



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING AGENDA

TUESDAY 22 MARCH 2022

2:00 PM

Via remote video conference

NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held via remote video conference on Tuesday 22 March 2022, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

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

Dated this Thursday 17 March 2022



Greg Ingham
GENERAL MANAGER

IMPORTANT INFORMATION

- In response to COVID-19 restrictions, members of the public will not be able to attend the meeting. Where possible a live stream of the meeting will be made available.
- As determined by Glamorgan Spring Bay Council in April 2017, all Ordinary and Special Meetings of Council are to be audio/visually recorded and streamed live.
- A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

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

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1 OPENING OF MEETING

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

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

1.3 In Attendance

1.4 Late Reports

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

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

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 22 February 2022

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 22 February 2022 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

Tuesday 22 February 2022

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 10:00am to 12:00pm on Tuesday 22 February 2022 via remote video conference.

Present:

Mayor Robert Young
Clr Cheryl Arnol
Clr Keith Breheny
Clr Annie Browning
Clr Rob Churchill
Clr Grant Robinson
Clr Michael Symons

Apologies:

Deputy Mayor Jenny Woods

In Attendance:

Greg Ingham, General Manager
Alex Woodward, Director Planning & Development
Elyse Blain, Director Corporate and Community

Guests

Nil.

Agenda

- Medical Practices

RECOMMENDATION

That Council notes the information.

Tuesday 8 March 2022

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1:30pm to 4:30pm on Tuesday 8 March 2022 via remote video conference.

Present:

Mayor Robert Young
Deputy Mayor Jenny Woods
Clr Cheryl Arnol
Clr Keith Breheny
Clr Annie Browning
Clr Rob Churchill
Clr Grant Robinson
Clr Michael Symons

Apologies:

Nil.

In Attendance:

Greg Ingham, General Manager
Peter Porch, Director Works and Infrastructure
Elyse Blain, Director Corporate and Community

Guests

- Rhonda Taylor
- Alex Sumner

Agenda

- East Coast Tourism Presentation
- Regional Coastal Hazard Strategy
- DRAFT Councillor Expenses & Allowance Policy
- SERDA Jobs Hub
- Coles Bay Foreshore

RECOMMENDATION

That Council notes the information.

3 PUBLIC QUESTION TIME

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

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

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

3.1 Questions on Notice

Nil.

3.2 Questions Without Notice

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

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Reports for the period ending 28 February 2022

Author: Director Corporate & Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Group Financial Statements 2022-02 [5.1.1 - 3 pages]
2. Capital Works Projects 2022-02 [5.1.2 - 3 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended 28 February 2022 as attached to this report are presented for the information of Council.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

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

RISK CONSIDERATIONS

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
There are no material risks from adopting this recommendation.				
Do not adopt the recommendation				
By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.	Likely	Likely	High	By not adopting the recommendation Council is not endorsing the financial reports for the period ending 31 July 2021. Council needs to endorse.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended 28 February 2022.

6 SECTION 24 COMMITTEES

6.1 Coles Bay Hall Committee Minutes - 21 February 2022

Coles Bay Community Hall Committee Meeting Minutes

5pm 21st February 2022

Meeting Facilitator: Nigel Carins

Nigel Carins called to order the regular meeting of the Coles Bay Community Hall Committee at 5pm on 21/02/2022 at the Coles Bay Community Hall.

No apologies

Present: Nigel Carins, Kristin Hoerlein, Barb Barrett, Liz Swain, Kathryn Whitchurch, Anne Melrose & Rob Churchill via video link.

Minutes approved as circulated.

Moved Kathryn Whitchurch, 2nd Nigel Carins. Carried.

Treasurer's Report is endorsed. Please see attached.

Moved Liz Swain, 2nd Kristin Hoerlein. Carried.

Open issues

- a) **FAI report from Liz.** Supplied as a cross reference for the activities in the community. Activities include working on the sewerage issue of Coles Bay, (which Council has supported), Wineglassbay.com interactive mapping, Water Bottle refill stations to help facilitate the phasing out of single use plastic water bottles, The Foreshore Walk and upcoming community meeting.

Rob will talk to council regarding connection of the new bubblers, currently disabled due to Covid.

- b) **Hall and Annex plans.** The plans should be complete possibly in the next two months, ready for Council and our approval.

The approved plans will be costed. Then we can apply for additional Grants, plus an extension to the \$180,000.00 currently allocated.

Our next action is waiting.

- a) The secretary is to draft a letter to current ongoing hall users asking them to reapply annually for long-term bookings, to update their contact information, and inform the hall Calendar manager if they do not need the booking for each date. This means the Hall is open for other potential users and stops an otherwise an automatic charge being invoiced.
- b) Nigel took the Signage case to Swansea Men Shed. They will create two cases to use as lockable Noticeboards. One positioned outside the hall. The second to be positioned in Swanwick or the Golf club. Motion to contact Swanwick Association for ideas on potential sites.

Moved Nigel Carins, 2nd Kathryn Whitchurch. Carried.

- c) The cracks in the court have not worsened. Still to hear from Council on when the cracks will be fixed.
- d) Hit Up Wall: Nigel has priced options, no drawings at present. Anne states Council was to replace the old hit up wall when the Storage shed was built.

Rob to flag the issue with Council, see if we can get something happening.

General discussion

- a). Reminder on benches being placed outside the hall for people waiting to see the doctor.

Nigel will follow up with Adrian.

- b). The ceiling in the hall has popped again and is hanging precariously.

Kristin will email Adrian with photos.

Next meeting: Monday 16th May 2022. 5pm in the hall.

Nigel Carins adjourned the meeting at 5.40pm

Minutes submitted by Kristin Hoerlein.

Minutes approved by Nigel Carins.

Treasurer's report

Feb-22			
	Opening Bank balance Dec 2021	\$ 4,179.86	
	Total		\$ 4,179.86
Income			
	Charlie Knaggs	\$ 50.00	
	Pirelli Coles Bay Classic	\$ 100.00	
	Total		\$ 150.00
Cash on Hand			
		\$ 176.70	
	Anne Melrose, Re signage	-\$45.00	
			\$ 131.70
	Term deposit	\$ 5,975.41	
	Total		\$ 5,975.41
	End Feb 2022		\$ 10,436.97

RECOMMENDATION

That the Minutes of the Coles Bay Hall Committee meeting held on 21 February 2022 be received and noted.

7 INFORMATION REPORTS

7.1 Director Works and Infrastructure - Peter Porch

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

ATTACHMENTS

Nil

PURPOSE

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

OFFICER'S COMMENTS

ASSET MANAGEMENT

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

Works have commenced on the preparation of technical information for Councils renewed and new assets from the current financial year works program and donated assets from development. This includes the recognition of asset types within a project costing and the attribution of values and life to the asset for inclusion in the asset and financial registers.

For example a new stormwater system in a subdivision may include pipe of different sizes with side entry pits and manholes and an end-wall. Each element has a cost to construct and therefore to replace and will have a life for depreciation and replacement scheduling purposes that will be consistent with assets of a kind. For example a concrete pipe will have a different cost per metre and life expectancy to a PVC pipe, as will different size pipes within a material type have a different installation and replacement cost.

These details must be gathered to either create new assets in the system or replace existing assets as is the case with the reseal program. Each section of road sealed has a discrete asset identity with its replacement cost and life. The existing asset details for the resealing must be updated with the new seal information for type and cost as an end of year asset recognition task.

CONSULTANT SERVICES

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

- Stormwater Management Plan: Cameron Oakley continues to work through the continuing development of the stormwater management plan with the south Orford catchment area almost complete.
- The North Orford study continued in conjunction with the Department of State Growth (DSG) who are jointly funding this project.
- Holkham Crt culvert and drain works continued with plans for culverts now provided.
- Grant fund project delivery: Graeme Edwards is retained to deliver a range of projects funded by commonwealth Grants. A number of sub-consultants are involved in these works also. Ongoing.
- Andrew Walter Constructions are carrying out test pits and developing a design report to inform repair options and costs for Nugent Road. (awaiting Federal Government advice of acceptance of projects)
- Services to assist with the higher-level technical aspects of the Asset software end of year asset recognition tasks are presently being sought. To date, Brighton Council has provided this service to Council as a consultant. That option has ceased due to Brighton Council staff changes.

