

## Ordinary Council Meeting - 12 December 2023 Attachments

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**Profit and Loss**

Glamorgan Spring Bay Council

For the 5 months ended 30 November 2023

Account	YTD Actual	YTD Budget	Budget Var	Var %	2023/24 Budget	Notes
<b>Trading Income</b>						
Rate Revenue	13,011,468	12,954,680	56,788	0%	12,954,680	
Statutory Charges	325,147	280,415	44,732	16%	691,962	
User Charges	610,260	532,876	77,384	15%	980,956	1
Grants	628,497	1,705,688	(1,077,191)	-63%	1,863,715	2
Interest & Investment Revenue	272,836	151,200	121,636	80%	611,200	3
Contributions	602,770	77,085	525,685	682%	185,004	4
Other Revenue	1,080,915	838,985	241,930	29%	1,825,339	5
<b>Total Trading Income</b>	<b>16,531,892</b>	<b>16,540,929</b>	<b>(9,037)</b>	<b>0%</b>	<b>19,112,856</b>	
<b>Gross Profit</b>	<b>16,531,892</b>	<b>16,540,929</b>	<b>(9,037)</b>	<b>0%</b>	<b>19,112,856</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	551,149	231,356	319,793	138%	632,443	6
Grants Commonwealth Capital - Roads to Recovery	31,510	0	31,510	0%	31,510	
Grants State Capital - Other	49,366	187,500	(138,134)	-74%	757,500	7
<b>Total Capital Grants</b>	<b>632,025</b>	<b>418,856</b>	<b>213,169</b>	<b>51%</b>	<b>1,421,453</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	50,282	0	50,282	0%	0	
<b>Total Other Income</b>	<b>50,282</b>	<b>0</b>	<b>50,282</b>	<b>0%</b>	<b>0</b>	
<b>Operating Expenses</b>						
Employee Costs	2,169,049	2,380,887	(211,838)	-9%	5,703,604	
Materials & Services	3,471,539	3,720,006	(248,467)	-7%	8,038,110	
Depreciation	1,462,645	1,435,197	27,448	2%	3,430,537	
Interest	57,250	95,164	(37,914)	-40%	189,543	
Other Expenses	82,074	106,035	(23,961)	-23%	219,284	
<b>Total Operating Expenses</b>	<b>7,242,557</b>	<b>7,737,289</b>	<b>(494,732)</b>	<b>-6%</b>	<b>17,581,078</b>	
<b>Net Profit</b>	<b>9,289,335</b>	<b>8,803,640</b>	<b>485,695</b>	<b>6%</b>	<b>1,531,778</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>9,971,642</b>	<b>9,222,496</b>	<b>749,146</b>	<b>8%</b>	<b>2,953,231</b>	

**NOTES OF BUDGET VARIANCES > \$50k and >10%.**

1. Higher than expected revenue generated from variable water charges and higher than expected revenue generated from transfer stations year to date.

2. July budget expected \$1.397m for 100% of Federal Assistance Grant, however was received at end of June. Opportunistic not budgeted Primary Health Tasmania Grant of \$27k expected in June, received in July. Black Summer grant funds \$259k received in 2022/23 for Telstra works, estimate to complete in June didn't occur; to be reforecast in adjusted 2023/24 budget.

3. Higher than expected interest income due to increasing interest rates.

4. Public Open space contribution \$404k and Subdivision contribution \$125k higher than budget.

5. Medical turnover higher than estimate from higher patient throughput. Medical services have now transferred out of Council operations.

6. Black Summer grant funds \$172k received in 2022/23 for helipad and road accessibility estimate for works in June didn't occur, to be reforecast in adjusted 2023/24 budget. Local Roads & Community Infrastructure Grant of \$148k forecasted for January received early.

7. Emergency management funds for stormwater damage of \$187,500 not yet received. Saltworks grant funds \$172k received in 2022/23 works didn't occur, to be reforecast in adjusted 2023/24 budget.

**Statement of Financial Position**

Glamorgan Spring Bay Council  
As at 30 November 2023

<b>Account</b>	<b>30 Nov 2023</b>	<b>30 Jun 2023</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash & Cash Equivalents	11,813,679	7,378,375
Trade & Other Receivables	6,252,662	1,197,729
Other Assets	9,350	29,750
<b>Total Current Assets</b>	<b>18,075,691</b>	<b>8,605,854</b>
<b>Non-current Assets</b>		
Investment in Water Corporation	32,180,959	32,180,959
Property, Infrastructure, Plant & Equipmen	168,749,069	169,937,559
<b>Total Non-current Assets</b>	<b>200,930,027</b>	<b>202,118,518</b>
<b>Total Assets</b>	<b>219,005,719</b>	<b>210,724,372</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Trade & Other Payables	1,888,489	468,081
Trust Funds & Deposits	410,411	406,067
Provisions	795,335	795,335
Contract Liabilities	0	788,036
Interest bearing Loans & Borrowings	1,949,888	2,077,666
<b>Total Current Liabilities</b>	<b>5,044,123</b>	<b>4,535,184</b>
<b>Non-current Liabilities</b>		
Provisions	103,327	103,327
Interest Bearing Loans & Borrowings	5,509,214	5,509,214
<b>Total Non-current Liabilities</b>	<b>5,612,541</b>	<b>5,612,541</b>
<b>Total Liabilities</b>	<b>10,656,663</b>	<b>10,147,725</b>
<b>Net Assets</b>	<b>208,349,055</b>	<b>200,576,647</b>
<b>Equity</b>		
Current Year Earnings	7,772,409	5,254,545
Retained Earnings	95,159,410	89,904,865
Equity - Asset Revaluation Reserve	104,218,014	104,218,014
Equity - Restricted Reserves	1,199,222	1,199,222
<b>Total Equity</b>	<b>208,349,055</b>	<b>200,576,647</b>

**Statement of Cash Flows**

Glamorgan Spring Bay Council

For the 5 months ended 30 November 2023

<b>Account</b>	<b>YTD Actual</b>	<b>2022/23 Actual</b>
<b>Operating Activities</b>		
Receipts from customers	10,317,397	16,403,161
Payments to suppliers and employees	(5,583,568)	(14,562,130)
Receipts from operating grants	65,730	2,264,209
Cash receipts from other operating activities	394,159	726,177
<b>Net Cash Flows from Operating Activities</b>	<b>5,193,718</b>	<b>4,831,417</b>
<b>Investing Activities</b>		
Proceeds from sale of property, plant and equipment	21,014	536,896
Payment for property, plant and equipment	(1,466,970)	(3,135,595)
Receipts from capital grants	810,976	1,125,695
Other cash items from investing activities	0	(879,141)
<b>Net Cash Flows from Investing Activities</b>	<b>(634,980)</b>	<b>(2,352,145)</b>
<b>Financing Activities</b>		
Trust funds & deposits	(10,656)	(9,909)
Proceeds from/ repayment of long term loans	(108,316)	(219,084)
Other cash items from financing activities	(4,462)	860,375
<b>Net Cash Flows from Financing Activities</b>	<b>(123,434)</b>	<b>631,381</b>
<b>Net Cash Flows</b>	<b>4,435,304</b>	<b>3,110,653</b>
<b>Cash and Cash Equivalents</b>		
Cash and cash equivalents at beginning of period	7,299,006	4,188,352
Cash and cash equivalents at end of period	11,734,310	7,299,006
<b>Net change in cash for period</b>	<b>4,435,304</b>	<b>3,110,653</b>

