

## Ordinary Council Meeting - 26 May 2026 Attachments

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## MINUTES OF MEETING

Committee: Glamorgan Spring Bay Council Audit Panel  
 Chairperson: Heather Salisbury  
 Executive Officer: Dick Shaw (A/CEO)  
 Meeting Date: Tuesday 24 March 2026 09.33am  
 Location: Council Office Triabunna and online via Microsoft Teams

## Invitees:

Heather Salisbury	Independent Panel member (Chair)	Present
Ric De Santi	Independent Panel member	Present
Clr Rob Churchill	GSBC Councillor Panel member	Present
Clr Carole McQueeney	GSBC Councillor Panel member	Present
Richard Shaw	GSBC Acting Chief Executive	Present
Craig Bennett	GSBC Director Corporate and Financial Services	Present
Ron Sanderson	GSBC Acting Director Infrastructure	Present
Isabelle Clarkson	GSBC Executive Officer (Minutes)	
Jon Parkes	External Auditor Audit Tasmania (TAO)	Online Via Teams for Item 4

**1. Preliminaries**

- a) Welcome
- b) Apologies – None
- c) Conflict of interest declarations - Ric De Santi noted his appointments to the Clarence City and Hobart City Audit Panels in addition to previously declared interests.

d) Confirmation of previous minutes 2 December 2025. – Minutes confirmed.

**2. Actions arising from previous Minutes – 2 December 2025.**

Meeting	Item	Action	Who	Priority (H,M,L)	Status (Open/Closed)	Comments
30 Sept	4	Draft revised LTFMP (WIP) to Audit Panel (AP)	Marissa Walters		Closed	02.12.25 Completed and Archived.
30 Sept	5	Draft Financial Statements – Marissa to review Panel suggestions	Marissa Walters		Closed	02.12.25 Completed and Archived.
30 Sept	6	Draft IT policies to Audit Panel when completed	Craig	M	Open	24.03.26 CB to liaise with DT to identify suite of policy documents and status of updates.
30 Sept	6	Evaluation of external audit – Ric to provide pro forma surveys. Danielle to arrange distribution to Panel and relevant staff and collation for next AP meeting	Ric AP Craig	M	Closed	Completed and feedback provided to Audit Tas 02.12.2025 Archive
30 Sept	10	Audit findings register – Ric to draft for Greg’s consideration	Ric de Santi	H	Open	24.03.26 AFR to be included on future AP meeting agenda as regular item.



30 Sept	9	CoHealth update next agenda	Dick Shaw	H	Open	24.03.26 CEO to provide regular updates
30 Sept	10	Audit Panel Annual Report to Council	Heather Salisbury	H	Closed	02.12.2025 Completed and archived.
30 Sept	11	Audit Panel Chairs mtg – LGO, LGAT, TAO slides to Panel	Ric		Closed	02.12.2025 Completed and archived.
30 Sept	11	Suggestions for professional development for AP members next meeting	Audit Panel	L	Open	
02 Dec	6	Risk and Opportunity Framework update for next AP agenda	Dick Shaw	H	Open	On agenda 24.03.2026
02 Dec	7	Debtors Summary	Craig Bennett	L	Open	On agenda 24.03.2026
02 Dec	8	Internal audit opportunities discussion at next meeting	Heather Salisbury	M	Open	On agenda 24.03.2026

## 2. Financial Reports as of 28 February 2026

Operational position favourable to budget and most operational variances are likely to carry through until the EOFY

Capex spend is at 44 per cent. Unlikely that full budget will be expended this year

## 3. Financial Management

- Annual budget review conducted. Variation to Capex only. Capex increased by \$2M – mostly grants, although \$600K from Council. Capital works unlikely to be fully completed by the end of the financial year.
- Draft 2026/2027 budget preparation process and timetable presented by Craig. Ron outlined integration with asset management plans. First session with elected members scheduled for 14 April 2026. Heather requested that the Audit Panel be provided with an update on the budget preparation, including links to LTFMP and Strategic Plan, at the next meeting.

## 4. External Audit

- Jon Parkes (Audit Tasmania) joined the meeting via Teams to present the draft 2026 External Audit Strategy.
- Craig advised he was comfortable with the proposed timetable. Ric and Heather agreed that the Audit Panel can review the process and timing of Audit Panel meetings to align with the proposed timetable.
- Ric queried whether given the changed CEO arrangements, Audit Tasmania would reissue its 5 yearly letter of engagement with GSB Council. Jon was unsure and considered that this was not a usual practice but would flag the issue with the signing officer (Chloe Bellchambers). He will provide a copy of the June 2025 letter to Craig.
- Heather noted the increase in audit fees of some 6 per cent.
- Status of relationship with Cloud9, Council's IT provider is yet to be resolved. Ric outlined the increased complexity of reporting if Cloud9 was deemed to be a service provider. Jon advised that specifically Audit Tas would be looking for assurances relating to its controls from the provider through a 3402 (Type 2) report if available.
- Heather queried the process from here with finalising the Audit Strategy. Jon advised that he expected to resolve any outstanding issues with Craig by Easter. The Audit Panel would then be provided with a week to review the final draft and provide any comment.



**5. Audit Findings Register**

- Presents a summary of action outstanding from all previous audits. To be included as a regular item on the Audit Panel agenda.
- Agreed Items 1- 6 are closed and can be archived
- Item 7 and potentially some others may be able to be closed off at this year's external audit.
- Craig will review action on remaining items and update the Panel on progress at the next meeting.

**6. Internal Audit Opportunities**

- Some funding was included in the Council's 2025/26 budget for internal audit.
- Given changes at the senior executive level these funds are unlikely to be spent this year, unless there was a very pressing issue requiring review.
- The Panel suggested the funds could be redirected to progressing the work on the risk framework review (see below).

**7. Risk and Opportunity Framework**

- Heather advised that under the previous administration some work had commenced with the assistance of Wise Lord and Ferguson on a review of Council's risk register. It is understood that there had been a preliminary discussion with Councillors.
- The Panel suggested that this work could be progressed using funding allocated for internal audit in the current year budget
- Carole raised the issue of risk assessments in reporting to Council. Dick advised that reports to Council outlining specific projects or actions for Council decision do include an assessment of risks but in the absence of a formalised risk framework, this is not included in the CEO's regular reporting.
- The Panel encourages Council to advance development of its risk framework and specifically a strategic risk register as soon as practicable.

**8. Debtors – Summary of outstanding Debts**

- The Panel noted the summary of outstanding debtors.
- Heather requested the information be provided without names in the future.

**10. Policy review – IT Policies - update**

- Craig noted a number of policies that need review including but not limited to communication and social media policy, cyber security policy, use of devices policy. Previous external audits have raised issues around policies. Ric asked about a policy in regarding AI use
- Craig will be undertaking this review in the near future and Heather noted the Panel's desire to kept updated
- The new IT policy is still under development.

**11. General Manager's update – emerging risks**

- Senior staffing arrangements – the acting arrangement for the CEO continues. Vacancy has been advertised and will involve a two-stage selection process. Ron Sanderson has been engaged for twelve months as Director Infrastructure. James Bonner will be retiring at the end of April.
- Co Health update – (Ric declared that he was on the original assessment panel that recommended Co Health) Council will consider extension of the current contract arrangements in the near future.
- Council website – the current website is no longer supported. Working with a contractor to go live with a new site that meets legislative requirements. Dick suggests a consultant will be required to lead the website project plan and execute the migration
- Impact of fuel cost increases has been flagged with LGAT and potential to review working from home arrangements
- EA negotiations - sought advice from Edge Legal.



## 12. Audit Panel Work Plan

- Previous Audit Panel workplan was presented for discussion
- Agreed that Heather would update the plan for the 2026 year and forward to Isabelle prior to the next AP meeting.

## 13. Local Government reform – update

- Council's response was submitted to Office of Local Government and to LGAT

## 14. Items referred to Audit panel

- Nil

## 15. Other Business / Close of Meeting

- Carole queried arrangements for Co Health delivering emergency care. Dick confirmed that no letter of support to this effect would be provided without Council consideration of the matter
- Next meeting 2 June 2026.
- Isabelle suggested we move the final meeting date as it clashed with a workshop and council meeting. Isabelle will seek feedback from the Panel members on a revised date.

Meeting concluded at 12 Midday.

## Action Summary

Meeting	Item	Action	Who	Priority (H,M,L)	Status (Open/Closed)	Comments
30 Sept	6	Draft IT policies to Audit Panel when completed	Craig	M	Open	24.03.26 CB to liaise with DT to identify suite of policy documents and status of updates.
30 Sept	10	Audit findings register – Ric to draft for Greg's consideration	Ric de Santi	H	Closed	24.03.26 AFR to be included on future AP meeting agenda as regular item. Completed and Archive
30 Sept	9	CoHealth update next agenda	Dick Shaw	H	Open	On agenda 24.03.26 CEO to provide regular updates
30 Sept	11	Suggestions for professional development for AP members next meeting	Audit Panel	L	Open	
02 Dec	6	Risk and Opportunity Framework update for next AP agenda	Dick Shaw	H	Open	On agenda 24.03.2026 CEO to provide further update
02 Dec	7	Debtors Summary	Craig Bennett	L	Closed	Completed 24.03.2026 Archive
02 Dec	8	Internal audit opportunities discussion at next meeting	Heather Salisbury	M	Closed	Completed 24.03.2026 Archive



24 Mar	3	2026/27 Budget preparation – update at next meeting	Dick Shaw	M	Open	
24 Mar	12	Audit Panel Workplan – update for 2026	Heather Salisbury	M	Open	

Presented at the Council meeting dated:

Signed by Audit Panel Chairperson:

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Heather Salisbury

Dated



**Capital Works Detail**Glamorgan Spring Bay Council  
Budget 2025-26

Dept	Capital Item	Cost YTD	% Cost Spent	Status	Revised Budget 2026	Budget 2025/26	New Budget Adjustments	Actual Carried Forward	Estimated Carry Fwd Amount	New Budget	Council Funded	Grant Funded
<b>Roads, Footpaths, Kerbs</b>												
	Resheet Program	136,392	68%	Underway	200,000	200,000				200,000	200,000	
	Pavement Renewal Program	518,146	94%	In progress	550,000	500,000	50,000	-	-	550,000	440,000	110,000
	Reseal Program	633,730	97%	In progress	650,000	700,000	- 50,000			650,000	190,000	500,000
	Swansea St Margaret's Court seal and kerb	39,182	131%	Completed	30,000	30,000				30,000	30,000	
	Fisheries Coles Bay	39,435	99%	Completed	40,000	40,000				40,000	40,000	
	Triabunna Tomorrow Streetscapes Year 2	86,554	6%	In progress	1,359,420	445,000	299,500	614,920	614,920	744,500	-	1,359,420
	Foothpath Seal to Bark mill	654	2%	Not Started	30,000	30,000				30,000	30,000	
	Foothpath & Disability Compliance Renewal Program	137,956	92%	In progress	150,000	150,000				150,000	150,000	
	Gulch Car Park Pavement Rehabilitation	25,381	100%	Completed	25,381	25,000	381			25,381	25,381	
	Morrison St Bicheno -cul-de-sac head	53,419	107%	Completed	50,000	50,000				50,000	50,000	
	Cross St to Walpole install Kerb	43,812	100%	Completed	43,812	40,000	3,812			43,812	43,812	
	West Shelly cul-de-sac K&C	55,319	104%	Completed	53,410	65,000	- 11,590			53,410	53,410	
	Kerb & Channel Renenwal Program	56,611	57%	In progress	100,000	100,000				100,000	100,000	
	Nailer Avenue top to Gamble Crescent	66,749	111%	Completed	60,000	60,000				60,000	60,000	
	Design Allocation	8,524	9%	Commenced	100,000	100,000				100,000	100,000	
	Contingency	-		Not Started	-	40,000	- 40,000			-	-	40,000
	<b>Total Roads, Footpaths, Kerbs</b>	<b>1,901,863</b>	<b>55%</b>		<b>3,442,023</b>	<b>2,575,000</b>	<b>252,103</b>	<b>614,920</b>	<b>614,920</b>	<b>2,827,103</b>	<b>1,472,603</b>	<b>1,969,420</b>
<b>Bridges, Culverts</b>												
	Wielangta Pipe Bridge	95,568	100%	Completed	95,692	100,000	- 4,308			95,692	95,692	
	Wielangta Sandspit Bridge Overflow	33,322	20%	Not Started	170,000	100,000	70,000			170,000	170,000	
	Redecking timber Bridges	80,642	81%	In Progress	100,000	100,000				100,000	100,000	
	Duck Park Bridge	1,307	0%	Tender Phase	390,000	100,000	290,000			390,000	390,000	
	<b>Total Bridges, Culverts</b>	<b>210,839</b>	<b>53%</b>		<b>755,692</b>	<b>400,000</b>	<b>355,692</b>	<b>-</b>	<b>-</b>	<b>755,692</b>	<b>755,692</b>	<b>-</b>
<b>Parks, Reserves, Walking Tracks, Cemeteries</b>												
	CDG Bicheno Triangle	515,911	100%	Completed	515,668	620,190	179,514	- 284,036	620,190	- 104,522		515,668
	Playground Renewals & Upgrade	84,769	42%	Underway	200,000	200,000				200,000	200,000	
	Playground Bicheno Lions Park	11,440	4%	IFC drawing	300,000	90,000	200,000	10,000	90,000	210,000	300,000	
	Orford Foreshore Masterplan	-	0%	Not Started	218,400	218,400			218,400		218,400	
	Our Park Precinct Plan	-	0%	Not Started	10,000	10,000			10,000		10,000	
	FAI Coles Bay History Plaques	-	0%	Not Started	12,000	12,000				12,000	12,000	
	Coles Bay Dump Point	4,000	6%	Not Started	65,000	65,000				65,000		65,000
	Deck/Boardwalk renewal outside loo with a view	41,876	49%	In progress	85,000	85,000				85,000	85,000	
	Barbecue Replacement Program	70,438	94%	In progress	75,000	75,000				75,000	75,000	
	Bicheno Skate Park BBQ shelter	604	1%	Commenced	45,000	45,000				45,000	45,000	
	<b>Total Parks, Reserves, Walking Tracks, Cemeteries</b>	<b>729,037</b>	<b>48%</b>		<b>1,526,068</b>	<b>1,420,590</b>	<b>379,514</b>	<b>- 274,036</b>	<b>938,590</b>	<b>587,478</b>	<b>945,400</b>	<b>580,668</b>
<b>Stormwater &amp; Drainage</b>												
	49 Rheban Rd design to West Shelley Bch Nautilus Detention Basin	102,276	51%	In progress	200,000	200,000			200,000	-	200,000	
	Holkham Court	44,476	100%	Completed	44,476	-	3,717	40,759	40,759	3,717	44,476	
	Pit and Pipe Renewal Program	63,595	32%	In progress	200,000	200,000				200,000	200,000	
	Gordon St Bicheno Stormwater	-	0%	Not Started	-	80,000	- 80,000			-	-	
	Morrison St Stormwater replacement	-	0%	Not Started	-	30,000	- 30,000			-	-	
	Nautilus Drive - increased funding	-	0%	Not Started	-	50,000	- 50,000			-	-	
	SQID program	-	0%	Not Started	-	25,000	- 30,000	5,000	-	-	-	
	Ryans Road Stormwater	67,092	84%		80,000	-	80,000			80,000	80,000	
	<b>Total Stormwater &amp; Drainage</b>	<b>277,440</b>	<b>53%</b>		<b>524,476</b>	<b>585,000</b>	<b>- 106,283</b>	<b>45,759</b>	<b>240,759</b>	<b>283,717</b>	<b>524,476</b>	<b>-</b>
<b>Building</b>												
	Public Amenities - Loo with a View	43,785	100%	Completed	43,785		492	43,293	43,293	492	43,785	
	Bicheno Skate Park Toilet	59,575	79%	In progress	75,479			75,479	75,479			75,479
	Cranbook Hall	13,805	89%	In progress	15,500	15,500				15,500	15,500	

Capital Works Projects 2026-04

**Capital Works Detail**Glamorgan Spring Bay Council  
Budget 2025-26

Dept	Capital Item	Cost YTD	% Cost Spent	Status	Revised Budget 2026	Budget 2025/26	New Budget Adjustments	Actual Carried Forward	Estimated Carry Fwd Amount	New Budget	Council Funded	Grant Funded
	Harold Street Reserve	23,251	66%	Not Started	35,000	35,000				35,000	35,000	
	Muir's Beach Toilets	5,413	68%	In progress	8,000	8,000				8,000	8,000	
	Toilet Strategy Works	7,810	2%	Not Started	320,000	320,000				320,000	320,000	
	Bicheno Hall new stage lighting	23,982	100%	Completed	23,982	27,500	- 3,518			23,982	23,982	
	Bicheno Surf Club and Toilet Upgrade	11,334	5%	Not Started	250,000	250,000			250,000		100,000	150,000
	Triabunna Recreation Ground	-	0%	Not Started	69,831	70,000	-	169	70,000	- 169	69,831	
	Triabunna Tomorrow New Amenities	6,890	15%	Design underway	46,606	50,000		3,394	50,000	- 3,394		46,606
	Swansea Football Clubrooms	23,077	40%	In progress	57,500	57,500				57,500	57,500	
	Swansea Hall floor revarnish	-	0%	Not Started	8,000	8,000				8,000	8,000	
	Public Amenities Marina Toilets and Shower	676	0%	Not Started	300,000	300,000				300,000		300,000
	Bicheno Lunch room facility	36,805	100%	Completed	36,805	35,000	1,805				36,805	
	Triabunna Office Carpet Replacement	54,264	99%	Completed	55,000	55,000				55,000	55,000	
	Buckland Blackwater Upgrade	39,240	100%	Completed	39,240	65,000	- 25,760			39,240	39,240	
	<b>Total Building</b>	<b>349,906</b>	<b>25%</b>		<b>1,384,728</b>	<b>1,296,500</b>	<b>- 26,981</b>	<b>115,209</b>	<b>488,772</b>	<b>895,956</b>	<b>812,643</b>	<b>572,085</b>
	<b>Marine Infrastructure</b>											
	Lighting Bicheno Boat Ramp	23,086	100%	Completed	23,085	23,085	-			23,085		23,085
	Marina Renew 6 Piles	10,582	20%	Not started	54,000	54,000	-			54,000	54,000	
	Saltworks Boat Ramp Upgrade	-	0%	Not started	99,123	99,123	-		99,123	-		99,123
	<b>Total Marine Infrastructure</b>	<b>33,668</b>	<b>19%</b>		<b>176,208</b>	<b>176,208</b>	<b>-</b>	<b>-</b>	<b>99,123</b>	<b>77,085</b>	<b>54,000</b>	<b>122,208</b>
	<b>Sewerage</b>											
	Swanwick Waste System Pump Upgrade	9,131	23%	In progress	40,237	15,000		25,237	25,237	15,000	40,237	-
	<b>Total Sewerage</b>	<b>9,131</b>	<b>61%</b>		<b>40,237</b>	<b>15,000</b>	<b>-</b>	<b>25,237</b>	<b>25,237</b>	<b>15,000</b>	<b>40,237</b>	<b>-</b>
	<b>Plant Equipment &amp; Other</b>											
	Truck 16t tipper replace 2008 Hino16t A85NU Swansea	198,714	100%	Completed	198,714		8,714	190,000	190,000	8,714	198,714	
	Waste Chipper	186,259	101%	Completed	183,571			183,571	183,571		183,571	
	IT - Laptop & PC Replacements	16,568	55%	In progress	30,000	30,000				30,000	30,000	
	IT - Server, NAS and Backup Hard Drives	27,510	100%	Completed	27,510	37,000	- 9,490			27,510	27,510	
	Office Equipment	-	0%	Not started	20,000	10,000		10,000	10,000	10,000	20,000	
	Subaru replacement	-		Defer to Election in	-	40,000	- 40,000			-	-	
	GM Vehicle replacement	54,669	100%	Completed	54,689	60,000	- 5,311			54,689	54,689	
	Waste Bulk Skip Bins	99,078	99%	Underway	100,000	100,000				100,000	100,000	
	Facilities Coordinator ute	43,888	100%	Completed	43,888	48,000	- 4,112			43,888	43,888	
	MUX replacement	43,237	102%	Completed	42,237	50,000	- 7,763			42,237	42,237	
	2 x tilt mower trailers	16,526	83%	In progress	20,000	20,000				20,000	20,000	
	Coles Bay WTS half container	7,308	100%	Completed	7,308	9,000	- 1,692			7,308	7,308	
	Swansea dual cab	48,650	100%	Completed	48,650	48,000	650			48,650	48,650	
	16 tonne - water cart	191,853	97%	In progress	197,000	200,000	- 3,000			197,000	197,000	
	Rapid Spray water tank	59,800	100%	Completed	59,800	37,000	22,800			59,800	59,800	
	John Deere mower	29,227	100%	Completed	29,227	32,000	- 2,773			29,227	29,227	
	JCB replacement	104,921	100%	Completed	104,921	130,000	- 25,079			104,921	104,921	
	small plant	12,039	60%	In progress	20,000	20,000				20,000	20,000	
	New Vehicle - Acting Chief Executive Officer	51,804	80%	Underway	65,000		65,000			65,000	65,000	
	New Pool Car	52,170	104%	Completed	50,000		50,000			50,000	50,000	
	<b>Total Plant Equipment &amp; Other</b>	<b>1,244,218</b>	<b>96%</b>		<b>1,302,515</b>	<b>871,000</b>	<b>47,944</b>	<b>383,571</b>	<b>383,571</b>	<b>918,944</b>	<b>1,302,515</b>	<b>-</b>
	<b>Total Capital Works</b>	<b>4,756,102</b>	<b>52%</b>		<b>9,151,947</b>	<b>7,339,298</b>	<b>901,989</b>	<b>910,660</b>	<b>2,790,972</b>	<b>6,360,975</b>	<b>5,907,566</b>	<b>3,244,381</b>

