



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING MINUTES

TUESDAY 23 JANUARY 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 23 January 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 18 January 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.

TABLE OF CONTENTS

1	OPENING OF MEETING	5
1.1	Present	5
1.2	Apologies and Leave of Absence	5
1.3	In Attendance	5
1.4	Late Reports	5
1.5	Declaration of Interest or Conflict.....	6
2	CONFIRMATION OF MINUTES	7
2.1	Ordinary Meeting of Council - 12 December 2023.....	7
2.2	Date and Purpose of Workshop(s) Held	8
2.3	Audit Panel Minutes - 28 November 2023	10
3	PUBLIC QUESTION TIME	12
3.1	Questions on Notice.....	12
3.2	Questions Without Notice.....	12
4	PLANNING AUTHORITY SECTION	13
5	FINANCIAL REPORTS	14
5.1	Financial Report for December 2023	14
6	SECTION 24 COMMITTEES	16
6.1	Bicheno Memorial Hall Minutes - 14 September 2023	17
7	INFORMATION REPORTS	20
7.1	Director Works and Infrastructure - Peter Porch	20
7.2	Director Planning and Development - Alex Woodward	25
8	OFFICERS' REPORT REQUIRING A DECISION	28
8.1	In-Principle Support - South East Mountain Bike Trail	28
8.2	Disposal of Council Land - Spencer Street, Triabunna.....	30
8.3	Appointment of Emergency Management Coordinators.....	37
8.4	Audit Panel Charter Review.....	41
8.5	Request for Event Support - Spoke Festival 2024	43
8.6	Late Agenda Report - Request for Event Support - East Coast Harvest Odyssey (ECHO).....	47
9	NOTICES OF MOTION	52
10	PETITIONS	53

11 COUNCILLORS	54
11.1 Questions on Notice by Councillors	54
11.2 Comments/statements	54
12 CONFIDENTIAL ITEMS (CLOSED SESSION)	55
13 CLOSE.....	56

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 Carole McQueeney
Clr Richard Parker
Clr Jenny Woods
Clr Robert Young

1.2 Apologies and Leave of Absence

Apologies

Nil.

Leave of Absence

Nil.

1.3 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

1.4 Late Reports

DECISION 1/24

Moved Deputy Mayor Michael Symons, seconded Clr Neil Edwards:

That Council accepts Late Agenda Report - *Request for Event Support - East Coast Harvest Odyssey (ECHO)* as late agenda item 8.6.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

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.*

Nil.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 12 December 2023

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 12 December 2023 at 2:00pm be confirmed as a true and correct record.

DECISION 2/24

Moved Clr Neil Edwards, seconded Clr Jenny Woods:

That the Minutes of the Ordinary Meeting of Council held on 12 December 2023 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 Carole McQueeney, Clr Richard Parker, Clr Jenny Woods and Clr Robert Young

Against: Nil

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 9 JANUARY 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 1.30pm to 3.15pm on Tuesday 9 January 2024 at the Council Offices, Triabunna.

Present:

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

Apologies:

Deputy Mayor Michael Symons
Clr Richard Parker

In Attendance:

Greg Ingham, General Manager
Alex Woodward, Director Planning and Development
Pam Sinclair, People Services Partner
Jason Watson, Property and Special Projects Officer (Spencer Street Land Sale)

Guests

- Ange Boxall (East Coast Arts and Events Tasmania)

Agenda

- Managing conflicts of interest of councillors – framework discussion paper - addendum and extension of consultation period
- Spencer Street Land Sale
- Presentation by East Coast Arts and Events Tasmania RE: Community Beach Project, Swansea

RECOMMENDATION

That Council notes the information.

DECISION 3/24

Moved Deputy Mayor Michael Symons, 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 Carole McQueeney, Clr Richard Parker, Clr Jenny Woods and Clr Robert Young

Against: Nil

2.3 Minutes of Glamorgan Spring Bay Audit Panel

Author: Director Corporate and Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Audit Panel Minutes 2023-11-22 [**2.3.1** - 3 pages]

PURPOSE

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

BACKGROUND/OVERVIEW

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

The Panel met on 28 November 2023 at the Triabunna Council Office with all members attending. Minutes are attached.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

1. Our Governance and Finance

What we plan to do

- Develop and foster a strong, supportive and respectful organisational culture.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil.
No material risk associated with adopting the recommendation.				
Do not adopt the recommendation				Training on audit obligations and financial governance controls.
This would indicate lack of recognition of the importance of good governance and audit controls.				

OFFICER'S COMMENTS

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

The Audit Panel has been pleased to note the ongoing improvement in Councils organisational financial controls towards the resulting positive financial audit results.

OFFICER'S RECOMMENDATION

That Council receives and notes the attached Minutes of the Glamorgan Spring Bay Council Audit Panel Meetings held on the 28 November 2023.

DECISION 4/24

Moved Clr Rob Churchill, seconded Clr Robert Young:

That Council receives and notes the attached Minutes of the Glamorgan Spring Bay Council Audit Panel Meeting held on the 28 November 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 Carole McQueeney, Clr Richard Parker, 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.

Nil.

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Report for December 2023

Author: Director Corporate & Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Group Financial Statements 2023-12 [5.1.1 - 5 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended December 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
Adopt the recommendation				
There are no material risks from adopting this recommendation.				
Do not adopt the recommendation				
By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.	Likely	Likely	High	By not adopting the recommendation Council is not endorsing the financial reports for the period ending 31 December 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 December 2023.

DECISION 5/24

Moved Deputy Mayor Michael Symons, seconded Clr Carole McQueeney:

That Council receives and notes the Financial Reports as attached to this report for the period ended December 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 Carole McQueeney, Clr Richard Parker, Clr Jenny Woods and Clr Robert Young

Against: Nil

6 SECTION 24 COMMITTEES

6.1 Bicheno Memorial Hall Minutes - 14 September 2023

BICHENO MEMORIAL HALL COMMITTEE

Tuesday 14th September 2023

5:30 – 7:00 pm

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

Apologies: Leon Yates, Mick Ciavarella,

The meeting opened at 5:30 pm

Item	Discussion and outcome	Moved/Seconded	Action
Previous Minutes	Previous minutes passed and carried. Need to add to the clean-up list: chairs placed on cradles inside the main hall	Anna/Nick	Kathleen to add and circulate
Report from the Chair - Anna	Resource list: the possibility of having a useful list of services for persons booking the hall such as linen services, cleaners, skip bin, \$2 coins for the heaters and attached to the hire agreement, Hall Hire fees are to be reviewed, then modified and put to the council for implementation in 2024 Recommended that,	Anna/Mike	Anna to draft a new fee schedule for council