### Capital Works Detail

Glamorgan Spring Bay Council

For the period 1 July 2023 to 30 November 2023

	Cost YTD	% cost spent	Status	Carry Fwd Last Year	Renewal Works	New Works	Budget 2023/24	Council Funded	External Funded	External Funding Source	Details	Notes
<b>Roads, Footpaths, Kerbs</b>												
Road accessibility (Black Summer)	-	0%	In progress	60,000			60,000		60,000	Black summer bushfire recovery		
Wielangta Road Corner Stabilisation	515,460	515%	Completed	100,000			100,000	50,000	50,000	Emergency management fund		1
Swansea Main Street Paving	93,262	47%	In progress	200,000			200,000		200,000	Community Development Grant Cwth		
Sand River Road Buckland	39,226	98%	Completed	40,000			40,000	-	40,000	Defence Contribution		
Resheet Program	62,318	42%	In progress		150,000		150,000	150,000				
Reseal Program	364,648	58%	In progress		628,300		628,300	596,790	31,510	Roads to Recovery		
Pavement renewal Program	365,000	100%	Completed		365,000		365,000	133,644	231,356	Community Development Grant Cwth		
Rheban Road Reinstatement	315,889	79%	In progress		151,000	250,000	401,000		401,000	Community Development Grant Cwth		
Footpath and disability compliance renewal	1,439	1%	In progress		150,000		150,000	150,000				
Kerb & Channel Renewal	959	1%	In progress		100,000		100,000	100,000				
Storm Damage Projects 2022	51,460	21%	In progress		125,000	125,000	250,000	62,500	187,500	Emergency management fund		
Design 2023-24	8,660	29%	In progress		30,000		30,000	30,000				
Contingency	-	0%	Not started		40,000		40,000	40,000				
<b>Total Roads, Footpaths, Kerbs</b>	<b>1,818,320</b>		<b>-</b>	<b>400,000</b>	<b>1,739,300</b>	<b>375,000</b>	<b>2,514,300</b>	<b>1,312,934</b>	<b>1,201,366</b>			
<b>Bridges, Culverts</b>												
Bridge - 17 Acre Creek Bridge Wielangta Rd	-	0%	Not Started		400,000		400,000	80,000	320,000	Bridge renewal program	Subject to grant approval	
Bridge - 24 Ferndale Rd	-	0%	Not Started		150,000		150,000	50,000	100,000	Bridge renewal program	Subject to grant approval	
Bridge - 47 Griffiths Rivulet Wielangta Rd	-	0%	Not Started		51,000		51,000	21,000	30,000	Bridge renewal program	Subject to grant approval	
Rosedale Rd 30% deck renewal	-	0%	Not started		90,000		90,000	20,000	70,000	Bridge renewal program	Subject to grant approval	
<b>Total Bridges, Culverts</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>691,000</b>	<b>-</b>	<b>691,000</b>	<b>171,000</b>	<b>520,000</b>			
<b>Parks, Reserves, Walking Tracks, Cemeteries</b>												
Bicheno Triangle	3,568	1%	In progress	500,000			500,000		500,000	Community Development Grant Cwth		
Bicheno Gulch	18,978	1%	In progress	1,300,000			1,300,000		1,300,000	Community Development Grant Cwth		
Coles Bay Foreshore	270,680	45%	In progress	600,000			600,000		600,000	Community Development Grant Cwth		
Playground Renewals	-	0%	Not Started		115,507		115,507	115,507				
Walking/Cycling strategy	-	0%	Not started			20,000	20,000		20,000	Department of Health		
Walking bridge Bicheno (timber)	25,596	0%	Completed				-				Carry over, reprioritise.	2
<b>Total Parks, Reserves, Walking Tracks, Cemeteries</b>	<b>318,822</b>		<b>-</b>	<b>2,400,000</b>	<b>115,507</b>	<b>20,000</b>	<b>2,535,507</b>	<b>115,507</b>	<b>2,420,000</b>			
<b>Stormwater &amp; Drainage</b>												
Pit and Pipe infill works	1,127	2%	In progress	60,000			60,000	60,000				
49 Rheban Rd design to West Shelley Bch Nautilus Detention Basin	-	0%	In progress	35,000			35,000	35,000				
Holkham Court	-	0%	In progress	40,000			40,000	40,000				
Pit and Pipe Renewal Program	13,847	9%	In progress		150,000		150,000	150,000				
System Upgrade	-	0%	Not started		20,237	20000	40,237	40,237				
<b>Total Stormwater &amp; Drainage</b>	<b>14,974</b>		<b>-</b>	<b>135,000</b>	<b>170,237</b>	<b>20,000</b>	<b>325,237</b>	<b>325,237</b>	<b>-</b>			
<b>Building</b>												
Heli-pad Swansea Emergency Services	3,755	4%	In progress	107,000			107,000		107,000	Black summer bushfire recovery		
Triabunna Depot kitchen bathroom	-	0%	In progress	15,000			15,000		15,000	Black summer bushfire recovery		
										Community Infrastructure Round 3 &		
Coles Bay Hall Annexe	6,868	2%	In progress		215,000	215,000	430,000		430,000	Tasmania Community Fund		
Spring Beach Toilet Refurbishment	27,355	#DIV/0!	In progress								Carry over, reprioritise	3
Public Amenities	-	0%	Not started		100,000		100,000	100,000				
Triabunna Depot	-	0%	Not started		65,000		65,000	65,000				
<b>Total Building</b>	<b>37,977</b>		<b>-</b>	<b>122,000</b>	<b>380,000</b>	<b>215,000</b>	<b>717,000</b>	<b>165,000</b>	<b>552,000</b>			

