



GLAMORGAN SPRING BAY  
COUNCIL

---

# Minutes of Meeting

---

For the Ordinary  
Meeting of  
Council held at  
the Swansea  
Town Hall

---

24<sup>th</sup> May, 2016

---

## NOTICE OF ORDINARY MEETING

**Notice** is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held at the Swansea Town Hall on Tuesday, 24<sup>th</sup> May, 2016 commencing at 5.00pm.



**Dated** this Thursday 19<sup>th</sup> May, 2016

**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 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
1.4 ACCEPTANCE OF A LATE AGENDA ITEM (ITEM 9.7) .....	5
1.5 CHANGE IN ORDER OF AGENDA ITEMS .....	6
2. CONFIRMATION OF MINUTES AND WORKSHOPS .....	6
2.1 ORDINARY MEETING – APRIL 26 <sup>TH</sup> , 2016 .....	6
2.2 SPECIAL MEETING – MAY 10 <sup>TH</sup> , 2016 .....	6
2.3 WORKSHOP HELD – MAY 10 <sup>TH</sup> , 2016 .....	7
2.4 WORKSHOP HELD – MAY 17 <sup>TH</sup> , 2016 .....	7
3. PLANNING AUTHORITY SECTION.....	8
3.1 DA16031 – ADDITIONS TO DWELLING, 11/2308 COLES BAY RD, COLES BAY.....	9
3.2 DA16037 – ADDITIONS TO DWELLING, 30 JETTY RD, COLES BAY.....	10
3.3 SA15007– 3 LOT SUBDIVISION AND BOUNDARY ADJUSTMENT, ROCKY HILLS .....	11
3.4 SA15018– 11 CATHCART STREET, SWANSEA .....	12
3.5 PLANNING APPEALS UPDATE .....	13
4. PUBLIC QUESTION TIME .....	15
5. MAYORS' REPORTS.....	17
6. COUNCILLOR REPORTS .....	18
7. INFORMATION REPORTS.....	19
7.1 GENERAL MANAGER, DAVID METCALF .....	19
7.2 MANAGER WORKS, MR TONY POLLARD.....	19
7.3 MANAGER REGULATORY SERVICES, MRS. WINNY ENNISS.....	19
7.4 MANAGER COMMUNITY DEVELOPMENT & ADMINISTRATION, MRS LONA TURVEY .....	19
7.5 MANAGER BUILDINGS & MARINE INFRASTRUCTURE, MR ADRIAN O'LEARY .....	19
7.6 MANAGER NATURAL RESOURCE MANAGEMENT, MS MELANIE KELLY.....	19
8. MINUTES OF SECTION 24 COMMITTEES.....	20
8.1 MARINE INFRASTRUCTURE COMMITTEE, FEBRUARY 2016 (DRAFT).....	20
8.2 ORFORD HALL COMMITTEE, MAY 2016 (DRAFT). .....	20
8.3 TRIABUNNA COMMUNITY HALL COMMITTEE, MARCH 2016. ....	20

<b>8.4</b>	<b>TRIABUNNA COMMUNITY HALL COMMITTEE, MAY 2016 (DRAFT).</b>	<b>20</b>
<b>9.</b>	<b>OFFICERS' REPORTS REQUIRING A DECISION</b>	<b>21</b>
<b>9.1</b>	<b>LOCAL GOVERNMENT CODE OF CONDUCT FRAMEWORK – MODEL CODE OF CONDUCT (APRIL 2016)</b>	<b>21</b>
<b>9.2</b>	<b>GREAT EASTERN TRAIL – MEMORANDUM OF UNDERSTANDING</b>	<b>22</b>
<b>9.3</b>	<b>POLICY 4.8 – CODE FOR TENDERS AND CONTRACTS</b>	<b>23</b>
<b>9.4</b>	<b>FREYCINET VOLUNTEER MARINE RESCUE</b>	<b>24</b>
<b>9.5</b>	<b>SWANSEA PRIMARY SCHOOL</b>	<b>25</b>
<b>9.6</b>	<b>COUNCIL SUBMISSION TO THE STATE GOVERNMENT REGARDING THE DRAFT STATE PLANNING SUBMISSIONS</b>	<b>26</b>
<b>9.7</b>	<b>LONG TERM FINANCIAL PLAN</b>	<b>27</b>
	<b>PLEASE NOTE: THIS ITEM WAS PROVIDED AS A LATE AGENDA ITEM.</b>	<b>27</b>
<b>10.</b>	<b>MISCELLANEOUS CORRESPONDENCE</b>	<b>28</b>
<b>10.1</b>	<b>RURAL COMMUNITIES PROGRAM – THANK YOU</b>	<b>28</b>
<b>11.</b>	<b>MOTION TRACKING DOCUMENT</b>	<b>29</b>
<b>12.</b>	<b>QUESTIONS WITHOUT NOTICE</b>	<b>33</b>
<b>13.</b>	<b>CLOSE</b>	<b>33</b>