	<ul style="list-style-type: none"> the distinction between local and non-local and only have two groups corporate and community plus the membership group. Remove fees from different areas of the hall and rent the hall as one whole area. The booking fee to become part of the daily rate. <p>The New IT set-up in the hall has had rave reviews from those using the facility.</p> <p>Also, the hall checking by members is working well.</p> <p>More tables and chairs need to be purchased.</p>		Anna to arrange purchase
Treasurers Report -Anna	<p>Bicheno Community Health Group have contributed \$2000 to the membership scheme. Unfortunately, this amount will not cover the scheme as it is currently implemented.</p> <p>Hall Hire agreement form to have an office use section where the amount of the hire can be tallied and then invoice sent. Jan Jenkinson is going to manage the invoicing of the hall bookings and will be given access to the banking.</p> <p>A small grant application for funding from the Glamorgan Spring Bay council was held over pending a conversation between the chair and the general manager.</p>		
General Business	<p>Membership Scheme Last year the hall had a fixed cost of \$8200 a grant of \$5000 covered the membership scheme however the same amount is not available through fundraising this year.</p> <p>Moved and carried that the membership program be reduced to two free hours per week for members and those using the hall more than two hours to pay a reduced amount (\$10 per hour) for the hall hire. This change is needed so that the hall stays solvent.</p>	Ana /Mike	<p>Anna to consult with members about changes to the scheme.</p> <p>Anna and Mike to consult the council about the new fee structure.</p>

The meeting closed at 7 pm

Next Meeting: 23rd of November Agenda will include fees and the membership scheme plus increasing committee members.

RECOMMENDATION

That the Minutes of the Bicheno Memorial Hall Committee meeting held on 14 September 2023 be received and noted.

DECISION 6/24

Moved Clr Neil Edwards, seconded Clr Carole McQueeney:

That the Minutes of the Bicheno Memorial Hall Committee meeting held on 14 September 2023 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 Carole McQueeney, Clr Richard Parker, 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, Reserves and Walking Tracks; Buildings & Marine Infrastructure; Cemeteries

ATTACHMENTS

Nil

PURPOSE

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

Ongoing investigations identify new assets previously unrecognised. Also some instances of where underground infrastructure is mapped but does not exist have been discovered. These anomalies are an ongoing maintenance task for technical staff.

Councils mapping of assets, particularly underground is used by industry as council participates in the Dial-Before-You-Dig program, responding to requests for information on buried assets frequently.

CONSULTANT SERVICES

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

- Engineering advice for development applications
- Civil Engineering site management and associated grant acquittals
- Qualified accredited inspections for infrastructure

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- As a roads manager, council staff manage National Heavy Vehicle Road permits which amount to a few each month and most relating to logging or pre-fabricated house deliveries. Additionally, there are updates for notices which provide exemptions to

vehicles of a kind to provide national uniformity to heavy vehicle operations. These need to be considered and responses provided.

- Development work inspections carried out as necessary with subdivision works progressing in Triabunna and driveway upgrade works across the municipality.
- Wielangta Road maintenance grade - completed
- Cold mix pothole repairs continues across municipality
- Roadside slashing program continued for pull behind. Reach mower scope being developed for pricing by relevant contractors.
- Roadside spraying of sealed and unsealed roads continued
- Tactile indicators installed to 8 pedestrian ramps at corner Vicary and Henry Streets
- Fire breaks at Dolphin Sands maintenance graded

STORMWATER, DRAINAGE

- Stormwater compliance issues relating to private property connections and nuisance to neighbours continues to draw on administration resources.
- Rock lining of drain along walking track near Riverside Drive

WASTE MANAGEMENT

- Kerbside waste and recycling services contract established with JJ's Waste Management. Bulk bins at WTS to be progressively replaced by council and remain in council ownership.
- Licence Agreement established with owners of Bicheno Transfer Station land to secure site tenure.
- Green waste burning at WTS ceases from January 2024.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- Playground inspections as scheduled
- Walking track repairs and maintenance – ongoing
- Commencement of fire hazard mowing on unattended nature strips
- Maintenance of walking track in Jubilee Park, Swansea continued
- Gravel walking track maintenance Orford/Triabunna completed
- 1 tree risk assessment completed.
- Tree removed from park at Harold St Coles Bay near Hall due to risk.

BUILDINGS & MARINE

- Oil bunds installed either side of Marina for waste oil from Marina lessors.
- Inspections of all building facilities continued through December with maintenance and capital works being identified for future scheduling.
- Detailed inspection of marine structures programmed.
- Safety mesh installed under translucent roof sheeting on refurbished public amenities.
- Correspondence with Swansea School has confirmed that they no longer wish to pursue an alternative loo with a view location. Staff have commenced site investigations for the approved location next to the existing toilet in the main St for design scope of footings and support structure.

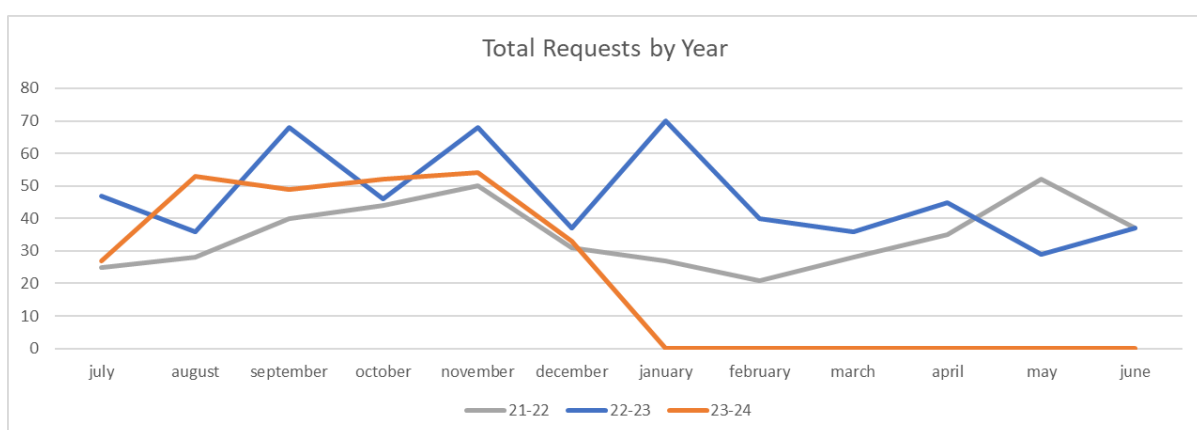
- Emergency Procedures for Marina finalised.
- Review of maintenance contracts for various building components
- Blockages of toilets and black water dump point (Bicheno), cistern repairs, sewerage pumps and tank volume issues across the council area comprised the main call-out issues over the Christmas period. These were resolved by on-call staff mainly through contractors.

