



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING MINUTES

TUESDAY 27 AUGUST 2024

2:00 PM

Council Chambers, Triabunna

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 and present.

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 27 August 2024, 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 22 August 2024



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.

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1 OPENING OF MEETING

The Mayor welcomed Councillors, staff and members of the public and declared the meeting open at 2.01pm.

1.1 Present

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Woods
Clr Robert Young

1.2 Apologies and Leave of Absence

Nil.

1.3 In Attendance

General Manager, Greg Ingham
Director Planning and Development, Alex Woodward
Director Works and Infrastructure, Peter Porch
Director Corporate and Community, Elysse Blain
Executive Officer, Jazmine Kerr
Senior Planning Consultant, Mick Purves

1.4 Late Reports

Nil.

Senior Planner, James Bonner entered the meeting at 2:02pm.

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

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

Please note that Clr Kenneth Gregson declared an interest in Agenda Item 8.8.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 23 July 2024

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 23 July 2024 at 2:00pm be confirmed as a true and correct record.

DECISION 141/24

Moved Clr Jenny Woods, seconded Clr Carole McQueeney:

That the Minutes of the Ordinary Meeting of Council held on 23 July 2024 at 2:00pm be confirmed as a true and correct record.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 13 AUGUST 2024

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1:00pm to 4.15pm on Tuesday 13 August 2024 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Woods
Clr Robert Young

Apologies:

Deputy Mayor Michael Symons (due to work commitments)

In Attendance:

Greg Ingham, General Manager
Alex Woodward, Director Planning and Development (via remote video conference)
Peter Porch, Director Works and Infrastructure
Elysse Blain, Director Corporate and Community
Cecilia Broderick, East Coast Heritage Museum

Agenda

- Presentation by East Coast Heritage Museum
- Medical Services Funding
- Council Term Plan
- Southern Tasmanian Councils Authority Membership
- Marina living on-board
- Code for Tenders and Contracts
- Asset Management Policy
- Waste Management Policy
- Unsealed Roads Policy
- Planning matter

RECOMMENDATION

That Council notes the information.

DECISION 142/24

Moved Clr Carole McQueeney, seconded Clr Kenneth Gregson:

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 Kenneth Gregson, 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 or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.

Chris Peterson

Q1. Can you advise the current balance of contributions received in lieu of public open space?

Does the Council have a formal comprehensive documented open space strategy or are decisions made on an ad hoc basis?

Response from General Manager, Greg Ingham

The General Manager will provide a written response for the Ordinary Council Meeting to be held on Tuesday 24 September 2024.

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Reports for July 2024

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Group Financial Statements 2024-07 [5.1.1 - 2 pages]
2. Capital Works Projects 2024-07 [5.1.2 - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended July 2024 as attached to this report are presented for the information of Council.

Due to technical issues, the cash flow statement is temporarily unavailable. This will be produced and distributed as soon as possible.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

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

RISK CONSIDERATIONS

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation There are no material risks from adopting this recommendation.				
Do not adopt the recommendation By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.	Likely	Likely	High	By not adopting the recommendation Council is not endorsing the financial reports for the period ending July 2024. Council needs to endorse.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended July 2024.

DECISION 143/24

Moved Clr Jenny Woods, seconded Clr Neil Edwards:

That Council receives and notes the Financial Reports as attached to this report for the period ended July 2024.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

6 SECTION 24 COMMITTEES

6.1 Bicheno Hall Committee Minutes - 29 February 2024



BICHENO MEMORIAL HALL COMMITTEE

Thursday 29th February 2024

5:30 – 7:00 pm

Attendance: Anna King (Chair), Kathleen Davis (Secretary), Michael Symons (GSBC), Nic Wardlaw,

Apologies: Mick Ciavarella,

The closed committee meeting opened at 5:30 pm

Item	Discussion and outcome	Moved/Seconded	Action
Previous minutes	The minutes passed as correct. Business arising The following persons have expressed an interest in joining the committee. Phil Harvey @ EPC plumbing Kylie Lorenze John Hughes from Sandpiper Cottages	Mike / Anna	Anna to contact and discuss nominations.

Membership Scheme	Request for Pickle Ball to join the membership scheme. There is a concern about how the floor will be used for the court. Can the group afford a silicone mat?		Anna to discuss with John Hughes
Chairperson's Report	<p>Thank you to Kathleen for management in Anna's absence.</p> <p>A plan is set to meet with Daniel from the council to discuss maintenance issues such as lighting requirements, main hall flooring resurfaced, and annex floor replacement. The council is looking into solar energy for the building then the heaters would not need coins but rather a timer to be installed.</p> <p>The council has a copy of the hall management plan.</p>	Anna/ Kathleen	Anna to follow up
Treasurer's Report	<p>Big thank you to the tennis club for their donation to the Hall.</p> <p>The hall account has built up a surplus balance since purchasing and installing the new AV gear.</p> <p>Discussion around the waving or reducing fees for organisations. The committee consensus was that these occasions should be rare.</p> <p>Discussion about the relocation of the ambulance and the use of the space once vacated and the provision of a bar area.</p>		

Next meeting 2nd of May at 5:30pm

RECOMMENDATION

That the Minutes of the Bicheno Hall Committee meeting held on 29 February 2024 be received and noted.

DECISION 144/24

Moved Clr Neil Edwards, seconded Deputy Mayor Michael Symons:

That the Minutes of the Bicheno Hall Committee meeting held on 29 February 2024 be received and noted.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

6.2 Bicheno Hall Committee Minutes - 2 May 2024



BICHENO MEMORIAL HALL COMMITTEE

Thursday 2nd May, 2024

5:30 – 7:00 pm

Attendance: Anna King (Chair), Kathleen Davis (Secretary), Nic Wardlaw, Phil Harvey

Apologies: Mick Symons

The closed committee meeting opened at 5:30 pm

Item	Discussion and outcome	Moved/Seconded	Action
Previous minutes	<p>Welcome to Phil Harvey joining the hall committee</p> <p>The minutes passed as correct.</p> <p>Business arising</p> <p>Check-in with John and Kylie if they are still interested in being on the committee.</p>	Nick / Anna	Anna and Nick are to follow up in person.
Membership Scheme	Given ball the need for maintenance on the lighting no sports can be undertaken in the hall without the projector and lights being protected.		Anna to discuss with John Hughes
Chairperson's Report	<p>Anna met with Daniel Herman discussion around</p> <p>Upgrading lighting</p> <p>Flooring in the annex carpet removed being sanding if an oak floor. Yoga would also be happy with a wooden floor.</p>	Anna/ Kathleen	