**ALL IMAGES AND ATTACHMENTS HAVE BEEN REMOVED, IF YOU REQUIRE A FULL  
VERSION OF THE MINUTES, PLEASE CONTACT THE COUNCIL OFFICES  
ON (03) 6256 4777.**

## Audio Recording of Ordinary Meetings of Council

As determined by Glamorgan Spring Bay Council, all Ordinary and Special Meetings of Council will be electronically audio recorded from April 2014 onwards.

In accordance with the Local Government Act 1993 and Regulation 33, these audio files will be retained by Council for at least 6 months and made available for listening on written request by any person. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting.

### 1. Opening

The Mayor welcomed Councillors, staff and members of the public and declared the meeting open at 5.00pm.

#### 1.1 Present and Apologies

**Present:** Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

**Apologies:** Cllr Jenifer Crawford

#### 1.2 In Attendance

David Metcalf (General Manager), Angela Turvey (Executive Officer), Winny Ennis (Manager Regulatory Services), Melanie Kelly (Manager NRM), Damian Mackey (Senior Contract Planner) and 6 members of the public.

#### 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.*

#### 1.4 Acceptance of a Late Agenda Item (Item 9.7)

The General Manager has prepared an updated Long Term Financial Plan. At the time of issuing the May agenda, the draft Long Term Financial Plan was still being prepared.

##### **Decision: 63/16**

Moved Cllr Jenny Woods, seconded Cllr Richard Parker, that Council by absolute majority accept Item 9.7 Long Term Financial Plan as a late agenda item to be dealt with at the May 2016 Ordinary Meeting of Council.

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Cllr Debbie Wisby

## 1.5 Change in Order of Agenda Items

**Decision: 64/16**

Moved Deputy Mayor Cheryl Arnol, seconded Cllr Bertrand Cadart, that Council deals with Item 9.6 prior to Item 9.1 in Section 9 Officers' Reports Requiring a Decision.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

## 2. Confirmation of Minutes and Workshops

### 2.1 Ordinary Meeting – April 26<sup>th</sup>, 2016

**Decision: 65/16**

Moved Cllr Richard Parker, seconded Deputy Mayor Cheryl Arnol, that the Minutes of the Ordinary Meeting held Tuesday 26<sup>th</sup> April, 2016 be confirmed as a true and correct record.

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby.

Against: Cllr Jenny Woods (not present at meeting held on April 26<sup>th</sup>, 2016).

### 2.2 Special Meeting – May 10<sup>th</sup>, 2016

**Decision: 66/16**

Moved Cllr Britt Steiner, seconded Cllr Jenny Woods, that the Minutes of the Ordinary Meeting held Tuesday 10<sup>th</sup> May, 2016 be confirmed as a true and correct record.

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Cllr Debbie Wisby (not present at meeting held on May 10<sup>th</sup>, 2016).

### **2.3 Workshop Held – May 10<sup>th</sup>, 2016**

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2005*, it is reported that a workshop was held at 3pm on Tuesday 10<sup>th</sup> May in Triabunna. This workshop included a presentation from the Integrity Commission on managing ethical risks in council followed by budget discussions and review of Policy 4.8 Tenders and Contracts.

### **2.4 Workshop Held – May 17<sup>th</sup>, 2016**

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2005*, it is reported that a workshop was held at 3pm on Tuesday 17<sup>th</sup> May in Triabunna. This workshop included budget discussions, an update on planning matters and a review of Policy 3.11 Customer Service Charter.

<b>Resolved</b>
-----------------

That Council notes this information.
--------------------------------------

### 3. PLANNING AUTHORITY SECTION

Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2005* the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993* for Section 3 of the Agenda.

