



ORDINARY COUNCIL MEETING AGENDA

TUESDAY 28 OCTOBER 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 28 October 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 Wednesday 22nd October 2025



Greg Tory
CHIEF EXECUTIVE OFFICER

The title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant s.61 of the Local Government Act 1993 (Tas).

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

In accordance with r.41 of the Local Government (Meeting Procedures) Regulations 2025, the Chairperson hereby requests Leave of Absence for Deputy Mayor Michael Symons for this meeting of Council, for personal reasons.

RECOMMENDATION

That Council grant Deputy Mayor Michael Symons leave of absence for the meeting of Council held on Tuesday 28 October 2025.

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 - 23 September 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 23rd September 2025 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 14th OCTOBER 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 3:45pm on 14th October 2025 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Walker

Apologies:

Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Robert Young

In Attendance:

Greg Tory, Chief Executive Officer
Darren Smith, Acting Director Works and Infrastructure
James Bonner, Senior Planner
Dick Shaw, Director Planning and Development
Tiara Williams, Planner

Guests

- Scott Harris
- Josie Kelman
- Mel Fazackerly

Agenda

- Presentation from Beacon Foundation
- Landscape Recovery Foundation Presentation
- DA2025/110 – 18632 Tasman Highway Douglas River
- DA2024/185 – 50 Maria Street, Pontypool
- MayShaw Proposal
- CoHealth – Management Service Agreement and request to upgrade IT equipment
- Draft - 2024/25 Annual Report
- Proposed Council Office Closure – 2026 Christmas and New Year Holiday Period
- Proposed Schedule - 2026 Ordinary Meetings of Council

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

Nil.

3.2 Questions Without Notice

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

4 PLANNING AUTHORITY SECTION

Under Regulation 29 of Local Government (Meeting Procedures) Regulations 2025, the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

That Council now acts as a Planning Authority at [time].

4.1 DA2025/110 - 18632 Tasman Highway, Douglas River

Proposal:	Outbuilding (detached office)
Applicant:	Jennifer Binns
Application Date:	11 August 2025
Statutory Date:	31 October 2025
Planning Instruments:	Tasmanian Planning Scheme
Zone:	20.0 Rural
Codes:	C2.0 Parking and Sustainable Transport Code, C3.0 Road and Railway Assets Code, C7.0 Natural Assets Code, C8.0 Scenic Protection Code, C13.0 Bushfire-Prone Areas Code
Specific Area Plans:	N/A
Use:	Residential
Development:	Outbuilding (detached office)
Discretions:	C8.6.2 (A2) - Buildings or works within a scenic road corridor must not be visible from the scenic road
Representations:	3
Attachments:	1. DA 2025-110 Redacted Representations [4.1.1 - 4 pages] 2. DA 2025-110 Exhibited Documents [4.1.2 - 20 pages]
Author:	Tiara Williams, Planner

Executive Summary

Planning approval is sought for the construction of a two-storey outbuilding with a viewing deck on the roof. The application was advertised from 21 August to 4 September 2025. During the period four (4) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 31 October 2025.

PART ONE

1. Statutory Requirements

The *Land Use Planning and Approvals Act 1993 (LUPAA)* requires the Planning Authority to take all reasonable steps to ensure compliance with the planning scheme.

The planning scheme provides the overriding considerations for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

The Planning Authority must consider the report but is not bound to it. It may:

1. Adopt the recommendation.
2. Vary the recommendation.
3. Replace an approval with a refusal (or vice versa).

The *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015* require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

A Development Application must meet every relevant standard in the planning scheme to be approved. In most cases, the standards can be met in one of two ways:

1. By Acceptable Solution, or if it cannot do this,
2. By Performance Criteria.

If a proposal meets an Acceptable Solution, it does not need to satisfy the Performance Criteria.

In assessing this application, the Planning Authority must exercise sound judgement to determine whether the proposal meets the relevant Performance Criterion and must consider the issues raised in the representations.

3. The Proposal

The proposal is for a two-storey outbuilding with a deck on the roof of the structure, the building is proposed to be used for residential purposes including car parking, an office and personal residential uses.



4. Risk and implications

Approval or refusal of this application should have no direct financial risk for Council, in relation to planning matters, other than should an appeal against the Authority's decision be lodged or should the Planning Authority fail to determine the application within the statutory timeframe.

5. Background and past applications

The site has had several previous planning applications for a dwelling, outbuildings and partial change of uses for visitor accommodation and a home business. The current use of the site is for the residential use of the dwelling and associated outbuildings.