	<p>Removing coin boxes for heating</p> <p>Front door needing repair</p> <p>Solar power is not a possible solution being close to the ocean.</p> <p>Meeting with Greg Ingham followed up on the council paying for the new stage lighting. In the Annex if there is no wood under the carpet, we may need to consider lino.</p>		
Treasurer's Report	Income is lower than this time last year to last year. Current income is \$7000 with an additional \$1000 in membership fees on hall rental. The hall is breaking even with costs the biggest expense in cleaning followed by power and heating.		
General Business	<p>Lions Park masterplan from the council and BCDA discussed.</p> <p>Hall equipment offsite hire policy circulated and endorsed by the committee.</p> <p>A new refrigerator for the kitchen is needed. The committee agreed to purchase a new stand-alone fridge without a freezer compartment.</p> <p>Mail addressed to 78 Burgess Street is problematic as the mailbox is regularly broken. Investigate the use of a PO Box.</p> <p>Cage to protect the projector costs approx. \$300 Discussion with Council and the cost of aligning the projector using scaffolding would be offset.</p> <p>Need to order more tables as the people using the hall need more. The committee approved the purchase of another 6 tables at an approx. cost of \$700</p>		<p>Anna to follow up</p> <p>Kathleen to follow up</p> <p>Anna to follow up</p> <p>Anna to follow up</p>

Next meeting: 3rd September/ 28th November

RECOMMENDATION

That the Minutes of the Bicheno Hall Committee meeting held on 2 May 2024 be received and noted.

DECISION 145/24

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That the Minutes of the Bicheno Hall Committee meeting held on 2 May 2024 be received and noted.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

7 INFORMATION REPORTS

7.1 Director Works and Infrastructure - Peter Porch

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

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, Buildings, Marine Infrastructure, 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.

July sees the completion of the previous financial year accounts for the capital works program. This signifies the final collection of details for that year for all found, donated, constructed new and renewed assets. Ten individual staff/contract positions contribute individual skill sets through this period. Works and Infrastructure and Corporate and Community staff work closely with our contracted asset specialists who manage the software and provide financial statements for the major asset classes of roads, hydraulics and such.

Deadlines for collating and interpreting the details for this activity are tight and require close coordination of all involved to minimise errors, omissions or duplications which may materially over or understate the financial position of council's assets.

CONSULTANT SERVICES

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

- Asset Data specialist consultants
- Project Management
- Design
- Fire assessment Dolphin Sands area

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

Unsealed Road Maintenance

- 3 roads inspected during July
- Maintenance grade of Wielangta Rd - completed.

- Old Coach Rd (Cranbrook) maintenance grade - completed.
- Maintenance grade Grange Rd (Swansea) - completed
- Maintenance grade Rheban Road (Rheban) - completed
- Small Swansea unsealed streets maintenance grades – underway
- Closure and re-opening of multiple roads due to flooding numerous times
- Roadside spraying of sealed and unsealed roads- ongoing

Sealed Road Maintenance

- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 10 tonne of cold mix placed for July.
- 7 X box outs of base failures in Swansea- Box outs completed, resealing being scheduled
- Box outs Kent St, Buckland - planned for August 2024
- Swanston Rd bridge (Little Swanport), replace 16 decking boards- contractor appointed
- Street sign survey of Buckland/Orford/Triabunna and surrounding areas- signs have arrived, to be installed August.
- Installation of traffic calming devices corner of Boyle St and Esplanade East, Triabunna - completed

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance- ongoing across municipality
- East Shelly Rd(Orford) Ag drain installation due to water ingress to road pavement- completed
- Cleanout of Raspin Beach waterway adjacent to caravan park- PWS and Cultural heritage approval has now been received – works completed
- Repair two broken culvert heads on Crossins Road, Swansea- completed
- Repair one broken culvert head on Old Coach Road, Cranbrook- completed

WASTE MANAGEMENT

- Seeking quotes for replacement bulk bins
- Green Waste information signs deployed to educate patrons of need for segregation of general waste

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- 14 playground inspections conducted
- Walking track between Erica Crt and Riverside Drive (Orford) re-sheeting- awaiting new grated pit.
- Installation of new underground power supply at Lions Park, Bicheno- underway
- East Shelly and West Shelly walking track maintenance ready for Orford Winter Challenge- 90% completed
- Replenishing of soft fall in Coles Bay, Swanwick, Bicheno and Swansea playgrounds- commenced

- Cape weed spraying across the municipality- 85% completed
- Topsoil dressing/seeding and install park bench at Gordon St, Swansea boat ramp reserve- underway
- East/West Shelly walking track maintenance for Orford Winter Challenge- completed
- Quantified tree risk assessment process (QTRA) – 2 X QTRA completed for July.

BUILDINGS & MARINE INFRASTRUCTURE

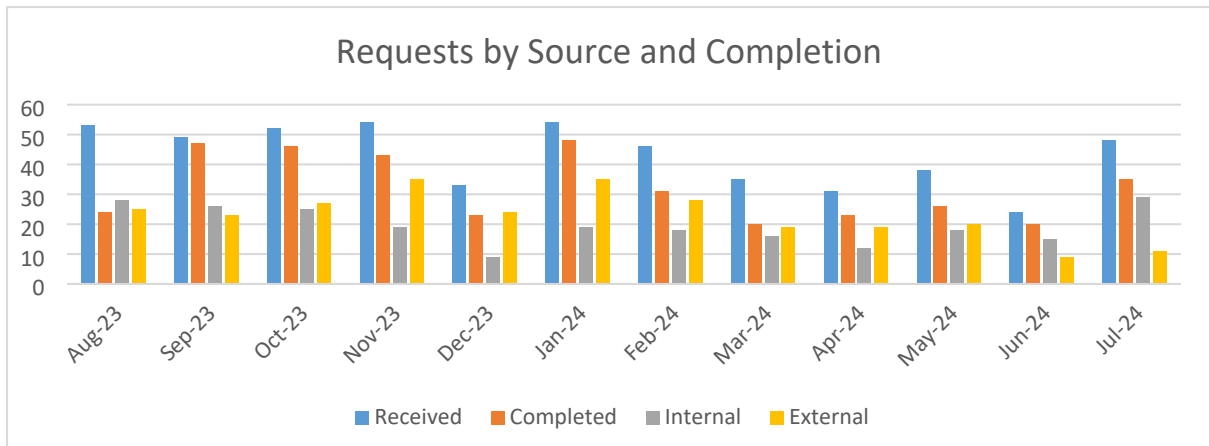
- Marina manufacturers inspection and maintenance programmed
- Mariners Memorial Triabunna Marina area tidy up painting scheduled for pre-October
- Jetties and Marine structure maintenance report items scheduled for repair in early spring
- New leases issued for Marina Berths. Document updated to reflect conditions at other marinas and provide more effective clauses for managing non-compliances
- Powerboard audit commenced. Non-compliant boards being replaced progressively.
- Eldercare unit inspections scheduled
- Alarm system monitoring contract reviewed – new contractor appointed. Changeover complete.
- Community shed Swansea new container footings installed ready for container being provided by Community shed committee.
- Various meetings with building committees to determine future upgrade requests reveals little understanding of council’s capital works budget process. Education of committees will be ongoing and needs to be consistent across all buildings managed by committees.
- Painting scheduled for water ingress management at Museum and Hall in Swansea.
- Estimates being prepared for Triabunna Recreation ground buildings and facilities.
- Lights in Swansea football club toilets upgraded.
- Assisted Buildings valuer with inspections to inform building revaluation report
- Cranbrook Hall roof requiring replacement – seeking quotes.
- Prosser House roof tiles becoming porous and require sealing – seeking quotes. Once painted, internal plaster and paint repairs related to water damage to be carried out.

