



ORDINARY COUNCIL MEETING AGENDA

TUESDAY 22 JULY 2025

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 22 July 2025, 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 17th July 2025



Peter Porch
ACTING GENERAL MANAGER

IMPORTANT INFORMATION

- 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 43, these video/audio files will be retained by Council for at least 2 years and made available for viewing live, as well as online within 5 business days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the video/audio recording of the meeting.

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1 OPENING OF MEETING

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

Mayor's Opening Statement:

Please be advised that this meeting is being audio and visually recorded. I ask that all attendees remain respectful and considerate of others and advise that offensive, defamatory, or threatening language or behaviour to those present or listening, is not acceptable.

1.1 Attendance and Apologies

1.2 Late Reports

(Motion to receive required)

1.3 Declaration of an Interest in a matter of a Councillor

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 The Model Code of Conduct for Councillors, in any item included in the Agenda.*

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 24 June 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 24 June 2025 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 8 JULY 2025

In accordance with the requirement of Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*, it is reported that a Council Workshop was held from 1.30pm to 4.39pm on Tuesday 8 July 2025 at the Council Offices, Triabunna.

Present:

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

Apologies:

Deputy Mayor Michael Symons

In Attendance:

Peter Porch, Acting General Manager
James Bonner, Acting Director Planning and Development
Daniel Willsmore, Open Space Planner
Graeme Edwards, Consultant Civil Engineer

Guests

Nil.

Agenda

- Open Space, Walking and Cycling Strategy
- Triabunna Tomorrow Streetscape design
- Triabunna Tomorrow - Marine Development
- MayShaw Proposal - GP Consulting Rooms and Home Care
- 2025\26 - Annual Plan
- Model Dispute Resolution Policy
- DRAFT Chief Executive Officer Title Policy
- Local Government Meeting Procedures - changes to agenda
- Revised Policy Council Meetings Audio Visual Recording and Live Streaming
- LGAT General Meeting and call for motions 2025
- Southern Tasmanian Councils Network - RDA Proposal
- Australia Long Weekend Proposal

RECOMMENDATION

That Council notes the information.

3 PUBLIC QUESTION TIME

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

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

In accordance with the *Local Government (Meeting Procedures) Regulations 2025*, 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

Westley Button

- Q1. *Does G.S.B.C. and it's planning scheme have jurisdiction over Crown Land ?*
- Q2. *If Yes above does the G.S.B.C. have authority to alter / change in any way or add conditions to an existing Crown Land Lease*

Response from Acting General Manager, Peter Porch

Yes, the Land Use Planning and Approvals Act and the Tasmanian Planning Scheme applies to Crown Land. Council does not have direct involvement in lease agreements between a person and the Crown and has no authority to change an existing agreement.

3.2 Questions Without Notice

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

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Reports for June 2025

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Group Financial Statement 2025-06 [5.1.1 - 3 pages]
2. Capital Works Projects 2025-06 [5.1.2 - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended June 2025 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 CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		
Financial		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.
Industrial Relations		
Information Technology		
Natural Hazards		

Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		
Other		

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended June 2025.

6 SECTION 24 COMMITTEES

6.1 Triabunna Recreation Ground Advisory Committee Minutes - 6 February 2025

ATTACHMENT/S

Nil

GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – *Thursday 6th February, 2025 - Recreation Room*

MEETING OPENED: 5.45pm

PRESENT: Councillor Neil Edwards, Nerissa Alomes, Mandy Raspin, Jan Sweet,
Councillor Jenny Walker, Steve Davies

APOLOGIES:

ABSENT:

CONFIRMATION OF LAST MINUTES: (13th November, 2024)

Moved: Mandy Raspin Seconded: Nerissa Alomes Carried

CORRESPONDENCE IN:

- Quote from Paul Purdon – Fair Dinkum Builds (Supply & erection of 4 Bay Shed)
- Quote from Collins Building & Management
- Invoices from TasPest

CORRESPONDENCE OUT:

- Email to Rotary Club re: Relay for Life on 12th April, 2025
- Email to all clubs relaying message from TasPest regarding rubbish bins being emptied to deter mice activity in clubrooms.
- Email to Peter Porch from Chairperson Mandy Raspin re: possible installation of deadlock on sliding door.

MATTERS ARISING FROM PREVIOUS MINUTES

- Kids soccer clinic scheduled for 24th Nov – did not happen due to lack of numbers.

- Security cameras – New rollout underway
- Nerissa asked and agreed to source new coffee machine.
- New cricket pitch cover - Steve Davies to liaise with Council re: who is responsible for purchase of replacement pitch cover.
- Terms of Reference still to be discussed and updated.

TREASURERS REPORT

Working Financial

Opening Balance	\$ 4911.62
Income	\$ 1250.00
Expenditure	\$ 1562.10
Closing Balance	\$ 4599.52

Moved: Steve Davies

Seconded: Jan Sweet

Carried

NEW BUSINESS

- Damage to netball courts – Councillor Neil Edwards to meet with Peter Porch – Acting General Manager
- Chairperson Mandy Raspin & Jan Sweet to meet with Graeme Elphinstone to view and discuss proposed plans regarding the entrance to the Recreation Ground.
- Contractor responsible for removal of tree to be confirmed now approval given by Council.

NEXT MEETING:

TBA

There being no further business, the meeting was declared closed at 7.15 pm

RECOMMENDATION

That the Minutes of the Triabunna Recreation Ground Advisory Committee meeting held on 6th February 2025 be received and noted.

6.2 Spring Bay Eldercare Committee Minutes - 14 July 2025

ATTACHMENT/S

Nil

**Glamorgan Spring Bay Council
Eldercare Units
Sec: 24 Committee Meeting**

Location: Meeting Room GSBC

Date: 14th July 2025

Time: 10:00am

Meeting Opened at 10:03am

1. Attendance and Apologies

Attendance Chair – Cllr Jenny Walker Kath Fergusson (Community Member) Tony Brown (Rotary Representative)

Margaret McElwee (RSL Representative) Rob Kelly (Community Member)

Apologies Lona Turvey (Community Member) Dan Herman (Facilities Co-ordinator)

2. Confirmation of Minutes of meeting held on the 14th April 2025

Moved Rob Kelly **Second** Margaret McElwee that the minutes of the meeting held on the 14th April are a true and correct record with the inclusion of the date being amended to above date.

Carried unanimously

(Dan Herman attended the meeting at 10:20pm)

3. Request for Unit Inspection

Recommendation Jenny to contact one of the Unit residents to ask for permission for the two new members (Margaret and Rob) to inspect their Unit so they can familiarize themselves with the layout of the Units. I will try to set the meeting up with the Unit resident for a Monday morning and inform the committee when this can take place.

4. Reported issues within the Units

Tony mentioned that there are new plumbing regulations coming into effect in May 2026 that all drinking tap ware is not to have any lead in them. Council will monitor this.

Dan gave a verbal report on the reported issues at the units that all reports have been attended to and where concerns can be fixed, they have been, noting that some concerns are not an easy fix, however they are being listed for repair. Plumbing issues being sorted by Sonny's Plumbing Service. Dan has recommended that as each Unit becomes available they be *totally* renovated bringing them up to today's standard and code. ie: new windows and framing, new doors and framing, insulation, new kitchen and bathroom fit-out and the like. This will make the Units a lot more comfortable for the resident going forward. More discussion to be had on this report in time to come. *I thanked Dan for making time to give us his verbal report and he left the meeting at 10:35 am.*

5. Acknowledgement of Jason Watson's passing

I informed the Committee that I acknowledged this at the June 2025 Ordinary Meeting of Council, including recognizing his role on this Committee.

6. Other Business

Called for other business and there being none the Chair closed the meeting at **10:45pm**

**Next Meeting 13th October 2025
10:00am at GSBC Meeting Room.**

RECOMMENDATION

That the Minutes of the Spring Bay Eldercare Committee meeting held on 14 July 2025 be received and noted.

7 INFORMATION REPORTS

7.1 Acting General Manager - Peter Porch

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENTS

Nil

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Governance, Human Resources, Work Health and Safety, Economic Development, Community Development.

OFFICER'S COMMENTS

COMMUNICATIONS AND MEDIA

- Notification of dangerous tree – proposed removal Swansea Jubilee Park
- Media Release – Appointment of CEO
- Media Release – Adoption of rates and charges
- Rates notices developed and printing progressing.