6. Site Description

The site is 6,088m² in size which is a very small site for a property zoned as Rural, the site is not large enough to accommodate an agricultural use. The property has a dwelling and several outbuildings on site associated with the residential use which is appropriate for the lot size and location.

7. Planning Instruments

Tasmanian Planning Scheme – Glamorgan Spring Bay

8. Easements and Services

There is an easement onsite for an absorption trench, the proposed development is located away from the easement.

9. Covenants

Not Applicable

PART TWO

10. Meeting the Standards via Acceptable Solution

The proposal has been assessed against the Acceptable Solutions provided in:

- 20.0 Rural Zone
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code
- C7.0 Natural Assets Code
- C8.0 Scenic Protection Code

11. Meeting the Standards via Performance Criteria

The standards below could not meet the Acceptable Solution criteria and have been assessed against the relevant Performance Criteria:

- C8.0 Scenic Protection Code
 - C8.6.2 (A2) – Development Within a Scenic Road Corridor

PART THREE

12. Assessing the Proposal against the Performance Criteria

C8.0 Scenic Protection Code

C8.6.2 A2 – The Acceptable Solution is that buildings or works within the scenic corridor will not be visible from the scenic road. As parts of the structure will be visible it cannot meet the acceptable solution.

Performance Criteria	Planner's Response
P2 – Buildings or works within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor having regard to: (a) The topography of the site; (b) Proposed reflectance and colour of external finishes; (c) Design and proposed location of the buildings or works;	(a) The location of the proposed works is in an area that already has been cut, cleared of vegetation and relatively flat. (b) The proposed building is to be constructed of materials that offer low reflectance values and timber cladding. (c) The location of the structure is behind existing buildings which minimises the potential visual impact from the road. (d) Minimal cut and fill required.

Performance Criteria	Planner's Response
(d) The extent of any cut or fill required; (e) Any existing or proposed screening; (f) The impact on views from the road; and (g) The proposed management objectives identified in the relevant Local Provisions Schedule. a) To minimise native vegetation clearance adjacent to the road by setting development back from the road. b) To provide for, and be sensitive to, views that enhance the traveller experience by setting development back from the road and minimising building bulk within proximity to the road.	(e) There is some existing vegetation screening and screening from existing developments onsite, no additional screening is proposed as part of this application. (f) The impact is minimised by the location of the building behind existing buildings and vegetation. The potential impact on the view from the road will not be unreasonable given how far setback the development is from the road. (g) (a) No vegetation clearance is proposed (b) The development is setback 70.5m from the road and is located adjacent to and behind existing buildings.

13. Referrals

The application was referred to State Growth which did not raise any concerns with the proposal.

14. Representations

The application was advertised from 21 August 2025 to 4 September 2025. During the period four (4) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

Representation 1	Response
Visual impact when viewed from the beach	The visual impact from the beach is not a consideration under the planning scheme.
Concerns the office space will be used for a commercial use and increase traffic.	The office is proposed to be used as a home office, if they wish to use this for another purpose a change of use permit would likely be required.

Representation 2	Response
Believes the height does not comply with the requirements of C8.6.1. Concerned about the visual impact from the road, the rivulet and the beach. The intensification in development on the site will detract from the accepted level of residential aesthetic for the area.	The proposal is not within the Scenic Protection Area as such C8.6.1 does not apply. Addressed above. The proposal is consistent with the requirements of the zoning of the lot.
Representation 3	Response
Inconsistent with the objectives of C8.0 "specific characteristics or features of the landscape that collectively contribute to a scenic protection area or a scenic road corridor." Does not comply with C8.6.1 – P1 & C8.6.2 – P1. Concerned with the visual impact of the structure from both the road and the beach. Believes the structure will be clearly visible from both Denison beach and the highway Concerned about vegetation removal from the nature strip in front of the property.	Please see assessment above which addresses the specific management objectives identified in the Local Provisions Schedule. There is no vegetation required for clearance as such C8.6.2 – P1 was not applicable to the assessment. Please see assessment above. The previous removal of this vegetation is not related to the application and as such cannot be considered in this assessment but is being investigated by Council separately to this planning assessment.

15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal satisfies the relevant provisions of the Tasmanian Planning Scheme - Glamorgan Spring Bay and therefore the application is recommended to be approved subject to the recommended conditions.