EMERGENCY MANAGEMENT

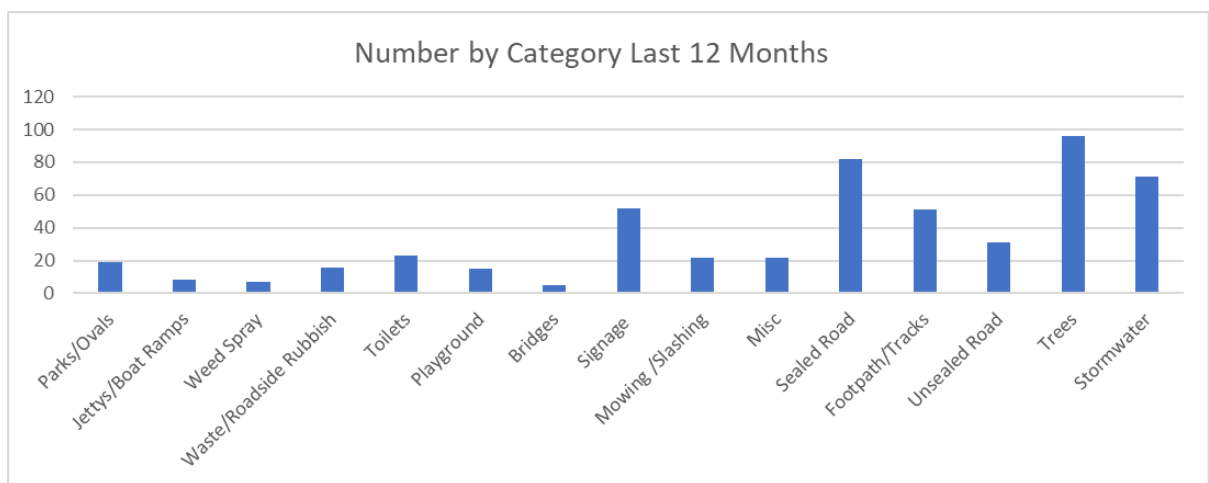
After hours rostering carried out as scheduled.

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

- Finalising Coles Bay Hall Annex construction contract and building permit application lodged.
- Twamley Rd (Buckland) 1.6klm re-sheet – assessment and planning underway.
- Wielangta Rd 1.6klm re-sheet at end of road - assessment and planning underway.
- Two bridges on Brockley Rd (Buckland), decking replacement - contractor appointed
- Unemployed Gully, Nugent Rd(Buckland), re-decking- contractor appointed
- Ferndale Rd bridge(Bicheno)- replace condemned timber piles- developing specification for tender
- Quotations received for kerb works to Bluff Court Spring Beach

Grant funded

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

- Stage 2 of the Coles Bay Foreshore trail commenced. Works anticipated to be complete within 6 months as elevated sections are fabricated off site.

- The Gulch walking trail sections construction materials ordered, contractor scheduling a start date after completion of Coles Bay works noted above. Car park sealing awaiting warmer weather.
- Coles Bay Hall Annex – Building permit application lodged.
- Triabunna Tomorrow streetscape design brief RFQ's invited.

PLANT AND VEHICLES

- 80% of replacements tendered, reviewed and ordered
- Grader tenders invited

GENERAL

- Subdivision conditioning, inspections and developer liaison continues to manage the process from first enquiry through construction to donation of assets including spatial and financial data capture.

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:

- Orford Winter Challenge- 17th and 18th August
- Freycinet Challenge 5th and 6th October
- Bicheno Food and Wine Festival 16th November

RECOMMENDATION

That Council notes the information.

DECISION 146/24

Moved Clr Jenny Woods, seconded Clr Robert Young:

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 Kenneth Gregson, Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Township Structure Plans and Consultation Report for Adoption

Author: Senior Planning Consultant (Town Planning Solutions Pty Ltd)

Responsible Officer: Director Planning and Development (Alex Woodward)

ATTACHMENT/S

1. Orford Triabunna Structure Plan
2. Swansea Structure Plan
3. Bicheno Structure Plan
4. Coles Bay Structure Plan
5. Glamorgan Spring Bay Structure Plan Review – Consultation Report

PURPOSE

The purpose of this Agenda item is for the Council to consider adoption of the Consultation Report and Structure Plans for Coles Bay, Bicheno, Swansea, and Triabunna/Orford.

BACKGROUND/OVERVIEW

Structure Plans guide the future use and development of the local area for the Council and community. They provide a blueprint for future land use and development changes and can guide revisions to the planning scheme through zoning, overlays, and specific provisions.

The existing Structure Plans were prepared in 2014 to 2016 to provide direction for the following ten years. These documents required revision to ensure they respond to recent trends and the future of the area and reflect more recent changes in the planning system, including the changes in residential settlement and tourism demand, the Tasmanian Planning Scheme and the policy framework established through the yet to be adopted draft Tasmanian Planning Policies.

The Structure Plans consider population trends, community needs, local planning context, economic drivers, development trends, and land use demand and supply. The structure plans will also support the upcoming review of the *Southern Tasmania Regional Land Use Strategy* that provides regional level direction for development, zoning and settlement strategies across the southern region.

The role of Structure Plans changed to become focussed on land use issues, following reforms to the planning system over the last 10 years that build the long-absent strategic planning program of the State. These include the following:

- Implementation of the Tasmanian Planning Scheme, as applies through the Glamorgan Spring Bay area;
- Development and assessment of the Tasmanian Planning Policies, which are currently with the Minister for Planning for determination following assessment by the Tasmanian Planning Commission; and

- release of *draft Structure Planning Guidelines* (Guidelines) in December 2022 (available from the Planning Reform website [here](#)).

