



**GLAMORGAN  
SPRING BAY  
COUNCIL**

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**ORDINARY COUNCIL MEETING MINUTES**

TUESDAY 28 FEBRUARY 2023

2:00 PM

Council Chambers, Triabunna

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## NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday 28 February 2023, 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 23 February 2023



Greg Ingham  
**GENERAL MANAGER**

### IMPORTANT INFORMATION

- 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.

## TABLE OF CONTENTS

<b>1</b>	<b>OPENING OF MEETING</b>	<b>5</b>
1.1	Acknowledgement of Country	5
1.2	Present	5
1.3	Apologies and Leave of Absence	5
1.4	In Attendance	5
1.5	Late Reports	5
1.6	Declaration of Interest or Conflict	6
<b>2</b>	<b>CONFIRMATION OF MINUTES</b>	<b>7</b>
2.1	Ordinary Meeting of Council - 24 January 2023	7
2.2	Date and Purpose of Workshop(s) Held	8
<b>3</b>	<b>PUBLIC QUESTION TIME</b>	<b>10</b>
3.1	Questions on Notice	10
3.2	Questions Without Notice	10
<b>4</b>	<b>PLANNING AUTHORITY SECTION</b>	<b>12</b>
<b>5</b>	<b>FINANCIAL REPORTS</b>	<b>13</b>
5.1	Financial Reports period ending January 2023	13
<b>6</b>	<b>SECTION 24 COMMITTEES</b>	<b>15</b>
<b>7</b>	<b>INFORMATION REPORTS</b>	<b>16</b>
7.1	Director Works and Infrastructure - Peter Porch	16
7.2	Director Planning and Development - Alex Woodward	21
<b>8</b>	<b>OFFICERS' REPORT REQUIRING A DECISION</b>	<b>24</b>
8.1	Annual Plan and Budget - Community Engagement Plan 2023-24	24
8.2	Request for Event Support - Coles Bay Triathlon 2023	27
8.3	Coastal Infrastructure Asset Management Plan Review	31
8.4	Buildings Asset Management Plan Review	35
8.5	Hydraulic Infrastructure Asset Management Plan	39
8.6	Community Small Grant Application - Maria Voices	44
<b>9</b>	<b>NOTICES OF MOTION</b>	<b>47</b>
<b>10</b>	<b>PETITIONS</b>	<b>48</b>
<b>11</b>	<b>QUESTIONS ON NOTICE BY COUNCILLORS</b>	<b>49</b>

<b>12 CONFIDENTIAL ITEMS (CLOSED SESSION) .....</b>	<b>50</b>
<b>13 CLOSE.....</b>	<b>51</b>

## **1 OPENING OF MEETING**

The Mayor welcomed Councillors, staff and members of the public and declared the meeting open at 2.02pm.

### **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**

**Present:**

Mayor Cheryl Arnol  
Deputy Mayor Michael Symons (from 2:14pm)  
Clr Rob Churchill  
Clr Neil Edwards  
Clr Greg Luck  
Clr Carole McQueeney  
Clr Jenny Woods  
Clr Robert Young

### **1.3 Apologies and Leave of Absence**

**Apologies**

Nil.

**Leave of Absence**

Nil.

### **1.4 In Attendance**

General Manager, Mr Greg Ingham  
Executive Officer, Mrs Jazmine Kerr  
Director Planning and Development, Mr Alex Woodward  
Director Works and Infrastructure, Mr Peter Porch  
Director Corporate and Community, Mrs Elysse Blain

### **1.5 Late Reports**

Nil.

## **1.6 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.*

**Nil.**

## **2 CONFIRMATION OF MINUTES**

### **2.1 Ordinary Meeting of Council - 24 January 2023**

#### **RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 24 January 2023 at 2:00pm be confirmed as a true and correct record.

#### **DECISION 28/23**

Moved Clr Robert Young, seconded Clr Neil Edwards:

That the Minutes of the Ordinary Meeting of Council held on 24 January 2023 at 2:00pm be confirmed as a true and correct record.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0**

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## **2.2 Date and Purpose of Workshop(s) Held**

### **TUESDAY 14 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 12:30pm to 5:15pm on Tuesday 14 February 2023 at the Council Offices, Triabunna.

#### **Present:**

Mayor Cheryl Arnol  
Deputy Mayor Michael Symons (via remote video conference)  
Clr Rob Churchill  
Clr Neil Edwards  
Clr Greg Luck  
Clr Carole McQueeney  
Clr Jenny Woods  
Clr Robert Young

#### **Apologies:**

Nil.

#### **In Attendance:**

Mr Greg Ingham, General Manager  
Mr Alex Woodward, Director Planning and Development  
Mr Peter Porch, Director Works and Infrastructure  
Mrs Elysse Blain, Director Corporate and Community

#### **Guests**

- Ms Sarah Ebbelaar
- Mr Marc Brown
- Mr David Johnstone (via remote video conference)
- Mr Michael Patterson (via remote video conference)

#### **Agenda**

- Hydraulic Infrastructure Asset Management Plan
- Building Asset Management Plan Review
- Coastal Infrastructure Asset Management Plan
- Presentation by Telstra (mobile & internet coverage)
- 2023/24 Budget Program
- Disability Inclusion and Access Policy
- Review of Council Media Policy
- Councillor Insurances
- Future of Local Government Review



**RECOMMENDATION**

That Council notes the information.

**DECISION 29/23**

Moved Clr Carole McQueeney, seconded Clr Rob Churchill:

That Council notes the information.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0**

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

### 3 PUBLIC QUESTION TIME

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

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

In accordance with the *Local Government (Meeting Procedures) 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](mailto:general.manager@freycinet.tas.gov.au) or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.*

#### Ms Susan Southorn

*The recent fire in the Lisdillon area has highlighted the amount of dry grass in our area, my concern is the growth in paddocks along Salmons straight. A grass fire in that area would affect the Triabunna township. Also, the dry grass in areas between Orford and Spring Beach is a particular concern for residents of Spring Beach who may need to evacuate in an emergency situation, much of the growth in this area is obviously a Council responsibility as it is on the roadside. My question is:*

Q1. *Does Council have a fire abatement officer and what is their role?*

#### Response from General Manager, Greg Ingham

Council has a fire abatement officer, and their role is to issue fire abatement notices across the municipality where appropriate.

#### Ms Susan Southorn on behalf of Ms Judy Mollineaux

Q2. *Is there any money in this year's budget for roadworks around Rheban road, specifically, Spring Beach?*

#### Response from Director Works and Infrastructure, Peter Porch

There is no specific money in the budget for Rheban road this year. There are allocations for operational works which tend to work that do not extend to a capital value, certainly for a range of general maintenance activities, there is money for Rheban road.

### **Mr Patrick Gadd**

*I want to ask about the ownership of 1 Vicary Street, Triabunna. Apparently, it is in Glamorgan Spring Bay Council's name and it is not theirs at all. I have documents from Council that a couple of the owners supposedly signed, my father being one of them, but it's definitely not his signature. Council has owned it since the 28/09/2007, my father was deceased over 10 years then, so he could not have signed it, and I am the owner of it. The State Government negotiated with me to buy 21 square feet of ground of that property when they did the Triabunna bridge, I negotiated with them and I think off hand I got \$1150 for it and I took it straight to the RSL and donated to them.*

*Q1. I want to know what the situation is with the Council, but they definitely do not own it.*

### **Response from General Manager, Greg Ingham**

The General Manager will provide a written response for the Ordinary Council Meeting to be held on Tuesday 28 March 2023.