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme, DA2025/110 at 18632 Tasman Highway, Douglas River (CT137993/30) for an additional outbuilding be approved with the following conditions.

Endorsed Plans and Documents

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

Advice: any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.

No vegetation has been approved for removal, if a requirement for vegetation removal arises Council must be notified and no vegetation removed without written Council Approval.

Design

2. Exterior building surfaces must be coloured using colours with a light reflectance value not greater than 40 percent.
3. Outer walls and roofs must be natural colours such as black, grey, brown and green and of a hue that is unobtrusive.

Access and Driveway

4. Surface water runoff from the internal driveway and vehicle parking and turning areas must be controlled and drained to avoid unreasonable impact to adjoining land.

Environmental Management

5. Plans submitted for building approval must include a Soil and Water Management Plan (SWMP) and this must be implemented to ensure soil and sediment does not leave the site during the construction process.

Advice: a series of Fact Sheets on [Soil and Water Management on Building Sites](#) and how to develop a SWMP is available on the Environment Protection Authority website.

6. Through the construction process to the satisfaction of Council, and unless otherwise noted on the endorsed plans or approved in writing by Council, the developer must:
 - a) ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility;
 - b) not burn debris or waste on site;
 - c) ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage;
 - d) pay the costs associated with any alteration, extension, reinstatement and repair or cleaning of Council infrastructure or public land.

7. The developer must provide a commercial skip (or similar) for the storage of builder's waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

Advice: Builders' waste, other than of a quantity and size able to be enclosed within a standard 140-litre mobile garbage bin, will not be accepted at Council's Waste Management Centres. All asbestos-based waste must be disposed of in accordance with the Code of Practice for the Safe Removal of Asbestos NOHSC: 2002(1988). No material containing asbestos may be dumped at Council's Waste Management Centres.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. Further and separate approval or consent may be required for the following:
 - i. Building and plumbing approval from Council under the *Building Act 2016*
 - ii. Certificate of certifiable work for Water and sewerage from TasWater under the *Water and Sewerage Industry Act 2008*.
- d. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.
- e. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council, or otherwise extended by written consent.
- f. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- g. The issue of this permit does not ensure compliance with the provisions of the Tasmanian *Threatened Species Protection Act 1995* or the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Policy and Conservation Assessment Branch of the Department of Primary Industry, Parks, Water and Environment or the Commonwealth Minister for a permit.
- h. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.
- i. In the event that any suspected Aboriginal cultural material is inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at <http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf>

4.2 DA2024/185 - 50 Maria Street, Pontypool

Proposal:	New Visitor Accommodation Buildings and Viewing Platform
Applicant:	Potter Projects
Application Date:	03/10/2024
Statutory Date:	31/10/2025
Planning Instruments:	Tasmanian Planning Scheme
Zone:	20.0 Rural
Codes:	C7.0 Natural Assets Code
Specific Area Plans:	Not Applicable
Use:	Visitor Accommodation
Development:	Construct 2 visitor accommodation units and a viewing platform
Discretions:	20.3.1, C7.6.1
Representations:	3
Attachments:	1. D A 2024-185 Redacted Representations [4.2.1 - 4 pages] 2. D A 2024-185 Exhibited Documents [4.2.2 - 96 pages]
Author:	Tiara Williams, Planner

Executive Summary

Planning approval is sought for the construction of two visitor accommodation units and a viewing platform. The application was advertised from 21st August to 4th September 2025. During the period three (3) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 31 October 2025.

PART ONE

1. Statutory Requirements

The *Land Use Planning and Approvals Act 1993 (LUPAA)* requires the Planning Authority to take all reasonable steps to ensure compliance with the planning scheme.

The planning scheme provides the overriding considerations for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

The Planning Authority must consider the report but is not bound to it. It may:

1. Adopt the recommendation.
2. Vary the recommendation.
3. Replace an approval with a refusal (or vice versa).

The *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015* require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

A Development Application must meet every relevant standard in the planning scheme to be approved. In most cases, the standards can be met in one of two ways:

1. By Acceptable Solution, or if it cannot do this,
2. By Performance Criteria.

If a proposal meets an Acceptable Solution, it does not need to satisfy the Performance Criteria.

In assessing this application, the Planning Authority must exercise sound judgement to determine whether the proposal meets the relevant Performance Criterion and must consider the issues raised in the representations.

3. The Proposal

The application is for the construction of two new visitor accommodation buildings and a viewing platform on a large rural property that already has a visitor accommodation use operating on it.

