.3. Outdoor storage is to be located behind the building line, in the proposed "Storage / plant area".
- 7.8.4. Parking for the units in the Local Business Zone is to be provided at the rate of 4 spaces plus an additional dedicated All Access space. This is in keeping with Table E6.1.
- 7.8.5. Access is proposed to be upgraded from one large vehicle access and two pedestrian accesses to one dual direction access for each of the proposed main use classes. The pedestrian accesses are to be upgraded.

7.9. Utilities zone:

- 7.9.1. Access (pedestrian and vehicle) sits within the Utilities zone.
- 7.9.2. Landscaping is to be incorporated along the frontage, comprising low level shrubbery.
- 7.9.3. A Traffic Impact Assessment is provided for detailed assessment of the proposed modifications.

7.10. Other Overlays that require clarification:

Waterway Coastal Protection Areas – the south eastern tip of the site is within this Overlay. No development is to occur within the Overlay. The Code is not applicable.

Coastal Inundation – The AHD for the development is above the level required by Table 15.1 for Bicheno. The proposal complies with the Acceptable Solutions for this Overlay.

- 7.11. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.



Open Space Zone			
		Acceptable Solution Requirement	Proposed
1	Use – Open Space Zone Clause 19.2	Not applicable.	The proposal is a discretionary use within the use table.
2	Hours of Operation – Open Space Zone Clause 19.3.1 A1	Hours of operation be within: (a) 8am-6pm Mondays – Saturdays (b) 10am-4pm Sundays and Public Holidays (excluding office & administrative tasks)	8am – 12 pm, 7 days a week
3	Lighting- Open Space Zone Clause 19.3.3 A1	All external lighting (except security lighting) be turned off between 6pm & 8am. Security lighting to be baffled.	Carparking and walkway lighting to be on during hours of operation
4	Discretionary use – Open Space Zone Clause 19.3.5 A1	No acceptable solution	The proposal is a discretionary use within the use table.
Local Business Zone			
		Acceptable Solution Requirement	Proposed
5	Discretionary use – Local Business zone Table 20.2	Visitor accommodation is a permitted use class within the use table.	Visitor Accommodation is a discretionary use within the use table.
6	Hours of Operation – Local Business zone Clause 20.3.1	Must be between: (a) 7am to 9pm Mondays to Saturdays; and (b) 9am to 5pm Sundays & Public Holidays Except for office & administrative tasks	Food Services: 8am – 12 pm, 7 days a week Visitor Accommodation: 24 hrs, 7 days
7	External Lighting – Local Business Zone Clause 20.3.3 A1	External lighting (except security lighting) be turned off between 10pm & 6am. Security lighting to be baffled.	Carparking and walkway lighting to be on during hours of operation.
8	Design – Local Business Zone Clause 20.4.3 A1	Provide windows and door opening at ground level in the front façade no less than 40% of the surface area of the ground floor level façade.	Windows and door openings will cover less than 40% of the front façade at ground floor level in the area to be altered.
9	Passive Surveillance – Local Business zone Clause 20.4.4 A1	Provide windows and door openings at ground floor level in the facade of any wall which faces a public space or car park which amount to no less than 30% of the surface area of the ground floor level façade.	Windows and door openings will cover less than 40% of the front façade at ground floor level in the area to be altered. Windows and door openings will cover less than 30% of the side of the building facing the carpark, despite being modified.
10	Landscaping – Local Business Zone	Landscaping not required if the building runs the length of the frontage, and is setback no more than 1m.	The building does not run the length of the frontage and is setback more than 1m.

	Clause 20.4.5 P1		Landscaping is proposed within the Local Business and Utilities zones.
Codes			
11	Road accesses and junctions - Road & Railway Assets Code Clause E5.6.2 A2	One access, providing entry and exit.	Two accesses, each providing entry and exit.
12	Building & Works - Coastal Erosion Hazards Code E16.7.1	No acceptable solution	

7.12. Discretion 1 – Use (Open Space Zone)

7.12.1. A Discretionary use must meet the Zone Purpose. The zone purpose statements are:

To provide land for open space purposes including for passive recreation and natural or landscape amenity.

To encourage open space networks that are linked through the provision of walking and cycle trails.

7.12.2. The proposal is to redesign the existing car parking area, as an activity subservient to the Food Services land use.

7.12.3. The existing use currently provides for carparking within the Utilities zone, through the informal delineation of the car park boundaries. The proposal will remove these spaces and provide for parking (for the Food Services use class) within the boundaries of the Open Space Zone.

7.12.4. Passive recreation occurs around the space that is utilised for the development. The proposal will improve the access arrangements, resulting in safer traffic management for the passive recreational users, and those utilising the pathway between the site and the road, through clearer delineation of the accessway.

7.12.5. No additional space within the Open Space zone will be converted for the use. Neither natural nor landscape amenity will be detrimentally impacted by the proposed development within the Open Space zone.

7.12.6. On the basis that the proposal will not compromise compliance with any zone purpose statements the use and development is considered to be appropriate.

7.13. Discretion 2 – Hours of operation (Open Space Zone)

7.13.1. The planning scheme provides for the hours of operation to be within 8am to 6pm, Mondays to Saturdays, and 10am-4pm on Sundays and Public Holidays.

7.13.2. The existing uses on the site operate between 10am to 10pm for the Food Services, and 5am to midnight for the Liquor Licence, 7 days per week.

7.13.3. The proposal includes operation of the Food Services from 8am to midnight, 7 days a week. Note that Visitor Accommodation does not occur in this zone.

- 7.13.4. The performance criteria is as follows:

Hours of operation of a use within 50m of a residential zone must not have an unreasonable impact upon the residential amenity of land in a residential zone through commercial vehicle movements, noise or other emissions that are unreasonable in their timing, duration or extent.

- 7.13.5. The proposed development within the Open Space Zone is approximately 26m from the General Residential zone, and 35m from the nearest residence. Currently this space is not clearly delineated, and car parking can conceivably occur within 15m of the General Residential zone, and 26m of the nearest residence. This distance will be increased with the proposed design changes to the car park.
- 7.13.6. Commercial vehicle movements are addressed in further detail under cl.19.3.4, with which the development complies.
- 7.13.7. The planning scheme provides for compliance with specific requirements in regards to noise, under Clause 19.3.2 A1. The proposal will be required to comply with this provision.
- 7.13.8. Other emissions that could be created by the development include smells from cooking, and light emissions.
- The proposal does not include any change in cooking practices which might increase odour emissions. The planning scheme addresses light emissions through the External Lighting provisions under cl19.3.3 (discussed below).
- 7.13.9. Three of the four potential amenity concerns are addressed explicitly within the planning scheme. The other does not have the potential to be increased by the proposed development.
- 7.13.10. It is concluded that the proposal complies with clause 19.3.1 P1.

7.14. Discretion 3 – Lighting (Open Space Zone)

- 7.14.1. The planning scheme allows for security lighting at any time, with the proviso that such lights are baffled.
- 7.14.2. The external lighting which is proposed to be left on outside the hours provided is for car parking and pathways, effectively being security lighting. They will however, not be baffled.
- 7.14.3. The lights will be “low level bollard lights, with a maximum height of 1200mm”.
- 7.14.4. There are street lights located between the proposed development and nearby residences.
- 7.14.5. The relevant performance criteria states:

External lighting within 50m of a residential zone must not adversely affect the amenity of adjoining residential areas, having regard to all of the following:

- (a) level of illumination and duration of lighting;*
- (b) distance to habitable rooms in an adjacent dwelling.*

- 7.14.6. Whilst it is common in planning to interpret “adjacent” as sharing a boundary with another property, the intent of this clause is clearly to protect residential users who are within 50m of the development, thus the alternative interpretation of adjacent as “next to or near” is utilised in assessing this provision. This interpretation is in keeping with recent determinations by the Resource Management & Planning Appeal Tribunal.
- 7.14.7. Given the fall of the land, much of the proposed low level lighting will be below street level.
- 7.14.8. The proposed “low level bollard lights, with a maximum height of 1200mm” are considered to be sufficient to reduce the impact of the lighting to that which is intended by the performance criteria.
- 7.14.9. It can be concluded that the proposal complies with cl.19.3.3 P1.

7.15. Discretion 4 – Use (Open Space Zone)

- 7.15.1. All discretionary use classes within the Open Space Zone must:
- ...complement and enhance the use of the land for recreational purposes by providing for facilities and services that augment and support Permitted use or No Permit Required use.*
- 7.15.2. Permitted and No Permit Required use classes within the zone are based around recreation, community use and natural resources. They include some business activities that result in recreational and community use (e.g., Food Services, General Retail etc).
- 7.15.3. The proposal will result in a clearer delineation of the area to be utilised for the carpark (Food Services). This will allow for safer use of the public pathways and utilities (including the road), supporting the use of the land for recreational purposes.
- 7.15.4. The proposal complies with cl. 19.3.5 P1.

7.16. Discretion 5 – Use (Local Business Zone)

- 7.16.1. Discretionary Use Classes must be in keeping with the Zone Purpose. The zone purpose statements are:
- To provide for business, professional and retail services which meet the convenience needs of a local area.*
- To ensure that facilities are accessible by public transport and by walking and cycling.*
- To allow for small scale dining and entertainment activities at night provided that residential amenity of adjoining residential zoned land is protected.*
- To encourage residential use provided that it supports the viability of the activity centres and an active street frontage is maintained.*
- To ensure that building design and use is compatible with surrounding development and use, particularly on land in residential zones.*
- To allow for limited office based employment provided that it supports the viability of the activity centre and maintains an active street frontage.*
- To allow for dining and entertainment activities at night within food premises or local hotel.*

- 7.16.2. The proposal will provide for the redevelopment of a local business, be accessible to pedestrians and cyclists and allow for dining and entertainment.
- 7.16.3. The amenity of adjoining residential land is addressed under specific provisions for hours of operation, external lighting, noise and commercial vehicle movements.
- 7.16.4. The current design has over 35m of undefined space where interaction between pedestrians, cyclists, the road and the carpark is unclear. The design will improve the street frontage through improved traffic safety.
- 7.16.5. The proposal will allow an existing dining and entertainment facility to be redeveloped, within an existing food premise.
- 7.16.6. The proposal is in keeping with the Purpose of the Local Business zone.

7.17. Discretion 6 – Hours of Operation (Local Business Zone)

- 7.17.1. The Acceptable Solution provides for the hours of operation to be within 7am to 9pm, Mondays to Saturdays, and 9am-5pm on Sundays and Public Holidays.
- 7.17.2. The existing uses on the site operate between 10am to 10pm for the Food Services, and 5am to midnight for the Liquor Licence, 7 days per week.
- 7.17.3. The proposal is to operate the Food Services from 8am to midnight, and Visitor Accommodation 24 hours a day, 7 days a week.
- 7.17.4. The performance criteria is as follows:

Hours of operation of a use within 50m of a residential zone must not have an unreasonable impact upon the residential amenity of land in a residential zone through commercial movements, noise or other emissions that are unreasonable in their timing, duration or extent.

- 7.17.5. The proposed development within the Local Business Zone is approximately 25m from the General Residential zone, and 30m from the nearest residence.
- 7.17.6. Commercial vehicle movements are addressed in detail under cl.20.3.4, with which the development complies.
- 7.17.7. The planning scheme provides for compliance with specific requirements in regards to noise, under Clause 20.3.2 A1. The proposal will be required to comply with this provision.
- 7.17.8. Other emissions that could be created by the development include smells from cooking, and light emissions.

The proposal does not include any change in cooking practices which might increase odour emissions. The planning scheme addresses light emissions through the External Lighting provisions under cl20.3.3 (discussed below).

- 7.17.9. Three of the four potential amenity concerns are addressed explicitly within the planning scheme. The other does not have the potential to be increased by the proposed development.
- 7.17.10. It is concluded that the proposal complies with clause 20.3.1 P1.

7.18. Discretion 7 – External Lighting (Local Business Zone)

7.18.1. The Performance Criteria in this matter are the same as within the Open Space zone. These are discussed in detail above.

7.18.2. The proposal complies with 20.3.3 P1.

7.19. Discretion 8 – Design (Local Business Zone)

7.19.1. The front façade at ground level is being modified. This will result in half of the existing solid façade (with small windows) being removed, and replaced by undercover parking, behind which will sit the Visitor Accommodation.

7.19.2. The wall which will remain (of the original building) facing the façade incorporates the access walkway. Either side of this sits the bathrooms for the Food Services, thus the limited windows.

7.19.3. The performance criteria states:

Building design must enhance the streetscape by satisfying all of the following:

- (a) provide the main access to the building in a way that addresses the street or other public space boundary;*
- (b) provide windows in the front façade in a way that enhances the streetscape and provides for passive surveillance of public spaces;*
- (c) treat large expanses of blank wall in the front façade and facing other public space boundaries with architectural detail or public art so as to contribute positively to the streetscape and public space;*
- (d) ensure the visual impact of mechanical plant and miscellaneous equipment, such as heat pumps, air conditioning units, switchboards, hot water units of similar, is insignificant when viewed from the street;*
- (e) ensure roof-top service infrastructure, including service plants and lift structures, is screened so as to have insignificant visual impact;*
- (f) not provide awnings over the public footpath only if there is no benefit to the streetscape or pedestrian amenity or if not possible due to physical constraints;*
- (g) only provide shutters where essential for the security of the premises and other alternative for ensuring security are not feasible;*
- (h) be consistent with any Desired Future Character Statements provided for the area.*

7.19.4. The proposed changes will result in the pedestrian access directly addressing the street and will retain windows in the front façade to provide for passive surveillance.

7.19.5. The front façade is to include variations in depth, height and materials.

7.19.6. The largest expanse of blank wall is on the south eastern elevation (marked as “South Elevation” on the plans). This section of blank wall covers approximately 27% of the entire façade. The remainder is broken up with timber screening, structural and architectural detail and balconies.

- 7.19.7. Infrastructure and services are to be located behind the façade, and in the majority will not be visible in any way to the public.
- 7.19.8. The existing awning is to be replaced. No shutters are proposed.
- 7.19.9. There are no Desired Future Character Statements for the area.
- 7.19.10. The design is considered to satisfy cl. 20.4.3 P1.

7.20. Discretion 9 – Passive Surveillance (Local Business Zone)

- 7.20.1. The proposed design does not meet the minimum area requirements for windows and doors facing the façade and carpark.
- 7.20.2. The Performance Criteria state:

Building design must provide for passive surveillance of public spaces by satisfying all of the following:

- (a) provide the main entrance or entrances to a building so that they are clearly visible from nearby buildings and public spaces;*
- (b) locate windows to adequately overlook the street and adjoining public spaces;*
- (c) incorporate shop front windows and doors for ground floor shops and offices, so that pedestrians can see into the building and vice versa;*
- (d) locate external lighting to illuminate any entrapment spaces around the building site;*
- (e) provide external lighting to illuminate car parking areas and pathways;*
- (f) design and locate public access to provide high visibility for users and provide clear sight lines between the entrance and adjacent properties and public spaces;*
- (g) provide for sight lines to other buildings and public spaces.*

- 7.20.3. This property is in a unique position, in that it is surrounded by public land. This in itself provides many opportunities for passive surveillance.
- 7.20.4. The entrances provided are all able to be viewed from the streetscape. The majority of these can also be viewed from the adjoining public land.
- 7.20.5. The glass front doors allow visibility out onto the entrance and the space between the development and the street. The remaining windows allow passive surveillance of the car park(s) and the Crown land between the development and the ocean.
- 7.20.6. Low level bollard lighting is proposed.
- 7.20.7. These design choices, combined with the unique site location are considered to demonstrate compliance with cl. 20.4.4 P1.

7.21. Discretion 10 – Landscaping

- 7.21.1. The proposal includes low level landscaping between the front of the development and the walkway.

7.21.2. The land here includes Local Business zone and the Utilities zone.

7.21.3. The Local Business zone requires:

Landscaping must be provided to satisfy all of the following:

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

7.21.4. The proposed landscaping will be an improvement on that which is pre-existing, without creating potential areas of entrapment. It will be the developer's responsibility to maintain the landscaping, including that which will be on public land.

7.21.5. Some of the landscaping will be on the land zoned as Utilities. The application includes landowner consent to make the application on this land. Clause 9.8 is applicable, as discussed above.

7.21.6. The proposed landscaping complies with cl.20.4.5 P1.

7.22. Discretion 11 – Road accesses and junctions

7.22.1. The proposal includes two access driveways. Each is to provide entrance and egress to the site.

7.22.2. The application includes consent from the Road Authority and a Traffic Impact Assessment which addresses the performance criteria, which are:

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

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

7.22.3. As per the Traffic Impact Assessment, the proposal complies with cl. E5.6.2 P2.

7.23. Discretion 12 – Building and Works

- 7.23.1. The entire development site is located within the Coastal Erosion Hazard Area. The Hazard Area is an 'investigation area' due to insufficient reliability in geological mapping used in the State Government mapping project that resulted in the Coastal Erosion Hazard Area.
- 7.23.2. This section of coastline is identified as "sloping hard rock shores – minimal vulnerability to flooding or erosion".
- 7.23.3. The development site is setback a minimum of 40m from the shoreline, and at an elevation of 7.4 meters AHD.
- 7.23.4. The performance criteria provides that:

Buildings and works must satisfy all of the following:

- (a) not increase the level of risk to the life of the users of the site or of hazard for adjoining or nearby properties or public infrastructure;*
 - (b) erosion risk arising from wave run-up, including impact and material suitability, may be mitigated to an acceptable level through structural or design methods used to avoid damage to, or loss of, buildings or work;*
 - (c) erosion risk is mitigated to an acceptable level through measures to modify the hazard where these measures are designed and certified by an engineer with suitable experience in coastal, civil and/or hydraulic engineering;*
 - (d) need for future remediation works is minimised;*
 - (e) health and safety of people is not placed at risk;*
 - (f) important natural features are adequately protected;*
 - (g) public foreshore access is not obstructed where the managing public authority requires it to continue to exist;*
 - (h) access to the site will not be lost or substantially compromised by expected future erosion whether on the proposed site or off-site;*
 - (i) provision of a developer contribution for required mitigation works consistent with any adopted Council Policy, prior to commencement of works;*
 - (j) not be located on an actively mobile landform.*
- 7.23.5. The application documentation states that due to the elevation of the proposal, "The proposal will not increase the level of risk to the life of the users of the site and no person will be placed at risk due to the proposal. The development will not be located on an actively mobile landform. No further mitigation works are proposed or required due to the proposal. Any existing important natural features will not be impacted by the proposal."
 - 7.23.6. Assessment of the site, shoreline and available hazard mapping on 'theList' demonstrate that the site is not prone to erosion.

- 7.23.7. Given the elevation, shoreline materials and significant setback, the proposal is concluded to comply with the remaining provisions of E16.7.1, in accordance with the statement provided by the application.

8. Referrals

8.1. TasWater

- 8.1.1. *The proposal was referred to TasWater who imposed conditions for inclusion on any permit granted.*

8.2. Council's Technical Officer

- 8.2.1. The proposal was referred to Council's Technical Officer. The following summarised comments were provided:

The property has frontage to the Tasman Highway. The proposal will formalise the ad hoc parking area to the west and channelize the access to the highway, reducing traffic conflict with vehicles entering and existing the Tasman Highway.

The car park will be sealed and line marked. The minor access to the east will be upgraded to meet the required standards including sealing.

The accesses can meet the sight distance standard.

The application was referred to the Department of State Growth who advised as follows:

"State Growth has no objection to the proposal in principle, however any works within the road reservation will require a permit as per Roads & Jetties Act Sect. 16. Application for same is available via <https://www.transport.tas.gov.au/road/permits> following the receipt of which DSG will apply conditions that are applicable."

The proposal meets the overall parking requirements based on floor area but is technically 5 spaces short based on seating numbers. That said it is not unreasonable to assume that guests already staying in the visitor accommodation would be using the restaurant and already have parking provided. The applicant points out that the redevelopment reduces the existing floor area of the restaurant but increases the car parking.

Motorcycle parking is not required.

Bicycle parking would be appropriate at the rate of 2 employee spaces and 2 visitor spaces.

It is unclear where the current stormwater discharges.

Sewer and water is available to the site. The application was referred to TasWater.

- 8.2.2. *Conditions provided by Council's Engineering Department have been included in the recommendation.*

8.3. Council's Natural Resource Management Department

- 8.3.1. The proposal was referred to Council's NRM Department. The following comments were provided:

Birdlife Tasmania has conducted penguin surveys along the Bicheno Foreshore, the most recent being 2017, including the area adjacent to the Sea Life Centre. The surveys have shown that this area is particularly high in penguin activity.

Whilst the proponent indicates that no vegetation is to be cleared I am concerned that this development will disturb the penguin breeding cycle if building is conducted during the breeding season.

- 8.3.2. Conditions provided by Council's NRM Department to address these concerns have been included in the Recommendation.

8.4. Council's Environmental Health Department

- 8.4.1. The proposal was referred to Council's Environmental Health Department, and the following comments provided:

If there are changes to the existing kitchen the building surveyor will have to provide a form 42 request accompanied by kitchen plans that refer to and comply with the National Construction Code Tas H102.

The site is sewered so no waste water conditions.

It looks like they have met the requirements of the code in relation to noise and lighting. My only comment re noise is that commercial construction must comply with the times specified in Noise Regulations 2016 under EMPCA. That is Monday to Friday 7am to 6pm, Saturday 9am to 6pm and Sunday / Public Holidays 10am to 6pm.

- 8.4.2. As the EMPCA noise regulations are law, a permit condition is unnecessary but advice will be included in any permit granted.

9. Concerns raised by representors

The following table outlines the issues raised by the representations.

Issue	Response
Design: Lower visual impact, proposal for higher skylights, height, large blank wall	The amenity of the design is questioned in each representation. The guides allowed within the Scheme have been utilised to assess the design, within the limits of the planning process. These are addressed above. Whilst the plans are indeed incorrectly labelled for height, the scale can be used for determining the height. The highest point proposed is 8.98m, which meets the Acceptable Solution (AS).
Signage: Existing signage is unattractive, too high and should not include internal lighting	The existing signage is to be retained. The signage is not a relevant matter for this assessment.
Opportunity to improve the design through the redevelopment	Noted. The task is to assess the application that is before the Planning Authority.

Protection of coastal views, including through zoning of adjoining land	The proposed redevelopment will result in a change to the coastal views due to the slight changes to the skylights, as well as the building additions. These are addressed in the height and setback provisions of the Scheme.
Setbacks of the building roof from the boundary	The development complies with the AS for setbacks.
Personal parking space on Crown Land	There is one parking space for the Manager's Residence on the Crown Land Lease. This is within the terms of the lease, as the residence is subservient to the other land uses.
Potential future developments	This is not relevant to the assessment of the application that is before the Planning Authority.
Building design should contribute positively to the streetscape	The Scheme provides Performance Criteria to guide assessment of the impact building design has upon the streetscape in cl. 20.4.3 P1. Discretion point 8 above contains this detailed assessment.
Acceptable Solutions have been ignored in relation to 50m setback to residential use	<p>The AS for noise and commercial vehicle movements have been met.</p> <p>The AS for lighting and hours of operation have not been met by the existing use or the proposed development. The Scheme provides Performance Criteria where this is the case, which have been addressed above.</p>
Increase in operating hours and associated noise	The Scheme provides clear restrictions for noise. These can be measured and tested, and compliance enforced.
No notice given to landowners on opposite side of road	The notification requirements within the <i>Land Use Planning and Approvals Act 1993</i> were met. Properties which do not share a boundary with a development are notified through the on-site notice(s) and newspaper advertisement. On site notices were placed on the streetlight facing the Tasman Highway, as well as the alternative pedestrian access (on the "Foreshore Footway" sign).
Site coverage	There are no restrictions on site coverage in the applicable zones.

There was an additional letter received by Council, however it was sent to the incorrect email address and as such was not a valid representation and cannot be considered by Council in its role as planning authority in the determination of this application. Many of the concerns raised were within the same categories as those covered by the valid representations. The additional matters raised are listed here and brief comments provided for reference only, rather than for guiding assessment.

Issue	Response
Ribbon development	The requirements of the Scheme are used to assess a development. The issue of ribbon development is a matter which can be addressed in the strategic planning conducted by Council in the future, and then translated into the Scheme. This matter is a common challenge for coastal Councils.
Planning process	The challenges for the community in engaging in the planning process are recognised.
Sale of Council land	This is not a matter which can be considered as part of this planning application. No sale of Council land is proposed.
Clearing of coastal vegetation	No vegetation clearing is proposed.
Welcomes the redevelopment of the existing building	Noted.

10. Conclusion

The proposal satisfies the relevant provisions of the *Glamorgan Spring Bay Interim Planning Scheme 2015* as outlined in this report and is recommended for conditional approval.

11. Recommendations

That:

- A. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for six visitor accommodation units, managers residence, partial demolition, building additions & alterations, new vehicle access, car parking, landscape modifications to existing vehicle & pedestrian access & carpark at 1 Tasman Highway, Bicheno (DA2018/63), be APPROVED subject to the following conditions:

General

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. Further signage requires separate planning approval unless exempt under the planning scheme in effect.
3. The Manager's Residence is approved as a caretaker's residence directly associated with and a subservient part of the primary Visitor Accommodation use. Occupancy of the dwelling must cease when the primary use ceases.
4. The number of tables and chairs for customers, and their arrangement, must be in accordance with the details set out in the endorsed plans and drawings to the satisfaction of Council's General Manager.

Advice: any increase in capacity may require further car parking and may require further planning approval.

Services

5. *The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.*

Advice: The developer may submit photographs showing the existing condition of roads, footpaths, kerb and gutter and similar in the nearby area as evidence of the existing conditions prior to any works occurring

Parking and Access

6. Prior to the commencement of use, at least thirty nine (39) car parking spaces, inclusive of all allocation for use of people with a disability required under the National Construction Code as determined by a Building Surveyor or otherwise proposed, must be provided on-site and must be available for car parking at all times.
7. The siting of car parking spaces must generally accord with the endorsed plans.
8. Unless approved otherwise by Council's General Manager at least two (2) bicycle parking spaces for employees and two (2) bicycle parking spaces for customers must be provided prior to the use commencing. The spaces must be provided within 30 metres of the entrance and to the class specified in table 1.1 of AS2890.3-1993 Parking facilities Part 3: Bicycle parking facilities in compliance with section 2 "Design of Parking Facilities" and clauses 3.1 "Security" and 3.3 "Ease of Use" of the same Standard.
9. Parking and vehicle circulation roadways must be provided with lighting in accordance with clause 3.1 "Basis of Design" and clause 3.6 "Car Parks" in AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting, or as otherwise approved by Council's General Manager.
10. To the satisfaction of Council's General Manager, the internal driveways and areas set-aside for vehicle parking and associated access and turning must be provided in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – *Parking Facilities Part 1: Off Street Car Parking*; Standards Australia, Sydney and Standards Australia (2002): Australia Standard AS 2890.2 – 2002, *Parking facilities - Part 2: Off-Street, Commercial vehicle facilities*, Sydney and to the satisfaction of Council's General Manager and must include all of the following:
 - (a) Be constructed with a durable all weather pavement;
 - (b) Provision for 2 way traffic;
 - (c) On site turning;
 - (d) Have a sealed surface of either concrete, asphalt, pavers, 2 coat seal or similar;
 - (e) Drained to an approved stormwater system;
 - (f) Be fully complete prior to the commencement of use to the satisfaction of Council's General Manager.
11. To the satisfaction of Council's General Manager, surface water runoff from the internal driveway and areas set-aside for vehicle parking and turning must be controlled and drained to avoid unreasonable impact to adjoining land.

Advice: The design of drainage associated with driveways, parking areas and buildings is regulated under the Building Act 2016 and may require a Certificate of Likely Compliance or Plumbing Permit under the Building Act 2000.

12. The existing vehicular accesses to the site off the Tasman Highway must be upgraded in accordance with a Works Permit issued by the Department of State Growth and to the satisfaction of Council's General Manager prior to the use commencing.

Advice: A permit in accordance with the Roads & Jetties Act - Section 16 will be required prior to any works being undertaken within the State road reservation, application is available via <http://www.transport.tas.gov.au/road/permits>.

13. Car parking spaces, vehicular access and vehicular turning areas, including line marking, signage and drainage, and access to all such areas, must be constructed and maintained to the satisfaction of Council's General Manager.
14. Prior to the issue of a building permit, a detailed car parking plan prepared and certified by a qualified civil engineer or other competent person must be submitted showing:
 - a. Location and dimension of all car parking spaces, access, aisles and turning areas;
 - b. Turning paths;
 - c. Pavement construction;
 - d. Line marking or other delineation;
 - e. Design surface levels and drainage;
 - f. Lighting; and
 - g. Upgraded accesses from the Tasman Highway.If satisfactory, the car parking plan will be endorsed and will form part of this permit.
15. On completion of works shown in the car parking plan and prior to the commencement of use, a practicing civil engineer must provide certification to Council stating that the works have been constructed in accordance with the endorsed drawings and specifications approved by Council.

Stormwater

16. Stormwater drainage must drain to a legal discharge point to the satisfaction of Council's Municipal Engineer and in accordance with a Plumbing permit issued by the Permit Authority in accordance with the *Building Act 2016*.

Biodiversity

17. Native vegetation (trees and understorey) must not be removed, lopped, ring-barked or otherwise wilfully destroyed, removed or adversely impacted to the satisfaction of Council's General Manager.
18. During the penguin breeding and moulting season, which is from August to April, a suitably qualified or experience person should be employed to ensure that no penguins are on or near the site during external construction or demolition work to the building or car park. This check must be conducted each day, prior to any work occurring. Work may proceed if any penguins are a sufficient distance from work to not be impacted.

Advice: This role may be able to be fulfilled by a local volunteer member. Otherwise, the site manager(s) can be trained by a suitably qualified person to fulfil this role, or an alternative solution found.

Tas Water

19. The development must meet all required Conditions of approval specified by TasWater Submission to Planning Authority Notice, TWDA 2018/00457-GSB, dated 28/03/2018.

Soil and Water Management

20. 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.
21. No top soil is to be removed from the site.

Construction

22. Through the construction process to the satisfaction of Council's General Manager and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.
 - b. Not burn debris or waste on site.
 - c. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - d. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.