*Q2. The speed hump near the Spring Bay Hotel, it is right on a corner and your front wheels are still on a lock when you go over it. Admittedly it is a speed of only 20kmph, but if anyone does not realise the speed limit or it's raining, somebody is going to get hurt.*

### **Response from Director Works and Infrastructure, Peter Porch**

There is no ideal location for that speed hump with the arrangements of parking and the associated things going on in that area. There will be no perfect spot for it. We certainly take your comments onboard and will continue to monitor the situation, but we think that is the best location for it.

### **Response from General Manager, Greg Ingham**

Council is endeavoring to improve the safety situation at this location without installing a formal pedestrian crossing where pedestrians do cross between the gateway and the fish and chip shop. A pedestrian crossing at this location probably wouldn't meet the standards required to get a formal pedestrian crossing at the location and would also hold up traffic on that corner. The speed hump we believe is the best outcome to slow speeding vehicles that you mention are not slowing down and to mitigate that conflict of pedestrians crossing the road on the corner.

*Deputy Michael Symons entered the meeting at 2:14pm.*

## **4 PLANNING AUTHORITY SECTION**

Nil Reports.

## 5 FINANCIAL REPORTS

### 5.1 Financial Reports period ending January 2023

Author: Director Corporate & Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

#### ATTACHMENT/S

1. Group Financial Statements 2023-01 [5.1.1 - 5 pages]

#### BACKGROUND/OVERVIEW

The financial reports for the period ended 31 January 2023 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
<b>Adopt the recommendation</b>				
There are no material risks from adopting this recommendation.				
<b>Do not adopt the recommendation</b>				
By not receiving and reviewing the 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 January 2023. Council needs to endorse.

### **OFFICER'S RECOMMENDATION**

That Council receives and notes the Financial Reports as attached to this report for the period ended 31 January 2023.

### **DECISION 30/23**

Moved Clr Rob Churchill, seconded Clr Jenny Woods:

That Council receives and notes the Financial Reports as attached to this report for the period ended 31 January 2023.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## **6 SECTION 24 COMMITTEES**

Nil.

## **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**

1. 2022- Glamorgan Spring Bay Unit Operations & Training Report [**7.1.1** - 2 pages]

#### **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.

The review of the Asset Management set of plans continued in January with the Parks and Recreation plan adopted and the Hydraulic Infrastructure plan deferred to the February workshop for further information and discussion. The Buildings and Coastal Infrastructure plan reviews have commenced and preliminary works on the review of the Strategic Asset Management Plan have started.

Light Pole and Power Pole assets have been identified in the process with \$950,000 (nominal) value of these assets identified as council owned and maintained. The renewal liability for these is in the order of \$27,000 per year and a program for inspection for the light poles needs to be introduced. These assets would sit in either the Parks or Roads Asset Management Plans however these reviews have finished. These assets will be included separately in the Strategic Asset Management Plan for this current round of reviews.

##### **CONSULTANT SERVICES**

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

- Hydrological advice
- Project management
- Civil and Geotechnical Engineering Design – Rheban Rd Spring Beach

##### **OPERATIONAL WORKS**



## **ROADS, BRIDGES, FOOTPATHS, KERBS**

- 6 Unsealed road inspections carried out
- Maintenance grading Mount Murray Rd, Hermitage Road and Nugent roads all complete
- Unsealed streets in Orford (minor ones) maintenance grade completed
- Cold mixing of potholes across the municipality- Ongoing around Swansea/Coles Bay for Jan 2023
- Box out road failures:
  - Hazards View Drive, Swanwick- box out completed, awaiting re-seal (been too wet) – reseal completed.
  - Esplanade, Coles Bay- box out completed, awaiting re-seal (been too wet) – reseal completed.
  - Road failure- Harold St, Coles Bay- Ag drain installed and is now drying out, awaiting re-seal (been too wet) – reseal completed, more sub-drainage work required.
  - Road failure, Cosgrove St, Coles Bay- Ag drain installed and now waiting for pavement to dry out- planning reseal.
  - Bernacchi Drive, Orford- Planning milling/box out for Feb 2023
  - Opposite 42 Rosedale Rd, Bicheno- box out completed, awaiting re-seal (been too wet) - planning reseal.
- Harvey Farm Rd road failure- boxed out, awaiting seal- planning reseal.
- Milling and stabilising seal failures with bobcat mounted machine- Kicking off work scopes in streets around Triabunna in Feb 2023, followed by Orford and then move northwards in the municipality.
- Resealing of stabilised road failure areas (as per above)- Contractor will be following the above milling works.
- Roadside slashing program – deck mowing 80% complete
- Dolphin Sands Road slashing – complete

## **STORMWATER, DRAINAGE**

- Open drain clearing East Shelly Beach Road
- Investigation of stormwater failures Bradley Drive Coles Bay
- Open Drain/culvert work request backlog being worked through and decreasing
- Rosedale Road open drain clearing and culvert installation completed
- 1 Dove Lane Swansea – cleaning of open drain commenced
- Barton Avenue open drains cleared and culverts repaired
- Saltworks road drainage works completed

## **WASTE MANAGEMENT**

- Waste-Water pumping and disposal *Request For Tender* in development
- Green waste burning permits extended for Bicheno, Swansea and Orford.

## **PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES**

- 6 playground inspections carried out

- Walking Track repairs commenced various areas
- 5 quantified tree risk assessments completed.

## EMERGENCY MANAGEMENT

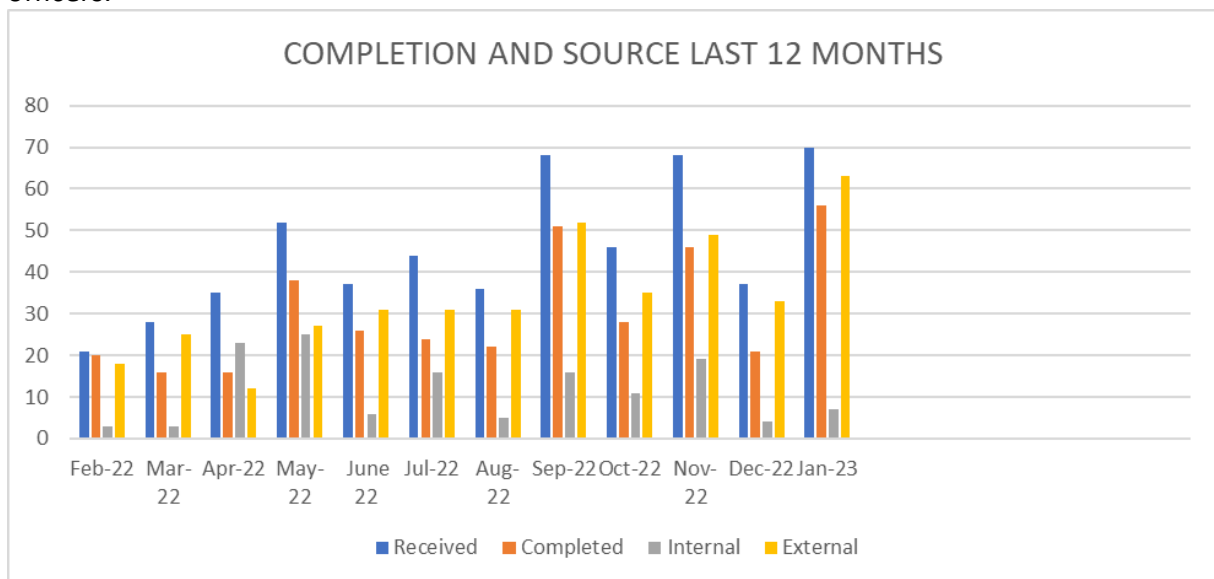
After hours rostering carried out as scheduled.