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Unsealed road inspections completed: 6
- Rheban Rd maintenance grade- Completed
- Mary St, Orford, maintenance grade- Completed
- Springs Rd, Swansea, maintenance grade- Completed
- Charles St, Triabunna, maintenance grade- Completed
- Hermitage Rd, Triabunna- Flood repairs completed
- Glen Gala Rd, Cranbrook, maintenance grade- March
- Flacks Rd, Coles Bay, maintenance grade- March
- River and Rocks Rd, Coles Bay, maintenance grade- March
- Rosedale Rd, Bicheno- Maintenance grade/repairs- will be completed once drainage work is completed
- GSBC crews been undertaking pothole repairs across the municipality- 10 ton of cold mix procured. 2-man team completing potholing over entire municipality during Feb. Orford, Buckland and Triabunna completed. Bicheno 50% completed.
- Charles St. Orford. Monitoring section and maintaining as required while awaiting re-seal.
- Sand River Road wet spot box out and pavement reconstruction at wet spot completed
- Swan River Rd and Freycinet Drive- Road shouldering completed
- Rosedale Bridge- clearing of debris/rocks from under the bridge underway.

STORMWATER, DRAINAGE

- Levy St, Bicheno open drains issues- completed
- Hermitage Rd- clearing of culverts and open drains- completed
- Tasman Hwy, Bicheno- Large storm water chamber roof failure, repairs completed

- Rosedale Rd, Bicheno- open drains upgrade/repairs- underway
- Open drain clearing and culvert repairs at numerous locations on Rheban Rd, Spring Beach- completed
- Numerous road, drainage repairs after wet weather event- Completed

WASTE MANAGEMENT

- Orford Transfer Station – assessment of flap arrangement to bins. Safety improvements underway to improve transition to bins and general user safety around the bins.

Before and after photos:



PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

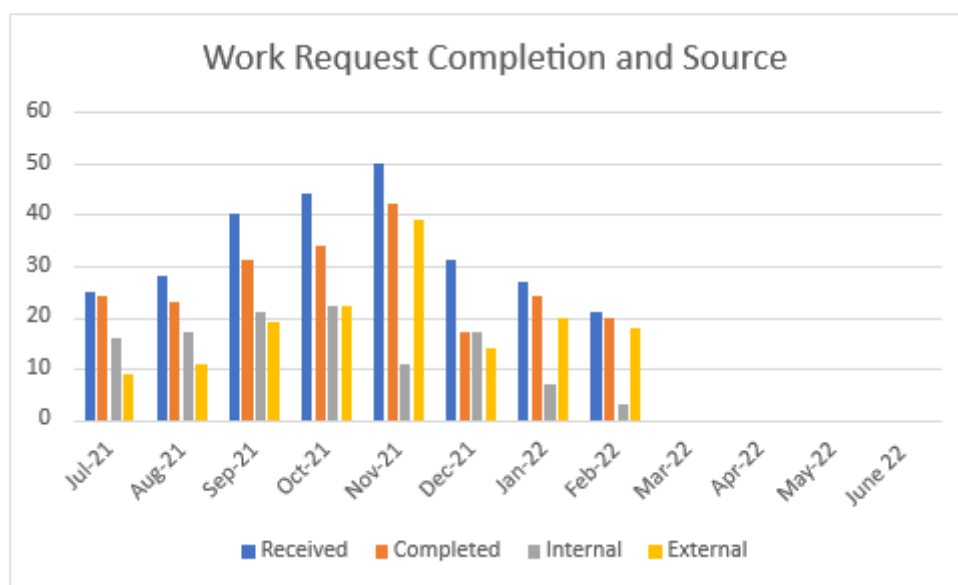
- 9 weekly playground inspections for the month across the entire municipality.
- Soft fall to replenish playgrounds- ongoing as resources are available.
- QR COVID check in signage for all playgrounds including exercise equipment- removed and stored
- Oct 2021 annual inspection report- work pack issued to in house resources for all identified issues- ongoing
- Tree trimming in high-risk locations(parks and public spaces) across municipality - Ongoing
- Walking track repairs on Ryan's Rd to improve wheelchair access to tracks- completed
- Vegetation management/spraying of walking track from Spring Beach to Ryan's Rd track- completed
- Bicheno walking tracks- ongoing maintenance due to weather events.
- Arborist booked for tree trimming on Raspin's Beach walking track, Rheban Rd from Rheban Beach access road to Griffith Rivulet, water way beside #25 East Shelly Rd and diseased trees(2) along West Shelly walking track. All these tree's have been inspected and are deemed a high safety risk to public/infrastructure due to disease or been dead- Completed

EMERGENCY MANAGEMENT

After hours rostering carried out as scheduled. Road closures for Rosedale Road, Grange and Old Coach Road implemented for a short period due to high rainfall late February.

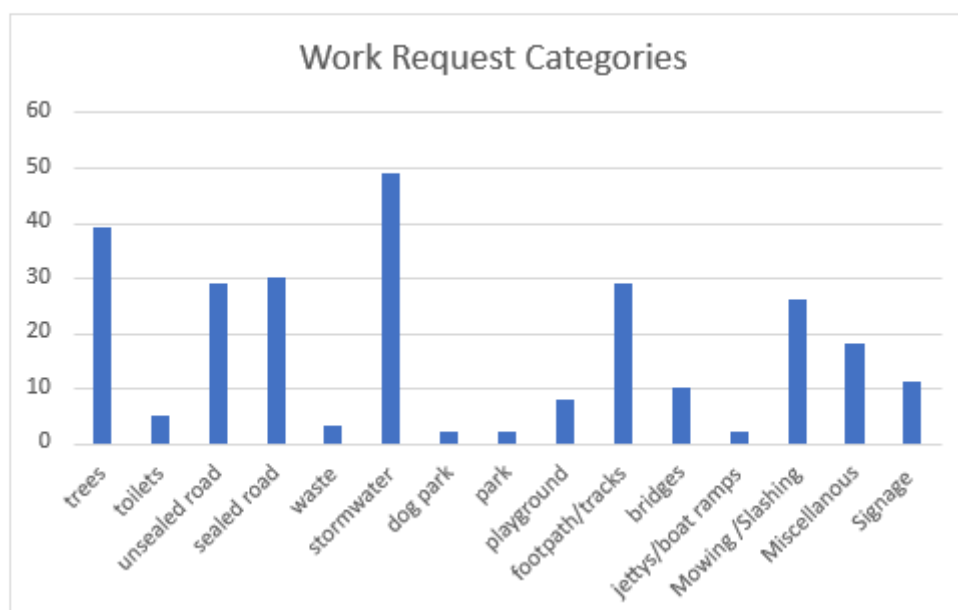
CUSTOMER REQUESTS

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



The February statistics indicate few new requests not able to be completed while fewer items have been identified by internal staff.

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



Trees are a continuing concern for residents and Council alike with a steady stream of tree complaints coming through. Inspections of trees is an ongoing activity as staff identify required works and residents also raise concerns for staff response.

CAPITAL WORKS

- Strip Road culvert concreting – communication to all residents of Strip Road continues with a good weather bypass identified for the short-term road closure which will effectively close the road to vehicles exiting for 1 day. Planning and property owner contact efforts continue.
- Reseal works continued and are programmed to occur through to April.
- Bresnehan Road resheeting works completed.
- Resheeting projects are on program with the list roads almost complete.
- Works on Rheban Road bridge at Griffiths Rivulet are complete and the road has been re-opened.

Grant funded

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

- Road to Recovery – Generally projects progressing as planned.
- Proposed projects listed for LRCIP Phase 3 Grant funding have now been confirmed and approved by the Australian Government. Projects funded under this program which are now able to proceed comprise the following list:
 - Nugent Road Buckland Rehabilitation works 2000m² nominal \$160,174
 - Alma Road Orford Rehabilitation works 1500m² nominal \$106,000
 - Charles St Orford rehabilitation works 700m² nominal \$35,000
 - Triabunna School Crossing relocation \$35,000
 - Swansea Court House Amenities refurbishment \$75,000
 - Triabunna Marina Shelter \$15,000
 - Coles Bay Community Hall Annexe \$180,000
 - Swansea Cricket Practice Nets \$35,000
 - Spring Beach Toilet Refurbishment \$65,000
 - Saltworks New Toilet Block \$100,000
- Black Summer Bushfires Grant application of \$1.53M successful. This project comprises the following activities:
 - Establishment of Water Tanks for dedication to ground based fire fighting units. Council are to work with local land owners and Tas Fire to establish water tanks on private land to be geo-located as fill points for land based fire fighting units.
 - Establishment of a dedicated Helipad at the rear of the multi-agency emergency services facility in Swansea. This grant will provide a small level of funding for preliminary works to progress this initiative supported by Tas Fire and Tas Ambulance, subject to final Council approval and Planning requirements.
 - Replacement of fence lines and access gateways destroyed in the Black Summer Fires to the west of Swansea – Tas Fire no longer funding these

activities to restore damaged property when fire breaks are cut in in emergency response activities.