Capital Works Projects 2026-04

**Profit and Loss**

Glamorgan Spring Bay Council

For the 10 months ended 30 April 2026

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget	Notes
<b>Trading Income</b>						
Rate Revenue	14,566,572	14,543,079	23,493	0%	14,543,079	
Statutory Charges	674,448	662,864	11,584	2%	793,968	
User Charges	662,151	846,441	(184,290)	-22%	922,390	1
Grants	676,890	612,473	64,417	11%	1,661,585	2
Interest & Investment Revenue	885,947	657,586	228,361	35%	828,282	3
Other Revenue	526,527	539,593	(13,066)	-2%	827,915	
<b>Total Trading Income</b>	<b>17,992,535</b>	<b>17,862,036</b>	<b>130,499</b>	<b>1%</b>	<b>19,577,219</b>	
<b>Gross Profit</b>						
	<b>17,992,535</b>	<b>17,862,036</b>	<b>130,499</b>	<b>1%</b>	<b>19,577,219</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	1,266,509	0	1,266,509	0%	677,126	
Grants Commonwealth Capital - Roads to Recovery	650,000	0	650,000	0%	1,134,041	
Grants State Capital - Other	1,647,957	1,357,845	290,112	21%	1,975,574	4
<b>Total Capital Grants</b>	<b>3,564,466</b>	<b>1,357,845</b>	<b>2,206,621</b>	<b>163%</b>	<b>3,786,741</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	140,565	50,000	90,565	181%	50,000	5
Contributions	90,537	150,000	(59,463)	-40%	180,000	6
Other Revenue - Donations, Contributions NON CASH	330,000	0	330,000	0%	0	
<b>Total Other Income</b>	<b>561,102</b>	<b>200,000</b>	<b>361,102</b>	<b>181%</b>	<b>230,000</b>	
<b>Operating Expenses</b>						
Employee Costs	4,586,596	4,998,858	(412,262)	-8%	5,949,486	7
Materials & Services	6,419,724	7,286,202	(866,478)	-12%	8,518,015	8
Depreciation	3,485,339	3,390,254	95,085	3%	4,068,306	
Interest	108,160	108,160	(0)	0%	167,803	
Other Expenses	182,234	248,704	(66,470)	-27%	299,914	9
<b>Total Operating Expenses</b>	<b>14,782,054</b>	<b>16,032,178</b>	<b>(1,250,124)</b>	<b>-8%</b>	<b>19,003,524</b>	
<b>Net Profit</b>	<b>3,210,481</b>	<b>1,829,858</b>	<b>1,380,623</b>	<b>75%</b>	<b>573,695</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>7,336,050</b>	<b>3,387,703</b>	<b>3,948,347</b>	<b>117%</b>	<b>4,590,436</b>	

NOTES OF BUDGET VARIANCES &gt; \$50k and &gt;10%.

- TIMING:** Prosser Plains Raw Water Scheme(PPRWS) is down by 47k, floating structure down by 72k and Marina Fees 3 phase power of \$34k was not in the budget.
- PERMANENT:** 65k received for Council infrastructure grant was not in the budget .
- PERMANENT:** Higher than expected interest on investments.
- TIMING:**Received capital grant earlier than budgeted.
- PERMANENT:** Net gain on asset sold.
- PERMANENT:**Contribution for public open space down by \$60k.
- PERMANENT:** Staff vacancies resulting in the budget variance.
- TIMING:** Some periodic charges not received for IT, medical, insurances, water, waste and infrastructure activities.
- TIMING:** Expected audit cost not received yet.

**Statement of Financial Position**

Glamorgan Spring Bay Council

As at 30 April 2026

<b>Account</b>	<b>30 Apr 2026</b>	<b>30 June 2025</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash & Cash Equivalents	15,501,311	12,794,856
Trade & Other Receivables	2,104,034	1,621,436
Other Assets	117,605	44,397
<b>Total Current Assets</b>	<b>17,722,951</b>	<b>14,460,689</b>
<b>Non-current Assets</b>		
Investment in Water Corporation	34,533,233	34,533,233
Property, Infrastructure, Plant & Equipment	219,201,156	222,374,169
<b>Total Non-current Assets</b>	<b>253,734,389</b>	<b>256,907,402</b>
<b>Total Assets</b>	<b>271,457,340</b>	<b>271,368,091</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Trade & Other Payables	805,138	1,431,730
Trust Funds & Deposits	423,228	442,225
Provisions	666,372	666,372
Contract Liabilities	0	1,604,871
Interest bearing Loans & Borrowings	920,902	1,147,209
Trade & Other Payables - Debtor Suspense Account	(259)	0
Trust Funds & Deposits - Retention Monied Held	8,392	19,074
<b>Total Current Liabilities</b>	<b>2,823,774</b>	<b>5,311,481</b>
<b>Non-current Liabilities</b>		
Provisions	69,930	69,930
Interest Bearing Loans & Borrowings	4,287,484	4,287,484
<b>Total Non-current Liabilities</b>	<b>4,357,414</b>	<b>4,357,414</b>
<b>Total Liabilities</b>	<b>7,181,187</b>	<b>9,668,895</b>
<b>Net Assets</b>	<b>264,276,152</b>	<b>261,699,196</b>
<b>Equity</b>		
Current Year Earnings	2,579,824	3,823,579
Retained Earnings	103,282,218	99,458,639
Equity - Asset Revaluation Reserve	156,572,516	156,575,385
Equity - Restricted Reserves	1,841,594	1,841,594
<b>Total Equity</b>	<b>264,276,152</b>	<b>261,699,196</b>

**Statement of Cash Flows**

Glamorgan Spring Bay Council

For the 10 months ended 30 April 2026

<b>Account</b>	<b>YTD Actual</b>	<b>2025</b>
<b>Operating Activities</b>		
Receipts from Customers	16,440,382	17,755,492
Operating Grants	676,890	1,677,967
Payment to employees and Suppliers	(10,854,525)	(13,630,277)
Other Payments	(183,906)	(244,092)
Finance Costs Paid	(145,973)	(182,876)
Rates Charged - Sewerage	46,183	0
<b>Net Cash Flows from Operating Activities</b>	<b>5,979,051</b>	<b>5,376,214</b>
<b>Investing Activities</b>		
Proceeds from sale of property, plant and equipment	170,909	189,055
Payment for property, plant and equipment	(5,390,776)	(4,979,253)
Receipts from capital grants	2,203,257	4,520,451
<b>Net Cash Flows from Investing Activities</b>	<b>(3,016,611)</b>	<b>(269,747)</b>
<b>Financing Activities</b>		
Trust funds & deposits	(29,679)	36,380
Proceeds from/ repayment of long term loans	(226,307)	(384,912)
<b>Net Cash Flows from Financing Activities</b>	<b>(255,985)</b>	<b>(348,533)</b>
<b>Net Cash Flows</b>	<b>2,706,455</b>	<b>4,757,934</b>
<b>Cash and Cash Equivalents</b>		
Cash and cash equivalents at beginning of period	12,701,948	7,944,014
Cash and cash equivalents at end of period	15,408,403	12,701,948
<b>Net change in cash for period</b>	<b>2,706,455</b>	<b>4,757,934</b>



## **Natural Resource Management in Glamorgan-Spring Bay**

### **Quarterly Report**

#### **January - March 2026**

This report outlines activities and achievements in implementation of the Glamorgan Spring Bay Natural Resource Management & Climate Resilience Strategy from January to March 2026. It also outlines any new developments in the natural Resource Management (NRM) space and with Landscape Recovery Foundation (LRF).

#### **Funding & Resources**

##### **Disaster Ready Fund R3 - Building Flood Resilience in key areas of Glamorgan Spring Bay**

This project will improve flood resilience across the municipality through a combination of infrastructure upgrades, creek and riparian restoration, flood modelling, early warning systems, and community engagement and disaster preparedness activities. The implementation plan for the project has been completed and approved, with the project now ready to commence.

LRF has been liaising with Council and the Tasmanian Government (lead agency) for the federally funded project, to discuss roll out and management of the project, including finalising the implementation plan, internal briefings, project scheduling, reviewing the Grant Deed and revisiting of the cost estimates for the project.

##### **Future Drought Fund Drought Resilience Innovation Challenges Pilot Program**

In 2025, the LRF prepared a funding submission to the Future Drought Fund - Drought Resilience Innovation Challenges Pilot Program. The project focused on landscape scale natural capital and sustainability planning, offering landholders a practical, evidence-based and scalable model that strengthens landscape health and supports sustainable practices and improves long-term drought resilience. Successful applications were due to be notified at the beginning of the year with projects commencing in May 2026. LRF has received notice that the selection, notification and awarding of grant funding has been delayed.

#### **Personnel**

##### **Introducing Adam**

The LRF is excited to welcome Adam Pennington as a new member of the Glamorgan Spring Bay LRF team. Adam joins the team with extensive experience in ecology,



Indigenous land management, community development and governance. Over the past 15 years, Adam has worked with Aboriginal community-controlled organisations across Australia, supporting the establishment and growth of Indigenous Ranger and Indigenous Protected Area (IPA) programs, including Sea Country IPAs. Adam brings strong ecological expertise and a deep understanding of working with communities to care for Country and deliver effective land management outcomes. Adam lives on the East Coast with his young family. Having Adam on the team will make a difference to our capacity, including increasing community engagement and implementing the NRM and Climate Resilience Strategy.