Please note that the application is only for the two visitor accommodation units and the view platform located on the property and not for the additional access shown on the site plans going across the adjoining property.

4. Risk and implications

Approval or refusal of this application should have no direct financial risk for Council, in relation to planning matters, other than should an appeal against the Authority's decision be lodged or should the Planning Authority fail to determine the application within the statutory timeframe.

5. Background and past applications

A development application was applied for and approved for a dwelling and two visitor accommodation buildings under DA 2007/127, with completion of the buildings being issued on the 17/11/2009 as part of BA2008/42. The site is currently being used for a residence and visitor accommodation.

6. Site Description

The site is zoned as Rural and has a lot size of 142,800m² and has existing approved visitor accommodation use on the site, the site does not have any current agricultural uses. The site as noted in the Natural Values Assessment identified the site has trees potentially suitable for swift parrot habitat as well as other native fauna and has two native vegetation communities.

7. Planning Instruments

Tasmanian Planning Scheme

8. Easements and Services

Not Applicable

9. Covenants

Not Applicable

PART TWO

10. Meeting the Standards via Acceptable Solution

The proposal has been assessed against the Acceptable Solutions provided in:

- 20.0 Rural Zone
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code
- C7.0 Natural Assets Code

11. Meeting the Standards via Performance Criteria

The proposal has been assessed against the Performance Criteria provided in:

- 20.0 Rural Zone
 - 20.3.1 Discretionary Uses A1, A2, A3 & A4
- C7.0 Natural Assets Code

- C7.6.2 Clearance within a priority vegetation area A1

PART THREE

12. Assessing the Proposal against the Performance Criteria

20.0 Rural Zone

20.3.1 A1- the acceptable solution is that the development is part of an addition or alteration of an existing building, as the proposal is for new buildings it cannot comply.

A2-A4 – there is no acceptable solution

Performance Criteria	Planner's Response
P1 – a use listed as discretionary, excluding residential must require a rural location for operation reasons having regard to: (a) the nature scale and intensity of the use (b) the importance or significance of the proposed use for the local community (c) whether the use supports an existing agricultural use (d) whether the use requires close proximity to infrastructure or natural resources; and (e) whether the use requires separations from other uses to minimise impacts.	The site already has existing visitor accommodation on site and is a suitable location to intensify the use on land that does not have an existing or suitable land for future agricultural uses. (a) the visitor accommodation use on site is already existing, the additional two units are suitable given the use is existing visitor accommodation units on site and the proposed new units are small at only 97.63m² per unit. (b) the use is not intended for the use of the community but does encourage people to visit and explore the Pontypool area. (c) there is no agricultural use on site. (d) the proposed development is on a site that already contains visitor accommodation units and existing infrastructure to support the use. (e) the units are located close to existing visitor accommodation units onsite and given the setbacks from neighbouring properties will not impact adjoining residential uses. There does not appear to be any agricultural uses on adjoining properties.
P2 – A use listed as discretionary must not confine or restrain existing use on adjoining properties having regard to: (a) the location of the proposed use; (b) the nature, scale and intensity of the use; (c) the likelihood and nature of any adverse impacts on adjoining uses; (d) whether the proposed use is required to support a	(a) the locations of the two new units provide significant separation from the two adjoining properties and will be using an existing access. (b) The intensification of the existing use is minor and is unlikely to have any impact on confining or restraining adjoining uses. (c) adverse impacts are unlikely given the ample setbacks noise impacts would be minimal if any, there may be potential that visitors could potentially wander onto neighbouring properties which can and currently is managed by the owners. (d) not applicable (e) the adjoining uses will not impact the intensification of the existing visitor accommodation use.