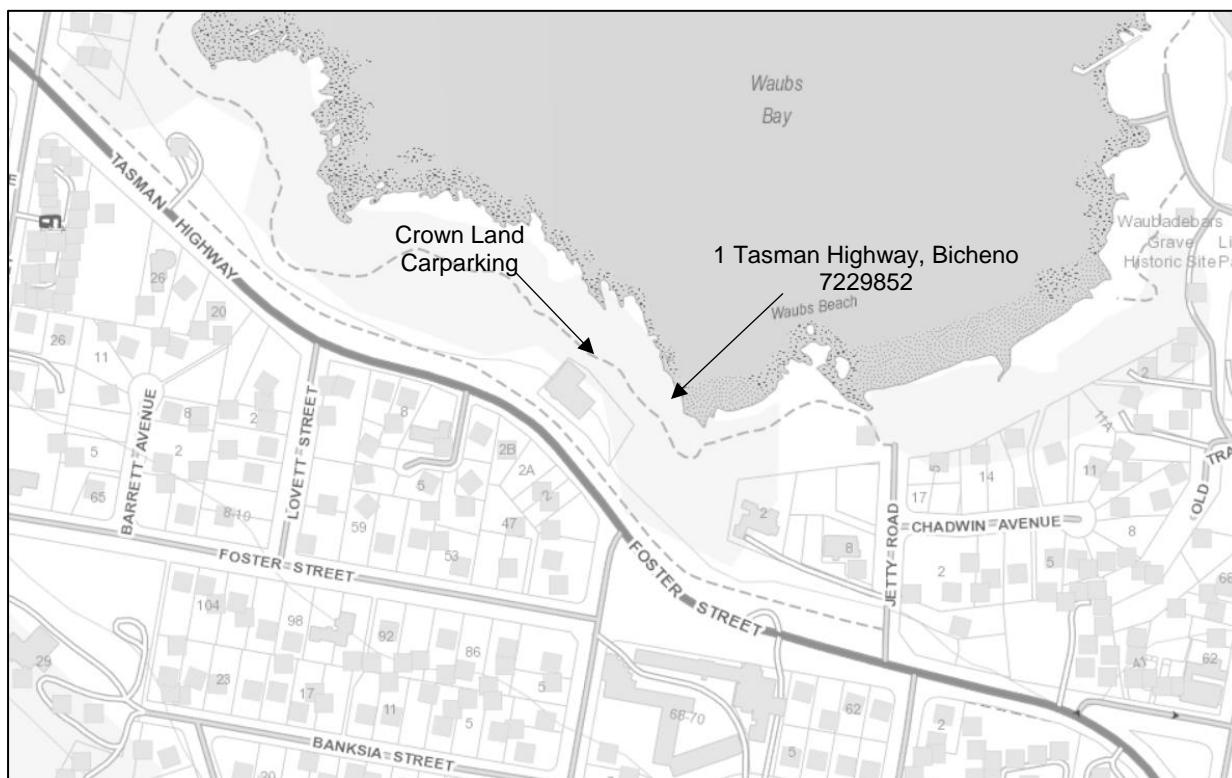
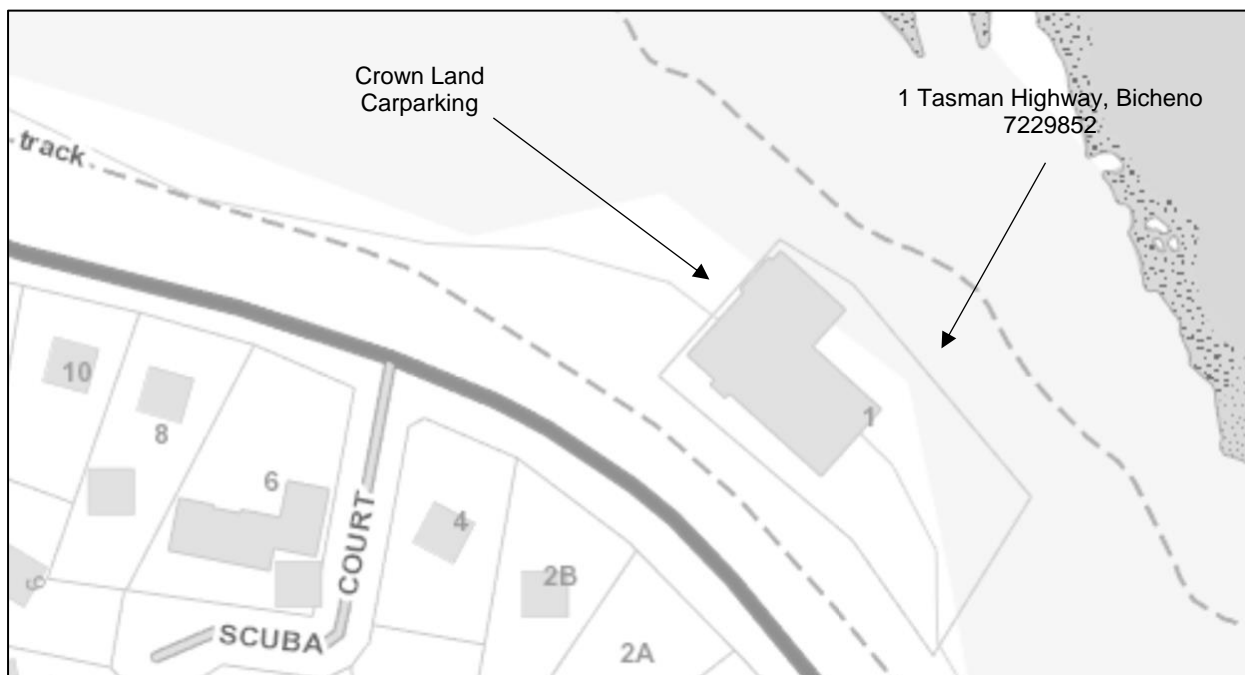
Builder's Waste

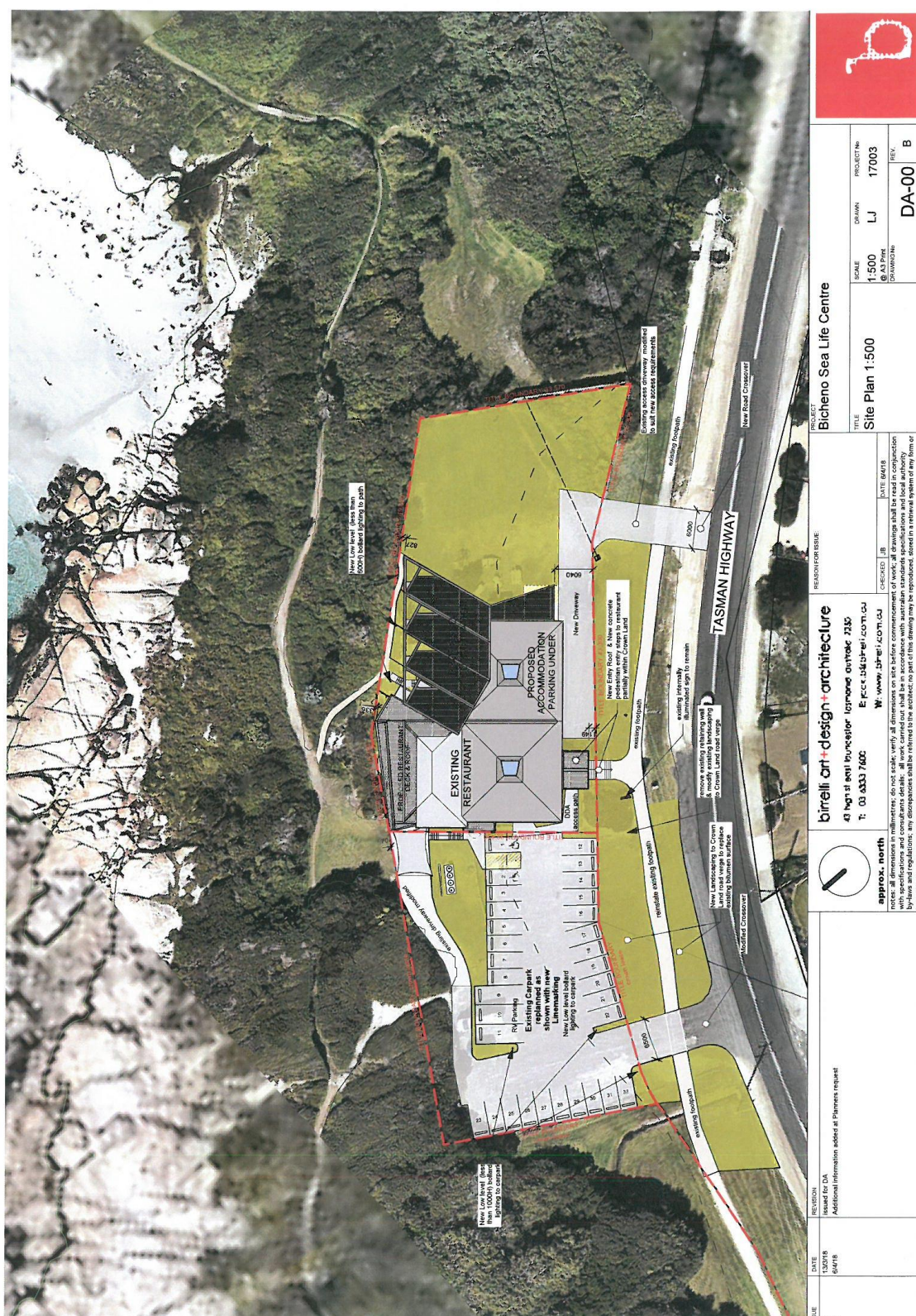
23. The developer must provide a commercial skip (or similar) for the storage of builder's waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

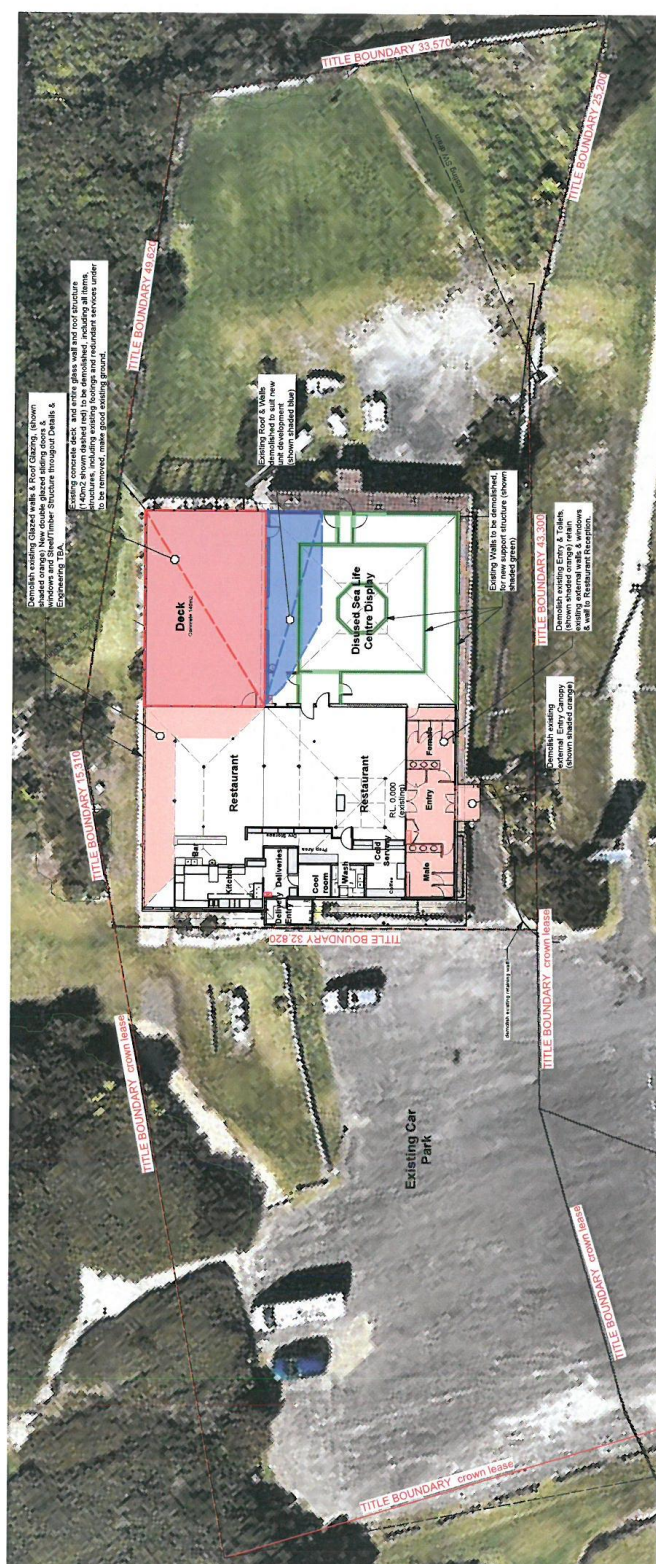
Advice: Builders waste, other than of a quantity and size able to be enclosed within a standard 140 Litre mobile garbage bin, will not be accepted at Council's Waste Management Centres. All asbestos based waste must be disposed of in accordance with the Code of Practice for the Safe Removal of Asbestos NOHSC: 2002(1988). No material containing asbestos may be dumped at Council's Waste Management Centres.

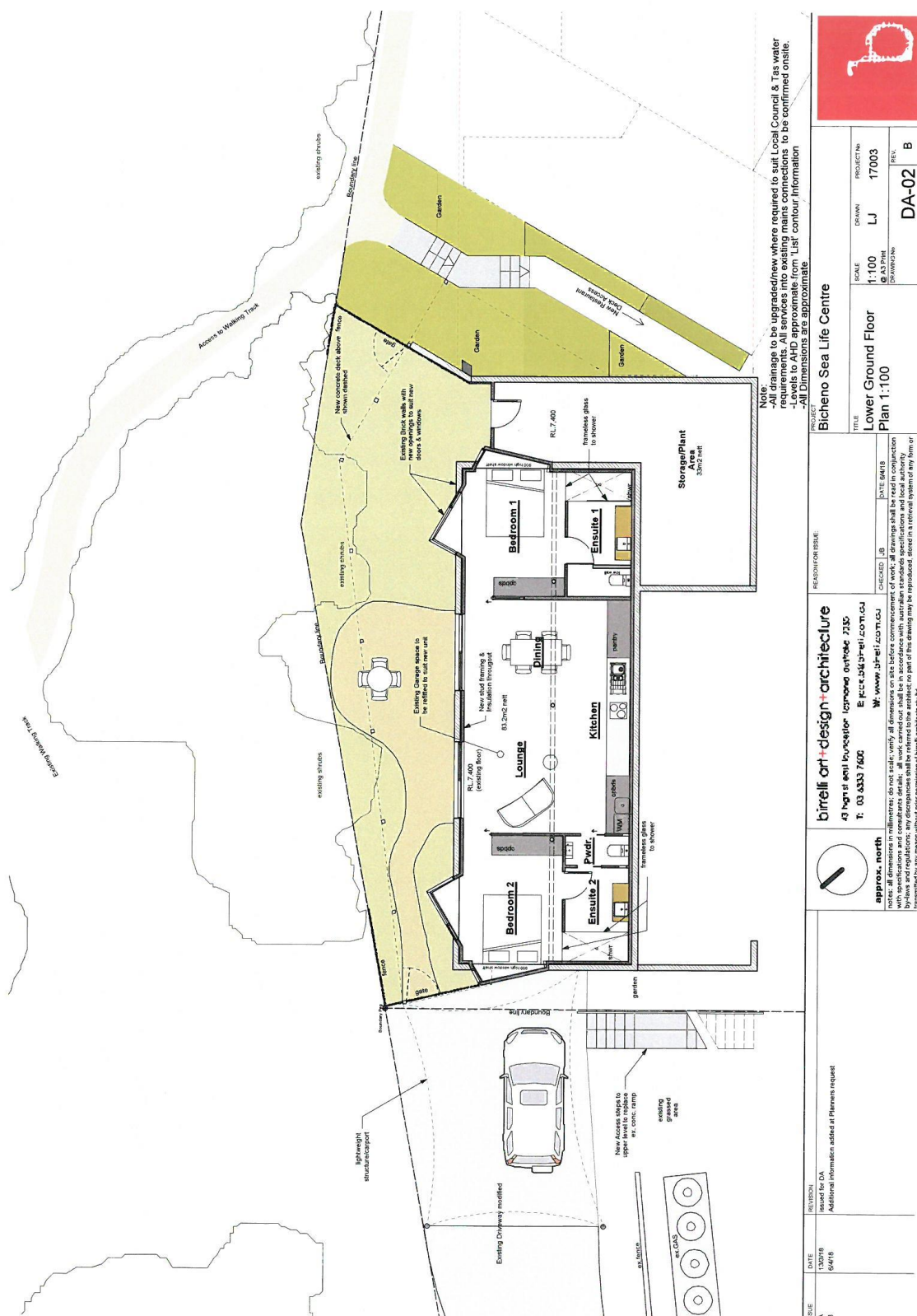
DEVELOPMENT APPLICATION 18063

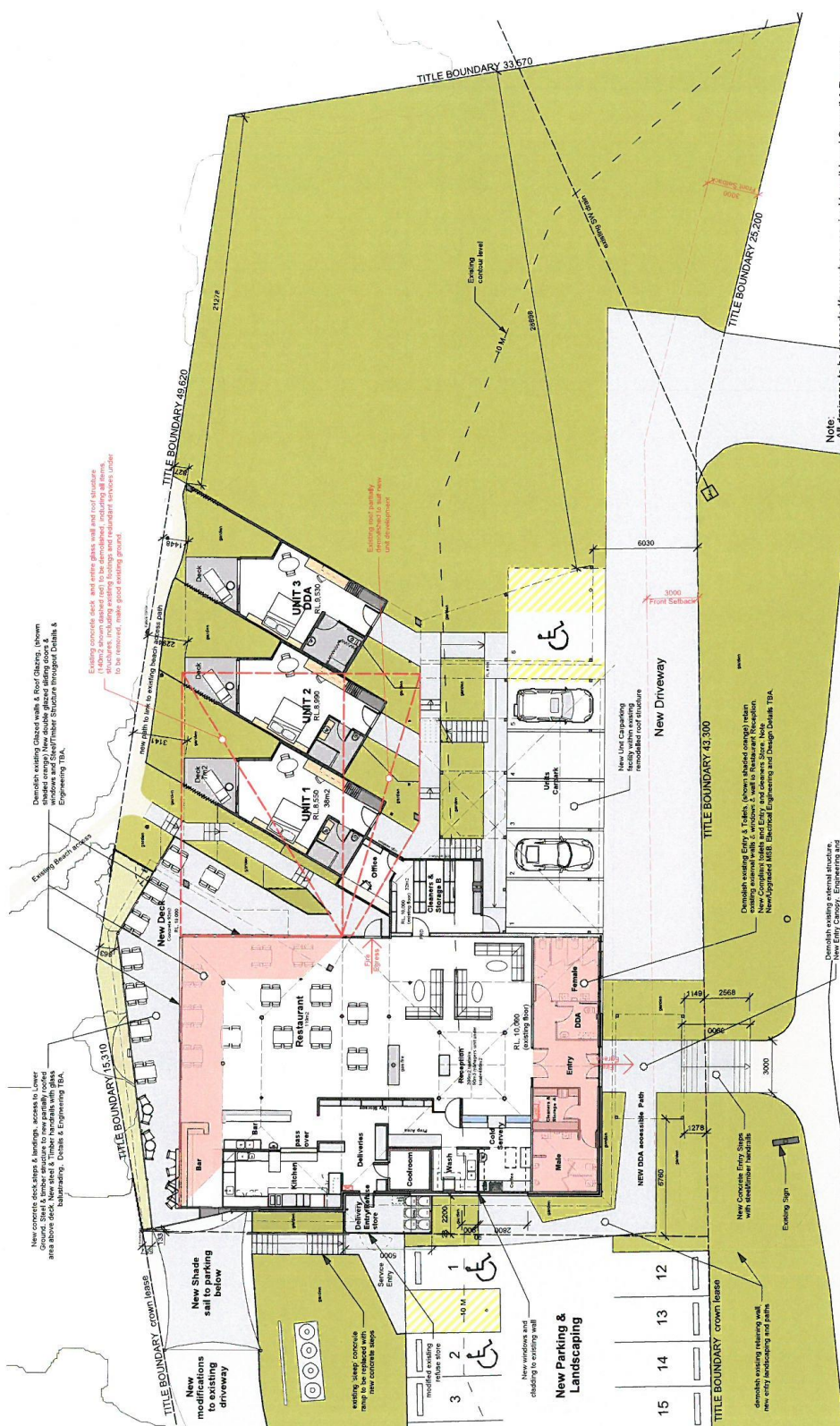
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1 Tasman Highway, Bicheno





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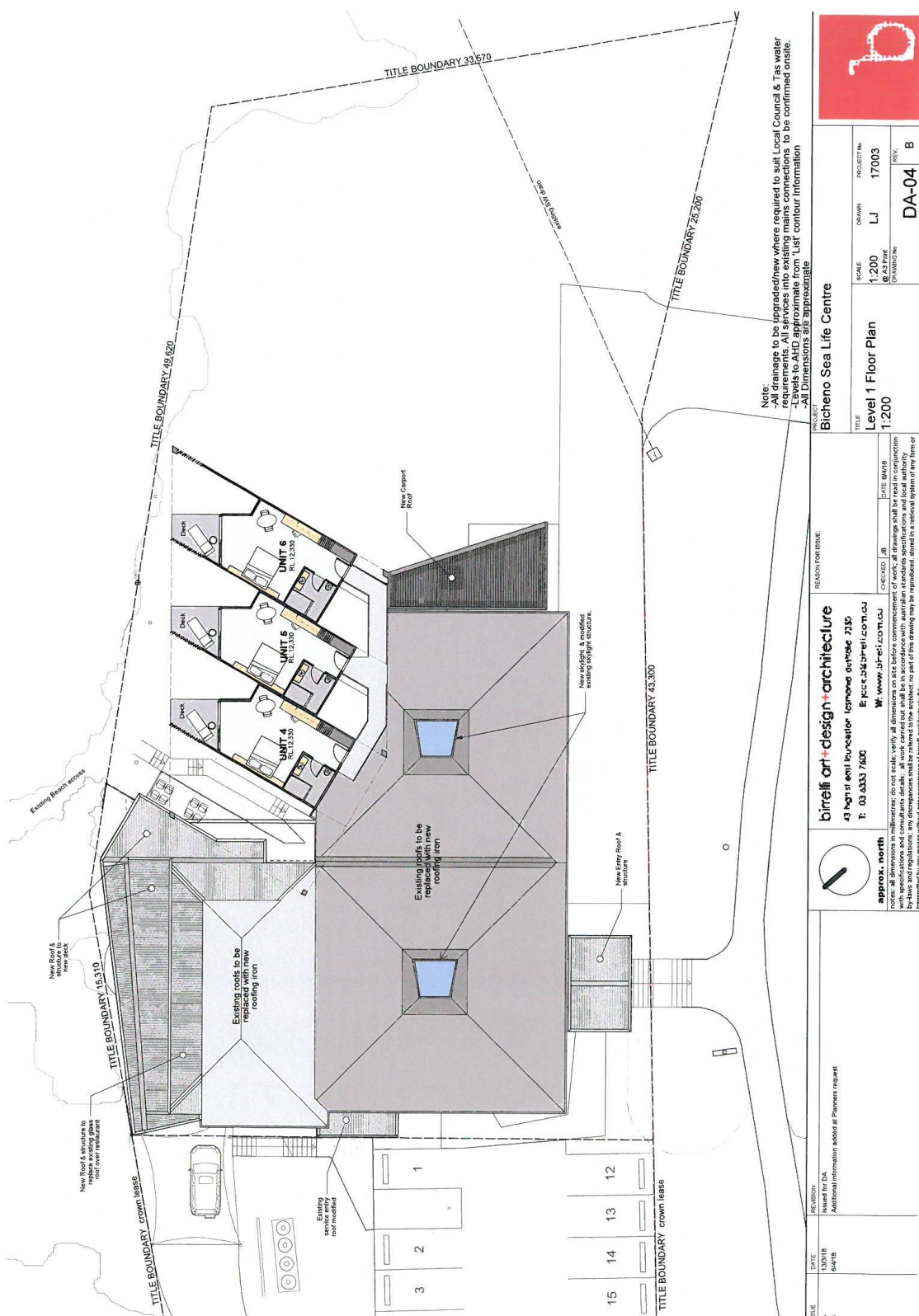


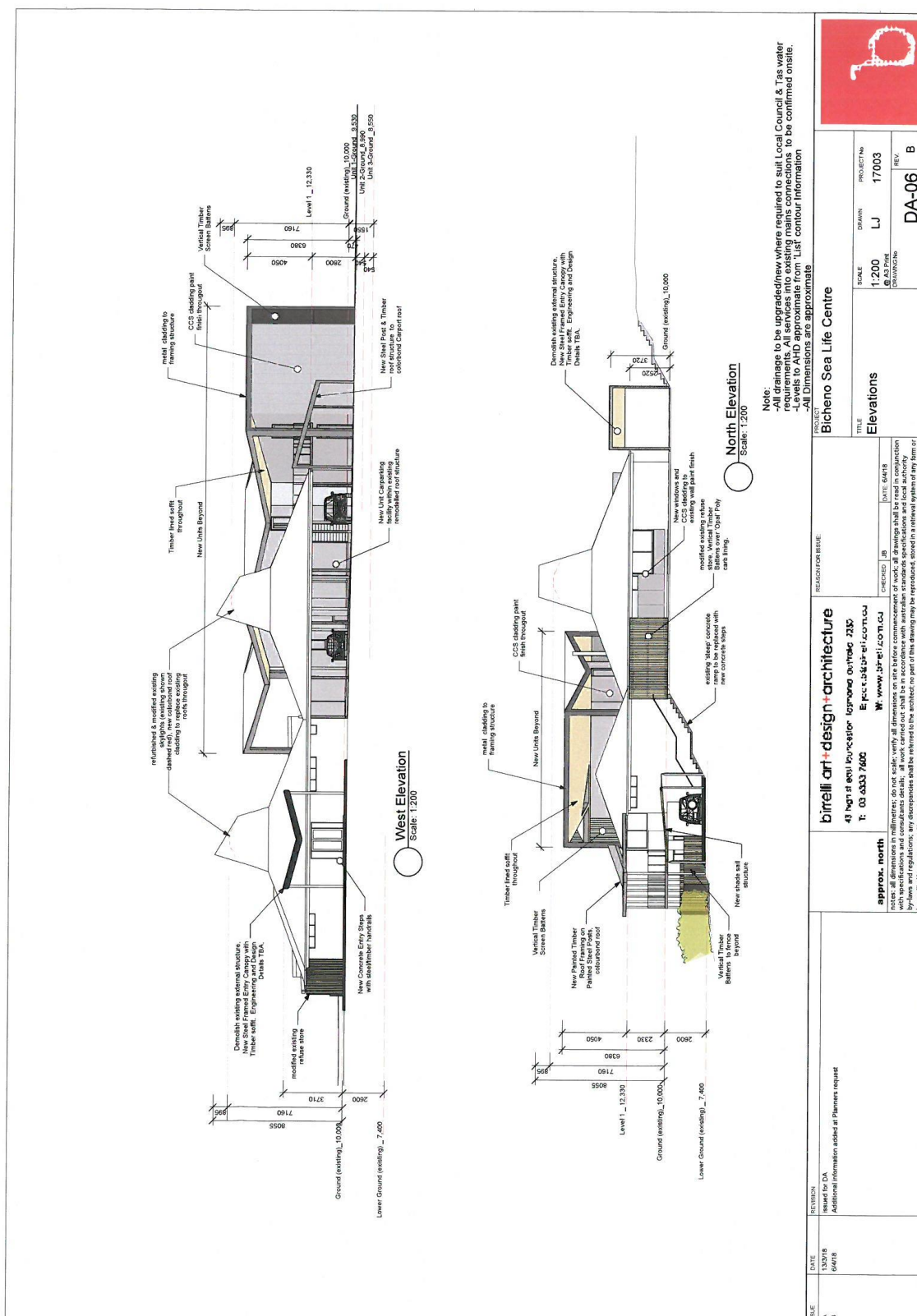


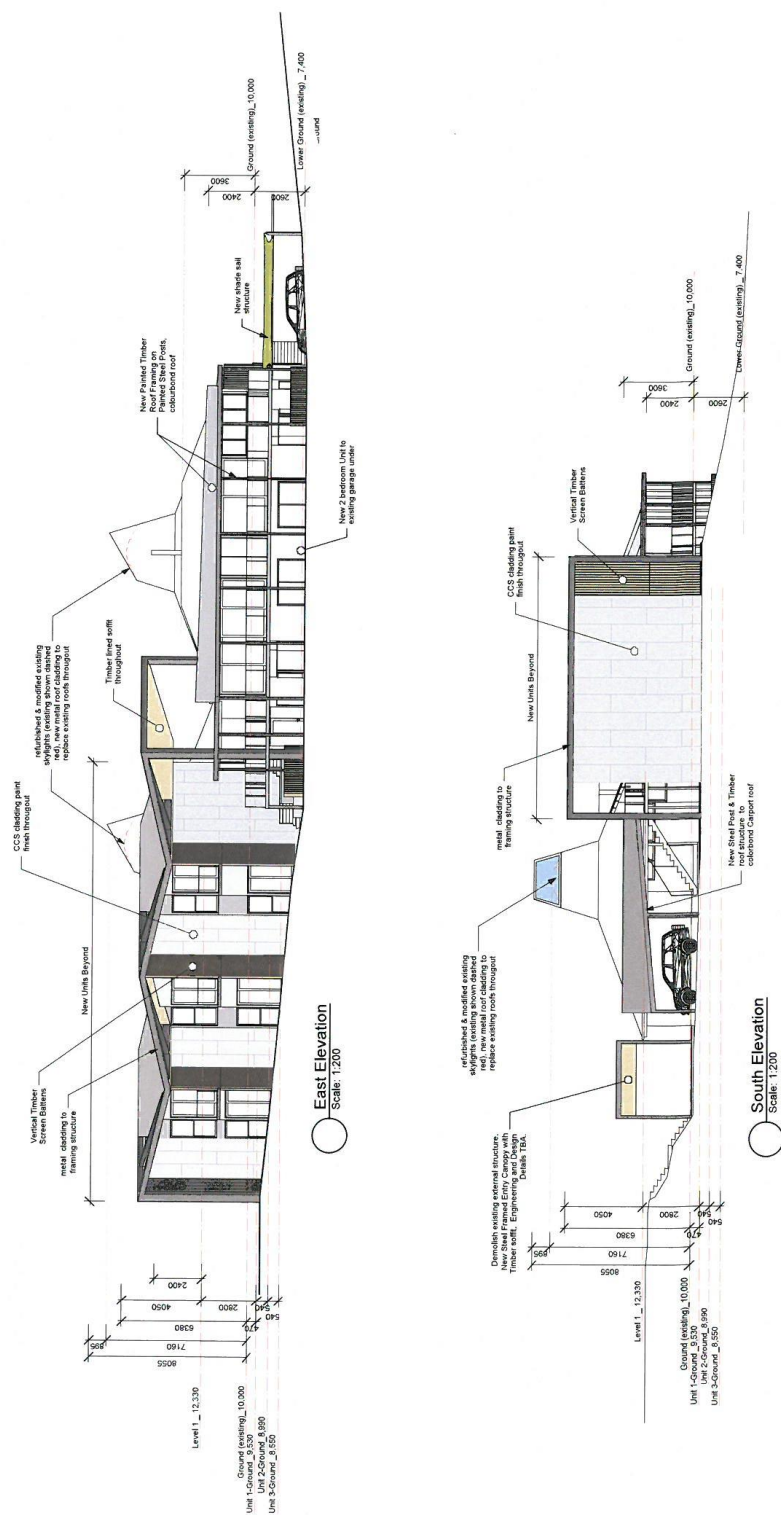
Note:
 -All drainage to be upgraded/new where required to suit Local Council & Tas water requirements. All services into existing mains connections to be confirmed onsite.
 -Levels to AHD approximate from 'List' contour information
 -All Dimensions are approximate

PROJECT
Bicheno Sea Life Centre

DATE	13/04/18	REVISION	issued for DA Additional information added at Planners request	PROJECT	Bicheno Sea Life Centre		PROJECT NO.	17003
DATE	04/18	REVISION		PROJECT	Ground Floor Plan		SCALE	1:200
				PROJECT	1:200		DATE/NO.	04/18
				PROJECT	DA-03		REVISION	B







Note:
 -All drainage to be upgraded/new where required to suit Local Council & Tas water requirements. All services into existing mains connections to be confirmed onsite.
 -Levels to AHD approximate from 'List' contour Information
 -All Dimensions are approximate

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3.2 DA18089 – Outbuilding, 14 Gore St, Orford

Planning Assessment Report

Proposal:	Outbuilding
Applicant:	M Hopkins
Location:	14 Gore Street, Orford
Planning Document:	Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)
Zoning:	General Residential
Application Date:	21 May 2018
Statutory Date:	3 July 2018
Discretions:	One
Attachments:	Appendix A – Application documentation
Author:	Theresa Williams, Consultant Planner

1. Executive Summary

- 1.1. Planning approval is sought for a new outbuilding at 14 Gore Street, Orford.
- 1.2. The application is for a permitted use in the General Residential zone, however the development relies on compliance with the performance criteria.
- 1.3. One valid representation was received.
- 1.4. The proposal is recommended for conditional approval.
- 1.5. The final decision must be made by the Planning Authority due to the receipt of representations via the public exhibition period.
- 1.6. Key planning issues relate to the amenity impact on nearby residences as a result of the increased wall height. The planning scheme provides guidance on the assessment of such impact through assessment of overshadowing, visual impacts and comparison with surrounding setbacks. The proposal meets the Performance Criteria for these provisions. The proposal is recommended for approval.