COMMUNITY ENGAGEMENT

- 2nd June Triabunna Streetscape meeting with mosaic art representatives
- 3rd Audit Committee Meeting
- 3rd cohealth representative meeting
- 3rd Taswater site inspection Orford
- 10th Fire Management Area Committee
- 11th Spring Bay Probus Club
- 11th Eastern Strategic regional Partnership Meeting
- 12th Teams meeting Parks Deputy Secretary
- 16th Electrona – EV charger station site location inspections Orford and Coles Bay
- 23rd Taswater General Meeting – online
- 25th Picnic Island – new owners
- 26th Meeting Minister Kerry Vincent
- 30th Online meeting Anita Dow

COMMUNITY DEVELOPMENT ACTIVITIES

Over the past six months, the work undertaken in community development has clearly aligned with Foundation 2: Our Community, as outlined in the Half Term Plan 2025–2027. Moving forward, the focus will continue to ensure that community engagement efforts support the strategic initiatives to ***“build understanding within the community of Council’s work and roles”*** and ***“continue to generate confidence and trust between Council and communities.”*** These initiatives are fundamental to fostering stronger, more connected communities across our municipality. A selection of key activities is listed for information:

- **Triabunna Foodhub:** Supported staff in applying for multiple community grants, with one application successfully funded.
- **Community Garden Initiative- Swanwick:** Met with Sally McShane (Swanwick) to discuss project details and attended the official garden opening.
- **May Shaw Consumer Advisory Group:** Represented Council at several meetings to strengthen aged care community engagement.
- **The Village, Triabunna:** Engaged with Jane and Tom; attended regular Network Meetings to support grassroots community efforts.
- **Mission Australia & Homelessness Support:** Initiated contact to explore local support services for homeless and displaced individuals; joined the Shelter to Home (S2H) group, a regional council collaboration.
- **Volunteer Support – First Aid Training:** Partnered with Andrew Hyatt (BEST) to organise a free First Aid course for Triabunna-based volunteers.
- **Outdoor Spaces Campaign:** Worked collaboratively to progress community activation of outdoor areas.
- **Waste Education and Recycling Initiatives:** Met with Andi (Recycle Rewards Scheme) and Gwen (NRE School Waste Education) to explore local education opportunities.
- **Community Meetings:** Participated in “Better Together” sessions at Triabunna Hall and Seafarers, building visibility in the community.
- **East Coast Tourism Support:** Engaged with regional tourism initiatives and attended the International Women’s Day event.
- **Emergency Management Training:** Completed Public Information Officer training (Advanced Diploma) and participated in Emergency Recovery and Child Safe/Trauma workshops.

Regional Collaboration: Attended the Eastern Strategic Regional Partnership meeting hosted by Break O’Day Council

GENERAL

- The adoption of the rates resolution is a significant milestone in the local government business cycle and this was completed in June with a minimal rate increase. Work has progressed on the Annual Plan 2025-26 which is before this July meeting for adoption.
- The adoption of the budget provides the platform now for review of the Financial Strategy of council. The first version is now 5 annual budget’s old and in that time council has made significant strides to address its financial outlook. A review of the plan at this stage is important for relevance, projecting from the current financial position. The targets set five years ago for the ratios that provide the financial health check on the organisation should be reviewed and adjusted where necessary to continue to steer the organisation forward in a sustainable way.
- Council’s website is being replaced over the next few months to reflect the heightening requirements of internet security. The renewal of this key community interface will allow a fresh look at content and layout.

STRATEGIC PLANNING

- Financial Strategy review commenced. Likely to come to council workshop after commencement of new CEO.

WORK HEALTH AND SAFETY

- Policy reviews commenced to ensure staff are informed of policy requirements.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		
Financial		Steady budget proposed and adopted maintains a low level of financial risk.
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		Probity concerns raised regarding Triabunna Tomorrow Marine project. Probity advisor to be consulted managing the risk to an acceptable level.
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		
Other		

RECOMMENDATION

That Council notes the information.

7.2 Director Works and Infrastructure - Peter Porch

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

ATTACHMENTS

Nil

PURPOSE

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

OFFICER'S COMMENTS

ASSET MANAGEMENT

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

With end of financial year comes the take-up of assets from the Work in Progress (WIP) accounts. This process involves multiple staff and consultants to collect and verify the information. All assets created or renewed through the year are identified, quantified and costed to equate to the expenditure on them through the capital program.

Developer contribution of assets is also included in the process to add to the asset data base. Nominal values, equivalent to assets of a kind are attributed and added to the overall asset holding for the organisation. These are then reported in the financial statements with the assistance of consultants within the asset management provider software system.

CONSULTANT SERVICES

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

- Design for roads and drainage
- Project Management
- Fire burn planning
- Asset Management & financial integration – end of financial year statements for assets
- Environmental reports to inform project works

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Old Coach Rd, Cranbrook maintenance grade- underway- 50% completed
- Potholing Wielangta Road- completed
- Potholing Nugent Rd, Buckland- completed
- Potholing Springs/Crossing Rd, Swansea- completed
- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 2 ton of cold mix placed for June.
- Gravel shouldering of some sealed roads across municipality-
 - Dolphin Sands Rd/Cambria Drive/Swan Rd- completed
 - Rheban Rd, Orford- completed
 - Buckland Road- underway
- Meika Place, Swanwick seal/pothole repairs- completed
- 2 unsealed road inspections completed for June
- Third Party Bridge inspections (AusSpan)- underway
- Numerous subdivision inspections across the whole municipality- Ongoing
- Install concrete pad under drink fountain at Muir's Beach, Coles Bay- completed
- Install new give way signs at Coles Bay- completed

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance- ongoing across municipality
- Repair/replace cracked footpath- William St/Wallace St, Bicheno- completed
- Stormwater issues at 39 Esplanade East, Triabunna- issue identified and repair underway
- Stormwater issue at 6 Charles St, Orford- issue identified and repair underway
- Gravel walkway steps across the road from Spring Beach, Rheban Rd- repair all gravel steps- completed
- Extension of 2 x culverts on Old Coach Rd, Cranbrook- completed
- Clearing of stormwater foreshore outlets around Swansea after very high tides/swell- completed
- Clean out drain in paddock from Maria St (Swansea) to Saltwater Creek (opposite #51)- scheduling the task
- Cleanout SES complex at Swansea grated pits and sumps- completed

WASTE MANAGEMENT

- Mulching of green waste piles at all transfer stations- planned for July 2025 for all WTS's
- Bulk scrap metal collection from all four WTS's- scheduled for early September 2025

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- 14 weekly playground inspections for the month across the entire municipality.
- Third party annual playground inspection across entire municipality- booked for July 2025

- Contract arborist tree trimming in high-risk locations (parks and public spaces) across municipality:
 - Jubilee Park, Swansea tree inspections and trimming- 3 days completed- 1 tree needs removal, currently out to community notification of intent to remove
- Cathcart St, Swansea- planned for July
- Tree trimming scopes around Orford - completed
- Third party bushfire mitigation plan for Harold St Reserve and Rita Doris Reserve (Coles Bay)- plan received, Parks reviewing
- Roadside weed spraying of sealed and unsealed roads- ongoing
- State Growth Priority weed contract- completed with the exception of the annual report for State Growth
- Mulching and trimming of gardens at Esplanade, Orford - underway
- Swansea foreshore walking track around golf course (Waterloo Point)- currently closed due to damage sustained from extremely high tides in June, repair plan currently been scheduled

BUILDINGS AND MARINE INFRASTRUCTURE

- Harold St Toilets: Plumbing renewed in service duct / replaced all cisterns with larger capacity / paint finish fully refreshed.
- Garnet Ave toilets minor repairs. Painted internally and externally
- Triabunna Gatehouse toilets floor grinding and sealing completed. New cisterns installed.
- Repairs programmed for Spring Beach ladies amenities following arson incident.
- Works programmed following inspection of jetties and ramps now completed.
- Swansea Hall repainting complete.
- Quotes being sought for Swansea Hall floors resealed.
- Swansea community centre fans installed in toilets.
- Minor electrical repairs to Noyes St house.
- Leaks repaired and hydrant replaced to eldercare units. Seeking quotes to inform a report for renovations and refurbishments.
- Prosser house inspections have revealed considerable works required. Development of a multi-year renovation underway.
- Follow up of berth holder leases ongoing. Long-term issues being resolved. New leases are effective for follow up with conformance issues to berth holders.
- Bicheno Gulch toilet – new location enquiries continuing. Reports being generated for Parks approval process.

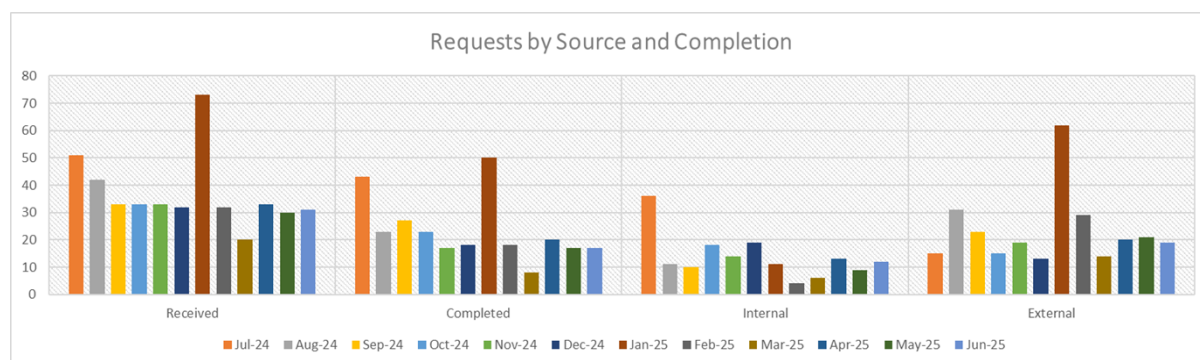
EMERGENCY MANAGEMENT

After hours rostering carried out as scheduled.