- Road accessibility improvements – localised widening for establishment of passing bays on numerous fire trails and access roads.
- McNeill’s road fire trail reconstruction – stormwater management and repair of environmental damage resulting from hastily cut fire trail access.
- Telstra funding for establishment of signal booster station in the Devils Corner locality
- Bridges Renewal Fund grant application for 17 Acre Creek Bridge replacement for 2022-23 capital renewal program pending.
- Bicheno Triangle – DA being lodged
- Coles Bay Foreshore Path – Public consultation on site took place in February. Further information gathering continues. Feedback was helpful in assisting the project to align with the project deliverables. It is noted that this project in whatever form will not meet the objectives of all residents. There are significant traffic and pedestrian issues within Coles Bay which this project will not address. The impact of the Coles Bay Visitor centre and shuttle bus initiative will have to be measured once implemented to provide good information from which to devise strategies for overall improvements to these concerns.
- Community consultation at the Gulch planned for April. Received the Aboriginal Heritage (AH) Report and provided recommendations in response to this report. The alignment of part of the roadside footpath needs to be amended due to observations noted in the AH report. Tas Consulting will amend the drawings accordingly and we will upload amended drawings on Council website and prepare for consultation. Submitted a project proposal report to Parks for the Gulch in February along with a current set of drawings for Parks to assess and advise our next steps in their RAA process.
- Swansea Street Upgrade – Detailed design received for review.

PLANT AND VEHICLES

- Replacement trucks arrived as advised – tray construction underway.

GENERAL

- Planning progresses to identify the renewal priorities for budget development for the 2022-23 financial year capital program

RESERVE BOOKINGS AND ROAD CLOSURES

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

- Coles Bay Marathon – complete.
- Lions Reserve Bicheno Rockpool - booked for March
- Bicheno Beams Light festival Lions Park 10 minutes every night in July
- Bicheno Night Markets
- ANZAC Day Triabunna RSL March

RECOMMENDATION

That Council notes the information.

7.2 Manager Buildings and Marine Infrastructure - Adrian O'Leary

Boat Ramps and Jetties; Triabunna Marina; Council Buildings

PUBLIC AMENITIES AND BUILDINGS

General building maintenance is being undertaken to all buildings as required.

Drought Communities Program Round 2

All projects under the Drought Communities Program Round 2 are complete except for one project currently in progress.

The new intersection at the Triabunna RSL will be complete by the end of March. These works are being carried out to enable a position for the new Cenotaph that was ordered by the Glamorgan Spring Bay Council last year.

An extension of time was granted to the Council by the Federal Government for a few projects under the grant program. Some projects were delayed due to heavy workloads throughout the State.

Local Roads and Community Infrastructure Program Phase 1

Most of the projects under LRCI Program Phase 1 are complete except for the construction of a new disability access ramp at Buckland Hall, this project should be completed by the end of April.

Local Roads and Community Infrastructure Program Phase 2

The projects being carried out under the LRCI Program Phase 2 are in progress with the majority of the projects now complete. Some stormwater projects are still under construction.

Local Roads and Community Infrastructure Program Phase 3

The projects submitted to the LRCI program Phase 3 by the Glamorgan Spring Bay Council have been accepted and these works can now progress.

Coles Bay Hall

Construction design plans for the Coles Bay Hall extension are now complete. The Hall committee have made final design changes and a final construction cost is being prepared. An application will be submitted to the Community Grants program to add to the \$180K already in the budget for these works.

MARINE INFRASTRUCTURE

Boat Ramps and Jetties

General maintenance is carried out on Council owned boat ramps and jetties.

Bicheno Boat Ramp

Work on the jetty extensions at the Bicheno Boat ramp will commence shortly. New piles will be installed and then most works will be completed after Easter. These works were delayed till after the summer season when the boat ramp is not so busy.

Yellow Sand Banks Road Boat Ramp

Repairs to the Yellow Sands Banks boat ramp jetty is now complete. Marine and Safety Tasmania funded the repairs at a cost of \$7,000. These works included replacing the landing deck with non-slip grate decking.

Triabunna Wharf and Marina

Ongoing general maintenance and inspections are carried out as required.

Triabunna Marina

Work is now complete on the replacement of old piles along the original section of the marina. Seven piles were installed to replace some of the original piles that were failing. Work to improve access to some berths along the original section of the marina is continuing.

A section of the commercial berth pontoons was damaged before Christmas, four joining mounts that connect two pontoons to the main walkway have now been replaced. It is unclear as to why these connectors failed other than just wear and tear.

Additional connectors have been ordered to keep in stock for any future potential problems. This will allow for immediate repairs.

RECOMMENDATION

That Council notes the information.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Community Small Grant Application – Spring Bay Education Group

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Small Grant Application - Spring Bay Education Group [**8.1.1** - 1 page]

PURPOSE

Recommendation for Council to assess for approval a Community Small Grant application of \$1,000 to Spring Bay Education Group for the purpose of providing printing services to other community groups.

BACKGROUND/OVERVIEW

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

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

The applicant Spring Bay Education Group is not registered as a Tasmanian incorporated association or registered charity.

The application proposes to assist local unincorporated, not for profit organisations that lack the capability in the production of black and white and colour photocopying, including power, equipment and labour.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

3. Our People

What we plan to do

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

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2021/22 budget. As at 31 January 2022 there is \$10,200 of the budget available to support this application.

RISK CONSIDERATION/S

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
That funds are not used for the purpose intended as the recipient is not the beneficiary of the fund.	Minor	Possible	Moderate	
Do not adopt the recommendation				
Nil	Nil	Nil	Nil	

OFFICER'S COMMENTS

Our community groups and organisations are a fundamental element of the community, and we recognise the value that these volunteers provided. Council receives various requests from community groups and organisations to assist them with printing, photocopying and other services. By providing Spring Bay Education Group the Small Grant we are able to provide an alternate service to facilitate the demand of in-kind requests that we are not always able to provide.

Addressing the relevant assessment criteria:

1. The application is **up to \$1,000**, although it is unclear what this amount is actually intended to purchase.
2. Where the applicant may be **a not-for-profit community organisation**, the proposal is to fund a service to third parties with their identity unknown. This may also create ambiguity with acquittal confirming that the funds are used specifically for the approved use.
3. Where the proposal could be seen to assist projects that are (2) **initiated within the community and actively involve local people**, the policy intent and precedent is to provide funds directly to the beneficiary. In this case it is unclear what projects the funding is intended.

It is advised that Council seek further information regarding the queries raised per the assessment criteria and

OFFICER'S RECOMMENDATION

That Council approve the application for Small Grant funding of \$1,000 to Spring Bay Education Group.

8.2 Community Small Grant Application - Ten Lives Cat Centre

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Small Community Grant Application - Ten Lives [8.2.1 - 3 pages]
2. Ten Lives - Additional Information [8.2.2 - 3 pages]

PURPOSE

Recommendation for Council to approve a Community Small Grant application to Hobart Cat Centre Inc (trading as Ten Lives Cat Centre) for \$1,000 for the delivery of an Education Program to school students called Edu.Cat addressing responsible cat ownership.

BACKGROUND/OVERVIEW

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

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

The Edu.Cat program that Ten Lives Cat Centre offers, is an Australian first Kinder to Year seven curriculum aligned education program focusing on responsible cat ownership, including desexing, microchipping and appropriate containment strategies. The program aims to create social change in how people care for cat and protect wildlife.

This application from Ten Lives Cat Centre received 20 February 2022 is for a contribution towards the delivery of a feline education program at Orford, Triabunna and Swansea schools including materials, travel and accommodation.