**Decision: 67/16**

Moved Cllr Jenny Woods, seconded Cllr Richard Parker, that Council now acts as a Planning Authority. (Time: 5.06pm)

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil



### 3.1 DA16031 – Additions to Dwelling, 11/2308 Coles Bay Rd, Coles Bay

#### Planning Assessment Report

<b>Proposal:</b>	<b>Additions to Dwelling</b>
<b>Applicant:</b>	<b>R E Bourke &amp; C R Bourke</b>
<b>Location:</b>	<b>11/2308 Coles Bay Road, Coles Bay</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Low Density Residential Zone</b>
<b>Application Date:</b>	<b>22 March 2016</b>
<b>Statutory Date:</b>	<b>27 May 2016 (by agreement)</b>
<b>Discretions:</b>	<b>Four (4)</b>
<b>Attachments:</b>	<b>Appendix A – Plans</b>
<b>Author:</b>	<b>Patrick Carroll, Contract Planner</b>

#### Decision: 68/16

Moved Cllr Jenny Woods, seconded Cllr Bertrand Cadart, that 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 Additions to Dwelling in the Low Density Residential Zone at 11/2308 Coles Bay Road, Coles Bay (DA2016/00031), be APPROVED subject to the conditions outlined in Section 11.

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Cllr Debbie Wisby.

### 3.2 DA16037 – Additions to Dwelling, 30 Jetty Rd, Coles Bay

#### Planning Assessment Report

<b>Proposal:</b>	<b>Additions to Dwelling</b>
<b>Applicant:</b>	<b>Jennifer Binns</b>
<b>Location:</b>	<b>30 Jetty Road, Coles Bay</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Low Density Residential Zone</b>
<b>Application Date:</b>	<b>24 March 2016</b>
<b>Statutory Date:</b>	<b>27 May 2016 (by agreement)</b>
<b>Discretions:</b>	<b>Three (3)</b>
<b>Attachments:</b>	<b>Appendix A – Plans</b>
<b>Author:</b>	<b>Patrick Carroll, Contract Planner</b>

#### Decision: 69/16

Moved Deputy Mayor Cheryl Arnol, seconded Cllr Jenny Woods, that 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 Additions to Dwelling in the Low Density Residential Zone at 30 Jetty Road, Coles Bay (DA2016/00037), be APPROVED subject to the conditions in Section 12 of this report.

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Cllr Debbie Wisby.

### 3.3 SA15007– 3 Lot Subdivision and Boundary Adjustment, Rocky Hills

#### Planning Assessment Report

<b>Proposal:</b>	3 lot subdivision <i>and boundary adjustment</i>
<b>Applicant:</b>	A S Hamilton
<b>Location:</b>	RA12371 Tasman Highway, Swansea RA12005 Tasman Hwy, Rocky Hills CT153950/1, Tasman Hwy, Rocky Hills
<b>Planning Document:</b>	Glamorgan Spring Bay Planning Scheme 1994 ( <i>the Scheme</i> )
<b>Zoning:</b>	Rural
<b>Application Date:</b>	14 July 2015
<b>Statutory Date:</b>	27 May 2016 (by agreement)
<b>Discretions:</b>	Use (Subdivision) Scenic Corridor Lot size
<b>Attachments:</b>	Appendix A – Plans
<b>Author:</b>	David Allingham, Contract Planner
<b>Reviewed:</b>	Shane Wells, Senior Contract Planner

#### Decision: 70/16

Moved Cllr Bertrand Cadart, seconded Cllr Britt Steiner, that pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Glamorgan Spring Bay Planning Scheme (1994)* application SA2015/00007 for Subdivision (3 lots and boundary adjustment) at RA12371 Tasman Highway, Rocky Hills (CT125239/1), Lot 1 Tasman Highway, Rocky Hills (CT153950/1) and 12005 Tasman Highway, Rocky Hills (CT242750/1) be APPROVED subject to conditions outlined in Section N of this report.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

### 3.4 SA15018– 11 Cathcart Street, Swansea

<b>Proposal:</b>	<b>Subdivision into two lots</b>
<b>Applicant:</b>	<b>Andy Hamilton and Associates</b>
<b>Location:</b>	<b>11 Cathcart Street, Swansea</b>
<b>Planning Document:</b>	<b>Glamorgan Spring Bay Interim Planning Scheme 2015 (Interim Scheme)</b>
<b>Zoning:</b>	<b>Rural Living</b>
<b>Application Date:</b>	<b>3 November 2015</b>
<b>Statutory Date:</b>	<b>31 May (by agreement)</b>
<b>Discretions:</b>	<b>Subdivision (9.7) Building area (13.5.1 A2) Internal lot (13.5.1 A4) Public Open Space (13.5.3 A1/A2)</b>
<b>Attachments:</b>	<b>Appendix A – Plans</b>
<b>Author:</b>	<b>Shane Wells, Senior Contract Planner</b>

#### **Decision: 71/16**

Moved Cllr Debbie Wisby, seconded Deputy Mayor Cheryl Arnol, that 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 subdivision into two lots in the Rural Living Zone at 11 Cathcart Street, Swansea, be APPROVED subject to the conditions outlined in Section 11 of this report.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