#### **Recruitment for East Coast Catchments Committee (ECCC):**

LRF continues to seek new membership for the ECCC. A call for Expressions of Interest (EOI) was promoted toward the end of 2025 and LRF has also approached people directly. While people expressed general interest in the NRM program they either had other prior commitments or would prefer to be involved in ways other than being on a committee. A ECCC recruitment strategy has been developed and will be implemented with a new call out in the coming months. Interested community members can submit an EOI by visiting the LRF website [East Coast Catchments Committee — Landscape Recovery Foundation](#) or contacting [mel.fazackerley@landscaperecovery.org](mailto:mel.fazackerley@landscaperecovery.org).

#### **General NRM Facilitation**

The Landscape Recovery Foundation (LRF) continued to provide general facilitation support to the Glamorgan Spring Bay Council including:

- Council workshops regarding NRM framework, reporting and the Weed Biosecurity Program.
- Liasing and working with the NRE – Biosecurity Tasmania, on the management and control of invasive species, particularly weeds of concern (African Lovegrass, Serrated Tussock etc.).
- Liasing and working with the NRE – Games Services Tasmania, on Fallow Deer Management in the municipality.
- Providing input on Aboriginal heritage to better inform Council projects and operations.
- Providing input to the Council work team on revegetation requirements for projects, including recommendations on plants species, procuring plants/vegetation for projects, as requested.



- Demarcating trees in the road corridor that need to be protected when the council is undertaking maintenance slashing works.
- Undertaking site visits to confirm vegetation types and requirements for NVAs if applicable to works and operations.
- Review arborists reports sent in by landowners to manage and control damaged trees.
- Providing input and guidance to the planning department in the management of tree removal/control trees in accordance with recommendations from arborists reports and in accordance with the State Planning Scheme & LPS.
- Providing input on operational and project work authorities and approvals required when undertaking works on Crown Land and PWS managed land, etc.
- Communication with the public on NRM items/issues that come to Council.
- Issuing weed notifications and visiting areas of concern, reported either internally or from the public.
- Meetings – general Council business and updates.
- Preparation of Council reports and briefing papers.
- Reviewing NRM section of current GSB website with view to using more accessible language and terminology.

Some of the work currently being undertaken by LRF supports Council's day-to-day operations and broader NRM obligations. While this work is important and aligns with the intent and implementation of the NRM & Climate Resilience Strategy, some activities sit outside the current scope of LRF's contracted services to Council and, at times, may affect LRF's capacity to deliver the agreed strategy outcomes.

## **NRM & Climate Resilience Strategy Progress**

### **NRM Strategy Implementation**

LRF have continued to implement key priorities outlined in the NRM & Climate Resilience Strategy annual work plan. Key activities for the reporting period are outlined below and a detailed progress report against the agreed annual work plan is attached.



### **Weed Management Program**

The draft Glamorgan Spring Bay Weed Biosecurity Program (2025–2030) was presented to Council in February. The program updates the municipality's long-running Weed Management Plan approach to align with Tasmania's *Biosecurity Act 2019*.

Weed Management Plan templates were developed for landholders to assist them to manage weeds on their properties. Weed plans are intended to help landholders plan containment, control and, where feasible, eradication of the weed/weeds on their property. The format of the plans support coordinated on-ground action, annual review and consistent record keeping to achieve desired outcomes.

Further investigations into integrating weed data collected in Mergin' maps with Council's GIS and possibilities of use by external users.



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Wednesday, 15 April 2026

State Planning Office  
Department of State Growth  
GPO Box 536  
Hobart TAS 7001

By email: [haveyoursay@stateplanning.tas.gov.au](mailto:haveyoursay@stateplanning.tas.gov.au)

Dear Sir/Madam

### **Preventing delays in development assessment timeframes - Position Paper**

We thank you for the opportunity to make a submission to the *Preventing delays in development assessment timeframes – Position paper* (paper). This submission was prepared by staff for submission to the consultation period.

While we welcome the current Governments apparent willingness to undertake planning reform, we note this specific proposal was the result of an election commitment and is at odds with the facts of the timeframes for assessment of planning applications in Tasmania. The Business Council of Australia has independently and consistently ranked the regulatory planning system in Tasmania as one of the fastest in Australia for many years now.

The 2025 Regulatory Rumble Report identified Tasmania as second overall, with Tasmania getting the following specific scores:

- 2<sup>nd</sup> for efficiency;
- 3<sup>rd</sup> for consistency;
- 1<sup>st</sup> for certainty;
- 6<sup>th</sup> for transparency (based on rollout of the Planbuild portal).

We note that the Transparency section of the assessment noted the implementation of a range of development policies such as transit oriented development, enabling and delivering housing supply, Housing Delivery and Investment Delivery Authorities, State Plan initiatives and the unlocking of activity centres. These don't happen in Tasmania, as the State does not develop or implement such initiatives.

The Tasmanian Planning Scheme is now a 10-year old initiative, with the 5-yearly review reported as complete but there is no public information on that review, the revisions to the Scheme that result from that review or the work plan for implementation of those changes.

The lack of other state initiatives to unlock infrastructure and land for homes and the ongoing lack of resources for the State Planning Office remain the biggest problems in the Tasmanian Planning



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System. The Paper does nothing to address the lack of strategy development and implementation at the State level.

Planbuild is understood to be problematic from the experience of both the regulators in assessing and managing applications, and the proponents in lodging applications and monitoring progress.

We commend the State Planning Office in putting together a Position Paper that presents a seemingly competent discussion in light of such a positive national ranking of the Tasmanian planning system.

That said, the 8 questions provided in the Paper display a clear bias against Planning Authorities that cannot be ignored and reflect the clearly political driver for this reform from the recent election promise.

The consultation questions were discussed with staff and following responses were provided.

**1) Could improvements be made to the Act to help clarify the requirements for a 'valid' application? For example, could section 51A of the Act be improved to clarify the process for the payment of fees and the commencement of the statutory assessment timeframe?**

Yes, provided they deal with:

- a) improving the quality of applications and ensuring compliance with the planning scheme is addressed;
- b) better ways to operate and maintain the actual content of the State Planning Provisions that result from issues identified in operation of the scheme, decisions of the Tasmanian Civil and Administrative Appeals Tribunal and/or the Supreme Court; and
- c) resolving the status of applications that do not have an invoice issued within 4 days of lodgement.

**2) Should clause 6.1.2 of the SPPs be amended to clarify that it specifies the minimum requirements for a 'valid' application for the purposes of the Act?**

Yes.

- (a) must be updated to require a completed, not just a signed application form.
- (f) is required to provide sufficient information to enable assessment against all applicable standards under 5.6 of the Scheme and the statutory provisions at section 51(a)(c) of the *Land Use Planning and Approvals Act 1993* (Act);
- (g) is required to provide information to enable assessment against the requirements of clause 6.11 of the Scheme, which itself requires expansion to address the full range of statutory referrals under various legislation;

**3) Is further guidance required on what an application must include to be a 'valid' application? If so, what guidance information would assist?**

Yes.



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State has an unfulfilled role to educate the development sector and wider community about the planning system and the State Planning Provisions, which they control. This Paper confirms that role cannot be ignored any longer.

There is no general education on the planning system in Tasmania, nor targeted education for the development sector on the application process, how to make a planning application, how the planning scheme operates, what is required for a valid application, and so on. We understand that Tasmania is the only Australian State where this is not possible.

CBOS regulate the majority of participants in the system, which provides an easy opportunity for mandatory training to be completed as part of their licensing and registration system within a relatively short timeframe. Industry bodies can also provide an opportunity for engagement and education on planning and the application process.

Responses to other questions in this submission provide further directions.

**4) Are there any other improvements that could be made to the Application Requirements in clause 6.1 of the SPPs that could assist with the assessment process?**

Yes.

See previous comments.

6.1.2 should refer to the information required under 6.1.3, which should itself be revised to change the clause from *Council may request*, to *the proposal should provide where relevant...* and link to 6.11.

A new 6.1.4 is then required to deal with any information the Council considers necessary under 6.1.3 that was not provided with the application, while also linking to the requirements of 6.11.

**5) What mechanisms do councils use to monitor the development application assessment 'clock' to ensure it is performing its statutory functions in accordance with the Act?**

Timeframes are managed and monitored through the Council software systems.

**6) Can you identify situations where the applicant and the council have disagreed regarding assessment timeframe?**

Yes.

The question is not productive or meaningful to the proposal. Decisions from the Appeals Tribunal and Supreme Court provide many examples.

With respect, tighter timeframes will not improve delivery of projects on the ground or certainty for applicants/developers or Council. They will simply tighten the screws on a resource poor part of the system in a profession that has had a decades long shortage.

A better question is how can understanding of the timeframes be developed?

The State must issue clear advice that reflects the provisions of the various legislative requirements (this Act, Acts Interpretation Act, various statutory consent and referral processes)



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about what is required, how time is counted (particularly around the counting of time) to provide clear answers for all that avoid the need for costly and resource wasting appeals and legal arguments. This will require statutory provisions to establish a mechanism similar to the Directors Determination under the Building Act 2016, or the Section 8A Guidelines under this Act to provide clear directions and binding answers on planning questions an issues such as the counting of time.

**7) Are there any other improvements that could be made to the development application process that would make managing the assessment timeframes easier and more transparent?**

Yes.

The complexity of the Tasmanian Planning Scheme means that applications should provide a statement of compliance with the applicable standards under the relevant planning scheme, and the mandatory provision of information required to enable assessment against performance criteria.

Applications are also frequently lodged from applicants who are familiar with the process and requirements of the planning scheme, but omit information or supporting advice that is clearly applicable and required.

Applications are often lodged where the advice within supporting reports (when provided) is either for a different version of the proposal, not addressed or in some cases, ignored.

Applicants should have an obligation to provide a response to the applicable planning scheme criteria.

The existing statutory limitations on the provision of information are excessive (2 years, s.54AA) and should be reduced to 12 months unless agreed otherwise.

State should be publishing clear directives on interpretation of the Act and Planning Scheme following revisions to the State Planning Provisions and decisions from the Appeals Tribunal or Supreme Court so that clear guidance is available for proponents, applicants and planning authorities (staff, delegates and elected members). This would provide certainty and central source of binding advice for all parties, increasing certainty and knowledge of the planning system.

This advice process should also allow Councils or developers to ask what is meant or required for interpretation and application of provisions. The current process (proposal, application, MIR & response, determination and planning appeal) wastes everyone's time and money when there are clearly better options to deal with similar issues.

**8) Can you provide any examples where you believe the additional information process has been misused?**

Yes.

Proponents often lodge incomplete applications or applications that have no opportunity for approval to test the system. Given the nature of the State Planning Provisions, all required



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information must be obtained to complete assessment to enable a determination to be made on the application.