EMERGENCY MANAGEMENT

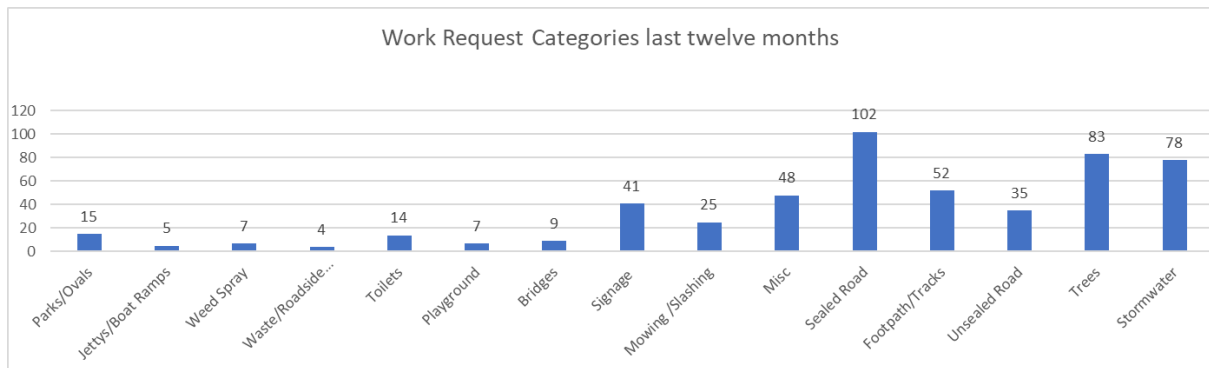
- After hours rostering carried out as scheduled.
- Psychological First Aid training delivered to 18 volunteer attendees at Coles Bay Hall on Saturday 2nd December.
- Advice was received that council will be one of about 20 councils in total to participate in an audit of Emergency Management resourcing in the 2024.
- Fire trail grading completed at Dolphin Sands.
- RFQ sent for a report from an accredited assessor for the Dolphin Sands area for recommendations relating to fire breaks and other potential mitigation measures in Dolphin Sands.
- With two emergency events responded to along with programmed requirements in Emergency Management the budget allocation of \$30,771 is now fully expended. Additional costs incurred for the balance of the financial year will be balanced against under-expenditure in other operating budget allocations. A return of some expenses has been agreed with Tas Fire for provision of council's water tankers during the Dolphin Sands event.

CUSTOMER REQUESTS

The chart below summarises the requests received from year to year by month for comparison of trends.



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

- The reseal and pavement rehabilitation project was practically completed in December with minor issues to attend to within the maintenance period. Works were completed generally as programmed with a generally pleasing performance from the contractor.
- Approval has been received from Heritage Tasmania to enable the extension of a stormwater main at the end of East Shelly Road. Works to be programmed.
- Design progressing for stormwater upgrade associated with Nautilus Drive Orford. Integral with a subdivision in concept stage the project planned by council will be upgraded to accommodate subdivision generated water volumes.

Grant funded

- Bicheno Skate Park completed. Opened on Saturday 16th December with a significant crowd to celebrate the event. This project was funded by the Tas Community Fund, Bicheno Community Development Association in conjunction with the Bicheno community and businesses and Council. Use of the facility has been constant since the opening.
- Coles Bay Annex building permit issues are gradually progressing with documentation submitted to Parks for final assessment to gain approval for the lodging of the building permit.
- Bicheno Triangle – tender review continued. Report to council proposed for February.
- Bicheno Gulch – programmed commencement after holiday rush.
- Coles Bay Foreshore path – Road and track works completed. Elevated walkway section approvals progressing.

PLANT AND VEHICLES

- Disposals of surplus vehicles relating to transition of medical operations progressing. Surplus plant also being auctioned as identified.

GENERAL

- Development matters consume departmental resources and consultant services with site meetings, inspections, letters, bonds and engineering advice spread partially across different officers, reflecting a buoyant development environment.

- Officers continue to work with TasWater and their contractor to make good to unacceptable reinstatement of roads following a major water main upgrade in Triabunna. Contractors associated with the reinstatement have had significant turnover of staff leaving no-one with first-hand experience of the issues in the company.
- Christmas - New Year (council closure period) response arrangements for Triabunna and Orford were increased this year with servicing of public amenities and bins three times a day from previous years' twice. Call-outs across the council area were at a minimum with only a couple each day relating mainly to toilet blockages.

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:

- Triabunna Christmas Parade

RECOMMENDATION

That Council notes the information.

DECISION 7/24

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 Carole McQueeney, Clr Richard Parker, 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 DA with Representations received Nov Jan 2024 [7.2.1 - 2 pages]
2. Attachment 2 Planning Appeals Nov Jan [7.2.2 - 1 page]

PURPOSE

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

BACKGROUND/OVERVIEW

Animal Control and Compliance:

A total of 1124 dogs have been registered for the 2023/2024 registration period. Since July 1 there have been 12 formal caution notices and 18 infringement notices issued for various offences under the Dog Control Act 2000. Staff are continuing to monitor and patrol public areas, specifically beaches where dogs are restricted or prohibited.

Council's updated Draft Dog Management Policy is currently being prepared for presentation to Council to be put out for community consultation.

On Tuesday 3rd October 2023, TasFire declared that a fire permit period had commenced. Following this notification Council's compliance staff commenced issuing Fire Abatement Notices to properties that were assessed as being a fire risk. This task is continuing with 63 Fire Abatement Notices being issued since this time, 4 Infringement notices have been issued as a result of non-compliance with these notices.

Building and Plumbing:

There has been a slight reduction in the number of building and plumbing applications so far this financial year. Since July 1 there have been 89 applications approved with a total value of \$33,355,519.00. For comparison, this time last financial year 110 approvals were issued with a total value of \$26,100,236.00.

There continues to be a number of building non-compliance matters that are currently being managed. The Permit Authority has issued several Building Notices and Orders and are currently working with the owners to rectify these matters.

Environmental Health:

Council's Environmental Health team have been working through the introduction of the new mandatory food safety supervisor (FSS) training for food businesses. This commenced in December 2023 and Council's Environmental Health Officer is now assisting business owners with its implementation.

Other matters currently being dealt with by staff include nuisance investigations, failing onsite wastewater systems and assessment of environmental health related development applications.

Medical Centres:

On the 16th October 2023, both the Triabunna and Bicheno medical centres were transferred to co health to manage and operate. The transition was successful and both practices are now being completely operated by co health. Council will receive an annual report on the operation of the centres following the completion of the first year.

Planning:

Council's Planning section continue to see a steady flow of Development Applications submitted, however this has declined somewhat likely due to economic pressures at present. Year to date 117 Development Applications have been approved with a total value of \$57,581,331.00. For comparison, this time last year there was 143 Development Applications with a total value of \$36,406,072.00.

Initial consultation for the Structure Plans has now closed and ERA Planning and Environment are preparing the draft structure plans for the townships of Bicheno, Coles Bay, Swansea and Triabunna/Orford.

On the 22nd December 2023, The Tasmanian Planning Commission handed down a decision to approve the draft amendment to make a number of minor amendments to the Louisville Road Specific Area Plan in the Glamorgan Spring Bay Local Provisions Schedule.

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. A report on these approvals is provided in [Attachment 1](#).

A report on current planning appeals and recently resolved appeals is also provided in [Attachment 2](#).

Property:

Officers have now finalised a number of rental agreements with tenants of Council's property. These new agreements provide a clear outline of obligations and provide secure tenure for our tenants.