See attached Glamorgan Spring Bay SES Unit Operations and Training Report for 2022

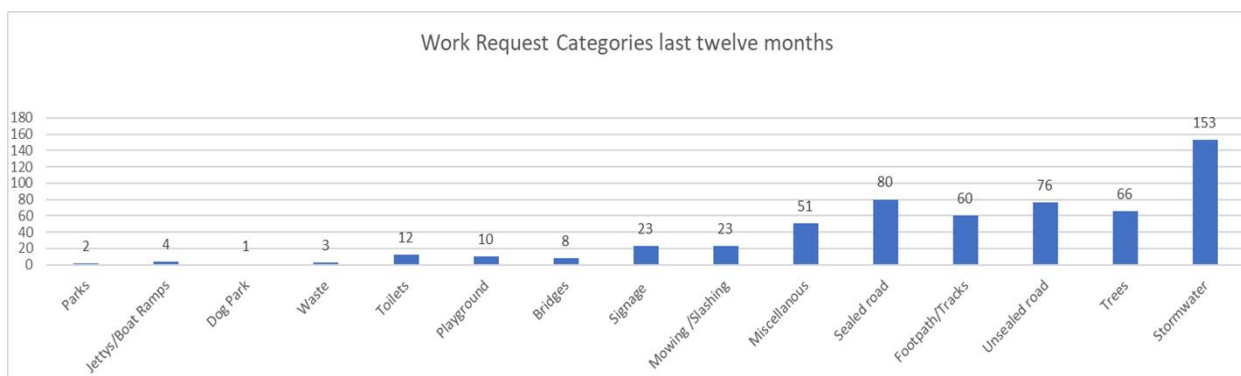
Attendance to Regional Meetings

## 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 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:



## CAPITAL WORKS

- Reseal and Pavement rehabilitation Program
  - Alma Road (Tasman Highway to Holkham Crt) end of seal 300m late February
  - Charles St Orford – from Supermarket – late February
  - Buckland Rd - 15<sup>th</sup> Feb start

- Twamley Rd, rehabilitate to unsealed – 18<sup>th</sup> Feb nominally
- Rosedale Rd – late February
- Freycinet Drive Coles Bay March - start date to confirm
- Scopes of work being developed for components of Black Summer program
- Bicheno Footbridge in procurement stage
- Design - Rheban Road bank collapse Spring Beach – not funded under emergency management program. This damage did not occur during the recognised events and therefore repairs will be at council cost unless a suitable grant to assist can be located. Geo-technical investigations carried out to inform design solution.
- Wielangta Road corner reconstruction project tenders have opened.
- Triabunna Depot – New window installed. Contractors refused to work on asbestos sheet. Panel removal being investigated.

### **Grant funded**

- Swanston Road emergency access upgrade (Black Summer) completed
- Coles Bay Walking Track tender documents in development
- Bicheno Gulch DA documents in development
- Swansea Footpath Upgrade construction in progress
- Bicheno Triangle scope being reviewed to align with budget
- Approved bridge maintenance: (1) Culvert List 50, Orford Rivulet, Wielangta Road - Twin 3.10m dia. 'Multi-plate' Culvert, (2) List 44 Bridge 100V Unnamed Ck Glen Gala Road, (3) List 47, Bridge Griffiths Rivulet, Wielangta Road and (4) List 13 Bridge No 2001, Larges Creek, Besnehans Road. Little Swanport- Underway as weather permits, recent times has seen too much water flow in the creeks the bridges cross. Due to current drier period these works have now been scheduled/planned for March 2023.

### **PLANT AND VEHICLES**

- Major repairs to grader completed
- Follow up of information provided by the Mayor has identified a chipper which appears suitable for mulching green waste and delivers a more suitable mulch product for customer use. A whole of life assessment of the lifecycle costs, incorporating loan and interest payments, to establish an hourly internal hire rate suggests that if purchased, the machine should provide a more economical solution (80% of the contractor cost) than the shredding recently trialled. With a better-quality mulch product achieved this is presenting as a favoured approach. The unit investigated is in the order of \$230,000 new, and a second-hand unit is approaching the market. Officers will provide a further report in due course to inform budget impacts and determine a way forward.

### **GENERAL**

- Bicheno EV Charger to be operational by early March



## **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:

- ANZAC Day Triabunna
- Rockpool – Bicheno Lions Park

## **RECOMMENDATION**

That Council notes the information.

## **DECISION 31/23**

Moved Clr Jenny Woods, seconded Clr Neil Edwards:

That Council notes the information.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## **7.2 Director Planning and Development - Alex Woodward**

*Animal Control and Compliance; Building and Plumbing; Environmental Health; Medical Centres; Planning and Property*

### **ATTACHMENT/S**

1. Attachment 1 Planning Applications Subject to Representation Feb 2023 [7.2.1 - 2 pages]
2. Attachment 2 Planning Appeals [7.2.2 - 2 pages]

### **PURPOSE**

The purpose of this report is to provide an update on the activities on the Planning and Development Directorate and to specifically report on the development approvals issued under delegation.

### **BACKGROUND/OVERVIEW**

#### Animal Control and Compliance:

The Dog Management Policy Working Group has now been established and has met twice to discuss the review of the Dog Management Policy. Discussions have progressed well with the group making recommendations changes to the Policy. The group will continue to meet and hope to plan to have a Draft Policy to present to Council mid-year for consideration to consult more broadly with the community.

Recently there has been a number of dog attacks which has resulted in Officers taking firm action. This has included Infringements of significant value and commencement of legal proceedings. Financial year to date, Officers have issued 37 Infringements related to dog management. For the entire 2021/22 year, 14 infringements were issued. This demonstrates that there are significantly more compliance related activities being undertaken by Council Officers.

44 fire abatement notices have been issued for the period, only 14 have been resolved resulting in follow-up inspections being undertaken on unresolved abatements.

#### Building and Plumbing:

Councils Building and Plumbing section have continued to receive a steady number of Building and Plumbing Applications from the new financial year. Year to date, 123 Building Applications and 115 Plumbing Applications have been approved by Council's Permit Authority.