• Printed Materials (\$1.62 per student x 300 students)	\$486.00
• Travel costs (ATO rate \$0.72 per km)	
- 2 x day Trips to Triabunna and Orford 342kms (return trips)	\$246.64
- 1 x day Trip to Swansea 272 kms (return trip)	\$195.84
• Overnight Accommodation/Meals for the Team at Swansea x 1 night.	\$200.00
• Labour cost of at least \$40 p/hr x 32 hours (4 days) to attend the 3 schools	\$1,280.00
	Total
	\$2,408.48

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

3. Our People

What we plan to do

- Advocate for reasonable access to primary, secondary and tertiary education.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2021/22 budget. As at 28 February 2022 there is \$10,200 of the budget available to support this application.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation	Nil	Nil	Nil	
Nil				
Do not adopt the recommendation	Possible	Minor	High	Provide alternative cat education via other resources, such as online, or pamphlets information.
Ten Lives may not find alternate funding to deliver the education program to the youth, resulting in young people from our municipal area being less aware of cat welfare and responsible cat ownership.				

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy where:

(1) this is a not-for-profit organisation (Hobart Cat Centre Inc, Registration #00128C, ABN 78883186467).

(2) The project addresses "relevant community issues of significance" in the form of responsible animal welfare.

It is unexpected that there are labour costs within a volunteer organisation and similarly that the travel arrangements include 4 days to deliver and include an overnight stay when a day trip would usually suffice.

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Ten Lives Cat Centre for the delivery of the Edu.Cat program to the schools in Orford, Triabunna and Swansea.

8.3 Request for Support - Festival of Voices

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

1. Bushland Gardens 2022 Projected Budget [**8.3.1** - 1 page]

PURPOSE

Recommendation for Council to approve Event funding and in-kind support to the Festival of Voices Event that is proposed for 2022 at Bushland Gardens, Buckland.

BACKGROUND/OVERVIEW

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

Council has received an application to support the Festival of Voices for a musical event that is scheduled to be held at the Bushland Gardens, 9 July 2022, subject to any Covid restrictions in place at that time.

The application from Nadine Rowell, Executive Producer for Festival of Voices Bushland Gardens is for a contribution similar to previous years in value and extent.

1. Cash Contribution of \$5,000
2. In-kind Support of:
 - Organising/coordinating the bus service to and from the event
 - Hire of Tower Light from Coates Hire
 - Hire of Portaloos 1 x double and 1 x single
 - Council Outdoor (3) paid staff (\$60p/h incl o/t)
 - 8 x Council Volunteers
 - Lighting Equipment
 - Supply and delivery of firewood fire pots and chairs.
 - Traffic Management (Did not deliver this previously, Stornoway did)
 - Provision of 3 x marquees

Council has been pleased to support this event for the last seven years with the following contributions in recent years:

2021 \$5,000 + In-Kind Assistance
2020 Cancelled due to COVID-19
2019 \$5,000 + In-kind Assistance
2018 \$6,000 + In-Kind Assistance
2017 \$4,500 + In-Kind Assistance
2016 \$3,587.60 + In-Kind Assistance
2015 \$2,500 + In-Kind Assistance
2014 \$2,000 + In-Kind Assistance

Festival of Voices has been bringing joy to Tasmanian winters since 2004. As the state's original marquee winter event, with the Glamorgan Spring Bay municipal event being hosted at Bushland Gardens.

The first Tasmanian winter festival to introduce bonfires as a central theme, the iconic image of people singing around the fire is legendary. This is always a highlight and reflects the core aim of the festival – to bring people together, not just as observers but as participants as well. This participatory nature of Festival of Voices is what makes the festival so unique and what draws everyone out of their homes mid-winter to celebrate the power of voice, through songs, stories and connection.

The Bushland Gardens Event drew over 300 people in 2021, the last time the event was held. The event attracted local food vendors, workers and families, musicians and volunteers. With the Covid induced reduction in visitation and social engagement to the coast, the event will provide a significant impetus to local businesses. Much is discussed about the resilience of community and the impact of reduced visitation to community relationships as well as business from the interruptions to normality caused by the pandemic. This event will provide a stimulus to business and an interruption to the psychosocial malaise to positively impact the community.

STRATEGIC PLAN REFERENCE

Guiding Principles

5. Ensure that our current expenditure and ongoing commitments fall within our means so that rates can be maintained at a manageable and affordable level.

Key Foundations

1. Our Governance and Finance

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The expense is consistent with the 2021 allocations.

Council has a modest budget allowance each for small grants and events. Several of each have been approved to date and the table below includes a summary of expenses to February 2022.

	Small Grants	Events
Budget	\$25,000	\$30,000
Approvals for 7 months YTD	\$14,800	\$3,600
Balance Available	\$10,200	\$26,400

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Council needs to be mindful of financial and reputational risk, as some other event organisers may question Council's contributions towards this event.	Possible	Negligible	Low	Council provides no additional support to previous years. Positive reflection on Council as a sponsor of the event.
Do not adopt the recommendation				
Event unable to obtain adequate funding to meet basic event needs, and may not be able to proceed	Possible	Moderate	Moderate	Council reviews the application and reasons for not adopting the recommendation.

OFFICER'S COMMENTS

Events are important to the community and particularly as we seek to emerge from the shadow of Covid 19 to provide a focus and distraction from the associated restrictions.

Community events are a way of bringing local people together and boosting morale in rural areas. Particularly for isolated families, recreational events are an opportunity to connect with neighbours and offer a much-needed social outlet for rural people.

OFFICER'S RECOMMENDATION

That Council approve the application for event assistance of \$5,000 cash contribution and provide in-kind assistance as resources permit.

8.4 East Coast Harvest Odyssey (ECHO) Festival

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Event Request for Support - ECHO Festival [**8.4.1** - 1 page]
2. ECHO Festival Media Kit 2022 [**8.4.2** - 10 pages]

PURPOSE

To provide information on a request for assistance from an event organiser and seek a level of support from Council for the event.

BACKGROUND/OVERVIEW

Council has received a request by email, for support for the East Coast Harvest Odyssey (ECHO) Festival being conducted on private land opposite the Bark Mill in Swansea on the 8th – 10th April 2022.

About the Festival:

The festival's theme for 2022 is Kelp Forests, which play a vital role in the ecosystems of the East Coast and have been a staple for Tasmanian Aboriginal people from the region for thousands of years.

The East Coast Harvest Odyssey, known as ECHO Festival, has become known for weaving together immersive sensory experiences around the traditions of harvest, old and new. This boutique festival guides guests on a journey of exploration that encompasses all the senses – taste, smell, sight, sound and touch.

Since founding the festival in 2019 Ange Boxall has poured her heart and soul into making a truly unique multidisciplinary event that goes beneath the surface and fosters authentic connection with people and place.

ECHO Festival is back for another year, running over the weekend of the 8th, 9th and 10th of April. Hosted in the picturesque wine country on the fringes of Swansea, the 2022 program brings together chefs, winemakers and producers along with artists, musicians, storytellers, scientists, entrepreneurs and thought leaders.

ECHO Odyssey Friday 8 April 9am-3pm

Friday 8th is dedicated to the Native Bounty Feast dinner, with other offerings. (Open to SILVER and GOLD ticket holders). Gates will open at 5:00pm, with proceedings starting at 6:00pm.

Saturday 9 April 9am – onwards

Is the main day and evening Activities start at 9:00am and continue late into the evening.

Sunday 10 April

Following morning activities on site, the After-Party Recovery Trail includes a Wine Trail itinerary followed by an off-site late afternoon concert – the 'ECHO Ripple', included in the ticket.

Whilst ECHO Festival are working hard to find solutions, please be aware that accessibility is limited due to the undulating, rough farm grounds. Please contact us should you require further information.