### 3.5 Planning Appeals Update

DATE: MAY 2016

TO: General Manager

SUBJECT: Development Application Appeals and Planning Scheme Amendment Update

Appeal/Amendment status as follows:

DA	Development	Address	Details	Status
DA15036	Extractive Industry	188 Montgomery Road Buckland	Separate appeals lodged by applicant and representor regarding permit conditions	Mediation continuing. The developer has proposed a new access on adjoining land and is waiting on support from Department of State Growth.
DA15137	Extractive Industry	168 Sally Peak Road, Buckland	Appeal lodged by representor regarding permit conditions	Full hearing scheduled for 4/7/16.
DA15240	Relocation and stabilisation of Prosser river mouth and construction of two geo-textile bag training walls )	Prosser River, Orford	Appeal lodged by representor	Currently going through mediation. MAST have indicated that they may be willing to relocate the river mouth to reduce impact on shorebird habitat. Investigations to be presented at meditation.

**Resolved:**

That Council notes the Planning Appeals Update.

**Under Regulation 25 of Local Government (Meeting Procedures) Regulations 2005 the Chairperson hereby declares that the Council is no longer now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 3 of the Agenda.**

**Decision: 72/16**

Moved Deputy Mayor Cheryl Arnol, seconded Cllr Britt Steiner, that Council no longer acts as a Planning Authority (Time: 5.23pm)

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

## 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.

### 4.1 Mr Keith Pyke

- i. *This relates to page 65 of the Agenda Item 9.3 “The Gateway”. It is neither to do with the signage or the solar panels but is Council aware that a GPS does not currently take you there when travelling from the north to the south as the entrance to the Triabunna? It will only take you there if coming south to north. Are we going to try and get the GPS changed as part of this plan or has that been overlooked?*

### Response from the General Manager (Taken on Notice at April Ordinary Meeting of Council)

GPS map updates are conducted on a regular basis by the GPS data suppliers. They employ field teams whose job it is to continuously update directions based on changes to road signs and road configuration. Up to four new GPS map updates a year are released for the entire country to incorporate any changes in road conditions. They contain all the vital information regarding new roads, new extensions, new points of interest, including new entrances to towns. GPS maps need to be updated in vehicles on a regular basis to incorporate these changes and this is certainly standard practice by hire car companies.

- ii. *Under Section 28 of the Local Government Act, Functions of Council, there are two subsections there in particular 8 & (e) and I ask you as a collective under those subsections why have councillors allowed for over two years the continual over expenditure of the east coast health services?*

#### **Response from the General Manager (Taken on Notice at April Ordinary Meeting of Council)**

Section 28 of the act deals with the functions of a Councillor. In particular 28 (2) (e) to determine and review the council's resource allocation and expenditure activities. Section 82 deals with estimates. Estimates are provided in the yearly annual plan and estimates. Estimates are just that, estimates and are based on that particular point of time and activity. The reasons for over expenditure have been clearly stated within agendas.

#### **4.2 Mr Craig Johnston**

- i. *Mr Mayor, Councillors a question concerning the old Council Chambers (Swansea). When it was advertised, it was advertised as correctly 4 Noyes Street, no one ever thought it was 4 Noyes Street and it was missed by many people and there is concern particularly amongst the elderly that it is being sold. My question is, are there any developments with it being sold?*

#### **Response from the General Manager**

*"No there isn't at present and as I said to Craig before I am happy to attend a public meeting in Swansea if he can organise one and talk about the future of the Council Chambers. There is a process that we go through. We have all the representations and they need to come back to Council and then Council makes the final decision whether to sell it or not. If Council makes a decision to sell it then the community has 14 days to appeal that to the Appeals Tribunal, so that is the process."*



## 5. Mayors' Reports

**Councillor Cheryl Arnol, Deputy Mayor**

**Acting Mayor 9<sup>th</sup> April to 17<sup>th</sup> May, 2016**

26 April	Triabunna	Attend Council Meeting at Triabunna
9 April	Cranbrook	Attend Cranbrook Hall Committee Meeting. Advised Committee Clr Crawford will replace former Clr Greg Raspin.
10 May	Triabunna	Attend Council workshop – Integrity Commission, Planning and Budget
10 May	Triabunna	Attend Special Meeting of Council including closed session
11 May	Orford	Attend lunch and celebration of 50 <sup>th</sup> meeting of the NRM Committee
12 May	Launceston	Travelled to TasWater General Meeting. TasWater refused to allow me to participate in the meeting despite the fact I was properly delegated as the Acting Mayor. The matter is being taken up with the Chairman of the TasWater Board, Mr Miles Hampton
13 May	Hobart	Attend Government House for Investiture Ceremony for Kelvin Jones.
17 May	Triabunna	Attend Council Workshop.
17 May	Triabunna	Attend Audit Panel Meeting.