Further to this, the volume of 337 certificates have continued to remain steady with 100 processed since July 1, 2022. This demonstrates that the demand for housing in the area is still high.

Officers continue to investigate compliance issues in relation to Building and Plumbing. Officers have been able to resolve most of these issues without the need for formal

enforcement. 4 Building Notices and 2 Plumbing Notices have been issued for the period and 2 Building Orders have been issued for the same period.

#### Environmental Health:

Council's Environmental Health section continues to undertake the core duties required by legislation.

Recreational Water Samples have been collected and analysed each month as per the Recreational Water Quality Guidelines. Every sample passed, producing high quality water results in all areas of our municipality.

Following on from Council's audit of the wastewater systems in Coles Bay, Council Officers are continuing to follow-up with properties that were identified as in need of further investigation. When properties with failing systems are identified, Officers work with the property owners to rectify the issue. At this stage, enforcement proceedings have not been required due to voluntary compliance.

#### Medical Centres:

Miss Teegan Parker has now commenced in the role of Practice Manager for both the Triabunna and Bicheno Practices.

Dr Elizabeth Grey has returned from extended leave and is currently working 2 days/week. Dr Ashton Kelly is continuing to with his 4 day/week interim arrangements.

The Triabunna Practice has held 8875 appointments financial year-to-date. For Bicheno Practice, 4429 appointments have been undertaken during the same time period.

Both Practices are currently undertaking accreditation through a third-party auditor. The Accreditation process is independent recognition that practices meet the requirements of the governing national industry Standards, set by the Royal Australian College of General Practitioners (RACGP).

#### Planning:

Councils Planning section have continued to receive a steady number of Development Applications since the new financial year. Year to date 175 Development Applications and 28 Subdivision Applications have been approved by Council.

A recent resignation of a Statutory Planner has resulted in a recruitment process being undertaken. Workload is being monitored for the remaining Senior Planner and utilisation of planning consultants may be required depending on the recruitment process.

Presently, Council have provided delegation to the General Manager to approve an application, with or without conditions, where no more than two representations are lodged against the application. At the November Ordinary Council Meeting Council resolved that a bi-monthly report be provided to Council on the approvals where the above delegation was exercised. A report on these approvals is provided in [Attachment 1](#).

There have been a number of appeals of planning decisions made over the last 12 months. A report in [Attachment 2](#) provides an overview of these appeals. The report shows that there

are six current appeals going through the process and eight that have been successfully resolved.

Property:

Work has now commenced by Officers on identifying all property that the Council has responsibility for. This includes property owned, leased, and licensed by Council. Currently 96 properties have been identified as part of this audit.

It is expected that once the list is complete, Officers will be able to match each property against an asset and project code. This will provide for transparent mapping of income and expenditure by property, to provide Council with better decision making in the future.

At the same time Officers are attempting to identify and match all lease and licence agreements, including all agreements held with current tenants or users of the property. Once the framework is complete, the next step will be to begin to map the currency of any agreements in place and renegotiate where applicable. An independent report will be presented to Council on this matter at a later date.

**STATUTORY IMPLICATIONS**

Given this report is for information only, there are no statutory implications.

**BUDGET IMPLICATIONS**

Given this report is for information only, there are no budgetary implications.

**RISK CONSIDERATION/S**

No risk associated with receiving an information report

**OFFICER'S RECOMMENDATION**

That Council receive and note the report on the activities on the Planning and Development Directorate.

**DECISION 32/23**

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That Council receives and notes the report on the activities on the Planning and Development Directorate.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## 8 OFFICERS' REPORT REQUIRING A DECISION

### 8.1 Annual Plan and Budget - Community Engagement Plan 2023-24

Author: General Manager (Greg Ingham)

Responsible Officer: General Manager (Greg Ingham)

#### **ATTACHMENT/S**

1. Annual Plan and Budget Community Engagement Plan (1) [8.1.1 - 4 pages]

#### **PURPOSE**

To recommend that Council endorse the *Annual Plan and Budget Community Engagement Plan 2023-24* as attached to this agenda item.

#### **BACKGROUND/OVERVIEW**

In order to promote and continue to improve the good governance within Glamorgan Spring Bay Council, an *Annual Plan and Budget Community Engagement Plan* has been developed for 2023-24 financial year.

The aim of the *Annual Plan and Budget Community Engagement Plan 2023-24* is to define how Council will engage with the community on its 2023-24 Annual Plan and Budget. The Community Engagement Plan outlines the three key mechanisms on how Council proposes to engage with the community, and also summarises a plan for the process of the engagement.

The draft 2023-24 *Annual Plan and Budget Community Engagement Plan* was discussed at a Council Workshop held on the 14 February 2023.

#### **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**

2. Our Community's Health and Wellbeing

##### **What we plan to do**

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

#### **STATUTORY IMPLICATIONS**

Local Government Act 1993

S70A Financial Management Strategies



## **BUDGET IMPLICATIONS**

Engagement funded through existing administrative accounts.

## **RISK CONSIDERATION/S**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>	<b>Risk Mitigation Treatment</b>
<b>Adopt the recommendation</b>	Minor	Possible	Moderate	Officers will consider the feedback and provide a report to Council following the conclusion of the consultation.
There may be some feedback from the Community on the Community Engagement Plan				
<b>Do not adopt the recommendation</b>	Low	Low	Low	Review and amend the 2023-24 Community Engagement Plan for presentation at a future Council Meeting.
By not having a Community Engagement Plan 2023-24 in place, governance control is reduced which may lead to confusion and ambiguity.				

## **OFFICER'S COMMENTS**

Council is aware of past criticisms relating to consultation around a range of matters. Efforts are being made to be more consultative and to obtain some broad preferences from the community to assist inform key decisions including budget development.

Councils Financial Management Strategy commits council to community engagement and consultation:

Financial sustainability at Council means that:

*'Glamorgan Spring Bay Council plans and makes decisions so that appropriate services and infrastructure, as determined through community engagement and consultation, are provided at acceptable service levels – to current and future generations – without a need to unexpectedly increase rates and charges or reduce services.'*

Council has a Communication and Engagement Framework to inform the mechanisms used for consultation with its stakeholders. This Community Engagement Plan has been developed in accord with the framework and its objectives and is recommended for endorsement.

## **OFFICER'S RECOMMENDATION**

That Council endorse the *Annual Plan and Budget Community Engagement Plan 2023-24* as attached to this agenda item.

**DECISION 33/23**

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That Council endorses the *Annual Plan and Budget Community Engagement Plan 2023-24* as attached to this agenda item.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## 8.2 Request for Event Support - Coles Bay Triathlon 2023

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

### ATTACHMENT/S

1. Coles Bay\_ Glamorgan Spring Bay Council Letter Seeking Support\_ Letter -d 20222111.docx[76] [8.2.1 - 1 page]
2. CBH23 Event Management Plan [8.2.2 - 5 pages]

### PURPOSE

Recommendation for Council to approve expenditure and road closure to support the Coles Bay Triathlon community event.