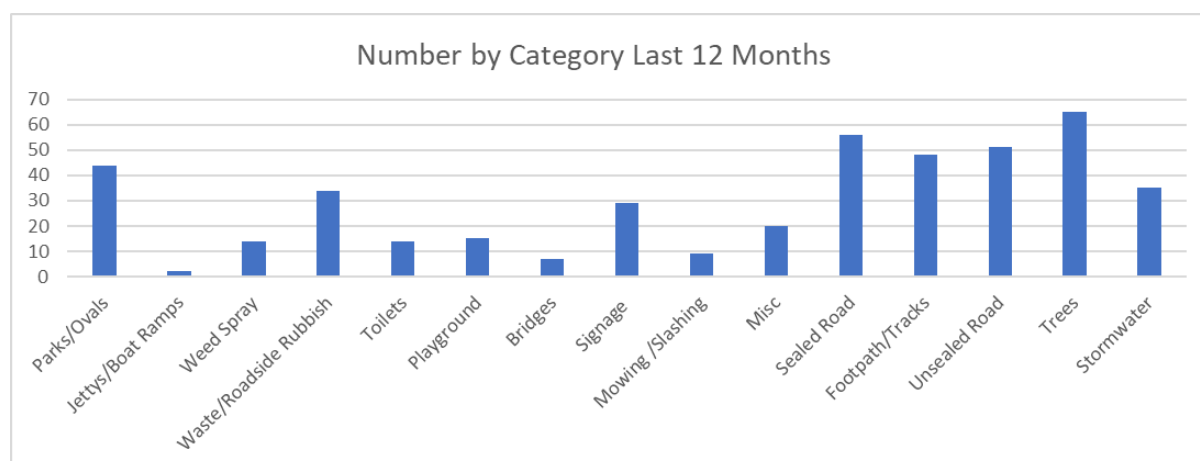
Training for the Deputy Recovery coordinator in communications and media for emergency events and desk top exercise for community engagement through emergencies.

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

- Swanwick Road footpath extension - completed
- Pit and Pipe replacement:
 1. Culvert upgrade near carpark in Riverside Drive, Orford - completed
 2. 5 X side entry pit upgrades in Morrison St/Banksia St Bicheno - planned for June
- Gross Pollutant Trap install, West Shelly boat ramp, Orford - quotes received
- Bicheno Skate Park carpark - 99% completed, only signage and line marking outstanding.
- Lion Park, Bicheno playground replacement - 2 quotes received.
- Holkham Crt, Orford flood mitigation project stage 3 - underway.
- TasWater infiltration project - Esplanade, Swansea - completed.
- 25/26 FY reseal and pavement renewal plan - in development
- 25/26 FY footpath replacement plan - in development
- 25/26 FY KC replacement plan – in development

- Design continues on the outfall for Nautilus Drive stormwater. Works are to be constructed in conjunction with the development of land and to the developer's time frame.
- Pit and Pipe replacement:
 - 5 X side entry pit upgrades in Morrison St/Banksia St Bicheno- planned for July/August 2025
- Bicheno Skate Park carpark- completed.
- Lion Park, Bicheno playground replacement - 2 quotes received- needs funding review.
- Holkham Crt, Orford flood mitigation project - underway.
- 25/26 FY reseal and pavement remediation plan - out to tender
- 25/26 FY footpath replacement plan - quotes received
- 25/26 FY KC replacement plan - quotes received
- 25/26 West Shelly (Orford) cul-de-sac kerb install - quotes received
- 25/26 Cross St/Esplanade, Orford kerb install - quotes received
- 25/26- upgrade stormwater discharge pipe to foreshore at 45 Wellington St, Swansea - materials received, scheduling install
- Installation of rubber cushion pads under swings/slides at Swanwick and Coles Bay playgrounds - completed
- Loo-with-a-view – Off site works to complete building pod continues - planned to lift into place 7th August. Permit received from State Growth for road occupancy by crane. Programmed for commissioning by end of Spring.
- Bollard replacement (7 of) at Marina completed.

Grant funded

- Bicheno Triangle – ground works commenced, plumbing, power supply continued.
- Triabunna Tomorrow – Vicary and Charles streetscape design continued – public consultation continuing.
- Marina amenities - design continuing
- Bicheno Skatepark toilet poured to floor level. Permission for the building still being worked through with Parks. Penguin survey etc required.
- Light Poles to Bicheno Boat Ramp (additional lighting) completed.

PLANT AND VEHICLES

- 16t Swansea tip truck replacement - PO issued - August 2025 delivery
- Grant funds received. Chipper ordered. Deposit to pay.

GENERAL

- Triabunna Tomorrow Marine project feasibility works have commenced through East Coast Tourism Tasmania. This process will bring all land-owners and other interested parties together to identify and work through any challenges and conflicts to chart a way through with maximum unity.

- Bicheno Beams – event support completed

RECOMMENDATION

That Council notes the information.

7.3 Code of Conduct Investigation Outcome

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENTS

1. Code of Conduct Determination Report- GSBC - Code of Conduct Complaint Cr Churchill against Cr Arnol [7.3.1 - 14 pages]

PURPOSE

To table the Code of Conduct Panel's determination report in relation to a complaint made by Councillor Rob Churchill against Councillor Cheryl Arnol at the first meeting of the Council at which it is practicable to do so and which is open to the public in compliance with s. 28ZK(4) of the *Local Government Act 1993* (the Act).

BACKGROUND/OVERVIEW

Receipt of determination

Advice has been received from the Local Government Code of Conduct Panel (Panel) that the Panel has determined a complaint made by Councillor Rob Churchill against Councillor Cheryl Arnol. (Attachment 1).

Section 28ZK(2) of the Local Government Act requires that any person who receives a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of the relevant council.

Section 28ZK(4) of the Act requires that the General Manager is to ensure the Report is tabled at the first meeting of the Council at which it is practicable to do so and which is open to the public.

This is the first meeting at which it is practical to present the Determination report attached.

Finding of Code of Conduct Panel

Panel finds that Cr Cheryl Arnol has breached Parts 1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6 (a) & (b) of the Code of Conduct and dismisses any allegation in respect of Parts 1.4, 3.1, 3.2, 3.3, 5.1 (a) & (b), 5.2 (a) & (b), 7.1 (a), (b) & (c), 7.2, 7.3, 7.4, 7.5, 8.1, 8.2, 8.3, 8.4, 8.5 (a) & (b), 8.6, 8.7 and 8.8 (a) & (b).

The sanction imposed on Cr Arnol is suspension from performing and exercising the functions and powers of her office as a councillor for a period of one month commencing after this determination is tabled at an open council meeting. Additionally, Cr Arnol is required to undergo training in understanding how to identify conflicts of interest and how this should apply to the role of councillor.

Clarifying advice from the Executive Officer of the Local Government Code of Conduct Panel is that the sanction comes into effect from the day after this meeting and councilor Arnol resumes the role of councillor (Mayor) on the 22nd August 2025.

27. Functions of mayors and deputy mayors

- (1) The functions of the mayors are –
 - (a) to act as chairperson of the council; and
 - (b) to act as the principal spokesperson of the council; and
 - (c) to oversee the councillors in the performance of their functions and in the exercise of their powers.
- (2) The deputy mayor is to act in the position of mayor if –
 - (a) the mayor is absent; and
 - (b) the mayor or the council, by notice in writing, appoints the deputy mayor to act in the position.

Deputy Mayor Mike Symons may assume the duties of the Mayor for the period, subject to S27(2) (a) and (b).

Notice has been prepared to enable the Deputy Mayor to act as Mayor for the period as there may be public communications of various kinds required during the period.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Local Government Act 1993

Local Government (Code of Conduct) Order 2024 Statutory Rules 2024, No. 43.

BUDGET IMPLICATIONS

There are no budget implications associated with this report.

RISK CONSIDERATION/S

The code of conduct process is a mechanism within the Local Government Act for dealing with risks associated with matters expressed in the *Local Government (Code of Conduct) Order 2024 Statutory Rules 2024, No. 43*.

Any person may make a code of conduct complaint against a councillor in relation to an alleged breach by the councillor of the code of conduct.

Where a finding is made in support of the alleged breach, there are risk implications for councillors individually and all Council.