The population of Glamorgan Spring Bay increased beyond predicted growth forecasts over the period from 2018 to 2023, consistent with the rest of Tasmania.

The Council engaged ERA Planning and Environment (ERA) to review existing Structure Plans for Bicheno, Coles Bay, Swansea, and Orford/Triabunna, and prepare updated plans that respond to recent and expected changes.

ERA completed the following to inform development of the draft Structure Plans:

- A review of the existing structure plans;
- Initial consultation with key State Agencies and stakeholders in State and the community;
- A State of Play Report and extensive engagement program, including workshops in Orford, Triabunna, Swansea, Bicheno and Coles Bay to inform the review and development of the draft Structure Plans;
- Workshops with Councilors on the draft Structure Plans;
- An extensive consultation period between Monday 10 May until Monday 17 June 2024, with an online survey, in person meetings and workshops on each of the draft Structure Plans;
- A workshop in July 2024 with Councillors on the consultation outcomes for each Structure Plan and the draft Consultation Report; and
- The final versions of the Consultation Report and each Structure Plan.

The existing Structure Plans, an overview of this project and the State of Play and Consultation Reports are available [here on the Council website](#).

STRATEGIC PLAN REFERENCE

Structure Plans have a significant influence and impact on the achievement of the Council's Strategic Plan objectives to grow a sustainable population, improve housing affordability, enhance, maintain and protect the various assets of the municipality, diversify and support a local economy and preserve the natural environment. Strategic Plan focus areas include:

Guiding Principles

1. Balance economic and tourism growth with preserving our lifestyle, celebrating our rich history and protecting the region's unique and precious characteristics.
5. Ensure that our current expenditure and ongoing commitments fall within our means so that rates can be maintained at a manageable and affordable level.
7. Communicate and explain Council's decisions and reasons in an open and timely manner.

Key Foundations

1. Our Governance and Finance

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.
- Advocate and lobby effectively on behalf of the community.

STATUTORY IMPLICATIONS

There are no statutory requirements for consideration of amendments to the Structure Plans.

BUDGET IMPLICATIONS

Strategic planning for the future of settlements forms part of Council’s operational budget.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Specific developers/landowners disagree with recommendations contained with the Structure Plans.	Possible	Minor	Low	Extensive consultation has been undertaken throughout this process and individuals may still lodge a scheme amendment application.
Do not adopt the recommendation Project stalls, potential implications for joint funding from State.	Possible	Moderate	Moderate	Review and resubmit draft Structure Plans to future meeting for endorsement

OFFICER’S COMMENTS

The Structure Plans focus on the major settlements of Orford, Triabunna, Swansea, Coles Bay and Bicheno, with smaller settlements such as Buckland not identified at this time for structure planning. The existing Structure Plans were developed with a wider focus and document a broad range of aspirations for each of the communities.

Each structure plan includes:

- A summary of the community engagement outcomes;
- An overview of the key issues for each plan, including housing, population, industry and employment, infrastructure and connectivity, social infrastructure and services, environment and landscape;
- A strategic overview of the drivers of change for each area, such as the issues and consequences for population and demographic change, the visitor economy, housing issues, climate change, opportunities and challenges;
- The key planning issues for each area and Structure Plan,
- A response to key land use directions that relate to the future planning for each area, including specific recommendations for actions or investigations on zoning, business and industry and tourism; and
- Key supporting actions that will assist with delivery of the land use directions for each area on issues such as place branding, open space, active connections, public space and facilities and infrastructure.

An implementation program will be developed for each Structure Plan following their adoption.

The consultation sessions for the draft Structure Plans were very well attended and resulted in changes to the discussion, planning principles, priorities, land use directions and supporting actions for each Structure Plan.

Following completion of the development and review process for the Structure Plans, and the revisions in response to community consultation and councillor workshops, it is appropriate that the final Structure Plans are considered for adoption by the Council.

A recommendation was provided to adopt the final versions of the Consultation Report and Structure Plans for Coles Bay, Bicheno, Swansea, and Triabunna/Orford.

OFFICER'S RECOMMENDATION

That the Council adopt the August 2024 versions of the following documents as provided in attachments 1 through 5 to this report inclusive:

1. Orford Triabunna Structure Plan
2. Swansea Structure Plan
3. Bicheno Structure Plan
4. Coles Bay Structure Plan
5. Glamorgan Spring Bay Structure Plan Review – Consultation Report

2:30pm: The YouTube connection was lost due to a power outage.

2:35pm: The meeting reconvened after the YouTube connection was restored.

Clr Robert Young left the meeting at 2:52pm.

Clr Robert Young returned to the meeting at 2:55pm.

2:58pm: The YouTube connection was lost again due to another power outage.

3:01pm: The meeting reconvened after the power was restored.

DECISION 147/24

Moved Deputy Mayor Michael Symons, seconded Clr Rob Churchill:

That the Council adopt the August 2024 versions of the following documents as provided in attachments 1 through 5 to this report inclusive:

1. Orford / Triabunna Structure Plan
2. Swansea Structure Plan
3. Bicheno Structure Plan
4. Coles Bay Structure Plan
5. Glamorgan Spring Bay Structure Plan Review – Consultation Report

THE MOTION WAS PUT AND CARRIED 7/1

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Woods and Clr Robert Young

Against: Clr Carole McQueeney

8.2 Southern Tasmanian Councils Authority Membership

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

To seek council's position on remaining a member of the Southern Tasmanian Councils Authority.

BACKGROUND/OVERVIEW

Evolving out of the Southern Tasmanian Councils Board, established in November 2000, the Southern Tasmanian Council's Authority (STCA) was established to represent the combined Southern councils as a group to facilitate and coordinate agreed regional development strategies and actions to achieve sustainable economic, environmental and social outcomes for the Southern Region. It is one of three such groups of councils in Tasmania with the Cradle Coast Authority in the Northwest and the Northern Tasmania Development Corporation for the North.

The STCA has provided benefit to council through the Regional Climate Change Initiative, which delivered councils Climate Change Plan recently adopted by council. The Authority also played an effective and important role in Southern Regional Land Use Strategy planning project over a sustained period of time.

Other functions of the STCA are:

- (a) Monitor, identify and agree on Regional development issues, strategies and priorities that are intended to progress the collective interests of the Southern Region;
- (b) Develop and promote reports, plans, programs and other actions to address agreed Regional development issues strategies and priorities;
- (c) Facilitate communications, cooperative working relationships and joint action between Members and with the State and Commonwealth Governments and other identified stakeholders to address agreed Regional development strategies and priorities;
- (d) Monitor the performance of Regional development plans, programs and actions in place including performance benchmarks and milestones;
- (e) Perform any function permitted or provided for in the Act or any other Act or in these Rules consistent with the principal objective; and
- (f) Perform any function duly granted to, or imposed on any municipal, regional or public authority by any Act or Regulation (Federal or State) with respect to local Government issues in Southern Tasmania consistent with the principal objective.