### BACKGROUND/OVERVIEW

Council has received an application from Atlas Events Pty Ltd seeking financial support for the Coles Bay Triathlon, scheduled for Saturday 25 March 2023. Atlas are a not-for-profit organisation and acquired the rights to run the Coles Bay Triathlon last year. The 2023 race is set to bring 350 participants and a further 300 spectators/supporters to the Coles Bay area.

This year will mark the 13<sup>th</sup> Annual Coles Bay Triathlon, Council has been a supporting this event for many years with the following contributions in recent years:

YEAR	SUPPORT
2022	\$950 (In kind support)
2021	N/A
2020	\$1,500
2019	\$2,000
2018	\$2,000
2017	\$3,000

The event is a swim, cycle, run endurance activity and provides mental and physical health benefits to participants and provides an opportunity for all fitness levels to engage. The event has economic impacts on the Coles Bay area as it draws visitors to the area. The activity has the ability to stimulate tourism beyond the boundaries of the event with the marketing and media coverage of the event.

The application received from Todd Skipworth, Director at Atlas Events seeks support from Council for \$1,500 cash and in-kind support.

The application requests the following:

1. Cash contribution is towards promoting the Coles Bay Triathlon on social media and marketing campaigns.
2. In-kind support consists of:
  - Permit & Application Fees for access to council land

- Advertising for the road closure.
- Waste removal includes provision of wheelie bins and liners and labour.
- Access to the power box at Muir's Beach on the grassed area opposite Iluka.
- Portable toilet hire

## **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.

### **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**

Section 77 of the Local Government Act 1993 outlines the statutory requirements in relation to grants.

### *77. Grants and benefits*

*(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.*

*(1A) A benefit provided under subsection (1) may include –*

- a. in-kind assistance; and*
- b. fully or partially reduced fees, rates or charges; and*
- c. remission of rates or charges under Part 9.*

*(2) The details of any grant made or benefit provided are to be included in the annual report of the council.*

## **BUDGET IMPLICATIONS**

Applications for event assistance are considered throughout the year. Council has an allocation of \$12,000 for events & programs in the 2022/23 budget. As at 31 January 2023 there is \$5,342 remaining from this budget to support this application.

## RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>	Low	Low	Low	Nil
The risks associated with providing funding to the event are immaterial				
<b>Do not adopt the recommendation</b>	Low	High	High	Council to provide alternative funding opportunities for event to fund the request.
Event unable to obtain adequate funding to meet basic event needs.				

## OFFICER'S COMMENTS

Events have a direct impact on our communities, they provide opportunities for participation, volunteering, and skill development. Large community events such as Coles Bay Triathlon attract tourists and visitors to our region at a national level.

It is the council officer's advice that council do not engage with third party equipment hire for events where Council is not the organiser, such as for toilet hire. The reasons include the associated logistics, maintenance, cleaning duties, risk of damage and safety protocol supervision. If it is considered appropriate a financial contribution towards the cost may be more suitable.

The remaining in kind activities are valued at approximately \$1,000, including equipment and labour rates to provide waste removal services for the day, and road closure advertising to the public.

In the event that funding is provided, it is a requirement that the council logo is displayed on the Coles Bay Triathlon website and at the event on the day to acknowledge any support provided.

## OFFICER'S RECOMMENDATION

That Council:

1. Notes the partial road closure of The Esplanade, Coles Bay, between Coles Bay Road and Jetty Road between 9.00am and 3.00pm on Saturday the 25 March 2023 for the organiser, Atlas Events Pty Ltd, to conduct the Coles Bay Half Marathon event, and that Council advertise the road closure in accordance with policy.
2. Approves provision of support for the application from Atlas Events Pty Ltd for the Coles Bay Half triathlon event to the value of:
  - \$1,500 cash for media and marketing cost support

- In kind support valued at \$1,000:
  - to supply wheelie bins and liners and arrange for bin collection after the event on Tuesday 28 March 2023;
  - to waive the advertising fee for road closure
  - to provide free access to power at Muir's Beach on the grassed area opposite Iluka.
  - Use of council land at the Esplanade Coles Bay.

**DECISION 34/23**

Moved Deputy Mayor Michael Symons, seconded Clr Carole McQueeney:

That Council:

1. Notes the partial road closure of The Esplanade, Coles Bay, between Coles Bay Road and Jetty Road between 9.00am and 3.00pm on Saturday the 25 March 2023 for the organiser, Atlas Events Pty Ltd, to conduct the Coles Bay Half Marathon event, and that Council advertise the road closure in accordance with policy.
2. Approves provision of support for the application from Atlas Events Pty Ltd for the Coles Bay Half triathlon event to the value of:
  - \$1,500 cash for media and marketing cost support
  - In kind support valued at \$1,000:
    - to supply wheelie bins and liners and arrange for bin collection after the event on Tuesday 28 March 2023;
    - to waive the advertising fee for road closure
    - to provide free access to power at Muir's Beach on the grassed area opposite Iluka.
    - Use of council land at the Esplanade Coles Bay.

**THE MOTION WAS PUT AND CARRIED 7/1**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney and Clr Jenny Woods

Against: Clr Robert Young

### 8.3 Coastal Infrastructure Asset Management Plan Review

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

#### **ATTACHMENT/S**

1. Draft Coastal Infrastructure AMP 2023 (1) [8.3.1 - 51 pages]

#### **PURPOSE**

To present the review of the Coastal Infrastructure Asset Management Plan for council adoption.

#### **BACKGROUND/OVERVIEW**

##### AUDIT PANEL REVIEW OF ASSET MANAGEMENT PLANS; COASTAL INFRASTRUCTURE, HYDRAULIC INFRASTRUCTURE AND BUILDING.

*At its meeting on the 22 February 2023 Glamorgan spring bay council audit panel considered three asset management plans for asset classes - buildings, coastal infrastructure and hydraulic infrastructure, and provides the following comment to the council.*

*The audit panel commends the work undertaken by the council in completing the review of these asset management plans complementing three earlier asset class plans for roads, bridges and Parks and Recreation which were endorsed by the council in October 2022.*

*The panel acknowledges the increasing maturity of the asset management planning, and that this will be work that continues to be refined over time.*

*It is acknowledged that forecast funding for coastal infrastructure is in excess of estimated requirements although it is also noted that maintenance/renewal of this asset class is heavily reliant on ongoing MAST funding. Funding for buildings and hydraulic infrastructure is below expected requirements.*

*In regard to the hydraulic infrastructure class in particular it is noted that a number of existing assets not previously recorded have been brought to account in this plan and that current service levels are already considered to be below customer expectations with no allowance for inclusion of new works. These AMPs provide a solid base from which the Council can review its LTFMP and formulate its budget.*

*the audit panel encourages the council to continue to strive to provide sufficient funding for appropriate maintenance and renewal of its asset portfolio acknowledging that this is an ongoing challenge for local government generally.*

*It is further acknowledged that the long term financial management plan and council's annual plan / budget need to balance this requirement with other services and needs and the community's capacity to pay.*

*The audit panel therefore commends the asset management plans risk-based approach to prioritising works as well as the further work proposed in improving the maturity of the plans and in particular consulting on levels of service and costs of providing that service in preparing future amps next line.*

This review of the Coastal Infrastructure Asset Management Plan (AMP) comprises the following key changes and notes:

The valuation of coastal infrastructure has been determined by adding the construction price indexes of 3.7% and 6.4% respectively, for the two years since the valuation provided for the previous plan. For the purposes of high-level planning this is considered adequate for the forecast.