**Capital Works Detail**

Glamorgan Spring Bay Council

For the period 1 July 2023 to 30 November 2023

	Cost YTD	% cost spent	Status	Carry Fwd Last Year	Renewal Works	New Works	Budget 2023/24	Council Funded	External Funded	External Funding Source	Details	Notes
<b>Marine Infrastructure</b>												
Saltworks Toilet	-	0%	In progress	100,000			<b>100,000</b>		100,000	Community Infrastructure Round 3		
Saltworks Boat Ramp Upgrade	-	0%	In progress	99,123			<b>99,123</b>		99,123	State Grant MAST		
Triabunna Marina Car Park Upgrade	-	0%	Not started		25,000		<b>25,000</b>	25,000				
<b>Total Marine Infrastructure</b>	-		-	<b>199,123</b>	<b>25,000</b>	-	<b>224,123</b>	<b>25,000</b>	<b>199,123</b>			
<b>Sewerage</b>												
Swanwick Waste Water Driveway Seal	-	#DIV/0!	In progress								Pending budget reallocate	4
<b>Total Sewerage</b>	-		-	-	-	-	-	-	-			
<b>Plant &amp; Equipment</b>												
IT Computer Equipment	9,139	91%	In progress		10,000		<b>10,000</b>	10,000				
General Equipment	2,163	22%	In progress		10,000		<b>10,000</b>	10,000				
F90LR BT-50 crew cab swansea	-	0%	Not started		45,000		<b>45,000</b>	45,000				
MUX I62BW	35,802	80%	Completed		45,000		<b>45,000</b>	45,000				
H92ME BT50 dual cab	-	0%	Not started		45,000		<b>45,000</b>	45,000				
Backhoe Bicheno 4x4 JCB DH9566	155,357	97%	Completed		160,000		<b>160,000</b>	160,000				
Kubota Rear Discharge Plus Mower	26,750	#DIV/0!	Completed				-	-			Carry over, reprioritise	5
<b>Total Plant &amp; Equipment</b>	<b>229,211</b>		-	-	<b>315,000</b>	-	<b>315,000</b>	<b>315,000</b>	-			
<b>Total Capital Works</b>	<b>2,419,305</b>	<b>33%</b>		<b>3,256,123</b>	<b>3,436,044</b>	<b>630,000</b>	<b>7,322,167</b>	<b>2,429,678</b>	<b>4,892,489</b>			

Notes:

- 1 June 2023 expectation for spending was short by \$180k which will now be spent in 2023-24. Funds remain available, current year budget amounts should be adjusted to reflect further \$180k.
- 2 Expected to be complete in June 2023, so no budget in 2023-24. The final \$24k of cost has occurred in 2023-24. Current year budget amounts to be adjusted to reflect \$24k carryover.
- 3 Expected to be complete in June 2023, so no budget in 2023-24. Current year budget amounts to be adjusted to reflect the carryover amount.
- 4 This item for \$10,000 needs to be added to the 2023-24 budget.
- 5 Item was ordered in prior year, instead of replacing light vehicle. 2023-24 budget to be adjusted to reprioritise this item with available budget.

**Profit and Loss Budget Review**

Glamorgan Spring Bay Council

For the 4 months ended 31 October 2023

Account	YTD Actual	YTD Budget	Budget Var	Var %	Original Budget 2023/24	Revised Budget 2023/24	Actual 2022/23
<b>Trading Income</b>							
Rate Revenue	13,008,549	12,954,680	53,869	0%	12,954,680	12,954,680	11,281,279
Statutory Charges	277,155	224,332	52,823	24%	691,962	691,962	743,366
User Charges	510,808	500,679	10,129	2%	980,956	980,956	833,036
Grants	610,852	1,705,688	- 1,094,836	-64%	1,863,715	2,430,702	2,416,298
Interest & Investment Revenue	234,325	141,700	92,625	65%	611,200	611,200	700,484
Contributions	469,041	61,668	407,373	661%	185,004	185,004	678,518
Other Revenue	980,427	731,492	248,935	34%	1,825,339	1,825,339	2,314,695
<b>Total Trading Income</b>	<b>16,091,157</b>	<b>16,320,239</b>	<b>- 229,082</b>	<b>-1%</b>	<b>19,112,856</b>	<b>19,679,843</b>	<b>18,967,676</b>
<b>Gross Profit</b>	<b>16,091,157</b>	<b>16,320,239</b>	<b>- 229,082</b>	<b>-1%</b>	<b>19,112,856</b>	<b>19,679,843</b>	<b>18,967,676</b>
<b>Capital Grants</b>							
Grants Commonwealth Capital - Other	551,149	0	551,149	0%	632,443	730,720	1,314,149
Grants Commonwealth Capital - Roads to Recovery	0	0	0	0%	31,510	31,510	491,545
Grants State Capital - Other	49,366	187,500	(138,134)	-74%	757,500	806,866	169,015
<b>Total Capital Grants</b>	<b>600,515</b>	<b>187,500</b>	<b>413,015</b>	<b>220%</b>	<b>1,421,453</b>	<b>1,569,096</b>	<b>1,974,708</b>
<b>Other Income</b>							
Net Gain (Loss) on Disposal of Assets	50,282	0	50,282	0%	0	0	-219,938
Other Revenue - Donations, Contributions NON CASH	0	0	0	0%	0	0	1,902,572
<b>Total Other Income</b>	<b>50,282</b>	<b>0</b>	<b>50,282</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>1,682,633</b>
<b>Operating Expenses</b>							
Employee Costs	1,776,386	1,930,894	(154,508)	-8%	5,703,604	5,703,604	5,309,456
Materials & Services	3,003,266	3,168,704	(165,438)	-5%	8,038,110	8,038,110	8,302,080
Depreciation	1,175,056	1,150,172	24,884	2%	3,430,537	3,430,537	3,316,787
Interest	31,124	69,460	(38,336)	-55%	189,543	189,543	216,667
Other Expenses	70,829	91,428	(20,599)	-23%	219,284	219,284	225,482
<b>Total Operating Expenses</b>	<b>6,056,661</b>	<b>6,410,658</b>	<b>(353,997)</b>	<b>-6%</b>	<b>17,581,078</b>	<b>17,581,078</b>	<b>17,370,472</b>
<b>Net Profit</b>	<b>10,034,496</b>	<b>9,909,581</b>	<b>124,915</b>	<b>1%</b>	<b>1,531,778</b>	<b>2,098,765</b>	<b>1,597,204</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>10,685,293</b>	<b>10,097,081</b>	<b>588,212</b>	<b>6%</b>	<b>2,953,231</b>	<b>3,667,861</b>	<b>5,254,545</b>