At the October Ordinary Council Meeting, two reports were presented on the disposal of land at Spencer Street, Triabunna and 50 Beattie Avenue, Bicheno. Council endorsed the commencement of the investigation into the disposal of these properties. Officers have now completed the assessment into the Spencer Street property and a report is presented within

this agenda. 50 Beattie Avenue is currently being reviewed by staff and will be presented to a future agenda.

Staff have commenced work on the Public Toilet Strategy. The initial work conducted is an assessment of the current infrastructure. Once this work is completed it is proposed that consultation will be undertaken with the broader community to get an understanding of satisfaction of the current public toilets and what is important to people moving forward, including priorities.

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 8/24

Moved Clr Jenny Woods, seconded Clr Rob Churchill:

That Council receive and note 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 Carole McQueeney, Clr Richard Parker, Clr Jenny Woods and Clr Robert Young

Against: Nil

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 In-Principle Support - South East Mountain Bike Trail

Author: General Manager (Greg Ingham)

Responsible Officer: General Manager (Greg Ingham)

ATTACHMENT/S

1. South East Tasmania Mountain Bike - Strategic Plan [8.1.1 - 79 pages]

PURPOSE

To recommend that Council provides a letter of in-principal support to the South East Regional Development Association (SERDA) for the South East Mountain Bike Project between Kellevie and Orford.

BACKGROUND/OVERVIEW

Council is committed to advancing initiatives that encourage active lifestyles, benefitting both health and tourism in our region. The Southeast Tasmania Mountain Bike Project within the Wielangta Forest Reserve presents an excellent opportunity for tourism development and enhancing the wellbeing of our community.

Outlined in the attached *Southeast Tasmania Mountain Bike Strategic Plan* is the proposal for the development of approximately 70km of trails in the Wielangta State Forest. The envisaged network will seamlessly connect existing trails between the Kellevie and Orford townships and extend to other adjacent local attractions. This location is strategically positioned for visitors, being approximately 80km from Hobart and the international airport, and in close proximity to renowned tourism destinations such as Maria Island, Freycinet National Park, and the Port Arthur Historic Site.

This initiative aligns with Council's Priority Projects, and by Council extending a letter of in-principal support to the Southeast Regional Development Association (SERDA), there is an opportunity to boost economic growth and community wellbeing.

Should a Southeast Tasmania Mountain Bike Project proceed it will form part of the future GSBC municipal walking and cycling strategy to be developed in 2024.

SERDA and South East Mountain Bike Association discussed the South East Mountain Trail project with Councillors at a Workshop held on 17 October 2023.

STRATEGIC PLAN REFERENCE

Guiding Principles

4. Take an East Coast perspective but also acknowledge the differing needs and priorities of each town or area.

Key Foundations

2. Our Community's Health and Wellbeing

What we plan to do

- Advocate and lobby effectively on behalf of the community.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

SERDA is not seeking financial support from Council at this stage, therefore no implications are recognised.

RISK CONSIDERATION/S

No risk to Council is recognised in providing a letter of support to SERDA.

OFFICER'S COMMENTS

It is important to note that other than providing a letter of support for the project, there is no expectation on Council to contribute financially or otherwise at this stage.

OFFICER'S RECOMMENDATION

That Council endorses the General Manager to provide a letter of support to SERDA for the South East Mountain Bike Trail.

DECISION 9/24

Moved Clr Neil Edwards, seconded Deputy Mayor Michael Symons:

That Council endorses the General Manager to provide a letter of support to SERDA for the South East Mountain Bike Trail.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.2 Disposal of Council Land - Spencer Street, Triabunna

Author: Director Planning & Development (Alex Woodward)

Responsible Officer: Director Planning and Development (Alex Woodward)

ATTACHMENT/S

1. Rep 1 - redacted [8.2.1 - 2 pages]
2. Rep 2 - redacted [8.2.2 - 1 page]

PURPOSE

To consider the proposal to sell Council land at 25 – 35 Spencer Street, Triabunna.

BACKGROUND/OVERVIEW

Council at its meeting held on 24th of October 2023 gave delegation to the General Manager to commence proceedings and advertise the potential sale of 25 – 35 Spencer Street, Triabunna.

An advertisement was placed in both the Mercury and Examiner newspapers on Wednesday 01st of November giving 21 days' notice for comments. Notices were also placed on notice boards in Triabunna. Submissions were to be received by close of business 23rd of November 2023.

Process under section 178 of the Act

Section 178 of the Act sets out the process that must be followed by a council which intend to dispose of public land. In addition, the Policy deems all land owned by Council to be 'public land' for the purposes of the Act.

Council has completed the public notification of its intent to sell public land and the public's right to object in accordance with the requirements of section 178. Following the completion of the notification, Council is now required to consider any objections received and decide whether or not to take any action regarding the objection.

Furthermore, under subsection 178(6), within seven days of making a decision regarding an objection, Council must write to the objector to notify them of Council's decision as to whether any action will be taken. This written notification must advise the person of the right to appeal against the Council decision under section 178A.

A person's right to appeal a council decision regarding an objection

Under section 178A of the Act, a person who lodged an objection regarding Council's intention to sell public land (under section 178) may appeal to the Tasmanian Civil and Administrative Tribunal (TASCAT) against the Council decision regarding the objection made under subsection 178(6).

Appeals must be made to TASCAT within 14 days after receiving written notification of the Council's decision and must be made in accordance with the Resource Management and Planning Appeal Tribunal Act 1993.

Furthermore, an appeal under section 178A may only be made on the ground that the decision of the Council is not in the public interest in that:

- the community may suffer undue hardship due to the loss of access to, and the use of, the public land; or
- there is no similar facility available to the users of that facility.

