



GLAMORGAN SPRING BAY
COUNCIL

Minutes

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

24 November 2020

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held in the Council Offices, Triabunna on Tuesday 24 November 2020 commencing at 2.00pm.

Please note in response to COVID-19 social gathering regulations, members of the public will be unable to attend the meeting.

Dated this Thursday 19 November 2020.



**Greg Ingham
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 –***
 - (a) the general manager certifies, in writing –***
 - (i) that such advice was obtained; and***
 - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and***
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.***



**Greg Ingham
GENERAL MANAGER**

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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.

In response to COVID-19 social gathering regulations, members of the public will not be able to attend the meeting. Where possible a live stream of the meeting will be made available.

A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

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

1. Opening

The Mayor welcomed Councillors and staff and declared the meeting open at 2:00pm.

1.1 Acknowledgement of Country

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

1.2 Present and Apologies

Present

Mayor Robert Young
Deputy Mayor Jenny Woods
Clr Cheryl Arrol
Clr Keith Breheny
Clr Annie Browning
Clr Rob Churchill
Clr Grant Robinson
Clr Michael Symons (from 2:04pm)

Apologies

Nil.

1.3 In Attendance

General Manager, Mr Greg Ingham
Governance Officer, Ms Josie Higgins
Executive Officer, Ms Jazmine Murray

1.4 Late Reports

DECISION 352/20

Moved Deputy Mayor Jenny Woods, seconded Cllr Grant Robinson that Council accepts late report item East Coast Tourism Board Council Representative as late agenda item 7.6.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

Cllr Michael Symons entered the meeting at 2:04pm

DECISION 353/20

Moved Cllr Grant Robinson, seconded Cllr Annie Browning that Council accepts late report item Appointment of Independent Audit Panel Member as late agenda item 7.7.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- i. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- ii. any conflict as described in Council's Code of Conduct for Councillors,*

in any item included in the Agenda.

2. Confirmation of Minutes

2.1 Ordinary Meeting of Council – 27 October 2020

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held Tuesday 27 October 2020 at 2.00pm be confirmed as a true and correct record.

DECISION 354/20

Moved Cllr Rob Churchill, seconded Cllr Grant Robinson that the Minutes of the Ordinary Meeting of Council held Tuesday 27 October 2020 at 2.00pm be confirmed as a true and correct record.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

2.2 Date and Purpose of Workshop/s Held

Tuesday 10 November 2020

In accordance with the requirements of regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1.30pm to 6.00pm on Tuesday 10 November 2020 at the Council Offices, Triabunna.

Present

Mayor Robert Young
Deputy Mayor Jenny Woods
Clr Keith Breheny
Clr Annie Browning
Clr Rob Churchill
Clr Grant Robinson

Apologies

Clr Cheryl Arnol (due to prior commitments)
Clr Michael Symons (due to work commitments)

In Attendance

Mr Greg Ingham, General Manager
Mr Rob Brunning, Works Manager (in part)
Mr Vince Butler, Project Engineer – Asset Management (in part)
Mrs. Marissa Walters, Consultant Accountant (in part)
Ms. Jazmine Murray, Development & Compliance Officer (in part)

Guests

Nil.

Agenda

- Draft Asset Management Plan (Buildings)
- Long Term Financial Plan
- Future of Prosser River Mouth Master Plan Advisory Group
- Proposed change of date -2020 Annual General Meeting
- Proposed 2021 Ordinary Council Meeting Dates
- Expressions of Interest – S.24 Special Committee of Council – Coles Bay Hall Committee
- Governance Matters
- Other Matters & Councillor Discussion

RECOMMENDATION

That Council notes the information.

DECISION 355/20

Moved Deputy Mayor Jenny Woods, seconded Cllr Keith Breheny that Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

3. Public Question Time

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

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

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

3.1 Questions without notice

In response to COVID-19 social gathering regulations, Council meetings will be held remotely via video conference until further notice and therefore members of the public are unable to attend the meetings.

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

3.2 Questions on Notice

Nil.

4. PLANNING AUTHORITY SECTION

Nil reports.

5. Financial Reports

5.1 Financial Reports for the period ending 31 October 2020

Responsible Officer –General Manager

ATTACHMENT/S

1. Profit & Loss for the period ending 31 October 2020
2. Balance Sheet as at 31 October 2020
3. Statement of Cash Flows for the period ending 31 October 2020
4. Capital Works as at 31 October 2020

BACKGROUND/OVERVIEW

The financial reports for the period ended 31 October 2020 as attached to this report are presented for the information of Council.

As discussed at the Council workshop held on 7 May 2020 Council's management information reports including departmental financial reports, will in future not be submitted to Council via the Council Meeting Agenda. These information reports will be included in a Councillor Briefing Document which will be circulated bi-monthly initially for the first six months effective this month, then quarterly thereafter and will be publicly available on the website.

Council's major financial reports will continue to be reported in the monthly Council agenda.

STATUTORY IMPLICATIONS

Various legislation.

BUDGET IMPLICATIONS

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

RISK CONSIDERATIONS

By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended 31 October 2020.

DECISION 356/20

Moved Cllr Keith Breheny, seconded Cllr Rob Churchill that Council receives and notes the Financial Reports as attached to this report for the period ended 31 October 2020.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

Profit and Loss

Glamorgan Spring Bay Council

For the 4 months ended 31 October 2020

Account	YTD Actual	YTD Budget	Budget Var	Var %	2020/21 Budget	Notes
Trading Income						
Rate Revenue	8,711,070	8,663,463	47,607	1%	8,663,463	
Statutory Charges	226,478	152,030	74,448	49%	448,549	1
User Charges	296,388	275,300	21,088	8%	424,800	
Grants	507,803	331,196	176,607	53%	1,465,667	2
Interest & Investment Revenue	6,656	3,650	3,006	82%	17,850	
Contributions	36,945	9,000	27,945	311%	30,000	
Other Revenue	729,055	742,523	(13,468)	-2%	1,700,778	
Net Gain (Loss) on Disposal of Assets	16,387	0	16,387	0%	0	
Total Trading Income	10,530,782	10,177,162	353,620	3%	12,751,107	
Gross Profit	10,530,782	10,177,162	353,620	3%	12,751,107	
Capital Grants						
Grants Commonwealth Capital - Other	1,100,000	1,800,000	(700,000)	-39%	4,242,500	3
Grants Commonwealth Capital - Roads to Recovery	7,824	0	7,824	0%	1,003,468	
Grants State Capital - Other	146,000	50,000	96,000	192%	600,000	4
Total Capital Grants	1,253,824	1,850,000	(596,176)	-32%	5,845,968	
Other Income						
Other Income - PPRWS Reimbursement of Principal Loan	0	38,064	(38,064)	-100%	99,690	
Total Other Income	0	38,064	(38,064)	-100%	99,690	
Operating Expenses						
Employee Costs	1,552,914	1,738,363	(185,449)	-11%	5,487,953	5
Materials & Services	2,579,446	2,659,727	(80,281)	-3%	6,916,442	6
Depreciation	785,780	785,780	0	0%	2,357,337	
Interest	30,969	83,734	(52,765)	-63%	238,131	7
Other Expenses	46,700	78,312	(31,612)	-40%	227,429	
Internal Plant used on Capital Jobs	(43,618)	(41,668)	(1,950)	5%	(125,000)	
Employee Oncosts	30,108	74,631	(44,523)	-60%	63,299	
Total Operating Expenses	4,982,299	5,378,879	(396,580)	-7%	15,165,591	
Net Profit	5,548,483	4,798,283	750,200	16%	(2,414,484)	
Total Comprehensive Result (incl Capital Income)	6,802,307	6,686,347	115,960	2%	3,531,174	
Capital Works Program (Current Year WIP)						
Work in Progress Capital Works - Plant Internal	43,618	0	43,618	0%	0	
Work In Progress Payroll - Salaries and Wages	90,255	0	90,255	0%	0	
Work in Progress Capital Works - On Costs	45,372	0	45,372	0%	0	
Work in Progress Capital Works - Contractor Costs	444,374	0	444,374	0%	0	
Work in Progress Capital Works - Materials	314,158	0	314,158	0%	0	
Work in Progress Capital Works - Consultancy	62,757	0	62,757	0%	0	
Work in Progress Capital Works - Plant Hire External	440	0	440	0%	0	
Total Capital Works Program (Current Year WIP)	1,000,973	0	1,000,973	0%	0	

Notes

1. Statutory charges are up \$74k on budget YTD due to increased revenue from development applications.
2. Grant revenue is up \$177k on budget YTD due to grant funds carried forward from previous year and the change in accounting standard for recognising this.
3. Commonwealth Capital Grant revenue is down \$700k on budget YTD due to the timing of grant milestone payments.
4. State Government Capital grants is up \$146k on budget due to the carry forward of grant funds from last year and the change in accounting standards on how this is recognised.
5. Employee costs are down \$185k on budget for the year to date and is partially offset by contractor costs to cover this work.
6. Materials & services are down \$80k or 3% on budget for the YTD. This is mainly due to lower spending on roads materials due to the current focus on capital works projects.
7. Interest expense is down on budget YTD due to the timing on loan payments and reversal of interest accrued into LFY.