### **Resolved**

That the Acting Mayor's Report be received and noted.

## 6. Councillor Reports

### Councillor Bertrand Cadart

From the 16<sup>th</sup> April until the 13<sup>th</sup> May 2016, as an elected councillor of Glamorgan Spring Bay Council, I conducted myself in a manner I deem adequate, appropriate, proper and in accordance with the Tasmanian Local Government Act and the Glamorgan Spring Bay Council agreed Code of Conduct.

I have attended as many Council related, private, semi-private, public meetings and workshops as I could within the boundaries and the limitations of my personal and professional commitments, responsibilities and duties, to the very best of my proficiency and availability.

I showed a level of conduct and an approach to my elected position that is in line with what I believe meets and exceeds the expectations of the Glamorgan Spring Bay ratepayers, who saw fit to elect me.

### Councillor Jenifer Crawford

No report submitted.

### Councillor Richard Parker

No report submitted.

### Councillor Britt Steiner

No report submitted.

### Councillor Debbie Wisby

No report submitted.

### Councillor Jenny Woods

From the 16<sup>th</sup> April until the 13<sup>th</sup> May 2016, as an elected councillor of Glamorgan Spring Bay Council, I conducted myself in a manner I deem adequate, appropriate, proper and in accordance with the Tasmanian Local Government Act and the Glamorgan Spring Bay Council agreed Code of Conduct.

I have attended as many Council related, private, semi-private, public meetings and workshops as I could within the boundaries and the limitations of my personal and professional commitments, responsibilities and duties, to the very best of my proficiency and availability.

I showed a level of conduct and an approach to my elected position that is in line with what I believe meets and exceeds the expectations of the Glamorgan Spring Bay ratepayers, who saw fit to elect me.

### Resolved

That the Councillors' Reports be received and noted.

## 7. Information Reports

### 7.1 General Manager, David Metcalf

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

### 7.2 Manager Works, Mr Tony Pollard

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

### 7.3 Manager Regulatory Services, Mrs. Winny Enniss

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

### 7.4 Manager Community Development & Administration, Mrs Lona Turvey

Community Development · Administration Services ·

### 7.5 Manager Buildings & Marine Infrastructure, Mr Adrian O'Leary

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

### 7.6 Manager Natural Resource Management, Ms Melanie Kelly

Natural Resource Management: Sustainability: Catchments To Coast: Policy and Partnerships

**Resolved:**

That the Management Reports be received and noted.

## **8. Minutes of Section 24 Committees**

### **COMMENTS:**

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

**8.1 Marine Infrastructure Committee, February 2016 (Draft).**

**8.2 Orford Hall Committee, May 2016 (Draft).**

**8.3 Triabunna Community Hall Committee, March 2016.**

**8.4 Triabunna Community Hall Committee, May 2016 (Draft).**

**David Metcalf  
General Manager**

### **Resolved:**

That the minutes of the Section 24 Committees be received and noted.

## 9. Officers' Reports Requiring a Decision

PLEASE NOTE THAT ITEM 9.6 WAS DEALT WITH PRIOR TO ITEM 9.1 AS PER THE MOTION AT ITEM 1.5.

### 9.1 Local Government Code of Conduct Framework – Model Code of Conduct (April 2016)

Responsible Officer – General Manager

#### Recommendation

That Council adopts the Model Code Conduct as per the *Local Government Amendment (Code of Conduct) Act 2015* (the Amendment Act), which commenced on the 13<sup>th</sup> April 2016.

#### **Attachments:**

- See [www.thelaw.tas.gov.au](http://www.thelaw.tas.gov.au) – Model Code of Conduct

#### **Decision: 75/16**

Moved Deputy Mayor Cheryl Arnol, seconded Cllr Richard Parker, that Council adopts the Model Code Conduct as per the *Local Government Amendment (Code of Conduct) Act 2015* (the Amendment Act), which commenced on the 13<sup>th</sup> April 2016.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

## 9.2 Great Eastern Trail – Memorandum of Understanding

**Responsible Officer – General Manager**

### **Recommendation**

That Council gives approval for the General Manager to sign the Memorandum of Understanding on behalf of Glamorgan Spring Bay Council for the development of the pilot stage of the Great Eastern Trail (version dated 16<sup>th</sup> May 2016).