2. Legislative & Policy Content

- 2.1. The purpose of this report is to enable the Planning Authority to determine application DA 18089.
- 2.2. This determination must be made no later than 3 July 2018.
- 2.3. The relevant legislation is the *Land Use Planning and Approvals Act 1993 (LUPAA)*. The provisions of LUPAA require a planning authority to take all reasonable steps to ensure compliance with the planning scheme.

- 2.4. This report details the reasons for the officer recommendation. The Planning Authority must consider this report but is not bound to adopt the recommendation. Broadly, the Planning Authority can either: (1) adopt the recommendation, or (2) vary the recommendation by adding, modifying or removing recommended reasons and conditions or replacing an approval with a refusal (or vice versa). Any alternative decision requires a full statement of reasons to comply with the *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2005*.
- 2.5. This report has been prepared with appropriate regard to the State Policies that apply under the *State Policies and Projects Act 1993*.
- 2.6. This report has been prepared with appropriate regard to Council's Strategic Plan and other Council policies, and the application is not found to be inconsistent with these. Nevertheless, it must be recognised that the planning scheme is a regulatory document that provides the overriding consideration for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

3. Risk & Implications

- 3.1. Approval or refusal of this application will have no direct financial implications for the Planning Authority, outside the implications should an appeal against Council's decision be lodged.
- 3.2. Implications for Council include general matters related to rate income, asset maintenance and renewal and responding to future building applications, however these are not significant issues given the scale of the proposal.

4. Relevant Background and Past Applications

- 4.1. The existing shed on the site was a no-permit required development.
- 4.2. There is an existing caravan onsite which does not have a valid caravan licence in place. The matter has been referred for follow-up. The caravan would appear to meet the existing by-law and would likely be approved.

5. Site Detail

- 5.1. The site consists of one lot located on 14 Gore Street, Orford.
- 5.2. The site sits within the General Residential zone of the Glamorgan Spring Bay Interim Planning Scheme 2015.
- 5.3. The total size of the site is 773m².
- 5.4. Vehicle access is via an existing crossover onto Gore Street.
- 5.5. The site is covered by lawn. There are no threatened species on the site.
- 5.6. Adjoining land is within the General Residential zone. All adjoining blocks, bar that the south, have been developed for residential purposes. The lot the south is still vacant.



Figure 1: Aerial imagery.

6. Proposal

- 6.1. Planning approval is sought for an outbuilding. An Outbuilding is defined in the Scheme as *“a non-habitable detached building of Class 10a of the Building Code of Australia and includes a garage, carport or shed.”*
- 6.2. The applicable use class is Residential.

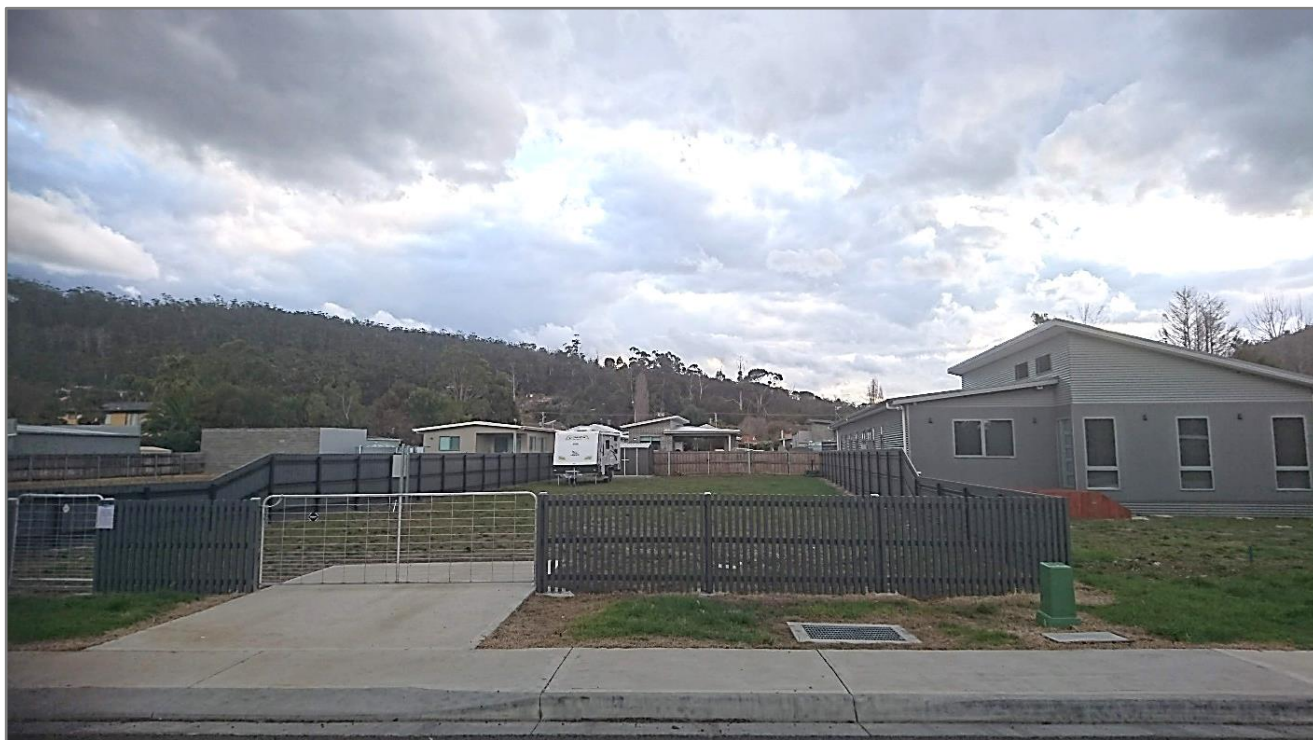


Figure 2: View from Street



Figure 3: Existing shed in opposite corner



Figure 4: Photo taken from the proposed shed location, showing adjoining structures

7. Assessment against planning scheme provisions

- 7.1. An application must meet every applicable standard to be approved.
- 7.2. Each standard can be met by either an acceptable solution or performance criteria. If a performance criteria is relied upon, an application is discretionary and may be approved or refused depending on if the performance criteria is satisfied.
- 7.3. The following provisions are relevant to the proposed use and development;
 - General Residential Zone
 - E6.0 Parking and Access Code
 - E7.0 Stormwater Management Code
 - E16 Coastal Inundation Hazard Code
- 7.4. The proposal is classified as Residential (non-dwelling development). Residential use class in the General Residential zone is a No Permit Required use.
- 7.5. Clause 10.5.2 provides specific requirements for non-residential garages and carports.
- 7.6. General Residential zone:
 - 7.6.1. The proposal is for a shed. It includes bathroom facilities and hot water.
 - 7.6.2. A connection to sewer will be required.
 - 7.6.3. The stormwater on the site will be required to be upgraded.

7.6.4. The carparking is in keeping with Table E6.1.

7.6.5. The proposal includes a gravel driveway to the shed, from the existing crossover.

7.7. Overlay that requires clarification:

Coastal Inundation – The proposal is within an area identified as within the Coastal Inundation Hazard Area. The level of hazard is unable to be identified for the development area. The front of the site is within the Low Risk area. The rear of the site, where the development is proposed, is slightly elevated above this front area.

The proposal complies with the Acceptable Solution for non-habitable buildings for both the Low Risk inundation area and the Medium risk areas.

A note should be provided on any permit issued advising the landowners of this future risk.

7.8. The proposal complies with all applicable acceptable solutions other than the following where the proposal is reliant on the associated performance criteria.

General Residential Zone			
		Acceptable Solution Requirement	Proposed
1	Setbacks & building envelope for all dwellings – General Residential zone	Outbuildings with a building height of not more than 2.4m must be within the building enveloped.	The proposal has a building height of 2.938m at the highest point.
	Clause 10.4.2 A3		

7.9. **Discretion 1 – Setbacks and building envelope for all dwellings**

7.9.1. The definition of a dwelling includes outbuildings such as the proposed structure.

7.9.2. Outbuildings with a building height of more than 2.4m do not meet the Acceptable Solution for this use class, and the performance criteria are applicable.

7.9.3. The performance criteria state:

The siting and scale of a dwelling must:

(a) not cause unreasonable loss of amenity by:

- i. reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or*
- ii. overshadowing the private open space of a dwelling on an adjoining lot; or*
- iii. overshadowing of an adjoining vacant lot; or*
- iv. visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and*

(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

7.9.4. The increased wall height will be adjoining the properties to the north and for a small section, the west.

The properties to the west contain water tanks in this section of the property. No access to sunlight to a habitable room can be lost on these blocks.

The higher wall will be setback 1m from the boundary with the property to the north. Given this setback, and the fact that the shed will be to south of the residence, there is no significant opportunity for loss of sunlight.

- 7.9.5. The private open space of the lot directly to the west (4 Murphy Court) will have minor overshadowing in the north eastern corner in the early morning. This overshadowing is minor and is insufficient to cause loss of amenity.

The property to the north contains dedicated private open space further away from the proposal which will not be impacted.

6 Murphy Court may have some overshadowing onto the water tank, however this is not private open space.

- 7.9.6. The vacant lot to the south will not be overshadowed by the proposal.

- 7.9.7. The setback of the outbuilding by 1m to the northern boundary and 1.5m to the western boundary is sufficient to minimise the visual impact of the bulk of the higher wall, when viewed from the northern property.

The visual impact from the property to the west will be minimal, due to the proposed roof design.

- 7.9.8. The property to the north is setback a similar distance to the shared boundary as the proposal. Multiple properties to the south contain outbuildings with no setback to the side or rear boundaries.

- 7.9.9. It is concluded that the proposal complies with clause 10.4.2 P3.

8. Referrals

8.1. TasWater

- 8.1.1. The proposal was referred to TasWater. TasWater have advised that they have no objection to the proposal and do not require any conditions.

8.2. Council's Technical Officer

- 8.2.1. The application has been referred to Council's Technical Officer. The following summarised comments were provided:

The application states that a gravel driveway is to be provided but it is not shown on the plan.

The stormwater property connection for this lot is quite shallow.

Advice should be included that "The existing stormwater property connection at the road frontage is shallow and may not be capable of servicing the proposed shed. A second stormwater property connection may be able to be provided from a main on the adjacent property at the rear of the lot. This second connection could not be used for a future dwelling."

8.2.2. It is noted that the gravel driveway forms a part of the application documentation. Any approval given by the Planning Authority would reference the application documentation and as such the gravel driveway mentioned in those documents would be required as part of any planning permit issued as a result of this application.

8.2.3. Conditions and notes provided by Council's Engineering Department are included in the Recommendation.

12. Concerns raised by representors

The following table outlines the issues raised by the representations.

Issue	Response
Purpose of the area was intended to be residential, with homes and gardens	<p>Within the planning system, the purpose of any land is determined at the point the land zoning is applied.</p> <p>The land is zoned as General Residential. This includes "a range of dwelling types at suburban densities". Compatible uses, as dictated by the Use Table and development and use standards are also appropriate.</p> <p>As defined by the Scheme, the proposal is for an outbuilding, which falls under the category of residential use.</p>
Intention to use the caravan and the shed as a holiday destination rather than a permanent residence, conflicting with surrounding residential uses	<p>There are no provisions in the Scheme for the length of time a structure must be occupied in order for it to be categorised as a residence vs a holiday home.</p> <p>The development is within the Residential use category as defined by the Scheme.</p> <p>The amenity of the surrounding land uses is assessed under clause 10.4.2. The proposal relies on the Performance Criteria for compliance due to the height of the wall.</p>
Loss of property value as a result of the proposal	The value of the land is not a valid planning consideration.

13. Conclusion

The proposal satisfies the relevant provisions of the *Glamorgan Spring Bay Interim Planning Scheme 2015* as outlined in this report and is recommended for conditional approval.

14. Recommendations

That:

- A. Pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, that the application for a Residential Outbuilding at 14 Gore Street, Orford (DA2018/89), be APPROVED subject to the following conditions:

General

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 of the outbuilding must be limited to residential storage and related residential activities only and must not be used for human habitation.
3. Stormwater drainage must drain to a legal discharge point to the satisfaction of Council's Municipal Engineer and in accordance with a Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.
4. To the satisfaction of Council's General Manager, the internal driveway including turning areas and any area set aside for vehicle parking must:
 - a. be constructed with a durable all weather pavement;
 - b. have a gravel surface that is designed, constructed and maintained to avoid dust or mud generation, erosion or sediment transfer on or off site;
 - c. be formed to ensure stormwater is suitably contained, strained and managed;
 - d. be fully complete within 6 months of construction of the outbuilding.
5. No top soil is to be removed from the site.
6. Through the construction process to the satisfaction of Council's General Manager and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a. Ensure soil, building waste and debris does not leave the site other than in an orderly fashion and to be disposed of at an approved facility.
 - b. Not burn debris or waste on site.
 - c. Promptly pay the costs associated with any alteration, extension, reinstatement, repair or cleaning of Council infrastructure, public land or private property.
 - d. Ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage.
7. The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

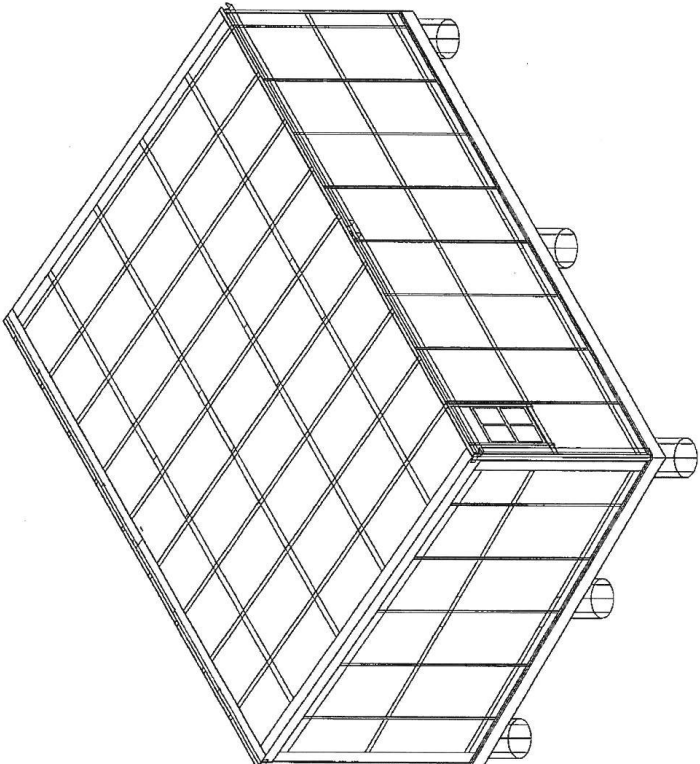
Advice: The developer may submit photographs showing the existing condition of roads, footpaths, kerb and gutter and similar in the nearby area as evidence of the existing conditions prior to any works occurring.

DEVELOPMENT APPLICATION 18089

Residential Outbuilding

14 Gore Street, Orford

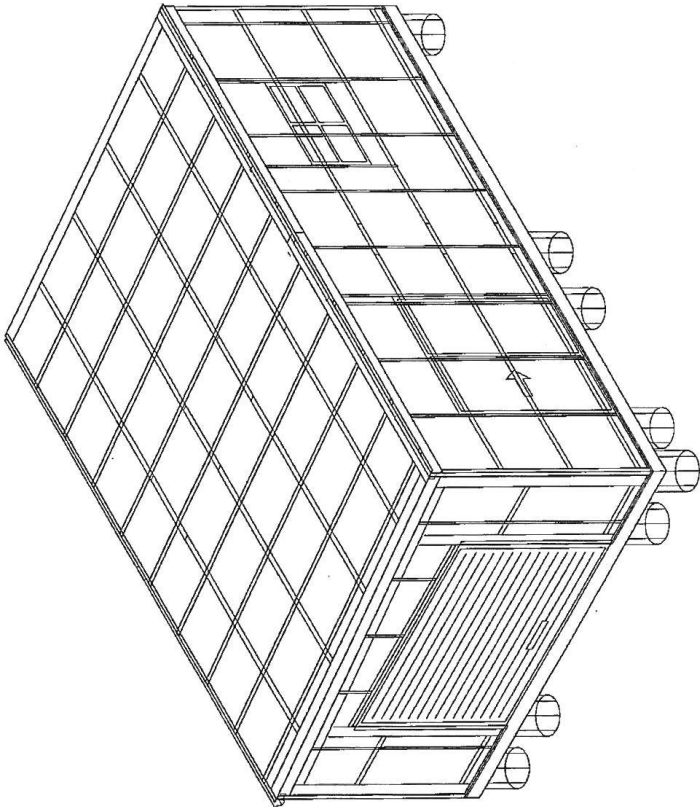





Shed ISO Front Left View (Clad)

<div style="display: flex; align-items: center; justify-content: center;"> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">R</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">A</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">I</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">N</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">B</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">O</div> <div style="background-color: black; color: white; padding: 5px; margin: 0 5px;">W</div> </div> <div style="text-align: center; margin-top: 5px;"> building solutions </div>	Matthew Hopkins 14 Gore Street Orford TAS 7190	Dwg No 3 of 14	Project No. SOR01_7928
			5.0 x 7.0 x 2.5m skillion shed
			Matthew Hopkins
			10/4/2018
		Scale NA	

STEELbuilder (c) Program Plus Pty Limited - v 1.6.2.1111, 1.6.2.1111



Shed ISO Back Right View (Clad)



Matthew Hopkins
14 Gore Street
Orford TAS 7190

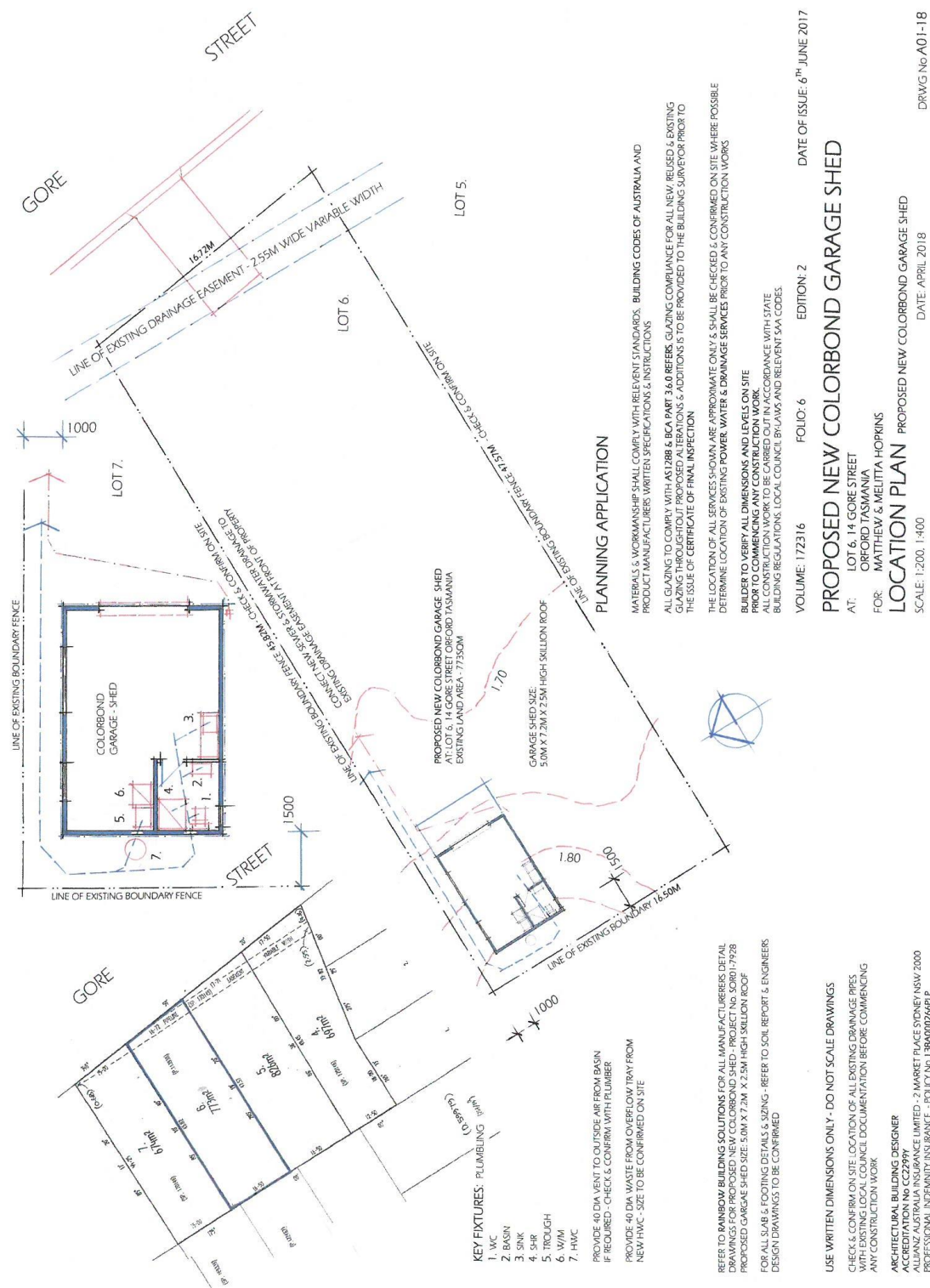
Project No. SOR01_7928
5.0 x 7.0 x 2.5m skillion shed
Matthew Hopkins
10/4/2018
Scale NA

Dwg No 4 of 14

STEELbuilder (c) Program Plus Pty Limited - v1.6.2.1111.1.6.2.1111

49

Agenda – Glamorgan Spring Bay Council – 26/06/2018



3.3 Bushfire Prone Areas Overlay

Responsible Officer – Manager Development & Compliance

Background

The current interim planning scheme includes a Bushfire Prone Areas Code. The Code applies to both planning and building applications depending of if a proposal is located in a bushfire prone area. Under the Code, the definition of a bushfire prone area can be either by a mapped overlay or by a text description. To provide greater certainty, the Tasmanian Fire Service (TFS) are preparing mapped overlays for Councils. A mapped overlay has been approved for Hobart's interim planning scheme.

Report

TFS have prepared the attached mapped overlay and report for Glamorgan Spring Bay.

TFS request that the overlay be incorporated into the draft Local Provisions Schedule and given effect through that process rather than an amendment to the existing interim planning scheme.

The mapped overlay is based on present day definitions of bushfire prone area.

A bushfire prone area is defined as:

means:

- (a) *land that is within the boundary of a bushfire-prone area shown on an overlay on a planning scheme map; or*
- (b) *where there is no overlay on a planning scheme map, land that is within 100m of an area of bushfire-prone vegetation equal to or greater than 1ha.*

In turn, bushfire-prone vegetation is defined as:

Means contiguous vegetation including grasses and shrubs but not including maintained lawns, parks and gardens, nature strips, plant nurseries, golf courses, vineyards, orchards or vegetation on land that is used for horticultural purposes.

The TFS overlay generally includes properties within 100m of bushfire-prone vegetation but there are some lesser distances used due to Council abatement programs or due to less significant hazards, such as foreshore vegetation.

The proposal is to submit the draft TFS overlay to the Tasmanian Planning Commission and ask that it be included in the draft LPS and included in future formal public exhibition of the draft LPS.

Recommendation

That Council submits the draft bushfire prone areas overlay to the Tasmanian Planning Commission and requests that it be considered as part of Council's draft Local Provisions Schedule.

Attachment:

Bushfire-Prone Areas Mapping – Glamorgan Spring Bay LGA Planning Report, June 2018, TFS

4. Public Question Time

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

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

In accordance with the Local Government Act questions on notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which you a member of the public would like a question answered.

Asking a question is easy and members of the public are encouraged to ask any question they have (limit of two (2) questions per person per meeting).

Prior to the commencement of an Ordinary Meeting of Council, the Mayor approaches the public gallery and requests that those who would like to ask a question during public question time indicate at that point they would like to do so and give the Mayor their name.

A short instruction sheet outlining the Glamorgan Spring Bay Council procedure for asking a question during Public Question Time will be provided at the Ordinary Meeting of Council to assist members of the public on how to do this. Public question time can be a maximum of 15 minutes only.

PLEASE NOTE: All members of the public wishing to ask a question during Public Question Time are asked to utilise the **wireless microphone provided** to ensure quality of sound both in the Council meeting room and for audio recording and live streaming purposes.

5. Information Reports

5.1 General Manager, David Metcalf

Council Governance · Corporate Services · Medical Services · Economic Development · Safety & Risk Management
· Visitor Centres

Council Governance

Council meetings are being conducted monthly with special meetings being called by the Mayor or Councillors when required. Council meetings are usually held on the fourth Tuesday of the month and commence at 5.00pm. Generally workshops are scheduled on the second Tuesday of each month and on the day of a Council meeting, unless otherwise required. The June Council meeting is on Tuesday 26th at 5.00pm in Triabunna.

Live Streaming of meetings is progressing well since commencing in November 2017. From November 2017 to May 2018 an average of 10 people per month have viewed the Council meeting live online via the YouTube platform as the meeting took place. The total number of views for each meeting video on YouTube as of 20th June 2018 is.....

26 September 2017	128 views
24 October 2017	44 views
28 November 2017	56 views
12 December 2017	78 views
9 January 2018	93 views
30 January 2018	175 views
20 February 2018	167 views
27 February 2018	348 views
27 March 2018	97 views
24 April 2018	136 views
22 May 2018	53 views

Medical Services

Council operates administration services for the Bicheno General Practice and Dr Winston Johnson in Triabunna.

Corporate Services

Review of Council reporting underway. Several long term reports need updating. These will be presented to the July 2018 meeting and workshopped in advance. This is slightly delayed because of delays in receiving audited reports and workloads. Budget deliberations have been completed and preparation has commenced for the 2018/2019 budget.

Cash and Investments

Cash and Investments at the end of May 2018 were \$1,215k against May 2017 \$928k, May 2016 \$2,316k and May 2015 \$1,616k. Considering the level of capital works carried out in the last five years, and the transfer of cash to enable the purchase of the new Council offices in Triabunna (settled on 20th December 2013), and the building of the new emergency services building in Swansea (completed in 2016), it is a pleasing result. This has caused a cash drain of over \$2 million whilst other capital and new works have been above the KPI set by the audit office. Surplus properties are being placed on the market. A contract for purchase has been received for the old SES building in Swansea and the old Council chambers in Triabunna. The block at Harvey's Farm Road Bicheno will be transferred to the State Government for valuation. Short term borrowings as in previous years were required and were deposited on the 8th June. This will be repaid on or before 14th September 2018.

‘Community Connect’ Sessions

In discussion with the Mayor and Deputy Mayor, it was decided last year to reintroduce the “Community Connect” sessions that the former Mayor and I conducted in the community. However, these will be on a less formal basis than before and will occur every two months in different towns.

It is proposed that the next session will be held in **Buckland**, potentially at the Buckland Inn. This is proposed for **Thursday July 19 at 5pm**.

Statement of Cash Flows

Glamorgan Spring Bay Council

For the 11 months ended 31 May 2018

Account	Jul 2017-May 2018
Operating Activities	
Receipts from customers	13,944,064.66
Payments to suppliers and employees	(10,599,433.37)
Cash receipts from other operating activities	259,064.43
Net Cash Flows from Operating Activities	3,603,695.72
Investing Activities	
Proceeds from sale of property, plant and equipment	23,907.45
Payment for property, plant and equipment	(327,105.19)
Other cash items from investing activities	(3,609,032.64)
Net Cash Flows from Investing Activities	(3,912,230.38)
Financing Activities	
Other cash items from financing activities	2,635.85
Net Cash Flows from Financing Activities	2,635.85
Net Cash Flows	(305,898.81)
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	1,518,345.43
Cash and cash equivalents at end of period	1,215,127.52
Net change in cash for period	(305,898.81)

Property Information

Property transactions for the YTD in May are 6.0% up on last year. This is showing a pleasing trend as buyers invest in our area. There are an extra 48 property transactions this financial year compared to the year before.