Performance Criteria	Planner's Response
use for security or operation reasons; and (e) any offsite impacts from adjoining uses.	
P3 – a use listed as discretionary, located on agricultural land, must minimise conversion of agricultural land to non-agricultural use, having regard to (a) the nature, scale and intensity of the use; (b) the local or regional significance of the agricultural land; and (c) whether agricultural use on adjoining properties will be confined or restrained.	The land is classed as a category 6 which isn't suitable for agricultural uses, in addition it is home to trees and habitat that could be suitable for swift parrots, an agricultural use on the site would require a level of clearing that could be detrimental to the natural values and fauna habitat on site. (a) the units are proposed in an area that already has vehicle access and located nearby to existing infrastructure. (b) the agricultural land does not have regional or local significance. (c) the adjoining properties do not currently have agricultural uses.
P4 A use listed as discretionary, excluding Residential, must be appropriate for a rural location having regard to: (a) the nature, scale and intensity of the use; (b) whether the use will compromise or distort the activity centre hierarchy; (c) whether the use could be reasonably be located on land zoned for that purpose; (d) the capacity of the local road network to accommodate the traffic generated by the use; and (e) whether the use requires a rural location to minimise impacts from the use, such as, noise, dust and lighting.	(a) the nature, scale and intensity of the use is suitable for the site. (b) not applicable – there is no activity centre (c) given the grade of the land, existing visitor accommodation use and the natural values on site the proposal for the visitor accommodation and its proposed location on site near existing development is suitable for the property. (d) Council engineers have confirmed the road is suitable for the use and the traffic generated. (e) visitor accommodation does not require a rural location to minimise impacts.

C7.0 Natural Assets Code

C7.6.2 A1 – The proposed vegetation clearance is not within a building area on the sealed plan approved under the Tasmanian Planning Scheme as such the proposal cannot comply with the acceptable solution.

Performance Criteria	Planner's Response
P1.1 Clearance of native vegetation within a priority vegetation area must be for: (a) an existing use on the site, provided any clearance is contained within the minimum area necessary to be cleared to provide adequate bushfire; protection, as recommended by the Tasmania Fire Service or an accredited person; (b) buildings and works associated with the construction of a single dwelling or an associated outbuilding; (c) subdivision in the General Residential or Low Density Residential Zones; (d) use or development that will result in significant long term social and economic benefits and there is no feasible alternative location or design, or; (e) clearance of native vegetation where it is demonstrated that n-going pre-existing management cannot ensure the survival of the priority vegetation and there is little potential for long-term persistence. (f) The clearance of vegetation that is of limited scale relative to	(a) Visitor accommodation is an existing use on the property, the new units are located close to existing development in areas that have minimal vegetation, and the associated bushfire report has provided the recommended hazard management areas requiring vegetation clearance, the associated works like onsite septic have been placed within the hazard management areas to minimise impacts of those works on priority vegetation. (b) Not applicable, the proposal is not for a dwelling or associated outbuilding. (c) Not applicable, the proposal does not include subdivision (d) Not applicable, the proposal will not have significant social or economic impact. (e) Not applicable, this has not been demonstrated. (f) The area to be cleared is 0.25ha of approximately 10ha, the buildings have been located in areas with existing clearance, existing accesses and close to other existing developments. The viewing platform being a class 10 structure does not require any bushfire hazard management and requires minimal vegetation removal.

Performance Criteria	Planner's Response
the extent of priority vegetation on the site	
P1.2 Clearance of native vegetation within a priority vegetation area must minimise adverse impacts on priority vegetation, having regard to: (a) the design and location of buildings and works and any constraints such as topography or land hazards; (b) any particular requirements for the buildings and works; (c) minimising impacts resulting from bushfire hazard management measures through siting and fire-resistant design of habitable buildings; (d) any mitigation measures implemented to minimise the residual impacts on priority vegetation; (e) any on-site biodiversity offsets; and (f) any existing cleared areas on the site.	(a) The location of the units is to utilise existing areas where vegetation is cleared or sparse and where existing accessways are to minimised clearance for the units and associated access. (b) The new units are in close proximity to the existing developments, the viewing platform is designed to be amongst the vegetation and to have a minimal impact on vegetation as possible. (c) The sites were picked due to access, proximity to existing development, considerations of slope and areas with some existing vegetation clearance. The hazard management areas are located in close proximity again consolidating the areas where vegetation clearance is proposed. (d) A construction Environment Management Plan and other additional conditions are proposed to assist in the retention of identified vegetation in the Natural Values Assessment Report. (e) No on-site biodiversity offsets are proposed. (f) Yes, discussed above.

13. Referrals

The application was referred to Council's Natural Resource Manager and Engineer for advice.