This often results in public and political complaints about timeframes and council blocking projects.

The Tasmanian Planning Scheme created a system that requires professionally prepared applications, however the State has been unwilling to acknowledge or address the impacts of those changes, outside responses to lobbying from the development sector.

Problems also occur with applications that are using the wrong assessment and decision process, due to the lack of clear guidance from the State on the types of proposals that should be directed to specific processes.

For strategic planning processes, the ongoing lack of available planning data and information from the State on the planning system and more specifically, a planning data dashboard such as the South Australian system uses, causes additional delays and costs to both Council and applicants / proponents. Additional information must be obtained at cost to either the private sector or Council to overcome these gaps. This was an ongoing problem with operation of the Southern Tasmanian Regional Land Use Strategy. We understand that the recent announcement by Federal and State Treasurers on the provision and publication of planning data will assist this issue, but no information is available on when this will be provided.

**9) Is there scope to improve the process for a review of an additional information request or a response to an additional information request? If so, can you suggest how this might occur?**

In our experience, this process has been relatively good. Most parties are open to alternative solutions to fix problems or issues.

**10) Should there be a limit on the number of additional information requests that can be made during the first 21 days and 14 days, respectively, for discretionary and permitted applications?**

No.

Further requests are often required in response to information submitted by an applicant, or requests made by other statutory referral agencies. This is not uncommon in response to TasWater requests, which raise other issues for the composition of the planning application as a result of requests for additional or upgraded infrastructure.

A restriction on the number of requests would force refusal of those applications, noting also the previous comments to earlier questions.

**11) Is further clarity required between the additional information requests that can be made by the planning authority and that from TasWater, the Tasmanian Heritage Council, or the EPA?**

Yes.



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**12) Do councils collect data on the number of additional information requests that could be provided through a centralised data collection service use as the Council Consolidated Data Collection service?**

No.

Anecdotal information on a centralised data collection service, such as intended with the Planbuild system, suggest significant operational and user problems in terms of function, useability, records management and data circulation that must be resolved before any such system could be implemented. It must also integrate seamlessly with the various software systems used by Councils, from the start.

Any such centralised system would also need to ensure instantaneous circulation or referral of submissions to the required parties to minimise potential delays and operate irrespective of public holidays, staff leave and other such issues that often occur. The operator of the system would also need to be held to the same standards and legal liabilities as planning authorities for completion of tasks, timeframes revised under the act to reflect the central data process (with associated delays to process) or Council would need to be provided with a statutory indemnity for failure to meet statutory deadlines.

**13) Are there any other measures that could be adopted to improve the process for requesting and responding to additional information requests?**

Yes.

The current act contains references to multiple ways of calculating time, such as calendar days (with or without public holidays), working days and days the office is open. Sort a single system to be used across the act, remove the different systems and publish a clear directive with instructions to reflect the myriad statutory requirements (particularly around when counting of time actually starts and stops, public holidays, when an application can be exhibited).

Education is required within the development sector on the planning scheme, how to compose a planning application, what is required and the information request process. This is not difficult, and can be easily developed and delivered by the State through the CBOS licensing and registration process.

A common observation is that the quality of applications needs to improve. It is beyond the scope of the Council to undertake that type of education with the limited resources that we have and competing demands on those few resources. This would have the biggest impact on the need for and use of information requests.

In many cases, data on the need to apply specific standards is not publicly available (such as application of controls for attenuation buffers, site contamination etc).



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**Pace of reform and resources**

Planning reform in Tasmania is an excessively slow process. The State Planning Office has minimal resources, and they are often redirected to political imperatives and outcomes rather than the ongoing and maintenance of the planning system.

Implementation of the Tasmanian Planning Policies is a typically Tasmanian example. A 6-month implementation holiday was provided, but nothing has happened to assist implementation of the policies during that time.

Given the excessively slow pace of planning reform in Tasmania, the Paper does not touch on the single most effective way to provide clarity for both the development sector and planning authorities.

Resource it properly and keep it maintained.

We thank you again for this opportunity for consultation. Please contact the planning department at Council on 6256 4777 to discuss any questions you may have regarding this submission.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Dick Shaw", is positioned to the left of a large, faint, stylized wave graphic that spans the width of the page.

Dick Shaw  
**ACTING CHIEF EXECUTIVE OFFICER**



## **FEES AND CHARGES REGISTER**

2026/2027

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**Adopted:  
Minute No.**

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## ADMINISTRATIVE FEES

Type	Unit	2025-2026	2026-2027
Photocopying - Black and White A4	per page	\$0.16	\$0.17
Photocopying - Black and White A3	per page	\$0.42	\$0.44
Photocopying – Colour A4	per page	\$0.63	\$0.66
Photocopying – Colour A3	per page	\$1.43	\$1.50
Search and copy of permit and plans	per application	\$61	\$64
Road Closure Fee	Fee + cost of advertisement	\$140	\$147

## MARINE INFRASTRUCTURE FEES

Type	Unit	2025-2026	2026-2027
Marina Berth - Private use Fixed Jetty	per year	\$4,714	\$4,714
Marina Berth- Private use Floating Pontoon	per year	\$5,908	\$5,908
Marina Berth - Commercial Tour Floating Pontoon (Single phase)	per year	\$5,908	\$5,908
Marina Berth - Commercial Fishing Floating Pontoon (Three phase)	per year	\$6,222	\$6,222
Marina Berth – Eco Berth	per year	\$1,446	\$1,446
Marina Berth floating or fixed – Casual Rate (Daily)	per day	\$52	\$52
	per week	\$190	\$190
	per month	\$604	\$604
Marina Berth - Eco - Casual Hire	per day	\$28	\$28
	per week	\$73	\$73
	per month	\$218	\$218
Fisherman’s Wharf Fee < 18m length	Annual	\$1,735	\$1,735
Fisherman’s Wharf Fee boats >18m length	Annual	\$2,602	\$2,602
Fisherman’s Wharf – Casual Rate	per day	\$52	\$52
	per week	\$190	\$190
	per month	\$629	\$629
Fisherman’s Wharf – Unloading Fee	each	\$76	\$76
Fisherman’s Wharf – Cleaning Fee (When required)	each	\$101	\$101
Use of Single-phase power at wharf - Per connection	up to 24 hours	\$21	\$21
Use of Three Phase Power - Per connection	up to 24 hours	\$39	\$39
Maintenance work on vessels at wharf	per day	\$101	\$101
	per week	\$629	\$629

## WASTE MANAGEMENT TRANSFER STATION FEES

Type	Unit	2025-2026	2026-2027
General waste (min \$10)	per cubic meter	\$31	\$31
Recyclable materials	-	no charge	no charge
Metals / Oils / Batteries	-	no charge	no charge
Mattresses	Per unit	\$27	\$27
<b>Greenwaste:</b>			
Car boot load	each load	\$8	\$10
Utility tub tray / flat tray	each load	\$13	\$13
Trailer single axle (no cage)	each load	\$13	\$13
Trailer single axle (with cage)	each load	\$19	\$19
Trailer double axle (no cage)	each load	\$19	\$19
Trailer double axle (with cage)	each load	\$29	\$29
Loads larger than above	per cubic meter	\$11	\$11
<b>Tyre disposal:</b>			
Car	per tyre	\$19	\$19
Small truck/4WD	per tyre	\$22	\$22
Large truck	per tyre	\$29	\$29

## CEMETERY FEES

Type	Unit	2025-2026	2026-2027
Plot Reservation Certificates – Right of Burial for 25 years	each	\$350	\$368
Niche Wall Allocation	each	\$275	\$289
Niche Wall Plaque installation	each	\$175	\$184
Old / Lawn Section burials <b>(Contractor service)</b>	each	POA	POA
Children – max coffin size 1350mm x 450mm <b>(Contractor service)</b>	each	POA	POA
Re-open Fee (Old / Lawn section) <b>(Contractor service)</b>	each	POA	POA
Burials outside working hours (additional charge) <b>(Contractor service)</b>	each	POA	POA

## PLANNING AND DEVELOPMENT FEES

Type	Unit	2025-2026	2026-2027
Basic Fee	Each	\$159	\$207
<b>Base Application Fee (Required for to all applications)</b> Value of Works	\$0 - \$100,000	\$170	\$179
	\$100,001 - \$749,999	\$847	\$889
	\$750,000 - \$1,499,999	\$1,582	\$1,661
	\$1,500,000+	\$1,900	\$1,995
<b>Scaled Assessment Fee (Applicable to All Applications)</b>			
For every \$1,000 value of work where value of work is	>\$25,000 to max \$20M	\$2	\$2
<b>Discretionary Assessment Fee</b>			
For all discretionary applications	each	\$207	\$217
<b>Subdivision Assessment Fee</b>			
Minor boundary adjustment	each	\$184	\$207
Base fee	each	\$892	\$937
New lot assessment fee (per lot)	each	\$75	\$79
<b>Sealing of Final Plan</b>			
Base fee	each	\$526	\$552
Lot assessment fee	each	\$70	\$74
<b>Public Notification Fee</b>			
For all discretionary applications	each	\$509	\$534
For planning scheme amendment & level 2 activities	each	\$1,329	\$1,395
<b>Minor Amendment Fee</b>			
Per Application	each	\$159	\$317
<b>Planning Scheme Amendment</b> (Note: Application assessment fees & TPC fee also payable in addition)			
Assessment Fee	each	\$16,283	\$17,097
<b>Extensions of time</b>			
Extension of 2-year substantial commencement	each	\$157	\$165
<b>Developer Contribution Fee</b>			
Cash in lieu of car parking	each	Per Policy = (cost of land + construction cost) x 0.5	Per Policy = (cost of land + construction cost) x 0.5
<b>Part 5 Agreements</b>			
Execution of Part 5 Agreement	each	\$545	\$572
Or if required by Planning Permit	each	\$364	\$382
<b>Regional Land Use Strategy</b>			
Request to amend Regional Land Use Strategy	each	\$3,318	\$4,318