Property Settlement Certificates												
	132-2012	337-2012	132-2013	337-2013	132-2014	337-2014	132-2015	337-2015	132-2016	337-2016	132-2017	337-2017
July	32	13	36	18	14	6	42	17	42	18	47	18
August	21	10	23	11	16	11	30	14	50	26	58	28
September	33	14	22	13	38	21	34	18	43	20	51	27
October	47	26	49	24	40	24	40	18	37	18	57	37
November	32	15	42	25	42	23	43	24	53	30	60	32
December	18	8	33	17	37	20	48	21	35	17	38	18
January	39	21	39	26	46	26	62	28	46	23	59	29
February	21	11	38	18	49	26	45	26	72	33	51	20
March	37	22	36	24	48	26	46	21	87	41	53	23
April	33	18	47	22	37	21	39	24	48	21	61	31
May	24	14	50	27	58	30	58	31	50	27	56	31
June	22	9	27	16	24	16	26	10	31	16		
Total	359	181	442	241	449	250	513	252	594	290	591	294
TOTAL		540		683		699		765		884	885	

CURRENT RATES BALANCE 31st May 2018	
Balance Brought Forward	-\$29,742.47
Plus:	
Interest Charged	\$12,679.03
Rates Levied	\$7,538,525.04
Debit Journals	\$53,670.30
Sub Total	\$7,575,131.90
Less:	
Receipts	\$6,972,444.02
Pension Rebates	\$242,653.94
Credit Journals	\$89,897.87
Supplementary Credits	\$62,377.31
Discounts	\$74,993.22
Rates Balance	\$132,765.54
Discount Date/Rate 01/08/2016 3.0%	
Installments	
	26/08/2017
	6/10/2017
	12/01/2018
	6/04/2018

Human Resources

Council's Human Resource consultant has commenced work on the latest round of EBA negotiations and this process is progressing well.

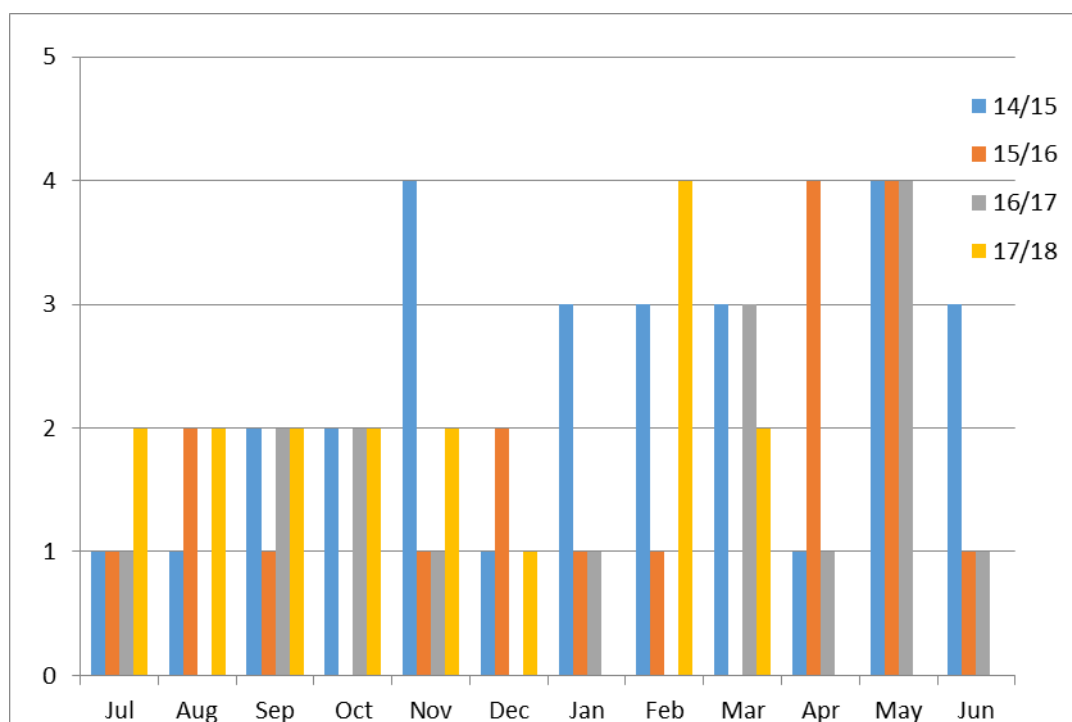
Recruitment of personnel for relevant departments on an as needs basis continues with Council currently advertising for a Corporate Services Coordinator.

Work is also underway on updating Council's workplace behavior policies in relation to management of personal information and confidential information to ensure we are fully up to date and compliant with the *Personal Information Protection Act*.

Health, Safety, Other

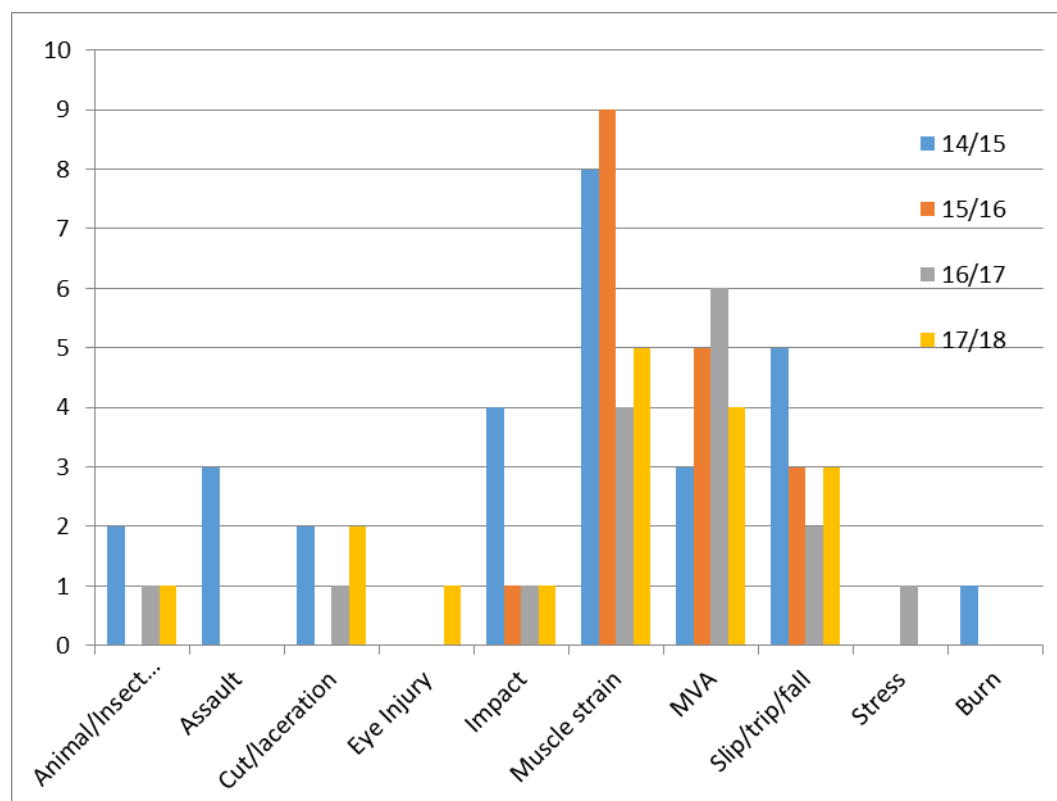
There were three (3) lost time injuries YTD amounting to 1,321 lost time hours. There have been 4 motor vehicle claims this year. There have been 13 workplace reported incidents YTD, 1 community incident reported YTD and there was no staff resignations in May.

Incident / Accident Reporting Numbers 2013 till May 2018



Analysis: Incident / Accident reports for 2018 are trending as per last few years.

Incident / Accident Reporting by type 2013 till May 2018



Analysis: The incident / accident reporting for 2018 mirror the report types from previous years. The only identifiable trend in the reporting for 2018 is that MVA and muscle strain remains the main incident / accident area.

Visitor Centres

Glamorgan Spring Bay Council operates three visitor centres throughout the municipal area. They are all Yellow "I" centres. Visitor numbers through the centres are up by 24% on last year to date, meaning an extra 21,160 visitors have used the network. Triabunna has seen the largest increase of the visitor numbers since last October.

Visitor Numbers												
MONTH	BICHENO 2015-2016	BICHENO 2016-2017	BICHENO 2017-2018	SWANSEA 2015-2016	SWANSEA 2016-2017	SWANSEA 2017-2018	TRIABUNNA 2015-2016	TRIABUNNA 2016-2017	TRIABUNNA 2017-2018	TOTAL 2015-2016	TOTAL 2016-2017	TOTAL 2017-2018
JULY	765	819	886	774	749	809	905	1095	1459	2444	2663	3154
AUGUST	609	659	736	686	634	765	729	924	1234	2024	2217	2735
SEPTEMBER	1447	1405	1285	1106	1143	973	1095	1317	2566	3648	3865	4824
OCTOBER	2133	2112	2395	1617	1635	1965	1824	2192	3990	5574	5939	8350
NOVEMBER	2686	2493	2829	2474	2208	2473	2696	2414	5431	7856	7115	10733
DECEMBER	3409	2877	3368	2598	2633	2424	2865	3338	7057	8872	8848	12849
JANUARY	5073	4886	6111	3968	4670	4689	4695	6567	10252	13736	16123	21052
FEBRUARY	4245	4704	4733	5141	4778	3774	5290	7734	9213	14676	17216	17720
MARCH	3414	3629	4387	3794	4505	3079	4044	6167	9744	11252	14301	17210
APRIL	2183	2331	2829	2146	2420	2266	2766	6050	6526	7095	10801	11621
MAY	1085	1086		1048	1241		1124	1985		3257	4312	0
JUNE	707	706		784	685		1077	1174		2568	2565	0
TOTAL	27756	27707	29559	26136	27301	23217	29110	40957	57472	83002	95965	110248



As at 31 MAY 2018					
CAPITAL NEW // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site Progress	Comments
Roads, Footpaths, Kerbs					
Coles Bay - Freycinet Drive	Kerbing Esplanade to Reserve Road				
Bicheno - Foster Street Kerb	Murray St to Barrett Ave - North Side 95m				Future
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - North Side 95m				Future
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - South Side 95m				Future
Bicheno - Foster Street Footpath	Barrett Ave to end (medical centre) 130m				Future
Bicheno - Foster Street Footpath	Murray St to Barrett Ave - North Side 130m				Future
Swansea - Old Spring Bay Road R2R	Kerb and gutter Aqua Sands to Cathcart western side			In Progress	R2R Funded
Orford - Rheban Road, Spring Beach	Road sealing			COMPLETE	
Triabunna - Tasman Hwy / Vicary St Roundabout	Roundabout Construction				Future
Triabunna - Vicary St, Stage 1	Tas Hwy to school boundary and 100m Esplanade			COMPLETE	Design only - Future
TOTAL		921,700	62,743		
PG, Walking Tracks, Cemeteries					
Bicheno Triangle Upgrade	Development construction (stage one)			In Progress	
Buckland Streets	Tree Planting stage 2			COMPLETE	
Triabunna - Cemetery	Concrete burial beams in new lawn section			COMPLETE	
TOTAL		655,500	110,656		
Stormwater, Drainage					
Triabunna - Lord St	Stormwater line extension 100m Installation			COMPLETE	
Coles Bay - Freycinet Dv and Esplanade	Stormwater upgrade			In Progress	
Stormwater Catchment Plans	Orford and Swansea				
TOTAL		109,500	43,097		
Bridges and Culverts					
Swansea - Old Spring Bay Road	Road Culvert Crossing				Future
TOTAL		78,500	0		
Council Buildings					
Triabunna Rec Ground Clubrooms	Construct new extension			In Progress	
Triabunna - New Visitors Centre	New Building				Future
Bicheno Medical Centre	Monitored Security Installation			COMPLETE	
Swansea Loo with a View	New constructed toilets / disability access			In Progress	
Swansea SES Storage Shed	Construct storage shed behind new facility			COMPLETE	
Swansea House - 8 Noyes Street	Carport and Driveway/crossover			COMPLETE	
TOTAL		1,042,000	88,554		
Marine Infrastructure					
Triabunna - Marina Extension	Stages 3 and 4			COMPLETE	
Triabunna - New Tourist Berth Facility	New Berth			COMPLETE	Grant
Swansea Boat Ramp	Construction Contribution			COMPLETE	Grant
Orford - Prosser River	Dredging and construction work			In Progress	Grant
TOTAL		1,680,000	1,314,522		
Plant & Equipment					
Free Roll	Compaction Roller			COMPLETE	
Water Tank trailer 1000 litre	Trailer mounted pressure pump and tank			COMPLETE	
Replacement Vehicles / Plant	Lease			In Progress	Lease
TOTAL		234,000	62,065		
Waste Transfer Stations					
Swansea - WTS Lease Extension	Perimeter farm fencing - lease establishment				
Swansea - WTS Tip Shop	Feasibility study to confirm business case			COMPLETE	
TOTAL		13,500	4,200		



As at 31 MAY 2018					
CAPITAL RENEWAL // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Sealed Road Reseals					
S - Old Spring Bay Road R2R	Reseal - Seal Change to Merideth			COMPLETE	R2R Funded
S - Old Spring Bay Road	Reseal - Merideth to Pyke			COMPLETE	R2R Funded
S - Old Spring Bay Road	Reseal - Pyke to Francis			COMPLETE	R2R Funded
S - Old Spring Bay Road	Reseal - Francis to End Kerb			COMPLETE	R2R Funded
S - Old Spring Bay Road	Reseal - End Kerb to Aqua Sands			In Progress	R2R Funded
S - Old Spring Bay Road	Reseal - Aqua Sands to End Kerb			In Progress	R2R Funded
S - Old Spring Bay Road	Reseal - End Kerb to Kennedia			COMPLETE	R2R Funded
S - Old Spring Bay Road	Reseal - Kennedia to End Seal			COMPLETE	R2R Funded
S - Kennedia Place	Reseal			COMPLETE	
B - Foster Street	Reseal - Lovett to Barrett				Future
B - Foster Street	Reseal Barrett to Murray				Future
T - Davidson Place	Asphalt Overlay				
O - Rudd Avenue	Reseal - Walpole to Change				
O - Rudd Avenue	Reseal - Change to End				
Buckland	Jetpatcher Costs				
Triabunna	Jetpatcher Costs			In Progress	
Orford	Jetpatcher Costs			In Progress	
Swansea	Jetpatcher Costs			In Progress	
Bicheno	Jetpatcher Costs			In Progress	
Coles Bay	Jetpatcher Costs			In Progress	
TOTAL		233,156	72,132		
Sealed Road Pavements					
S - Road Repairs	General Road Repairs Swansea				
S - Esplanade turnaround area	Asphalt resurface			COMPLETE	
B - Road Repairs	General Road Repairs Bicheno				
C - Road Repairs	General Road Repairs Coles Bay			In Progress	
O - Road Repairs	General Road Repairs Orford				
O - Lousiville Road recon R2R	Reconstruction - Tasman Hwy to Benarchie Dv			R2R Funded	
T - Road Repairs	General Road Repairs Triabunna				
TOTAL		648,500	17,400		
Unsealed Road Pavements					
S - Old Coach Road	Resheet 500m			COMPLETE	
B - Rosedale Road	Resheet 500m				
O - Wielangta Road	Reconstruction 21.5 kms			In Progress	DPIPWE allocation
T - Okehampton Road	Reconstruction 2.10 kms				
T - Seaford Road	Reconstruction 1.50 kms				
TOTAL		1,065,000	717,228		
Kerb & Gutter					
S - Wellington Street	replace section adj MayShaw onstreet carpark				
TOTAL		28,500			
Footpaths					
S - Wellington Street	replace section adj MayShaw onstreet carpark		0		
TOTAL		32,000	0		



CAPITAL RENEWAL cont. // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Parks & Reserves					
A - Park Furniture replacement	Replacement			COMPLETE	
A - Playground Repairs - General	Replacement			In Progress	
Bicheno Lions Park Perimeter Fence	Replacement of corroded fence and posts \$100/m				
Bicheno Lions Park BBQ's	Replace 2 corroded units			COMPLETE	
Bicheno Walking Track	Upgrade Foster St section (part) to asphalt				Future
Bicheno Rec Ground	Replace goal posts with 'removable' ones			COMPLETE	
Swansea - Playground Equipment	Duck Park - replace substandard equipment				Future
Replacement stands and bins	Orford / Triabunna			COMPLETE	
Triabunna Rec Ground Playground	Install new net climber			In Progress	
Triabunna Rec Ground Irrigation repairs	Repairs to existing underground lines and sprinklers			COMPLETE	
Spring Beach - Landscaping upgrade	Upgrade to reserve area and landscaping at Spring Beach			COMPLETE	
Park / Street bins - General	Replace old larger bins where required			COMPLETE	
TOTAL		195,000	69,615		
Stormwater & Drainage					
O - Upgrade culvert crossing Holkam Crt	Upgrade pipe size				
Swanwick - Swanwick Dve stormwater pits	Replace undersize grated pits			COMPLETE	
TOTAL		75,000	31,941		
Council Buildings					
Orford - Community Hall Toilet Upgrade	Extension toilets in main building			In Progress	
Coles Bay Hall	Underpin Foundations			COMPLETE	
Coles Bay Hall	Engineering Drawings for Extension				
Swansea Depot Shed	Replace old NRM / Works shed				Future
Swansea Museum	Interior and fence painting			In Progress	
Asbestos Assessment and Register	For all Council Bldgs as per Building regulations				
Triabunna Toilet Replacement	Replace existing toilet block at Wharf reserve			COMPLETE	
TOTAL		306,000	108,967		
Marine Infrastructure					
Coles Bay Boatramp	Muir's Beach (erosion issue)				
Bicheno Coastal Erosion Control	Erosion control at Waubs Beach			In Progress	
Swanwick Coastal Erosion Control	Erosion control Sandpiper Beach			In Progress	
TOTAL		123,000	0		
Bridges and Culverts					
Swansea - Glen Gala Creek, Glen Gala Road	Replacement			COMPLETE	
Spring Beach - Two Mile Creek, Rheban Road	Replacement - final costs			COMPLETE	
Earlham - Earlham Creek, Earlham Road	Replacement - final costs			COMPLETE	
General Structure	Replacement - deck timbers			COMPLETE	
TOTAL		210,500	137,760		
Plant & Equipment					
Small plant replacement	Replacements			In Progress	
Plant & Machinery	Replacements			In Progress	Lease
TOTAL		230,000	137,760		
CAPITAL TOTAL		\$7,881,356	\$2,978,640	37.79%	COMPLETED DOLLAR VALUE



Profit & Loss					
Glamorgan Spring Bay Council					
ADMIN CORP,ECONOMIC,GOVERNANCE,SAFETY & RISK,TOURISM					
For the month ended 31st May 2018					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
CONTRIBUTIONS	\$0.00	\$34,006.00	-\$34,006.00	-100.0%	(1)
GRANTS	\$100,871.25	\$156,424.00	-\$55,552.75	-35.5%	(2)
INTEREST	\$39,507.75	\$26,000.00	\$13,507.75	52.0%	(3)
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$380,904.79	\$373,424.00	\$7,480.79	2.0%	
NET GAIN/(LOSS) ON ASSETS	\$3,363.64	\$0.00	\$3,363.64		
OTHER INCOME	\$439,717.04	\$280,719.00	\$158,998.04	56.6%	(9)
RATES AND CHARGES	\$5,805,819.66	\$5,900,234.00	-\$94,414.34	-1.6%	
SHARE OF GENERAL RATE	-\$3,973,744.00	-\$4,020,744.00	\$47,000.00	1.2%	
STATUTORY FEES AND FINES	\$81,605.13	\$80,480.00	\$1,125.13	1.4%	
USER FEES	\$0.00	\$0.00	\$0.00		
Total Income	\$2,878,045.26	\$2,830,543.00	\$47,502.26	1.7%	
Gross Profit	\$2,878,045.26	\$2,830,543.00	\$47,502.26	1.6782%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$95,471.45	\$103,719.00	-\$8,247.55	-8.0%	(4)
EMPLOYEE BENEFITS	\$462,014.59	\$509,590.00	-\$47,575.41	-9.3%	(6)
FINANCE COSTS	-\$16,582.16	\$0.00	-\$16,582.16		(7)
IMPAIRMENT OF RECEIVABLES	\$0.00	\$0.00	\$0.00		
MATERIALS AND SERVICES	\$1,743,505.29	\$1,597,740.00	\$145,765.29	9.1%	(5)
OTHER EXPENSES	\$142,205.80	\$185,735.00	-\$43,529.20	-23.4%	(8)
Total Operating Expenses	\$2,426,614.97	\$2,396,784.00	\$29,830.97	1.2%	
Operating Profit	\$451,430.29	\$433,759.00	\$17,671.29	4.074%	
(1) Hard to budget					
(2) Timing					
(3) Timing re accruals and actual					
(4) Actual now charged					
(6) Under budget at this time					
(7) Timing re accruals and actual					
(8) Below budget at this time					
(9) Timing Pensioner remission invoicing					
(5) Fire services levy and computer license paid in advance(timing)					



Profit & Loss				
Glamorgan Spring Bay Council				
Visitor Centres				
For the month ended 31st May 2018				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
OTHER INCOME	\$35,759.36	\$9,500.00	\$26,259.36	276.4% ✓
SHARE OF GENERAL RATE	\$220,000.00	\$220,000.00	\$0.00	0.0% ✓
USER FEES	\$519,166.36	\$576,729.00	-\$57,562.64	-10.0% ✓
Total Income	\$774,925.72	\$806,229.00	-\$31,303.28	-3.9%
Gross Profit	\$774,925.72	\$806,229.00	-\$31,303.28	-3.8827%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$3,143.14	\$3,300.00	-\$156.86	-4.8% ✓
EMPLOYEE BENEFITS	\$422,308.67	\$324,344.00	\$97,964.67	30.2% ✓
MATERIALS AND SERVICES	\$440,918.20	\$482,087.00	-\$41,168.80	-8.5% ✓
Total Operating Expenses	\$866,370.01	\$809,731.00	\$56,639.01	7.0%
Net Profit	-\$91,444.29	-\$3,502.00	-\$87,942.29	-2511.2019%
(1) Income slightly below budget at this stage				
(2) Timing issue with accrual from last year				
(3) Income received in advance (Timing)				
(4) Will level out by 30th June 2018				



Profit & Loss					
Glamorgan Spring Bay Council					
MEDICAL SERVICES					
For the month ended 31st May 2018					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$29,959.01	\$10,000.00	\$19,959.01	199.6%	(1)
INTEREST	\$145.10	\$110.00	\$35.10	31.9%	(4)
OTHER INCOME	\$853,471.97	\$889,050.00	-\$35,578.03	-4.0%	(2)
RATES AND CHARGES	\$306,517.60	\$304,485.00	\$2,032.60	0.7%	
SHARE OF GENERAL RATE	\$0.00	\$0.00	\$0.00		
USER FEES	\$0.00	\$0.00	\$0.00		
Total Income	\$1,190,093.68	\$1,203,645.00	-\$13,551.32	-1.1%	
Gross Profit	\$1,190,093.68	\$1,203,645.00	-\$13,551.32	-1.1259%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$72,452.18	\$70,334.00	\$2,118.18	3.0%	
EMPLOYEE BENEFITS	\$425,437.35	\$486,780.00	-\$61,342.65	-12.6%	(3)
MATERIALS AND SERVICES	\$691,308.79	\$693,668.00	-\$2,359.21	-0.3%	(3)
Total Operating Expenses	\$1,189,198.32	\$1,250,782.00	-\$61,583.68	-4.9%	
Net Profit	\$895.36	-\$47,137.00	\$48,032.36	101.8995%	
(1)Unexpected final RPHS grant					
(2) Below budget at this time-Doctor Illness and holidays.					
(3) Below budget at this time related to 2					
(4) Low Dollars					



Profit & Loss				
COUNCIL TOTAL				
For the month ended 31st May 2018				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
CONTRIBUTIONS	\$80,924.14	\$80,486.00	\$438.14	0.5%
GRANTS	\$2,304,900.75	\$2,565,608.00	-\$260,707.25	-10.2%
INTEREST	\$39,652.85	\$26,110.00	\$13,542.85	51.9%
INVESTMENTS:DIVIDENDS WATER CORPORATION	\$380,904.79	\$373,424.00	\$7,480.79	2.0%
NET GAIN/(LOSS) ON ASSETS	\$37,785.16	\$0.00	\$37,785.16	
OTHER INCOME	\$2,382,443.54	\$1,412,655.00	\$969,788.54	68.7%
RATES AND CHARGES	\$7,327,889.08	\$7,403,142.00	-\$75,252.92	-1.0%
SHARE OF GENERAL RATE	\$0.00	\$0.00	\$0.00	
STATUTORY FEES AND FINES	\$476,752.18	\$376,010.00	\$100,742.18	26.8%
USER FEES	\$924,613.94	\$986,548.00	-\$100,742.18	-6.3%
Total Income	\$13,955,866.43	\$13,223,983.00	\$731,883.43	5.5%
Gross Profit	\$13,955,866.43	\$13,223,983.00	\$731,883.43	5.5345%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$1,863,313.93	\$1,916,672.00	-\$53,358.07	-2.8%
EMPLOYEE BENEFITS	\$3,789,643.63	\$3,983,675.00	-\$194,031.37	-4.9%
FINANCE COSTS	\$101,000.62	\$162,405.00	-\$61,404.38	-37.8%
IMPAIRMENT OF RECEIVABLES	\$0.00	\$0.00	\$0.00	
MATERIALS AND SERVICES	\$6,085,307.09	\$5,039,944.00	\$1,045,363.09	20.7%
OTHER EXPENSES	\$148,688.56	\$185,735.00	-\$37,046.44	-19.9%
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$267,815.00	\$335,232.00	-\$67,417.00	-20.1%
Total Operating Expenses	\$12,255,768.83	\$11,623,663.00	\$632,105.83	5.4%
Operating Profit	\$1,700,097.60	\$1,600,320.00	\$99,777.60	6.2349%
(1) Below budget at this time				
(2)Timing - unexpected cash interest				
(4) Related to extra expenses to be incurred				
(6) Increased activity				
(7) Timing and plant brought not financed				
(8) RTR below budget works not done				
(9) Invoicing not complete				
(10) Below budget at this stage due to contracting in parks and gardens				
(11) More capital works than predicted				

5.2 Manager Works, Mr Tony Pollard

Roads, Footpaths, Kerbs- Waste Transfer Stations- Garbage, Recycling Services- Town Maintenance - Parks, Reserves, Walking Tracks, Cemeteries - Stormwater Drainage - Bridges, Culverts - Emergency Management, SES

ROADS, FOOTPATHS, KERBS:

NORTH

Maintenance works undertaken when required during the month.
Patrol Grading; Springs Rd and Grange Rd (including sidedrains/culverts)

SOUTH

Maintenance works undertaken when required during the month.
Patrol Grading; Rheban Rd and Earlham Rd (including sidedrains/culverts)

WASTE TRANSFER STATIONS:

- All waste transfer stations are operating within prescribed EPA guidelines.
- Scrap steel piles at each waste transfer station have been removed and greenwaste transported from Coles Bay to Bicheno.
- Reduced opening days during winter at our waste transfer stations commenced as of Monday 7th May and goes through to Sunday 30th September 2018. All sites are closed on Tuesday, Thursday and Saturdays.

GARBAGE, RECYCLING SERVICES:

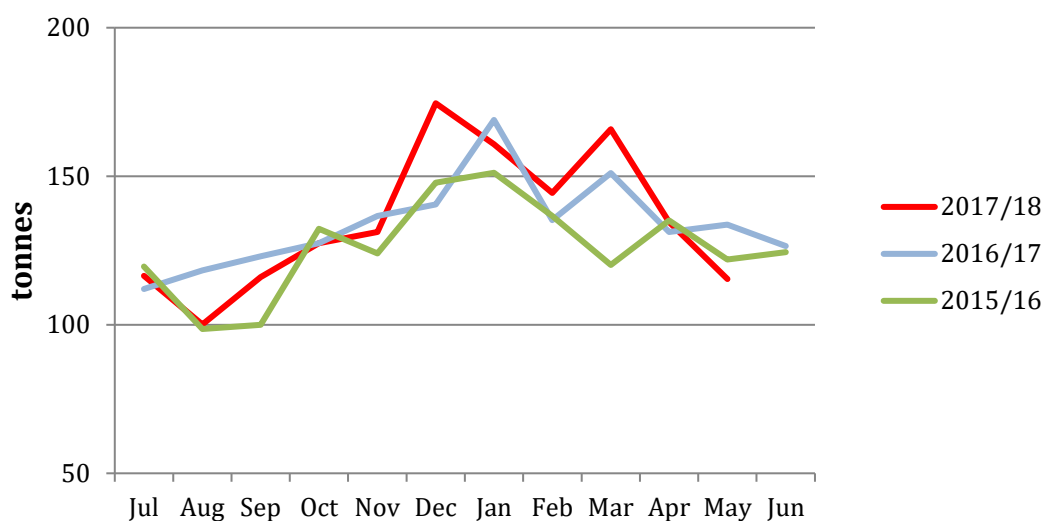
- JJ Richards current waste management contract expires in September 2022.