The festival organiser's request for assistance email is as follows:

Support we need, and would really appreciate GSBC assistance with:

- We are currently working with Spectran on our traffic management plan which will come in at the total cost of approximately \$1500. This is only a written plan, no equipment is provided. Would GSBC be able to financially assist us with this cost? Or is there a grant we could apply for funding to assist?*
- On the Traffic topic, does GSBC have any traffic management equipment and signage that we could have access to use? We will know exactly what kind of signage and equipment is required once we get our plan from Spectran - if GSBC does have any traffic equipment perhaps in the meantime you could list what equipment/signage you have available?*
- Mowing - the ECHO festival campground is located approximately 1km from the event site, pretty much opposite the Bark Mill Tavern. This site will need mowing about a week out from the festival, 1st of April. The festival site also needs mowing by the 1st of April, no later, as we start bump-in the festival in on the Monday 4th April. Those ride on mowers some Councils use would do a superb job of these grounds, or perhaps a slasher? A ride on is preferred.*
- Cleaners - Perhaps ECHO Festival site and campgrounds could link in with the local Swansea public amenities cleaning schedule? Do you have contracted cleaners that can take a little extra work on Saturday and Sunday?*
- Also due to an increase in visitors and travellers to Swansea during ECHO Festival we think it might be a wise idea to clean the local public amenities a number of times over the weekend to ensure visitors' experience of Swansea is clean and enjoyable.*
- Waste Management - It would be great to have assistance again with the yellow recycling bins and red general waste bins. We are working on our waste management and can come back with numbers on bins needed soon. Does GSBC do any green waste or organic collection / industrial composting? We will have food leftovers and compostable goods needing to be taken care of. If not we will search other avenues for compostables - perhaps you have suggestions also?*
- Equipment - Hi Vis Vests x15, Hi Vis bunting x6 runs at 50 meters each (or close to this), Star pickets x20, Hi Vis witches hats x50+, 1000 litre IBC Drinking Water tanks x 2.*

STRATEGIC PLAN REFERENCE

Guiding Principles

1. Balance economic and tourism growth whilst preserving our lifestyle, celebrating our rich history and protecting the region's unique and precious characteristics.
5. Ensure that our current expenditure and ongoing commitments fall within our means so that rates can be maintained at a manageable and affordable level.

Key Foundations

1. Our Governance and Finance
2. Our Community's Health and Wellbeing

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.
- Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

There are no statutory Implications.

BUDGET IMPLICATIONS

There are operational costs associated with the request items.

The expense is consistent with the 2021 allocations.

Council has a modest budget allowance each for small grants and events. Several of each have been approved to date and the table below includes a summary of expenses to February 2022.

	Small Grants	Events
Budget	\$25,000	\$30,000
Approvals for 7 months YTD	\$14,800	\$3,600
Balance Available	\$10,200	\$26,400

RISK CONSIDERATION/S

This festival is located on private land and so a permit to use the location is not required and there is also no public liability risk to Council.

OFFICER'S COMMENTS

The community benefits of festivals to our communities is recognised with any influx of visitors having a positive impact on retail and tourism providers. It is expected this event will have a positive economic effect for the area.

There are numerous festivals and events conducted by groups within the municipality for which Council receives requests for assistance for varying resources. Some are on Council land and some on private land.

A recent example of an event on private land is the Spoke festival conducted at Swansea for which Council provided bins and no other support. The organisers providing all other festival

requirements. Other examples include requests for small grants where provision is generally limited to \$1000.00 and provision of bins.

The level of support requested from the ECHO festival organisers is high by comparison with other similar events supported by Council. Most of the request items can be provided by service industries and this is the process with the majority of events. Officers will provide appropriate information as necessary to the organisers to assist in their resourcing of the items requested to delivery the event.

OFFICER'S RECOMMENDATION

1. That Council provide bins for the event and an increase in servicing of public amenities in the area over the festival period.
2. That Council provides a grant of \$1000 from the Event Budget to the festival's organising body towards festival expenses.

8.5 Audit Panel Committee Meeting Minutes - February 2022

Author: General Manager (Greg Ingham)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Audit Panel Minutes 2022-02-15 Final [**8.5.1** - 3 pages]

PURPOSE

To recommend that Council receives and notes the attached Minutes from the Glamorgan Spring Bay Council Audit Panel.

BACKGROUND/OVERVIEW

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

The Panel met on 15 February 2022 at the Triabunna Council Office. The Panel has made a number of recommendations and a summary of the key actions are provided at the end of the key actions are provided at the end of the Minutes. The majority of these require action by Council staff or the Chair of the Panel.

STRATEGIC PLAN REFERENCE

Guiding Principles

5. Ensure that our current expenditure and ongoing commitments fall within our means so that rates can be maintained at a manageable and affordable level.

Key Foundations

1. Our Governance and Finance

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				
There is no material risk from not adopting this recommendation.				
Do not adopt the recommendation				
There is no material risk from not adopting this recommendation.				

OFFICER'S COMMENTS

The audit function is recognised as a critical component in the accountability and governance framework of any Local Government entity, and, under the Act, all Tasmanian Councils are required to establish and maintain an audit panel. Not doing so would be a breach of the Act and significantly reduce oversight of Councils finances.

OFFICER'S RECOMMENDATION

That Council receives and notes the attached Minutes of the Glamorgan Spring Bay Council Audit Panel Meetings held on the 15 February 2022.

8.6 Swanwick Waste Water System Fees

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Swanwick WWTP Operating and depreciation costs [**8.6.1** - 3 pages]

PURPOSE

To provide information to Council and establish charges and communication methodology for Swanwick sewerage system users.

BACKGROUND/OVERVIEW

Council DA08144 July 2008 provided a framework for the establishment of a Level 1 Waste Water Treatment Plant and Water Re-use scheme.

Much has been debated in recent months as the development encompassing this system has reached approval stage and a determination on council's legal liability and funding opportunity with respect to the system has been investigated. Advice has been sought from officers of the Environmental Protection Agency (EPA) with respect to the operations of the facility and Legal advice has been sought to determine a means for applying user charges to administer the system.

The system meets the requirements of the EPA as a level 1 recycled water system under their "Environmental Guidelines for the use of Recycled Water in Tasmania" 2002. It does not require modification to operate legally at level 1 size which is less than 100 Kilolitres Average Daily Water Flow. The system must not exceed this volume meaning a cap is in place on new service connections to ensure it operates within this scope. The present number of approvals for connection to the system fit within the volumetric limitation.

TasWater has rejected the scheme in its current form requiring a quantum of funds for upgrade that is beyond the capacity of Council and the terms of the development permit do not provide for attribution of the additional development costs for the TasWater required upgrades to the developer.

The upgrade costs, if carried out and applied on a cost recovery basis are also beyond reasonable expectations of like services for system beneficiaries. It is considered that the upgrade is not achievable however there are options available to Council to manage the system at its present design capacity. Should the system exceed the 100 kilolitre per day cap, the trigger for level 2 classification is tripped and significant additional expenditure would be required and, under the "Environmental Guidelines for the use of Recycled Water in Tasmania" 2002, the system would have to be placed with a designated water authority to administer.

The system can operate as was intended effectively within EPA guidelines under Council control as it is. There are minor modifications required to improve access in the short term and upsizing of pumps and rising main. With a longer-term asset management program implemented from projected revenues, the system will be self-sustaining.

Under the Environmental Guidelines for the use of Recycled Water in Tasmania 2002, the system can operate as a level 1 facility. Requirements of the operation of a level 1 facility include a "Supplier Use" agreement. This is an *Agreement for Discharge and Use of Recycled Water*, made between Glamorgan Spring Bay Council and Cooroolina Pty Ltd & Freycinet Golf Club Inc.

Council has a role through Environmental Health in monitoring regular reports required of the water user and ensuring compliance under this agreement.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

1. Our Governance and Finance
4. Infrastructure and Services

What we plan to do

- Implement a dedicated process to ensure rates and other fees are collected in a timely manner.
- Complete all asset management plans and policies for Council infrastructure (including assessment of condition) in 2020.
- Develop plans, policies and guidelines for built assets.

STATUTORY IMPLICATIONS

Environmental Management and Pollution Control Act 1994

- Environmental Guidelines for the use of Recycled Water in Tasmania

Local Government Act 1993

100. Separate rate or charge

(1) A council may, by absolute majority, make a separate rate or separate charge in respect of land, or a class of land, within a part of its municipal area.

(2) A separate rate or separate charge may be made –

(a) in addition to any other rates or charges; and

(b) in respect of a financial year or part of a financial year; and

(c) for the purpose of planning, carrying out, making available, maintaining or improving any thing that in the council's opinion is, or is intended to be, of particular benefit to –

(i) the affected land; or

- (ii) the owners or occupiers of that land.
- (3) A separate rate or separate charge must not be made more than one month before the beginning of the financial year in which it commences, but may otherwise be made at any time during a financial year.
- (3A) A separate rate or separate charge applies from –
- (a) a date specified by the council that is after the date on which it is made; or
- (b) a date specified by the council that is before the date on which it is made if that date is stated in the notification referred to in [section 101\(2\)](#); or
- (c) if a date is not specified, the date on which it is made.
- (4) At the time of making a general rate, a council may, upon the resolution of an absolute majority, continue a separate rate or separate charge applying in respect of a financial year for the next financial year.
- (5) A separate rate or separate charge cannot be continued beyond the period notified under [section 101\(2\)\(d\)](#).
- (6) If a separate rate or separate charge is not continued for a particular financial year, the separate rate or separate charge must not be continued in respect of a subsequent financial year.
- (7) A separate rate or separate charge must not be continued for a period of more than 5 financial years unless, in the fifth financial year –
- (a) the council resolves to continue the separate rate or separate charge under [subsection \(4\)](#); and
- (b) the separate rate or separate charge is reviewed in accordance with [section 105A](#).
- (8) A separate rate or separate charge for a financial year is to be based on the same category of value of land as is applicable to the general rate for that financial year under [section 90 \(3\)](#).