Statement of Financial Position

Glamorgan Spring Bay Council
As at 31 October 2020

	31 OCT 2020	30 JUN 2020
Assets		
Current Assets		
Cash & Cash Equivalents	2,880,952	1,683,196
Trade & Other Receivables	4,777,130	658,232
Inventories	22,402	23,755
Other Assets	34,940	81,600
Total Current Assets	7,715,424	2,446,782
Non-current Assets		
Trade & Other Receivables	9,435	9,435
Investment in Water Corporation	28,139,885	28,139,885
Property, Infrastructure, Plant & Equipment		
Fixed Assets	118,210,414	118,210,414
Work in Progress	1,523,058	1,523,058
Total Property, Infrastructure, Plant & Equipment	119,733,472	119,733,472
Total Non-current Assets	147,882,793	147,882,793
Fixed Asset - Water at cost	6,919,487	6,919,487
Fixed Asset - Accumulated Depreciation - Water	(9,078)	(9,078)
Credit Card-Greg Ingham GM	(4)	-
Total Assets	162,508,622	157,239,984
Liabilities		
Current Liabilities		
Trade & Other Payables	678,377	1,207,652
Trust Funds & Deposits	344,162	534,472
Provisions	609,784	614,714
Interest bearing Loans & Borrowings	391,134	512,113
Total Current Liabilities	2,023,458	2,868,950
Non-current Liabilities		
Provisions	117,389	117,389
Interest Bearing Loans & Borrowings	6,685,523	6,723,587
Contract Liabilities	-	434,919
Total Non-current Liabilities	6,802,911	7,275,894
Total Liabilities	8,826,369	10,144,845
Net Assets	153,682,253	147,095,139
Equity		
Current Year Earnings	6,587,114	889,471
Equity - Surplus/Deficit Current Year	16,806,777	15,917,305
Equity - Surplus/Deficit Prior Years	61,491,326	61,491,326
Equity Reserves - Asset Revaluation	77,790,049	77,790,049
	31 OCT 2020	30 JUN 2020
Equity Reserves - Change in Investment Water Corp.	(9,408,811)	(9,408,811)
Equity - Disc. Reserves	415,797	415,797
Total Equity	153,682,253	147,095,139

Statement of Cash Flows

Glamorgan Spring Bay Council
For the 4 months ended 31 October 2020

	JUL-OCT 2020	2020
Operating Activities		
Receipts from customers	5,849,303	11,890,656
Payments to suppliers and employees	(4,707,056)	(12,601,575)
Receipts from operating grants	512,803	1,232,203
Cash receipts from other operating activities	418,752	870,199
Net Cash Flows from Operating Activities	2,073,802	1,391,483
Investing Activities		
Proceeds from sale of property, plant and equipment	16,387	774,845
Payment for property, plant and equipment	(1,361,989)	(7,636,926)
Receipts from capital grants	1,253,824	2,345,631
Other cash items from investing activities	-	8,561,427
Net Cash Flows from Investing Activities	(91,779)	4,044,977
Financing Activities		
Trust funds & deposits	(190,310)	365,036
Net Proceeds/(Repayment) of Loans	(159,042)	197,089
Other cash items from financing activities	(434,919)	(8,052,539)
Net Cash Flows from Financing Activities	(784,271)	(7,490,413)
Net Cash Flows	1,197,753	(2,053,953)
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	1,623,245	3,677,197
Cash and cash equivalents at end of period	2,820,998	1,623,245
Net change in cash for period	1,197,753	(2,053,953)

Budget Capital Works Detail

Glamorgan Spring Bay Council
as at 31 October 2020

New Capital	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress
Roads, Footpaths, Kerbs					
Swanwick Rd, Swanwick - Swanwick Dv to Hazards View Dr - Concrete Footpath approx. 400m. Southern side.	-	95,000	95,000		Procurement in Progress Drought Relief Grant
Wellington St, Swansea - Noyes St to Vistoria St - Concrete Footpath approx. 220m. Southern side.	-	60,000	60,000		Procurement in Progress Drought Relief Grant
Noyes St, Swansea - Franklin St to Wellington St - Concrete Footpath approx. 200m. Eastern side	-	65,000	65,000		Procurement in Progress Drought Relief Grant
Elizabeth St, Orford - Charles St to Gore St - Concrete Footpath approx. 220m Northern Side	35,500	54,000	54,000		50% Complete Drought Relief Grant
Charles St, Triabunna - Rec Ground entrance - Concrete Footpath approx 400m. Western Side	1,140	103,000	103,000		Procurement in Progress Drought Relief Grant
Vicary St, Triabunna - Esplanade intersection - Realignment and paving RSL cenotaph	262	115,000	115,000		Procurement in Progress Drought Relief Grant
Tasman Highway, Bicheno - Harvey's Farm Rd to Douglas St - Concrete footpath approx. 1200m. Eastern side.	262	403,000	403,000		Project manager & designer awarded Drought Relief Grant
Friendly Beaches - Reconstruct & Seal 700m, incl Pullout Bay	103,537	100,000	100,000		Complete Community Infrastructure Fund
R2R - Nugent Rd Seal - Carry forward from 2019/20 + EMF	-	50,000	40,775	9,225	Planned for November \$12,775.RTR + EMF \$28k
Dolphin Sands Share Pathway	197,294	374,608	374,608		95% Complete Fed Grant Fund (\$1.0m commenced 19/20)
Swansea Main Street Upgrade	434	400,000	400,000		Project manager & designer awarded Fed Grant Funding in 21/22
Total Roads, Footpaths, Kerbs	338,428	1,819,608	1,810,383	9,225	
Parks, Reserves, Walking Tracks, Cemeteries					
Coles Bay Trailer Parking - c/fwd project	150,505	155,462	155,462		Complete DPIPWE Funds
Swansea Boat Trailer Parking	4,542	500,000	500,000		Detailed design underway & Crown land approvals in progress. DPIPWE Funds
Bicheno Triangle	436	600,000	600,000		Project manager & designer being awarded. Fed Grant Fund
Coles Bay Foreshore	2,447	800,000	800,000		Project manager & designer awarded Fed Grant Fund
Buckland Recreation Ground - Installation of cricket practice nets, pitch with synthetic surface	-	25,000	25,000		Procurement in progress Drought Relief Grant
Triabunna Recreation Ground - Installation of cricket practice nets, pitch with synthetic surface	-	25,000	25,000		Procurement in progress Drought Relief Grant
Buckland Walk	-	60,000	-	60,000	Community Consultation underway Pending Council decision
Total Parks, Reserves, Walking Tracks, Cemeteries	157,931	2,165,462	2,105,462	60,000	
Plant & Equipment					
Small plant	-	31,000		31,000	Ordered
Skidsteer	41,500	41,000		41,000	Waiting delivery
New Vehicle GM	44,568	45,000		45,000	Complete
IT Computer Equipment	8,567	30,000		30,000	29%
Total Plant & Equipment	94,635	147,000	-	147,000	
Total New Capital	590,995	4,132,070	3,915,845	216,225	