**Attachment:** Great Eastern Trail MOU

### **Decision: 76/16**

Moved Cllr Jenny Woods, seconded Cllr Britt Steiner, that Council gives approval for the General Manager to sign the Memorandum of Understanding on behalf of Glamorgan Spring Bay Council for the development of the pilot stage of the Great Eastern Trail (version dated 16<sup>th</sup> May 2016).

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Nil

### 9.3 Policy 4.8 – Code for Tenders and Contracts

**Responsible Officer – General Manager**

#### **Recommendation**

That Council endorses the changes to Policy 4.8 – Code for Tenders and Contracts as presented to Council on May 24th, 2016.

**Attachment:** Policy 4.8 – Code for Tenders and Contracts

#### **Decision: 77/16**

Moved Cllr Debbie Wisby, seconded , that Council defers the changes to Policy 4.8 – Code for Tenders and Contracts to a workshop for discussion.

**The motion was lost due to the lack of a seconder**

#### **Decision: 78/16**

Moved Cllr Jenny Woods, seconded Cllr Richard Parker, that Council endorses the changes to Policy 4.8 – Code for Tenders and Contracts as presented to Council on May 24<sup>th</sup> 2016 (with amendment to definition of Local Business to refer to businesses within the municipal area).

**The motion was put and carried  
(6 Votes to 1)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr, Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Cllr Debbie Wisby

## 9.4 Freycinet Volunteer Marine Rescue

Responsible Officer – Manager Community Development & Administration

### Recommendation

That Council approves a grant of \$1,000 to the Freycinet Volunteer Marine Rescue towards the cost of replacing the ageing Stormy Sea jackets.

### **Decision: 79/16**

Moved Cllr Jenny Woods, seconded Cllr Britt Steiner, that Council approves a grant of \$1,000 to the Freycinet Volunteer Marine Rescue towards the cost of replacing the ageing Stormy Sea jackets.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.



## 9.5 Swansea Primary School

Responsible Officer – Manager Community Development & Administration

### Recommendation

That Council approves a grant of \$1,000 to the Swansea Primary School towards the cost of a cheerleading program.

### **Decision: 80/16**

Moved Cllr Bertrand Cadart, seconded Cllr Richard Parker, that Council approves a grant of \$1,000 to the Swansea Primary School towards the cost of a cheerleading program.

**The motion was put and carried unanimously  
(7 Votes to 0)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Debbie Wisby, Cllr Jenny Woods.

## **9.6 Council Submission to the State Government regarding the Draft State Planning Submissions**

**PLEASE NOTE THAT ITEM 9.6 WAS DEALT WITH PRIOR TO ITEM 9.1 AS PER THE MOTION AT ITEM 1.5.**

### **RECOMMENDATIONS**

1. That Council endorses Part A and Part B and notifies the Tasmanian Planning Commission of any changes to the submissions made on the 18<sup>th</sup> May, 2016.
2. That Council consider the NRM Officer submissions (Part C), which have not yet been included in a Council workshop for discussion.

### **ATTACHMENTS:**

1. **Part A: Submission on the draft State Planning Provisions to the Tasmanian Planning Commission**
2. **Part B: Officer Comments**
3. **Part C: Natural Assets Code (NRM Submission, not considered in Council Workshop)**

#### **Decision: 73/16**

Moved Cllr Britt Steiner, seconded Deputy Mayor Cheryl Arnol, that Council endorses Part A and Part B and notifies the Tasmanian Planning Commission of any changes to the submissions made on the 18<sup>th</sup> May, 2016.

**The motion was put and carried  
(5 Votes to 2)**

For: Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Richard Parker, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Mayor Michael Kent, Cllr Debbie Wisby

#### **Decision: 74/16**

Moved Cllr Jenny Woods, seconded Cllr Bertrand Cadart, that Part C is moved to a workshop within the next two weeks for discussion with the Manager NRM and followed by a Special Meeting of Council immediately after the workshop to deal with the matter.

**The motion was put and carried  
(5 Votes to 2)**

For: Mayor Michael Kent, Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Jenifer Crawford, Cllr Debbie Wisby, Cllr Jenny Woods.

Against: Cllr Britt Steiner, Cllr Richard Parker.

## 9.7 Long Term Financial Plan

**Please note: This item was provided as a late agenda item.**

**Responsible Officer – General Manager**

### **Comments**

A Long Term Financial Plan (LTFP) is presented to Councillors for review and consideration. This document provides financial modelling for Glamorgan Spring Bay Council up until 2024-25. This is presented to Council as a late agenda item as KPMG require an updated LTFP for modelling within their merger scope. This will only be accepted if endorsed by Council and needs to be presented to KPMG by 31st May 2016. The original plan that KPMG have been working with was adopted by Council in October 2013 and has been submitted to the new Council twice since November 2014 and has been deferred on both occasions.