Risk rating colour code:

Low

Medium

High

Extreme

Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		
Financial		
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		Risks to the effective governance of council
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Risks to the public perception and reputation of councillors and council as an entity
Other		

OFFICER'S RECOMMENDATION

That Council note the tabling of the Code of Conduct Panel's determination report in relation to a complaint made by Councillor Rob Churchill against Councillor Cheryl Arnol at this, the first meeting of the Council at which it is practicable to do so and which is open to the public, in compliance with s. 28ZK(4) of the *Local Government Act 1993*.

RECOMMENDATION

That Council receive and note the report.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 2025/26 Annual Plan

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. GSBC Annual Plan 2025-26 proof 8 [8.1.1 - 12 pages]

PURPOSE

The purpose of this report is to submit the Glamorgan Spring Bay Council 2025/26 Annual Plan to Council for review, consideration, and adoption.

BACKGROUND/OVERVIEW

The Annual Plan is one of Council's main reporting documents and provides specific information about the services and projects Council will undertake during the financial year in order to achieve the objectives and goals outlined in the Glamorgan Spring Bay Council's [2025-2027 Half Term Plan](#). The half term plan itself provides linkage to the ten-year strategic plan with objectives of the current council and the remainder of its term articulated.

Key actions are set out in this Plan that will enable Council to meet Community needs and achieve the Goals of the 2025-2027 Half Term Plan.

The Annual Plan also includes a summary of the Budget Estimates for 2025/26 which were adopted by Council on 24th June 2025. A draft of the 2025/26 Annual Plan was presented to Council at a Workshop held on 8th July 2025. If adopted by Council, the Annual Plan 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

Section 71 of the *Local Government Act 1993*

BUDGET IMPLICATIONS

The actions contained within the 2025/26 Annual Plan are consistent with the summary of estimates previously adopted by Council under section 82 of the Local Government Act.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		
Financial		Timely reporting of material variances to budget allocations is required to maintain the delivery of the annual plan.
Industrial Relations		Workforce availability and staff retention could affect timely delivery. Building a positive workplace culture helps mitigate this risk.
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		Changes in Council priorities or political landscape could impact the implementation of the Annual Plan.
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Community expectations are high for timely delivery of projects and transparency. Proactive communication and stakeholder engagement are key to maintaining trust.
Other		

OFFICER'S COMMENTS

The Annual Plan meets Council's statutory and strategic obligations which is important yet obligatory. More critically the plan establishes the key actions for the organisation as determined from the consultation and feedback cycles from community for the year 2025/26 to strive to meet community needs and aspirations.

OFFICER'S RECOMMENDATION

That Council adopts the 2025/26 Annual Plan as attached to this report.

8.2 Draft Model Dispute Resolution Policy

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Model Dispute Resolution Policy [8.2.1 - 14 pages]

PURPOSE

To recommend that Council adopts the draft Model Dispute Resolution Policy as attached to this agenda item.

BACKGROUND/OVERVIEW

The Tasmanian Government has concluded its review of the Code of Conduct Framework resulting in amendments to the *Local Government (General) Regulations 2015* and a new *Local Government (Code of Conduct) Order 2024*.

Key changes include:

- A new single statewide Code of Conduct that automatically applies to all councils and their elected members
- Minimum prescribed requirements to be included in newly required council dispute resolution policies
- The inclusion of a code of conduct breach for councillors engaging in 'prohibited conduct', as defined under the Anti-Discrimination Act 1998
- Ensuring the code reflects gender neutral language.

To support the implementation of these changes, the Local Government Association of Tasmania (LGAT) was tasked with developing a model Dispute Resolution Policy for councils to adapt. In response, officers have prepared a draft Dispute Resolution Policy for Council's consideration, based on the LGAT model.

The policy requires the appointment of a Council Officer to be a Dispute Resolution Officer. The Dispute Resolution Officer's role is limited to managing the process, maintaining records of the process and appointing the Dispute Resolution Advisor. The Dispute Resolution Officer does not have a role in assessing the dispute.

LGAT have established a Dispute Resolution Advisors Multi-Use Register to support councils' selection of advisers to resolve disputes under their Dispute Resolution Policies.

The Dispute Resolution Advisor is a suitably qualified person external to the organisation who undertakes the dispute resolution process with the parties in dispute.

The policy applies to disputes with, and between, councillors. Matters of dispute include those under the Code of Conduct and behaviour of councillors towards each other, council employees and community members more broadly.

The draft Model Dispute Resolution Policy was presented to Council at a Workshop held on the 8th July 2025. 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

Local Government Act 1993

Local Government (Model Code of Conduct) 2024

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		Council is required to adopt the Code of Conduct Dispute Resolution Policy to be compliant under the Act.
Environmental and Public Health		
Financial		
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		The Policy is an important element in new initiatives by State Government to mitigate conduct risks.
Professional Indemnity		
Property and Infrastructure		

Public Liability		
Reputation		
Other		

OFFICER'S COMMENTS

Local Government Association Tasmania (LGAT) has developed a model policy to support councils to manage disputes and fulfil their legislative obligations. Model policies provide a basis from which compliance with legislation can be demonstrated. Modification of policies may be useful for individual council circumstances where conformance to legislation is not compromised.

Glamorgan Spring Bay Council's Model Dispute Resolution Policy for Elected Members has been developed using the LGAT model policy and is recommended for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Model Dispute Resolution Policy as attached to this report item effective 22 July 2025.

8.3 Revised Policy Council Meetings Audio Visual Recording and Live Streaming

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Council Meetings Audio Visual Recording and Live Streaming REVIEWED 2025 Copy
[8.3.1 - 5 pages]

PURPOSE

To recommend that Council adopts the revised Council Meetings – Audio/Visual Recording and Live Streaming Policy.

BACKGROUND/OVERVIEW

Council currently has a Policy for Council Meetings – Audio/Visual Recording and Live Streaming which was last reviewed in August 2022.

Following the updated 2025 Local Government Meeting Procedures, the policy has been updated to reflect the changes to the legislation and focuses on procedures for recording open and closed session meetings and removes references related to COVID-19.

Key updates include:

- Procedures for the recording of both open and closed Council meetings.
- Detailed procedures for the retention and use of digital recordings from open and closed sessions.

These changes aim to ensure clarity moving forward.

The revised Policy was presented to Council at a Workshop held on 8 July 2025. 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

Local Government (Meeting Procedures) Regulations 2025

- *Regulation 43. Audio recording of meetings*

BUDGET IMPLICATIONS

There are no budget considerations.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		New policy must align with legislation to avoid breaches.
Environmental and Public Health		
Financial		
Industrial Relations		Concerns may arise from regarding surveillance or misuse of confidential recordings affecting workplace trust.
Information Technology		High risk of data breaches if confidential recordings are not adequately protected.
Natural Hazards		
Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Reputational damage if recordings are leaked or misused, especially in confidential matters.
Other		

OFFICER'S COMMENTS

The policy has been updated to ensure compliance with recent legislative changes regarding the recording of confidential sessions. It strengthens governance, clarifies requirements, and details the secure storage and handling of recordings.

OFFICER'S RECOMMENDATION

That Council adopts the revised Council Meetings – Audio/Visual Recording and Live Streaming Policy as attached to this report item effective 22 July 2025.

8.4 Chief Executive Officer Title Policy

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Chief Executive Officer Title Policy (1) [8.4.1 - 6 pages]

PURPOSE

The purpose of this report is to allow the Council to consider the Chief Executive Officer Title Policy for adoption. The policy will provide improved assurance in the execution of Council's statutory functions, and reduce possible legal compliance risks.

BACKGROUND/OVERVIEW

The proposed policy supports the transition from the title of *General Manager* to *Chief Executive Officer (CEO)*, reflecting current trends in local government leadership terminology.

The General Manager is appointed under section 61 of the Act. The title of Chief Executive Officer it is considered to be a more contemporary reference, better reflecting the expanding nature of local government activities. The most senior officer at all the large councils and at more than half the total councils in Tasmania are now referenced as CEO.

It is recommended that the Council adopt this policy to provide clear direction on the use of the CEO title across the organisation.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Section 61 of the Local Government Act 1993, pertains to the appointment of a general manager:

(1) A council is to appoint a person as general manager of the council for a term not exceeding 5 years on terms and conditions it considers appropriate.

(1A) A decision to appoint a person as general manager of the council under [subsection \(1\)](#) must be made in accordance with any relevant order made under [section 61A](#) ; and

(b) primarily on the basis of a merit assessment of the person.