Renewal of Assets	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress	Government Funding
Roads, Footpaths, Kerbs						
RTR - RSPG Rheban Rd Resheeting / realignment for bridge	-	100,000	50,000	50,000		RTR 50% Safety & Productivity Grant 50% (to be confirmed)
Resheeting	-					
Emergency Repairs - Old Coach Rd Resheet	16,423	210,000	157,500	52,500		8% 75% funded by EMF
Emergency Repairs - McNiels Rd Resheet 3.1km	-	60,000	45,000	15,000		75% funded by EMF
Emergency Repairs - Wielangta Rd Resheet 7km	440	125,000	100,000	25,000		75% funded by EMF
Emergency Repairs - Springs & Crossins Rd Resheet	-	17,000	12,750	4,250		75% funded by EMF
Emergency Repairs - Rosedale Rd Resheet 4.4km	18,276	80,000	60,000	20,000		23% 75% funded by EMF
Emergency Repairs - Nugent Rd Resheet	-	45,000	30,000	15,000		75% funded by EMF
Resheet - to be allocated	-	59,025		59,025		
R2R - Charles St Orford 150m Reconstruction, Reseal, Kerb, Channel & Footpath (Henry St to Elizabeth St)	1,140	150,000	150,000		Investigations for design started	
R2R - Charles St Triabunna (Vicary to Espl. W. Waterfront Drive), reconstruct, Reseal & Streetscape	-	326,631	326,631			May need additional funds in 21/22 RTR allocation
Total Roads, Footpaths, Kerbs	36,279	1,172,656	931,881	240,775		
Parks, Reserves, Walking Tracks, Cemeteries						
Bicheno Walk - Bridge replacement - carried forward from 2019/20	701	30,000	20,000	10,000	Procurement in Progress	Community Infrastructure Fund
Total Parks, Reserves, Walking Tracks, Cemeteries	701	30,000	20,000	10,000		
Stormwater, Drainage						
Mount St Orford - Kerb & channel	3,660				In progress	
Nailier Ave & Gamble St Bicheno - New culvert	270				In progress	
Address stormwater infrastructure issues - projects to be determined and approved by Council	45,695	500,000		500,000		9%
Total Stormwater, Drainage	49,625	500,000	-	500,000		
Council Buildings						
Triabunna Depot - Dog Pound Upgrades - carried forward from 2019/20	-	11,000		11,000		
Swansea Depot - Dog Pound Upgrades - carried forward from 2019/20	-	7,000		7,000		
Bicheno Depot - Dog Pound Upgrades - carried forward from 2019/20	-	7,000		7,000		
RSL Cenotaph - new memorial and relocate plaques - c/fw project	1,182	35,000		35,000	Plaques removed from old memorial and procurement in progress	
Buckland Community Hall - replacement of steps to the entrance	-	55,000	55,000			Drought Relief Grant
Buckland Community Hall - ramp access	-	45,000	45,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Coles Bay Tennis Courts - Resurface/Reconstruct+B19	-	65,000	65,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Replace Fencing, paving & awning Swansea Child Care Centre	-	25,000	25,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Bicheno Medical Centre - Refurb Treatment Room	-	25,000	25,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Swansea Courthouse Drainage Works	-	25,000	25,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Swansea Community Hall - Toilet Refurbishment	-	40,000	40,000		Programmed Approved by Fed Gov't	Community Infrastructure Fund
Total Council Buildings	1,182	340,000	280,000	60,000		
Bridges, Culverts						
Orford Bridge Replacement	282,348	990,840	990,840		50% Complete, bridge works done. Road works to commence in Nov.	\$1.02m project started May 2019. Fully Federal Grant funded
Holkham Crt Culvert	-	56,087	56,087		Design commenced	Community Infrastructure Fund
RTR - BRP Rheban Rd Griffith River Bridge	7,941	300,000	300,000		Commenced preliminaries	RTR/BRP 50% EMF50% (to be confirmed)
Total Bridges, Culverts	290,290	1,346,927	1,346,927	-		



Plant & Equipment	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress	Government Funding
Wheeloader (replace backhoe)	265	122,000		122,000	Ordered	
Replace Animal Control Vehicle	31,635	35,000		35,000	Complete	
Plant replacement - replace 3 utes/works vehicles	-	109,230		109,230	Ordered Nov	
Total Plant & Equipment	31,900	266,230	-	266,230		
Total Renewal Capital	409,976	3,655,813	2,578,808	1,077,005		
Total Capital Works	1,000,970	7,787,883	6,494,653	1,293,230		

6. Section 24 Committees

Nil.

7. Officers' Reports Requiring a Decision

7.1 Proposed Date Change – 2020 Annual General Meeting

Responsible Officer – General Manager

ATTACHMENT/S

Correspondence from Mr Craig Limkin, Director Local Government.

PURPOSE

The purpose of this report is to:

1. Provide Council with recent advice received from the Director of Local Government (the Director) regarding the provision of an extension to the statutory timeframe in which Councils are to hold their Annual General Meetings; and
2. To recommend to Council that the 2020 Glamorgan Spring Bay Council Annual General Meeting be rescheduled to February 2021.

BACKGROUND/OVERVIEW

In accordance with the requirements of S.72 of the *Local Government Act 1993*, a council must hold an Annual General Meeting on a date that is not later than 15 December in each year.

Council's 2020 Annual General Meeting (AGM) is scheduled to be held on Tuesday 15 December 2020 (Council Decision 249/19).

STRATEGIC PLAN

Guiding Principle

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

Key Foundation

1. **Our Governance and Finance**

What we plan to do

- Accountable and good governance

STATUTORY IMPLICATIONS

- S.72 *Local Government Act 1993*
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*

BUDGET IMPLICATIONS

Apart from additional advertising costs, no significant budget implications are identified should Council reschedule its 2020 Annual General Meeting.

RISK CONSIDERATIONS

It is unlikely that the Tasmanian Audit Office's (TAO) audit opinion would be received in time to allow the Glamorgan Spring Bay Council's 2019-2020 Annual Report to be prepared, reviewed by the TAO, adopted by Council and made available to the public prior to the Annual General Meeting and in accordance with the relevant legislative requirements should the 2020 Annual General Meeting proceed as scheduled on the 15 December 2020.

OFFICER'S COMMENTS

Ideally the Tasmanian Audit Office's (TAO) audit opinion would be received at least one month prior to the finalisation of Council's Annual Report. As Council's AGM is scheduled to be held on the 15 December and in order to meet this timeframe, it would be necessary to receive the TAO's audit opinion, prepare and present the final Annual Report to the TAO for review and then submit the 2019-2020 Annual Report to Council for endorsement at the November Council meeting.

Following Council's endorsement, the Annual Report would then be advertised inviting the public to make submissions on the document for discussion at the AGM.

As outlined in the attached correspondence from the Director, the *Local Government Act 1993* requires councils to include a copy of the Tasmanian Audit Office's (TAO) audit opinion in their Annual Reports. However the COVID-19 pandemic has caused delays to the TAO's annual local government audit process. At the time of writing this report, the TAO's audit opinion has not been received.

In recognition of the impacts of the pandemic the Premier has issued a Notice pursuant to section 13 of the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*, to extend the statutory timeframe under s72B of the *Local Government Act* by three months. This means that councils will have until 15 March 2021 to hold their 2020 AGMs. The notice was gazetted on 28 October 2020.

Based on the preceding comments and Council's inability to control the delays in receiving the TAO's audit opinion, it is suggested that Council takes advantage of the provision of the extension of the statutory timeframe and holds its 2020 Annual General Meeting on Tuesday 23 February 2021 to commence at 5.30pm following the Ordinary Meeting of Council.

This extension will provide additional time for the receipt of the TAO's audit opinion, the finalisation and review of the Annual Report by the TAO and endorsement of the Annual Report by Council at the January 2021 Ordinary Council meeting, allowing sufficient time for the public to make submissions on the Annual Report for discussion at the AGM on the 23 February 2021.

Should Council agree to reschedule its 2020 Annual General Meeting to 23 February 2021, a notice will be placed on Council's website and in relevant local and state media advising of the change of date and time.

The matter was discussed at the Council workshop held 11 November 2020.

OFFICER'S RECOMMENDATION

That Council reschedules its 2020 Annual General Meeting from Tuesday 15 December 2020 to Tuesday 23 February 2021 commencing at 5.30pm, details of which are to be advertised as deemed appropriate by the General Manager.

DECISION 357/20

Moved Cllr Cheryl Arnol, seconded Cllr Annie Browning that Council reschedules its 2020 Annual General Meeting from Tuesday 15 December 2020 to Tuesday 23 February 2021 commencing at 5.30pm, details of which are to be advertised as deemed appropriate by the General Manager.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

Department of Premier and Cabinet

Executive Building 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: 1300 135 513 Fax: (03) 6233 5685
Web: www.dpac.tas.gov.au



Annual General Meetings and Annual Reports

Dear General Manager

As you would be aware, the *Local Government Act 1993* (the LG Act) requires councils to include a copy of the Tasmanian Audit Office's (TAO) audit opinion in their Annual Reports. This year however, the COVID-19 pandemic has caused delays to the TAO's annual local government audit process. While the LG Act does not provide an explicit timeframe for the finalisation of Annual Reports, councils are required to invite the public to make submissions on the report for discussion at the Annual General Meeting. Under section 72B of the Act, councils must hold their AGMs no later than 15 December each year.

In recognition of the impacts of COVID-19 pandemic, I can advise that the Premier has issued a Notice pursuant to section 13 of the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020* (the COVID-19 Act), to extend the statutory timeframe under s72B of the LG Act by three months. Practically, this means that councils will have until 15 March 2021 to hold their 2020 AGMs. General guidance on convening an Annual General Meeting can be found on the [Local Government Division's website](#). Councils that are in a position to hold their AGMs before 15 December may still do so. The Notice simply provides additional time for this to occur.

I am advised that the Notice will be published in the Tasmanian Government Gazette on 28 October 2020 and, in accordance with section 8 of the COVID-19 Act, will take effect from this date. Once this occurs I would encourage councils to ensure that any reliance on this Notice is appropriately communicated with their local communities.