Due to significant absences in membership and a need for review to determine value and need, the STCA has been provided with a report provided by its Chief Executive Officer which considers the performance of the organisation in contrast to its state-based equivalents and poses questions for members to consider.

The report considers the current situation with the evolution of other state and local government initiatives which have evolved since the organisation inception. Also the financial performance, achievements and challenges are explored.

For funding, the authority has obtained funds for specific programs from State and Federal Government. Glamorgan Spring Bay pays an annual fee through the City of Hobart of \$2,423.64. The fee is minimal and provides council with an equal value voting right, as the authority provides for membership voting rather than a population-based formula for member voting numbers and value. This model is useful for small regional councils but not attractive to large population urban councils.

The voting equity/inequity suggests there are very different priorities for member councils. The south of the state effectively contains a number of disparate regions with the South East Regional Development Association (SERDA), of which this council is a member, reflective of the need for a body which advocates for issues of significance to this particular region and council within the south.

Membership has fluctuated over the period. Of the 12 southern councils originally involved, Glenorchy, Kingborough, Clarence and Derwent Valley councils have withdrawn from membership. This means 55.8% of the population of the southern councils' group is not represented by the authority. The advent of the Greater Hobart Act 2019 initiated a new regional body for collaboration of metropolitan councils and has drawn their interest away from the STCA as evidenced by their withdrawal from STCA, with the exception of Hobart, which is required to facilitate the STCA functionality.

The report has identified that the organisation is poorly funded compared with its northern and northwestern counterparts, which hampers its comparative effectiveness and doesn't allow the organisation to deliver meaningful value to the member councils. To make it more effective, with adequate staffing additional fees for members would have to be charged.

To make voting more attractive to larger councils a population-based voting methodology would have to be considered.

Councils have a range of objectives which are not always aligned. We represent geographically based communities, and we operate in a legislative framework which is ideologically blind to borders. This allows for collaboration between councils ideologically on matters that are not rooted in geographic outcomes. Policies, strategies and administrative constructs which can work anywhere are the outcomes that can be developed in wide collaboration.

The communities which Councils represent benefit from their being part of a recognised region which can work effectively with partners within that region to deliver results through relevant state and federal government assistance. The establishment of SERDA is a recognition of a more cohesive geographic region for this council.

Council inclusion, along with the other partners to the recent Memorandum Of Understanding with the State Government for initiatives on the East Coast, further emphasises the regionally unique common interests of the East Coast more widely with the inclusion of Break-o-Day in the Great Eastern Drive geographic area. From an economic perspective, the interests of the businesses located geographically within the Tasman Highway's arc are not the same as the general southern section of Tasmania. There are separate geographic areas which have unique economic and environmental interests to advocate for.

Council may continue to participate in both SERDA and STCA while costs remain low. Strategic planning benefits are likely to be derived from STCA and geographic benefits from SERDA. With STCA funding running at a fraction of what is required to be effective, member costs are likely to increase substantially in the future.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance
2. Our Community

This means

Advocating and lobbying effectively on behalf of the community.

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Minimal present budget implications

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Potential exclusion from southern Tasmanian wide policy initiatives			Low	Involvement in initiatives through the Local Government Association of Tasmania
Do not adopt the recommendation Continued resource duplication for STCA and SERDA initiatives	Possible	Moderate	Moderate	Budget allocation increases over time

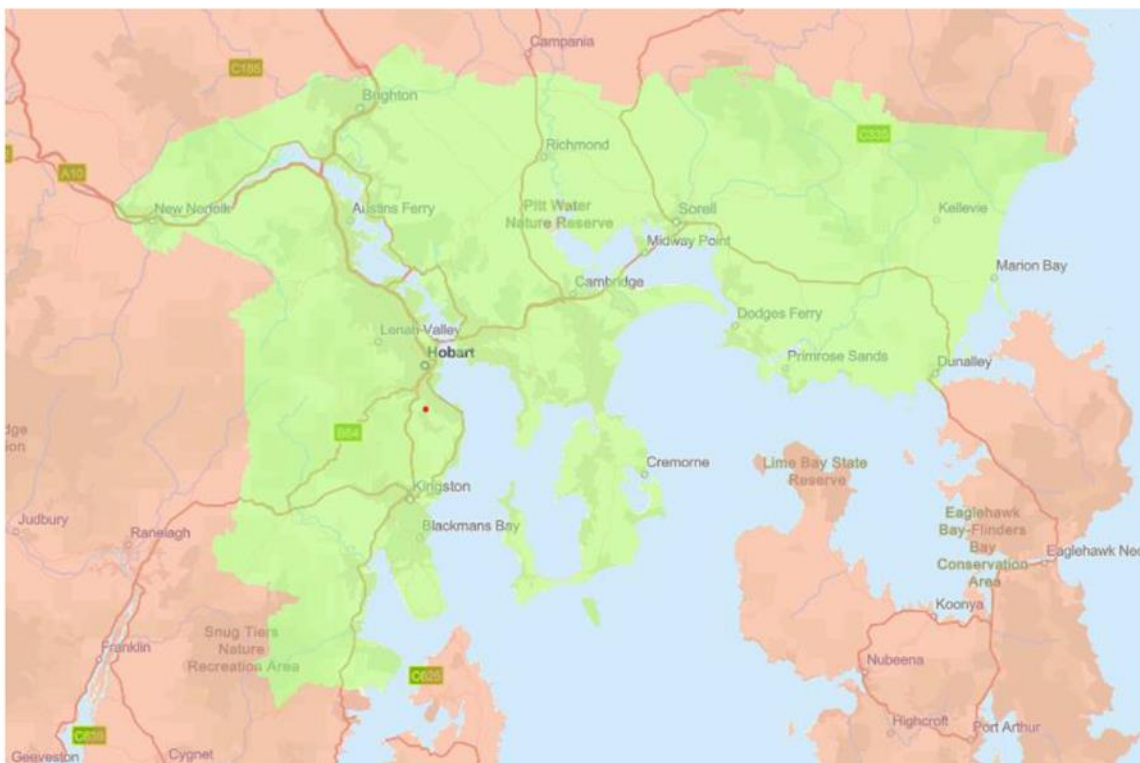
OFFICER'S COMMENTS

It has been recognised that there is confusion created with the advent of the Greater Hobart Committee and questions around potential expansion with some type of model to include regional councils. The Act has scope to include adjunct councils, those being councils included in the Southern Tasmanian Regional Land Use Strategy. Given the Act of parliament developed to instigate this entity it has clear priority for its required members over other competing and duplicated arrangements.