<b>Specialist Assessment of DA Required</b>			
Environmental Impact Assessment or specialist study to be assessed by suitably qualified person not contained within Council (e.g. archaeologist). Actual amount charged shall be paid by applicant in addition to applicable fee.	each	Cost of the peer review study + 15% administration fee	Cost of the peer review study + 15% administration fee
<b>Development Engineering</b>			
Plan assessment & inspection	each	1% of certified value of work, minimum \$500	1.5% of certified value of work, minimum \$500
Re-inspection fee - Subdivision		\$218	\$229
Review of updated drawings fee	per set	\$284	\$298
Permit fee (including 1 inspection) - conduct an activity or any work within a council road/street	each (Domestic)	\$143	\$170
	each (Commercial)	\$199	\$220
Re-inspection fee – Work within road reserve permit	each		\$110
Stormwater connection and inspection fee	each (Kerb or pit connection)	\$1,243	\$1305
	each (Drain)	\$284	\$298
Infrastructure protection bond (Protection of existing footpaths, kerbs etc)	each	POA	POA
<b>Strata Title Act 1998</b>			
Strata Title and Staged Development Scheme assessment	per lot	\$526 plus \$70 per lot	= \$552 plus \$74 per lot
All other Strata Title Act 1998 applications		\$364	\$382
<b>Petitions to Amend Sealed Plan</b>			
With written support of all interested parties	each	\$389	\$408
Without written support of all interested parties	each	\$751	\$789
Hearing fee	each	\$630 plus Council's legal costs at cost	\$662 plus Council's legal costs at cost
<b>Miscellaneous Fee for LUPAA or LGBMP applications</b>			
Miscellaneous		\$526	\$552
<b>For Retrospective Approval</b>			
For all retrospective applications	each	Plus 100% of the applicable fee	Plus 100% of the applicable fee

## BUILDING FEES

Type	Additional Information	Unit	2025-2026	2026-2027
Building Works under \$19,999 - Class 1, 10, 1 & 10	Application for a Building Permit, Demolition Permit, Permit of Substantial Compliance and Certificate of Completion for all classes.	per application	\$339	\$356
Building Works \$20,000 and over for Class 1, 10, 1 & 10	Application, assessment and completion certificate for a Building Permit, Demolition Permit and Permit of Substantial Compliance for the following classes:			
	• Class 1 / Classes (1 and 10)	per application	\$521	\$547
	• Class 10	per application	\$330	\$347
	• Multi-Unit Development (2 or more separate units)	per application	\$521	\$547
Building Permit (Class 2-9)	Application for a Building Permit, Demolition Permit, Permit of Substantial Compliance and Certificate of Completion.	per application	\$640	\$672
Staged Building Permit	Stage 1	Per application	Normal application fees apply based on total project cost	Normal application fees apply based on total project cost
Staged Building Permit	Each subsequent stage	Per application for each stage		\$265
Notifiable Building Works	Lodgement, assessment, associated correspondence and record keeping.	per application	\$339	\$356
Amended CLC/ drawings		each drawing	\$199	\$209
Extension to building permit / Notifiable approval		per application	\$134	\$141
Building Certificate		per application	\$593	\$623
Temporary Occupancy Permit Admin Fee		each permit	\$79	\$83
Low Risk Building – Admin Fee		per application	\$78	\$82
For all retrospective applications		each	Plus 100% of the applicable fee	Plus 100% of the applicable fee

**PLUMBING FEES**

Type	Additional Information	Unit	2025-2026	2026-2027
Plumbing - Building Works under \$19,999 - All classes	Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments	per application	\$390	\$410
Plumbing - Building Works \$20,000 and over (Classes 1, 10 and multi-unit development)	<b>Class 10</b> - Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments.	per application	\$547	\$574
	<b>Class 1 or Classes 1 and 10</b> - Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments	per application	\$995	\$1045
	<b>Class 1 or Classes 1 and 10 with an Onsite Wastewater Management System</b> - Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments	per application	\$1,417	\$1488
		2 Units	\$1,417	\$1488
	<b>Multi-unit development</b>	Additional unit	\$1,130	\$1187
Plumbing - Building Works \$20,000 and over (Classes 2 -9)	Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments	per application	\$1,130	\$1187
	With an Onsite Wastewater Management System - Application for Certificate of Likely Compliance - Notice of Work, Application for Permit - Plumbing Work, assessment, and Certificate of Completion for all classes. Also includes additions, alterations, and amendments	per application	\$1,694	\$1779
Permit Authority Completion Certificates	<ul style="list-style-type: none"> <li>• Building &amp; Demolition</li> <li>• Plumbing</li> </ul>	each application	\$134	\$141
Low Risk Plumbing – Admin Fee		Per application		\$78

Staged Plumbing Permit	Stage 1	Per application	Normal application fees apply based on total project cost	Normal application fees apply based on total project cost
Staged Plumbing Permit	Each subsequent stage	Per application for each stage		\$265
Site inspection		per 0.5 hour	\$134	\$141
Amended drawings		each drawing	\$199	\$209
Extension to plumbing permit		per application	\$134	\$141
For all retrospective applications		each	Plus 100% of the applicable fee	Plus 100% of the applicable fee

## ENVIRONMENTAL HEALTH

Type	Unit	2025-2026	2026-2027
<b>Food Business Registration Fees</b>			
Temporary Food Registration	per event	\$36	\$38
Temporary Food Registration local community (non-profit organisation)	per event	FREE	FREE
Classification Priority 1	per license	\$322	\$338
Classification Priority 2	per license	\$243	\$255
Classification Priority 3	per license	\$165	\$173
Classification Priority 3 (notify only)	one off fee	\$36	\$38
Classification Priority 4 (notify only)	one off fee	\$36	\$38
Not for profit (Sporting & Community Groups, Charities etc)	per license	FREE	FREE
Assessment of Plans for Commercial Kitchen (Form 49)	per assessment	\$268	\$281
Inspection and Occupancy Report for commercial kitchen (Form 50)	per report	\$268	\$281
Improvement notice	per notice		\$300
Prohibition Order	per order		\$300
<b>Miscellaneous Health Fees</b>			
Place of Assembly License – specific event	each license	\$97	\$102
Place of Assembly License – specific event (local community non-for-profit organisation)		FREE	FREE
Swimming pools/spas samples (request /non investigative)		Cost of analysis +	Cost of analysis +

		\$167/hr or part there-of	\$167/hr or part there-of
Commercial Water Carriers Permit	for one year	\$97	\$102
Regulated system registration-new	each	\$122	\$128
Public Health Risk Activities (tattooists, skin penetration)– Business application and renewal	each	\$97	\$102
Public Health Risk Activities (tattooists, skin penetration)– Operator application and renewal	each	\$58	\$61
Private Water Supplier Permit	each	\$97	\$102
Environmental Protection Notice (EPN)	each		\$500
Amendment to an EPN	each		\$500
Caravan License	each	\$281	\$295
Permit for burial of human remains on private land	each	\$207	\$217

## DOG MANAGEMENT FEES

Type	Unit	2025-2026	2026-2027
Non-Desexed Dog Registration	per animal	\$70	\$74
Desexed Dog Registration	per animal	\$35	\$37
Working Dog Registration (which is kept for the purpose of working stock)	per animal	\$35	\$37
Dog Registration owned by a pensioner (one desexed dog only)	per animal	\$13	\$13
Declared Dangerous Dog & Restricted Breeds Registration	per animal	\$544	\$571
Registered Guide Dog or Hearing Dog in accordance with Dog Control Act 2000	per animal	FREE	FREE
<b>Late payment of Dog Registration</b> <i>Charged 60 days after due date of unpaid dog registration. Charged in addition to registration fee</i>	Per Unpaid Registration		\$50
Replacement tag	per tag	\$10	\$11
Release of dog from pound 1 <sup>st</sup> offence	per release	\$50	\$53
Release of dog from pound 2 <sup>nd</sup> and subsequent offences	per release	\$184	\$193
Daily maintenance charge whilst impounded	per day	\$50	\$53
Returned Dog Fee <i>Where Dog is Not Impounded &amp; is Returned Directly to Owner</i>	Per Animal		\$50
Dog Nuisance Complaint Fee (refundable upon confirmation)	per complaint	\$54	\$57
Kennel Licence – New	per licence	\$145	\$152
Kennel Licence – Renewal	per licence	\$45	\$47

**RECEIVED**  
21 APR 2023

BY: .....

## Event Support Grant Application

Please make sure you answer all Sections of this form.

APPLICANTS DETAILS	
Contact Person Name:	STEVEN THOMPSON
Position in organisation:	SECRETARY & TREASURER
Postal Address:	P.O. BOX 31 TARAUNNA 2190
Phone:	Mobile: 0457232515
Email:	TARAUNNA FOOTBALL CLUB @ OUTLOOK.COM


ORGANISATION DETAILS	
Name of group or organisation running the event:	TARAUNNA FOOTBALL CLUB INC.
Address:	49 CHARLES ST TARAUNNA.
Website:	TARAUNNA FOOTBALL CLUB FACEBOOK PAGE.
ABN:	311 080 247 865
Incorporation number:	62 265 761 104
Legal Status (Please tick which one applies to your group):	
<input checked="" type="checkbox"/> Not-for-profit or incorporated association. <input type="checkbox"/> Registered business hosting a fundraising event where proceeds are donated to charity. <input type="checkbox"/> Registered business hosting a profited event.	

EVENT DETAILS			
Event name:	FOOTBALL AGGIE TO SWANSEA		
Event description:	TARAUNNA V DARLANDS FOOTBALL MATCH.		
Event date(s):	18.7.2026	Time(s):	12.30 P.M
Set up date(s):	17.7.2026	Close down date(s):	19.7.2026
Event held previously:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total no. of people expected to attend at any one time:	400
Entry costs:	Free entry: <input type="checkbox"/>	Voluntary donation: <input type="checkbox"/>	Admission fees: \$ 5.00

EVENT VENUE	
Venue Name:	SWANSEA RECREATION GROUND
Venue Address:	2 FRANKLIN STREET SWANSEA
Has permission been obtained from the venue:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Owner / Manager / Committee of Management
Permission to use venue:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will the event be held on Council or private land?	<input checked="" type="checkbox"/> Council Land <input type="checkbox"/> Private Land
<b>Event description:</b> (Please provide dot points including what you are going to do, the need for the event and why it is of value, any event partners, any further details about location etc.)	
A POSTERED EVENT BETWEEN TARBONKA AND DOLLAIS TO BE USED AS AN OPPORTUNITY TO BRING FOOTBALL BACK TO SWANSEA AFTER SWANSEA FOOTBALL CLUB COLLAPSED INTO RECESSION.	
INSURANCE	
Do you hold insurance for this event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please outline the insurance type and value involved: (Attach Certificate of Currency with your application)	
GENERAL & PRODUCTS LIABILITY & UMBRELLA LIABILITY. SEE ATTACHED CERTIFICATE.	
TEMPORARY ROAD CLOSURES (if applicable)	
Will the event require road closure? (Attach Traffic Management Plan)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Which road(s) will be closed for the event?	NOT APPLICABLE.
Time of road closures:	NOT APPLICABLE.