<u>MONTH</u>	<u>BICHENO Collection & WTS</u>	<u>BICHENO WTS only</u>	<u>COLES BAY WTS only</u>	<u>SWANSEA WTS only</u>	<u>ORF-TRIA-CB- SW Collection & ORF WTS</u>	<u>ORFORD WTS only</u>	<u>TOTAL (tonnes)</u>
JULY '17	38.86	8.16	11.24	28.08	111.58	25.82	189.76
AUG	29.02	10.82	12.99	28.30	95.04	13.14	165.35
SEPT	43.48	18.78	15.70	29.92	130.88	39.52	219.98
OCT	50.68	22.64	16.10	37.50	121.52	22.04	225.80
NOV	48.54	18.83	16.74	34.62	120.18	18.64	220.08
DEC	76.32	38.27	33.70	52.20	141.28	39.21	303.50
JAN '18	57.38	21.28	40.48	55.86	145.00	20.31	298.72
FEB	51.22	18.46	30.40	43.48	126.76	15.11	251.86
MARCH	60.64	22.44	24.02	61.98	143.88	16.29	290.52
APRIL	55.22	24.28	20.14	34.70	118.56	14.92	228.62
MAY	39.68	13.29	14.48	36.28	99.74	10.70	190.18
JUNE							0.00
TOTALS	551.04	217.26	235.99	442.92	1354.42	235.68	2584.37

Garbage deposited at transfer stations and transported to Copping landfill site (tonnes)
(includes kerbside collected waste)

Waste Management - Garbage

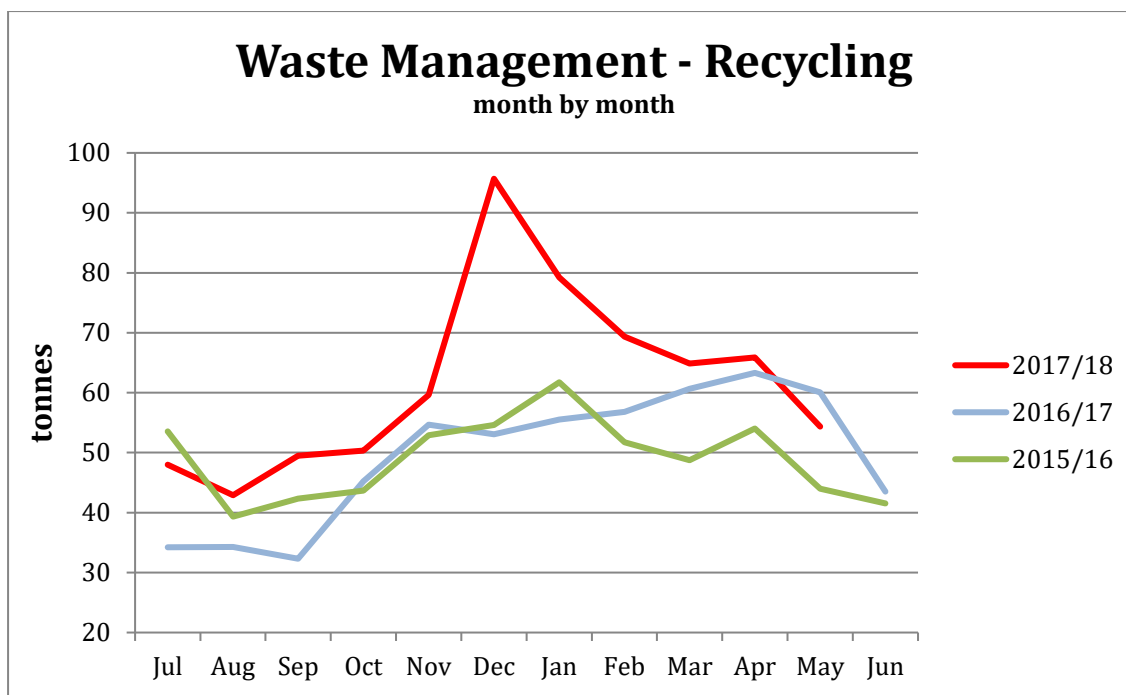
month by month



Kerbside garbage collected and transported to waste transfer stations: (tonnes)

MONTH	BICHENO	COLES BAY	SWANSEA	TRIABUNNA	ORFORD	TOTAL BINS	TOTAL (tonnes)
JULY '17	2558	1250	2184	2066	1647	9705	116.46
AUG	1517	1085	2071	2120	1549	8342	100.11
SEPT	2058	1207	2222	2119	2066	9672	116.06
OCT	2337	1634	2348	2207	2101	10627	127.52
NOV	2476	1606	2476	2261	2119	10938	131.25
DEC	3171	2173	3238	2966	3000	14548	174.57
JAN '18	3008	2223	2918	2319	2931	13399	160.79
FEB	2730	1856	2665	2268	2515	12034	144.41
MARCH	3183	2100	3114	2772	2647	13816	165.79
APRIL	2578	1745	2506	2230	2156	11215	134.58
MAY	2199	1281	2171	2265	1703	9619	115.43
JUNE							
TOTALS	27815	18160	27913	25593	24434	123915	1486.97

Kerbside Garbage Collected: Bin numbers



Kerbside recyclables collected and transported directly to Sorting Facility: (tonnes)

MONTH	BICHENO	COLES BAY	SWANSEA	TRIABUNNA	ORFORD	TOTAL BINS	TOTAL (tonnes)
JULY '17	594	598	569	642	762	3999	47.99
AUG	895	543	710	777	650	3575	42.90
SEPT	929	593	981	899	723	4125	49.50
OCT	1103	764	1051	714	891	4527	50.32
NOV	1126	795	1155	986	909	4971	59.65
DEC	1736	1296	1749	1490	1703	7974	95.69
JAN '18	1542	1056	1492	1036	1478	6604	79.25
FEB	1346	990	1250	1003	1191	5780	69.36
MARCH	1255	963	1215	983	990	5406	64.87
APRIL	1265	983	1189	941	1110	5488	65.86
MAY	1034	719	1063	923	790	4529	54.35
JUNE							
TOTALS	12825	9300	12424	10394	11197	56978	679.74

Kerbside recyclables collected: Bin numbers

TOWN MAINTENANCE:

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

PARKS, RESERVES, WALKING TRACKS, CEMETERY:

- Continuation of general maintenance within our townships and along the foreshore areas.

STORMWATER, DRAINAGE:

- Cleanup works still being undertaken following the rain event on 10th May. A number of sections of Wielangta Rd required pavement repairs with many culverts silted up.
The southern part of the municipal area received the worst storm damage with a number of roads requiring sidedrain / culvert clearing.

BRIDGES, CULVERTS:

- Ongoing maintenance when required.
- The upstream approach to the Orford Rivulet culverts adjacent the intersection of Rheban Rd and Wielangta Rd required to be reinstated with large rock due to severe embankment erosion.

EMERGENCY MANAGEMENT:

- Only one reportable motor vehicle accident, ended up being a very big turnout of resources for a job where the car and occupants rolled vehicle and drove off.
- Training continued
- We had the Vice Regal visit to the Emergency Services building.
- Assessments were conducted for members to finish off their rescue skills training.
- Volunteers week info night was held at the Swansea Emergency Services building. Forty volunteers from throughout the municipality attended a talk "think you know cyber safety" with a BBQ also provided to allow the volunteers time to socialise.

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

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

2017–2018 CAPITAL WORKS UPDATE

- Stage 2 road reconstruction works along the last 11 kilometre gravel section of Wielangta Road has been halted due to the recent rain event.
An inspection of the construction work which has been completed by Council staff to date, was recently undertaken by Department of State Growth and Parks. It is programmed to have the final stage of reconstruction completed by mid-October.



Profit & Loss					
Glamorgan Spring Bay Council					
WORKS DEPARTMENT					
For the month ended 31st May 2018					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$871,083.20	\$1,087,894.00	-\$216,810.80	-19.9%	(1)
OTHER INCOME	\$181,206.29	\$194,349.00	-\$13,142.71	-6.8%	(2)
RATES AND CHARGES	\$1,129,451.05	\$1,115,603.00	\$13,848.05	1.2%	
SHARE OF GENERAL RATE	\$2,549,000.00	\$2,549,000.00	\$0.00		
USER FEES	\$103,624.13	\$93,395.00	\$10,229.13	11.0%	(2)
Total Income	\$4,834,364.67	\$5,040,241.00	-\$205,876.33	-4.1%	
Gross Profit	\$4,834,364.67	\$5,040,241.00	-\$205,876.33	-4.0847%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$1,276,971.04	\$1,280,785.00	-\$3,813.96	-0.3%	
FINANCE COSTS	\$3,525.01	\$4,358.00	-\$832.99	-19.1%	(4)
EMPLOYEE BENEFITS	\$1,184,459.69	\$1,466,048.00	-\$281,588.31	-19.2%	(5)
MATERIALS AND SERVICES	\$1,299,119.60	\$1,522,383.00	-\$223,263.40	-14.7%	(6)
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$249,722.50	\$338,652.00	-\$88,929.50	-26.3%	(3)
Total Operating Expenses	\$4,013,797.84	\$4,612,226.00	-\$598,428.16	-13.0%	
Net Profit	\$820,566.83	\$428,015.00	\$392,551.83	91.7145%	
(1) Timing of receipt of grant re RTR - Works will not be completed this year					
(2) Tasman Highway contract less tasks and Tip fees more than budget estimate					
(3) Plant Hire used on capital works instead of expense					
(4) Minimal Dollars					
(5) Well below budget at this stage now in contractors					
(6) Well below budget at this stage-contractor invoices to come					

5.3 Manager Development & Compliance – Mr. Shane Wells

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

Animal Control

No new dog registrations were received in April with 1039 YTD total. YTD, 22 dogs have been impounded, 62 infringements issued, 24 warnings given, 2 animals surrendered, 0 dogs seized and 0 dogs have been euthanized. There have been 5 lost dog calls and 22 complaints received YTD. This department is operating with the Regulatory Services Officer/Municipal Inspector only.

Engineering & Technical Services

This department provides general engineering and technical advice regarding development applications. The department currently consists of 0.4 FTE contract engineer, with assistance from the Regulatory Services Officer.

Environmental Health

No food business registrations were renewed this month. No temporary food business registrations were issued for the month. YTD 1 place of assembly licence has been issued, 87 immunizations have been conducted and there are 20 suppliers of private water. Seven (7) food business inspections were carried out this month totalling 68 YTD.

This department consists of a permanent full time Health Administration Officer and a Contract Environmental Health Officer with assistance from the Regulatory Services Officer conducting abatement inspections.

Statutory Building

Council received 20 applications for May and approved 14 applications. The building department currently consists of a permanent full time Building Administration Officer and 2 contractors namely a building surveyor and a plumbing inspector. Applications are being processed within the required timeframes.

Statutory Planning

Council received 31 applications in May and approved 13 applications. There were 11 no permit required applications approved for the month with 91 YTD. The planning department consists of 1 permanent part-time Planning Administration Officer and consultant planner as required. Other resources are contracted as required. Applications are being processed within the required timeframes.

Bendigo Bank

The Bendigo Bank Agency opened on 21st August 2013 and operates from the Regulatory Services Department. Four staff members are trained to perform the Agency requirements of the Bank. This month there were 101 deposits (1167 YTD), 29 withdrawals (382 YTD), 9 transfers (109 YTD), no new account enquiries (0 YTD) and 17 general enquiries (196 YTD). There has been one day this month where no transactions/enquires have occurred (two days for this financial year) as Council staff were unavailable to open the Agency due to Annual Leave and Sick Leave.

MAY 2018		
PLANNING	MONTH	YTD
Application Received	31	263
Applications Approved	13	249
Placed on Section 54	6	
Applications Refused		3
Applications Withdrawn		
NPR – No Permit Required approvals	11	91
Visitor Accommodation Approvals	2	38
BUILDING		
Application Received	20	222
Applications Approved	14	195
ANIMAL CONTROL		
Dogs Registered		1039
Kennel Licences Issued/renewed		5
Dogs Impounded		22
Dogs Seized		
Dogs Surrendered		2
Dogs Euthanized	3	24
Warnings Issued	1	22
Complaints		62
Infringements		5
Lost Dog calls	1	8
Other		1039
ENVIRONMENTAL HEALTH		
Immunisations		87
Food Business Registrations		110
Temporary Food Business Registrations		15
Food Business Inspections	7	68
Place of Assembly Licences		1
Environmental Nuisances	1	1
Abatement Notices		15
Notifiable Diseases	1	21
Recreational Water Sampling		15
Suppliers of Private Water		20
Water Carriers		3
Regulated System Registration		2
Major Incidents notified to DPIPWE		
BENDIGO BANK		
Deposits	101	1268
Withdrawals	29	382
Transfers	9	109
New Accounts	0	
Other	17	196
No of days whereby no transactions/enquiries carried out	1	2

APPLICATIONS RECEIVED AND APPROVED FOR MAY 2018

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

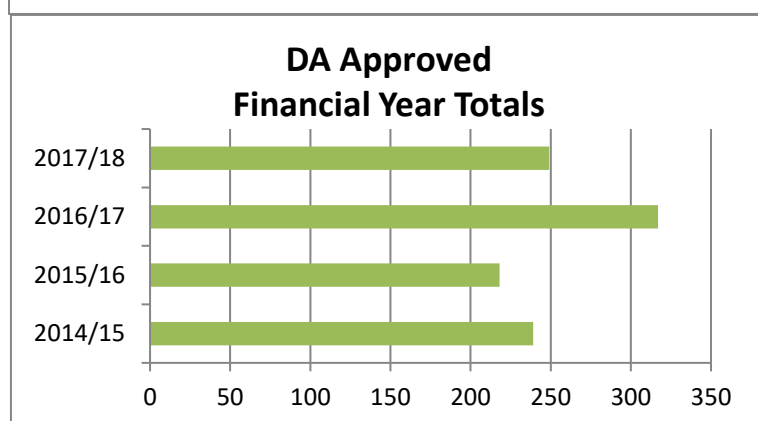
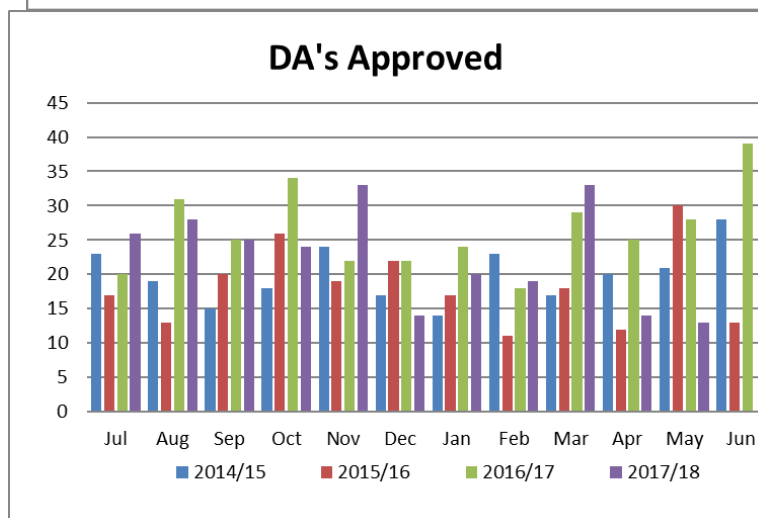
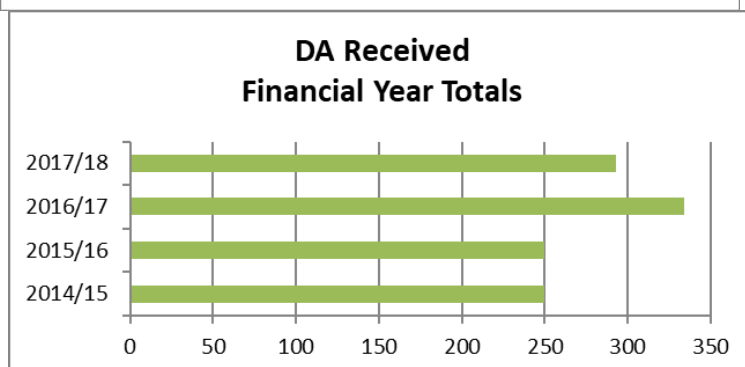
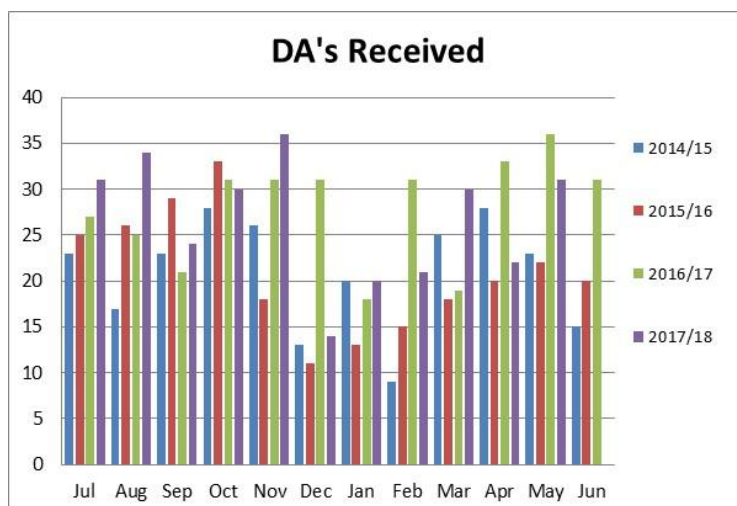
PLANNING DA No	TYPE	LOCATION	DESCRIPTION	LODGED	STATUS	APPROVED
2018 / 00089	D	14 Gore Street, Orford	Outbuilding	1-May-18	In progress	
2018 / 00090	NPR	3A Esplanade East, Triabunna	Dwelling	1-May-18	Approved	10-May-18
2018 / 00091	P	Freestone Point Road, Triabunna (Crown Lease adjacent to 49 Slipway Rd)	Wharf upgrade & maintenance	2-May-18	Approved	08-May-2018
2018 / 00092	NPR	RA143 Swanwick Drive, Coles Bay	Addition to dwelling	3-May-18	Approved	15-May-18
2018 / 00093	NPR	3 Baring Court, Triabunna	Outbuilding (container)	3-May-18	Approved	1-Jun-18
2018 / 00094	NPR	1 Old Tram Road, Bicheno	Change of use from outbuilding to addition to dwelling , change of use from outbuilding to studio	4-May-18	Approved	24-May-18
2018 / 00095	NPR	26 Hazards View Drive, Coles Bay	Strata	4-May-18	In progress	
2018 / 00096	D	48 Gordon Street, Bicheno	Dwelling	7-May-18	In progress	
2018 / 00097	D	3 Charles Street, Triabunna	Dwelling, outbuilding, additions to heritage listed building & change of use to Visitor Accommodation, signage, car parking & access	8-May-18	In progress	
2018 / 00098	NPR	32 Harveys Farm Road, Bicheno	Addition to dwelling (outbuilding & carport)	10-May-18	Approved	24-May-18
2018 / 00099	P	CT 139972 /1 - Tasman Highway, Orford	Five Visitor Accommodation units	9-May-18	In progress	
2018 / 00101	D	71 Gordon Street, Swansea	Dwelling & outbuilding	15-May-18	In progress	
2018 / 00102	NPR	8 Denison Court, Bicheno	Dwelling	15-May-18	Approved	7-Jun-18

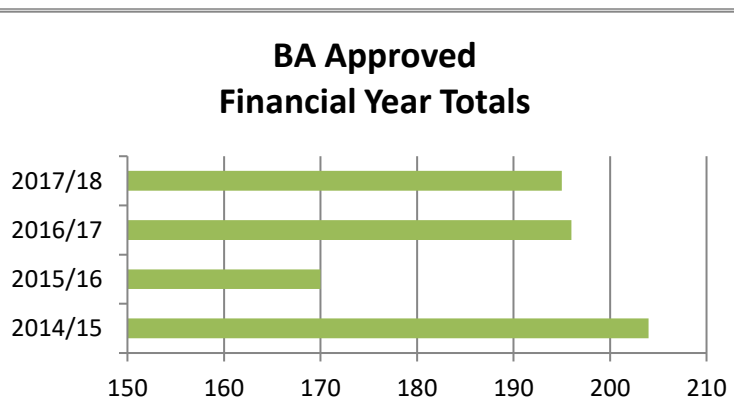
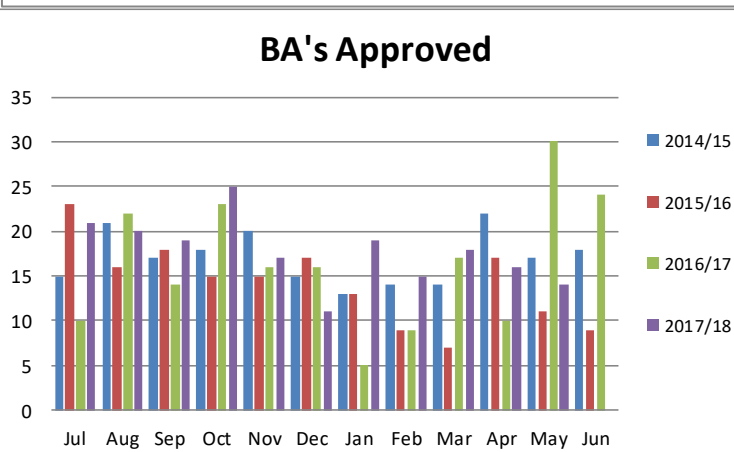
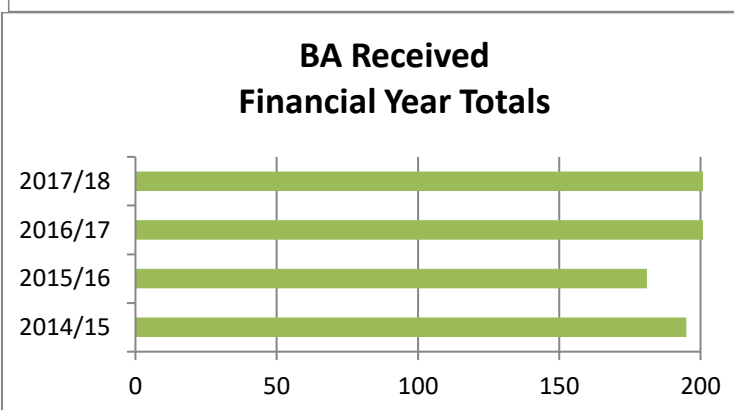
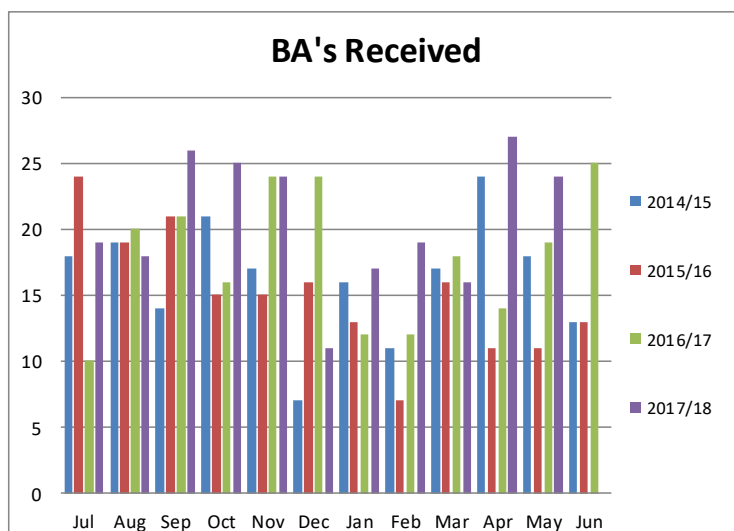
PLANNING DA No	TYPE	LOCATION	DESCRIPTION	LODGED	STATUS	APPROVED
2018 / 00103	P	RA555 Freestone Point Road, Triabunna	4 Visitor accommodation units	15-May-18	Accepted	
2018 / 00104	NPR	8A French Street, Orford	Outbuilding	17-May-18	Approved	29-May-18
2018 / 00105	D	CT170107/1 - South of 961 Coles Bay Road, Coles Bay	Dwelling & outbuilding	17-May-18	In progress	
2018 / 00106	D	2 French Street, Orford	Outbuilding	21-May-18	In progress	
2018 / 00107	D	RA459 Rheban Road, Spring Beach	Outbuilding	25-May-18	In progress	
2018 / 00108	P	RA5062 Tasman Highway, Buckland	CoU to visitor accommodation	25-May-18	Approved	14-Jun-18
2018 / 00109	NPR	17 Walters Drive, Orford	Outbuilding	24-May-18	Approved	5-Jun-18
2018 / 00110	D	40 Waubs Esplanade, Bicheno	Partial change of use to cafe	24-May-18	Accepted	
2018 / 00111	D	CT161353/306 - Hazards View Drive, Coles Bay	Two visitor accommodation units	28-May-18	In progress	
2018 / 00112	D	Swansea foreshore west of Jetty Road with access from Franklin St	Public Toilet Building	28-May-18	In progress	
2018 / 00113	D	627 Dolphin Sands Road, Dolphin Sands	Dwelling	22-May-18	In progress	
2018 / 00114	P	18 Alma Road, Orford	Strata	28-May-18	Approved	13-Jun-18
2018 / 00115	NPR	15 Rose Street, Bicheno	Dwelling	29-May-18	In progress	
2018 / 00116	P	7 Florence Street, Coles Bay	CoU to Visitor Accommodation	29-May-18	Approved	5-Jun-18
2018 / 00117	P	RA488 Freestone Point Road, Triabunna	New hatchery building	22-May-18	Approved	14-Jun-18
2018 / 00118	NPR	32 East Shelly Road, Orford	Outbuilding (container)	29-May-18	Approved	5-Jun-18

SUBDIVISIONS SA No	LOCATION	DESCRIPTION	STATUS	RECIEVED	RESOLVED
2018 / 00009	17 Levy Street, Bicheno	Subdivision into two lots	Approved	18-04-18	14-Jun-18
2018 / 00010	9 Diamond Waters Rise, Bicheno	Subdivision into two lots	In progress	19-04-18	

BUILDING BA No	LOCATION	DESCRIPTION	STATUS	RECIEVED	RESOLVED
1982 / 00046	RA1480 Dolphin Sands Road, Dolphin Sands	Dwelling	Approved	11-May-18	29-Sep-82
1986 / 00045	RA11 Holkham Court, Orford	Dwelling	In progress	9-May-18	
1994 / 00082	54 Freycinet Drive, Coles Bay	Dwelling	In progress	24-May-18	
1998 / 00189	RA17498 Tasman Highway, Bicheno	New Building - Shed	In progress	30-May-18	
2018 / 00073	10 Rudd Avenue, Orford	New Building - Outbuilding	Approved	1-May-18	7-May-18
2018 / 00074	7 Burgess Street, Swansea	New Building - Dwelling	In progress	2-May-18	
2018 / 00075	67 Swanwick Road, Coles Bay	New Buildings - Dwelling, Garage & Retaining Wall	Approved	7-May-18	1-Jun-18
2018 / 00076	1046 Dolphin Sands Road, Dolphin Sands	Low risk work	Complete	8-May-18	
2018 / 00077	21 Alma Road, Orford	Part Demolition, Alterations / Additions - Dwelling including deck	Approved	8-May-18	9-May-18
2018 / 00078	2 Vernon Court, Orford	New shed conversion - Dwelling	Approved	9-May-18	9-May-18
2018 / 00079	RA346 Dolphin Sands Road, Dolphin Sands	Alterations & Additions - Dwelling	In progress	10-May-18	
2018 / 00080	284C Rheban Road, Spring Beach	New Buildings - Dwelling & Deck	Approved	11-May-18	1-Jun-18

2018 / 00081	RA76 Triangle Marsh Road, Swansea	New Building - Boat Shed / Workshop	Approved	11-May-18	29-May-18
2018 / 00082	8A French Street, Orford	Low Risk Work - New Shed	Completed	15-May-18	5-Jun-18
2018 / 00083	535 Earlham Road, Rheban	New Buildings - Dwelling, Deck & Shed	Approved	17-May-18	30-May-18
2018 / 00084	3A Esplanade East, Triabunna	New Building - Dwelling	Approved	23-May-18	30-May-18
2018 / 00085	RA41 Harveys Farm Road, Bicheno	Alterations & Additions - Dwelling & Shed	Approved	23-May-18	29-May-18
2018 / 00086	23 West Shelly Road, Orford	New Buildings - Dwelling & Garage	Approved	29-May-18	31-May-18
2018 / 00087	52 Shaw Street, Swansea	New Building - Dwelling	Approved	29-May-18	13-Jun-18
2018 / 00088	RA1238 Dolphin Sands Road, Dolphin Sands	New Building - Dwelling (Stage1)	Approved	30-May-18	7-Jun-18







Profit & Loss Glamorgan Spring Bay Council REGULATORY SERVICES For the month ended 31st May 2018					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
CONTRIBUTIONS	\$80,924.14	\$46,480.00	\$34,444.14	74.1%	(1)
OTHER INCOME	\$39,913.54	\$20,237.00	\$19,676.54	97.2%	(1)
RATES AND CHARGES	\$84,938.50	\$82,820.00	\$2,118.50	2.6%	
SHARE OF GENERAL RATE	\$322,000.00	\$322,000.00	\$0.00	0.0%	
STATUTORY FEES AND FINES	\$390,905.37	\$295,530.00	\$95,375.37	32.3%	(2)
USER FEES	\$10,022.36	\$14,270.00	-\$4,247.64	-29.8%	(3)
Total Income	\$928,703.91	\$781,337.00	\$147,366.91	18.9%	
Gross Profit	\$928,703.91	\$781,337.00	\$147,366.91	18.8609%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$20,963.20	\$21,065.00	-\$101.80	-0.5%	
EMPLOYEE BENEFITS	\$516,486.17	\$427,635.00	\$88,851.17	20.8%	(4)
FINANCE COSTS	\$0.00	\$1,800.00	-\$1,800.00	-100.0%	
MATERIALS AND SERVICES	\$395,283.22	\$298,003.00	\$97,280.22	32.6%	(5)
Total Operating Expenses	\$932,732.59	\$748,503.00	\$184,229.59	24.6%	
Net Profit	-\$4,028.68	\$32,834.00	-\$36,862.68	-112.2698%	
(1) Public Open Space & subdivision contrlbutions above budget					
(2) Related to increased activity					
(3) Below budget					
(4) Will level out over time and increased activity refer income					
(5) Timing issues and related to increased activity					

5.4 Manager Community Development & Administration – Mrs. Lona Turvey

Community Development & Administration Services

‘The Dame’ – May Shaw Health Centre Inc.

A concert featuring Mervyn McGee (alias ‘The Dame’) and pianist Mary-Ann Johnson, was held on Thursday, 7th June at the May Shaw Health Centre Inc.

The concert was attended by the residents of the May Shaw and the Thursday group from Prosser House also travelled up by bus to attend the event.

As always, the concert was thoroughly enjoyed by everyone in attendance and they all joined in singing and clapping the songs they knew from the past.

Former Glamorgan Spring Bay Councillor, Geoff Whitton, who is now a resident at the May Shaw, thanked Mervyn, Mary-Anne and Council for making this event possible.

Festival of Voices Coastal – Tasmania Bushland Garden

The Opening Night for Festival of Voices Coastal will be held at the Tasmanian Bushland Garden on Friday, 29th June. Headlining this magnificent opening night is Aussie rock legend, Mental As Anything, performing a collection of their hits, such as *Live it Up*, *If you Leave Me*, *Too Many times* and more. Support artist is Frank Sultana with his soulful blues power-house voice.

This event has been completely sold out.

Tasmania Sings

This year, 23 students from the Swansea Primary School will be taking part in the 2018 Tasmania Sings, which will be accompanied by the Tasmanian Youth Orchestra. This will be the third year there has been an East Coast Choir participating.