- (2) An appointment under [subsection \(1\)](#) is not to be extended or renewed so as to exceed 5 years in total unless the council has reviewed its terms and conditions.
- (3) Subject to [subsection \(4A\)](#) , if a vacancy occurs in the position of general manager, the council is to invite applications for the vacancy by placing, in a daily newspaper circulating in the municipal area, a public notice inviting such applications.
- (4) Not later than 6 months before the expiry of the general manager's appointment, a council may resolve to reappoint the general manager without inviting applications for the position in accordance with [subsection \(3\)](#) .
- (4A) [Subsection \(3\)](#) does not apply if a council resolves to appoint as general manager of the council a person who is, and will continue to be, appointed as the general manager of another council in another municipal area.
- (5) A reappointment under [subsection \(4\)](#) is to be treated as if it were an appointment under [subsection \(1\)](#) .
- (6)

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal	High	The Local Government Act still refers to the role as General Manager, not Chief Executive Officer (CEO). There's a risk of legal inconsistency with statutory authority; delegations being invalid or challenged if made under an incorrect title. Consistent wording across documents is essential.
Environmental and Public Health	Low	
Financial	High	Any financial delegations or responsibilities assigned to the "CEO" may be challenged if not clearly aligned with the legally defined General Manager role. This could impact audit and compliance obligations.
Industrial Relations	High	Title changes without appropriate consultation or clarity may confuse staff.
Information Technology	Low	
Natural Hazards	Low	
Work Health and Safety	Low	
Political and Governance	High	Governance risks are significant if council resolutions, instruments of delegation, or statutory reporting refer to incorrect title.
Professional Indemnity	Low	

Property and Infrastructure		
Public Liability		
Reputation		
Other		

OFFICER'S COMMENTS

The draft Chief Executive Title Policy has been developed in response to legal advice and provides Council with a framework to transition the title from General Manager to Chief Executive Officer, whilst occupying the statutory position and lawfully carrying out the functions and powers of General Manager pursuant to section 61 of the Act.

OFFICER'S RECOMMENDATION

That Council adopts the *Chief Executive Officer Title Policy* as attached to this report item, and the transitional steps detailed in the Policy be implemented, with a view to the change in title taking effect from 8 September 2025.

8.5 Review of Delegation Register

Author: Executive Officer (Jazmine Kerr)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Delegations Register Glamorgan Spring Bay Council JULY 2025 Review Cop (1) [8.5.1 - 97 pages]

PURPOSE

The purpose of this report is to submit the revised Glamorgan Spring Bay Council Delegation Register to Council for review, consideration, and adoption.

BACKGROUND/OVERVIEW

Section 22 of the *Local Government Act 1993* provides for a Council to delegate its powers and functions under any Act to the General Manager, apart from some express exceptions that are outlined in the section. It also provides that the Council may authorise the General Manager to further sub-delegate those powers and functions to other officers as necessary.

The review of Councils Delegation Register (to the General Manager) and the Instrument of Delegation from the General Manager is an ongoing process, necessitating amendments in response to legislative changes and operational requirements. Council last reviewed its Delegations Register in June 2025.

The changes to the Delegations Register, as provided by Simmons/Wolfhagen, are indicated below:

Local Government (General) Regulations 2025

General amendments to the Register to reflect the repeal of the former regulations and the introduction of the new 2025 regulations.

Position Title Change:

General Manager has been changed to Chief Executive Officer throughout the document.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- Local Government Act 1993, in particular S.22 and S.64
- Various Acts as outlined within the Delegation Register

BUDGET IMPLICATIONS

There are no budgetary implications associated with this recommendation.

RISK CONSIDERATION/S

Notes provided by exception.

AREA OF RISK	Risk	COMMENTS FROM GENERAL MANAGER
Contractual and Legal		Delegations need to be precise to manage the risks of acting on a range of contractual, financial, property and compliance matters.
Environmental and Public Health		
Financial		Delegations provide appropriate authority for responsibilities of officers in purchasing and approval of invoices.
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		Delegations provided to appropriate staff to levels of authority suitable to roles and responsibilities for appropriate governance.
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		
Other		

OFFICER'S COMMENTS

The proposed changes in the Delegations Register are required to ensure the register is current and up to date in accordance with the latest legislation and is recommended for adoption.

OFFICER'S RECOMMENDATION

That Council endorses the revised Delegations Register as attached to this report item effective 8 September 2025, and notes that for the avoidance of doubt, Chief Executive Officer means the General Manager.

8.6 Australia Long Weekend

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

For Council to consider the Australia Long Weekend campaign's proposal to move the Australia Day public holiday from January 26 to the second last Monday in January, creating a consistent long weekend for national celebration.

BACKGROUND/OVERVIEW

The Australia Long Weekend campaign proposes that the Australia Day public holiday be moved from 26 January to the second last Monday in January. This date change is intended to create a consistent long weekend and allow all Australians to celebrate, reflect, and unite in a way that is inclusive and respectful to First Nations people.

Each year Australia Day is marred by the historic implications significant to the time of first settlement by Europeans. The intent of Australia Day is not to remember a particular date from the past as significant like Remembrance day where a particular event occurred at a particular time in history.

Australia Day is intended as a celebration of the good things occurring in our country and community now, as evidenced by the recognition of individuals across the country who have made a positive contribution to the outcomes for others within community currently and influencing the future.

The proposal is set out in detail at www.australialongweekend.com.au and has been informed by widespread community consultation.

A number of local councils across Australia have already chosen to alter their Australia Day events in recognition of the sensitivities surrounding 26 January.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

Fair Work Act 2009
National Employment Standards

BUDGET IMPLICATIONS

There are no budget implications with accepting the report recommendation.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		National Employment Standards for public holiday observance
Environmental and Public Health		
Financial		
Industrial Relations		No change to employment conditions associated with public ceremonies.
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		May attract differing public opinions.
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		May attract both support and criticism. Clear communication will help manage this.
Other		

OFFICER'S COMMENTS

Supporting the Australia Long Weekend sends a clear message that Council supports a national conversation around how Australia Day is commemorated and is open to more inclusive alternatives. At the present it does nothing more as council is not able to determine public holidays for itself.

Australia as a nation encompasses people from every culture around the world who are welcome to join the present governance structures for providing opportunity for all, the recent past European settlement of the country and the ancient heritage of the first nations people.

The tensions surrounding the 26th January are evident each year and undermine the intent of the day. It is proposed to move council's Australia Day ceremony and awards presentations to this weekend.

OFFICER'S RECOMMENDATION

That:

1. Council support the Australia Long Weekend campaign and advocate for the Australia Day public holiday to be moved to the second last Monday in January by registering council's support on the Australia Long Weekend Website and writing to our Federal Government representatives, and
2. Council plan its Australia Day Awards presentations to align with the weekend of the second last Monday in January.

8.7 Community Small Grant - Bicheno Men's Shed

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Bicheno Community Men's Shed Application [8.7.1 - 4 pages]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 to **Bicheno Community Men's Shed** for financial assistance with Insurance Policy for 2025/26 year.

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.

Bicheno Community Men's Shed – Incorporated Number 1A11407/Registration Number 55311994554

This application from Bicheno Community Men's Shed, is for a contribution towards financial assistance with Insurance Policy for 2025/26.

The Bicheno Community Men's Shed is a small, volunteer-driven organisation with limited financial resources. Despite its modest income, the organisation contributes significantly to the local community through a wide range of voluntary activities.

Looking ahead, the Men's Shed anticipates an increase in its insurance premium in the coming year, which will place additional pressure on its already constrained budget.

Estimated costs for event activities to be covered by Community Small Grant funding:

Item	Cost
Contribution towards Part Payment of Insurance Policy for 2025/26	\$1000
Total	\$1000

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Developing our facilities to be accessible and inclusive for all.
Support and facilitation of social activities that promote community 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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		Minimal
Environmental and Public Health		Minimal
Financial		Minimal
Industrial Relations		Minimal
Information Technology		Minimal
Natural Hazards		Minimal
Work Health and Safety		Minimal
Political and Governance		Minimal
Professional Indemnity		Minimal

Property and Infrastructure		Minimal
Public Liability		Minimal
Reputation		Moderate
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

Integrity Assessment:

The **Bicheno Community Men's Shed** are a registered incorporated association **Registration Number: # 55311994554**

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Bicheno Community Men's Shed for partial payment of Insurance Policy for 2025/26.

8.8 Community Small Grant - Bicheno Helping Hands Fund

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Bicheno Helping Hands Fund [8.8.1 - 1 page]
2. Bicheno Helping Hands Fund Small Grant Application [8.8.2 - 1 page]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 for **Bicheno Helping Hands Fund** for funds to purchase meals for Bicheno residents experiencing hardship.

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.

Bicheno Helping Hands Fund (Legacy of Peter Farrow)

This application will be auspiced by the Bicheno Community Development Association
This application from Bicheno Helping Hands Fund is for a contribution towards purchase of meals for residents of Bicheno experiencing financial hardship and/or isolation.

Bicheno Helping Hands Fund is a volunteer community group (a legacy of the late Peter Farrow) that provides pre-packaged meals for the vulnerable in the Bicheno Community. The group organises fundraising events to raise funds for the purchase of nutritious, healthy meals for residents of the Bicheno community. The group has six volunteers that deliver meals to the residents' homes.