BENEFITS OF THE EVENT TO GLAMORGAN SPRING BAY		
Please tick or highlight any of the following areas that are relevant to your event:		
<input checked="" type="checkbox"/> Community Participation	<input type="checkbox"/> Environment	<input checked="" type="checkbox"/> Sport & Recreation
<input type="checkbox"/> Community Education	<input checked="" type="checkbox"/> Tourism & Events	<input type="checkbox"/> Heritage & History
<input checked="" type="checkbox"/> Health & Safety	<input checked="" type="checkbox"/> Multi-Cultural	<input type="checkbox"/> Arts & Culture
What will Glamorgan Spring Bay residents gain from this event?		
<p>THE RETURN OF FOOTBALL TO SWANSEA .</p> <p>SINCE THE LOSS OF THE SWANSEA FOOTBALL TEAM THE RESIDENTS HAVE REQUESTED A MATCH TO BE PLAYED AT THE SWANSEA GROUND .</p> <p>IF THIS EVENT IS SUCCESSFUL IT IS ENVIAGED TO BECOME AN ANNUAL EVENT .</p>		
What will Glamorgan Spring Bay businesses gain from this event?		
<p>ALL FOOD + REFRESHMENTS WILL BE PURCHASED WITHIN THE MUNICIPALITY .</p> <p>DIFFERENT ACCOMMODATION WILL BE UTILISED WHICH IS A BOOST TO WINTER MONTHS .</p>		
Briefly explain how you plan to acknowledge Council's contribution / assistance to the event.		
<p>THE TROSBILLA AND OATLANDS RESIDENTS WILL BE ADDRESSING THE PATRON OF THE EVENT AT WHICH TIME THE COUNCIL CONTRIBUTION WILL BE ACKNOWLEDGED .</p> <p>AS WELL AS WRITTEN ACKNOWLEDGEMENT IN FINAL REPORT</p>		
REQUEST FOR FUNDING		
Please confirm the dollar amount you are applying for from Council (per year).	\$ 2,000	
Please outline the amount of funds, if any, you are requesting from Council, and the purpose to which the funds will be applied: <i>Please provide quotations with your application</i>		
<ol style="list-style-type: none"> <li>COVERING OF CRACKS PAVED PRIOR TO EVENT AND REMOVAL POST EVENT</li> <li>LIVE MORGING OF THE DUAL</li> <li>SETUP EXPENSES AND CLEANING BEFORE AND AFTER .</li> </ol>		
Are you prepared to accept partial funding? (Council's grants are highly competitive and Council may offer less than the amount you request.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

If your application is approved, funding will be paid directly into the nominated bank account. Please provide the following bank account details for this entity:	Name on Account: <i>GLAMORGAN SPRING BAY CLUB</i>
	BSB: <i>037 623</i>
	Account Number: <i>910069</i>
<b>IN-KIND SUPPORT</b> <i>In-kind support (Council contribution) is where Council waives or reduces our fees including permit fees, Council venue or site hire, and bin hire.</i>	
Are you requesting in-kind support from Council?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What in-kind support would you like?	
<input checked="" type="checkbox"/> Wheelie bin hire	<input type="checkbox"/> Venue/Site hire waiver
<input type="checkbox"/> Permit fees waiver	<input checked="" type="checkbox"/> Power
Other: _____	

<b>CERTIFICATION / DECLARATION</b>	
This declaration must be signed by a person authorised to sign on behalf of the organisation.	
<ul style="list-style-type: none"> <li>• I certify to the best of my knowledge that the information given on this form is complete and correct.</li> <li>• I understand that approval of the grant is subject to mutual agreement between Glamorgan Spring Bay Council and the applicant.</li> <li>• I understand that if Glamorgan Spring Bay Council approves a grant, I will be required to accept the conditions of the grant in accordance with Glamorgan Spring Bay Council requirements.</li> <li>• I understand that Glamorgan Spring Bay Council does not accept any liability or responsibility for the proposal in this application and that it is the responsibility of the applicant or their sponsor to provide the appropriate insurance cover and abide by all relevant health and safety standards.</li> <li>• I agree that if funded, funds will be used only for the event described on this application.</li> <li>• I consent to the release of event information in this application for promotional and evaluation purposes relevant to Glamorgan Spring Bay Council.</li> <li>• I will seek permission from the group before submitting photographs for use by Glamorgan Spring Bay Council.</li> </ul>	
The above organisation has authorised me to submit this application on their behalf. The information contained herein is, to the best of my knowledge, true and correct.	
Name:	<i>STEVEN THOMPSON</i>
Signature:	
Position in organisation:	<i>SECRETARY &amp; TREASURER</i>
Please return this application to: <a href="mailto:community@freycinet.tas.gov.au">community@freycinet.tas.gov.au</a>	



*Please Note: All successful applicants are required to submit evidence of expenditure in a final report. Included in reporting will be formal receipts, photographs and providing the opportunity for Community Services staff to attend the funded event.*

FINAL CHECK LIST	
Action	Completed
Completed all sections of the application form	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signed the application form	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attached copies of any required documentation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attached copies of supporting quotes	<input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 20px;">N/A</span>





**Marsh Pty Ltd**  
 ABN 86 004 651 512  
 727 Collins Street  
 MELBOURNE VIC 3008

GPO Box 1229  
 MELBOURNE VIC 3001  
 Tel 1300 130 373  
 Email sport@marsh.com  
 Marsh.com.au

19 December 2025

## CERTIFICATE OF CURRENCY

<b>INSURANCE CLASS</b>	General & Products Liability and Umbrella Liability	
<b>INSURED</b>	Triabunna Football Club (ODFA)	
<b>GEOGRAPHICAL SCOPE</b>	Worldwide excluding USA, Canada and their protectorates	
<b>PERIOD OF INSURANCE</b>	From: 1 November 2025 at 4pm Local Time (VIC) To: 1 November 2026 at 4pm Local Time (VIC)	
<b>INTEREST INSURED</b>	Legal liability to third parties for bodily injury and property damage arising out of the activities of the Insured	
<b>LIMITS OF LIABILITY</b>	General Liability	\$20,000,000 any one occurrence
	Products Liability	\$20,000,000 in the aggregate
	Errors & Omissions	\$20,000,000 in the aggregate
<b>DEDUCTIBLE/EXCESS</b>	<b>\$1,000</b> each and every occurrence (inclusive of Defence Costs)	
<b>REMARKS</b>	The indemnity granted by this Policy extends to Ryan Sweet as principal, in respect of that principal's vicarious liability the negligent acts or omissions of the Insured pursuant to definition 2.5 and arising out of the Insured's business, but this policy does not extend to the liability of the principal howsoever arising out of the negligence, breach of contract or breach of duty such as principal.	

**INSURER**  
 Lloyd's of London

**POLICY NUMBERS**  
 PACEA2250043  
 PACEA2250046  
 PACEA2250048

Dean Mumm  
 Head of Corporate Sport

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.

**Australian Football National Risk Protection Programme**

**URBAN MUSIC**

**TAX INVOICE**

<b>ABN: 28 334 840 343</b>	<b>(03) 6234 8600</b>
<b>71 Albert Road Moonah TAS 7009</b>	<a href="mailto:contact@urbanmusic.com.au">contact@urbanmusic.com.au</a>

**INVOICE: urban6232**

**DATE: 11/6/25**

<b>INVOICED TO:</b>	Bicheno Community Development Association Inc. PO Box 3, Bicheno Tas 7215 - ABN: 85 159 008 989
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<u>Description</u>	<u>Price</u>	<u>Quantity</u>	<u>Total Cost</u>
<b>Provision of:</b>			
1 x Audio System hire - 28/06/2025 - 19/07/2025	\$ 5,280.00	1 \$	5,280.00
4 x JBL VRX 12 tops	\$ -	4 \$	-
1 x JBL VRX 12 top (spare)	\$ -	1 \$	-
2 x JBL VRX 18 subs	\$ -	2 \$	-
1 x JBL VRX 18 sub (spare)	\$ -	1 \$	-
2 x Speaker poles	\$ -	2 \$	-
1 x A&H Zed series mixer	\$ -	1 \$	-
1 x BSS graphic eq	\$ -	1 \$	-
1 x Shure SM58 microphone + stand + clip	\$ -	1 \$	-
2 x Ipod leads + USB C & Lightning adapters	\$ -	2 \$	-
10 x 3m 10amp power leads	\$ -	1 \$	-
5 x 10m 10amp power leads	\$ -	1 \$	-
5 x power boards	\$ -	3 \$	-
3 x Iec leads	\$ -	3 \$	-
8 x Powercon leads	\$ -	8 \$	-
5 x Short XLR leads - 1m	\$ -	5 \$	-
10 x Medium XLR leads - 5m	\$ -	10 \$	-
1 x 3 phase distribution box - 10 amp outlets	\$ 330.00	1 \$	330.00
1 x 5m 3 phase extension leads	\$ -	1 \$	-
8 x 30watt RGB IP65 outdoor wash lights	\$ 220.00	1 \$	220.00
6 x 30watt RGB IP65 outdoor wash lights (spare)	\$ -	4 \$	-
2 x Lighting trees	\$ -	2 \$	-
4 x Hook clamps	\$ -	4 \$	-
Collect - 23/06/2025			
Return - 21/07/2025			
Event - Bicheno Beams 2025			
			\$ 5,830.00
<b>Includes GST of:</b>			\$ 530.00

Direct deposits made to URBAN MUSIC: Westpac Bank. BSB - 037001 A/C No. - 408269

The invoice number is required as a payment reference with all deposits.

Payment due 14 days from date of invoice.

Overdue invoices will be charged a late payment fee of 5% per month.

Invoices outstanding after 60 days will be automatically referred to a collection agency.