There will be over 500 singers participating from 14 schools involved in the event and it is the biggest Tasmania Sings ever.

Tasmania Sings will be held in the City Hall on Thursday, 7th June at 7.00 p.m.

National Boys Choir of Australia

The National Boys Choir of Australia will be performing at the Triabunna Community Hall on Tuesday, 25th and Wednesday, 26th September, 2018.

The choir, which is perhaps recognised by most Australians from the Qantas television commercials, were last in Tasmania in 2013.

This year's repertoire will feature two suites of songs by American composer Aaron Copland, *The Lord Bless You and Keep You* by John Rutter (as featured at the recent Royal Wedding), choral selections from the musical *Oliver*, *I still Call Australia Home* as performed by the choir for Qantas and a variety of other works from different eras.

The choir has toured internationally on sixteen occasions over its fifty-three year history, with destinations including UK, France, Italy, Germany, Austria, Japan, United States, Taiwan, China, New Zealand and the Philippines, giving performances in venues ranging from Disneyland in three countries to St. Peter's in Rome.

Reclink Youth AFL Football League 2018

The second round of Reclink Youth AFL Football League for this year will be played at Campania on Wednesday, 27th June with the first game between Triabunna and Campania/Bothwell commencing at approximately 10.25 a.m.

SeaSpeak Newsletter

SeaSpeak will be included in the mail-out with the rates notices in July. It is currently being printed.

COMMUNITY SMALL GRANTS PROGRAM

NAME	DONATED	COUNCIL MINUTE
Bayview Bush Babies Inc.	2,000	112/17
Triabunna District School Parents & Friends Association – Flower and Craft Show	500	139/17
Swansea Community Christmas Parade Group	1,000	
Freycinet Association Inc.	1,000	150/17
Swansea Primary School	1,000	22/18
Freycinet Volunteer Marine Rescue Association	767	
Spring Bay RSL Sub-Branch Inc.	700	
Swansea Chamber of Commerce & Tourism	500	
Swansea Branch, CWA in Tasmania Inc.	1,000	
Total	8,467	



Profit & Loss				
Glamorgan Spring Bay Council				
COMMUNITY DEVELOPMENT AND ADMINISTRATION				
For the month ended 31st May 2018				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
GRANTS	\$0.00	\$0.00	\$0.00	
OTHER INCOME	\$26,159.17	\$5,300.00	\$20,859.17	393.6% ✓
SHARE OF GENERAL RATE	\$546,008.00	\$546,008.00	\$0.00	0.0%
Total Income	\$572,167.17	\$551,308.00	\$20,859.17	3.8%
Gross Profit	\$572,167.17	\$551,308.00	\$20,859.17	3.7836%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$27,631.35	\$27,940.00	-\$308.65	-1.1%
EMPLOYEE BENEFITS	\$308,905.49	\$358,764.00	-\$49,858.51	-13.9% ✓
MATERIALS AND SERVICES	\$78,821.20	\$107,529.00	-\$28,707.80	-26.7% ✓
Total Operating Expenses	\$415,358.04	\$494,233.00	-\$78,874.96	-16.0%
Operating Profit	\$156,809.13	\$57,075.00	\$99,734.13	174.7422%
(1) Unexpected Income				
(2) Below budget at this stage				
(3) Below budget at this stage				

5.5 Manager Buildings & Marine Infrastructure, Mr Adrian O’Leary

Boat Ramps & Jetties · Triabunna Marina · Council Buildings · Planning, Building & Technical Compliance when required ·

Public Amenities and Buildings:

- General building maintenance to all buildings is carried out when required.
- **Swansea Loo with a View**
Construction has commenced on the ‘Loo with a View’ toilet facility at Jubilee beach, Swansea. The main steel frames and gangway fabrication have been ordered and are under production as per the engineering specifications. TasWater has supplied the Certificate of Certifiable Works enabling the project to commence.
- **Orford Community Hall**
Work has commenced on the Orford Community Hall. The concrete slab and concrete foundations are in place and the main frame is under construction. Once complete the extension to the hall will include new toilet facilities including a disabled access toilet and an additional storage room and a new rear access with a disability access ramp.
- **Triabunna Wharf Wash Down Bay**
Adjacent to the new toilet block at the Triabunna wharf Council is installing a wash down bay. Parks & Wildlife received a grant to fund this project, which when complete will enable people to wash down boots and shoes, bicycles and wheel chairs. The wash down bay will help prevent the transfer of seeds to and from Maria Island.
- **Triabunna Hanging Gardens**
One of the Triabunna Tomorrow projects “The Hanging Gardens” is to go ahead with funding from the University of Tasmania. The structure is 2.4 metres high, and will be installed along the fence line around the Telstra building on the corner of Vicary and Melbourne Streets, Triabunna. The garden wall feature will enhance the Streetscape along Vicary Street. The plants are to be managed and maintained by Council’s Works Department, N.R.M team and the Triabunna School.

Council Buildings			
Category	No.	Sub-Category	No.
Community Facility	27	Halls	9
		Community Service Buildings	18
Municipal Facility	16	Council Depot structures	13
		Administrative Office structures	3
Recreation Facility	12	Change Rooms	2
		Club Rooms	4
		Pavilion	1
		Playing Surface (Tennis)	1
		Misc. Structures	4
Public Toilets	18	Toilets	18
Shelters & Monuments	14	Monuments	1
		Public Shelters	13
Waste Management Facility	4	Buildings & Sheds	4
Total Buildings Listed	91		91

MARINE INFRASTRUCTURE:

Boat Ramps and Jetties:

- General maintenance is carried out on Council owned boat ramps and jetties.
- **All Boat Ramps**
Glamorgan Spring Bay Council's Natural Resource Management team have cleaned all the public boat ramps in the Municipality ready for the summer period.
They have used the high-pressure steam cleaner to remove and reduce the algae growth so they will not be slippery and dangerous.
- **Swansea Swan River Road Boat Ramp**
Council has applied to MAST for funding through the Recreational Boating Fund to replace the loading jetty at the Swan River boat ramp North of Swansea.
The existing ramp jetty is badly weathered and constantly needing repair.

Triabunna Wharf and Marina:

- Ongoing general maintenance and inspections are carried out as required.
- **Spring Bay Harbour Expansion Plan**
The Spring Bay Harbour expansion and Maria Island Ferry Terminal concept plans have been developed and advertised for comment. The Council has received positive feedback on the plans that will expand the Triabunna Port into Spring Bay.
The design is to accommodate future needs for the local fishing fleet, increased visitation to Maria Island, expansion of tour boat businesses and general recreational boating.



Prosser River:

- **Prosser River Stabilisation Project**

The Prosser River Stabilisation Project still has some work to be done, and this will now take place in June 2018 due to relocation of equipment and materials to site. These works will include completion of the training walls, re-nourishment of Raspins Beach and final clean up around the site.

Council Marine Infrastructure	
Public Boat Ramps throughout Municipality	14
Fishing Boats paying yearly fee at the Triabunna Wharf	3
Marina Berths occupied by Commercial Fishing Boats (Triabunna)	34
Marina Berths occupied by Recreational Boats (Triabunna)	63
Marina Berths occupied by Ferries or Tour Boat operators	3
Waiting list for Large Commercial Fishing Boat Berths (Triabunna)	4
Waiting list for Recreational Boat Berths (Triabunna)	12
Available Small Boat Berths (Triabunna)	9



Profit & Loss				
Glamorgan Spring Bay Council				
BUILDINGS AND MARINE INFRASTRUCTURE				
For the month ended 31st May 2018				
	YTD Actual	YTD Budget	Var AUD	Var %
Income				
GRANTS	\$1,161,563.00	\$1,247,127.00	-\$85,564.00	-6.9%
OTHER INCOME	\$1,012,834.83	\$12,400.00	\$1,000,434.83	8068.0%
SHARE OF GENERAL RATE	\$146,632.00	\$146,632.00	\$0.00	0.0%
USER FEES	\$271,460.59	\$302,454.00	-\$30,993.41	-10.2%
Total Income	\$2,592,490.42	\$1,708,613.00	\$883,877.42	51.7%
Gross Profit	\$2,592,490.42	\$1,708,613.00	\$883,877.42	51.7307%
Less Operating Expenses				
DEPRECIATION AND AMORTISATION	\$232,516.01	\$265,473.00	-\$32,956.99	-12.4%
EMPLOYEE BENEFITS	\$135,002.23	\$119,217.00	\$15,785.23	13.2%
FINANCE COSTS	\$111,127.59	\$122,397.00	-\$11,269.41	-9.2%
MATERIALS AND SERVICES	\$1,407,895.43	\$190,874.00	\$1,217,021.43	637.6%
Total Operating Expenses	\$1,886,541.26	\$697,961.00	\$1,188,580.26	170.3%
Net Profit	\$705,949.16	\$1,010,652.00	-\$304,702.84	-30.1491%
(1) Revenue offset with expenditure - Also needs transfer to capital				
(2) Not fully charged as yet				
(3) Over budgeted due to completion timing				
(4) Finance costs over estimated and employee costs under estimated				

5.6 Manager Natural Resource Management, Ms Melanie Kelly

Natural Resource Management: Sustainability: Catchments To Coast

Programs and Projects

Continue to support integrated catchment management through the Catchments to Coast (C2C) program and the implementation of catchment management plans.

Catchment plans

Dr Nicky Meeson is working on the review of the draft Prosser Catchment Plan in consultation with the relevant stakeholders. Short 'stories' about the catchment from various stakeholders and locals are starting to be received to be included in the plan.

Bushwatch

Illegal firewood harvesting

The next meeting of the Illegal Firewood Harvesting working group will be held this week at NRM South.

Catchments to Coast

NRM South are still in negotiations with the Federal and State Government regarding funding arrangements moving forward.

Continue to implement the GSB Weed Management Plan.

Response to requests for advice and support around weed issues is ongoing.

Additional priority weed control work along the State Growth network in the municipality is complete. Capeweed control is underway in all townships.

Fonz the Serrated Tussock Dog is now training in the field and assisting the weed team with tussock mapping with the use of a GPS collar. The weed team had three days handler training with Conservation Dog Trainer Steve Austin which improved our skills immensely. We are working towards certification in the next few months.

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

Ongoing

Planning is in process for the 'Science Stories VR Roadshow' event. So far Tassal have expressed interest in participating and other exhibitors are being approached. Currently negotiating to include the Devil Roadkill Virtual Fencing Project in the Roadshow. The proposed July school holiday date is unlikely to be achieved, the Sept-Oct holidays are a likely alternative.

Ensure that Council continues to meet relevant NRM legislative obligations and communicates this to the community via newsletters and other forums.

Ongoing including participation in the statewide planning scheme as it relates to the management of natural resources.

Continue to support the GSB NRM Committee as a key link between Council and the community on NRM issues, as well as supporting other community groups with NRM objectives.

GSB NRM Committee meeting no.59 was held on Wednesday 9th May 2018 at the Swansea Town Hall. Draft minutes are included in Council agenda. The next Committee meeting will be held on Wednesday 8th August 2018 in Bicheno.

The GSB NRM team continues to provide support to other community groups including the Bicheno Earth and Ocean Network, the Friends of Rocky Hills, the Dolphin Sands Ratepayers Association (DSRA), the Swanwick Association, Friends of Triabunna Reserves, the

Bushland Gardens Committee and the Orford Community Group (OCG) as well as individual volunteers.

Meeting was held with the representatives from the DSRA, PWS, Tasmanian Fire Service, Crown Land Services and council officers to discuss the public right of ways and easements along the length of Dolphin Sands and at Cambria Estate. The meeting was the first step in resolving a number of outstanding questions and queries.

The Bookend Trust 'Nature Trackers' first citizen science project 'Where Where Wedgie' Wedge Tailed Eagle survey was held across Tasmania on Friday 25th, Saturday 26th & Sunday 27th May. There was good participation across the municipality. Data from across the state is currently being compiled.

Continue to work and develop partnerships with Parks and Wildlife Service, Crown Land Services, TasWater, DPIPW, Department of State Growth, service providers, contractors and other agencies with regards to NRM values on public land.

Ongoing follow up with a number of agencies regarding weed issues and management for special values.

Discussions underway with Crown Land Services regarding a more cooperative and strategic way forward with regards to managing Crown Land across the municipality.

Continue to participate in a range of climate change mitigation and adaptation initiatives, including the implementation of the Climate Change Corporate Adaptation Plan (CCCAP).

Communities and Coastal Hazards Project

The working group (April) meeting was postponed. Due to the recent success of the Regional Climate Change Initiatives funding applications to the STCA, and the subsequent formation of sub-working groups, the GSB Communities and Coastal Hazards Project will be informed by the newly funded Regional Coastal Hazards Strategy and associated projects which will enable collective leverage of resources across southern Tasmanian councils.

Cities Power Partnership

Other Tasmanian Councils have signed up and initial discussions around joint initiatives are underway.

Continue support for annual community events such as National Tree Day, Clean Up Australia Day, Tidy Towns as well as other markets, festivals and school activities.
Ongoing.

The Keep Australia Beautiful Tidy Towns judge visited Coles Bay and Bicheno, escorted by the Manager Community Development and Sustainability Officer. The judge was very impressed with all of the projects and community work currently underway, including the Bicheno Men's Shed Penguin Nesting Box project which council supported with the donation of materials and assistance from the Catchments to Coast Coordinator. She also appreciated the work done by Friends of Freycinet at the Rita and Doris Reserve in Coles Bay and the attractive and informative new plant identification signs created and installed by Council's NRM team together with the Coles Bay Mens Shed with funding support from NRM South.

A working group has been formed to tackle the issue of marine debris and other litter. The working group is a sub group of the NRM Committee and members include NRM Committee representatives from industry, council, Parks and invited representatives from other organisations.

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

Ongoing input into Development Applications as required.

Continue participation and development of sustainability initiatives, in particular energy use, sustainable waste management, community gardens, both for Council and the community. Alternative options for cardboard recycling are being investigated as it is not likely in the short term that collection is an option in the current climate.

An education and community awareness campaign is being developed in collaboration with Council's Works Department to promote Council's new e-waste, battery, lighting, x-ray and specialized metals collection and recycling service with CMA Ecocycle. E-waste collection for state of the art recycling is now available at all four GSB Waste Transfer Stations. This is a free service.

Develop systems and capacity to protect and enhance Aboriginal Heritage values whilst building relationships with the community.
Ongoing

Continue to work with Council's Works Department, community and other relevant agencies in the strategic management of Council owned, leased and licensed public reserves, with a particular focus on the protection of natural assets through the implementation of vegetation management plans for reserves in each town.
Ongoing.

Fire management activities have commenced in sections of the Orford Coastal Reserve. Ongoing fire management will commence along fire breaks and public land in Dolphin Sands within the next few months.

Dumping of garden waste on coastal reserves continues to be an issue with a report to Council to be prepared outlining a strategic response going forward.

Development and implementation of action plans, strategies and policies in consultation with relevant sections of Council and other key stakeholders. In particular the Native Flora and Fauna Management Plans, Weed Management Plan and Catchment Management Plans.
Ongoing.

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

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



Profit & Loss Glamorgan Spring Bay Council NRM For the month ended 31st May 2018					
	YTD Actual	YTD Budget	Var AUD	Var %	
Income					
GRANTS	\$81,650.00	\$64,163.00	\$17,487.00	27.3%	(1)
OTHER INCOME	\$3,248.91	\$1,100.00	\$2,148.91	195.4%	(6)
SHARE OF GENERAL RATE	\$237,104.00	\$237,104.00	\$0.00	0.0%	
USER FEES	\$39,664.45	\$0.00	\$39,664.45		(5)
Total Income	\$361,667.36	\$302,367.00	\$59,300.36	19.6%	
Gross Profit	\$361,667.36	\$302,367.00	\$59,300.36	19.612%	
Less Operating Expenses					
DEPRECIATION AND AMORTISATION	\$9,705.05	\$15,103.00	-\$5,397.95	-35.7%	
EMPLOYEE BENEFITS	\$275,727.44	\$233,285.00	\$42,442.44	18.2%	(4)
FINANCE COSTS	\$0.00	\$0.00	\$0.00		
MATERIALS AND SERVICES	\$14,944.46	\$14,890.00	\$54.46	0.4%	
PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE	\$8,905.00	\$6,600.00	\$2,305.00	34.9%	(2)
Total Operating Expenses	\$309,281.95	\$269,878.00	\$39,403.95	14.6%	
Net Profit	\$52,385.41	\$32,489.00	\$19,896.41	61.2405%	
(1) Grant received in advance					
(2) Extra weed spraying					
(4) Related to extra grants					
(5) Private works State Growth					
(6) Minimal Dollars					

Recommendation:

That the Management Reports be received and noted.

6. Minutes of Section 24 Committees

COMMENTS:

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

6.1 Triabunna Recreation Ground Advisory Committee Minutes (Draft)

6.2 Marine Infrastructure Committee Minutes (Draft)

6.3 NRM Committee Minutes #59 (Draft)

**David Metcalf
General Manager**

6.1 Triabunna Recreation Ground Advisory Committee Minutes (Draft)

Section 24 Advisory Committee Meeting Triabunna Recreation Ground

MINUTES (DRAFT)

MEETING HELD – *Wednesday 18th April, 2018 - Triabunna Recreation Ground*

MEETING OPENED: 5.40 pm

PRESENT: Tony Pollard – Manager Works', Steve Davies, Phil Giffard, Jan Sweet

APOLOGIES: Councillor Britt Steiner, Neil Edwards, Jim Walters

ABSENT: Junior Football Club representative, Junior Netball rep

CONFIRMATION OF LAST MINUTES: (14th March , 2018)

Moved: Steve Davies

Seconded: Phil Giffard

CORRESPONDENCE IN:

- Quote from Roberts regarding line marking paint. – Committee agreed to pay account.
- Glamorgan Spring Bay Council (Adrian O'Leary) building permit
- Junior Football Club advising their requirements for use of equipment during their season.

CORRESPONDENCE OUT:

- Nil

MATTERS ARISING FROM PREVIOUS MINUTES

- Enquiries from 4 companies received regarding EOI for building works on facility. 2 are yet to reply with further queries, 1 then withdraw EOI and 1 formal quote from a Launceston based company (Ascent Constructions).

TREASURERS REPORT

Upgrades Financial

Opening Balance	\$	60,707.52
Income	\$	000.00
Expenditure	\$	5,225.00
Closing Balance	\$	55,482.52

Working Financial

Opening Balance	\$	9,231.53
Income	\$	1,000.00
Expenditure	\$	132.00
Closing Balance	\$	9,099.53

**Total Closing
Balance:** **\$ 64,582.05**

Moved: Steven Davies

Seconded: Phil Giffard

NEW BUSINESS

- Tony Pollard – Manager Works’ to propose to Council that cost of renovations be included in draft budget less Section 24 funds.

NEXT MEETING

Wednesday 20th June , 2018 at 5.30 pm at Recreation Ground.

There being no further business, the meeting was declared closed at 6.30pm.

Confirmed Date

Chairperson

6.2 Marine Infrastructure Committee Minutes (Draft)



Minutes

MARINE INFRASTRUCTURE COMMITTEE

**Venue: Triabunna Council Chambers
Monday 28 May, 2018**

1. Present & Apologies

Present: J Hall (Chair), Clr J Crawford, Clr M Fama, C Barney, D Wisby, J Spencer.

Members of the Public: Nil

Meeting Opened: 12:24 pm

Apologies: P Warner, G Elphinstone, H Harris, Constable C Chivers.

In attendance: Acting Mayor C Arnol, Mr J Burbury, A O'Leary (Mgr Building & Marine Services), G Laredo (Harbour Master) & J Dabrowski (Minutes Secretary).

Absent: Nil

1. Confirmation of minutes 26 February, 2018.

Moved: D Wisby **Seconded:** C Barney that the minutes of the previous meeting be confirmed as a true and correct record.

Carried (3 votes to 0) Clr J Crawford, D Wisby & Clr M Fama abstained from voting. (Clr Fama was absent from the previous meeting.)



GLAMORGAN SPRING BAY
COUNCIL

2. Presentation of Triabunna Port Master Plan – 2018-2030, by Mr James Burbury.

2:25pm, J Spencer left the meeting.

3. Business arising from last meeting

- i. Item iii. Unloading area at the Triabunna Wharf was discussed.

4. Other Business

(a) Update from A O'Leary.

A O'Leary's presented his report Committee. (Copy attached).

(b) EOI Applications to be discussed & recommendation(s) to be made to Council.

- I. John Burke
- II. Nathan Carins

Motion: That John Burke & Nathan Carins nominations be approved by the Committee as new members on the Marine Infrastructure Committee.

Moved: D Wisby

Seconded: Cllr J Crawford

Carried: Unanimously

(c) Discuss Mr Graeme Elphinstone's future position on the Committee.

Motion: That the Committee accepts Mr Elphinstone's resignation and a letter is sent from the Chair and the Mayor thanking him for his commitment and work on the Marine Infrastructure Committee.

Moved: D Wisby

Seconded: Cllr M Fama

Carried: Unanimously



GLAMORGAN SPRING BAY
COUNCIL

(d) Draft Fees & Charges 2018/2019 to be discussed.

Motion: The Marine Infrastructure Committee endorses the recommended fees & charges as shown below.

Moved: Cllr Crawford

Seconded: C Barney

Carried: Unanimously. D Wisby abstained from voting due to a pecuniary interest.

Fees and Charges 2018-2019

Marine Infrastructure Fees (All Figures include GST)

Type	Budget 2018-2019	Budget 2017-2018
Marina Berth (Fixed Jetty Access)	\$3200.00	\$3200.00
Marina Berth (Floating Pontoon Access)	\$4020.00	\$4020.00
Marina Berth (Floating 8 Metre Berth)	\$1000.00	\$1000.00
Floating Commercial Berth	\$4220.00	\$4220.00
Tourist Operator Berth (Vessel under 16 Metre)	\$4020.00	\$3500.00
Marina Lease – (Fixed Jetty Access) Five Year Term - Paid up front	\$14,500.00	\$14,500.00
Marina Lease – (Floating Pontoon Access) Five Year Term - Paid up front	\$19,380.00	\$19,380.00
Marina Berth – Casual Rate (Daily)	\$35.00	\$35.00
Marina Berth – Casual Rate (Monthly)	\$125.00	\$125.00
Marina Berth – Casual Rate (Weekly)	\$420.00	\$420.00
Fisherman's Wharf – Annual Fee (Up to 18 metres in length)	\$1,150.00	\$1,150.00
Fisherman's Wharf – Annual Fee (>18 metres in length)	\$1,770.00	\$1770.00
Fisherman's Wharf – Casual Rate (Daily)	\$35.00	\$35.00
Fisherman's Wharf – Casual Rate (Weekly)	\$125.00	\$125.00
Fisherman's Wharf – Casual Rate (Monthly)	\$420.00	\$420.00
Fisherman's Wharf – Unloading Fee	\$50.00	
Fisherman's Wharf – Cleaning Fee (When required)	\$60.00	N/A
Use of Single phase power at wharf (Per connection 24Hr Period)	\$10.00	N/A
Use of Three Phase Power (Per connection 24Hr Period)	\$25.00	\$25.00

3



GLAMORGAN SPRING BAY
COUNCIL

5. Round Table Discussion/Any Other Business

6. Next meeting

The next scheduled meeting will be held **24 September 2018** at 12:30pm, Triabunna Council Chambers.

Meeting Closed: 4:02pm

6.3 NRM Committee Minutes #59 (Draft)

GSBC NRM Committee Meeting # 59 Minutes (DRAFT)

Swansea Town Hall
Wednesday 9th May 2018, 10:30am.

1.0 PRESENT

Deputy Mayor Cheryl Arnol (Chair), David Tucker (Vice Chair), Mel Kelly (GSBC Manager Natural Resources), Cynthia Maxwell-Smith (GSBC Sustainability Officer), Terry Higgs (Catchments to Coast Coordinator), Nicky Meeson (GSBC Biodiversity Officer), Rosie Jackson (GSBC NRM Officer), Annie Browning (ECPA), Tim Stephens (Tassal), Hayden Dyke (Oyster Bay Oysters), Rose Jarvis (Bicheno), Ben Fleer (Devils Corner Vineyard), Judy Broadstock (Bicheno), Diana Nunn (Coles Bay), Kate Hibbert (Department of Defence), David White (Sustainable Timbers Tasmania), Jane Wing (Orford Community Group), Alan Morgan (Coles Bay), Derek Madsen (*Banwell*), Alena Hrasky (PWS Freycinet).

Guests: Constable Marita Osborn and 1/C Constable Craig Vermey (Tasmania Police).

2.0 APOLOGIES

Mayor Michael Kent, Donald Coventry (NRM South), Kath Hitchcock (PWS Triabunna Field Centre), Gary Stoward (Dolphin Sands).

3.0 CONFIRMATION OF PREVIOUS MINUTES

Confirmation of previous minutes from GSB NRM Committee meeting no. 58:

Moved: David Tucker **Seconded:** Hayden Dyke *Carried unanimously.*

4.0 MATTERS ARISING FROM THE MINUTES OF LAST MEETING

Finalise the letter regarding illegal firewood harvesting and destruction of threatened species habitat and determine who it needs to be sent to: Mel spoke to the letter that was sent, passed a copy round and advised who it was sent to and who received CC's. Some recipients have responded acknowledging receipt of the correspondence. After formal responses are received it may be timely to raise the matter with LGAT. David W advised that Tasmania Police are currently undertaking an operation in a regional area of Tasmania targeting illegal firewood collection and other associated illegal activities.

Provide a partnership letter of support for NRM South's tender bid to the Australian Government's NLP2: Done.

Contact DPIPWE and TasWater regarding a meeting about Swansea water and the Swan River, and attending a Committee meeting: Mel will do this before the next Committee meeting.

Prepare a map depicting serrated tussock areas in GSB for the next edition of SeaSpeak: Done. Copies of the latest edition of SeaSpeak were given to all present.

Forward information to the Committee about the Swansea seaweed proposal: Done. The proponent would like to present at the next meeting. Tim advised that Tassal are currently doing some seaweed trials and he could ask one of the relevant staff members to attend a future Committee meeting as a guest speaker.

With input from interested Committee members, put together a proposal to CLS for follow up weed control and walking track development on unmade road reserves in Swansea: Mel advised that our key contact at CLS has left the organisation. Mel is trying to arrange a meeting with CLS about this and will keep the Committee updated on progress. David T advised that he recently attended the launch of the Swansea Destination Action Plan (DAP) and that these walking tracks would complement the DAP. Mel advised that the Bicheno DAP has prioritised upgrades/extensions to walking tracks.

Present at next meeting on briar rose: David is presenting today.

Invite the Freycinet Peninsula and Maria Island Master Plan Project Manager to speak to the Committee: Mel has contacted the Project Manager and she is planning to come to the November meeting.

5.0 COMMITTEE CORRESPONDENCE

Outgoing:

- Letter of support for the Friends of Freycinet grant application for a proposal to establish a lookout structure at Friendly Beaches.
- Letter of support for NRM South's tender bid to the Australian Government's NLP 2.
- Letter regarding illegal harvesting of firewood to the Premier Will Hodgman, The Hon Elise Archer MP, The Hon Guy Barnett MP, The Hon Sarah Courtney MP, The Hon Michael Ferguson MP, The Hon Peter Gutwein MP, with CC's to The Hon Josh Frydenberg MP, Dr Sally Box Threatened Species Commissioner, Steve Whiteley CEO Sustainable Timbers Tasmania, Dr Peter Volker Chief FPO Forest Practices Authority and Donald Coventry CEO NRM South.

Incoming:

- Letter from the Premier's office acknowledging receipt of/thanking the Chair for the letter regarding illegal firewood harvesting.
- Letter from The Hon Elise Archer MP's office thanking the Chair for the letter regarding illegal firewood harvesting and advising that the Hon Guy Barnett MP will be responding as the appropriate Minister.
- Letter from The Hon Peter Gutwein MP's office acknowledging receipt of/thanking the Chair for the letter regarding illegal firewood harvesting and advising that it was with the Minister for consideration.
- Email from Gary Stoward and Cherry Andrews (President Dolphin Sands Ratepayers Association) RE membership of the NRMCA. Please note that this was raised under other business.

6.0 BUSINESS ARISING FROM CORRESPONDENCE

Nil further.

7.0 DAVID TUCKER: PRESENTATION ON BRIAR ROSE

David T gave a presentation to the Committee on briar rose which included information about the plants features, current status, propagation, threat, spread, current infestations, issues, control options and actions needed.

The Committee discussed David T's recommendation that a case be presented to DPIPW to classify briar rose as a Declared Weed under the *Weed Management Act 1999*. All agreed that this ought to be pursued. Staff to work in consultation with David T to put together a case to recommend to DPIPW that briar rose be classified as a Declared Weed. This will include a recommendation that briar rose be classified as Zone A in Glamorgan Spring Bay. Nicky suggested that while we are doing this for briar rose, we consider any other weeds that we would like to nominate for consideration for classification under the Act. Mel advised that staff will compile a draft recommendation to bring to the next Committee meeting.

The Committee discussed David T's recommendation that community education and awareness raising actions be undertaken in regards to briar rose. All present agreed that this would be useful while the aforementioned process is being worked on.

8.0 CATCHMENTS TO COAST REPORT

Terry provided an update on Catchments to Coast activities:

- Plant ID signs have been installed in the Rita and Doris Reserve, Coles Bay
- Plants at the Moulting Lagoon revegetation trial site are growing well, the fence is withstanding stock and the saltmarsh fencing has been completed
- Attended the Little Penguin workshop at the Coast to Coast Conference recently
- Provided materials to the Bicheno Men's Shed for construction of penguin boxes
- DPIPW's monitoring of the Bicheno foreshore found a high number of roaming cats in penguin habitat
- Two water tanks for fire fighting purposes have been installed at Dolphin Sands as part of a grant project
- Weed control works undertaken at Milton as part of the *Callitris oblonga* project
- Attended Biosecurity Network meeting and suggested that the fruit fly response team liaise with local government to expand communications channels
- Wombat mange treatment ongoing as cases arise
- Undertook a trial on a Council Reserve at Orford burning leaf litter

Alan asked if cat registration was going to be considered in light of DPIPW's findings of the roaming cats in penguin habitat at Bicheno. Mel advised that the position for the Southern Cat Coordinator has been filled and they will be commencing work shortly. Possible changes to the *Cat Control Act* is something they will be looking at as part of their role. The State and local governments need to work together in regards to cats as local government does not have the capacity or ability to take sole responsibility.

Council also need a policy before any trapping etc can commence. Cheryl noted that the cat management debate has been ongoing in local government for many years.