I would also like to take this opportunity to remind councils of the additional Annual Report requirements that are detailed in regulation 29 of the *Local Government (General) Regulations 2015*. In particular, the requirement for Annual Reports to provide reasons for any instances of the non-application of a public tender process. Further guidance on the preparation of Annual Reports can be found on the [Local Government Division's website](#).

If you have any queries in relation to this correspondence please contact the Local Government Division either by telephone on 03 6232 7022 or by email to lgd@dpac.tas.gov.au.

Yours sincerely



Craig Limkin
Director of Local Government

23 October 2020
20/97639

7.2 Proposed Date Change – December 2020 Ordinary Council Meeting

Responsible Officer – General Manager

ATTACHMENT/S

Nil.

PURPOSE

The purpose of this report is to recommend to Council that the Ordinary Council Meeting scheduled for Tuesday 22 December 2020 be rescheduled to Tuesday 15 December 2020.

BACKGROUND/OVERVIEW

R.4(4) of the *Local Government (Meeting Procedures) Regulations 2015* requires that an ordinary meeting of a council is to be held in each month.

STRATEGIC PLAN

Guiding Principle

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

Key Foundation

2. **Our Governance and Finance**

What we plan to do

- Accountable and good governance

STATUTORY IMPLICATIONS

- *Local Government (Meeting Procedures) Regulations 2015*

BUDGET IMPLICATIONS

Apart from additional advertising costs, no significant budget implications are identified should Council determine to reschedule its December 2020 Ordinary Council Meeting.

RISK CONSIDERATIONS

Should Council adhere to the requirements of the Local Government (Meeting Procedures) Regulation 2015 in respect to the rescheduling of the December 2020 Ordinary Meeting of Council, no risk is identified.

OFFICER'S COMMENTS

Due to the proposal to close the Triabunna Council Office from 4.30pm Friday 18 December to re-open 9.00am Monday 4 January 2020 (*refer separate report this Agenda*), Council is requested to consider the rescheduling of the Ordinary Meeting of Council scheduled to be held on Tuesday 22 December 2020 to Tuesday 15 December 2020 commencing at 2.00pm. **Note: Absolute majority of Council is required.**

OFFICER'S RECOMMENDATION

That Council, by absolute majority, reschedules its December 2020 Ordinary Council Meeting from 2:00pm Tuesday 22 December 2020 to 2:00pm Tuesday 15 December 2020, details of which are to be advertised as deemed appropriate by the General Manager.

DECISION 358/20

Moved Cllr Grant Robinson, seconded Cllr Michael Symons that Council, by absolute majority, reschedules its December 2020 Ordinary Council Meeting from 2:00pm Tuesday 22 December 2020 to 2:00pm Tuesday 15 December 2020, details of which are to be advertised as deemed appropriate by the General Manager.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

7.3 Proposed Council Office Closure – Christmas/New Year Holiday Period

Responsible Officer – General Manager

ATTACHMENT/S

Nil.

PURPOSE

The purpose of this report is to request Council's endorsement of the proposed closure of the Triabunna Council Office over the Christmas/New Year Holiday period.

BACKGROUND/OVERVIEW

It is proposed that the Christmas/New Year closure period for 2020 is as follows:

- Business closes Friday 18 December 2020 at 4.30pm and re-opens Monday 4 January 2021 at 9.00am.
- Arrangements will be put in place in respect to the taking of annual leave by staff as required.
- Call-out arrangements will also be put in place.

As per Council's Enterprise Bargaining Agreement (2018-2021) section 37 states:

"The three days between Christmas and New Year will be paid as Christmas gratia leave and will not be deducted from an employee's leave accruals. If the employee is required to work on any of these days or part thereof, they are to be taken in lieu."

Therefore the following entitled days will be taken as "Christmas Gratia Leave":

- Tuesday 29 December 2020
- Wednesday 30 December 2020; and
- Thursday 31 December 2020.

As per previous years, a roster system will be developed for the Works staff to ensure essential tasks and emergency work can be carried during this Christmas/New Year period.

STRATEGIC PLAN

Key Foundation

2. Our People

What we plan to do

- Show personal appreciation for good performance and/or positive behaviours.

STATUTORY IMPLICATIONS

- Nil

BUDGET IMPLICATIONS

Any costs associated with Annual Leave taken by staff will be in accordance with existing individual officer entitlements.

RISK CONSIDERATIONS

No risks are identified in closing the Triabunna Council Office during the Christmas/New Year period.

OFFICER'S COMMENTS

The proposed Triabunna Council office closure period will affect the scheduled 22 December 2020 Ordinary Meeting of Council, however a separate report is submitted to Council for consideration (***refer Agenda Item 7.2***) with a request that the December 2020 Council meeting be rescheduled to be held on Tuesday 15 December 2020.

Should Council endorse the proposed office closure, the General Manager will advertise the closure via Council's website and appropriate signage.

OFFICER'S RECOMMENDATION

That Council endorse the closure of the Triabunna Council Office from 4.30pm Friday 18 December 2020 to re-open Monday 4 January 2021 at 9.00am.

DECISION 359/20

Moved Cllr Rob Churchill, seconded Cllr Annie Browning that Council endorse the closure of the Triabunna Council Office from 4.30pm Friday 18 December 2020 to re-open Monday 4 January 2021 at 9.00am.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

7.4 Proposed Schedule - 2021 Ordinary Meetings of Council – Dates and Times

Responsible Officer – General Manager

ATTACHMENT/S

Nil.

PURPOSE

The purpose of this report is to provide a schedule of proposed meeting dates for the 2021 Ordinary Meeting of Council to Council for review, consideration and adoption.

BACKGROUND/OVERVIEW

R.4(4) of the *Local Government (Meeting Procedures) Regulations 2015* requires that an ordinary meeting of a council is to be held in each month.

At its December 2019 Council meeting Council resolved that the 2020 Ordinary Meetings of Council would be held on the 4th Tuesday of each month commencing at 2.00pm and Special Meetings of Council could be held any time from 2.00pm.

STRATEGIC PLAN

Guiding Principle

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

Key Foundation

1. **Our Governance and Finance**

What we plan to do

- Accountable and good governance

STATUTORY IMPLICATIONS

- *Local Government (Meeting Procedures) Regulations 2015*

BUDGET IMPLICATIONS

Other than advertising costs, no significant budget implications are identified in Council adopting of the proposed 2021 schedule of Ordinary Meetings of Council and Council's Annual General Meeting as presented.

RISK CONSIDERATIONS

By not adopting and advertising its schedule of dates for the 2021 Ordinary Meetings of Council and the 2021 Annual General Meeting Council risks non-compliance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*.

OFFICER'S COMMENTS

It is recommended that the 2021 Ordinary Meetings of Council from February to November inclusive are held on the 4th Tuesday of each month commencing at 2.00pm in the Council Chambers, Triabunna (subject to COVID-19 restrictions). Due to the public holiday on Tuesday 26 January 2021 (Australia Day) the January Ordinary Meeting of Council could be brought forward to Tuesday 19 January 2021.

It is further recommended that the December 2021 Ordinary Meeting of Council be held on the 2nd Tuesday being the 14th December and that the 2021 Annual General Meeting be held at 5.30pm on the 14 December following the Ordinary Meeting of Council.

- Tuesday 19 January (26 Public Holiday – Australia Day)
- Tuesday 23 February
- Tuesday 23 February (2020 Annual General Meeting to commence at 5.30pm - rescheduled from 14 December 2020 – refer previous report this Agenda).
- Tuesday 23 March
- Tuesday 27 April
- Tuesday 25 May
- Tuesday 22 June
- Tuesday 27 July
- Tuesday 24 August
- Tuesday 28 September
- Tuesday 26 October
- Tuesday 23 November
- Tuesday 14 December
- **Tuesday 14 December – 2021 Annual General Meeting to commence at 5.30pm**

It is also recommended that Special Council meetings of Council can be held at any time from 2.00pm.

This matter was discussed at the Council Workshop on 11 November 2020.

OFFICER'S RECOMMENDATION

That Council:

- a) Adopts the following schedule of dates for the 2021 Ordinary Meetings of Council to commence at 2.00pm:
 - Tuesday 19 January
 - Tuesday 23 February
 - Tuesday 23 March
 - Tuesday 27 April
 - Tuesday 25 May
 - Tuesday 22 June
 - Tuesday 27 July
 - Tuesday 24 August
 - Tuesday 28 September
 - Tuesday 26 October
 - Tuesday 23 November
 - Tuesday 14 December; and
- b) That the 2021 Annual General Meeting of the Glamorgan Spring Bay Council be held on Tuesday 14 December 2020 commencing at 5.30pm; and
- c) That Special Meetings of Council can be held at any time from 2.00pm.