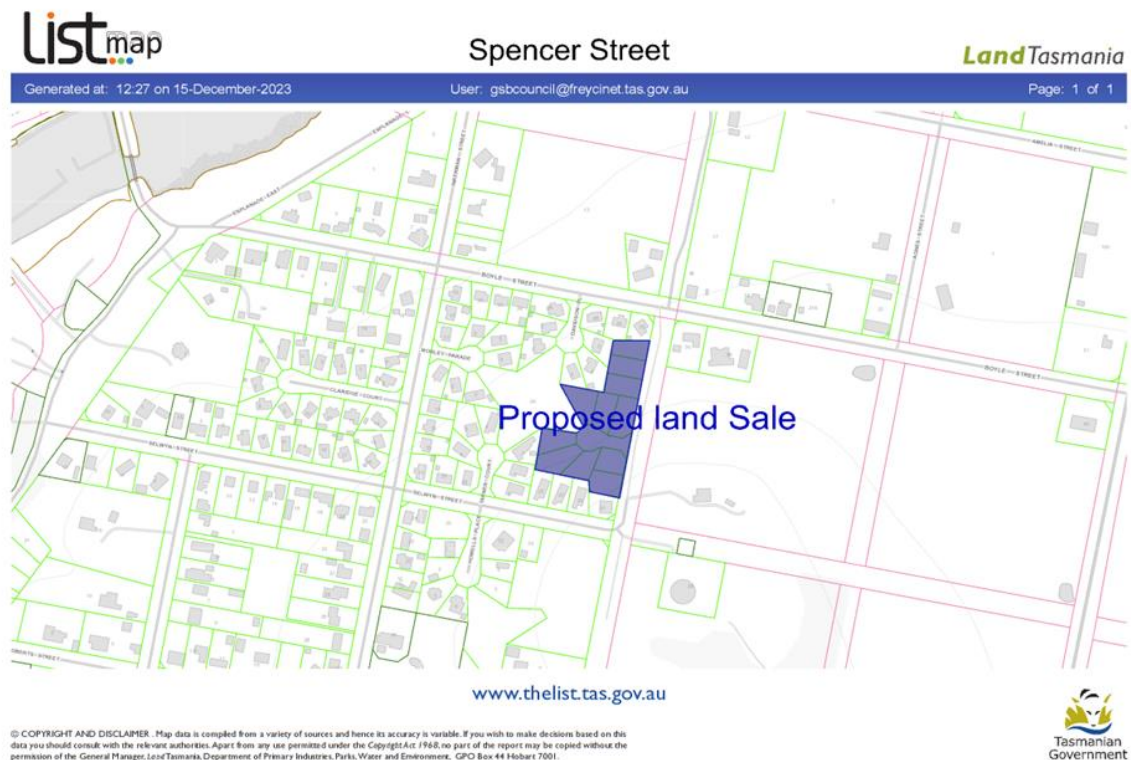
Possible outcomes of RMPAT appeal

Under section 178B of the Act, upon hearing an appeal against a decision of a Council regarding a public objection to a Council's intent to dispose of public land, RMPAT may:

- confirm the Council's decision
- set aside the Council's decision
- set aside the Council's decision and
 - substitute it for another decision, or
 - remit the matter to the council for reconsideration.

Under subsection 178A(5), a decision of TASCAT on hearing an appeal is final.

Land Details



Zoned General Residential	Area = 7444m2
Appears to be originally provided to Council by State Government for Residential Development	Titles issued for each block.
All services are available onsite.	Slashing Annually \$1000 Land Tax \$1128 Mowing Water Charge Sewer Charge

The results of the valuation of the Council Land

Valuations for the property have been received. The results of the valuations can only be discussed in closed Council, on the basis that they contain “information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;” (r. 15(2)(b) *Local Government (Meeting Procedures) Regulations 2015*).

The consultation process undertaken and consideration and response to every objection lodged

Council’s intention to dispose of the land was advertised on two (2) occasions in the Mercury and Examiner and a copy of the notice was displayed on each property boundary notifying the public that objection to the proposal could be made to the General Manager within 21 days of the date of the first publication. Owners of neighbouring and affected properties were also notified of the proposed disposal.

Submissions Received

Two (2) submissions were received. The breakdown relating to properties is as follows:

Property	Number of Submissions received
25 – 35 Spencer Street, Triabunna	2

Summary of reps and consideration

25 – 35 Spencer Street, Triabunna Representor 1	
Points Raised	Officer Comments
<p>Objects to the sale of these lots. For the following stated reasons.</p> <ol style="list-style-type: none"> 1. Our roads are currently unsuitable for the current population of Triabunna, boarding on unsafe with the current damage/potholes on the roads. They cannot accommodate an influx in population that would come from such a development. 	<p>The condition of the roads is a separate matter which is dealt with through the Council’s Asset Management Plans. If the site was to be developed, it would require improvements to the access road which would be at the Developers cost. The existing road network can adequately deal with any proposed development onsite.</p>

<p>2. We do not have the services available to accommodate an influx in the population. Specifically, our medical centre is struggling to cope with the demand of the current population with the standard wait times for appointments already being 4 weeks.</p> <p>3. Due to the lack of suitable fenced area for the children in the area to congregate and play this land is used by the children of the neighborhood for this purpose, as the area is away from the road and can be viewed by parents from their homes. I suggest that a better use of the area would be to develop a suitable playground or path for prams or dog walking to benefit the current children and families in Triabunna.</p> <p>4. I purchased my residence with a key factor being that the neighboring lot was crown land. This factor appealed to me on the basis that this lot was quiet, offered a level of privacy and safety. As per point 3 above, our children also use this area to play. This will cause a significant negative impact on the way we live our day to day lives for the period that we reside in our home.</p> <p>5. For the period that the proposed development is being completed, all the neighboring lots of the proposed development will be affected by noise, machinery and builders. The influx of all of the above will again affect our day to day lives, and the safety of myself and my family.</p>	<p>Services are always a struggle in a small community. The Medical Centre wait times will be addressed by the new managers Co-health and it is anticipated to improve. This should have no relevance to the disposal decision as there are a number of other developments in the area.</p> <p>There is a considerable amount of other open space land in Triabunna including the star shaped block adjacent to this property.</p> <p>The development of the land will bring more residents to the area and provide increased safety through neighborhood watch. The future use of any land cannot be guaranteed and whilst it is acknowledged that residents may have factored this into purchase decisions, this cannot be relied upon. The land is zoned as Residential and already has titles for each block.</p> <p>It is understood that residents will be affected during any development process, this process is controlled by legislation in relation to noise abatement and work times. If this is breached, then residents have the right to lodge concerns against such activity. There is no direct link between development and resident safety.</p>
<p>25 – 35 Spencer Street, Triabunna Representor 2</p>	
<p>Objects to the sale.</p>	<p>The property will be passed to market as an open process and there is no indication</p>

Requests that they not be sold as public housing.

A number of Housing Department houses for families were built in the 1970's to accommodate workers when the Woodchip Mill opened. Triabunna is a small town with few work options available since the mill closed. More social housing would make life for the residents difficult.

that this will be purchased or considered for public housing.

STRATEGIC PLAN REFERENCE

Guiding Principles

4. Take an East Coast perspective but also acknowledge the differing needs and priorities of each town or area.
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

2. Our Community's Health and Wellbeing
4. Infrastructure and Services

What we plan to do

- Create an informed and involved community by developing relevant and accessible communication channels.
- Maintain public amenities and recreational facilities.

STATUTORY IMPLICATIONS

Section 178 of the Local Government Act 1993 (the Act) sets out the process that must be followed by a council which intends to dispose of public land. Staff have ensured that this process has been followed.

BUDGET IMPLICATIONS

If Council proceeds with the disposal, there will be real estate costs incurred. This will be covered by the project and appropriate procurement undertaken.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation	Unlikely	Negligible	Low	Council considers all objections received during the statutory consultation process, as required under s. 178 of the Act.
Adverse public reaction of decision to advertise Council’s intention of disposal				
Do not adopt the recommendation	Likely	Moderate	High	Council gives consideration to a strategy for realising land assets that are not required for strategic purposes. Council articulates any issues with the proposed disposal and instructs officers to address these in a future report.
Council will delay the opportunity to potentially dispose of surplus land that serves no strategic purpose and may be able to be disposed of for money or land with greater strategic benefits.				