14. Representations

The application was advertised from 21st August to 4th September 2025. During the representation period three (3) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

Representation 1	Response
The use is incompatible with the Rural Zone and risks setting a precedent for further developments. Clearing the road, building platforms and bushfire mitigation will degrade the habitat, it does not avoid, minimise and mitigate vegetation loss. Concerned there will be no practical way to enforce any of the recommendations set out in the natural values assessment. The application fails to address obligations under the Threatened Species Protection Act 1995 & EPBC Act 1999. Does not show full compliance with the Bushfire Code. Site plan does not show a midden site on crown foreshore land and downstream from works, this could damage the site. Council must require a formal assessment by Aboriginal Heritage Tasmania.	The visitor accommodation use is existing and has been on the property since 2008, whilst the use is not an agricultural one the proposed intensification is minor and co located with existing development and is considerate of the natural values of the site. The site is not considered prime agricultural land and the property is not large enough to operate much of an agricultural use beyond a hobby farm. As addressed above the works proposed are in areas where there is already vegetation cleared and in proximity to existing development to consolidate works and minimise removal and destruction of habitat. The road is existing and does not require extensive bushfire management clearing neither does the single platform. The proposed permit conditions have a number of environmental requirements required by the applicant to minimise impact to threatened species potential habitat to meet the recommendations of the Natural Values Assessment. The natural values assessment addressed the requirements of these acts within their report. As the use is not vulnerable or hazardous there is no requirement under the planning scheme for assessment under the Bushfire Hazard Code. The bushfire report was provided so that the vegetation clearance for bushfire management could be adequately addressed. When searched on the Aboriginal Heritage Tasmania site no aboriginal artefacts or places of significance were identified on either the property or adjoining crown land. The advice provided by the Aboriginal

Stormwater Runoff and Erosion, development included upgrading the access road but no stormwater or erosion management plan has been provided. This could impact midden site, soil stability and down-stream water quality. Proposal does not include fencing or visitor management measured allowing issues of trespass, disturbance of threatened species, spread of weeds or livestock disease and damage to cultural heritage features. Causing unreasonable impacts on adjoining land. Traffic and road impacts – road safety for people unfamiliar with conditions, dust generation, noise and disturbance and a maintenance burden with additional vehicles on the road.	Heritage Council was provided to the applicant. Council engineers have confirmed the driveway areas stormwater and run off is minimal, and during the construction process in accordance with the conditions below will be required to manage erosion and sediment. Visitor accommodation has been operating as an approved use on the site for a long time and the neighbouring properties seem to have been unaware of this use on the site this whole time, despite the lack of fences. The additional vehicle burden is extremely low, the existing use on site demonstrates the conditions are not incompatible with Visitor Accommodation.
Representation 2	Response
Concerns about damage to habitat specifically swift parrot and pardalote nesting grounds. Boundary roads going onto neighbouring property. Roads do not have stormwater runoff management and give access to their property and could be a public liability issue. Damage of midden on crown land. Illegal jetty build on crown land, built in front of their property.	Addressed above. Boundary roads going onto neighbouring properties is a civil complaint. The access for the use included in this application appears to be contained on the property in question. Addressed above. Addressed above. The jetty is not included in this application or assessment and is located on Crown Land, as this concern should be raised with the Crown.
Representation 3	Response
Concerns about threatened species	Addressed above.

Concerned about trespass from unfenced property and tracks across boundaries. Concerned about 'jetty' that has been constructed on crown land.	Addressed above.
Bushfire risk does not believe bush fire report resolved issue of visitors unfamiliar with fire danger.	Addressed above.
Erosion – there is erosion from the recent road to the property, which is damaging the midden site.	Addressed above.
Bio security risk – visitor accommodation will pose a significant risk to neighbouring properties with possible introduction of disease and pests.	Addressed Above.

15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal satisfies the relevant provisions of the Tasmanian Planning Scheme - Glamorgan Spring Bay and therefore the application is recommended to be approved subject to the recommended conditions

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme, DA2024/185 at 50 Maria Street, Ponty Pool (CT119359/2) for 2 Visitor accommodation buildings and a viewing platform be approved with the following conditions.

Endorsed Plans and Documents

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

Advice: any changes may either be deemed as substantial in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.

Visitor Accommodation Use

2. Prior to the commencement of the approved use of the dwelling as visitor accommodation, a Visitor Accommodation Management Plan (VAMP) for the operation of the visitor accommodation must be submitted and approved to the satisfaction of the Council. The management plan must include measures to

limit, manage and mitigate unreasonable impacts upon the amenity of long-term residents.

These measures must include, but are not limited to, the following requirements:

- a) To limit, manage, and mitigate noise generated as a result of the visitor accommodation, including the prohibition of parties.
- b) To limit, manage, and mitigate behaviour issues caused as a result of the visitor accommodation.
- c) To specify the maximum permitted occupancy of the visitor accommodation be not more than two (2) adults per bedroom. In unsewered areas, the maximum occupancy is not to exceed the capacity of the on-site sewerage management system.
- d) To provide a name and contact phone number of a person who will be available 24 hours a day 7 days a week to respond to any complaints regarding behaviour of guests. If the property is sold the VAMP must be updated with new contact details.