9.0 GSBC NRM DEPARTMENT REPORTS

Mel advised that she attended the second meeting of the Australian Conservation Dog Network held at the Melbourne Zoo recently and would be happy to present at a future Committee meeting about the serrated tussock detection dog project.

Marita Osborn and Craig Vermey (Tasmania Police) joined the meeting at 11:45am.

10.0 BUSH WATCH WITH TASMANIA POLICE

The Chair welcomed Craig and Marita.

Craig provided a Bush Watch update: Tasmania Police Officers are aware that illegal wood hooking is increasing again as winter approaches and are undertaking targeted patrols to known areas of illegal activities. During the Easter period a few burglaries occurred at remote properties. The new posts installed at Bagot Point are working well and Officers undertake frequent patrols to the area. There has been a substantial increase in the number of people defecating in public reserves which has coincided with the increase in tourist numbers.

Cheryl advised that Council has raised the issue with the State Government about inadequate infrastructure, particularly toilets, to cope with the increase in visitor numbers. Council is seeking support for additional infrastructure to service the number of visitors that are now visiting Glamorgan Spring Bay. David T noted that at the launch of the Swansea DAP, toilet facilities were a focus of discussion.

Marita advised that in her relatively new role with State Community Policing she has been making contact with Bush Watch and Neighbourhood Watch groups across Tasmania. She is at the meeting today to listen and determine how best to help and support the Committee and local Officers with Bush Watch.

Cheryl noted that illegal firewood collection has been a major Bush Watch issue for us in recent years. Mel and Cheryl provided some background information about the issue.

David W noted that physical barriers such as rocks are not particularly effective. Enforcement not necessarily the answer either but a multi-faceted approach is required. Mel handed around the flyers recently produced by NRM South for firewood consumers.

Marita noted that Tasmania Police have vast geographical areas to patrol.

David T noted that the downturn of the forest industry has created a void meaning that the 'eyes and ears' that used to be in the bush are no longer present in many areas.

Alena noted that PWS have some problems with illegal firewood collection but their legislation is much better equipped to deal with it.

Marita will look into the possibility and benefits of the Committee joining the Neighbourhood Watch network and then contact Mel with information.

Lunch 12:35pm – 1:05pm

11.0 MARINE DEBRIS & PLASTIC POLLUTION

Cynthia spoke to a proposal regarding marine debris and plastic pollution: to have a future Committee meeting dedicated to the issue of marine debris with relevant guest speakers, to consider the formation of a marine debris working group and potentially form a collaborative venture with relevant stakeholders/partners to try to address the issue.

Marine debris and plastic pollution is a topical issue and now is the time to act, as has been done in other regions in Tasmania. ECRTTO should be approached to be involved as increasing visitor numbers is contributing to the issue. All present agreed to Cynthia's proposal.

David T asked if China's recent policy changes regarding processing recycling have effected kerbside recycling in GSB? Cynthia advised that recycling in GSB has not been effected by China's policy change, it is 'business as usual' for us.

12.0 PRESENTATION & UPDATE ON COMMUNITIES & COASTAL HAZARDS PROJECT (TRIABUNNA & ORFORD)

Mel spoke to her presentation: Communities and Coastal Hazards, Tasmanian Coastal Adaptation Decision Pathways, Local Area Plan 2016: Orford and Triabunna.

Mel outlined key objectives, roles and responsibilities, adaptation pathways, conclusions, further investigations required, outcomes and 'where to from here'.

13.0 GSBC NRM DEPARTMENT REPORTS

Mel spoke to the remainder of the GSBC NRM Department reports to Council:

Department of State Growth have funded boundary protection weed control works for our municipality from our municipal boundary at Lake Leake through to Campbell Town.

Mel and Nicky continue to be involved in the statewide planning scheme natural assets code.

14.0 SUSTAINABILITY REPORT

Cynthia provided a sustainability report:

- Undertaking a new project looking at energy use in GSB
- Investigating funding for Council's to establish electric vehicle charging stations
- Provided feedback to the organisers of the bulk buy project about how it didn't work particularly well for people in GSB
- Cities Power Partnerships project is ongoing and Council has recently submitted pledges
- Tip shop feasibility study has been completed and provided to Councillors
- Cardboard recycling is an ongoing issue. Works Manager and Cynthia have been trying to progress this for a long time. Now investigating other options to find a possible solution.
- Virtual Reality Science Stories Roadshow project is being planned thanks to funding from 2018 Inspiring Australia (Tas) Science Engagement Event Grants
- TerraCycle project is still being rolled out

15.0 TREASURER'S REPORT

Mel distributed and spoke to the Treasurer's Report.

16.0 OTHER BUSINESS

Committee round table:

Alan: how can tourism infrastructure, the tourist experience and tourism impacts on the environment be addressed? Cheryl noted that David T raised this at the Swansea DAP launch and discussions about these issues need to continue with the State Government. Alan noted that there are a number of election promises relevant to these issues.

Rose: could the scope of the Committee's water discussion be expanded to include Bicheno? Mel advised that she will try to add this to brief. Mel suggested that the next Committee meeting focus on water if representatives from DPIPWE and TasWater are available, and the following meeting focus on marine debris. All present agreed with this suggestion.

Judy: the Earth and Ocean Network (EON), now has a kids branch – KEON. The children have been undertaking clean up activities along the Bicheno foreshore.

Judy and Derek departed at 2:30pm.

Hayden: currently undertaking another rice grass survey in Little Swanport, there used to be funding for rice grass control activities but there hasn't been any funding available in recent times. Hayden asked about the linkages between rice grass and the GSB Weed Management Plan? Nicky asked if Hayden could send her the details of the rice grass populations in the Little Swanport area. Hayden advised that they have partnered with Triabunna District School again this year to run another aquaculture project with the students.

David T: DPIPWE have recently re-released the rabbit calici virus on the east coast. In regards to the Cambria Estate proposal, supportive but concerned about water availability.

Cheryl: proposal to review the Committee's Terms of Reference. All present agreed to a review. The Chair and staff will review out of session and circulate to the Committee via email for feedback. Once this has been done the reviewed Terms of Reference will go to Council for endorsement.

Meeting closed at 2:45pm.

NEXT MEETING

Next Meeting Location: Bicheno Memorial Hall - TBC

Next Meeting Date: Wednesday 8th August 2018

ACTION ITEMS

1. Contact DPIPWE and TasWater regarding a meeting about Swansea water, the Swan River, and other northern rivers and attending a Committee meeting. Who: Mel.
2. Follow up with CLS regarding follow up weed control and walking track development on unmade road reserves in Swansea. Who: Mel and interested Committee members.
3. Compile a draft recommendation to DPIPWE regarding the declaration of briar rose and possibly other weeds under the *Weed Management Act 1999* to bring to the next Committee meeting. Who: Nicky and Mel in consultation with David T and other NRM weed staff.
4. Undertake community education/awareness raising activities in regards to briar rose. Who: Rosie in consultation with David T.
5. Form a marine debris and plastic pollution working group to draft objectives and action plan. Who: Cynthia.
6. Review the Terms of Reference and circulate proposed changes to the Committee for feedback via email. Who: Cheryl, Mel, Cynthia, Nicky and Rosie.

Signed by the Chair

Date:

7. Officers' Reports Requiring a Decision

7.1 Adoption of 2018/19 Rates Resolution and Fees & Charges

Responsible Officer – General Manager

Comments

The 2018/18 Glamorgan Spring Bay Council budget is still under development. It is anticipated that the Annual Plan and Budget Estimates will be presented in full to Council for final endorsement at the August 2018 Ordinary Meeting of Council.

In the meantime, based on the detailed workshops held with Council, the rates and charges for 2018/18 have been prepared so that rating for the new financial year can be commenced.

The Fees and Charges, and the Rates Resolution for the 2018/2019 financial year are presented here for Council's consideration and endorsement.

The development of these documents has been undertaken in consultation with Council and senior management and has been communicated and workshopped to Council on a number of occasions.

The 2018/19 Rates and 2018/19 Fees and Charges as presented provide enough revenue for Council to cover expenses and renewal of assets, whilst supporting a small surplus for new assets.

The overall rates income for the year has increased by 4.29% with growth accounting for 1.69% meaning an overall increase in rating of 2.60%. The residential general rate have been increased by \$25.00 per annum or \$0.48 per week. This is line with CPI and Councils rating policy.

Recommendations

1. That Council by absolute majority adopts the 2018-2019 Fees and Charges (as presented here in the Agenda on the 26th June 2018).
2. That Council by absolute majority adopts the 2018-2019 Rates Resolution (as presented here in the Agenda on the 26th June 2018).

Attachments:

1. 2018-2019 Fees and Charges
2. 2018-2019 Rates Resolution



Attachment 1 Item 7.1: 2018-2019 Fees and Charges

**DRAFT Fees and Charges 2018-2019****Administrative Fees**

Type	Budget 2018-2019	Budget 2017-2018
Right to Information Act	\$38.25 + 30c per copy	\$38.25 + 30c per copy
Photocopying - Black and White A4	10 cents per page	10 cents per page
Photocopying - Black and White A3	30 cents per page	30 cents per page
Photocopying – Colour A4	50 cents per page	50 cents per page
Photocopying – Colour A3	\$1.00 per page	\$1.00 per page
132 Certificate	\$47.40	\$46.50
337 Certificate	\$209.35	\$205.37
Search and copy of permit and plans	\$50	\$50

Hall Hire (Guidance Only)

Type	Budget 2018-2019	Budget 2017-2018
Hall Hire – hourly rate (not for profit)	\$10 - \$29	\$10 - \$29
Hall Hire – half day rate (not for profit)	\$10 - \$29	\$10 - \$29
Hall Hire – full day rate (not for profit)	\$30 - \$50	\$30 - \$50
Hall Hire – evening rate (not for profit)	\$10 - \$29	\$10 - \$29
Hall Hire – half day rate (Commercial)	\$40 - \$70	\$40 - \$70
Hall Hire – full day rate (Commercial)	\$100 - \$200	\$100 - \$200
Hall Hire – evening rate (Commercial)	\$40 - \$70	\$40 - \$70
Large events – weddings, birthdays etc	\$50 - \$150	\$50 - \$150
Pre-paid bond related to any large events at Halls	\$200	\$200
Hall - External Hire Items (Guidance Only)		
Chairs up to 10 – Public	\$10	\$10
Chairs 11 to 30 – Public	\$15	\$15
Chairs 31 to 50 – Public	\$20	\$20
Chairs 51 and over – Public	\$30	\$30
Chairs up to 10 – Community Group	\$5 or small donation	\$5 or small donation
Chairs 11 to 30 – Community Group	\$5 or small donation	\$5 or small donation
Chairs 31 to 50 – Community Group	\$10 or small donation	\$10 or small donation
Chairs 51 and over – Community Group	\$10 or small donation	\$10 or small donation
Hire of Tables (1 to 3) – Public	\$5	\$5
Hire of Tables (4 to 6) – Public	\$10	\$10
Hire of Tables (7 to 10) – Public	\$15	\$15
Hire of Tables (11 to 15) – Public	\$20	\$20
Hire of Tables (1 to 3) – Community Group	Small donation	Small donation
Hire of Tables (4 to 6) – Community Group	Small donation	Small donation
Hire of Tables (7 to 10) – Community Group	\$5	\$5
Hire of Tables (11 to 15) – Community Group	\$10	\$10
Use of Urn – Public	\$10	\$10
Use of Urn – Community Group	\$5 (at discretion)	\$5 (at discretion)
Use of Crockery – Public	\$20	\$20
Use of Crockery – Community Group	\$5 (at discretion)	\$5 (at discretion)
Major Events	\$50 - \$150	\$50 - \$150



Marine Infrastructure Fees (All Figures include GST)

Type	Budget 2018-2019	Budget 2017-2018
Marina Berth (Fixed Jetty Access)	\$3200.00	\$3200.00
Marina Berth (Floating Pontoon Access)	\$4020.00	\$4020.00
Marina Berth (Floating 8 Metre Berth)	\$1000.00	\$1000.00
Tourist Berth (Up to 18 metres in Length)	\$4020.00	\$3500.00
Floating Commercial Berth	\$4220.00	\$4220.00
Marina Lease – (Fixed Jetty Access) Five Year Term - Paid up front	\$14,500.00	\$14,500.00
Marina Lease – (Floating Pontoon Access) Five Year Term - Paid up front	\$19,380.00	\$19,380.00
Marina Berth – Casual Rate (Daily)	\$35.00	\$35.00
Marina Berth – Casual Rate (Monthly)	\$125.00	\$125.00
Marina Berth – Casual Rate (Weekly)	\$420.00	\$420.00
Fisherman's Wharf – Annual Fee (Up to 18 metres in length)	\$1,150.00	\$1,150.00
Fisherman's Wharf – Annual Fee (>18 metres in length)	\$1,770.00	\$1770.00
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Fisherman's Wharf – Casual Rate (Monthly)	\$420.00	\$420.00
Fisherman's Wharf – Unloading Fee	\$50.00	
Fisherman's Wharf – Cleaning Fee (when required)	\$60.00	N/A
Use of single phase power at wharf (per connection 24Hr Period)	\$10.00	N/A
Use of three phase power (per connection 24Hr Period)	\$25.00	\$25.00

**Visitor Centre Fees (All Figures include GST)**

Visitor Centre Fees		
Type	Budget 2018-2019	Budget 2017-2018
Display space DL brochure – single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC	\$133.00	\$133.00
Display space DL brochure – single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) -outside areas	\$222.00	\$222.00
Display space DL brochure - Multi operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC	\$155.00	\$155.00
Display space DL brochure - Multi operator (4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas	\$244.00	\$244.00
Display space A4/A5 brochure - single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC	\$178.00	\$178.00
Display space A4/A5 brochure - single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas	\$266.00	\$266.00
Display space A4/A5 brochure - Multi operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC	\$200.00	\$200.00
Display space A4/A5 brochure - Multi operator (4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas	\$289.00	\$289.00
Wall Lit Display - single operator one centre Business within GSBC or BODC outside areas	\$220.00	\$220.00
Wall Lit Display - single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC outside areas	\$880.00	\$880.00

Waste Management Transfer Stations

Type	Budget 2018-2019	Budget 2017-2018
Garbage – per cubic metre	\$25 (min \$5)	\$25 (min \$5)
Greenwaste – per cubic metre	Free (conditions apply)	\$5
Compactor Vehicle – per cubic metre	\$35	\$35
Tyre – car	\$8	\$8
Tyre – light truck	\$10	\$10
Tyre – truck	\$20	\$20
Recyclable materials	Free	\$25 (min \$5)
Metals / Oils / Batteries	Free	Free

Bicheno / Triabunna Cemetery Fees

Type	Budget 2018-19	Budget 2017-18
Reservation Certificates - General	\$160	\$160
Niche Wall Allocation	\$125	\$125
Old / Lawn Section burials	\$550	\$550
Children – max coffin size 1350mm x 450mm	\$200	\$200
Re-open Fee (Old / Lawn section)	\$450	\$450
Burials - outside working hours (additional charge)	\$250	\$250

**Kerbside Vendor & Stall Fees**

Type	Budget 2018-19	Budget 2017-18
Kerbside Vending Fees	\$1,000 annual \$100/month	\$1,000 annual \$100/month
Stall Holders	\$25/event	\$25/event

Planning and Development Fees

NPR Compliance Fee	
<\$10,000 value of works	\$75 (was \$120)
>\$10,000 value of works	\$125 (was \$120)
Base Application Fee (Applicable to All Applications)	
<\$10,000 value of works	\$75 (was \$120)
> \$10,000 value of works	\$125 (was \$120)
>\$1,000,000 value of works	P.O.A (no change)
Scaled Assessment Fee (Applicable to All Applications)	
For every \$1,000 value of work where value of work is >\$10,000	\$1.55 (was \$1.50 per \$1,000 > \$50,000 plus \$150 discretionary fee)
Discretionary Assessment Fee	
For all discretionary applications	\$150 (was 270 – that fee split across this and base))
Subdivision Assessment Fee	
Minor boundary adjustment	\$125 (new fee)
Base fee	\$510 (was \$500)
New lot assessment fee	\$51.5 (was \$50)
Public Notification Fee	
For all discretionary applications	\$385 (was \$375)
For planning scheme amendments & level 2 activities	\$1000 (no change)
Minor Amendment Fee	
Permitted Application	\$75 (was \$250)
Discretionary Application	\$250 (no change)
Planning Scheme Amendment (Note: Application assessment fees & TPC fee also payable)	
Assessment Fee	\$12,500 (reduced as per Council policy if applicable) (was \$1800)
Extensions of time	
Extension of 2yr substantial commencement	\$60 (was \$50)
Developer Contribution Fee	
Cash in lieu of car parking	\$4,000 per space (no change)
Kerb and channel	\$1.15 per lm (was \$1.10)
Footpath	\$1.25 per lm (was \$1.20)
Stormwater connection	\$250 (no change)



Development Engineering	
Plan assessment & inspection	1% of certified value of work, minimum \$270 (minimum increased from \$250)
Re-inspection fee	\$180 (was \$150 – combined with a travel fee & no net increase)
Strata Title Act 1998	
Strata scheme assessment	\$450 plus \$51.5 per lot (was \$450 plus \$50 per lot)
All other Strata Title Act 1998 applications	\$300 (was \$250)
Petitions to Amend Sealed Plan	
With written support of all interested parties	\$300 (no change)
Without written support of all interested parties	\$600 (no change)
Hearing fee	\$500 (new, was P.O.A)
Miscellaneous Fee for LUPAA or LGBMP applications	
Miscellaneous	\$200 (new, combination of various)
For Retrospective Approval due to compliance actions by staff	
For all retrospective applications following planning notices	Plus 50% of the applicable fee

Refunds/Remissions – Application Withdrawals		
If requests for additional information have not been made	75%	75%
If requests for additional information have been made	25%	25%
Advertising Fee – Not commenced	100%	100%

Building Fees

Type	Budget 2018-19	Budget 2017-18
Notifiable Building Work	\$155	\$150
Building Permit (Class 10)	\$155	\$150
Building Permit (Class 1)	\$310	\$300
Building Permit (Class 2-9)	\$410	\$400
Demolition Notifiable Work	\$155	\$150
Demolition Permit (Class 1 - 10)	\$310	\$300
Notifiable Plumbing Work		
Without CLC	\$155	\$150
With CLC	\$310	\$300
Plumbing Permit (Class 1 + 10) includes CLC		
• without wastewater	\$310	\$300
• including wastewater	\$620	\$600
Plumbing Permit (Class 2-9)		
• without wastewater/trade waste	\$410	\$400
• including wastewater/tradewaste	\$825	\$800
Plumbing Certificate of Likely Compliance	\$310	\$300



Type	Budget 2018-19	Budget 2017-18
Plumbing Assessment with pool/ arrestors/ backflow	\$155	\$150
Permit authority certificate (Completion Certificates – Building, Plumbing & Demolition)	\$205	\$200
Temporary Occupancy Permit Admin Fee	\$50	\$50
Minor Works Notification Form	\$150	\$150
Site inspection – per ½ hr onsite plus travel	\$103	\$100
Completion of reports to Council by practitioner/plumber per ½ hour	\$103	\$100
Plumbing inspections – mandatory (per ½ hour onsite) plus travel	\$103	\$100
Amended drawings	\$155	\$150
Extension to building, plumbing & demolition permits 1 st year Subsequent years	\$100	\$100 Increase of \$50 per year over previous year
Permit of Substantial Compliance	\$475	\$450
Building Certificate (per building)	\$475	\$450
Additional inspections (per ½ hour onsite) due to faulty workmanship	\$160	\$150
Site Inspection Travel Fee	\$35	\$35

Environmental Health

Health and By-Laws	Budget 2018-2019	Budget 2017-2018
Temporary Food Registration	\$20.00	\$20.00
Temporary Food Registration local community non profit organisation)	Free	Free
New Application Assessment Fee (prior to registration)	\$70.00	\$70.00
Food Premises – Category A	\$720.00*	\$700.00*
Food Premises – Category B	\$410.00*	\$400.00*
Food Premises – Category C	\$255.00*	\$250.00*
Food Premises – Category D	\$155.00*	\$150.00*
Food Premises – Category E	\$85.00*	\$85.00*
Food Premises – Category F	\$66.00*	\$66.00*
Food Premises – Category G – Non profit organisations	Free	Free
* 50% fee reduction for applications received after 1 January		
Mobile Food Business Registration *		
Annual (statewide) registration/renewals	\$155.00	\$150.00
Non profit organisations	Free	Free
Assessment of Plans for Commercial Kitchen (Form 49)	\$215.00 + \$105.00/ additional inspection	\$210.00 + \$105.00/ additional inspection
EHO Occupancy Report for commercial kitchen (Form 50)	\$215.00 + \$105.00/ additional inspection	\$210.00 + \$105.00/ additional inspection
Place of Assembly Licence-General renewal	\$115.00	\$115.00



Health and By-Laws (Cont'd)	Budget 2018-2019	Budget 2017-2018
Place of Assembly Licence – specific event	\$55.00	\$55.00
Place of Assembly Licence – specific event (local community non profit organisation)	Free	Free
Swimming pools/spas samples (request /non investigative)	\$35.00+ cost of analysis	\$35.00+ cost of analysis
Water samples (request /non investigative)	\$35.00+ cost of analysis	\$35.00+ cost of analysis
Commerical Water Carriers Permit (1 year only)	\$45.00	\$45.00
Regulated system registration-new	\$95.00	\$95.00
Regulated system registration-renewal	\$75.00	\$75.00
Food samples (request /non investigative)	\$35.00+ cost of analysis	\$35.00+ cost of analysis
Public Health Risk Activities (tattooists, skin penetration)– application and renewal	\$65.00	\$65.00
Private Water Supplier Permit	\$20.00	\$20.00
Caravan Licence (on site living)	\$220.00	\$210.00
Permit for burial of human remains on private land	\$165.00	\$160.00
Environmental Protection Notices – investigation, issuing and management charges	\$140.00/hr or part there of	\$135.00/hr or part there of
Fire Abatement Notices	\$55	\$55
Follow up letter	\$210 admin fee + contractor costs	\$200 admin fee + contractor costs
Initiate works to be undertaken		

Dog Registrations

Type	Budget 2018-2019	Budget 2017-2018
Dog – irrespective of sex (before 31/8/18)	\$25	\$25
Dog – irrespective of sex (after 31/8/18)	\$40	\$40
Desexed dog (before 31/8/18)	\$15	\$15
Desexed dog (after 31/8/18)	\$20	\$20
*Working dogs (before 31/8/18)	\$10	\$10
*Working dogs (after 31/8/18)	\$20	\$20
Dog owned by a pensioner (one dog only) (before 31/8/18)	\$5	\$5
Dog owned by a pensioner (one dog only) (after 31/8/18)	\$10	\$10
Declared dangerous dog & Restricted Breeds (before 30/8/18)	\$200.00	\$200.00
Declared dangerous dog & Restricted Breeds (after 30/8/18)	\$400.00	\$400.00
Registered guide dog/assistance dog	Free	Free
Replacement tag	\$3.00	\$3.00
Release of dog from pound 1 st offence	\$30.00	\$30.00
Release of dog from pound 2 nd and subsequent offences	\$75.00	\$75.00
Daily maintenance charge whilst impounded	\$20 per day	\$20 per day
Kennel License – New >2 dogs	\$50	\$50
Kennel License – Renewal	\$20	\$20



Type	Budget 2018-19	Budget 2017-18
DOG CONTROL ACT 2000 FEES		
Failing to ensure dog is not at large (16(1))	\$163.00	\$157.00
Failing to restrict dog in or on a vehicle (16(3))	\$163.00	\$157.00
Failing to register dog over 6 months of age (8(1))	\$163.00	\$157.00
Failing to confine bitch on heat away from public place (16(2))	\$163.00	\$157.00
Failure to fasten registration tag on collar (11(1))	\$163.00	\$157.00
Removing collar from dog in a public place (11(4))	\$163.00	\$157.00
Taking dog into a prohibited area (22(2))	\$326.00	\$314.00
Taking dog into a restricted area outside specified times (23(2))	\$163.00	\$157.00
Failing to have dangerous dog microchipped (29(2))	\$326.00	2 penalty units
Failing to pay fees, charges and costs of seized dog (36(1))	\$163.00	\$157.00
Failing to remove and dispose of dog faeces (45(1))	\$163.00	\$157.00
Allowing dog to be a nuisance in a public place (46(1))	\$326.00	\$314.00
Allowing dog to be a nuisance on premises (46(2))	\$326.00	\$314.00
Keeping too many dogs on premises(50)	\$163.00	\$157.00
Failure to provide name and address when requested by authorised person (77(2a))	\$163.00	\$157.00
Giving a false name and address (77(2b))	\$163.00	\$157.00
Making a false or misleading statement (78(a))	\$163.00	\$157.00
Obstructing, hindering, delaying or threatening an authorised person (79)	\$326.00	\$314.00
Failure to Microchip Dog	\$163.00	\$157.00

- **ALL WORKING DOGS MUST BE REGISTERED**
- 1 penalty unit @ 1/7/18 = \$163

GLAMORGAN SPRING BAY COUNCIL

NOTICE OF RATES AND CHARGES

1. GENERAL RATE & MINIMUM

1.1 Pursuant to Section 90 of the *Local Government Act* 1993 (here referred to as the “Act”), Council hereby makes the following General Rate for all rateable land within the municipal area for the financial year commencing 1 July 2018 and ending 30 June 2019:

(a) Pursuant to Section 90(3)(c) of the Act, a General Rate of 7.274579 cents in the dollar of the assessed annual value (here referred to as “AAV”) of the rateable land.

1.2 Pursuant to Section 107(1) of the Act, Council hereby varies the General Rate of 7.274579 cents in the dollar (as previously made) as follows:

(a) For land within the municipality which is used or predominantly used for commercial purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.818102 cents in the dollar of AAV;

(b) For land within the municipality which is used or predominantly used for industrial purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 11.2285310 cents in the dollar of AAV;

(c) For land within the municipality which is used or predominantly used for primary production purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.6816990 cents in the dollar of AAV;

(d) For land within the municipality which is used or predominantly used for sporting or recreation facilities purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 30.0000000 cents in the dollar of AAV; and

(e) For land within the municipality which is used or predominantly used for commercial purposes and non-use land (i.e. vacant commercial) the General Rate is varied by increasing the amount 7.274579 cents in the dollar of AAV to 15.2 cents in the dollar of AAV.

1.3 Pursuant to Sections 107(2A) and 107(2B) of the Act, Council hereby sets minimum amounts payable in respect of the general rate as varied, as follows:

(a) For land within the municipality which is used or predominantly used for commercial purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$674.00;

- (b) For land within the municipality which is used or predominantly used for industrial purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$373.00;
- (c) For land within the municipality which is used or predominantly used for primary production purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$475.00;
- (d) For land within the municipality which is used or predominantly used for commercial purposes and non-use land (i.e. vacant commercial) the minimum payable in respect of the General Rate as varied is an amount of \$425.00; and
- (e) For land within the municipality which is used or predominantly used for sporting or recreation facilities purposes, the minimum payable in respect of the General Rate as varied is an amount of \$155.00.

2. AVERAGED AREA RATE

2.1 Pursuant to Section 109A of the Act and Certificates issued to Council in accordance with Section 109H of the Act, Council hereby make the following averaged area rate (here referred to as “AAR”) for all rateable land within the municipal area for the following categories and localities for the financial year commencing 1 July 2018 and ending 30 June 2019:

- (a) In the locality of Apslawn, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 7.190701 cents in the dollar of AAV and then an AAR is made in the amount of \$730.00;
- (b) In the locality of Bicheno, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.984998 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (c) In the locality of Buckland, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 7.052684 cents in the dollar of AAV and then an AAR is made in the amount of \$600.00;
- (d) In the locality of Coles Bay, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 5.817734 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (e) In the locality of Cranbrook, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.274579

cents in the dollar of AAV to 8.023358 cents in the dollar of AAV and then an AAR is made in the amount of \$730.00;

- (f) In the locality of Dolphin Sands for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.736991 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (g) In the locality of Douglas River for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.602511 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (h) In the locality of Friendly Beaches for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 5.743750 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (i) In the locality of Lake Leake for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.774038 cents in the dollar of AAV and then an AAR is made in the amount of \$730.00;
- (j) In the locality of Levendale for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.053839 cents in the dollar of AAV and then an AAR is made in the amount of \$730.00;
- (k) In the locality of Little Swanport for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.874160 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (l) In the locality of Nugent for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 5.747126 cents in the dollar of AAV and then an AAR is made in the amount of \$600.00;
- (m) In the locality of Orford for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 6.520576 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;

- (n) In the locality of Pontypool for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.797125 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (o) In the locality of Rheban for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 7.053758 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (p) In the locality of Rocky Hills for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 3.908892 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (q) In the locality of Spring Beach for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 5.725694 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (r) In the locality of Swansea for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 7.085733 cents in the dollar of AAV and then an AAR is made in the amount of \$919.00;
- (s) In the locality of Triabunna for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 7.301973 cents in the dollar of AAV and then an AAR is made in the amount of \$730.00;
- (t) In the locality of Bicheno, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.794974 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (u) In the locality of Buckland, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 22.323462 cents in the dollar of AAV and then an AAR is made in the amount of \$490.00;

- (v) In the locality of Coles Bay, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential] the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.994628 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (w) In the locality of Dolphin Sands, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential] the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 10.480255 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (x) In the locality of Little Swanport, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 13.488665 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (y) In the locality of Orford, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 11.011825 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (z) In the locality of Pontypool, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 12.791878 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (aa) In the locality of Rheban, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 11.720930 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (ab) In the locality of Rocky Hills, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by decreasing the amount of 7.274579 cents in the dollar of AAV to 7.213740 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;

- (ac) In the locality of Spring Beach, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 8.508756 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00;
- (ad) In the locality of Swansea, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 10.078326 cents in the dollar of AAV and then an AAR is made in the amount of \$630.00; and
- (ae) In the locality of Triabunna, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.274579 cents in the dollar of AAV to 10.878140 cents in the dollar of AAV and then an AAR is made in the amount of \$555.00.

CAPPING OF RATE INCREASES

LOCAL GOVERNMENT ACT 1993 – SECTION 88A

3. CAPPING OF RATE INCREASES:

COMMERCIAL PURPOSES

For all land within the municipality which is used or predominantly used for **commercial purposes**, a maximum percentage increase of 15% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(a).

INDUSTRIAL PURPOSES

For all land within the municipality which is used or predominantly used for **industrial purposes**, a maximum percentage increase of 5% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(b).