The renewal forecasts are based on the estimated useful life of the assets over the planning period.

The forecast funding requirement is less than the previous plan identified and results in a surplus of funds within this asset class.

Previous asset value within the plan was \$11,880,000 and this valuation contained some margin for unknowns. With the removal of the Prosser River Mouth Sandbags, the present valuation, derived from the asset values in Xero with CPI adjustments for the past two years bring the asset valuation to \$9,397,709. Book values have been used due to greater confidence in the overall asset knowledge which has assisted in lowering the renewable total expressed in the plan and the margin for unknowns has been removed.

## **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.
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**

- Planned asset renewal expenditure based on agreed asset management plans.
- Set realistic budgets and monitor income and expenditure closely.

## **STATUTORY IMPLICATIONS**

Local Government Act – Strategic Plans

## **BUDGET IMPLICATIONS**

Previous plan asset funding requirement 10 year annual average \$429,500.

Revised plan \$205,148 leaving a surplus annually of \$114,750 over the 10 year cycle. The majority of the revised value being attributed to the Prosser River mouth sandbags.



There is a surplus of funding annually of \$114,750 in the current long term financial plan for this asset class.

### **RISK CONSIDERATION/S**

There is a low risk that Marine and Safety Tasmania (MAST) will not provide funds for asset renewal as replacement is required.

The renewal of wharf and Marina is primarily at council’s cost, requiring sufficient income from the facility to fund loan and interest payments. This risk is presently managed adequately after two significant year on year fee increases.

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				N/A
No risk.				
<b>Do not adopt the recommendation</b>	Possible	Moderate	Moderate	Deferral of renewals to future years and accrual of asset back log.
Long Term Financial Plan not adequately informed of financial implications on asset serviceability.				

### **OFFICER’S COMMENTS**

The funding of marine infrastructure provision and renewal, other than the Marina, has been provided by *MAST* consistently to date with some minimal outlays from council. So while there are renewals falling due at intervals it would be reasonable for council to expect and plan for external funds from *MAST* to provide for these renewals.

It is the Marina infrastructure that is council’s greatest concern and there is no scheduled renewal of major elements of this within the planning time frame due to the long asset life.

The maintenance budget is low. It will not fund unexpected damage or component failure. Funds for such things may be sought for most (but not all) of the assets from *MAST*. This may not be particularly timely and may result in additional funding requests or budget adjustment at some time.

### **Limitations to the Plan**

Asset Management Plans do not perform every function that might be considered in the asset ownership discussion. Their primary purpose is to assist councils to inform the Long Term Financial Plan implications for keeping assets at an acceptable condition for the level of service required by the community.

### **OFFICER’S RECOMMENDATION**

That Council adopt the revised version of the Coastal Infrastructure Asset Management Plan.

**DECISION 35/23**

Moved Clr Rob Churchill, seconded Clr Robert Young:

That Council adopt the revised version of the Coastal Infrastructure Asset Management Plan.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## 8.4 Buildings Asset Management Plan Review

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

### ATTACHMENT/S

1. Asset Management Plan Buildings 2023 (1) [8.4.1 - 55 pages]

### PURPOSE

To provide an updated Buildings Asset Management Plan for adoption by council.

### BACKGROUND/OVERVIEW

*AUDIT PANEL REVIEW OF ASSET MANAGEMENT PLANS; COASTAL INFRASTRUCTURE, HYDRAULIC INFRASTRUCTURE AND BUILDING.*

*At its meeting on the 22 February 2023 Glamorgan spring bay council audit panel considered three asset management plans for asset classes - buildings, coastal infrastructure and hydraulic infrastructure, and provides the following comment to the council.*

*The audit panel commends the work undertaken by the council in completing the review of these asset management plans complementing three earlier asset class plans for roads, bridges and Parks and Recreation which were endorsed by the council in October 2022.*

*The panel acknowledges the increasing maturity of the asset management planning, and that this will be work that continues to be refined over time.*

*It is acknowledged that forecast funding for coastal infrastructure is in excess of estimated requirements although it is also noted that maintenance/renewal of this asset class is heavily reliant on ongoing MAST funding. Funding for buildings and hydraulic infrastructure is below expected requirements.*

*In regard to the hydraulic infrastructure class in particular it is noted that a number of existing assets not previously recorded have been brought to account in this plan and that current service levels are already considered to be below customer expectations with no allowance for inclusion of new works. These AMPs provide a solid base from which the Council can review its LTFMP and formulate its budget.*

*the audit panel encourages the council to continue to strive to provide sufficient funding for appropriate maintenance and renewal of its asset portfolio acknowledging that this is an ongoing challenge for local government generally*

*It is further acknowledged that the long term financial management plan and council's annual plan / budget need to balance this requirement with other services and needs and the community's capacity to pay.*

*The audit panel therefore commends the asset management plans risk-based approach to prioritising works as well as the further work proposed in improving the maturity of the plans and in particular consulting on levels of service and costs of providing that service in preparing future amps next line.*

This review of the Buildings Asset Management Plan (AMP) comprises the following key changes and notes:

- The value of land (not depreciable) has been excluded from the total values due to the absence of a more recent valuation than the previous plan. The value of land is not material to the renewal projections which are the key budget output of the plan.
- The valuation of buildings has been determined by adding the construction price indexes of 3.7% and 6.4% respectively, for the two years since the valuation provided for the previous plan. For the purposes of high-level planning this is considered adequate for the forecasts.
- The grouping of buildings for the summary page at 1.2 has been modified to reflect better the community and commercial range of building uses.

Each asset class has some unique qualities which influences the way a council might evaluate and plan for their future renewal. In the Buildings class the unique aspects include consideration of sale or development where that is an option.

The level of service between buildings can be very different. Utility buildings are renewed at maximum periods to get every gram of value out of building components before committing new funds, whereas a Museum or Doctors facility needs to be maintained to a high level of functionality and appearance with fittings and fixtures of higher quality.

Building renewal and upgrades are often driven by community where there is a usage change or grant funds are obtained in a short planning cycle because of a new grant round.

Consideration of sale or purchase of assets can sometimes occur with short term plans rather than longer strategic cycles as unforeseen opportunities present.

The plan includes some options for council to consider with respect to sale of assets. These have been carried forward from the previous plan where they were identified by the previous council.

Generally, council's buildings have been well maintained and developed and it is a credit to former councils and councils Manager of Buildings Mr Adrian O'Leary that this is so. Funding for maintenance has dropped considerably in recent years however, which means identifying works for capital renewal in annual budgets is more critical than in the past.

For council to meet its objectives for inclusivity there is work to be done on a number of buildings which council isn't able to proactively fund and will be reliant on grants to improve all ability access in all facilities and amenities.

## **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.
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

- Planned asset renewal expenditure based on agreed asset management plans.
- Set realistic budgets and monitor income and expenditure closely.