The image below shows the Greater Hobart Area which excludes any portion of GSBC:

Geographical definition of Greater Hobart

Australian Government programs define eligible areas in their [Mapping Tool](#):



This model would work for this council where initiatives are not Hobart and environ centric geographic outcome based, such as policy but overall, not necessarily better than the STCA unless it was adequately funded and requiring a greater financial contribution from member councils.

Adequate funding for the STCA for an effective regional authority is suggested to be in the order of \$1M a year combined from all funding sources.

It is timely for this council to consider if remaining a member of the STCA provides an adequate benefit to the communities we serve for the time and costs involved? While not significant, would channelling these and any future additional demand from the STCA to see it function successfully in the new environment, be better directed towards SERDA?

OFFICER'S RECOMMENDATION

That the Council:

1. write to the Chair of the STCA thanking the organisation for the work carried out on behalf of all member councils over the life of the organisation;
2. resolve to withdraw from the STCA and advise the Chair of the STCA and all other member councils that it will no longer be a member after the 30th September 2024.

DECISION 148/24

Moved Clr Jenny Woods, seconded Clr Robert Young:

That the Council:

1. write to the Chair of the STCA thanking the organisation for the work carried out on behalf of all member councils over the life of the organisation;
2. withdraw from the STCA and advise the Chair of the STCA and all other member Councils that Glamorgan Spring Bay Council will no longer be a member after the 30th September 2024.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

Senior Planning Consultant, Mick Purves and Senior Planner, James Bonner left the meeting at 3:07pm

8.3 Code For Tenders and Contracts review

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Draft 2024 Review Code for Tenders and Contracts (1) [8.3.1 - 16 pages]

PURPOSE

To recommend that Council adopts the draft Code for Tenders and Contracts as attached to this agenda item.

BACKGROUND/OVERVIEW

In order to promote and continue to improve the good governance within Glamorgan Spring Bay Council, a draft Code for Tenders and Contracts has been reviewed.

The purpose of the Policy is to guide conformance to the Local Government Regulations relating to purchases in ranges of values.

The Policy applies to officers within the Glamorgan Spring Bay Council managing procurement across operational and capital budgets and addresses the following key elements:

- Procurement methodology
- Contract Extensions
- Exemptions
- Delegation
- Review and Breaches of the Code

The draft Code for Tenders and Contracts was presented to Council at a Workshop held on 13/08/2024. If adopted by Council, the Policy will be made available on Council's website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

In accordance with Part 16, Division 2A, Section 333A and 333B of the Local Government Act 1993 (Act), Council must comply with this Code when acquiring goods and services.

Detail contained in the Code is consistent with the requirements of the Local Government (General) Regulations 2005 (Regulations), Regulations 23 – 28 inclusive

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation	Low	Low	Low	Review and amend Policy for presentation at a future Council Meeting.
Policy review date overdue.				

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommend for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Code for Tenders and Contracts as attached to this report item effective 27/08/2024.

DECISION 149/24

Moved Clr Robert Young, seconded Clr Kenneth Gregson:

That Council adopts the Code for Tenders and Contracts as attached to this report item effective 27/08/2024.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.4 Asset Management Policy

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Draft GSBC Asset Management Policy v7 [8.4.1 - 8 pages]

PURPOSE

To recommend that Council adopts the draft Asset Management Policy as attached to this agenda item.

BACKGROUND/OVERVIEW

In order to promote and continue to improve the good governance within Glamorgan Spring Bay Council, a draft Version 7 of the Asset Management Policy has been reviewed.

The purpose of the Policy is to provide direction and guidance to the asset management practices of council and embed the principles and practices of asset management across the departments of council which manage these functions.

The Policy applies to all physical assets owned by Glamorgan Spring Bay Council and addresses the following key elements:

- Asset Details
- Asset Lives
- Principles of asset management
- Responsibilities for asset management practices within council

The draft Asset Management Policy was presented to Council at a Workshop held on 13th August 2024. If adopted by Council, the Policy will be made available on Council's website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

Best practice governance, risk, and financial management.

Planned asset renewal expenditure based on agreed asset management plans.

- Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets.

STATUTORY IMPLICATIONS

Local Government Act 1993
Accounting Standards

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation				Review and amend Policy for presentation at a future Council Meeting.
Policy review date overdue.	Low	Low	Low	

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommend for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Asset Management Policy as attached to this report item effective 27/08/2024.

DECISION 150/24

Moved Clr Carole McQueeney, seconded Deputy Mayor Michael Symons:

That Council adopts the Asset Management Policy as attached to this report item effective 27/08/2024.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.5 Unsealed Roads Policy

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Draft Unsealed Roads Policy V2 [**8.5.1** - 6 pages]

PURPOSE

To recommend that Council adopts the draft Unsealed Roads Policy as attached to this agenda item.

BACKGROUND/OVERVIEW

In order to promote and continue to improve the good governance within Glamorgan Spring Bay Council, a draft Unsealed Roads Policy has been reviewed.

The purpose of the Policy is to set out the principles by which Council manages the unsealed road network for which it is responsible.

The Policy applies to the unsealed road network and addresses the following key elements:

- Road Hierarchy
- Responsibility for road types
- Upgrading from unsealed to sealed surface

The draft Unsealed Roads policy was presented to Council at a Workshop held on 13/08/2024. If adopted by Council, the Policy will be made available on Council's website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

- Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets.
- Providing and managing a safe and well-maintained road and bridge network across the municipality.

STATUTORY IMPLICATIONS

Roads & Jetties Act (1935)
Local Government Highways Act (1982)
Local Government Act (1993)
Work Health and Safety Act (2012)
Work Health and Safety Regulation (2012)
Land Use Planning and Approvals Act (1993)

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation				Review and amend Policy for presentation at a future Council Meeting.
Policy review date overdue.	Low	Low	Low	

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommend for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Unsealed Road Policy as attached to this report item effective 27/08/2024

DECISION 151/24

Moved Clr Robert Young, seconded Clr Kenneth Gregson:

That Council adopts the Unsealed Road Policy as attached to this report item effective 27/08/2024

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.6 Waste Management Policy

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

1. Draft Waste Management Policy March 2024 [**8.6.1** - 6 pages]

PURPOSE

To recommend that Council adopts the draft Waste Management Policy as attached to this agenda item.

BACKGROUND/OVERVIEW

In order to promote and continue to improve the good governance within Glamorgan Spring Bay Council, a draft Waste Management Policy has been reviewed.