The LTFP will be submitted to the audit panel in early June for further endorsement. Ideally this would have been done in reverse but time constraints have interfered with this.

### **Statutory Implications**

According to the *Local Government Act* Section 70 should be reviewed annually although only required every four years. Reviewed annually after production of year-end figures and extended to ensure 10 years in advance.

### **Budget Implications**

Nil

### **Recommendation**

That Council adopts the Long Term Financial Plan as provided to all Councillors via the late agenda item 9.7 in the May 2016 Council meeting agenda.

**Attachment: Long Term Financial Plan**

### **Decision: 81/16**

Moved Deputy Mayor Cheryl Arnol, seconded Cllr Jenny Woods, that Council adopts the Long Term Financial Plan as provided to all Councillors via the late agenda item 9.7 in the May 2016 Council meeting agenda.

**The motion was put and carried  
(4 Votes to 3)**

For: Deputy Mayor Cheryl Arnol, Cllr Bertrand Cadart, Cllr Britt Steiner, Cllr Jenny Woods.

Against: Mayor Michael Kent, Cllr Richard Parker, Cllr Debbie Wisby.

## 10. Miscellaneous Correspondence

### 10.1 Rural Communities Program – Thank you

**From:** Anne Barker [<mailto:anne.barker@utas.edu.au>]

**Sent:** Monday, 11 April 2016 3:09 PM

**Subject:** SoM - Rural Communities Program - THANK YOU!

Dear all

*On behalf of the School of Medicine and students involved we wish to sincerely thank you for your support of the 2016 Year 2 Rural Communities Program held during the week 4<sup>th</sup> to 8<sup>th</sup> April 2016.*

*Your generous contribution of time and expertise along with your genuine hospitality for our medical students has ensured that the program has been successful and enabled the students to gain valuable insights into rural health and life in rural communities.*

*The students have come away with very positive attitudes and impressed with the way in which the rural community pulls together to deliver health solutions. Some students have indicated a desire to return to their community for placements in Year 3; hopefully this will translate into future practice in rural Tasmania.*

*Once again, thank you, we look forward to working with you in future programs.*

Dr Kristen Fitzgerald  
Senior Lecturer – Rural Health

Anne Barker  
Team Leader, External Liaison

Kind Regards  
Anne

**Anne Barker**  
Team Leader – External Liaison  
School of Medicine, Faculty of Health  
University of Tasmania  
17 Liverpool Street | Private Bag 34  
Hobart TAS 7000  
T +61 3 6226 4786 | F +61 3 6226 4816  
<http://www.healthsci.utas.edu.au/>



CRICOS 00586B

**Resolved:**

That the miscellaneous correspondence be received and noted.

## 11. Motion Tracking Document

*Last updated 18/05/2016*

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
21 <sup>st</sup> January 2014	8.1	4/14	Motion from AGM	Council	Motion re GM reappointment carried 6 votes to 3. Cllr Crawford requested that Mayor Kent put this item on a Council workshop agenda after the 2015-16 budget is complete. Council needs to develop procedures. Discussions on this and a way forward agreed at February 23, 2016 Council Workshop. A policy to be developed.	In Progress
24 <sup>th</sup> June 2014	8.2	73/14 Motion lost	Real Time Streaming of Council Meetings via the Web	GM	A Councillors' workshop to be held to investigate the implications and requirements of streaming Council meetings live. Workshop now scheduled for the 24 <sup>th</sup> May, 2016 with papers investigating this to be provided by Launceston and Hobart City Councils.	In Progress
25 <sup>th</sup> 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