Once approved, the management plan must be implemented prior to the commencement of the approved use and must be maintained for as long as the visitor accommodation is in operation. The VAMP must be provided to adjacent property owners and occupiers within 14 days of being approved.

Visitor Accommodation Signage

3. Signage is to be limited to a maximum of one sign no greater than 0.2m² in size and located within the property boundary. No additional signs are to be displayed without separate approval.

Access and Driveway

4. Surface water runoff from the internal driveway and vehicle parking and turning areas must be controlled and drained to avoid unreasonable impact to adjoining land.
5. Prior to the commencement of the use the internal driveway and areas set aside for vehicle parking and turning must be designed, constructed and maintained to a durable all-weather surface to avoid dust or mud generation, erosion, and sediment transfer off site, to the satisfaction of the Council.
6. Prior to the commencement of the use the vehicular access must be constructed from the edge of the public road to the boundary of the lot in accordance with IPWEA (Tasmania) Driveways Rural Roads TSD-R03 and TSD-R04 and to the requirements of Council (see advice below). A Council inspection of the works is required prior to concrete pour or bituminous surfacing and at completion unless alternative arrangements have been made with Council. Forty-eight hours' notice is to be provided prior to inspection.

Advice: Standard drawings are available at www.lgat.tas.gov.au/

Advice: Prior to commence of any works, the developer must obtain a Works in Road Reserve Permit for any works within the road reserve and for the connection into a Council stormwater network.

Environmental Management

7. No removal of priority habitat trees is permissible without written consent from Council's CEO.
8. Prior to any civil works or vegetation clearing on site, the proposed project footprint needs to be demarcated, and the Council Natural Resource Management (NRM) Officer notified to conduct an onsite inspection,
9. Written approval is to be sought from the NRM Officer, that prior to undertaking any canopy thinning within the Bushfire Hazard Management Area, any known or potential swift parrot habitat trees have been adequately demarcated and / or avoided where applicable, in accordance with the Natural Values Assessment.
10. Any potential nesting habitat trees that are approved for removal by Council are to be undertaken outside the swift parrot breeding season (September to January) unless it can be shown that trees are not occupied, and any hollows are decommissioned.
11. The construction footprint must be adequately demarcated so that no works impact outside the designated building and associated works areas.
12. A detailed survey of priority trees likely to be within 15 m of any potential infrastructure (accesses, services, building envelope etc) is to be completed prior to civil works commencing on site. The survey is to include all Eucalyptus globulus trees >40 cm DBH and all trees over 70 cm, to be mapped as potential threatened fauna habitat.
13. Any of these trees identified in the detailed survey should be assessed by an arborist if potential impacts are greater than 10 % of the tree protection zone (TPZ). Should trees be assessed as unsuitable for retention, they may need to be inspected for hollows before they are impacted to ensure any impacts to breeding birds is avoided.
14. A bird collision risk assessment must be undertaken prior to undertaking works and provided to Council.
15. Prepare a Weed and Hygiene Management Plan to guide the control and potential introduction of weeds on the property.
16. Plans submitted for building approval must include a Soil and Water Management Plan (SWMP), and this must be implemented to ensure soil and sediment does not leave the site during the construction process.

Advice: a series of Fact Sheets on [Soil and Water Management on Building Sites](#) and how to develop a SWMP is available on the Environment Protection Authority website.

17. Through the construction process to the satisfaction of Council, and unless otherwise noted on the endorsed plans or approved in writing by Council, the developer must:
 - a) ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility;
 - b) not burn debris or waste on site;
 - c) ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage;

- d) pay the costs associated with any alteration, extension, reinstatement and repair or cleaning of Council infrastructure or public land.
18. The developer must provide a commercial skip (or similar) for the storage of builder's waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.
 19. Prior to the commencement of the use Council must provide written approval that all conditions have been complied with.