The purpose of the Policy is to provide guidance for the application of kerbside waste and recycle bins, vouchers or a waiver system, in relation to waste management within the municipal area.

The Policy applies to all properties within the Glamorgan Spring Bay council area and addresses the following key elements:

- The scope of cost sharing for the service
- Waste Vouchers
- Hardship Provisions
- Waiver of charge
- Issue of new/replacement bins
- Bin Ownership

The draft Waste Management Policy was presented to Council at a Workshop held on 13/08/2024. If adopted by Council, the Policy will be made available on Council's website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

- Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets.

STATUTORY IMPLICATIONS

Local Government Act 1993, Part 9 – Rates and Charges

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation				Review and amend Policy for presentation at a future Council Meeting.
Policy review date overdue.	Low	Low	Low	

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommend for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Draft Waste Management Policy as attached to this report item effective 27/08/2024.

Clr Robert Young left the meeting at 3:10 pm.

DECISION 152/24

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That Council adopts the Draft Waste Management Policy as attached to this report item effective 27/08/2024.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

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

Against: Nil

8.7 Community Small Grant Application - Swansea Courthouse Arts

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Grant Application- Swansea Courthouse Arts [**8.7.1** - 5 pages]

PURPOSE

Recommendation for Council to approve a Community Small Grant application for \$710 to Swansea Courthouse Arts Inc, supporting the Shearwater Lantern Community project at Swansea to create bird-inspired lanterns.

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 project celebrates the return of migratory shearwater birds with a lantern parade on Saturday, 19 October 2024.

The organisers invite the community to join in some craft workshops then attend night time parade. Bird-inspired lanterns, crafted by community members of all ages, will light up the walk. These lanterns will be the result of six morning workshops led the organisers held between 28 August and 13 September 2024, where children and their parents or guardians work together at the Swansea Courthouse to create lantern sculptures. The project will foster community connections and engagement and offer a safe, creative, and adventurous experience for all members of the community.

The parade begins with a meet-and-greet BBQ at Jubilee Park in Swansea, followed by a walk with lanterns from 6pm that follows the foreshore footpath to Waterloo Point to hopefully view the birds. The event is carefully planned to avoid disturbing the nesting areas. Approximately 40 participants are expected, and all activities are free.

The project aims to achieve several key outcomes including highlighting the importance of shearwaters in indigenous culture, promoting cultural appreciation and awareness to assist protection of birds by educating participants about their significance. Designed to encourage intergenerational bonding, the project brings together different generations.

Swansea Courthouse Arts Inc (formerly known as East Coast Community Arts Initiative) supports artistic expression and cultural activities on Tasmania's East Coast. It fosters community engagement through workshops, public art, exhibitions, and events that celebrate local culture and enhance the region's creative landscape.

The Swansea Courthouse Arts Inc have requested a cash contribution of \$710.00 from the Community Small Grant funding towards the project.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support for the arts, cultural activities, programs and events.

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 \$15,000 Community Small Grants Program provision in the 2024/25 budget. As at 14 August 2024 there is \$13,569 of the budget available to support this application.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil
Nil				
Do not adopt the recommendation	Possible	Moderate	Moderate	Council provide alternative funding options.
Not approving the recommended grant may result in missed opportunities for community development				

OFFICER'S COMMENTS

The Shearwater Lantern Community project presents a valuable opportunity to engage residents of all ages in a meaningful cultural experience.

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

Integrity Assessment:

Swansea Courthouse Arts Incorporated are a registered incorporated association **Registration Number: # IA11839**

OFFICER'S RECOMMENDATION

Recommendation for Council to approve a Community Small Grant application for \$710 to Swansea Courthouse Arts Inc, supporting the Shearwater Lantern Community project at Swansea to create bird-inspired lanterns.

DECISION 153/24

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That Council approves a Community Small Grant application for \$710 to Swansea Courthouse Arts Inc, supporting the Shearwater Lantern Community project at Swansea to create bird-inspired lanterns.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

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

Against: Nil

Clr Kenneth Gregson having declared an interest in item 8.8 left the meeting at 3:13 pm.

8.8 Community Small Grant Application - Swansea Community Christmas

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Community Small Grant Application - Swansea Community Christmas [8.8.1 - 3 pages]
2. Swansea Community Christmas Quotation - Insurance [8.8.2 - 1 page]
3. Swansea Community Christmas Quotation - Activities [8.8.3 - 1 page]
4. Screenshot 20240728 082624 Adobe Acrobat [8.8.4 - 1 page]
5. Auspicing letter - Glamorgan Spring Bay Historical Society Inc [8.8.5 - 1 page]

PURPOSE

That Council approve the application for Community Small Grant funding of \$1,000 to Swansea Community Christmas Committee to support entertainment at the Swansea Christmas Parade on Sunday, 15 December 2024.

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.

Swansea Community Christmas is a committee of volunteers that are committed to providing Christmas activities to the Swansea community. This Committee are not a registered incorporated association or not-for-profit organisation and for the purposes of receiving any grant funding, the Glamorgan Spring Bay Historical Society Inc Reg# IA09985 will auspice the grant funds on behalf of the applicant 'Swansea Community Christmas'. (Letter attached with application).

The Committee are hosting the annual Christmas parade on 15th December 2024. The parade will start behind Morris' store Swansea at 3:00pm and run along the main street to Wellington Street and finish at the Swansea Recreational Ground for Christmas activities.

The parade encourages students, local businesses and community members to participate by creating decorating and entering homemade floats into the parade to display and enjoy, which are then judged by the community and the winner receives a prize organised by the Committee. There will be in attendance information stands by SES, Salvation army, MAST and others.

The Committee seeks funding to provide face painting, Crazy bikes, balloon artists and music. The Swansea main street will be closed during the parade, the committee has received the

documentation from the Department of State Growth approving the road closure. The committee will also be working with Council to decorate the township.

The committee fundraises throughout the year and receives donations from local businesses to host the annual event which covers annual costs including. permits, decorations, insurance and prizes. Council has been supporting the Swansea Community Christmas Committee event for many years, below is a table outlining our support:

Year	Council Contribution
2018	\$1,000
2019	\$500
2020	N/A (Cancelled due to COVID)
2021	\$1,000
2022	\$1,000
2023	\$1,000

Item	Cost
Island Entertainment – Balloon Artist, Face Painter, Crazy Bikes	\$1,023
Total	\$1,023

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support for the arts, cultural activities, programs and events.