## STATUTORY IMPLICATIONS

Local Government Act – Strategic Plans

## BUDGET IMPLICATIONS

The plan identifies a shortfall in funding for renewal of buildings of \$152,000 annually, based on the adopted asset lives.

Among the buildings due for renewal immediately, according to the adopted asset lives is the Triabunna Depot. As mentioned above utility buildings like the Depot are not visited by the public and don't require a high quality in appearance. They do need to be functional and of a fair contemporary standard. Elements of the facility do not reflect that, and budget allocations are being sought to address these issues, well short of the renewal value. The building and its features will generally last far longer than the notional asset life.

Public amenities on the other hand are under pressure to evolve and provide a more contemporary appearance to the public. A review of these facilities is presently underway and may result in a program being presented to council for consideration of a rolling upgrade program in due course.

## RISK CONSIDERATION/S

There is a risk that the reduced maintenance budgets will bring about a slow deterioration in building presentation. It is suggested that an annual allocation for emergency repairs is considered for inclusion within the capital works program annually to supplement the low maintenance budget for unforeseen failures or repairs.

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				
<b>Do not adopt the recommendation</b>				
Financial information for the Long-Term Financial Plan will not be up to date.	Possible	Moderate	Moderate	No mitigation options available.

### **OFFICER'S COMMENTS**

In summary the plan provides a high-level snapshot of the building asset portfolio with renewal values which provide guidance of likely costs over the planning period. The plan does not contain the level of detail to rely on for which buildings should be renewed, or the extent to which they should be renewed within particular years. Supplementary reports and programs will provide that detail as necessary.

### **OFFICER'S RECOMMENDATION**

That council adopts the revised version of the Buildings Asset Management plan and considers the implications in the upcoming review of the Long-Term Financial Plan.

### **DECISION 36/23**

Moved Cllr Jenny Woods, seconded Cllr Rob Churchill:

That council adopts the revised version of the Buildings Asset Management plan and considers the implications in the upcoming review of the Long-Term Financial Plan.

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Greg Luck, Cllr Carole McQueeney, Cllr Jenny Woods and Cllr Robert Young

Against: Nil

## 8.5 Hydraulic Infrastructure Asset Management Plan

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

### **ATTACHMENT/S**

1. Draft Hydraulic Infrastructure AMP 2023 (4) [8.5.1 - 56 pages]

### **PURPOSE**

To present the review of the Hydraulic Infrastructure Asset Management Plan for adoption.

### **BACKGROUND/OVERVIEW**

#### AUDIT PANEL REVIEW OF ASSET MANAGEMENT PLANS; COASTAL INFRASTRUCTURE, HYDRAULIC INFRASTRUCTURE AND BUILDING.

*At its meeting on the 22 February 2023 Glamorgan spring bay council audit panel considered three asset management plans for asset classes - buildings, coastal infrastructure and hydraulic infrastructure, and provides the following comment to the council.*

*The audit panel commends the work undertaken by the council in completing the review of these asset management plans complementing three earlier asset class plans for roads, bridges and Parks and Recreation which were endorsed by the council in October 2022.*

*The panel acknowledges the increasing maturity of the asset management planning, and that this will be work that continues to be refined over time.*

*It is acknowledged that forecast funding for coastal infrastructure is in excess of estimated requirements although it is also noted that maintenance/renewal of this asset class is heavily reliant on ongoing MAST funding. Funding for buildings and hydraulic infrastructure is below expected requirements.*

*In regard to the hydraulic infrastructure class in particular it is noted that a number of existing assets not previously recorded have been brought to account in this plan and that current service levels are already considered to be below customer expectations with no allowance for inclusion of new works. These AMPs provide a solid base from which the Council can review its LTFMP and formulate its budget.*

*the audit panel encourages the council to continue to strive to provide sufficient funding for appropriate maintenance and renewal of its asset portfolio acknowledging that this is an ongoing challenge for local government generally.*

*It is further acknowledged that the long term financial management plan and council's annual plan / budget need to balance this requirement with other services and needs and the community's capacity to pay.*

*The audit panel therefore commends the asset management plans risk-based approach to prioritising works as well as the further work proposed in improving the maturity of the plans and in particular consulting on levels of service and costs of providing that service in preparing future amps next line.*

Council first developed a Hydraulic Infrastructure Asset Management Plan (AMP) in 2020. The plan incorporated all assets known at the time, within the category. It also recommended divesting the Swanwick sewerage system and incorporated The Prosser Plains Raw Water Scheme (PPRWS) assets.

In the intervening two years the known asset listing and value of basic pit and pipe infrastructure has more than doubled; the Swanwick Sewerage system has been adopted by council and attracts sufficient income to be self-sustaining and the PPRWS infrastructure has been removed from the asset class. The removal is based on the PPRWS scheme being a self-sustainable contract that sits outside the renewable Hydraulic infrastructure portfolio funded by the community. The PPRWS system will be dealt with in the Strategic Asset Management Plan, if necessary and subject to the advice of the Tasmanian Auditor General, along with other ancillary items.

In the two years since the first version of this AMP a significant body of work has been done to address the key identified deficiencies to achieve the following:

- Identify and geographically map all known and discovered stormwater infrastructure
- Recognise the value of the discovered assets and add this to the data base record
- Develop a Stormwater Management Plan (SMP)
- Develop Catchment Plans for key Urban areas to inform the SMP

Version one of the AMP identified an asset portfolio with a value of \$7,274,660 (exc PPRWS) This version incorporates the now known asset portfolio extent and current value of \$17,917,671

There are three funding concerns that the intervening work has identified. These are:

Funding Concerns	Summary
1. Renewal of existing assets	Renewal means replacement of what we already own. It does not include upgrade of existing or construction of new assets. Council is underfunding asset renewal by \$104,000 per year.
2. Upgrade of assets	Where assets do not meet a level of service, the additional cost to provide greater service. For example to upgrade a pipe from a 300mm pipe to a 750mm pipe. The upgrade is the additional cost between providing a replacement 300mm pipe and the cost to install a 750mm pipe. Council has an identified project list from the existing catchment plans in the order of \$5M. +/- 40%. There is no budget at all for any of these works.
3. Development pressure	Where a development requires some contribution from its developer, but also a contribution from council. For example, to upgrade a culvert on Old Coach Road that could be required as a result of new subdivision. The subdivision adds 10% additional water volume to the volume produced by the broader catchment. The culvert is already undersized and will require an upgrade that is three times the existing pipe capacity. Council



	<p>would have to contribute 90% of the upgrade cost. Upgrade estimate \$450,000. Council contribution \$405,000.</p> <p>This demand and contribution is extremely variable and may vary from the example above to a matter of a few thousand dollars annually.</p>
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## **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**

4. Infrastructure and Services

### **What we plan to do**

- Planned asset renewal expenditure based on agreed asset management plans.