DECISION 360/20

Moved Deputy Mayor Jenny Woods, seconded Cllr Cheryl Arnol that Council:

- a) Adopts the following schedule of dates for the 2021 Ordinary Meetings of Council to commence at 2.00pm:
- Tuesday 19 January
 - Tuesday 23 February
 - Tuesday 23 March
 - Tuesday 27 April
 - Tuesday 25 May
 - Tuesday 22 June
 - Tuesday 27 July
 - Tuesday 24 August
 - Tuesday 28 September
 - Tuesday 26 October
 - Tuesday 23 November
 - Tuesday 14 December; and
- b) That the 2021 Annual General Meeting of the Glamorgan Spring Bay Council be held on Tuesday 14 December 2020 commencing at 5.30pm; and
- c) That Special Meetings of Council can be held at any time from 2.00pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

7.5 Appointment of Committee Members – S.24 Special Committee of Council – Coles Bay Hall Committee

Responsible Officer – General Manager

ATTACHMENTS

Expressions of Interest.

PURPOSE

The purpose of this report is to present to Council the Expressions of Interest received from community members to sit on the Section 24 Committee of Council – Coles Bay Hall Committee for review, consideration and endorsement.

BACKGROUND/OVERVIEW

On the 12 August 2020 advice was received from Ms Jen Hackett that she had resigned from the Coles Bay Hall Committee which was followed by advice received on the 3 September 2020 that Mr Mark Kelly had also resigned from the Coles Bay Hall Committee. An email was also received from Mrs Jenny Logie on the 14 September 2020 advising that Mr David Logie had resigned as Chair and member of the Bicheno Hall Committee.

STRATEGIC PLAN

Guiding Principle

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

Key Foundation

2. **Our Community's Health and Wellbeing**

What we plan to do

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

STATUTORY IMPLICATIONS

- *Local Government Act 1993*

BUDGET IMPLICATIONS

No budget implications are identified in the endorsement of the Expressions of Interest to sit on the Section 24 Committee of Council – Coles Bay Hall Committee.

RISK CONSIDERATIONS

By calling for and endorsing Expressions of Interests from community members to sit on the Coles Bay Hall Committee and the Bicheno Hall Committee, Council has complied with the *Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council* and therefore any risk to Council is considered minimal as due process has been followed.

OFFICER'S COMMENTS

Following the receipt of the advice of the above resignations and in accordance with the *Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council* (the Guidelines) an advertisement was placed in the Great Oyster Bay Community News and a notice placed on Council's website calling for Expressions of Interest (EOI's) from interested members of the community to sit on the Coles Bay Hall Committee and the Bicheno Hall Committee. Submissions closed on 30 October 2020.

Four EOI's were received from community members to sit on the Coles Bay Hall Committee, copies of which are attached to this report.

No EOI's were received in respect to the Bicheno Hall Committee.

Whilst those community members who have submitted an EOI to sit on the Coles Bay Hall Committee have informally been accepted by the Committee as members, the Guidelines stipulate that Council has the final responsibility for determining the membership. Therefore the EOIs are presented for Council's formal endorsement. It should be noted that including the community members that have submitted an EOI, the maximum of 11 members on this Committee has not been exceeded.

These individuals have indicated their willingness to be an active member of the community and each has a set of relevant skills, interests or expertise they will bring to the Committee. It is therefore recommended that Council endorse the following four Expressions of Interest received to sit on the Section 24 Special Committee of Council – Coles Bay Community Hall:

- Kerrie Dean
- Kathryn Whitchurch
- Barbara Barrett
- Kristin Hoerlein

Due to the resignation of Mr Kelly from the Coles Bay Hall Committee, Mr Nigel Carins (already a member of the Coles Bay Hall Committee), has been elected as Chair by the Committee. Mr Carins has accepted the role and has submitted an EOI, copy of which is also attached for Council's endorsement.

With respect to the Bicheno Hall Committee, it would seem appropriate that Council awaits further advice from the Committee in respect to its ongoing membership and the election of a Chair to that Committee.

This matter was discussed at the Council Workshop on 11 November 2020.

OFFICER'S RECOMMENDATION

That Council:

- a) Accepts and endorses the following four community members to sit on the Section 24 Special Committee of Council – Coles Bay Community Hall:
 - Kerrie Dean
 - Kathryn Whitchurch
 - Barbara Barrett
 - Kristin Hoerlein; and
- b) Accepts and endorses the Expression of Interest received from Mr Nigel Carins and acknowledges his appointment as Chair on the Section 24 Special Committee of Council – Coles Bay Community Hall; and
- c) The General Manager writes to the individuals outlined above thanking them for their interest and commitment to the Coles Bay community.

DECISION 361/20


Moved Cllr Rob Churchill, seconded Deputy Mayor Jenny Woods that Council:

- a) Accepts and endorses the following four community members to sit on the Section 24 Special Committee of Council – Coles Bay Community Hall:
 - Kerrie Dean
 - Kathryn Whitchurch
 - Barbara Barrett
 - Kristin Hoerlein; and
- b) Accepts and endorses the Expression of Interest received from Mr Nigel Carins and acknowledges his appointment as Chair on the Section 24 Special Committee of Council – Coles Bay Community Hall; and
- c) The General Manager writes to the individuals outlined above thanking them for their interest and commitment to the Coles Bay community.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.



GLAMORGAN SPRING BAY
COUNCIL

**Expressions of Interest
Application Form for Membership
Section 24 Special Committees of Council**

Date: 16th October 2020

First Name: Kerrie

Surname: Dean

Address: [REDACTED]
Coles Bay

Phone:

Mobile: [REDACTED]

E-mail Address: [REDACTED]

Name of Section 24 Special Committee of Council:
Coles Bay Community Hall Committee

Please briefly describe your reasons for wanting to be a member of this committee:

In previous positions I have held bookkeeping roles and felt that I could use these skills to help ~~at~~ the Cobs Bay Hall Committee.

Relevant skills, interests or expertise you will bring to the committee:

Bookkeeping community minded like to be involved in the community.

Please list any potential conflicts of interest:


Applicant Declaration:

I have read the Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council and understand that should my application be successful as a volunteer member of a Section 24 Special Committee of Council I would be expected to behave in accordance with these guidelines and the Terms of Reference for the committee I am a member of.

Print Name: *Kerrie Dean*

Signed: [REDACTED]

Date: *16 October 2020*

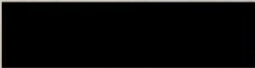

GLAMORGAN SPRING BAY
COUNCIL
Confidentiality Agreement

I, Karrie Dean.....being a volunteer member of
a Section 24 Special Committee of Glamorgan Spring Bay Council, agree that
I will maintain at all times the confidentiality of all privileged or proprietary
information to which I am exposed whilst working with the Council, whether
this information involves members of the public, a paid staff member,
councillor or other person, or involves overall Council business.

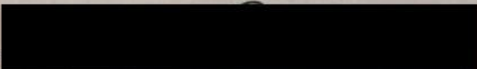
I agree to return to the Council or destroy (only as instructed) any written
material that I am given to perform any task. I will under no circumstances
keep confidential information/notes in my personal possession.

I acknowledge my responsibility to report to the General Manager any
concerns I have regarding confidentiality.

Dated this 16th Day of October... in the year 2020.

Signed by: 

Name: Karrie Dean.....

Witnessed by: 



GLAMORGAN SPRING BAY
COUNCIL

Expressions of Interest Application Form for Membership Section 24 Special Committees of Council

Date: 8 SEPTEMBER 2020

First Name: KATHRYN

Surname: WHITCHURCH

Address:

Phone:

Mobile:

E-mail Address:

Name of Section 24 Special Committee of Council:

Coles Bay Community Hall Committee

Please briefly describe your reasons for wanting to be a member of this committee:

To support long standing members of the Committee and inject some "new blood" into the Committee.
To be involved in the local Community and assist in utilising the Hall and annex in the best possible way for the whole Community

.....

.....

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.....

Relevant skills, interests or expertise you will bring to the committee:

.....
Past Secretary of Pigeon Association Inc.,
Kalgoorlie Playgroup WA and Laidley Playgroup QLD.

.....

.....

.....

Please list any potential conflicts of interest:

.....

.....

.....

.....

.....




Confidentiality Agreement

I,being a volunteer member of a Section 24 Special Committee of Glamorgan Spring Bay Council, agree that I will maintain at all times the confidentiality of all privileged or proprietary information to which I am exposed whilst working with the Council, whether this information involves members of the public, a paid staff member, councillor or other person, or involves overall Council business.

I agree to return to the Council or destroy (only as instructed) any written material that I am given to perform any task. I will under no circumstances keep confidential information/notes in my personal possession.

I acknowledge my responsibility to report to the General Manager any concerns I have regarding confidentiality.