OFFICER’S COMMENTS

Under section 178A(3A) of the *Local Government Act 1993*:

an appeal may only be made on the ground that the decision of the council is not in the public interest in that:

- (a) the community may suffer undue hardship due to the loss of access to, and the use of, the public land; or*
(b) there is no similar facility available to the users of that facility.

It is considered that the objections received do not demonstrate that the community would suffer undue hardship due to the loss of access to, and the use of, the land at Spencer Street. This land is zoned residential and is not considered to be open space. There are also a number of other open space parcels in the area including but not limited to:

- Open space adjoining these properties;
- Ada Street Open Space x 2
- Ada Street Reserve

As such the property is recommended for disposal.

OFFICER’S RECOMMENDATION

That Council:

1. RECEIVE and NOTE the responses received during the process conducted under section 178 of the Local Government Act 1993 for 25 – 35 Spencer Street, Triabunna (Title Ref: 55156/25 – 35).
2. Having considered all the submissions and objections received APPROVE the Disposal of the Public Land by way of exchange, sale or lease, in whole or in part, and
3. AUTHORISE the General Manager to take any actions necessary to give effect to the disposal of the Public Land.

DECISION 10/24

Moved Clr Rob Churchill, seconded Clr Jenny Woods:

That Council:

1. RECEIVE and NOTE the responses received during the process conducted under section 178 of the Local Government Act 1993 for 25 – 35 Spencer Street, Triabunna (Title Ref: 55156/25 – 35).
2. Having considered all the submissions and objections received APPROVE the Disposal of the Public Land by way of exchange, sale or lease, in whole or in part, and
3. AUTHORISE the General Manager to take any actions necessary to give effect to the disposal of the Public Land.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.3 Appointment of Emergency Management Coordinators

Author: Director Works & Infrastructure (Peter Porch)

Responsible Officer: Director Works and Infrastructure (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

To recommend that Council approve the reappointment of Mr Peter Porch as Municipal Emergency Management Coordinator and Mr Darren Smith as Deputy Municipal Emergency Management Coordinator.

BACKGROUND/OVERVIEW

The Emergency Management Act 2006 (the Act) came into effect on 20 October 2006. The Act, under section 23(1), requires the Minister for Police and Emergency Management to appoint a Municipal Emergency Management Coordinator (Municipal Coordinator) and a Deputy Municipal Emergency Management Coordinator (Deputy Municipal Coordinator) for each municipal area. As per section 23(9) of the Act - the State Emergency Management Controller will provide the nomination, together with his or her recommendations, to the Minister.

The Minister for Police, Fire and Emergency Management is to appoint as Municipal Emergency Management Coordinator, for a municipal area, a person nominated by the council in that municipal area.

Appointments are for the term noted on the Instrument of appointment, and in this instance the terms for Coordinator and Deputy Coordinator expire on the 24th March 2024.

Under section 23(8) of the Act, a Council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of the council.

Under section 24(2) of the Act, a Municipal Coordinator has the following powers:

- (a) to utilise the resources of the municipal volunteer SES units in support of statutory services for emergency purposes within the municipal area;
- (b) to advise the Council and Councillors in the municipal area in respect of the facilities required for effective operation of the municipal volunteer SES units;
- (c) determined by the Regional Controller by notice provided to the Municipal Coordinator; (d) prescribed powers;
- (e) to do all other things necessary or convenient to perform his or her functions.

The Municipal Coordinator is also responsible for the following:-

1. Coordinate Municipal Council's response to emergency events in the municipal or combined area, in accordance with relevant plans including:
 - a) arranging access to Municipal Council resources
 - b) advising a Municipal Council, the Regional Emergency Management Controller and/or State Emergency Service Regional Planning Officer regarding:
 - i) Municipal Council's capacity for response and recovery
 - ii) the need or otherwise to sanction/withdraw emergency powers.
2. Act as the Executive Officer for the Municipal Emergency Management Committee.
3. Facilitate emergency risk management programs including the development, implementation and monitoring of appropriate risk treatment programs.
4. Advise the Municipal Committee on recommended approaches for comprehensive emergency management (PPRR), including membership of the committee, meeting Municipal Council training needs and facilitating the delivery of community awareness programs.
5. Develop, review and arrange the validation of relevant emergency management plans and/or arrangements for the municipal area/s in accordance with legislative requirements and the arrangements outlined in the relevant regional plan.
6. Liaise between Municipal Council, State Emergency Service regional staff and the State Emergency Service Unit Manager of the relevant State Emergency Service Unit/s about developing and maintaining resource agreements, and the delivery of a Municipal Council's responsibilities.
7. Represent Municipal Council/the Municipal Committee at the Regional Committee, and as required at State forums, working cooperatively with the regional emergency management authorities; for example, Regional Community Recovery Coordinator, State Emergency Service Regional Planning Officer, Regional Emergency Management Controller.
8. Support other Council Emergency Management Officers, including the Deputy Coordinator and Municipal Community Recovery Coordinator/s.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

1. Our Governance and Finance

What we plan to do

- Advocate and lobby effectively on behalf of the community.

STATUTORY IMPLICATIONS

Emergency Management Act 2006
Local Government Act 1993

BUDGET IMPLICATIONS

No budget implications are identified in these appointments.

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	Possible	Moderate	High	Review and present to Council at a future Council Meeting.
Obligations under the Emergency Management Act unfulfilled				

If a council fails to nominate a Municipal Coordinator, the Minister may appoint a person he or she considers suitable to be the Municipal Emergency Management Coordinator for the municipal area governed by that Council.

Should an emergency take place in the Municipality there would be no one in a position to coordinate Council's overall response to the event and liaise and work with emergency service organisations.

OFFICER'S COMMENTS

Peter Porch, Council's Director of Works and Infrastructure is recommended for re-appointment to the Municipal Emergency Management Coordinator position, an appointment he currently fulfills. Mr Porch has held similar roles at Burnie City Council and Northern Areas Council. Peter has chaired various Emergency Management Committees and has relevant training competencies.

Darren Smith, Council's Works Manager is recommended for the re-appointment for the Deputy Municipal Emergency Coordinator position having carried out the role effectively for the term of his previous appointment and has attained relevant training competencies in the meantime.

The Emergency Management Committee is chaired by the Mayor and meet twice yearly in September and March.

OFFICER'S RECOMMENDATION

That Council:

1. Nominate Mr Peter Porch as the Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.
2. Nominate Mr Darren Smith as the Deputy Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.
3. Recommends the appointments be for a period of three years as per section 23(4) of the Emergency Management Act 2006.