## **STATUTORY IMPLICATIONS**

Local Government Act – Strategic Plans

Urban Drainage Act 2013

### **5. Council to provide adequate public stormwater systems**

*(1) A council must, in accordance with the objects of this Act, provide for such public stormwater systems as may be necessary to effectively drain the urban area of the council's municipal area.*

*(2) If a complaint is made to the Minister that a council has failed or neglected to make provision in accordance with [subsection \(1\)](#), the Minister may investigate the complaint.*

*(3) If, after investigating a complaint, the Minister is satisfied that the council has failed or neglected to perform its duty, he or she may make an order declaring the council to be in default and directing it to make provision in accordance with [subsection \(1\)](#) within such period as may be specified in the order.*

*(4) A council may appeal to the Appeal Tribunal against an order under [subsection \(3\)](#) within the period specified in the order.*

*(5) The Appeal Tribunal is to hear and determine an appeal in accordance with the [Tasmanian Civil and Administrative Tribunal Act 2020](#).*

*(6) A council must –*

*(a) comply with an order under [subsection \(3\)](#) within the period specified; or*

*(b) lodge an appeal in accordance with [subsection \(4\)](#).*

*Penalty: Fine not exceeding 1 000 penalty units.*

*(7) If a council fails to comply with any requirement of an order within the period specified, the Minister may take whatever action he or she considers necessary to rectify the council's default, and all the costs and expenses of and incidental to the Minister's action must be paid by the council to the Crown.*

## 10. Stormwater system management plans

(1) A council must develop a stormwater system management plan for the urban area of its municipal area within 6 years after the day on which this Act commences.

(2) A stormwater system management plan is to specify –

(a) plans for the management of any assets used for the delivery of a stormwater service; and

(b) the level of risk from flooding for each urban stormwater catchment in the public stormwater system; and

(c) any other matters prescribed in the regulations or that the council considers appropriate.

### **BUDGET IMPLICATIONS**

There is a significant budget concern for council in the provision of stormwater infrastructure that needs to be considered over the life of the Long Term Financial Plan.

### **RISK CONSIDERATION/S**

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				No mitigation required.
No risk				
<b>Do not adopt the recommendation</b>	Possible	Moderate	Moderate	No mitigation available
Identified plans not available to reinforce grant applications and inform LTFP.				

### **OFFICER'S COMMENTS**

The AMP, and the additional documents developed in the last two years identify significant deficiencies in council's stormwater systems and in the provision for renewal of stormwater assets.

The AMP identifies a budget requirement for an additional average value of \$105,000 for renewal through depreciation.

The development of the plan has identified a multitude of works that require funding to upgrade council's stormwater systems to the standard required of developers. That is to provide a 1:20 year capacity within piped systems and 1:100 year (plus climate change) for overland flows.

While an estimate of \$5M has been placed on these works there is little detailed design to validate the assumptions in the estimate. There are also more catchments exhibiting problems that have yet to be assessed. Additionally, some of this work may attract a level of grant funding. Other parts of this work may attract developer contributions. The \$5M value can probably be halved in terms of a required council contribution for the purpose of a ten-year plan with an estimate of \$250,000 per year required to upgrade systems to meet the required service level.

So while the AMP identifies a shortfall in renewal only funding there is another factor to consider in this Statutory requirement:

*(1) A council must, in accordance with the objects of this Act, provide for such public stormwater systems as may be necessary to effectively drain the urban area of the council's municipal area.*

The value that council is encouraged to consider in meeting stormwater requirements is the combination of renewal and upgrade amounting to \$355,000 per year in additional funding.

### **OFFICER'S RECOMMENDATION**

That council adopts the Hydraulic Infrastructure Asset Management Plan 2023 and considers the implications of the funding shortfall in the review of the Long-Term Financial Plan and 2023-24 budget development.

### **DECISION 37/23**

Moved Clr Rob Churchill, seconded Clr Robert Young:

That council adopts the Hydraulic Infrastructure Asset Management Plan 2023 and considers the implications of the funding shortfall in the review of the Long-Term Financial Plan and 2023-24 budget development.

### **THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

## 8.6 Community Small Grant Application - Maria Voices

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

### ATTACHMENT/S

1. Community Small Grant Application [8.6.1 - 1 page]
2. Quotation [8.6.2 - 1 page]

### PURPOSE

Recommendation for Council to approve a Community Small Grant application for \$1,000 to Maria Voices for a contribution towards new outdoor performance equipment.

### 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 Maria Voices is a local group of singers that volunteer their time and talents to the community by providing free entertainment to community events and fundraisers. Some of the regular events that the group attend are ANZAC Day, Remembrance Day, Christmas Carols, Suicide Prevention Memorial Day, Winter Solstice Swim and many more.

This application from Maria Voices, is for a contribution towards new outdoor performance equipment for the Maria Voices singing group. Estimated costs for event activities to be covered by Community Small Grant funding:

Item	Cost
Yamaha DBR10 700 WATT POWERED SPEAKER	\$2,037
BEHRINGER XENYX X1222USB MIXER	\$449
Total	\$2,486

### 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.

#### **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

Section 77 of the Local Government Act 1993 outlines the statutory requirements in relation to grants.

#### 77. Grants and benefits

(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.

(1A) A benefit provided under subsection (1) may include –

- a. in-kind assistance; and
- b. fully or partially reduced fees, rates or charges; and
- c. remission of rates or charges under Part 9.

(2) The details of any grant made or benefit provided are to be included in the annual report of the council.

### 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 2022/23 budget. As at 31 January 2023 there is \$23,292 of the budget available to support this application.

### RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				Nil
Nil				
<b>Do not adopt the recommendation</b>	Possible	Moderate	Moderate	Council provide alternate funding support options and or ideas for Maria Voices for the funding.
Maria Voices may not find alternate funding.				

### OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

The Maria Voices Choir provides positive benefits to the community and the members by increasing social connection and boosts moods with music.

Integrity Assessment:

The Maria Voices are a registered incorporated association **Registration Number: # IA12897**  
| MARIA VOICES INC.

Criteria Assessment:

Funding value is within the acceptable allowance	Yes
Applicant is a not-for-profit community organisations and groups or individual	Yes
Grant is to assist projects that: 1. address relevant community issues of significance – 2. are initiated within the community and actively involve local people (3) improve access and encourage wider use of facilities	Yes

**OFFICER’S RECOMMENDATION**

That Council approve the application for Community Small Grant funding of \$1,000 to Maria Voices Inc.

**DECISION 38/23**

Moved Clr Jenny Woods, seconded Clr Neil Edwards:

That Council approve the application for Community Small Grant funding of \$1,000 to Maria Voices Inc.

**THE MOTION WAS PUT AND CARRIED 7/1**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney and Clr Jenny Woods

Against: Clr Robert Young

## 9 NOTICES OF MOTION

Nil.

## **10    PETITIONS**

Nil.



## **11 QUESTIONS ON NOTICE BY COUNCILLORS**

Nil.

## 12 CONFIDENTIAL ITEMS (CLOSED SESSION)

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

**Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 24 January 2023**

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

### **RECOMMENDATION**

That Council moves into Closed Session at [time].

### **DECISION 39/23**

Moved Clr Robert Young, seconded Clr Neil Edwards,

That Council moves into Closed Session at 2:59pm

**THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0**

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Greg Luck, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

***The Mayor confirmed that the recording had been terminated.***

## 13 CLOSE

The Mayor declared the meeting closed at 3:02 pm.

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

**Date:**

**Mayor Cheryl Arnol**