Dated this *eight* Day of *September* in the year *2020*

Signed by: 

Name: *Kathryn Whitechurch*

Witnessed by: 

Applicant Declaration:

I have read the Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council and understand that should my application be successful as a volunteer member of a Section 24 Special Committee of Council I would be expected to behave in accordance with these guidelines and the Terms of Reference for the committee I am a member of.

Print Name: *Kathryn Whitechurch*

Signed: .

Date: *8 September 2020*



GLAMORGAN SPRING BAY
COUNCIL

RECEIVED
09 SEP 2020

BY:

**Expressions of Interest
Application Form for Membership
Section 24 Special Committees of Council**

Date: *5th September, 2020*

First Name: *BARBARA*

Surname: *BARRETT*

Address:

or

Phone:

Mobile:

E-mail Address:

Name of Section 24 Special Committee of Council:

Please briefly describe your reasons for wanting to be a member of this committee:

To contribute to the local community
namely through being a committee
member on our local hall.

Relevant skills, interests or expertise you will bring to the committee:

local community member for 31 years.
Use the hall and annexe for library
and mahjong group.

Please list any potential conflicts of interest:

Applicant Declaration:

I have read the Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council and understand that should my application be successful as a volunteer member of a Section 24 Special Committee of Council I would be expected to behave in accordance with these guidelines and the Terms of Reference for the committee I am a member of.

Print Name: ..BARBARA.....BARRETT

Signed: ..

Date:5th Sept, 2020.....



Confidentiality Agreement

I, Mrs Barbara Barrett being a volunteer member of a Section 24 Special Committee of Glamorgan Spring Bay Council, agree that I will maintain at all times the confidentiality of all privileged or proprietary information to which I am exposed whilst working with the Council, whether this information involves members of the public, a paid staff member, councillor or other person, or involves overall Council business.

I agree to return to the Council or destroy (only as instructed) any written material that I am given to perform any task. I will under no circumstances keep confidential information/notes in my personal possession.

I acknowledge my responsibility to report to the General Manager any concerns I have regarding confidentiality.

Dated this 5th Day of September in the year 2020

Signed by:



Name: BARBARA BARRETT

Witnessed by:





GLAMORGAN SPRING BAY
COUNCIL

**Expressions of Interest
Application Form for Membership
Section 24 Special Committees of Council**

Date: 7/10/20

First Name: KRISTIN

Surname: HOERLEIN

Address:

COLES BAY, TASMANIA. 7215

Phone: 081

Mobile:

E-mail Address:

Name of Section 24 Special Committee of Council:

COLES BAY COMMUNITY CENTRE

Please briefly describe your reasons for wanting to be a member of this committee:

TO BE AN ACTIVE MEMBER OF MY COMMUNITY

Relevant skills, interests or expertise you will bring to the committee:

COMPUTER KNOWLEDGE, GOOD COMMUNICATION

Please list any potential conflicts of interest:

Applicant Declaration:

I have read the Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council and understand that should my application be successful as a volunteer member of a Section 24 Special Committee of Council I would be expected to behave in accordance with these guidelines and the Terms of Reference for the committee I am a member of.

Print Name: KRISTIN HOERLEIN

Signed:

Date: 7/10/2020

Glamorgan Spring Bay Council

Authorised By: General Manager



Confidentiality Agreement

I, KIRSTIN HOERLEIN.....being a volunteer member of a Section 24 Special Committee of Glamorgan Spring Bay Council, agree that I will maintain at all times the confidentiality of all privileged or proprietary information to which I am exposed whilst working with the Council, whether this information involves members of the public, a paid staff member, councillor or other person, or involves overall Council business.

I agree to return to the Council or destroy (only as instructed) any written material that I am given to perform any task. I will under no circumstances keep confidential information/notes in my personal possession.

I acknowledge my responsibility to report to the General Manager any concerns I have regarding confidentiality.

Dated this 8th Day of OCTOBER..... in the year 2020..

Signed by:

Name: K. HOERLEIN.....

Witnessed by:

PAUL McCauley



GLAMORGAN SPRING BAY
COUNCIL

**Expressions of Interest
Application Form for Membership
Section 24 Special Committees of Council**

Date: 16th October 2020

First Name: NIGEL

Surname: CARINS

Address:

COLES BAY TAS 7215

Phone:

Mobile:

E-mail Address:

Name of Section 24 Special Committee of Council:

Coles Bay Community Hall



Please briefly describe your reasons for wanting to be a member of this committee:

Previous committee member with local knowledge of Celer Bay, and a desire to ensure the Community Hall is available for all to access. Ensure good communication with Council to further develop the facility to meet future needs of the community.

Relevant skills, interests or expertise you will bring to the committee:

Past Committee member, Retired teacher and State Coordinator of the Education Department's Swimming Water Safety Program with developed leadership and coordination skills.

Please list any potential conflicts of interest:

Nil

Applicant Declaration:

I have read the Glamorgan Spring Bay Council Guidelines for Section 24 Special Committees of Council and understand that should my application be successful as a volunteer member of a Section 24 Special Committee of Council I would be expected to behave in accordance with these guidelines and the Terms of Reference for the committee I am a member of.

Print Name: NIGEL PARINIS

Signed: 

Date: 16th October 2020

7.6 Late Report Item – Council Representative – East Coast Tasmania Board

Responsible Officer - General Manager

This Late Agenda Report Item is submitted in accordance with r.8(6) of the Local Government (Meeting Procedures) 2015.

ATTACHMENT/S

Nil.

BACKGROUND

Due to the recent resignation of Deputy Mayor Jenny Woods as Council's representative on the Board of East Coast Tourism (ECT), Council is requested to appoint a new representative to the Board.

ECT is the peak tourism body for the east coast of Tasmania and is responsible for the development and growth of the tourism industry in the region through industry leadership and development, product development, marketing, identifying infrastructure and investment opportunities, advocacy and tourism sustainability.

The ECT is jointly funded by Tourism Tasmania, the Glamorgan Spring Bay and Break O'Day Councils. Glamorgan Spring Bay Council currently contributes \$60,000 per year to ECT.

OFFICER'S COMMENTS

In November 2018, Council appointed Deputy Mayor Jenny Woods as Council's representative on the ECT Board.

Since the receipt of advice by Mayor Woods of her resignation from the ECT Board, Cllr Michael Symons has indicated his willingness to represent Glamorgan Spring Bay Council on the ECT Board, subject to Council support and endorsement.

The East Coast Regional Tourism Board meets every 6-8 weeks in various locations on the East Coast with the next meeting to be held on the 10 December 2020 in St Helens.

STRATEGIC PLAN

Key Foundation

1. Our Governance and Finance

What we plan to do

- Advocate and lobby effectively on behalf of the community.

STATUTORY IMPLICATIONS

- East Coast Tourism Constitution

BUDGET IMPLICATIONS

No budget implications are recognised in the appointment of a Council representative to the Board of East Coast Tourism.

OFFICER'S RECOMMENDATION

That Council appoints Cllr as Glamorgan Spring Bay Council's representative on the East Coast Tourism Board effective 23 November 2020.

Moved Cllr Cheryl Arnol, seconded Deputy Mayor Jenny Woods that Council appoints Cllr Michael Symons as Glamorgan Spring Bay Council's representative on the East Coast Tourism Board effective 23 November 2020.

MOTION WITHDRAWN WITH THE SUPPORT OF THE SECONDER

The Mayor called for expression of interests from Councillors with a ballot to be conducted and the General Manager to scrutineer. Eight ballots papers were returned and the General Manager advised that Cllr Rob Churchill had received majority of the votes in the ballot.

DECISION 362/20

Moved Cllr Keith Breheny, seconded Deputy Mayor Jenny Woods that Council appoints Cllr Rob Churchill as Glamorgan Spring Bay Council's representative on the East Coast Tourism Board effective 23 November 2020.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

7.7 Late Report Item – Appointment of Independent Audit Panel Member

Responsible Officer - General Manager

This Late Agenda Report Item is submitted in accordance with r.8(6) of the Local Government (Meeting Procedures) 2015.

ATTACHMENT/S

Expression of Interest - Heather Salisbury

BACKGROUND / OVERVIEW

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

The Panel acts as an advisory committee to Council, rigorously reviewing and assessing Council performance, making recommendations to Council on strategic and operational matters, ensuring that the Annual Financial Statements of Council accurately represent the operations and state of affairs of Council and ensuring Council is complying with the provisions of applicable legislation.

In accordance with the Glamorgan Spring Bay Council Audit Panel Charter (the Charter) the membership of the Panel will comprise of 4 members, whereby 2 members must be independent persons (including the independent Chairperson).

Council has enjoyed a good working relationship with the current two independent audit panel members over the past years but has recently been informed of the resignation of Mr Kane Ingham who, due to work commitments, will not be returning to the Panel in the New Year.