DECISION 11/24

Moved Clr Jenny Woods, seconded Deputy Mayor Michael Symons:

That Council:

1. Nominate Mr Peter Porch as the Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.
2. Nominate Mr Darren Smith as the Deputy Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.
3. Recommends the appointments be for a period of three years as per section 23(4) of the Emergency Management Act 2006.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.4 Audit Panel Charter Review

Author: Director Corporate & Community (Elysse Blain)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Audit Panel Charter 2023-12 [8.4.1 - 4 pages]
2. Audit Panel Charter 2023-12 showing markup [8.4.2 - 11 pages]

PURPOSE

To review and update the Audit Panel Charter.

BACKGROUND/OVERVIEW

The Glamorgan Spring Bay Council has established an Audit Panel in compliance with Division 4 of the Local Government Act 1993 (the Act), the Local Government (Audit Panels) Order 2014 and the Local Government (Audit Panels) Amendment Order 2015. The Panel uses a Charter that sets out the Panel's objectives, composition, tenure, functions, reporting and administrative arrangements.

The Charter is due for an update and a recent review by the current Panel has assisted to better align the document with the Local Government Association of Tasmania model document, remove elements that were unnecessary and provide clarity on some areas that were unclear. Attached is the final updated document for endorsement and a working copy showing the markup performed by the Audit Panel.

STRATEGIC PLAN REFERENCE

Guiding Principles

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

Key Foundations

1. Our Governance and Finance

What we plan to do

- Set realistic budgets and monitor income and expenditure closely.

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation				Nil
Nil				
Do not adopt the recommendation	Possible	Moderate	Moderate	Seek an alternative group to review the charter.
The Audit Panel expertise is not accepted and will require the Panel to operate to a document that is not reflecting the requirements of the Panel.				

OFFICER'S COMMENTS

The Charter is an important document that provides the necessary guidance on the formation and management of such a critical group.

OFFICER'S RECOMMENDATION

That Council adopts the updated Audit Panel Charter.

DECISION 12/24

Moved Clr Jenny Woods, seconded Clr Robert Young:

That the matter be deferred.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

8.5 Request for Event Support - Spoke Festival 2024

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Spoke - Sponsorship Prospectus 2024 GSBC [8.5.1 - 7 pages]

PURPOSE

To request for Council to provide event support to Swansea Motorcycle Association Ltd for the Spoke Motorcycle Festival.

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.

Council has received a funding request from Brett Withington the event manager for support from Council for the Spoke Motorcycle Festival.

The Spoke Motorcycle Festival is a unique celebration of motorcycle passion, racing and riding enjoyment. This upcoming event is the festival's second edition following the first festival held in 2022. The event will take place over three days at Mayfield Estate in Swansea from March 1st to 3rd, 2024.

This event was inspired by the famous Malle Mile event in London, UK, 'a non-stop celebration of speed, music & art of the motorcycle culture', Spoke Motorcycle Festival aims to create a truly Tasmanian event, attracting participants and audiences from across Tasmania, Australia and overseas.

The event is designed to build on Tasmania's interest in motorsports and motorcycle touring and provides a forum for individuals, families, businesses, and those interested in motorbikes and motorsports to meet, race, share stories, learn, showcase new merchandise, all within a relaxed, fun, and family-friendly festival environment

The event is held on a privately owned beach on Tasmania's East Coast, Spoke Motorcycle Festival celebrates Tasmania's distinct and pristine natural environment and is one of only a handful of motorcycle festivals worldwide that also features stunning ocean views.

The festival features a combination of fun motorcycle races open to experienced and amateur riders with all makes and models of bikes, aerial stunt rider demonstrations, vintage bike and car displays. It will also showcase the best of Tasmania's locally produced food, beer, wine and spirits, tastings, local artists and night-time musical entertainment and dancing,

workshops, barbershops, sales and merchandise stalls, family-friendly activities, camping sites, and glamping options for campers who want that extra bit of Tasmanian luxury, all culminating in an awards ceremony.

Spoke’s target audience focuses on those interested in the motorcycle lifestyle, adventure and outdoors. Overall audience profile can be broadly broken down to average age of 40, Male 60% / Female 40%, Local 90% / Interstate 9% / International 1%.

TICKET PRICES	Price
3 Day Race Registration & Camping	\$209
3 Day General Admission & Camping	\$143
3 Day 4 - 17 Years Old Non-Racing Ride Pass & Camping	\$99
Friday Day Pass - General Admission	\$55
Friday 4 - 17 Years Old Non-Racing Ride Pass	\$33
Saturday Day Pass - Race Registration	\$132
Saturday 4 - 17 Years Old Non-Racing Ride Pass	\$55
Saturday Day Pass - General Admission	\$66
Sunday Day Pass - Race Registration	\$99
Sunday 4 - 17 Years Old Non-Racing Ride Pass	\$33
Sunday Day Pass - General Admission	\$33
11 Years Old and Under - Camping (Non Riding)	Free
3 Day Glamping includes Race Registration/General Admission for two people	\$797.50
Caravan Pass	Free

Request for support from Council:

The festival organiser’s request for assistance as follows;

- Waste Management
 - Provision, delivery and pick up of empty general waste and recycling bins.
- Financial Contribution
 - \$4000 to be used for professional photography and videography to capture and showcase the festival.
 - \$3500 for hire of public toilets, accessible toilet and shower block.

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

Council has an allocation of \$27,000 for events and programs in the 2023/24 budget for events that Council conducts with any excess being available for other events such as this one. As at 31 December 2023 there is \$22,500 available from this budget.

RISK CONSIDERATION/S

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

OFFICER'S COMMENTS

Festivals bring many benefits to our communities, such as boosting the local economy and attracting more tourists. Retail and tourism businesses can benefit from the increased visitor numbers. This event will have a positive economic effect for the area.

The Spoke Motorcycle Festival organisers have asked for a high level of support from Council compared to other events. Council is prepared to offer limited services of support that are within the usual range of operational works but is not prepared to coordinate on behalf of others, third party services.

Council has not been involved with supporting the Spoke Motorcycle Festival before.

In the interest of promoting equitable treatment for all event organizers, the Council officers recommend considering the following options:

- Council will supply, deliver and collect, 12 rubbish bins (red lid) and 12 recycling bins (yellow lid) for the event. Council will provide a supply of bins liners to be used for each bin, with any unused bin liners returned to the Council at the end of the event. The bins must be emptied regularly by the event organisers and returned in the same condition they were provided. Damaged bins are to be repaired/replaced at the cost to the organiser.
- Provide a financial contribution of \$2,500 towards expenses of the event.
- The event organiser will be required to supply photographs to the Council and grant permission for their use.

Integrity Assessment:

The **Swansea Motorbike Association Ltd** are registered Australian Public Company
ABN: 64 655 640 805.

OFFICER'S RECOMMENDATION

That Council approve the application for event support from Spoke Motorcycle Festival in the form of \$2,500 cash contribution and inkind support to deliver 12 bins for waste management as resources permit.

DECISION 13/24

Moved Clr Rob Churchill, seconded Clr Carole McQueeney:

That the matter be deferred to the February Meeting.