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

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
24 <sup>th</sup> March	9.11	46/15	Council Properties for Sale	GM	EOI to close 24/3/2015. Report provided to Council 27/4/2015. Properties to be offered for sale through local real estate agencies due to all EOI being well under valuation. No recent offers. Waiting on an updated valuation for Inkerman Street. Has been found that the drainage pipes are not within the drainage easement and this was not taken into account with the original valuation.	In Progress
28 <sup>th</sup> April	9.3	52/15	Public Exhibition of the Draft Swansea and Coles Bay Township Structure Plan 2015	MRS	Public consultation period closed on the 19 <sup>th</sup> June 2015. The community feedback provided to Council on 6 <sup>th</sup> October, discussed in Council workshop 27 <sup>th</sup> October, 2015. Consultants to finalise structure plans based on Council motion 27 Oct 2015. Amendments provided to Council at a March Council Workshop and final plans to be endorsed at April 2016 Ordinary Meeting of Council.	Complete
28 <sup>th</sup> April	9.4	55/15	Endorsement of Revised Tree Management Policy	MW	Item was deferred until policy can be discussed in a Council workshop.	In Progress
28 <sup>th</sup> April	9.5	56/15	Endorsement of Revised Cemetery Operation Policy	MW	Item was deferred until policy is re-written in its complete form, with clear intent and can be discussed in a Council workshop.	In Progress
23 <sup>rd</sup> June	9.3	87/15	Sale of Council Property (Cranbrook)	GM	Proceedings commenced for land swap and boundary adjustment. Council to arrange lease of land in the interim. Waiting on final plan to be submitted for signing and sealing to formalise the land swap.	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

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
27 <sup>th</sup> October	9.1	152/15	Section 137 – Notice of Intention to Sell Land	GM	Process according to Section 137 under way.	In Progress
27 <sup>th</sup> October	9.2	153/15	Submissions on Draft Structure Plans for Swansea and Coles Bay	MRS	See 28 <sup>th</sup> April, Item 9.3	Complete
8 <sup>th</sup> December	9.2	177/15	Signage	MRS	Council to form a working group with business owners and business groups, including the local chambers of commerce to consider alternative signage solutions – report to be provided to Council within 6 months. Proposal on working group endorsed by Council at Feb 16. Working Group has been formed and first meeting has taken place in April 2016.	In Progress
27 <sup>th</sup> January	10.1	15/16 16/16 17/16	Audit Panel	GM	Audit Charter to be amended to specify 4 members (Feb 2016) and advertising for independent member is now in progress. Independent member appointed.	Complete
27 <sup>th</sup> January	10.3	19/16	Credit Card Policy	GM	Audit Panel to be provided with Draft Credit Card policy developed by Deputy Mayor in conjunction with GM. Provided to Audit Panel 16/05/16.	In Progress
23 <sup>rd</sup> 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.	In Progress
23 <sup>rd</sup> February	9.6	33/16	Signage Working Group	MRS	See Item 9.2 from December 2015 OMC.	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

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Progress</b>	<b>Completed</b>
22 <sup>nd</sup> March	9.1	43/16 44/16	Final Adoption of the Structure Plans for Swansea and Coles Bay	MRS	Further minor amendments to be made to document. Final endorsement proposed for April 2016 OMC.	Complete
22 <sup>nd</sup> March	9.2	45/16	Establishment of a Triabunna Recreation Ground Section 24 Special Committee of Council	GM	Council endorsed the establishment of this committee with Cllr Steiner as the nominated Councillor representative. Manager Works to notify the potential members of the committee and schedule the first meeting.	In Progress
22 <sup>nd</sup> March	9.3	46/16	Seafest	GM	Council approved closure of Triabunna Marina carpark for Seafest and requested a review of the festival for the June 2016 OMC.	In Progress
22 <sup>nd</sup> March	9.4	47/16	Honour Board for Australia Day Citizenship Award Recipients	GM	MCD to research Council records and organise the Honour Board to be placed in the Triabunna Council Offices.	In Progress
26 <sup>th</sup> April	9.1	52/16	Sale of Council Property (12 Franklin St, Swansea)	GM	Motion lost for want of an absolute majority.	
26 <sup>th</sup> April	9.2	53-56/16	Council Representation on S24 Committees	GM	New Council reps endorsed to replace Cllr Raspin and relevant committees notified.	Complete
26 <sup>th</sup> April	9.3	57/16	Solar Panels at Spring Bay RSL	GM	Solar panels supported by Council on eastern and western side of RSL roof	Complete
26 <sup>th</sup> April	9.4	58/16	Final adoption of the structure plans for Swansea and Coles Bay	MRS	Endorsed by Council	Complete
10 <sup>th</sup> May (Special Meeting)	2	60-61/16	Sale of Council Property (12 Franklin St, Swansea)	GM	Previous decision rescinded and motion passed unanimously.	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

**Resolved:**

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



## 12. Questions Without Notice

## 13. Close

The Mayor declared the meeting closed at 6.30pm.

**CONFIRMED** as a true and correct record.

Date:

**Mayor Michael Kent AM**

<p><b>ALL IMAGES AND ATTACHMENTS HAVE BEEN REMOVED, IF YOU REQUIRE A FULL VERSION OF THE MINUTES, PLEASE CONTACT THE COUNCIL OFFICES ON (03) 6256 4777.</b></p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------