This has left a vacancy on the Panel.

Due to the resignation of Mr Ingham an advertisement seeking expressions of interest was placed on Council's website and also appeared in the Mercury, the East Coast View and in the Great Oyster Bay Community News publications with the focus on attracting a suitably skilled, possibly local candidate.

As a result, four enquiries and two applications were received. One of the two applicants withdrew their expression of interest due to another work offer. The remaining applicant, Ms Heather Salisbury recently retired from the City of Hobart Council and is a rate payer in the Glamorgan Spring Bay municipality.

A copy of Ms Salisbury's expression of interest is attached which briefly outlines her experience of 11 years as Deputy General Manager of City of Hobart Council and includes roles in community activities and local government administration during her 27 years with the Council.

A further summary provided by Ms Salisbury's outlining her background and experience has been circulated to Councillors under separate cover.

Ms. Salisbury's expression of interest was discussed by the Panel at its recent meeting and it was unanimously felt that she would be a valuable member of the Panel.

The Panel's current Chair Mr Mike Derbyshire has indicated his desire to stay on in his position. A report will be submitted to the December 2020 in respect to the renewal of Mr Derbyshire's agreement with Council.

STRATEGIC PLAN

Key Foundation

2. Our Governance and Finance

Sound governance and financial management that shows Council is using ratepayer funds to deliver best value and impact for the GSBC community.

STATUTORY IMPLICATIONS

- *Glamorgan Spring Bay Council Audit Panel Charter*
- *Local Government Act 1993*
- *Local Government (Audit Panels) Order 2014; and*
- *Local Government (Audit Panels) Amendment Order 2015*

BUDGET IMPLICATIONS

Remuneration for independent members of the Panel are reviewed annually and are set at agreed rates by Council. These payments are incorporated for this purpose into Council's adopted 2020/2021 budget.

RISK CONSIDERATION/S

By not calling for Expressions of Interest from individuals to sit on the Glamorgan Spring Bay Council Audit Panel to fill a vacancy on the Panel, Council would be non-compliant with the requirements Council's adopted Audit Panel Charter and other relevant legislative requirements as identified within this report.

OFFICER'S COMMENTS

In accordance with section 3 "Membership" of the Glamorgan Spring Bay Council Audit Panel Charter a member of the Audit Panel will be appointed for a period not less than one year and not more than four years.

A Councillor Representative on the Panel must stand down at the next election following the appointment of the Audit Panel but shall be eligible for re-appointment if re-elected to Council.

It is therefore recommended that Ms Salisbury be appointed as an independent member to sit on the Glamorgan Spring Bay Council Audit Panel for a period of three years to allow for the panel to assist the current elected members and to allow an overlap for any newly elected Councillors.

OFFICER'S RECOMMENDATION

That Council appoints Ms Heather Salisbury as an independent member to sit on the Glamorgan Spring Bay Council Audit Panel effective January 1, 2021 for a period of three years.

DECISION 363/20

Moved Cllr Cheryl Arnol, seconded Deputy Mayor Jenny Woods that Council appoints Ms Heather Salisbury as an independent member to sit on the Glamorgan Spring Bay Council Audit Panel effective January 1, 2021 for a period of three years.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

[REDACTED]
Lindisfame [REDACTED]

Email: [REDACTED]

Phone: [REDACTED]

Mr Greg Ingham
General Manager
Glamorgan Spring Bay Council
PO Box 6
Triabunna 7190
Attention: Jennifer Roya

Dear Mr Ingham

I am writing to express interest in the role of Independent Audit Panel Member as advertised in the Mercury on 31 October 2020.

Attached is a brief resume detailing my relevant qualifications and experience, which includes 27 years working at the City of Hobart prior to my retirement in August this year.

My roles at Hobart covered both community activities and local government administration with the most recent eleven years as Deputy General Manager. My background has included responsibility for governance and finance functions, including supporting the operation of the Risk and Audit Panel at Hobart. I am passionate about local government and believe I still have a contribution to make in the sector.

On a personal level, I have a strong connection to Glamorgan Spring Bay. I spent my childhood holidaying at Orford and am now fortunate to be a part-time resident, my husband and I having purchased a home at Orford three years ago.

I would very much welcome the opportunity to support the local Council through membership of its Audit Panel.

Yours sincerely

[REDACTED]
Heather Salisbury

8 November 2020

8. Notices of Motion

8.1 Notice of Motion – Cllr Michael Symons

BACKGROUND/OVERVIEW

At the June OCM, Agenda item 7.11 dealt with the Recreational Boating Fund application to Marine and Safety Tasmania (MAST) for an extension to each of the two jetties at the Bicheno Boat Ramp.

Extract from Council Agenda – 23 June 2020:

BACKGROUND/OVERVIEW

A Recreational Boating Fund application to Marine and Safety Tasmania (MAST) had been submitted by the public for an extension to each of the two jetties at the Bicheno Boat ramp. (Ariel map attached).

The application for funding has been approved by MAST to upgrade these jetties and construct the extensions.

The existing jetties and boat ramp are owned and maintained by the Glamorgan Spring Bay Council (Council).

The primary purpose for the extensions is to increase boat-holding capacity while trailers are parked and retrieved and to ease congestion at the ramp. The left hand landing stage (the subject of the main extension) was built in 2004. Therefore, an upgrade and extension is timely to keep the landing in a sound, working condition.

MAST have asked if the Council is happy for these works to proceed and will Council lodge and cover the costs of the planning application to enable these works to go ahead. This planning application would be discretionary.

If approval on both counts is given, MAST will progress to completion of construction detailed drawings.

BUDGET IMPLICATIONS

MAST will fully fund the construction;
Construction at this stage is estimated at \$110,000
Cost of the Planning application will be \$825.00.

Council funds the ongoing maintenance of all jetties.
The amount varies depending on the damage and general wear and tear.

STATUTORY IMPLICATIONS

Nil.

The following motion was put and Lost 4/4:

DECISION 220/20

Moved Cllr Michael Symons, seconded Deputy Mayor Jenny Woods that Council:

- (a) Approve in principle the request by Marine and Safety Tasmania for these works to proceed; and
- (b) Agrees to lodge and cover the costs for the Planning application to extend the jetties

THE MOTION WAS PUT AND LOST 4/4

For: Cllr Grant Robinson, Cllr Michael Symons, Cllr Cheryl Arnol, Deputy Mayor Jenny Woods
Against: Mayor Debbie Wisby, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Annie Browning

This is an opportunity to fund the required extension to the two jetties that Council should not miss. It will provide funds to undertake the work and provide a much-needed upgrade to the two jetties for our recreational boating public.

I believe decision 220/20 should be rescinded and the matter progressed on a new motion.

Moved Cllr Michael Symons, seconded

That Council rescind by absolute majority decision 220/20.

If the rescind motion is successful, then I intend to move the following motion:

Moved Cllr Michael Symons, seconded

That Council

- (a) Approve in principle the request by Marine and Safety Tasmania for these works to proceed; and**
- (b) Agrees to lodge and cover the costs for the Planning application to extend the jetties.**

GENERAL MANAGER'S COMMENTS

In accordance with the requirements of R.18 of the *Local Government (Meeting Procedures) Regulations 2015* the following comments are made in support of Cllr Symons' motion:

Further to the above matter being discussed at the Ordinary Council Meeting held on the 23 June 2020 as outlined by Cllr Symons, Council further resolved at its Special Meeting held on the 6 July 2020 to:

- a) Write to MAST requesting that MAST consider taking over ownership of the boat ramps and associated jetty assets including maintenance, liability and associated depreciation costs of same, or at a minimum, and
- b) MAST formally agree to replace boat ramps; and associated jetty assets to reduce Council's depreciation costs and provide additional funding to cover ongoing maintenance and liability costs.

The Acting General Manager at time wrote to MAST on 30 July 2020 advising them of Council's decision.

The following response was received from MAST on the 18 August 2020:



18 August 2020

Ms Marissa Walters
Acting General Manager
Glamorgan Spring Bay Council
PO Box 6
TRIABUNNA TAS 7190
admin@freycinet.tas.gov.au

Dear Ms Walters

Reference is made to your letter dated 30 July 2020 in relation to boat ramps and jetties within the Glamorgan Spring Bay Council area.

As previously advised, by letter dated 1 July 2020, there are over 400 boat ramps around the coast of Tasmania. The vast majority are owned and managed by local government by way of lease or licence with the Crown, many of which predate MAST. Only 17 of these are directly managed by MAST and were inherited from the former Marine Boards and other government agencies on MAST's formation.