THE MOTION WAS PUT AND CARRIED 7/1

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Carole McQueeney, Clr Richard Parker, Clr Jenny Woods and Clr Robert Young

Against: Clr Neil Edwards

8.6 Late Agenda Report - Request for Event Support - East Coast Harvest Odyssey (ECHO)

Author: Community & Communications Officer (Eliza Hazelwood)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

Nil

PURPOSE

To provide information on a request for assistance from an event organiser and seek a level of support from Council for the East Coast Harvest Odyssey Festival (ECHO).

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.

Council has received a funding request from Angela Boxall the event manager for support from Council for the East Coast Harvest Odyssey Festival (ECHO). The event organiser presented to council at a workshop on 9 January 2024.

The East Coast Harvest Odyssey, known as ECHO, is a boutique 'Festival of the Senses, celebrating the lifestyle of Tasmania's East Coast. This upcoming event is the festival's sixth year following the first festival held in 2019. The event will take place over three days on private land at Red Banks in Swansea from March 22nd to 24th, 2024.

In 2022, ECHO became a Company Limited by Guarantee under the umbrella title 'East Coast Arts and Events Tasmania', and has not-for-profit status.

ECHO weaves together immersive sensory experiences around the traditions of harvest, old and new. It guides guests on a journey of exploration that encompasses all the senses – taste, smell, sight, sound, and touch. ECHO nurtures the sharing of Tasmanian Aboriginal stories, knowledge, and culture. It brings together foodies, winemakers, and producers along with artists, musicians, storytellers, scientists, entrepreneurs, and thought leaders.

Each year ECHO chooses a theme in connection to our coastal environment.

Themes across the years have included invasive long-spined sea urchin, endangered giant kelp, and protected waterbirds. The 2024 theme is based on one of our most cherished Tasmanian foods – oysters!

TICKET PRICES	Price
General Admission (Saturday all-day) 18+	\$75
ECHO Express General Admission (Saturday NIGHT ONLY) 18+	\$55
GA + Native Bounty Feast (inc. Friday and Saturday all-day) 18+	\$220
Blacksmithing - Oyster Shuck 9am	\$85
Blacksmithing - Oyster Shuck 12pm	\$85
Blacksmithing - Oyster Shuck 2pm	\$85
Blacksmithing - Oyster Shuck 4pm	\$85
Gin Masterclass' (12:30pm Session)	\$30
'Wine Masterclass' (3pm Session)	\$30
Whisky Masterclass' (6pm Session)	\$30
Early Bird Saturday Night BYO Camping on-site (per person) 18+	\$15
Friday Night BYO Camping on-site (per person) 18+	\$15
Saturday Night BYO Camping on-site (per person) 18+	\$15
'Ceramics Session' 10am	\$30
'Ceramics Session' 12pm	\$30
'Ceramics Session' 3pm	\$30
'Sunday Morning Yoga' (Sun 24th)	\$25

Request for support from Council:

The festival organiser's request for assistance as follows;

Financial Contribution

- \$5,000 cash to contribute to ticket subsidy of reduced general admission and evening ticket prices. Production cost to include road signage and traffic management, on-site safety equipment, and cleaning services.

In-kind Assistance

- Waste management and assist in improving sustainability.
- Extend event marketing reach and impact via EDM's, inclusion in newsletter and social media.

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

Council has an allocation of \$27,000 for events and programs in the 2023/24 budget for events that Council conducts with any excess being available for other events such as this one. As at 31 December 2023 there is \$22,500 available from this budget.

RISK CONSIDERATION/S

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

OFFICER'S COMMENTS

Festivals bring many benefits to our communities, such as boosting the local economy and attracting more tourists. Retail and tourism businesses can benefit from the increased visitor numbers. This event will have a positive economic effect for the area.

The ECHO Festival organisers have asked for a high level of support from Council compared to other events. Council is prepared to offer limited services of support that are within the usual range of operational works but is not prepared to coordinate on behalf of others, third party services.

Council has been involved with supporting the ECHO Festival for several years.

2023 - \$1000 and in-kind assistance.

2022 - \$2200 and in-kind assistance.

In the interest of promoting equitable treatment for all event organizers, the Council officers recommend considering the following options:

- Council will supply, deliver and collect, 12 rubbish bins (red lid) and 12 recycling bins (yellow lid) for the event. Council will provide a supply of bins to be used for each bin, with any unused bin liners returned to the Council at the end of the event. The bins must be emptied regularly by the event organisers and returned in the same condition they were provided. Damaged bins are to be repaired/replaced at the cost to the organiser.
- Provide a financial contribution of \$5,000 towards expenses of the event.

The event organiser will be required to supply photographs to the Council and grant permission for their use, place Council logo on the event website and the event's Electronic Direct Mail (EDM's) and social media posts.

Integrity Assessment:

The **East Coast Arts and Events Tasmania LTD** are registered Australian Public Company
ACN: 663 729 299 ABN: 97 663 729 299

OFFICER'S RECOMMENDATION

That Council approve the application for event support from East Coast Arts and Events Tasmania LTD (ECHO Festival) | in the form of \$2,000 cash contribution and in-kind support to deliver 12 bins for waste management as resources permit.

Moved Clr Rob Churchill, **seconded** Clr Robert Young:

That Council approve the application for event support from East Coast Arts and Events Tasmania LTD (ECHO Festival) in the form of \$4,000 cash contribution and in-kind support to deliver 12 bins for waste management as resources permit.

DECISION 14/24

An **AMENDED** motion was put:

Moved Deputy Mayor Michael Symons, seconded Clr Richard Parker:

That Council approve the application for event support from East Coast Arts and Events Tasmania LTD (ECHO Festival) in the form of \$2,000 cash contribution and in-kind support to deliver 12 bins for waste management as resources permit.

THE MOTION WAS PUT AND CARRIED 6/2

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

Against: Clr Rob Churchill and Clr Robert Young

The **amendment became the motion** and was again put and **CARRIED UNANIMOUSLY**

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

Clr Jenny Woods

Clr Woods remarked on the inadequacy of the bags at the Prosser River and highlighted how professional engineering advice can occasionally fall short in guiding Councillors during their decision-making process.

Clr Young and Clr Edwards issued a supportive statement, with Clr Parker endorsing the expressed sentiments.

Clr Robert Young

Clr Young requested further investigation into elected member indemnity and cited Hobart City Council's policy as a discussion point.

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 12 December 2023

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

Item 2: Application for Leave of Absence

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

Item 3: General Manager’s key performance indicators

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

RECOMMENDATION

That Council moves into Closed Session at [time].

DECISION 15/24

Moved Cllr Jenny Woods, seconded Cllr Richard Parker,

That Council moves into Closed Session at 3.26pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 8/0

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

Against: Nil

The Mayor confirmed that the recording had been terminated.

Director Planning and Development, Alex Woodward and Director Works and Infrastructure, Peter Porch left the meeting at 3.26pm

13 CLOSE

The Mayor declared the meeting closed at 4.04pm.

CONFIRMED as a true and correct record.

Date:

Mayor Cheryl Arnol