BUDGET IMPLICATIONS

Council has been bearing an operational cost for the operation of the water treatment system for several years since the first properties were connected and arrangements were agreed with the developer for this to occur.

The implementation of a charge on system users will provide for the renewal of the assets over time and the day to day running of the system.

The facility is effectively ten years old with short life electrical elements of the system already replaced through wear and tear and longer-term assets partially consumed in terms of depreciation. A schedule consistent with asset management practice has been developed for the development of a proposed charge which will accommodate long term asset renewal and operational maintenance.

Fees will be required to be levied across system users to recoup costs of \$50,739.00 plus gst per annum. These funds will be managed as a discrete business unit to ensure transparent auditability for system customers.

The impact on budget will be positive, reducing the operational costs council has been absorbing year on year and providing a fund from which to replace larger long-term assets over time.

RISK CONSIDERATION/S

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Positive consequence. A way forward is provided avoiding litigation and providing a balanced income stream for the service costs.			Low	Funds generated to offset short term and long-term costs of service provision.
Do not adopt the recommendation Negative consequence. Financial risk certainty of ongoing non-recovery of system operating and capital expenses.	High	Certain	High	Ongoing costs to Council to be met from existing operating accounts.

OFFICER'S COMMENTS

The system currently services an area in which there are lots with completed houses and industrial sites and undeveloped lots. Determinations need to be made with respect to the rate to be applied to developed and undeveloped land through the budget development process.

It is proposed to provide notice to affected landowners before Council decides through the budget process, to impose a separate rate. This notice will advise landowners of their opportunity to make submissions against the imposition of the separate rate.

Should 10% of the affected ratepayers present a petition against the separate rate, Council must arrange a public meeting before making a decision.

The system provides recycled water to the golf club as the only means for disposal of the treated effluent. The Agreement for Discharge and Use of Recycled Water to be entered into with the end user (Golf Course) is a requirement of the EPA guidelines and a recognition and formalisation of existing practices.

OFFICER'S RECOMMENDATION

1. That Council provides notice to landowners connected to the Swanwick waste water treatment plant advising of the separate rate, under s100 of the Local Government Act 1993, being considered to apply in the 2022-23 financial year budget process with advice of the order of cost of that rate to property owners.
2. That Council enter into an Agreement for Discharge and Use of Recycled Water with Cooroolina PTY LTD & Freycinet Golf Club Inc.

8.7 RSL Triabunna Request for road closure

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

To seek a Council decision on a temporary road closure and provision of assistance to implement that to facilitate an ANZAC Day march in Triabunna.

BACKGROUND/OVERVIEW

In preparation for an ANZAC Day march, the RSL Club of Triabunna has requested Council's approval to temporarily close a section of Vicary Street and provide assistance to implement the traffic management arrangements necessary for the activity.

The event will occur on a public holiday. Last year, Fire Services and SES were requested to facilitate the closure as we are given to understand the closure has been undertaken by these agencies in the past. That provision was not able to occur and the march was not able to proceed.

It was suggested at the time that a request in advance be made for Council to determine a level of support and that has occurred.

STRATEGIC PLAN REFERENCE

Guiding Principles

5. Ensure that our current expenditure and ongoing commitments fall within our means so that rates can be maintained at a manageable and affordable level.

Key Foundations

2. Our Community's Health and Wellbeing

What we plan to do

- Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

Local Government (Highways) Act 1982

Division 3 - Temporary closure of local highways 19.

Closure of local highways for public functions, &c. (1) For a purpose in connection with a public function, or in order to facilitate work on land adjoining a local highway, a corporation

may, after consulting the Commissioner of Police– (a) close a local highway or part of a local highway in the municipality; (b) forbid the use of a local highway or part of a local highway in the municipality by all person, or by all persons with vehicles, subject to such exceptions as the corporation considers appropriate; or

(2) When practicable, a corporation shall give notice in a local newspaper circulating in the municipality of any action that it proposes to take under this section. (3) The forbidding under subsection (1) (b) of the use of a local highway or part of a local highway in a municipality shall be effected by an order– (a) published in a local newspaper circulating in the municipality; or (b) displayed where the public right of passage ceases under the order.

BUDGET IMPLICATIONS

It is proposed to implement a fixed closure for as short a time as possible with 2 staff.

Likely cost of the road closure will be in the order of \$400 and the advertising around \$500 which can be met from operating expenses.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation			Low	Positive consequence
Strategic objectives supported				
Do not adopt the recommendation	Certain	Moderate	High	No mitigation activities available
Event not able to proceed.				

OFFICER'S COMMENTS

ANZAC Day is an important commemorative activity nationally; for the community broadly and for the RSL locally. Facilitating the event is highly likely to be considered culturally important to the community.

OFFICER'S RECOMMENDATION

That Council approves and facilitates the road closure of Vicary Street Triabunna, between Melbourne Street and the RSL Clubrooms between 10.30am and 11.15am on Monday the 25th April 2022 to facilitate the Triabunna RSL club ANZAC Day march and that Council advertise the road closure in accordance with policy.

8.8 Swansea Helipad Proposal

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Report Swansea Helipad development proposal [**8.8.1** - 3 pages]

PURPOSE

To seek endorsement of a proposal to develop land, within planning and statutory confinements and in conjunction with other emergency management stakeholder agencies at 76 Maria Street Swansea for emergency preparedness and response purposes.

BACKGROUND/OVERVIEW

In accord with the Municipal Emergency Management Committee function to implement opportunities for improvement, and through the development of Council's funding application for the Black Summer Bushfire Grant, Council's Municipal Emergency Management Coordinator has been liaising with staff from Tas Fire in the first instance and Tasmanian Ambulance regarding the development of the land behind the existing Swansea Emergency Services building at Swansea for more intensive helicopter use with the establishment of permanent infrastructure.

Helicopters are used extensively in fire operations and to service emergency health service requirements on the East Coast. There are no permanent facilities established in the Swansea area from which ongoing helicopter operations can be supplied and resourced. This creates additional resource liaison to operate staging from the site. Additionally, all ambulance operations are conducted in public open space generating numerous risks associated helicopter activity.

The location in question was used for staging over the 2021 Christmas period, and previously however there is currently a lack of facilities and infrastructure to sustain the higher use that come with sustained emergencies. Also, while the Swansea oval is used and may still be used for helicopter landing that location presents many risks as a public open space and is not able to be developed with complimentary facilities.

Emergency operations rely on speed and efficiency for effectiveness in the field. The present ad-hoc arrangements for helicopter operations come with risks to operational effectiveness and to the general public where the oval is used.

An opportunity exists to develop a section of the Council land at the rear of the existing emergency services combined depot at 76 Maria Street Swansea. This relatively new multi-agency facility is well equipped to use as an operations center for the various agencies deploying helicopters for emergency response.

The land at the rear is presently utilized for sheep grazing and hay which may continue to an extent under the proposed development.

The land is Council owned and zoned for Light Industrial use.

The proposal would ultimately and progressively see the development of 4 helipads with associated lighting, windsocks and line marking and a raised road to service these with trucks and other vehicles. The site may also have aviation fuel storage subject to proposed frequency of use otherwise tankers would service the site as necessary. Development needs are proposed to be worked out with all stakeholders.

The works are proposed to be funded predominantly through grants with limited agency funds as necessary to supplement these. The facility will only develop as far as ultimately deemed necessary.

Through the Black Summer Bushfire Grant process Council has attracted initial funding of \$87,000 to establish some hard stand areas for improved accessibility to better facilitate the present ad-hoc arrangements.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

2. Our Community's Health and Wellbeing

What we plan to do

- Advocate for access and coordination of reasonable transport services.