The service is provided throughout June/July/August when residents are most impacted by the cold and isolation. On average, 30 meals per week are purchased from the Blue Edge Bakery at a cost of \$22.50 per meal, totaling \$675.00 per week.

The Helping Hands Fund is expecting an increase in requests for support this year due to the current cost of living crisis.

The project aims to foster a stronger, more inclusive community in Bicheno by supporting vulnerable residents and increasing positive community sentiment. Volunteers personally deliver meals to recipients, providing not only nourishment but also meaningful social interaction. These visits serve as informal welfare checks, ensuring that individuals have the essentials they need – particularly during the challenging Winter months.

If successful, the grant will be auspiced by the Bicheno Community Development Association
Estimated costs for event activities to be covered by Community Small Grant funding:

Item	Cost
Funds to purchase meals for vulnerable Bicheno community residents	\$1,000
Total	\$1,000

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community 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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		

Financial		Bicheno Helping Hands Fund may not find alternate funding for the project
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Council reputation could be damaged due to negative feedback form the community
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

The Bicheno Helping Hands Fund supports vulnerable and socially isolated residents of the Bicheno community by providing nourishment and social interaction.

This group provide a valuable service to Bicheno residents during the winter months.

It is a great community initiative.

Integrity Assessment:

The Bicheno Helping Hands Fund will be auspiced through the Bicheno Community Development Association

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Bicheno Helping Hands Fund.

8.9 Community Small Grant - Salvation Army Tasmania East Coast Mobile Mission

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Salvation Army Small Grant Application [8.9.1 - 1 page]

PURPOSE

Recommendation for Council to approve a Small Grant application for \$1,000 for to **Salvation Army Tasmania East Coast Mobile Mission** for funds to purchase food for community groups, hope groups and afternoon teas.

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.

Salvation Army Tasmania East Coast Mobile Mission
NOT-FOR-PROFIT REGISTRATION NO - 23860168024

Grant Report Summary – Salvation Army Tasmania East Coast Mobile Mission

This application from the Salvation Army Tasmania East Coast Mobile Mission seeks funding support to assist with the purchase of food for a range of community-based initiatives.

The funds will be used to provide food for community groups, Hope Groups, and afternoon teas aimed at supporting individuals who are experiencing loneliness, mental health challenges, or other personal difficulties. These gatherings offer a safe and welcoming space for community members to connect, share, and support one another.

Food plays a vital role in creating a sense of community. It encourages social interaction, breaks down barriers, and fosters a relaxed environment where individuals feel more comfortable engaging with others.

The East Coast Mobile Mission is committed to supporting vulnerable individuals and those facing life challenges, helping them work towards improved well-being and self-sufficiency. The sharing of food is a central part of this support, enabling meaningful connections and contributing to the overall mission of helping individuals become the best versions of themselves.

Estimated costs for event activities to be covered by Community Small Grant funding:

Item	Cost
Purchase of food for a range of community-based initiatives.	\$1,000
Total	\$1,000

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing. Support to create an informed and involved community by developing relevant and accessible communication channels.

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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
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Contractual and Legal		
Environmental and Public Health		
Financial		
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Risk of reputational damage from lack of Council support and missed opportunity for community development
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

I recommend approval of this grant application from the Salvation Army Tasmania East Coast Mobile Mission.

The application clearly demonstrates a strong commitment to supporting vulnerable and socially isolated members of the community. The requested funds will be used effectively to provide food for community gatherings, Hope Groups, and afternoon teas—initiatives that foster inclusion, connection, and emotional well-being.

The East Coast Mobile Mission provides safe and welcoming spaces where individuals experiencing loneliness, mental health issues, or other life challenges can engage with others in a supportive environment. The act of sharing food plays a meaningful role in breaking down barriers and encouraging communication and trust.

This project aligns well with our funding priorities by addressing social isolation, promoting mental health, and strengthening community engagement. The organisation has a proven track record in delivering compassionate, community-based support and will use the funds to make a tangible, positive impact.

Integrity Assessment:

Salvation Army Tasmania East Coast Mobile Mission
NOT-FOR-PROFIT REGISTRATION NO - 23860168024

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Salvation Army Tasmania East Coast Mobile Mission for funding to purchase food for community-based initiatives.

8.10 Event Support Grant Application - The Freycinet Challenge 2025

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Freycinet Challenge 2025 Supporting Documentation [8.10.1 - 13 pages]

PURPOSE

To request for Council to provide Event Funding of \$2,000 to Jamset Pty Ltd for the Freycinet Challenge 2025 event.

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.

JAMSET Pty Ltd – ABN. 82 659 528 524

About the event and organiser:

The Freycinet Challenge event is run by a private company Jamset Pty Ltd (ABN 82 659 528 524) who took over the event in 2022 following its absence during the Covid period. Freycinet Challenge sourced funding through entry fees, sponsorship, grants and donations to support the cost of the event. The event is a two-day multi-sport event hosted at Coles Bay, Tasmania, within the Freycinet National Park. The 2024 Freycinet Challenge is scheduled to run on Saturday 4th and Sunday 5th October 2025.

The event offers participants a local opportunity to engage in four different sports over two days, including road cycling on Coles Bay Road, mountain biking on trails near Friendly Beaches, running along the Hazards-Wineglass Bay loop and Muir's Beach, and paddling along the coastline off Muirs and Richardsons beaches.

The event will start and finish at the Village Green in Coles Bay, where all leg transitions occur, and where spectators gather during the two days.

BENEFITS AND IMPACT ON THE GLAMORGAN SPRING BAY COMMUNITY

The Freycinet Challenge, held annually since 1999, has become a hallmark event on Tasmania's sporting calendar. As a well-established multi-sport competition, it attracts over 400 athletes each year from across Tasmania, mainland Australia, and internationally. Held in

October, the event injects significant vitality into the East Coast tourism economy, marking a strong start to the summer season after Tasmania's long winter.

Economic and Tourism Impact

The influx of athletes, supporters, and spectators provides a direct economic boost to local businesses throughout the Glamorgan Spring Bay municipality. Over the course of the weekend, shops, cafés, accommodation providers, and fuel stations benefit from increased patronage. In addition, the event management contracts with local businesses to supply hundreds of meals, snacks, and beverages for competitors and volunteers, ensuring that funding circulates within the local economy.

Community Health and Wellbeing

The Freycinet Challenge promotes mental and physical wellbeing among participants and the broader community. The preparation and training required for the event encourage year-round physical activity, while the event itself offers a rewarding experience that contributes to enhanced mental health and community connection.

Social and Cultural Benefits

Coles Bay comes alive during the event, particularly around the Village Green and the central event hub on the Esplanade. These areas serve as gathering points where spectators and athletes celebrate together in a vibrant, carnival-like atmosphere. This centralisation fosters a strong sense of community and camaraderie among residents and visitors alike.

Community Engagement and Volunteer Opportunities

Local residents are presented with numerous opportunities to engage with the event. Many become involved as volunteers, playing crucial roles in delivering a safe and successful weekend. Others attend as spectators, enjoying high-level athletic performances and connecting with people from various regions.

Promotion of Local Attractions and Services

The event highlights the natural beauty of Freycinet National Park and showcases the local hospitality industry. Community partners and sponsors—including Freycinet Lodge, The Iluka Tavern, Granite Bakery, local vineyards, and emergency service organisations like SES and Surf Lifesaving clubs—are actively involved, enhancing visibility and promoting the region's offerings.

There will be a requirement for road closures. Private operators do not have authority to close a road and are required to apply to the road owner, for a permit. Most of the impacted area is for State Growth roads, however two Council managed areas, Coles Bay Esplanade intersection and the Village Green will required a Council Permit.

Ticket Costs:

1-DAY CHALLENGE	
\$159.00	Solo competitor (18+ years)
\$129.00	Part of a 2 person senior team (18+ years)
\$99.00	Part of a 3- or 4-person senior team (18+ year)
\$79.00	Part of a 2-person junior team (14-17 years)
\$49.00	Part of a 3- or 4-person junior team (14-17 years)
2-DAY CHALLENGE	
\$229.00	Solo competitor (18+ years)
\$199.00	Part of a 2 person senior team (18+ years)
\$159.00	Part of a 3 or 4 person senior team (18+ years)
\$99.00	Part of a 2 person junior team (14-17 years)
\$85.00	Part of a 3 or 4 person junior team (14-17 years)

Request for support from Council

Jamset Pty Ltd has applied for sponsorship from Council for \$2,000 and in-kind support to assist with:

- Costs towards provision of the three safety boats for the event.
- Social media and marketing support through Councils communication channels to help promote the event and encourage people to compete and or/spectate.
- Provision of extra wheelie bins positioned in locations primarily where spectators and competitors will be congregating throughout the two days i.e., the Village Green) and removal of bins at the conclusion of the event.