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 \$15,000 Community Small Grants Program provision in the 2024/25 budget. As at 14 August 2024 there is \$13,569 of the budget available to support this application.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Nil				
Do not adopt the recommendation Not approving the recommended grant may result in missed opportunities for community development	Possible	Moderate	Moderate	Council reviews the application and reasons for not adopting the recommendation and provide support for alternative fund raising.

OFFICER'S COMMENTS

The Swansea Christmas Parade is a longstanding and cherished community event that brings together residents and visitors to celebrate the holiday season.

Approving this grant will demonstrate Council's continued support for community-driven initiatives that celebrate local traditions and create opportunities for social connection within the municipality.

Integrity Assessment:

The Swansea Community Christmas group are not a registered incorporated association, or a registered Not for Profit organisation. Glamorgan Spring Bay Historical Society Inc (Incorporation No. IA09985) have agreed to auspice the funds on behalf of this group.

Criteria Assessment:

This application satisfies the necessary criteria of the relevant policy.

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 Swansea Community Christmas (auspiced by Glamorgan Spring Bay Historical Society Inc) to support entertainment at the Swansea Christmas Parade on Sunday, 15 December 2024, including face painting, Crazy Bikes, balloon artists, and live music.

DECISION 154/24

Moved Clr Jenny Woods, seconded Clr Neil Edwards:

That Council approve the application for Community Small Grant funding of \$1,060 to Swansea Community Christmas (auspiced by Glamorgan Spring Bay Historical Society Inc) to support entertainment at the Swansea Christmas Parade on Sunday, 15 December 2024, including face painting, Crazy Bikes, balloon artists, and live music.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 6/0

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

Against: Nil

Clr Kenneth Gregson returned to the meeting at 3:15 pm.

Mayor Arnol advised Clr Kenneth Gregson of the outcome of Council's decision in respect to agenda item 8.8.

Clr Robert Young returned to the meeting at 3:17 pm.

8.9 Request for Event Assistance - Great Eastern Wine Week 2024

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Grant Application - East Coast Wine Trail [8.9.1 - 2 pages]
2. East Coast Wine Trail Program 2024 [8.9.2 - 4 pages]

PURPOSE

Recommendation for Council to approve a request for \$1,000 of Event funding to provide sponsorship support to East Coast Wine Trail Association Inc for the promotion of the Great Eastern Wine Week 2024 event for production of posters and other print marketing materials.

BACKGROUND/OVERVIEW

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

About the event and organiser

The East Coast Wine Trail Association Incorporated is a registered organisation (IA12737) that represents a collective of operators of locally owned vineyards and cellar door businesses along Tasmania's East Coast. The association promotes the region's renowned cool-climate wines and enhances local tourism by offering a unique wine-tasting experience.

The Great Eastern Wine Week is a premier event celebrating the rich wine culture of Tasmania's East Coast. Running from September 6th to 15th, 2024, this annual event invites wine enthusiasts and curious visitors alike to explore and enjoy a diverse range of local wines and experiences.

Benefits/impact on the Glamorgan Spring Bay Community

The event is open to all of the community to attend with operators charging per their own particular products and activities. The event offers benefits to the Glamorgan Spring Bay area through promoting local wineries and enhancing regional tourism. This event attracts visitors from across Tasmania and beyond, boosting the local economy through increased spending on wine, food, and accommodation.

Request for support from Council

The East Coast Wine Trail Inc is requesting Council support through Council's grant process to help produce posters and print marketing materials. This funding will be used to engage both local and interstate audiences, to boost the event's visibility and impact.

Previous Council Support:

2023	\$1,000
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For more information in relation to the East Coast Wine Trail - [East Coast Wine Trail](#)

STRATEGIC PLAN REFERENCE**Key Foundations**

2. Our Community

This means

Support for the arts, cultural activities, programs and events.

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 \$27,000 Event Budget provision in the 2024/25 budget. As at 14 August 2024 there is \$17,796 of the budget available to support this application.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Nil				
Do not adopt the recommendation Not approving this may result in missed opportunities for community development.	Possible	Moderate	Moderate	Council offers an explanation for the non-approval of the request

OFFICER’S COMMENTS

The East Coast Wine Trail is a key event that attracts visitors to the Glamorgan Spring Bay area, providing a boost to the local economy and supporting businesses such as wineries, hotels, and restaurants.

A \$1,000 cash contribution is recommended, as it aligns with our commitment to supporting with sponsorship funding social and community events that promote health and wellbeing. This amount is consistent with previous sponsorship levels, comparable to other regional events, and meets the request made by the organisers.

OFFICER’S RECOMMENDATION

Recommendation for Council to approve a request for \$1,000 of Event funding to provide sponsorship support to East Coast Wine Trail Association Inc for the promotion of the Great Eastern Wine Week 2024 event scheduled from September 6th to 15th, 2024, for production of posters and other print marketing materials.

DECISION 155/24

Moved Clr Rob Churchill, seconded Deputy Mayor Michael Symons:

That Council approves the application from East Coast Wine Trail Association Inc for the Great Eastern Wine Week 2024 event to be held from September 6th – 15th 2024 of \$1,000 cash contribution to assist with the cost of producing posters and other print marketing materials.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

Deputy Mayor Symons congratulated the Bicheno Surf Lifesaving Club and its committee for winning the Surf Club of the Year award. Mayor Arnol extended best wishes to them for success at the national level.

Clr Edwards commended the efforts to keep rates as low as possible, acknowledging the financial strain on business owners.

Clr McQueeney congratulated the Glamorgan Spring Bay Community Nurses for receiving the Tasmanian Palliative Care Award and acknowledged those who participated in and volunteered for the recent multisport event in Orford. Clr McQueeney also reminded everyone that Mental Health Month is coming up in October and encouraged spreading awareness throughout the community.

Clr Gregson mentioned a talk by Dementia Australia in Swansea and a related workshop. He also raised the issue of the neighborhood house in Swansea and requested that Council investigate this matter. Additionally, Clr Gregson discussed the Expression of Interest for fire fighting tanks in Dolphin Sands/Swansea and the state cat management plan.

Mayor Arnol made a statement regarding the Spring Bay Community Food Hub, expressing gratitude to Councillors and volunteers on behalf of Mrs. Douglas.

Officers offered their comments on these matters.

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 28 May 2024**
As per the provisions of Regulation 15 (2) (a) and (d) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 2: General Manager’s Key Performance Indicators**
As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 3: Medical Services Funding**
As per the provisions of Regulation 15 (2) (b) (c) (d) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into Closed Session at [time].

DECISION 156/24

Moved Clr Jenny Woods, seconded Clr Carole McQueeney,

That Council moves into Closed Session at 3.28pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, 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 4:13pm.

CONFIRMED as a true and correct record.

Date:

Mayor Cheryl Arnol