**Statement of Financial Position Budget Review**

Glamorgan Spring Bay Council

As at 31 October 2023

Account	As at 31 Oct 2022	Original Budget 30 June 2024	Revised Budget 30 June 2024	Actual 30 June 2023
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	10,994,034	3,822,968	3,858,847	7,378,375
Trade & Other Receivables	7,329,478	688,640	688,640	1,197,729
Other Assets	9,350	20,400	20,400	29,750
<b>Total Current Assets</b>	<b>18,332,862</b>	<b>4,532,008</b>	<b>4,567,887</b>	<b>8,605,854</b>
<b>Non-current Assets</b>				
Investment in Water Corporation	32,180,959	31,282,379	31,282,379	32,180,959
Property, Infrastructure, Plant & Equipme	169,000,857	159,053,798	159,053,798	169,937,559
<b>Total Non-current Assets</b>	<b>201,181,816</b>	<b>190,336,177</b>	<b>190,336,177</b>	<b>202,118,518</b>
<b>Total Assets</b>	<b>219,514,678</b>	<b>194,868,185</b>	<b>194,904,064</b>	<b>210,724,372</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Trade & Other Payables	808,045	1,200,000	1,200,000	468,081
Trust Funds & Deposits	424,979	342,000	342,000	406,067
Provisions	795,335	800,000	800,000	795,335
Contract Liabilities	0	-	-	788,036
Interest bearing Loans & Borrowings	1,995,141	182,063	182,063	2,077,666
<b>Total Current Liabilities</b>	<b>4,023,500</b>	<b>2,524,063</b>	<b>2,524,063</b>	<b>4,535,184</b>
<b>Non-current Liabilities</b>				
Provisions	103,327	110,000	110,000	103,327
Interest Bearing Loans & Borrowings	5,509,214	5,276,135	5,276,135	5,509,214
<b>Total Non-current Liabilities</b>	<b>5,612,541</b>	<b>5,386,135</b>	<b>5,386,135</b>	<b>5,612,541</b>
<b>Total Liabilities</b>	<b>9,636,041</b>	<b>7,910,198</b>	<b>7,910,198</b>	<b>10,147,725</b>
<b>Net Assets</b>	<b>209,878,637</b>	<b>186,957,987</b>	<b>186,993,866</b>	<b>200,576,647</b>
<b>Equity</b>				
Current Year Earnings	9,301,990	2,953,205	3,667,861	5,254,545
Retained Earnings	95,159,410	97,974,694	97,295,917	89,904,865
Equity - Asset Revaluation Reserve	104,218,014	84,672,844	84,672,844	104,218,014
Equity - Restricted Reserves	1,199,222	1,357,244	1,357,244	1,199,222
<b>Total Equity</b>	<b>209,878,637</b>	<b>186,957,987</b>	<b>186,993,866</b>	<b>200,576,647</b>



**Statement of Cash Flows Budget Review**

Glamorgan Spring Bay Council

For the 4 months ended 31 October 2023

Account	YTD Actual	Original Budget 30 June 2024	Revised Budget 30 June 2024	Actual 2022/23
<b>Operating Activities</b>				
Receipts from customers	8,766,906	14,577,636	14,577,636	16,403,161
Payments to suppliers and employees	(4,921,174) -	14,200,554 -	14,200,554	(14,562,130)
Receipts from operating grants	49,365	1,863,715	1,863,715	2,264,209
Cash receipts from other operating activities	282,830	2,619,074	2,619,074	726,177
<b>Net Cash Flows from Operating Activities</b>	<b>4,177,927</b>	<b>4,859,871</b>	<b>4,859,871</b>	<b>4,831,417</b>
<b>Investing Activities</b>				
Proceeds from sale of property, plant and equipment	21,014	300,000	300,000	536,896
Payment for property, plant and equipment	(1,308,661) -	8,054,384 -	7,945,100	(3,135,595)
Receipts from capital grants	779,466	1,421,453	1,348,048	1,125,695
<b>Other cash items from investing activities</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>(879,141)</b>
<b>Net Cash Flows from Investing Activities</b>	<b>(508,181)</b>	<b>(6,332,931)</b>	<b>(6,297,052)</b>	<b>(2,352,145)</b>
<b>Financing Activities</b>				
Trust funds & deposits	28,439	0	0	(9,909)
Proceeds from/ repayment of long term loans	(63,063)	(1,688,197)	(1,688,197)	(219,084)
Other cash items from financing activities	(19,462)	0	0	860,375
<b>Net Cash Flows from Financing Activities</b>	<b>(54,086)</b>	<b>(1,688,197)</b>	<b>(1,688,197)</b>	<b>631,381</b>
<b>Net Cash Flows</b>	<b>3,615,659</b>	<b>(3,161,257)</b>	<b>(3,125,378)</b>	<b>3,110,653</b>
<b>Cash and Cash Equivalents</b>				
Cash and cash equivalents at beginning of period	7,299,006	6,984,225	6,984,225	4,188,352
Cash and cash equivalents at end of period	10,914,665	3,822,968	3,858,847	7,299,006
<b>Net change in cash for period</b>	<b>3,615,659</b>	<b>(3,161,257)</b>	<b>(3,125,378)</b>	<b>3,110,653</b>

**Budget Capital Works Summary Budget Review**

Glamorgan Spring Bay Council  
For the year ended 30 June 2024

Capital Group	Original Budget 30 June 2024	Revised Budget 30 June 2024	Change
Bridges, Culverts	691,000	100,000 -	591,000
Parks, Reserves, Walking Tracks, Cemeteries	2,535,507	2,464,571 -	70,936
Stormwater, Drainage	325,237	225,000 -	100,237
Buildings & Facilities	717,000	1,251,635	534,635
Marine Infrastructure	224,123	224,123	-
Sewerage	-	10,000	10,000
Plant & Equipment	295,000	322,000	27,000
IT Equipment	10,000	10,000	-
General Equipment	10,000	10,000	-
<b>Total Capital Works</b>	<b>4,807,867</b>	<b>4,617,329 -</b>	<b>190,538</b>