Estimated costs for event activities to be covered by Event funding:

Item	Cost
Contribution towards SES for provision of safety boats and road safety.	\$2,000

Previous Council Support:

2023	<ul style="list-style-type: none"> • \$1,500 cash contribution towards the cost of three safety boats • Provision of additional wheelie bins and kerbside collection • Social media and marketing support through Council's existing channels to help promote the event.
2022	<ul style="list-style-type: none"> • \$509 Cash contribution towards road traffic signs procurement • Provision of additional wheelie bins and kerbside collection • Social media and marketing support through Council's existing channels to help promote the event.

STRATEGIC PLAN REFERENCE**Key Foundations****2. Our Community****This means**

Support and facilitation of social activities that promote community 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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

To date these are the events that Council has funded:

Total YTD	\$50,000

* and any potential shortfall

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		Food handling, waste management, and public and environmental health matters must meet Council and health regulations.
Financial		
Industrial Relations		
Information Technology		
Natural Hazards		Outdoor events may be impacted by adverse weather. Contingency plans required.
Work Health and Safety		Setup, crowd management, and on-site activities must comply with WHS regulations.
Political and Governance		
Professional Indemnity		
Property and Infrastructure		Use of council assets (e.g. parks, stages, utilities) may require maintenance or restoration post-event.
Public Liability		Essential to ensure appropriate insurance is in place to cover injuries or damages.
Reputation		May result in missed opportunities for community development.
Other		

OFFICER'S COMMENTS

For this amount of sponsorship plus in-kind support by Council, this event is an effective way of bringing people together during the winter period, boosting visitors to the Coles Bay area during the quieter season. The event is a great motivation to encourage exercise outdoors, where people can congregate in groups, socialize, improve their physical well-being and mental health and increase support for local businesses.

Provision of the \$2,000 cash support is recommended on the basis that it aligns with our key foundations to facilitate social and community events that promote community health and

wellbeing. The value is greater than prior years' sponsorship levels, but is similar to other events in the region.

In terms of in-kind assistance, Council will provide support for provision of:

- Wheelie bin supply as resources permit.
- Access to power supply.
- Social media and marketing support through existing Council channels to promote the event and encourage people to compete and or/spectate over the course of the event.

Council will request that the event acknowledge this support through displaying the Council logo at the event and include Council as a sponsor on the Freycinet Challenge website.

Integrity Assessment:

JAMSET Pty Ltd – ABN. 82 659 528 524

OFFICER'S RECOMMENDATION

That Council approves the application from Jamset Pty Ltd for the Freycinet Challenge event for event support towards the costs of three safety boats for the event, and in-kind support as resources permit.

This support will be provided in the form of \$2,000 cash contribution and in-kind support for the Freycinet Challenge 2025 event.

8.11 Event Support Grant Application - Swansea Chamber of Commerce and Tourism (Local Events Committee)

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Swansea Chamber of Commerce Event Application [8.11.1 - 6 pages]

PURPOSE

To request Council to provide Event Funding of \$1,100 to Swansea Chamber Commerce and Tourism – Local Events Committee.

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.

Swansea Chamber Commerce and Tourism – **INCORPORATED NUMBER IA04296**

About the event and organiser:

Swansea Chamber Commerce and Tourism – Local Events Committee.

The objective is to raise awareness of Mental Health. To educate and connect with local services providing Mental Health support and to highlight the role that the arts play in our mental health.

The event will be a *Mental Health Comedy Roadshow*, forming part of a series of regionally-based 1.5-hour comedy performances. Each show will feature Tasmanian comedians sharing personal insights and experiences related to mental health through comedy.

The event has been running for the past five years in regional towns throughout Tasmania with great success.

Entry to this event is free and open to everyone. It is expected that 80 people will attend the event.

Request for support from Council:

Swansea Chamber Commerce and Tourism – Local Events Committee.

has applied to Council for \$1,100 of financial support for the *Mental Health Comedy Roadshow*. The event is scheduled to run on 10 October 2025 at 6pm at the Swansea Town Hall.

The money will pay for the Mental Health Comedy Roadshow expenses including: accommodation and travel expenses for acts and support crew, technical support crew fees, social media promotion and insurance.

The benefits to the community include:

- raising awareness of mental health and illness
- Promotion of the MoodMission app and the use of technology to support mental health
- Highlight the invaluable role that the arts play in mental health support
- Work with the local providers to highlight local initiatives aimed at supporting community resilience

This is a new initiative and has not been supported by council previously

Estimated costs for event activities to be covered by Event Support funding:

Item	Cost
Mental Health Comedy Roadshow	\$1,100
Total	\$1,100

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing. 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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

To date these are the events that Council has funded:

Total YTD	\$0

* and any potential shortfall

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Environmental and Public Health		
Financial		
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		Council could face reputational harm if it chooses not to support a high-profile campaign.
Other		

OFFICER'S COMMENTS

The *Mental Health Comedy Roadshow* presents an effective opportunity to bring the community together during the winter months, while also showing support for Mental Health Week. The event promotes social connection, encourages community participation, and supports improved mental health and wellbeing through shared experiences and conversation.

A sponsorship contribution of \$1,100 is recommended, as the event aligns with Council's strategic objectives to support initiatives that enhance community health and wellbeing, particularly through inclusive and accessible social events.

The organisers may face challenges in securing alternative funding sources, and without Council support, the event may not proceed in its intended form or may be cancelled altogether.

Potential Missed Opportunities

Failure to approve the recommended grant could result in missed opportunities to support community development, strengthen social connections, and address mental health needs within the region. The funding is intended to support an initiative with clear potential to generate positive social impact and enhance local wellbeing outcomes.

This application satisfies the necessary criteria of the relevant policy.

Integrity Assessment:

Swansea Chamber Commerce and Tourism

Incorporated registration number IA04296

OFFICER'S RECOMMENDATION

That Council approve the application for event support from Swansea Chamber Commerce and Tourism – Local Events Committee for \$1,100 towards the *Mental Health Comedy Roadshow* event.

8.12 Event Support Grant Application - Bicheno Food and Wine Festival

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Event Support Application [8.12.1 - 4 pages]

PURPOSE

To request Council to provide Event Funding of \$2,000 and in-kind services to Bicheno Festivals Committee Inc. for the Bicheno Food and Wine 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 request from Bicheno Food and Wine Festival seeking financial support and in-kind assistance from Council for their event to be held on 15 November 2025.

Bicheno Festivals Committee Inc - ABN 52 144 768 200
Incorporated Number - IA11157

About the event and organiser:

The Bicheno Food & Wine Festival is a family friendly, food themed event that features a selection of fresh seafood, produce, wine and other beverages locally grown, harvested, and produced in the area. This outdoor festival has a holiday atmosphere with live music from local bands, children's activities, cooking demonstrations, food and wine tastings, and much more.

The event will be conducted at the Bicheno Lions Park on Council land in Bicheno and aims to celebrate the East Coast's culture, produce and passionate gourmet creators. The festival showcases the beautiful East Coast Waubs Bay waterfront and surrounds. Approximately 3500 people are expected to attend the event providing a boost for tourism, hospitality and local businesses.

The Bicheno Festivals Committee Inc is managed by a local board, with proceeds being directed to a community fund, available to local community organisations and businesses for improvements to their events, activities or facilities.

Request for support from Council:

Bicheno Festivals Committee Inc has applied to Council for \$2,000 of financial support for the Bicheno Food and Wine Festival Event, which is scheduled to run on 15th November 2025 at Bicheno Lions Park.

Estimated costs for event activities to be covered by event support funding and in-kind support:

Item	Cost
Waste Management – Hire of Wheelie Bins and Transport	\$750
Waste Management – Hire of skip bins and waste collection	\$1,000
Waste Management – Staffing	\$250
Total	\$2,000

In-kind support of:

- Permit fees waiver
- Venue/Site hire waiver
- Power for event
- Collection of recycling post event (aluminium cans , glass and plastic bottles). Sorted in Bulka Bags for collection.

STRATEGIC PLAN REFERENCE**Key Foundations****2. Our Community****This means**

Support and facilitation of social activities that promote community wellbeing. 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

The Council has an allocation of funds in the 2025/26 budget for events and programs. Of this total a quantity is quarantined for Council run events with the remainder available for external event support.

To date \$0 has been distributed to external events.

To date these are the events that Council has funded:

Nil	

* and any potential shortfall

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		Organiser's insurance and risk management plan actions implemented to address risks.
Environmental and Public Health		Organiser's Public Health documentation forwarded to EHO for approval All suppliers, food vendors and contactors will carry Public Liability Insurance
Financial		Event cancellation insurance in place to cover financial liability
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		Organiser's insurance and risk management plan actions implemented to address risks.
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		Organiser's insurance and risk management plan actions implemented to address risks.