## CERTIFICATE OF CURRENCY

This is to certify that this Ansvar Insurance policy of insurance is current as at the date of issue of this Certificate of Currency, subject to the terms and conditions of the policy indemnifying the Insured as follows:

<b>Date of Issue:</b>	16 January 2026	
<b>Policy Number:</b>	586764	
<b>Name of Insured:</b>	BICHENO COMMUNITY DEVELOPMENT	
<b>Policy Type:</b>	Ansvar Commercial Insurance - Community Service Organisation	
<b>Situation of Risk:</b>	Anywhere in Australia	
<b>Description of Cover:</b>	Directors and Officers:	\$2,000,000
	Entity Liability:	\$2,000,000
	Entity Reimbursement:	\$2,000,000
	Employment Practices Liability:	Not Insured
	Trustees Liability:	Not Insured
	Statutory Liability:	Not Insured
	Internet Liability:	Not Insured
	Entity Crisis cover:	Not Insured
	Fidelity - Employee:	Not Insured
	Fidelity – Third Party:	Not Insured
	Tax Audit:	Not Insured
	General Public Liability:	\$20,000,000
	General Product Liability:	\$20,000,000
	Counsellors Liability:	\$1,000,000
	Sexual Abuse:	Not Insured
<b>Business Description:</b>	Business and professional association	
<b>Period of Insurance:</b>	from 4:00pm 16/01/2026 to 4:00pm 16/01/2027	



9 Melbourne Street (PO Box 6)  
Triabunna TAS 7190  
☎ 03 6256 4777  
☎ 03 6256 4774  
✉ [admin@freycinet.tas.gov.au](mailto:admin@freycinet.tas.gov.au)  
🌐 [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au)

## EVENT SUPPORT GRANT APPLICATION

### EVENT SUPPORT ASSISTANCE GUIDELINES

#### ELIGIBLE EVENTS:

The Council will consider requests for assistance by community, sporting and non-profit organisations holding festivals, events or promotions in the Glamorgan Spring Bay.

Festivals and events are defined as activities held within the Glamorgan Spring Bay area that seek funding support and contribute to the region's cultural, social, or economic vibrancy.

#### ELIGIBLE ORGANISATIONS:

Any community group, organisation or club that is legally incorporated or operating under the auspices of an incorporated body. The organisation must hold and produce evidence of public liability cover for the event.

#### ELIGIBLE ASSISTANCE:

In-kind support includes provision of such items as wheelie-bins, barricades, delivery and collection of bins, erection of barricades and advertising of street closures (if a council road and it has been approved by Council). The cost to the Council of any in-kind assistance approved will be calculated and costed against the application.

The maximum funding allocation for any event is \$2,000. However, Council reserves the right to vary this amount at its discretion during the decision-making process.

#### PRIORITIES:

The funding available is limited. Priority will be given to events that:

- Have a significant benefit for a wide range of Glamorgan Spring Bay residents and businesses.
- Are unique within the Glamorgan Spring Bay
- If profit making, put the funds back into the community, preferably through community projects that will benefit a wide cross-section of the community.

## Event Support Grant Application

Please make sure you answer all Sections of this form.

APPLICANTS DETAILS			
Contact Person Name:	Karen Phillips		
Position in organisation:	Volunteer Committee Member		
Postal Address:	PO Box 239, Bicheno 7215		
Phone:		Mobile:	0400 367 665
Email:	karenphillips494@gmail.com		


ORGANISATION DETAILS	
Name of group or organisation running the event:	Bicheno Community Development Association Incorporated
Address:	c/- PO Box 239, Bicheno 7215
Website:	<a href="https://bichenobeams.com">https://bichenobeams.com</a>
ABN:	85 159 008 989
Incorporation number:	
Legal Status (Please tick which one applies to your group):	
<input checked="" type="checkbox"/> Not-for-profit or incorporated association. <input type="checkbox"/> Registered business hosting a fundraising event where proceeds are donated to charity. <input type="checkbox"/> Registered business hosting a profited event.	

EVENT DETAILS			
Event name:	BICHENO BEAMS		
Event description:	Spectacula laser light show set to atmospheric music		
Event date(s):	27/06/26 - 25/07/26	Time(s):	6:30 pm nightly
Set up date(s):	25 & 26 June 2026	Close down date(s):	26 July 2026
Event held previously:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Total no. of people expected to attend at any one time:	Approx 12,400 visitors in 2025
Entry costs:	Free entry: <input checked="" type="checkbox"/>	Voluntary donation: <input type="checkbox"/>	Admission fees: \$

EVENT VENUE	
Venue Name:	LIONS PARK
Venue Address:	78 Burgess Street, Bicheno 7215
Has permission been obtained from the venue:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Owner / Manager / Committee of Management Council - GSBC
Permission to use venue:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will the event be held on Council or private land?	<input checked="" type="checkbox"/> Council Land <input type="checkbox"/> Private Land
<b>Event description:</b> <i>(Please provide dot points including what you are going to do, the need for the event and why it is of value, any event partners, any further details about location etc.)</i>	
Award-winning 2025 (Gold, Tasmanian Tourism Awards) winter festival event designed to increase visitation to Bicheno during the off-peak season A free, family-friendly community event held nightly at Lions Park, Bicheno Features a spectacular laser light show set to atmospheric music, returning for its sixth year in 2026 Created to support local businesses, including accommodation providers, hospitality venues, and tourism operators Generates economic benefit not only for Bicheno but also for surrounding East Coast towns Strategically scheduled to align with both Tasmanian and mainland school holidays to maximise family travel and interstate visitation during winter Strong alignment with Tourism Tasmania's Off Season campaign, contributing to broader statewide winter tourism promotion Supported through inclusion in winter marketing initiatives, increasing exposure and visitation during a traditionally quieter period Continued growth in scale, profile, and attendance, with a four-week program expected to attract an even larger audience in 2026	
INSURANCE	
Do you hold insurance for this event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please outline the insurance type and value involved: <i>(Attach Certificate of Currency with your application)</i>	
Ansvar Commercial Insurance - Certificate of Currency Bicheno Community Development Association Inc. General Public Liability \$20,000,000.00 Period of Insurance from 16/01/2026 to 16/01/2027	
TEMPORARY ROAD CLOSURES <i>(if applicable)</i>	
Will the event require road closure? <i>(Attach Traffic Management Plan)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Which road(s) will be closed for the event?	
Time of road closures:	

BENEFITS OF THE EVENT TO GLAMORGAN SPRING BAY		
Please tick or highlight any of the following areas that are relevant to your event:		
<input checked="" type="checkbox"/> Community Participation	<input type="checkbox"/> Environment	<input type="checkbox"/> Sport & Recreation
<input type="checkbox"/> Community Education	<input checked="" type="checkbox"/> Tourism & Events	<input type="checkbox"/> Heritage & History
<input type="checkbox"/> Health & Safety	<input type="checkbox"/> Multi-Cultural	<input checked="" type="checkbox"/> Arts & Culture
What will Glamorgan Spring Bay residents gain from this event?		
Increased economic activity for local businesses, including accommodation providers, cafés, restaurants, and retail, during the traditionally quieter winter period Greater employment and income opportunities through increased visitation and extended trading periods A free, high-quality, family-friendly event that is accessible to all members of the community Enhanced community pride and connection through a successful, award-winning local event delivered by volunteers Opportunities for local community members to be involved through volunteering and event support roles Increased exposure of the region as a desirable winter destination, supporting long-term tourism growth Flow-on benefits to surrounding towns within the Glamorgan Spring Bay municipality through visitor dispersal Activation of public space (Lions Park) in the off-season, creating a vibrant and welcoming community atmosphere Strengthened partnerships between community groups, local businesses, and tourism organisations Contribution to the wellbeing of residents by providing a unique, enjoyable winter experience close to home		
What will Glamorgan Spring Bay businesses gain from this event?		
Increased visitation to the region during the winter off-season, driving higher customer numbers for local businesses		
Briefly explain how you plan to acknowledge Council’s contribution / assistance to the event.		
Recognition of Council’s support across all promotional materials, including social media, website content, and event listings Inclusion of Council logo on marketing collateral, event signage, and on-site displays (where applicable) Public acknowledgement in media releases and any radio or press coverage Verbal acknowledgement during any official event communications or opening remarks Ongoing recognition as a valued community partner contributing to the success of Bicheno Beams		
REQUEST FOR FUNDING		
Please confirm the dollar amount you are applying for from Council (per year).	\$ 2,000.00	
Please outline the amount of funds, if any, you are requesting from Council, and the purpose to which the funds will be applied: <i>Please provide quotations with your application</i>		
The requested funding will contribute towards the delivery and safe operation of the Bicheno Beams event, specifically: Hire of audio and technical equipment, including microphone and speakers Provision of specialised technology required for the laser light show Engagement of a qualified local technician to oversee setup, ensure safety compliance, and undertake maintenance of equipment throughout the event period		
Are you prepared to accept partial funding? <i>(Council’s grants are highly competitive and Council may offer less than the amount you request.)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

If your application is approved, funding will be paid directly into the nominated bank account. Please provide the following bank account details for this entity:	Name on Account: BICHENO BEAMS
	BSB: 633 000
	Account Number: 187 661 152
<b>IN-KIND SUPPORT</b>	
<i>In-kind support (Council contribution) is where Council waives or reduces our fees including permit fees, Council venue or site hire, and bin hire.</i>	
Are you requesting in-kind support from Council?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
What in-kind support would you like?	
<input type="checkbox"/> Wheelie bin hire	<input type="checkbox"/> Venue/Site hire waiver
<input type="checkbox"/> Permit fees waiver	<input type="checkbox"/> Power
Other: _____	

<b>CERTIFICATION / DECLARATION</b>	
<p>This declaration must be signed by a person authorised to sign on behalf of the organisation.</p> <ul style="list-style-type: none"> <li>• I certify to the best of my knowledge that the information given on this form is complete and correct.</li> <li>• I understand that approval of the grant is subject to mutual agreement between Glamorgan Spring Bay Council and the applicant.</li> <li>• I understand that if Glamorgan Spring Bay Council approves a grant, I will be required to accept the conditions of the grant in accordance with Glamorgan Spring Bay Council requirements.</li> <li>• I understand that Glamorgan Spring Bay Council does not accept any liability or responsibility for the proposal in this application and that it is the responsibility of the applicant or their sponsor to provide the appropriate insurance cover and abide by all relevant health and safety standards.</li> <li>• I agree that if funded, funds will be used only for the event described on this application.</li> <li>• I consent to the release of event information in this application for promotional and evaluation purposes relevant to Glamorgan Spring Bay Council.</li> <li>• I will seek permission from the group before submitting photographs for use by Glamorgan Spring Bay Council.</li> </ul> <p>The above organisation has authorised me to submit this application on their behalf. The information contained herein is, to the best of my knowledge, true and correct.</p>	
Name:	Karen Phillips
Signature:	
Position in organisation:	Volunteer Committee Member
<p><b>Please return this application to:</b> <a href="mailto:community@freycinet.tas.gov.au">community@freycinet.tas.gov.au</a></p>	

*Please Note: All successful applicants are required to submit evidence of expenditure in a final report. Included in reporting will be formal receipts, photographs and providing the opportunity for Community Services staff to attend the funded event.*

FINAL CHECK LIST	
Action	Completed
Completed all sections of the application form	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signed the application form	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attached copies of any required documentation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attached copies of supporting quotes	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