MAST maintains an Asset Management Plan for its facilities. This plan incorporates the Board's policy position relating to facilities that other organisations may wish to divest. The Board will not consider accepting such facilities unless those facilities are predominantly used commercially and sufficient funding for their management and maintenance is provided via an increase in MAST's Treasury appropriation. The policy also states that eventual replacement of such structures would need to be funded by Government through the Capital Investment Program (CIP).

As a result, MAST will not consider taking ownership of boat ramps and associated jetties within your municipality, nor will it formally commit long term to replacing them. The Board reiterated this position at a meeting on 14 August 2020 and also noted its disappointment at the recent criticism directed at MAST in Council meetings.

Through the Recreational Boating Fund MAST has worked collaboratively with local government for over 20 years to maintain, upgrade and replace facilities in accordance with engineering standards through the Recreational Boating Fund. Over this time, MAST has provided \$2951 970 to upgrade and improve boating facilities in your municipality. MAST will continue to work collaboratively with Glamorgan Spring Bay Council to assist with upgrading and replacement of facilities where proposals benefit the safety and enjoyment of recreational boaters.

Yours sincerely



Lia Morris
Chief Executive
MARINE AND SAFETY TASMANIA

In recent weeks the General Manager has met with representatives from MAST during which discussion was held in respect to funding still being available to Council through the Recreational Boating Fund should it wish to reconsider its previous decision, particularly in respect to the upgrade of the two jetties at the Bicheno boat ramp.

Council would be expected to agree to and lodge and cover the costs for the Planning application to extend the jetties.

MAST has also advised that should Council proceed with and be successful in its funding application for the upgrade works, MAST would commit to a 12 month defect liability for the jetty extension project. Any defects in regards to the new works will be rectified by the contractor (MAST). It should be noted that materials used in the modern day construction of jetties or pontoons require far less maintenance than earlier construction materials. For example the use of recycled plastic components.

After the 12 month defect liability period, Council will have access to the \$50,000 annual boating registration fund available for routine maintenance of maritime facilities including the Gulch jetty.

Any major structural defects in respect to this project would be dealt with by MAST with Council only involved in routine maintenance.

Council will apply for the funding through MAST.

Should Council support both of Cllr Symons' motions, this would result in any previous decisions or part of those decisions on this matter being overturned.

GENERAL MANAGER'S RECOMMENDATION

Based on the above comments and recent discussions with MAST, it is recommended that Council supports Cllr Symons' motions in the interest of providing a much-needed upgrade to the two jetties in Bicheno for our recreational boating public.

DECISION 364/20

Moved Cllr Michael Symons, seconded Deputy Mayor Jenny Woods that Council rescind by absolute majority decision 220/20.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

DECISION 365/20

Moved Cllr Michael Symons, seconded Cllr Cheryl Arnol that Council:

- a) Approve in principle the request by Marine and Safety Tasmania to extend each jetty at the Bicheno boat ramp as per item 7.11 on the 23 June 2020 Meeting and for these works to proceed; and
- b) Agrees to lodge and cover the costs for the Planning application to extend the jetties.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

9. Petitions

Nil.

10. Questions without Notice from Councillors

Questions without Notice by Councillors taken on notice – 27 October 2020

Deputy Mayor Jenny Woods

Through the Chair, Deputy Mayor Jenny Woods directed the following questions to the General Manager which were taken on notice by the General Manager:

1. *Does the General Manager believe that the Section 24 Committee of Council 'Statement of Expectations' has reached the end of the process set out by its terms of reference and if the General Manager is satisfied by its achievements will he investigate its disbandment for the next meeting of Council in November.*

Response from Greg Ingham, General Manager

The General Manager is of the opinion that the 'Statement of Expectations' (SOE) Section 24 Committee of Council has served its purpose. Council has adopted an Issue Resolution Policy 6.7 that is read in conjunction with the SOE. All Elected Members and the General Manager have committed to following good governance practices in signing the SOE. Councillor Arnol has verbalised her commitment to the SOE at the September 2020 Ordinary Council Meeting.

The SOE Committee is meeting on the 16 November 2020 to discuss and agree on the Committee's future. A report will be included in the December 2020 Ordinary Meeting agenda.

2. *Given the amount of time lapsed and inactivity of the Section 24 Committee of Council being the Prosser River Mouth Masterplan Advisory Group and the lack of progression on this and the perceived turmoil the subject has raised in the community again I ask you to investigate the disbandment of this Committee and bring it to our next workshop and consequently the Council Meeting in November for Councillors consideration and decision.*

Response from Greg Ingham, General Manager

The ongoing viability of the Prosser River Master Plan Advisory Group PRMPAG (the Group) was discussed at a Council Workshop 10 November 2020. Included in the discussion papers was the Terms of Reference for the PRMPAG. A 'Master Plan' has been developed by a member of the Group. The main objective of the Master Plan as per the Terms of Reference, was to facilitate improved shared use and strategic management of the Prosser River mouth area.

There is only one reference in the Master Plan objectives to protecting important bird values within the Orford Bird Sanctuary at the river mouth. The other objectives talk about improved or new assets such as picnic tables, vehicle parking, toilets, boat ramp and trailer parking and walkways.

The crux of the matter and the reason the Group was formed was mainly around the need to protect threatened bird species. This resulted in the recent erection of a fence, separating the backwater at the river mouth (important bird foraging habitat), from public access has divided community opinion. Some in the community want to see the fence removed or at least walking access to the backwater by way of gates restored. The bird watching fraternity want to see the fence remain in place.

It appears that the PRMPAG has become dysfunctional around the TOR objectives as the key issue here is bird protection/human activity co-existence. It is the GM's opinion that there is no middle ground in regards to this matter.

A report will be included in the December 2020 Ordinary Meeting agenda recommending a course of action for the PRMPAG.

Questions without Notice by Councillors

Clr Cheryl Arnol

Through the Chair, Cllr Cheryl Arnol directed the following questions to the General Manager:

I was recently cc'd into an email from the Freycinet Association in relation to septic systems and sewerage in Coles Bay. The FAI raised the issue of a \$100K grant that State Government provided to Glamorgan Spring Bay Council for septic compliance that was announced in February 2020 at the release of the Taswater sewerage feasibility study. This was a significant achievement for the community from their lobbying on this issue.

My questions are:

- 1. Can you confirm the grant deed has been entered in to in regard to this money, and if so when was the grant deed signed?*
- 2. If so, what is the plan, and timeline for implementing the septic compliance program funded by this grant?*
- 3. What works or investigations have been implemented so far in Coles Bay, specifically from this grant monies, for septic compliance in Coles Bay?*
- 4. Taking into account the first three questions, has Council reached its first milestone for payment from this grant? If not, when does Council expect to reach that milestone?*

Response from Greg Ingham, General Manager

A grant deed has not been entered into. The General Manager has been informed that stakeholder discussion is ongoing. The \$100,000 grant needs to have clear KPI's/milestones and these have not been agreed to as yet.

The FAI also made reference to the septic desktop audit, which they claim the former Mayor stated was already completed, in February 2020, and FAI seem to be saying that it is not in fact completed.

In relation to this matter can you please confirm

- 1. What stage is the desktop audit at?*
- 2. If it is not completed, when will it be completed?*

Response from Greg Ingham, General Manager

A desktop analysis has been completed with some feedback provided from the residents as to the location of septic tanks and trenches on private property. Council continues to fulfil its obligations under the Environmental Management legislation.

Through the Chair, Cllr Cheryl Arnol directed the following questions to the Mayor:

I refer to your letter to the Editor in the Mercury 23 November. S.23 (1) (e) of the LGA provides for the Mayor to be spokesperson of the Council. By definition, that requires the Mayor to accurately portray the Council's views on any matter. By signing the letter as Mayor Glamorgan Spring Bay it could be construed that the view advocated in your letter was that of the whole Council.

Will you please advise when you determined that this was in fact the stance of the elected members of Glamorgan Spring Bay and you could therefore publically state it in a letter signed as Mayor?

Response from Mayor Robert Young

I did not get Council approval for the letter; it was a statement in support of this Council to remain as an individual Council opposed to being merged with another Council. It seemed to me that by all of us being here on Council we desire to have this Council remain as an individual; it was not a statement of the future of this Council. It was a general statement of the benefits of there being smaller Councils.

11. Confidential Items (Closed Session)

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

Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 27th October 2020

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

Item 2: Nuisance Issue

As per the provisions of Regulation 15(2) (g) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into closed session at (Time:).

DECISION 366/20

Moved Cllr Keith Breheny, seconded Cllr Grant Robinson that Council moves into closed session at 3.37pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Robert Young, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol,
Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill,
Cllr Grant Robinson, Cllr Michael Symons

Against: Nil.

The Mayor confirmed that the recording of the meeting was terminated and the microphones were switched off.

12. Close

The Mayor declared the meeting closed at 3:45pm

CONFIRMED as a true and correct record.

Date:

Mayor Robert Young