**Capital Works Detail Budget Review**

Glamorgan Spring Bay Council

For the period 1 July 2023 to 31 October 2023

	Cost YTD	% cost spent	Status	Carry Fwd Last Year	Renewal Works	New Works	Original Budget 2023/24	Council Funded	External Funded	CHANGE	Revised Budget	Revised Council Funded	Revised External Funded	External Funding Source
<b>Roads, Footpaths, Kerbs</b>														
Road accessibility (Black Summer)	-	0%	In progress	60,000			60,000		60,000	-	60,000	-	60,000	Black summer bushfire recovery
Wielangta Road Corner Stabilisation	515,460	515%	In progress	100,000			100,000	50,000	50,000	415,460	515,460	128,865	386,595	Emergency management fund
Swansea Main Street Paving	92,581	46%	In progress	200,000			200,000		200,000	-	200,000	76,500	123,500	Community Development Grant
Sand River Road Buckland	39,226	98%	Completed	40,000			40,000	-	40,000	-	40,000	-	40,000	Defence Contribution
Resheet Program	62,318	42%	In progress		150,000		150,000	150,000	-	50,000	100,000	100,000	-	
Reseal Program	3,324	1%	In progress		628,300		628,300	596,790	31,510	-	628,300	596,790	31,510	Roads to Recovery
Pavement renewal Program	-	0%	Not started		365,000		365,000	133,644	231,356	-	365,000	133,644	231,356	Community Development Grant
Rheban Road Reinstatement	308,828	77%	In progress		151,000	250,000	401,000		401,000	-	401,000	-	401,000	Community Development Grant
Footpath and disability compliance renewal	-	0%	Not started		150,000		150,000	150,000	-	-	150,000	150,000	-	
Kerb & Channel Renewal	-	0%	Not started		100,000		100,000	100,000	-	-	100,000	100,000	-	
Storm Damage Projects 2022	13,783	6%	In progress		125,000	125,000	250,000	62,500	187,500	-	250,000	62,500	187,500	Emergency management fund
Design 2023-24	8,660	29%	In progress		30,000		30,000	30,000	-	-	30,000	30,000	-	
Contingency	-	0%	Not started		40,000		40,000	40,000	-	40,000	-	-	-	
<b>Total Roads, Footpaths, Kerbs</b>	<b>1,044,180</b>			<b>400,000</b>	<b>1,739,300</b>	<b>375,000</b>	<b>2,514,300</b>	<b>1,312,934</b>	<b>1,201,366</b>	<b>325,460</b>	<b>2,839,760</b>	<b>1,378,299</b>	<b>1,461,461</b>	
<b>Bridges, Culverts</b>														
Bridge - 17 Acre Creek Bridge Wielangta Rd	-	0%	Not started		400,000		400,000	80,000	320,000	-	400,000	-	-	Bridge renewal program
Bridge - 24 Ferndale Rd	-	0%	Not started		150,000		150,000	50,000	100,000	-	150,000	-	-	Bridge renewal program
Bridge - 47 Griffiths Rivulet Wielangta Rd	-	0%	Not started		51,000		51,000	21,000	30,000	-	51,000	-	-	Bridge renewal program
Rosedale Rd 30% deck renewal	-	0%	Not started		90,000		90,000	20,000	70,000	10,000	100,000	100,000	-	Bridge renewal program
<b>Total Bridges, Culverts</b>	<b>-</b>			<b>-</b>	<b>691,000</b>	<b>-</b>	<b>691,000</b>	<b>171,000</b>	<b>520,000</b>	<b>-</b>	<b>591,000</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>
<b>Parks, Reserves, Walking Tracks, Cemeteries</b>														
Bichenno Triangle	2,799	1%	In progress	500,000			500,000		500,000	-	500,000	-	500,000	Community Development Grant
Bichenno Gulch	10,947	1%	In progress	1,300,000			1,300,000		1,300,000	-	1,300,000	-	1,300,000	Community Development Grant
Coles Bay Foreshore	247,549	41%	In progress	600,000			600,000		600,000	-	600,000	-	600,000	Community Development Grant
Playground Renewals	-	0%	Not started		115,507		115,507	115,507	-	95,507	20,000	20,000	-	
Walking/Cycling strategy	-	0%	Not started			20,000	20,000		20,000	-	20,000	-	20,000	Department of Health
Walking bridge Bichenno (timber)	25,596	0%	Complete				-		24,571	24,571	24,571	24,571	-	
<b>Total Parks, Reserves, Walking Tracks, Cemeteries</b>	<b>286,890</b>			<b>2,400,000</b>	<b>115,507</b>	<b>20,000</b>	<b>2,535,507</b>	<b>115,507</b>	<b>2,420,000</b>	<b>-</b>	<b>70,936</b>	<b>2,464,571</b>	<b>44,571</b>	<b>2,420,000</b>
<b>Stormwater &amp; Drainage</b>														
Pit and Pipe infill works	1,127	2%	In progress	60,000			60,000	60,000	-	-	60,000	60,000	-	
Detention Basin	-	0%	In progress	35,000			35,000	35,000	-	-	35,000	35,000	-	
Holkham Court	-	0%	In progress	40,000			40,000	40,000	-	-	40,000	40,000	-	
Pit and Pipe Renewal Program	13,847	9%	In progress		150,000		150,000	150,000	-	60,000	90,000	90,000	-	
System Upgrade	-	0%	Not started		20,237	20,000	40,237	40,237	-	40,237	-	-	-	
<b>Total Stormwater &amp; Drainage</b>	<b>14,974</b>			<b>135,000</b>	<b>170,237</b>	<b>20,000</b>	<b>325,237</b>	<b>325,237</b>	<b>-</b>	<b>100,237</b>	<b>225,000</b>	<b>225,000</b>	<b>-</b>	
<b>Building &amp; Land</b>														
Purchase of land Orford WTS	-	#DIV/0!	In progress	-			-	-	325,000	-	325,000	325,000	-	
Heli-pad Swansea Emergency Services	3,755	4%	In progress	107,000			107,000		107,000	-	107,000	-	107,000	Black summer bushfire recovery
Triabunna Depot kitchen bathroom	-	0%	In progress	15,000			15,000		15,000	-	15,000	-	15,000	Community Infrastructure Round
Coles Bay Hall Annexe	6,868	2%	In progress		215,000	215,000	430,000		430,000	170,000	600,000	170,000	430,000	3 & Tas Community Fund
Spring Beach Toilet Refurbishment	26,635	#DIV/0!	In progress						39,635	-	39,635	-	39,635	
Public Amenities	-	0%	Not started		100,000		100,000	100,000	-	-	100,000	100,000	-	
Triabunna Depot (asbestos removal)	-	0%	Not started		65,000		65,000	65,000	-	-	65,000	65,000	-	
<b>Total Building</b>	<b>37,257</b>			<b>122,000</b>	<b>380,000</b>	<b>215,000</b>	<b>717,000</b>	<b>165,000</b>	<b>552,000</b>	<b>534,635</b>	<b>1,251,635</b>	<b>660,000</b>	<b>591,635</b>	

**Capital Works Detail Budget Review**

Glamorgan Spring Bay Council

For the period 1 July 2023 to 31 October 2023

	Cost YTD	% cost spent	Status	Carry Fwd Last Year	Renewal Works	New Works	Original Budget 2023/24	Council Funded	External Funded	CHANGE	Revised Budget	Revised Council Funded	Revised External Funded	External Funding Source
<b>Marine Infrastructure</b>														
Saltworks Toilet	-	0%	In progress	100,000			100,000		100,000	-	100,000	-	100,000	LRCI Community Infrastructure
Saltworks Boat Ramp Upgrade	-	0%	In progress	99,123			99,123		99,123	-	99,123	-	99,123	State Grant MAST
Triabunna Marina Car Park Upgrade	-	0%	Not started		25,000		25,000	25,000		-	25,000	25,000	-	
<b>Total Marine Infrastructure</b>	-		-	199,123	25,000	-	224,123	25,000	199,123	-	224,123	25,000	199,123	
<b>Sewerage</b>														
Swanwick Waste Water Driveway Seal	-	#DIV/0!	Not started							10,000	10,000	10,000	-	
<b>Total Sewerage</b>	-		-	-	-	-	-	-	-	10,000	10,000	10,000	-	
<b>Plant &amp; Equipment</b>														
IT Computer Equipment	-	0%	Not started		10,000		10,000	10,000		-	10,000	10,000	-	
General Equipment	2,163	22%	In progress		10,000		10,000	10,000		-	10,000	10,000	-	
Replace Mazda BT-50 crew cab swansea F90LR	-	0%	Not started		45,000		45,000	45,000		-	45,000	45,000	-	
Replace Isuzu wagon MUX i62BW	-	0%	Not started		45,000		45,000	45,000		-	45,000	45,000	-	
Replace Mazda BT50 dual cab ute H92ME	-	0%	Not started		45,000		45,000	45,000		-	45,000	45,000	-	
Backhoe Bicheno 4x4 JCB DH9566	155,357	97%	Completed		160,000		160,000	160,000		-	160,000	160,000	-	
Kubota Rear Discharge Plus Mower	26,750	#DIV/0!	Completed				-	-		27,000	27,000	27,000	-	
<b>Total Plant &amp; Equipment</b>	184,270		-	-	315,000	-	315,000	315,000	-	27,000	342,000	342,000	-	
<b>Total Capital Works</b>	<b>1,567,572</b>	<b>21%</b>		<b>3,256,123</b>	<b>3,436,044</b>	<b>630,000</b>	<b>7,322,167</b>	<b>2,429,678</b>	<b>4,892,489</b>	<b>134,922</b>	<b>7,457,089</b>	<b>2,784,870</b>	<b>4,672,219</b>	



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**Glamorgan Spring Bay Council**

# **Safeguarding Children and Young People Policy**

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Version [1.0]

**Adopted:**  
**Minute No.:**

## Document Control

Safeguarding Children and Young People	
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## 1 Introduction

### 1.1 Purpose

The purpose of the policy is to define Council's commitment to creating and maintaining a Child Safe Organisation. This policy outlines Council's position and responsibilities toward the safeguarding of children and young people in our physical and online environments.