PRIMARY PRODUCTION PURPOSES

For all land within the municipality which is used or predominantly used for **primary production purposes**, a maximum percentage increase of 5% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(c).

SPORTING OR RECREATION PURPOSES

For all land within the municipality which is used or predominantly used for **sport or recreational purposes**, a maximum percentage increase of 3% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(d).

SERVICE RATES AND CHARGES

LOCAL GOVERNMENT ACT 1993 – DIVISION 3

4. WASTE MANAGEMENT SERVICE CHARGE – SECTION 94 OF THE ACT

Pursuant to Section 94 of the Act, the Council by absolute majority hereby makes the following separate service charges for waste management for rateable land within the municipality for the period commencing 1 July 2018 and ending 30 June 2019:

- (a) A general waste management charge of \$86.00 for all rateable land; and
- (b) A charge of \$132.00 for all land that receives residential waste collection services from Council; and
- (c) A charge of \$230.00 for all land that receives commercial waste collection services from Council.

5. FIRE SERVICE RATE – SECTIONS 93(1)(F) AND 93A OF THE ACT

- (a) Pursuant to Section 93 and Section 93A of the Act, Council makes the following fire protection service rates for the purpose of collecting a fire service contribution from all rateable land in the municipal area sufficient to pay the contribution that Council is required to make pursuant to the notice received by Council from the State Fire Commission given accordance with Section 81B of the *Fire Service Act 1979* for the 2018-2019 financial year as follows:

District	Rate
Urban Volunteer Brigade Rating Districts	0.286307 cents in the dollar of AAV
General Land	0.573147 cents in the dollar of AAV

- (b) Pursuant to Section 93(3) of the Act and Section 81C(6) of the *Fire Service Act 1979*, the minimum fire service contribution payable in respect of the fire service contribution is the amount of \$40.00.

6. COMMUNITY MEDICAL SERVICE CHARGE – SECTION 94 OF THE ACT

Pursuant to Section 94 of the Act, and Regulation 32(b) of the *Local Government (General) Regulations 2005*, the Council by absolute majority hereby makes the following separate service charge for community medical services for all rateable land within the municipality for the period commencing 1 July 2018 and ending 30 June 2019:

- For all rateable land, a Medical Charge of \$54.00.

PAYMENT OF RATES AND CHARGES

LOCAL GOVERNMENT ACT 1993 – DIVISION 9

7. Pursuant to Section 124 of the Act, for the period commencing 1 July 2018 and ending 30 June 2019 all rates and charges payable to Council shall be payable by four (4) instalments in accordance with the following payment schedule:
- (a) The first instalment must be made on or before the 3rd of August 2018;
 - (b) The second instalment must be made on or before the 5th of October 2018;
 - (c) The third instalment must be made on or before the 11th of January 2019; and
 - (d) The fourth and final instalment must be made on or before the 5th of April 2019.
8. Pursuant to Section 128(1)(b) of the Act, interest shall accrue on any amount of rates or charges that remain unpaid after the date upon which they are due. The rate of penalty interest for the period commencing 1 July 2018 and ending 30 June 2019 will be the rate of 8.81% per annum, calculated daily.
9. Pursuant to Section 130 of the Act, for the period commencing 1 July 2018 and ending 30 June 2019 the Council shall offer a discount of 3.0% off the total amount of rates due and owing for that year if such rates are paid *in full* on or before the 3rd August 2018.

7.2 Glamorgan Spring Bay Community Strategic Plan

Responsible Officer – General Manager

Comments

Council's Community Strategic Plan was adopted in July 2013 and was designed with a vision out to 2020, with six (6) key future directions for our community, which were identified through a series of community workshops.

The Community Strategic Plan is now due for review and update so that the plan can be taken out to 2028.

In November/December 2017 a request for submissions from the community was advertised for a period of four (4) weeks and four community submissions were received.

Under the *Local Government Act 1993* the Community Strategic Plan is now overdue for review and update.

On the 18th May 2018, General Managers in all Councils received advice from the Director of Local Government that given the Local Government elections will take place in October 2018, a pragmatic approach at this stage would be for Councils to commence the review/workshops with Councillors but for the plan to be finalised after the election.

It is proposed that Councillors are briefed by staff on community feedback to date and Council workshops the future directions within the plan, with a view to the reviewed plan being presented to the new Council post October 2018.

The Director of Local Government has identified that endorsement of the plan could reasonably go into the first part of 2019, given a new Council may potentially want to consult with the community on any possible changes prior to the document being finalised.

Statutory Implications

Local Government Act is silent on extensions to the review timeframe.

Budget Implications

Not applicable

Recommendation

That Council agrees to commence a review of the Community Strategic Plan, with a view to the recommendations being presented to a new Council post October 2018 for its consideration.

Please note: The existing GSBC Community Strategic Plan can be found on Council's website under *Your Council/Strategic Plans*.

7.3 East Coast Crusaders PCYC Inc.

Responsible Officer – Manager Community Development & Administration

Background

An application has been received from East Coast Crusaders PCYC Inc., seeking financial assistance of \$1,000, towards the purchase of equipment to form a youth drum group.

Local musician, Keith Breheny, will be teaching drumming, along with some volunteer parents and members of the STUFFIT music group.

Initially, they will be aiming for sufficient funds to obtain four (4) snare drums and later possibly obtaining two (2) tenor drums and a matching bass drum; however, that will depend on the level of participation and interest.

Snare drums range in cost from \$80 - \$800 but the group would be looking to a unit cost of around \$200 - \$500 each. Teaching would be free and it is expected to be able to involve several communities in the project.

The group would provide a drum lead for local community events, for example, ANZAC Day parades and Christmas parades and would be open to anyone who is interested.

The PCYC currently has approximately forty (40) members in Swansea, forty-seven (47) in Bicheno and 20 in Triabunna.

Statutory Implications

Not applicable

Budget Implications

A total of \$20,000 has been allocated in the budget for the Community Small Grants Program, of which \$11,533 remains.

Recommendation

That Council approves a grant of \$1,000.00 to East Coast Crusaders PCYC Inc. towards the cost of purchasing equipment to form a youth drum group.

7.4 Glamorgan Spring Bay Historical Society Inc.

Responsible Officer – Manager Community Development & Administration

Background

An application has been received from the Glamorgan Spring Bay Historical Society Inc., (GSBHS) seeking financial assistance of \$1,000 towards the purchase of a new, updated projector for conferences and displays.

Recently the GSBHS and East Coast Heritage Museum played host to the Maritime Museum's Annual Conference in Swansea. The old projector, donated by Meredith House, was not up to par in the bigger room and in daylight does not have the more modern HDMI, USB stick and Wi-Fi connections that are currently available and would greatly enhance any future conferences that are hosted by the GSBHS and Museum. The projector will be made available for other community groups or organisations for conferences and meetings.

A modern, much brighter projector of at least 4,000 ANSI lumens would mean that the projector could be used in a lit room during daylight and would also be useful in the Museum to enhance displays and exhibitions by being able to get images for the currently installed LAN and Wi-Fi network in the Museum and be remotely controlled by the curator.

The total cost of the project is \$1,934.00 made up as follows:-

BENQ mh733 Projector	1,399
USB Controller	75
Wireless Adaptor	99
Cables 5m x 10m	130
VGA Cable 10m	60
Insured Postage	22
Ceiling Mount	<u>149</u>
	\$1,934

The Glamorgan Spring Bay Historical Society will fund the balance of \$934.00.

Statutory Implications

Not applicable.

Budget Implications

A total of \$20,000 has been allocated in the budget for the Community Small Grants Program, of which \$11,533 remains.

Recommendation

That Council approves a grant of \$1,000 towards the cost of purchasing a new data projector for the Glamorgan Spring Bay Historical Society Inc.

7.5 Spring Bay Maritime & Discovery Centre Inc. – Spring Bay Shed

Responsible Officer – Manager Community Development & Administration

Background

An application has been received from the Spring Bay Maritime & Discovery Centre Inc. – Spring Bay Shed, seeking financial assistance of \$900 towards the cost of purchasing a new 2-piece drill set and drop saw for the Spring Bay Shed.

These tools would enable the Shed members to continue their local repair and restoration work in the local community. The members of the Shed share amongst them an invaluable range of skills. They generously volunteer their time and skills to help members of the local community. Without the correct equipment, this work cannot continue.

The important role that the Shed plays in the Triabunna community is summarized as follows:-

- The Spring Bay Shed is a Community Shed operating in conjunction with the Spring Bay Maritime Discovery Centre (SBMDC). Its aim is to provide an inclusive environment where members of the community can meet and work on Shed projects or projects of their choosing.
- The weekly sessions have become very important to those involved, providing an avenue to companionship, social interaction and learning from each other.
- The Shed is privileged to have local boat builder Bernard Wilson as a member. Bernard provides valuable technical expertise and is an amazing mentor and teacher for many of the members, assisting them with their projects and generously sharing a lifetime of experiences. Over time, the Shed has restored several small wooden vessels. *Mavis Pearl* is on permanent display in the SBMDC and the recently restored *Teba* is on display in the Shed. Others have been sold to provide the valuable funds to secure the Shed's future.
- Shed members have also worked with the Triabunna District School, building new equipment for the use of staff and students.

Whilst the Shed has a focus on the restoration of wooden boats, members frequently turn their hands to a variety of other community-based projects, such as the supply of small wooden blocks to the Triabunna Primary School and members recently built a small stage for the prep and kinder students. Furniture is often donated to the Shed that is in need of repair/restoration. Where possible, the furniture is repaired and sold in the Shed and the funds are used to support the Shed's continuing operation. Alternatively, the furniture is donated or sold at a much reduced rate to disadvantaged people in the local Triabunna area.

The total cost of the project is \$900.

Statutory Implications

Not applicable

Budget Implications

A total of \$20,000 has been allocated in the budget for the Community Small Grants Program, of which \$11,533 remains.

Recommendation

That Council approves a grant of \$900.00 to the Spring Bay Maritime & Discovery Centre Inc. – Spring Bay Shed, towards the cost of purchasing a drop saw and drill set.

8. Miscellaneous Correspondence

8.1 Tasmanian Industrial Commission (TIC) Review of Annual Allowances Paid to Councillors in Tasmania

Treasurer
Minister for Local Government
Minister for State Growth
Level 9 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: +61 3 6165 7670
Email: treasureroffice@dpac.tas.gov.au

129203.
23 MAY 2018



22 May 2018

Cr Michael Kent
Mayor
Glamorgan-Spring Bay Council
PO Box 6
TRIABUNNA TAS 7190

Dear Mayor

As you may be aware, in June 2017 I appointed members of the Tasmanian Industrial Commission (TIC) as a Board of Inquiry under section 215 of the *Local Government Act 1993* (the Act) to review the annual allowances paid to councillors in Tasmania.

The Board of Inquiry was asked to provide recommendations, and the reasons for the recommendations, on the appropriate amount to be payable as an annual allowance for the offices of mayor, deputy mayor, and councillor of each council, or group of councils in Tasmania.

The TIC has now completed its review and provided me with the attached report. The TIC has concluded that the current level of councillor allowances is financially sustainable and acceptable, and is recommending only minor changes to the existing allowances regime.

In summary, the TIC recommends that:

- the wage price index continues to be applied to base allowances, adjusted annually;
- no additional individual allowances be provided in recognition of individual councillors' experience, skills or training, with a suggestion that councils to make available an annual budget allocation to undertake identified training;
- a 'higher duties allowance' be paid to the Deputy Mayor where the Deputy Mayor is required to act in the role of mayor for more than four consecutive weeks;
- no special 'capital city loading' be applied to the Hobart City Council;
- an independent review be conducted into the methodology for calculating base councillor allowances, including the categorisation of councils (eg on the basis of geographic size, population, councillor numbers); and
- consideration be given to undertaking social research to identify effective ways of attracting councillors from more diverse backgrounds – including younger people and women - that better represent their constituencies.

18/48977/1



In accordance with section 225(1)(b) of the Act, I wish to invite written submissions from both councils and individual councillors on the TIC's findings and recommendations. Please provide submissions by email to lgd@dpac.tas.gov.au by no later than **Friday 6 July 2018**.

Please note that any changes to councillor allowances emanating from the review will need to be implemented by regulation and is intended to commence from 1 November 2018, following the October 2018 local government elections.

Should your Council have any queries in relation to this matter please contact Mr Luke Murphy-Gregory, Senior Policy Analyst in the Local Government Division of the Department of Premier and Cabinet. Mr Murphy-Gregory can be contacted by email at luke.murphy-gregory@dpac.tas.gov.au or by telephone on 6232 7028

Yours sincerely

Peter Gutwein MP
Minister for Local Government

Attachment

Please note: The full Report into Councillor Allowances, April 2018 can be found at www.tic.tas.gov.au



9. GSBC Audit Panel Minutes

9.1 Minutes of GSBC Audit Panel, Meeting No.2 – August 2017

MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018

1. ATTENDANCE

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

STAFF IN ATTENDANCE

Mr D Metcalf – General Manager Glamorgan Spring Bay Council

2. APOLOGIES

Nil

3. DECLARATIONS OF INTEREST

No conflicts of interest

4. CONFIRMATION OF PREVIOUS MINUTES

Confirmed minutes of 29th June 2017 and the 16th August 2017. Minutes accepted by all.

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

Annual plan adopted by Council on 22nd August 2017
Actions arising from previous meetings as below.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

GLAMORGAN SPRING BAY COUNCIL AUDIT COMMITTEE - TRACKING DOCUMENT

Meeting	No.	Item	Who	When	Complete	Future Agenda Item	Y/N
Meeting 1 2017	6	Audit panel to receive feedback/report in respect of the GSBC/Sorell Council joint services contract	GM/Tina	Aug-17	No	Yes	
Meeting 1 2017	5	Council reps on committees to facilitate obtaining committee bank statements on at least a quarterly basis and to file for auditors	Council	Ongoing	No	No	
Meeting 1 2016	4	Provide the Audit Panel/Council with the LG Act 1993 completed compliance checklist including links to all relevant documents	GM	2017/2018 Annual Plan	No	Yes	
Meeting 2 2016	3	Appendix to Annual Plan that lists all documents and their review dates. Agenda item in one Council meeting per year that reflects a review of all policy documents (possibly first meeting of calendar year)	GM	2017/2018 Annual Plan	No	No	
Meeting 3 2016	2	It is recommended that there could be a more detailed summary of the links between the Annual Plan and the Strategic Plan	GM	2017/2018 Annual Plan	No	No	
Meeting 3 2016	1	Council needs to monitor reserves and utilise when necessary. Both the Reserve and Investment Policies need to be reviewed	Council	Ongoing	No	No	

Item 6 - will be discussed at this meeting.

Item 5 - Council's reps on committees is ongoing. Councillors need to follow this up.

Item 4 - This has been provided previously as the Corporate Calendar. This is provided in both the Annual Plan and Annual Report.

Item 3 - As in item 4 this is provided in both the Annual Report and the Annual Plan. Policy review dates will also be provided in these documents and presented in a Council agenda in the first couple of months of a new financial year.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

Item 2 – These links are provided in the Annual Plan and Annual Report.

Item 1 – The chair talked on the reserves and investment policy. These should be reviewed as it is more than likely that money has been spent on activities contained within these reserves. Management should have better access to the monies held in these reserves. Reserves to be looked at in the future.

Sale of properties is ongoing and Council and management are reporting on these in open agenda.

6. REVIEW OF 2016/2017 ANNUAL FINANCIAL STATEMENTS

How can we as an audit panel check these statements and what responsibility do we have. Kane talked about constraints about reviewing these statements. Talked to Alex Tay. What obligations do the audit panel have? Whole purpose of having audit panel is to review these. Seeing it is legislation who do we move forward? Chair to talk to Southern Midlands.

Meeting of audit panels to be longer? Other Councils have similar issues. GM questioned the need when the responsible authority is the Tasmanian Audit Office. What are the consequences of not doing it?

Chair stated impossible to do without more hours and time. Monitor compliance with the Dog Control Act. TAO already done. Credit Cards TAO already done.

Kane suggested maybe the audit panel needs to meet with TAO before presentation of the results to Council.

Clr Wisby also questioned the need for the audit panel sign off. E.g. Dog Control

GM no linkage of reports EG 10 year financial plan. Legislation says 10 years.

Chair suggest we do it by exception. E.g. Follow TAO recommendations.

Clr Wisby stated that the plans are complex. Hard to understand. E.g. Asset management Plans

Tina stated there needs to be a reliance on professional people. E.g. Engineer for asset management plans.

Maybe an internal auditor should check and sign off on the matters in the charter. E.g. Local Government Act and mandatory reporting. Will add extra expense to Councils

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

How much auditing is required and what is the value to the organisation?

General discussion continued on the responsibilities of the audit panel.

LGAT may need to be involved?

When plans are updated audit panel to review before presentation to Council.

Need to revisit the charter to be more aligned with what we do

Chair decided to move on. Will talk to LGO and TAO for guidance

The following adjustments were made to the charter on 24th October 2017 by the
Glamorgan Spring Bay Council

Recommendation

That the Principal Purpose Section of the Glamorgan Spring Bay Audit Panel Charter be amended as follows:

2. Principal Purpose

For the purposes of section 85A(1)(d) of the Local Government Act 1993, the following matters are specified as the matters that an audit panel is to consider in a review of the Council's performance:

(a) whether the annual financial statements of the council accurately represent the state of affairs of the Council;

(b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared (Part 7 plan means a strategic plan, an annual plan, a long-term financial management plan or a long-term strategic asset management plan of a council prepared under Division 2 of Part 7 of the Act);

(c) the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the council has in relation to safeguarding its long-term financial position;

(d) whether the Council is complying with the provisions of the Act and any other relevant legislation;



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

(e) whether the Council has taken any action in relation to previous recommendations provided by the audit panel to the Council and, if it has so taken action, what that action was and its effectiveness.

Decision: 138/17

Moved Deputy Mayor Cheryl Arno, seconded Cllr Britt Steiner, that:

The Principal Purpose Section of the Glamorgan Spring Bay Audit Panel Charter be amended as follows:

2. Principal Purpose

For the purposes of section 85A(1)(d) of the Local Government Act 1993, the following matters are specified as the matters that an audit panel is to consider in a review of the Council's performance:

(a) whether the annual financial statements of the council accurately represent the state of affairs of the Council;

(b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared (Part 7 plan means a strategic plan, an annual plan, a long-term financial management plan or a long-term strategic asset management plan of a council prepared under Division 2 of Part 7 of the Act);

(c) the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the council has in relation to safeguarding its long-term financial position;

(d) whether the Council is complying with the provisions of the Act and any other relevant legislation;

(e) whether the Council has taken any action in relation to previous recommendations provided by the audit panel to the Council and, if it has so taken action, what that action was and its effectiveness.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

The motion was put and carried unanimously

(8 Votes to 0)

For: Mayor Michael Kent, Deputy Mayor Cheryl Arrol, Cllr Jenifer Crawford, Cllr Mick Fama, Cllr Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods, Cllr Debbie Wisby.

Against: Nil

Questions were considered on the annual results including questions on the State grant for Wielangta Road. Grants in advance etc. Long Service provision down because long term employees leaving. Several questions were answered regarding details including related parties. Tina highlighted some small errors that should be picked up by the TAO.

Contributions relate to Wielangta Road.

Minutes to reflect the audit panel have reviewed the year end financials and will sign off after confirmation by the TAO

**7. REPORT TO PANEL ON PROGRESS/STATUS OF JOINT SERVICES CONTRACT
WITH SORELL COUNCIL**

Tina updated the panel on where the services contract is at. Sorell have employed a financial accountant. Bank Reconciliation done daily. Processes will be reviewed and recommendations will be sent to GM of GSBC for review. Revisit contract and go through what is possible.

8. OTHER BUSINESS

No other business

Meeting closed 4.45pm




**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
SORELL COUNCIL COMMUNITY ADMIN CENTRE ON 29th August 2017 at 3.00 pm
Meeting NO. 2 2017-2018**

9. NEXT MEETING

TBA after TAO report etc.

Meeting closed at 4.30 pm


29-05-2018.



9.2 Minutes of GSBC Audit Panel, Meeting No.3 – May 2018

**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
GLAMORGAN SPRING BAY COUNCIL ADMIN CENTRE ON FRIDAY 25th MAY 2018 at
3.00 pm
Meeting NO. 3 2017-2018**

1. ATTENDANCE

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

STAFF IN ATTENDANCE

Mr D Metcalf – General Manager Glamorgan Spring Bay Council
Mrs Marissa Walters –Business consultant to GSBC

2. APOLOGIES

Mr Kane Ingham

3. DECLARATIONS OF INTEREST

No conflicts of interest – Mike doing Southern Midlands Council audit again this year.

TAO presented its audit strategy for the 17/18 audit. Stephen Morrison from the TOA presented the 2018 TAO audit strategy for Council. No significant changes from prior years and the risk areas identified remain the same. The panel questioned the high risk ratings for inadequate segregation of duties in the 2017 management letter, and whether the rating can be re-assessed by the TAO after the GM's responses to issues raised have been considered. TAO to consider in the 2018 audit.

4. CONFIRMATION OF PREVIOUS MINUTES

Confirmed minutes of the 29th August 2017 by all. Discussion around getting minutes more promptly, Try to distribute one week before the upcoming meeting. GM must attend meeting or representative and the finance person or representative.

Discussion around what will be discussed at the next meeting. Read strategic plans and make sure they comply with the timetable. Marissa to be included in emails.

Discussion took place about future audit panel meetings. Tuesday 21st August 2018 first one (Annual Plan and Budget estimates and interim Financial year results) and second Tuesday 20th November 2018. Third Meeting Tuesday 19th March 2019 and fourth Tuesday 11th June 2019. Mike to send dates etc. in the next agenda. Mike will draft a brief annual report to Council probably July meeting.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
GLAMORGAN SPRING BAY COUNCIL ADMIN CENTRE ON FRIDAY 25th MAY 2018 at
3.00 pm
Meeting NO. 3 2017-2018**

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

Actions arising from previous meetings as below.

GLAMORGAN SPRING BAY COUNCIL AUDIT COMMITTEE - TRACKING DOCUMENT

Meeting	No.	Item	Who	When	Complete	Future Agenda Item	Y/N
Meeting 1 2017	6	Audit panel to receive feedback/report in respect of the GSBC/Sorell Council joint services contract	GM/Tina	Aug-17	No	Yes	
Meeting 1 2017	5	Council reps on committees to facilitate obtaining committee bank statements on at least a quarterly basis and to file for auditors	Council	Ongoing	No	No	
Meeting 1 2016	4	Provide the Audit Panel/Council with the LG Act 1993 completed compliance checklist including links to all relevant documents	GM	2017/2018 Annual Plan	No	Yes	
Meeting 2 2016	3	Appendix to Annual Plan that lists all documents and their review dates. Agenda item in one Council meeting per year that reflects a review of all policy documents (possibly first meeting GM of calendar year)	GM	2017/2018 Annual Plan	No	No	
Meeting 3 2016	2	It is recommended that there could be a more detailed summary of the links between the Annual Plan and the Strategic Plan	GM	2017/2018 Annual Plan	No	No	
Meeting 3 2016	1	Council needs to monitor reserves and utilise when necessary. Both the Reserve and Investment Policies need to be reviewed	Council	Ongoing	No	No	

Item 6 – Sorell agreement terminates on 6th July 2018.

Item 5 - Councils reps on committees is ongoing. Councillors need to follow this up.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
GLAMORGAN SPRING BAY COUNCIL ADMIN CENTRE ON FRIDAY 25th MAY 2018 at
3.00 pm
Meeting NO. 3 2017-2018**

Item 4 - This has been provided previously as the Corporate Calendar. This is provided in both the Annual Plan and Annual Report. Updated Corporate Calendar to be tabled at next meeting.

Item 3 – As in item 4 this is provided in both the Annual Report and the Annual Plan. Policy review dates will also be provided in these documents and presented in a Council agenda in the first couple of months of a new financial year.

Item 2 – These links are provided in the Annual Plan and Annual Report.

Item 1 – Ongoing. DM talked about the need for change

Sale of properties is ongoing and Council and management are reporting on these in open agenda.

6. REVIEW OF 2016/2017 ANNUAL MANAGEMENT LETTER

Basically 5 issues. S24 bank statements and segregation of duties been there a long time. Discussion on SBA. Needs to be addressed. More disclosure of related parties and SBA. Related party discussion continued. Mike spoke about the reasonableness of the process. Everyone should have guidelines. Small issues around revenue receipting etc. Sales Invoices are a classic example. If a sales invoice is paid it is validated. Should look at outstanding sales. General discussion ensued and it was clear that what we are doing is reasonable in the circumstances. A document was tabled about our quarterly internal audit function that will be introduced next financial year. Payroll separation was discussed in detail. The internal audit will alleviate a lot of what appears to be problems. Chair talked about an internal audit function. DM stated that would be an unfair burden on a small Council and the cost cannot be incorporated into the organisation. Marissa spoke in general terms about an independent review. Chair was happy with quarterly review proposed. Debbie was happy with this proposal. First Review available before audit management letter. Debbie ask if the problems occur because GSBC has a General Manager who is also a finance manager. Chair stated many small Councils are exactly the same. Audit panel want more interaction between Council and the auditors especially in response to the management items. Noted also that Marissa will undertake the year end accounting process and preparation of financial statements.



**MINUTES OF THE GLAMORGAN SPRING BAY COUNCIL AUDIT PANEL HELD AT
GLAMORGAN SPRING BAY COUNCIL ADMIN CENTRE ON FRIDAY 25th MAY 2018 at
3.00 pm
Meeting NO. 3 2017-2018**

7. LATEST COUNCIL FINANCIAL REPORTS

Reviewed by chair. Nothing startling in the reports. Capital Works were discussed and DM stated that by year end it was most likely that 85 – 90% of capital works would be completed. Individual items are tagged with where monies are expected to emanate from. DM explained the problems. Borrowings have come down. Cash is down at the moment. Nothing drawn down on borrowings as of today. Council could pay themselves back from expenditure on the dam project with borrowings. \$6 million of borrowings have been approved. Dam and project 100% likely to happen. Environmental problems should be overcome in the next couple of months. General discussion took place on the Prosser Plains Raw Water Scheme.

8. OTHER BUSINESS

Updated audit panel charter is done. No further comments. Recruitment of Corporate Services Co-ordinator is proving difficult. The third round of advertising is happening. Some interviews have taken place, but no offer has yet been made.

Mike asked about the status of the dam project. David said that final approval is being delayed by an environmental concern, but that approval is expected to be received. To date approximately \$700k has been spent on the initial process and planning. No loan funds have been accessed yet and the costs have been funded from operating cash flow. Per David, in the event of non-approval, Council has an undertaking from Tassal to cover any costs incurred.

No other business.

9. NEXT MEETING

Thursday 14th June at Bentleys Hobart Office 3.00PM

Preliminary dates have been set for all four meetings for the year ended 30 June 2019:

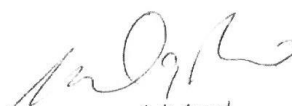
21 August 2018

20 November 2018

19 March 2019

11 June 2019

Meeting closed at 4.30 pm


CHAIRPERSON
14/06/2018

Page- 4 -of 4

10. Motion Tracking Document

Last updated 20/06/2018

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
25 th November	8.2	150/14	Solis	GM	The General Manager to affirm commitment to the project with all interested parties and progress negotiations with potential developers as relevant.	In Progress
23 rd February	9.3	30/16	Sale of Council Properties	GM	Process to commence according to Section 177/178 with amendment to advertising as per motion. Council Workshop held on 17 th January 2017 prior to report for January 2017 OMC. Update as per Decision 46/15 above.	In Progress
28 th June	8.8	99/16	Review of Seafest 2016	MCD & Sustainability Officer	Event to be handed over to the community through an EOI process. Currently in discussions with interested community groups.	In Progress

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

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
27 th September	8.5	130/16	Communities and Coastal Hazards Local Area Report – Triabunna and Orford	MNRM	Final report endorsed. Further workshops and community discussions to take place in relation to key future actions/steps. Workshop held in December 2016. Manager NRM formulating action plan/next steps for 2017. Meeting with Climate Change Office end of June 2017.	In Progress
27 th September	8.6	131/16	Review of the draft Prosser River Catchment Management Plan	MNRM	Approval by Council to conduct review. Update on workshop dates in Manager NRM report for April 2017. Latest workshop held in June 2017.	In Progress
27 th September	10.1	134/16	Notice of Motion: Boatel Development at the Triabunna Marina and Wharf Precinct	Clr Jenny Woods	General Manager has contacted Crown Land Services who are in the process of confirming the status of the boatel development with the developers.	In Progress
24 th January	8.1	13/17	Tea Tree Rivulet Dam Approval and Construction (including approval of borrowing/budget amendments)	GM	Council approval for GM to progress the project.	In Progress
24 th January	8.7	18/17	State Growth Road Trade	MW	Manager Works and GM to progress discussions.	In Progress
27 th June	8.5	88/17	Section 137 – Notice of Intention to Sell Land	GM	Service of notice to be progressed by admin staff.	In Progress

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

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
27 th February	7.1	20/18	Approval of borrowing budget amendments, pipeline approvals and construction.	GM	GM authorised to proceed with Stage 1 Prosser Plains Raw Water Scheme (PPRWS) and Council to enter into an agreement with Tassal for delivery of raw water to Okehampton Bay on full cost recovery basis.	In Progress
27 th March	7.2	32/18	Tip Shop Feasibility Study	MW	Report received and to be considered in budget discussions.	In Progress
27 th March	7.4	36/18	Dolphin Sands Ratepayers Association (DSRA)	MCD	Council to request the DSRA re-submit a grant application for a specific project.	In Progress
24 th April	7.3	50/18	Kerbside Vendors Policy	MPSP	Community consultation to commence.	In Progress
24 th April	7.4	51/18	By-Law Review/Renewal	MRS	Regulatory impact statement to be prepared for Council.	In Progress
22 nd May	7.1	56/18	Swansea Branch, CWA in Tasmania Inc.	MCD	Grant approved and disbursed.	Complete

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

Recommendation:

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

11. Questions Without Notice

12. Confidential Item (In Closed Session)

Please note this is a late agenda item submitted 25th June 2018.

The Mayor to declare the meeting closed to the public in order to discuss the Bicheno Triangle tender submissions received by Council for stage 1 of the project.

Under regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015* Statutory Rules 2015, No.38 the meeting will be closed to the public according to regulation 15 (2) (d) *contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.*

- Item 1: Bicheno Triangle Project – Stage 1 – Tender Report.

13. Close

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

The live streaming and recording of meetings will now be switched off. Mayor to check that the streaming has been terminated.

CONFIRMED as a true and correct record.

Date:

Mayor Michael Kent AM