Reputation		Risks to council reputation if not approved
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

Bicheno Food and Wine Festival operate under the association name **Bicheno Festival Committee Inc**, registration number: IA11157

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 Bicheno Food and Wine Festival provides community funding to assist with infrastructure provision in Bicheno.

Provide a financial contribution to cover the costs of supplementary wheelie bins and transport, skip bin hire and waste collection, cleaning contractor services for waste separation, traffic management implementation, as well as staffing and consumables.

Integrity Assessment:

Bicheno Festivals Committee Inc - ABN 52 144 768 200
Incorporated Number - IA11157

OFFICER'S RECOMMENDATION

That Council:

1. Approve the application for event support from Bicheno Festivals Committee Inc. for \$2,000 for the Bicheno Food and Wine Festival to cover the costs of supplementary wheelie bins and transport, skip bin hire and waste management towards the event.
- and;
2. Provide in-kind support of:
 - Permit fees waiver
 - Venue/Site hire waiver
 - Power for event
 - Collection of recycling post event (aluminium cans , glass and plastic bottles). Sorted in Bulka Bags for collection.

9 COUNCILLOR MOTIONS WITH NOTICE

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Councillor question time

Clr Carole McQueeney

The Triabunna Tomorrow Marine's infrastructure project (Project) was announced (as part of the East Coast Strategic Regional Partnership) in Feb 2024, with the primary objectives of: reviewing the Glamorgan Spring Bay Harbour Master Plan (2018) and "Develop a practical and feasible Marine Precinct Infrastructure Plan, outlining priorities and funding strategies for short, medium and long term infrastructure projects".

Council was to manage the Project, given ownership of the Triabunna Marina, broader infrastructure responsibilities, and asset/infrastructure experience, various related strategies e.g. Open Spaces etc. Before the Project started, the State advised that management of this significant infrastructure project would be by East Coast Tourism Tasmania (ECTT).

ECTT, is a very small, not for profit organisation, with a 2023/24 annual operational budget of just \$508,140 and net surplus on only \$22,574. ECTT's focus is to promote tourism and assist Tourism providers and development. There is no evidence that ECTT has the skills or experience to manage significant infrastructure planning and/or strategic infrastructure resourcing projects.

ECTT is working to set up a Project Group (Group). As per the draft Terms of Reference (ToR), the Group will develop the Infrastructure Plan and subsequent infrastructure priorities and funding strategies. The Group's work involves assisting feasibility assessments, costings work, review project documentation, developing criteria.

The ToR detail proposed governance and membership. 13 key stakeholder groups are identified who are then named as the Group who will develop the infrastructure plan, versus parties who would be part of consultation. Half of the Group members have clear, known, direct commercial interests in the decisions the Group will make. It is also foreseeable that they will have an interest in any procurement arising from the Plan, raising a raft of legitimate probity, public funding and reputational risks.

- a. *Why was the management of this important infrastructure project, largely focused on Council's marina, transferred from Council to ECTT?*

Response from Acting General Manager, Peter Porch

The MOU projects are presently being delivered through the Department of State Growth who issue the various deeds required to fund the initiatives. Council is a participant in the working group formed to oversee the projects.

Correspondence from the Department of Premier and Cabinet relating to the matter at the time (June 2024) indicates a discussion between Council's General Manager and the Major Projects personnel resulted in the awarding of the "feasibility study" to East Coast Tourism.

- b. *Is it common practice for a Council to be overlooked to manage a community infrastructure project, to have a small not for profit organisation, without detailed public infrastructure development and resourcing to be appointed to lead a significant project of that kind?*

Response from Acting General Manager, Peter Porch

The information available at the time was limited to this being a ‘feasibility study’. Council is a participant in an initiative which requires consultation with the broader community, businesses operating in the area, community groups, the Aboriginal Community, pleasure boat owners, Government Departments as landowners and so forth. Were council to lead the feasibility study there is a risk that the plans council has to develop the Marina could be perceived to be the driver for a particular outcome for council.

This council is a small organisation with limited resources. That council has a collaborative outlook for developing plans for infrastructure is a positive position to work from building trust with community and other project partners who are critical to the outcomes of the project advancing at all.

- c. *Did Council discuss with the State the reasons why ECTT was given management of this important piece of infrastructure planning work in preference to Council, rather than being involved as stakeholder to the process? What reasons were given?*

Response from Acting General Manager, Peter Porch

The conversations were held by council's former General Manager.

- d. *Was a probity assessment undertaken as part of developing the ToR, to ensure that issue of interests and thus member selection was appropriately managed?*

Response from Acting General Manager, Peter Porch

The TOR were developed in consultation with the project consultant engaged by East Coast Tourism Tasmania and other stakeholders. The project is being overseen by the Department of State Growth through the Eastern Regional Strategic Partnership and overall management for the delivery of the project rests with East Coast Tourism's board. Council representatives did not request specific probity requirements.

- e. *Did Council consider and/or endorse the Project's draft Group ToR before they were circulated to proposed Group members? Does Council have a role in reviewing key documents ahead of release, or does this operate on the basis that Council is just a member of the Group?*

Response from Acting General Manager, Peter Porch

The project is an operational activity of council and as such executive officers were consulted on the TOR content.

- f. *Procurement/tendering/grants/licencing applications are likely to flow from the Plan that is developed. It seems clear that Group members who might wish to be involved in subsequent funding/licence processes are likely to be inherently privileged (over possible competitors), by the depth and scope of information shared and the decisions made by in Group's deliberations. If processes are compromised in this way, it may lead to reputational risk, various probity challenges, through to legal action from 'insider knowledge' concerns. Membership issues and possible mitigation would normally be considered ahead of determining membership. Will Group members be precluded, by virtue of their membership, from being part of subsequent funding*

opportunities? If not, how will conflicts of interest be managed so as not compromise legitimate probity concerns for subsequent funding opportunities?

Response from Acting General Manager, Peter Porch

The process is initially one of discovery. If business owners are excluded from the consultation how will the group evaluate the impact of the development that one business owner may have on another or the community? The aspirations of participants need to be discovered. Council is responsible for its own determinations and decisions and has entered into quite an open process, as have others, to discover the implications and challenges of its plans to develop the Marina. We expect the aim of all participants is to discover the impacts, benefits and challenges of the potential private and community developments that may come out of the process of discovering what is possible and how it might be made possible. If there are consequent probity issues for other participants in subsequent tenders or procurement processes then that is a matter for those participants to manage. These probity matters have been raised with East Coast Tourism who have consulted with probity advisors for advice on these concerns.

- g. Of the Group, Council is just one of its 13 members, despite Council's comparative infrastructure role/responsibilities. Beyond that the draft ToR Project governance details the Group will report to an ECTT subcommittee, of which Council is again one of many. The ECTT subcommittee is then to report to the 11 member ECTT Board, of which Council is but one member. The ToR talk to a consensus approach. What mechanisms exist to ensure that community and Council, with its significant assets and asset management responsibilities, will not be compromised by not being central to the Project's management?*

Response from Acting General Manager, Peter Porch

Council is an entity which has capacity to determine its own decisions but it is not a landowner in the marine area being considered. It has to work with state departments and agencies and private property owners to achieve its strategic outcomes. Owning a Marina is not council's core business. Council is a participant in a process which is necessary to determine if significant development of the marine area is feasible and in some manner, affordable. Any commitment of funds or significant adjustment of asset management will require a council decision which is the veto to any proposal not acceptable to council as a representative of community assets. Reports on such milestones for decision making are likely to come from time to time to confirm acceptance or rejection of any critical decisions.

- h. Community is aware that the current Ferry provider licence will expire in a little over 18 months. Council provides operational support and infrastructure for the ferry operations. Have Council sought advice from PWS as to whether they intend to test the market, to ensure the best return to community, as part of determining who will hold the next licence? If so, what was their response?*

Response from Acting General Manager, Peter Porch

Council is not directly involved in the ferry operations but provides Marina and wharf services to whatever operators use the facilities.

11.2 Comments/statements

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2025*, the Mayor is to declare the meeting closed to the public in order to discuss the following matter/s:

Item 1.1 Requests for Leave of Absence

As per the provisions of Regulation 17 (2) (i) of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 1.2 Notification of Leave of Absence for parental leave

As per the provisions of Regulation 17 (2) (j) of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 2.1: Minutes of Closed Session – Ordinary Council Meeting held on 24 June 2025

As per the provisions of regulation 39 of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 3.1: Code of Conduct Investigation Outcome

As per the provisions of Regulation 17 (2) (g) of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 3.2 BEST funding submission

As per the provisions of Regulation 17 (2) (d) of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 4.1 Councillor question time

As per the provisions of Regulation 17 (2) (d) of the *Local Government (Meeting Procedures) Regulations 2025*.

RECOMMENDATION

That Council moves into Closed Session at [time].

The Mayor to confirm that the recording has been terminated.

13 CLOSE

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

CONFIRMED as a true and correct record.

Date: **Mayor Cheryl Arnol**