### 1.2 Scope

This policy applies to all Council employees and representatives including:

- Mayor and Councillors.
- Full-time, part-time, and casual employees.
- Permanent and temporary employees performing work for Council, including work experience students, apprentices, interns, and trainees.
- Temporary and casual individuals engaged through an agency.
- Staff on secondment from another role or another council.
- Volunteers; and
- Contractors, or consultants directly engaged/renumerated by Council.

This is irrespective of their involvement in child related work. There are no exclusions to the application of this policy.

### 1.3 Definitions

Term	Meaning
<b>Abuse</b>	Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional, sexual abuse, and neglect.
<b>Child/Children /Young Person</b>	Any person under 18 years of age as defined by Children, Young Persons and their Families Act 1997 (TAS).
<b>Child Safe</b>	For this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.
<b>Child Safe Organisation</b>	<p>Defined in the Royal Commission Final Report as an organisation that:</p> <ul style="list-style-type: none"> <li>• creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions.</li> <li>• places emphasis on genuine engagement with and valuing of children and young people.</li> <li>• creates conditions that reduce the likelihood of harm to children and young people.</li> <li>• creates conditions that increase the likelihood of identifying any harm, and</li> <li>• responds to any concerns, disclosures, allegations, or suspicions of harm.</li> </ul> <p>Note: in the context of local governments, this would involve referring concerns to Independent Regulator and in the case of suspected criminal behaviour then to TAS Police to respond as appropriate.</p> <p>Implementation of the Child and Youth Safe Standards (which mirror the National Principles for Child Safe Organisations) give effect to the above.</p>



<b>Child and Youth Safe Standards</b>	10 standards that specific organisations in Tasmania (including councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.
<b>Contractor</b>	In the scope of this policy means a person or company used by Council to provide services directly to children and young people, or where the contract's activities will, or are likely to involve contact with children and young people that is a usual part of and more than incidental to, the services.
<b>Council facilities</b>	Properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.
<b>Council Staff</b>	Includes Glamorgan Spring Bay Council employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of the Glamorgan Spring Bay Council. This is regardless of their work related to children or young people.
<b>Harm</b>	Any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance, or a series or combination of acts, omissions, or circumstances.
<b>Independent Regulator</b>	An independent oversight body that exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide guidance and advice, and monitor compliance.
<b>Reportable Conduct Scheme</b>	Requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse.
<b>Safeguarding</b>	Taking the actions necessary to ensure children and young people feel safe and are safe. This also means that if children or young people don't feel safe, steps are taken to restore their safety.
<b>Universal Principle for Aboriginal Cultural Safety</b>	This applies across all 10 Child and Youth Safe Standards and means the right of Aboriginal and Torres Strait Islander children and young people to Cultural Safety must be respected.
<b>Wellbeing</b>	Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

#### 1.4 Related Policies and Legislation

This policy relates to and depends on other Council policies, as well as legislation, including:

- *Child and Youth Safe Organisations Act 2023 (Tas)*

#### 1.5 Policy Review and Update Cycle

This policy is to be reviewed initially in December 2024 and thereafter, every four (4) years or as required.

## 2 Policy

### 2.1 Glamorgan Spring Bay Council Child Safe Statement of Commitment

- Glamorgan Spring Bay Council (Council) is committed to the safety and wellbeing of children and young people while enabling their participation as valued members of our community.
- Council has zero tolerance to child abuse and harm. Council personnel are obligated to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.
- Council recognises the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.
- Council recognises legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations.
- Council wants children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given opportunities to contribute to how Council plans and delivers services that affect them.
- Council is committed to being a Child Safe Organisation.

### 2.2 Policy Context

Council is committed to the safety of Child and Young People. Council is legally required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.

### 2.3 Child Safe Standards

The Tasmanian Child and Youth Safe Standards (the Standards) outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse and harm. They require organisations to meet a benchmark that ensures children and young people's rights to safety and wellbeing are respected and upheld.

All 10 Child and Youth Safe Standards must be put into practice in accordance with a Universal principle for Aboriginal Cultural Safety. The Universal Principle says organisations must provide an environment that ensures that the right to Cultural Safety of Aboriginal and Torres Strait Islander children is respected.

Tasmania's 10 Child and Youth Safe Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.

The Standards are as follows:

Standard	This means
<b>Standard 1:</b> Child safety and wellbeing is embedded in organisational leadership, governance, and culture.	All people in the organisation care about children and young people's safety and wellbeing above everything else, and make sure they act that way

	and lead others to act that way.
<b>Standard 2:</b> Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.	Children and young people are told about their human rights, have a say in decisions and are taken seriously.
<b>Standard 3:</b> Families and communities are informed and involved in promoting child safety and wellbeing.	Families, carers, and communities know about and are involved in the organisation's child and safety and wellbeing activities.
<b>Standard 4:</b> Equity is upheld and diverse needs respected in policy and practice.	The rights of every child and young person are being met, and children and young people are treated with dignity, respect, and fairness
<b>Standard 5:</b> People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.	People working with children and young people are safe to work with children and young people and are respectful of them. They are taught how to keep children safe and well.
<b>Standard 6:</b> Processes to respond to complaints and concerns are child focused.	Children, young people, families, carers, staff, and volunteers are listened to and can share problems and concerns.
<b>Standard 7:</b> Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.	Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.
<b>Standard 8:</b> Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	Children and young people are safe in online and physical spaces.
<b>Standard 9:</b> Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.	The organisation keeps reviewing and improving its child safety and wellbeing practices.
<b>Standard 10:</b> Policies and procedures document how the organisation is safe for children and young people.	The organisation writes down how it keeps children and young people safe and well, and makes sure that everyone can see these documents.

## 2.4 Reportable Conduct Scheme

The Reportable Conduct Scheme (the Scheme) aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct involving children/young people, committed by their workers and volunteers.

The Scheme imposes legal obligations on Council's General Manager as head of the organisation to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations are brought to the attention of the appropriate persons for investigation and response.