STATUTORY IMPLICATIONS

Local Government Act 1993

S20. Functions and Powers

(1) In addition to any functions of a Council in this or any other Act, a Council has the following functions:

(a) to provide for the health, safety and welfare of the community;

Emergency Management Act 2006

The Municipal Emergency Management Committee is established under Section 22 of the Emergency Management Act 2006 which describes the committee functions at Section 22 generally as:

“...to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area...”

Functions of the Municipal Emergency Management Committee under the committee Terms of Reference include:

2.1.2 Enhance emergency management arrangements by reviewing the management of emergencies that have occurred in the municipal area and identifying excellence as well as opportunities for improvement.

BUDGET IMPLICATIONS

There are no budget implications for Council. Funding for any proposed development of the site is proposed to come from grant funding and inter-agency cooperation to achieve the same.

The Black Summer Bushfire Grant of \$1.53M recently awarded to Council includes \$87,000 for preliminary works to facilitate the present level of operations. Works under this funding will underpin any further site development.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Provide greater preparedness and response capability with the municipal area.			Low	Risk mitigation achieved
Do not adopt the recommendation No improvement to emergency response facilities.	Possible	Moderate	Moderate	No change to level of risk

OFFICER'S COMMENTS

The proposal has the support of officers within Tas Fire and Tas Ambulance, the two agencies who would most use the facility. Council officers have met both agencies on site to discuss the opportunities presented. As shown in the photograph in the attachment, Tas Fire brought a helicopter to the site to facilitate discussions on the proposal as a mark of their interest.

Council and other agencies have access to grants from time to time to develop infrastructure which supports the wellbeing and resilience of the community which goes to Council's function to provide for the health, safety and welfare of the community. This proposal may be considered to represent these core functions of Council.

OFFICER'S RECOMMENDATION

That Council endorse the proposal to develop land, within planning and statutory confinements and in conjunction with other emergency management stakeholder agencies at 76 Maria Street Swansea for emergency preparedness and response purposes; that being the development of helicopter staging infrastructure through grant funding and inter-agency cooperation.

8.9 Orford Foreshore Masterplan

Author: Director Planning & Development (Alex Woodward)

Responsible Officer: Director Planning and Development (Alex Woodward)

ATTACHMENT/S

1. Draft Orford Foreshore Master Plan.rs [8.9.1 - 84 pages]

PURPOSE

To provide Council with a report on the development of the Draft Orford Foreshore Masterplan and seek Council's approval for the Draft Masterplan to be released for public exhibition and comment.

BACKGROUND/OVERVIEW

A key gateway to our municipality is Orford and the coastal foreshore extending from Raspins Beach south to the end of Millington's Beach, has been a popular place that attracts high levels of use and recreational activity by locals and visitors. There are a number of public land titles within the project area and the land tenure of each title varies. The land tenures incorporated into the Master Plan area include:

- Raspins Beach Conservation Area (PWS) and subject to a Crown Lease (GSBC)
- Millingtons Beach Conservation Area (PWS) – public amenity block subject to a Crown Licence (GSBC).
- Public Reserve (PWS), some parcels subject to a Crown Lease (GSBC)
- Unallocated Crown Land resulting from recent works around the Prosser River Mouth (PWS)

Each land tenure is managed under different legislation with differing management arrangements and objectives.

Over 2017-2018 Marine and Safety Tasmania (MAST) together with the Department of State Growth and the Glamorgan Spring Bay Council (GSBC) undertook a project to dredge and channelise the Prosser River. The State Government funded the stabilisation of the Prosser River Mouth, involving the installation of large sandbags on either side of the channel entrance, extending into Prosser Bay. The Development Application description was to provide a pleasure boat facility. There are ongoing management implications associated with this project, including monitoring, repairs, channel dredging and sand relocation.

The physical changes to the river mouth resulting from the Prosser River mouth stabilisation has already had significant implications not only for the natural values within the area but overall, to the way that the area is now used. Combined with the ever-increasing visitor numbers to the area, together with the impacts of climate change such as coastal inundation and flooding, there will continue to be changes to how the area is and can be used and therefore to how it is managed.

The Orford Foreshore Master Plan concept evolved from many discussions around the implications of these changes by various stakeholders including GSBC staff, Parks and Wildlife Service (PWS), TasWater, State Growth and MAST. As a result it was agreed that PWS and Council would partner to engage a consultant to deliver a Masterplan for the site. Quotes were sought from suitably qualified consultants to deliver the Masterplan with the following aims and objectives.

Aim of the Masterplan:

The aim of this Masterplan is to assist land managers and the community to:

- better understand, conserve and manage natural and cultural values, in particular the IBA;
- improve community and visitor experience;
- improve the provision of appropriate recreational facilities; and
- enhance community connectivity between the Orford foreshore and the town centre.

Specific Objectives of the Masterplan:

The project objectives are to, having regard for land tenure and relevant legislation; improve the shared use and strategic management of the Orford foreshore by delivering the following under each subheading below:

Natural and cultural values, with special attention given to the IBA

- Identify options to protect the IBA and recognise the international significance of the sanctuary
- Provide an options analysis to manage visitation in a way that is consistent with the area's natural and cultural values
- Identify options to provide contemporary presentation and interpretation of these values
- Recommend preferred options to protect the natural and cultural values of the area, in particular the IBA

Visitors and their recreational pursuits

- Prepare an options analysis for the provision of suitable recreational pursuits for the area, and the appropriate locations for these activities, whilst considering existing public use, vistas and key views lines, current recreational users and with regard to the natural and cultural values of the area.
- Provide an overall contemporary plan to improve visitor parking, amenities and opportunities for recreational activities that are consistent with the management recommendations determined for the area's natural and cultural values.
- Include design parameters or concept designs that factor in the above considerations.
- Identify public works options to support the recreational pursuits identified above and to improve the appearance, amenity and use of the area

Community

- Improve community awareness and understanding of the natural and cultural values of the Orford foreshore
- Improve pedestrian and vehicular connectivity and wayfinding between the town centre and the adjoining foreshore
- Ensure the area remains a space for local residents to enjoy

Ongoing maintenance and management responsibilities:

- Identify the responsible management authority, or authorities, for delivering the recommended outcomes and ongoing maintenance of facilities and infrastructure.

Following the procurement process a contract was issued to Inspiring Place who submitted a proposal through the Request for Quote process. Inspiring Place commenced work on this Masterplan towards the end of 2021 and engaged with a wide variety of key stakeholders. The Draft Masterplan has now been developed (See Attachment 1) and Officers are now seeking approval from Council to engage with broader community consultation.

STRATEGIC PLAN REFERENCE

Guiding Principles

6. Draw on the knowledge and expertise of local people and communities in shaping and delivering our initiatives and plans - listening to and taking account of ideas and feedback from residents, businesses and ratepayers.

Key Foundations

4. Infrastructure and Services

What we plan to do

- Develop plans, policies and guidelines for built assets.

STATUTORY IMPLICATIONS

No statutory implications arise from seeking public feedback on the Masterplan.

BUDGET IMPLICATIONS

There will be some small costs associated with placing the Masterplan out for public consultation. These have been accounted for as part of the project.

RISK CONSIDERATION/S

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation There may be some negative feedback on the Masterplan	Minor	Possible	Moderate	Officers will consider the feedback and provide a report to Council following the conclusion of the consultation.
Do not adopt the recommendation Further costs will occur from re-drafting the Masterplan	Possible	Moderate	High	Proceed with consultation, however, consider any representations or concerns as part of the feedback process.

OFFICER'S COMMENTS

The project has been undertaken with significant stakeholder consultation to this point and this feedback has been included in the design. By proceeding with broader community consultation will provide council with valuable feedback which can be incorporated into the final draft for approval. It is recommended to proceed on this basis.

OFFICER'S RECOMMENDATION

That Council:

1. Endorse the release of the Draft Orford Foreshore Masterplan (Masterplan) for public exhibition and comment for approximately four weeks, commencing in late March 2022, and
2. Note that the recommended final draft Masterplan would incorporate community feedback provided during public engagement and would be presented to Council at a future meeting.

8.10 South East Region Jobs Hub - Draft Incorporated Association Rules

Author: General Manager (Greg Ingham)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

1. South East Region Jobs Hub Inc Rules [**8.10.1** - 21 pages]
2. SERDA Strategic Plan Draft [**8.10.2** - 16 pages]

PURPOSE

The purpose of this report is to seek Council's endorsement of the establishment of the South East Region Jobs Hub Association and to present the draft Association Rules and draft Strategic Plan for adoption.