Under the Scheme, reportable conduct is broader than suspected criminal behaviour, and includes:

- Sexual offences (against, with or in the presence of, a child)
- Sexual misconduct (against, with or in the presence of, a child)
- Physical violence (against, with or in the presence of, a child)
- Grooming of a child
- Behaviour that causes significant emotional or psychological harm; and
- Significant neglect
- Relevant offences such as failing to report child abuse.

## 2.5 Policy Functions

Council will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation:

- Establishment an internal Child Safe Organisation working group to collectively implement the Child Safe Standards across the organisation and continue to monitor where improvements can be made.
- Providing the necessary resource to prepare and implement policy and procedural changes required to comply with the Child Safe Standards. This work includes:
  - Developing a child safe code of conduct,
  - Conducting risk assessments for Council services, programs, or facilities used by children and young people,
  - Developing allegation and complaints handling procedures,
  - Updating relevant HR policies and procedures,
  - Updates to contractor/supplier/procurement policy and procedures
  - Documenting reporting and record keeping procedures related to this policy.
- Provide resources for staff awareness and training in relation to this policy.
- Developing a process to deliver child safe messages at Council venues, grounds, facilities, and events.
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

## 2.6 Roles and Responsibilities

Safeguarding children and young people is a shared responsibility across Council.

The implementation of this policy and the GSBC Child and Youth Safe Standards Action Plan will be overseen by the Child Safe Organisation Working Group.

## 2.7 Child Safe Organisation Working Group

This Working Group will meet as per the working group Terms of Reference to provide overall governance and leadership related to the development and implementation of the GSBC Child and Youth Safe Standards Action Plan

- The Working Group is led by Council's Human Resources representative and sponsored by the General Manager. The working group consists of staff from across the organisation.

Key functions of the group are to:

- Review implementation of the Safeguarding Children and Young People Policy.

- Develop and implement the GSBC Child Safe Standards Action Plan and monitor the implementation of this policy across departments.
- Advocate and educate management and colleagues on the Standards and encourage implementation of the standards across all departments.

## 2.8 Roles and Responsibilities across Council

The following staff have specific responsibilities in relation to this policy:

Role	Responsibility
<b>Elected Members</b>	<ul style="list-style-type: none"> <li>• Model a culture of child safety and wellbeing.</li> <li>• Understand and comply with their obligations in relation to child safety and wellbeing.</li> <li>• Participate in training/education to identify, prevent, and report child abuse and harm.</li> <li>• Report any concerns about child safety and wellbeing.</li> <li>• Councillors also have a role in helping to promote the GBSC as a Child Safe Organisation and to direct community members to appropriate information and resources.</li> </ul>
<b>General Manager</b>	<ul style="list-style-type: none"> <li>• The General Manager is the 'head of an entity' under the Child and Youth Safe Organisations Act 2023, and has legal obligations (including timeframes) around sharing of reportable conduct information. This includes reporting to the Independent Regulator any allegations of misconduct involving children and young people by Council staff.</li> <li>• Ensure adequate resources and support to enable staff to effectively deliver the Safeguarding Children and Young People Policy.</li> <li>• Be the first point of contact in relation to the reportable conduct scheme and investigations.</li> </ul>
<b>Directors and Supervisors</b>	<ul style="list-style-type: none"> <li>• Ensure a culture of safeguarding children and young people is embedded among their team.</li> <li>• Ensure safeguarding children and young people policies and procedures, and other relevant policies are implemented within the work areas they are responsible for.</li> <li>• Provide team members with induction, support, supervision, and access to ongoing professional development around safeguarding children and young people relevant for each team member's role and duties.</li> <li>• Conduct risk assessments, taking reasonable steps to identify any potential risks to the safety and wellbeing of children within the work remit of their team/s and remove or minimise the risks.</li> </ul>
<b>HR Representative</b>	<ul style="list-style-type: none"> <li>• Ensure all recruitment, selection and on boarding processes meet the requirements of the Child and Youth Safe Standards.</li> <li>• Ensure appropriate safety and screening checks are undertaken prior to engagement and maintained according to Council HR policies.</li> <li>• Ensure induction of new employees includes the provision of the Safeguarding Children and Young People Policy and Procedures and training to support them to understand their roles and responsibilities relating to child safety.</li> <li>• Oversee the implementation of child safety training for new employees and refresher training for all employees on an ongoing basis and keep records of training completed.</li> <li>• Manage disciplinary procedures as they relate to child safety and wellbeing.</li> <li>• Responsible for providing training, capacity building and awareness-raising initiatives to ensure employees are appropriately equipped to recognise, respond to and report child abuse.</li> </ul>

<b>Council Staff</b>	<ul style="list-style-type: none"> <li>• Understand and comply with their roles and responsibilities in keeping children safe.</li> <li>• Report any concerns about the safety and wellbeing of a child or young person.</li> <li>• Obtain and maintain a Working with Vulnerable People Check where required.</li> <li>• Participate in training and education in relation to safeguarding children and young people as required.</li> <li>• Provide environments for children and young people where they feel safe, empowered, and can participate. Behave safely and appropriately with children and young people.</li> </ul>
<b>Contract managers</b>	<ul style="list-style-type: none"> <li>• The management of contracts includes, but is not limited to, all agreements, leases, licences, grant recipients, funded partners, and labour hire. Anyone managing these contracts will ensure: <ul style="list-style-type: none"> <li>• All third-party operators are provided with a copy of Council's Child Safety Commitment Statement; and</li> <li>• Contracts contain the relevant child safe clauses, including the requirement for Working with Vulnerable People Checks where relevant; and compliance with the Standards.</li> </ul> </li> </ul>

## 2.9 Council's Obligations with External Parties

Although Council is not legally responsible for providing oversight of compliance with child safe practices outside of this organisation, Council will take any reasonable steps to engage with persons who utilise Council's facilities to operate in alignment with this policy.

## 2.10 Council's approach to Royal Commission Recommendation 6.12

The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities
- b) assisting local institutions to access online child safe resources
- c) providing child safety information and support to local institutions on a needs basis
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds."

In developing this policy, Council has been working with the Local Government Association Tasmania to understand how to best implement recommendation 6.12 in the context of the legislation and Council's limited resourcing. The Local Government Association Tasmania continues to advocate to the national and state government for more support to local governments (which has yet to be forthcoming). Without additional support, Recommendation 6.12 is not something Council can currently fully embrace with the current resourcing.

Council acknowledges it has a leadership role in the community to support relevant organisations to be child safe and promote child safe practices, and will work towards the functions of Recommendation 6.12 where possible. Council's approach to working towards the desired outcomes from Recommendation 6.12 is to manage this workload through the GSBC Child and Youth Safe Organisation working group.

It is anticipated that over time more resources may be made available to us from the State Government. Council may also decide to put more resources to this on its own accord. This policy should be reviewed and updated accordingly.

### **3 Implementation**

Implementation of this Policy rests with the General Manager.



### Glamorgan Spring Bay Council Audit Panel Annual Report 2022-2023

#### Introduction

The Audit Panel is established under Section 85(1) of the Local Government Act 1993 and as directed under Local Government (Audit Panels) Order 2014 and the Local Government (Audit Panels) Amendment Order 2015.

#### Membership

Audit panel members during the 2022-2023 year:

Heather Salisbury	Independent Chair
Mike Derbyshire	Independent Member (Jul - Dec 22)
Ric De Santi	Independent Member (from Jan 23)
Clr Cheryl Arnol	Councillor Member (Jul - Oct 2022)
Clr Michael Symons	Councillor Member (from Nov 2022)
Clr Rob Churchill	Councillor Member (Jul-Oct 2022 & from Nov 2022)

#### Meetings

The Audit Panel met formally on four occasions during the reporting period, 20 September 2022, 29 November 2022, 22 February 2023 and 24 May 2023.

Meetings were conducted at Council Offices at Triabunna and on-line via Microsoft Teams as required. Attendance by Members of the Audit Panel Meetings during the reporting period:

Attendee	Position	Sep 2022	Nov 2022	Feb 2023	May 2023
Heather Salisbury	Independent Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mike Derbyshire	Independent Panel Member	<input type="checkbox"/>	<input type="checkbox"/>		
Ric De Santi	Independent Panel Member			<input type="checkbox"/>	<input type="checkbox"/>
Clr Cheryl Arnol	Councillor	<input type="checkbox"/>			
Clr Michael Symons	Councillor		<input type="checkbox"/>	<input type="checkbox"/>	A
Clr Rob Churchill	Councillor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

☐ Attended

A Absent / Apology

Executive Management and other staff of Council attended meetings as required. Administrative support was provided to the Panel by Council staff.

#### Audit Panel Charter

The Charter used by the Audit Panel to guide its activities was originally adopted by Council in November 2014. The Audit Panel reviews the Charter periodically, as and when appropriate, and makes recommendations to Council for any resultant changes for the effective operation of the Audit Panel.

During 2022/23, the Panel undertook a major review of the Charter, bringing it into line with the Model Charter developed by the Office of Local Government. A revised draft (show revisions and clean copy) is attached to this report for the Council's consideration.





The Audit Panel annual report to Council is based upon the Panel's compliance with its responsibilities in its Charter. The Audit Panel does this by:

- Ensuring the Annual Financial Statements of Council accurately represent the state of affairs of the Council.
- Confirming the Strategic Plan; Annual Plan; Long-Term Financial Management and Strategic Plans; Long-Term Strategic Asset Management Plan; Asset Management Strategic Plan; and Asset Management Policy are integrated and the processes and assumptions under which those plans were prepared are documented.
- Reviewing accounting procedures, internal controls, anti-fraud, anticorruption and risk management systems, controls and policies that are in place which safeguard Council's long-term financial position.
- Reviewing compliance with all provisions of the Local Government Act 1993 and any other relevant legislation.
- Reviewing the effectiveness of previous recommendations made by the Panel.

**The Audit Panel has undertaken the following activities as part of its work plan:**

**Annual Financial Statements**

- Met with Tasmanian Audit Office (TAO) representatives and reviewed the Audit Strategy;
- Reviewed draft financial statements and provided comment on content; and
- Received and considered recommendations of the Auditor General resulting from the External Audit process.

**Strategic Plan, Annual Plan, Long Term Strategic Asset Management Plans**

- Reviewed and considered plans and policies as well as their processes for development; and
- Received regular reports from Executive Management to understand operations of Council.
- The Panel particularly acknowledges significant development in Council's asset management plans over the period.

**Accounting, Internal Controls, Anti-Fraud, Anti-Corruption and Risk Management Policies, Systems and Controls**

- Reviewed the draft budget, including its alignment with the Long-Term Financial Management Plan and gained an understanding of the process of development. The Panel noted, in particular the information provided to Councillors as part of the preparation of the 2023/24 budget was some of the best Panel members have seen across local government;
- Reviewed regular financial management reports, including capital works progress, and made enquiries;
- Considered external audit findings and acknowledged Council performance in closing out previous findings and addressing the two new findings made by the TAO in the 2022 Audit;
- Discussed and made recommendations regarding corporate risk;
- Considered and made recommendations regarding the review of Council's risk management framework and considered potential internal audit activities. The Panel commends the Council for commencing this review;
- Reviewed long term-debts and draft debt management policy.

**Compliance with the provision of the Act and any other relevant legislation**

- Received information in respect of legislative compliance;



- Received updates from management in respect of external reviews and reforms, specifically the Local Government Review process; and
- Provided guidance to management in implementation of legislative compliance.

#### **Other matters**

- Mike Derbyshire, former Chair and Independent Member retired from the Audit Panel at the end of 2022 after six years. A selection process resulted in the appointment of Ric de Santi as the new Independent Panel Member;
- Panel members attended a workshop with the newly elected Council on 4 April 2023 to discuss the role and functions of the Audit Panel;
- The Panel undertook a self-assessment survey to evaluate its performance. Key areas identified for focus in the future included risk and audit, policy development and Panel Member inductions. The outcomes were incorporated as part of the review of the Panel Charter.

#### **Key activities for the forthcoming year include:**

- Work has commenced on a review of the Council's risk management framework, potentially leading into development of an internal audit process in the future. Internal audit is a critical tool for the Audit panel in carrying out its responsibilities;
- Ongoing consideration of cash reserves, specifically uncommitted cash and funding for asset management backlog;
- Review of the Council's new arrangements for management of medical services;
- Increased focus by the Auditor-General on reporting against sustainability indicators.

#### **Reporting to Council**

A copy of the minutes of Audit Panel meetings is provided to the Council, for consideration at Council meetings, to advise Council of the matters discussed, including any recommendations to Council. Special reports were provided to Council on asset management plans and the draft 2023/24 budget. The Audit Panel Annual Report to Council outlines the activities of the Panel annually.

#### **Referrals**

No matters were formally referred to and considered by the Audit Panel during the 2021-2022 year.

#### **Conclusion**

In undertaking the abovementioned activities, the Audit Panel has followed the work plan, having regard to its objectives, role and function within the Charter, and aims to provide an independent view of Council activities in the specified areas, thereby adding value to management and Council.

As outlined above, over the course of the year, the Audit Panel has reviewed a number of Council's key documents, processes and activities. It commends the Council and the work of the General Manager and his administrative team on its continuous improvement journey. In particular, the Panel notes the Council's work over recent years to reduce underlying deficits and move towards a surplus position. The Panel encourages the Council to continue this work, building a small reserve of uncommitted / available cash to deal with unforeseen events and future asset liability, acknowledging the need for the Council to balance this with the community's capacity to pay.

The Panel also noted the increasing maturity of the Council's asset management plans during 2022/23. It encourages the Council to continue to strive to provide sufficient funding for appropriate maintenance and renewal of its asset portfolio, recognising that this is an ongoing challenge for local government generally.

Finally, the Panel acknowledges with thanks the support provided by the Council administration towards the effective functioning of the Panel during year.