BACKGROUND/OVERVIEW

The South East Region Development Association (SERDA) represents four South Eastern Tasmanian Councils, Sorell, Tasman, Clarence and Glamorgan Spring Bay. A key focus of SERDA is to connect local people with local businesses for local jobs and provide free business advice for local small businesses.

Funding was secured by SERDA from the Department of Premier and Cabinet (DPAC) in 2020/21 for a South East Region Jobs Hub. The terms of the funding required SERDA to:

- Develop a governance structure and framework for the South East Region Jobs Hub that aligns to Recommendation 22 of the Premier's Economic and Social Recovery Advisory Council (PESRAC) final report;
- Develop a strategic plan that includes the ongoing operation and sustainability of the South East Region Jobs Hub; and
- Develop a set of objectives, activities and outputs for the South East Region Jobs Hub, that aligns to Recommendation 23 of the PESRAC final report.

The Department of State Growth subsequently established the *Jobs Tasmania* agency to deliver a network of Job Hubs in regional areas. Each Hub will be governed by a Jobs Hub Board to oversight delivery and coordination of activity in their respective region that support the objective to increase employment, workforce participation or re-engagement with formal education and training.

Jobs Tasmania will be funding the Jobs Hubs for an initial 3 year term with the option of an additional 3 year term. SERDA engaged KPMG Management consultant to assist working through the DPAC funding requirements during 21/22.

The SERDA group of Councils have since settled on the creation of an independent entity *South East Region Jobs Hub Inc* ("Jobs Hub"). The draft Rules of the association and draft Strategic Plan are attached and have previously been discussed with Councillors at a Council Workshop held on the 8 March 2022.

The structure and purpose of the draft Rules are to frame its operations as per:

- Who are members of the Association?
- What do the members do?
- Who are the members of the Board?
- Who are the officers of the Association?
- How are Board members elected?
- What does the Board do?
- Subcommittees.
- Use of Association funds.

Following the issue of the draft Rules, a number of potential minor amendments have been identified that will refine and assist the operation of the Jobs Hub and that do not affect the fundamental structure and purpose of the Association. Accordingly, the recommendation to Council to adopt and execute the draft Rules (as amended) reflects the intent for minor amendments to be approved by the respective Council delegates acting on behalf of SERDA.

These include:

- Sub-rule 4.12 – can be deleted as already covered by sub-rule 4.7.
- Rule 8 – Banking and Finance – confirmation that electronic banking is provided for.
- Sub-rule 22.2(c) – confirmation that sufficient power to delegate is provided for.
- Sub-Rule 23.2 – increasing board member term from a maximum of 12 months to 24 months and having turn over staggered to avoid all in - all out scenario.
- Sub-Rule 26.1 – reducing Board meetings to a minimum of quarterly rather than monthly.
- Sub-Rule 29.1 – nominating a minimal annual subscription fee so the process if a member is to be removed, can be properly enacted.
- Ensuring the Rules provide for the use of electronic means for Board, Subcommittee and General Meetings including circulating resolutions.

STRATEGIC PLAN REFERENCE

Guiding Principles

2. Reinforce and draw on the strengths of our communities at both a local and regional level.
3. Attract and welcome people of all backgrounds, cultures and ages to live in our region.

Key Foundations

2. Our Community's Health and Wellbeing
3. Our People

What we plan to do

- Advocate and lobby effectively on behalf of the community.

STATUTORY IMPLICATIONS

SERDA separately engaged Abetz Curtis to provide strategic and legal advice on a range of organisation governance and delivery options including consideration of a company, joint authority, expanded SERDA incorporated association or new incorporated association.

The latter was the preferred model with Abetz Curtis providing draft Rules for consideration by the SERDA member Councils.

The existing SERDA association will remain and continue to advocate and facilitate other regional matters on behalf of the member Councils.

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Existing operational, governance and employee risk management implications to Council will be significantly reduced with the creation of the Jobs Hub as a separate incorporated association. The principle risks with the Jobs Hub are likely to be:

- Identifying and securing the requisite Jobs Hub Board members (effectively volunteer roles) able to deliver the Regional Jobs Hub Objectives, Roles and Responsibilities in addition to the Objects and Purposes of the Association;
- Securing Jobs Tas funding for both the initial and subsequent 3 year terms; and
- Establishing organisation structure, appointments, reporting, accountabilities, delegations, policies and procedures, plant and equipment and external service providers – Finance, Payroll, HR, ICT.

OFFICER'S COMMENTS

From a simple but focused strategic intent to increase employment and training opportunities in South East Tasmania that commenced with modest Tasmanian Community Fund (TCF) and SERDA member Council funding, the SERDA model (as it has become known), is recognised statewide as the benchmark in achieving identifiable, targeted and sustainable outcomes.

The ongoing support of the State Government through Jobs Tas will enable the SERDA model to take a significant step forward through strengthened coordination, governance and resourcing. Council's ongoing support and facilitation by adopting the recommendation is sought.

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Endorse the establishment of the South East Region Jobs Hub Association;
2. Adopt the draft Rules (as amended) and draft Strategic Plan; and
3. Authorise the General Manager (or SERDA delegate) to execute as necessary.

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 QUESTIONS FROM COUNCILLORS

11.1 Questions without notice by Councillors taken on notice – 22 February 2022

Deputy Mayor Jenny Woods

I know that I have spoken about this to Council in the past but I'm not sure that it has been in this forum. I have two questions/requests on this matter.

- Q1. *The safety of the Orford Bridge for pedestrian use. I walk over this bridge as do many. This bridge is on a major highway and although the speed limit is 60km p/h, it is very concerning to me and others about the safety to pedestrians. There is no safety rail to stop pedestrian, that being old or young user, from tripping or falling on to the road, into traffic. It has been said that if there is a safety rail put there it would not be to regulation standards, is it as it is now regulation standards? And yes, I'm aware that there hasn't been an accident on the bridge but my question is, do we need to wait for it to happen or can we be proactive rather than re-active. We as Councillors heard at a workshop briefing, late last year, about the safety upgrades to the Tasman Bridge at a huge cost to taxpayers. Can we at least start conversations with State Growth around this issue and advocate for the safety of our community?*
- Q2. *The safety of pedestrian and bike riders entering the Orford Bridge from the walkway at the Triabunna end of the Bridge. Users almost have to go onto the road with no safety barriers up and cars seem to wiz around the corner, and you don't know they are coming. I have become increasingly aware of this as I often walk my grandchildren to the park.*

Response from General Manager, Greg Ingham

The following response has been provided by the Department of State Growth as the road controlling authority:

The Department of State Growth is not aware there have been any reported crashes involving a vehicle colliding with a pedestrian on a bridge across the entire State Road network. It is noted there have been no reported crashes on the bridge in the last 10 years.

There is no increased risk to users of the Prosser River Bridge footpath compared to any other footpath located immediately alongside an urban 60 km/h road.

The only barrier type that would prevent a vehicle encroaching on the footpath area is a rigid concrete one. This would be impractical to provide due to the narrow width and structural constraints of the bridge itself. Other barrier types such as steel beam or standard pedestrian fencing will not protect a pedestrian standing behind them. Without major works to provide a wider footpath, any barrier will necessarily make the footpath area more constrained and difficult to negotiate (e.g. if a cyclist and pedestrian needed to pass one another).

The Department is seeking formal advice on the kind of works that would be required to “add on” a footpath, however this is likely to involve significant works including bridge strengthening, which will mean significant costs. The Department does not have a budget to do these works at this time.

I have another request which has been asked from a local and again it revolves around safety.

Q3. Since the Blue Waters hotel have improved their car parking area at the front it is now very hard to back out onto the road from the parking area outside the bottle shop. Is there a possibility to investigate the instillation of a curved mirror for people to use when needing to back out onto the road?

Response from General Manager, Greg Ingham

The following response has been provided by the Department of State Growth as the road controlling authority:

The installation of mirrors on the State road network is not supported. They have a number of operational issues such as the potential to reflect sun or headlight glare unexpectedly towards drivers. There are issues with them becoming obscured by condensation and fogging in cold conditions and can lead to drivers not paying attention to the road when focusing on the mirror. Additionally, there would be ongoing maintenance liabilities with cleaning and vandalism.

11.2 Questions on Notice by Councillors

Nil.

11.3 Questions Without Notice by Councillors

12 CLOSE

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

CONFIRMED as a true and correct record.

Date: **Mayor Robert Young**