The following advice is provided for information and assistance only

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. Further and separate approval or consent may be required for the following:
 - i. Building and plumbing approval from Council under the *Building Act 2016*
- d. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.
- e. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council, or otherwise extended by written consent.
- f. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- g. The native vegetation approved for removal is limited to that necessary for the construction of buildings and works, the connection of services, vehicular access and the implementation of the Bushfire Hazard Management Plan. Clearing or adversely impacting other native vegetation on the property at any stage in the future may require a separate planning permit and advice should be sought from Council prior to commencing any additional works.
- h. Modification of native vegetation for bushfire hazard management or firebreaks should involve slashing rather than removal thereby minimising soil disturbance and the potential for soil erosion and weed invasion.
- i. The issue of this permit does not ensure compliance with the provisions of the *Tasmanian Threatened Species Protection Act 1995* or the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Policy and Conservation Assessment Branch of the Department of Primary Industry, Parks, Water and Environment or the Commonwealth Minister for a permit.
- j. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.
- k. Please ensure you carefully read the advice provided by Aboriginal Heritage Tasmania regarding the desktop search of the property, and take onboard the advice provided in the letter. In the event that any suspected Aboriginal cultural material is

inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at

<http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf>

Under Regulation 29 of Local Government (Meeting Procedures) Regulations 2025, the Chairperson hereby declares that the Council is no longer acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

That Council no longer acts as a Planning Authority at [time].

5 FINANCIAL REPORTS

5.1 Financial Reports for September 2025

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Chief Executive Officer (Greg Tory)

ATTACHMENT/S

1. Group Financial Statements 2025-09 [5.1.1 - 3 pages]
2. Capital Works Projects 2025-09 [5.1.2 - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended September 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	Low	
Environmental and Public Health	Low	
Financial	High	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	Low	
Information Technology	Low	
Natural Hazards	Low	

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 September 2025.

6 SECTION 24 COMMITTEES

6.1 Marine Infrastructure Committee minutes - 16 September 2025

ATTACHMENT/S

Nil

MARINE INFRASTRUCTURE COMMITTEE MINUTES

Date: Tuesday 16 September 2025

Time: 1:30pm

Location: Council Chambers, 9 Melbourne St, Triabunna

MEETING OPENED: 1.30pm

1. PRESENT AND APOLOGIES.

Present:

Clr J Woods (Chair)
Clr N Edwards
S Thompson
J Hall (via remote video conference)
C Barney (via remote video conference)
P Warner
G Kennedy

Apologies:

D Goodfellow
P Aulich

Absent:

Nil.

In Attendance:

G Tory, Chief Executive Officer
P Porch, Director Works and Infrastructure
J Kerr (Minutes Secretary)
I Clarkson (Minutes Secretary)

2. CONFIRMATION OF MINUTES MONDAY 17TH FEBRUARY 2025.

MOVED: S Thompson

SECONDED: P Warner

That the minutes of the previous meeting be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 6/0

3. INFRASTRUCTURE CONDITION UPDATE

- P. Porch advised that a condition assessment has been completed for the Triabunna Marina. Plans are underway to repair or replace identified issues. Similar assessments are being carried out on marine infrastructure across the municipality, with works progressing based on these findings.

4. CAPITAL WORKS UPDATE

- P. Porch provided updates on several projects:
 - Pile replacement works are planned at the Triabunna Marina.
 - Lighting upgrades are complete at the Bicheno boat ramp.
 - Ongoing cleaning and maintenance of marine infrastructure and ramps continue.

5. UPDATE ON TRIABUNNA TOMORROW MARINE PROJECT

- P. Porch gave an overview of ongoing stakeholder consultations involving commercial fishers, ferry and tourism operators, and slipway owners. Advising that the aim is to find a workable design that balances all interests.

Although the current round of precinct and partnership funding has been paused, work is continuing to ensure the project will be well-positioned for future grant opportunities.

The focus remains on identifying challenges and solutions to enhance safety and usability at the port.

Additional discussion points:

- Clr Edwards noted East Coast Tourism (ECTT) is gathering a broad range of feedback, ensuring the project considers more than just tourism interests.
- G. Kennedy asked about a project timeline. P. Porch advised that a timeline will be developed, but they are not at that stage yet. Documents setting out the plan for the current consultation project are on the ECTT website.
- C. Barney queried revenue opportunities from car parking. P. Porch explained that some proposed parking is on private land. Charging for parking would require a Council by-law, which takes time. Use of parking apps could be considered.

6. OTHER BUSINESS.

- Cllr Edwards noted car parking has been discussed during consultation with East Coast Tourism, including the idea of a private car park. J. Hall expressed concern that a private car park may not resolve existing parking issues.
- P. Warner raised the importance commercial vessels and acknowledged the significant contribution to the local economy. J. Walker reinforced the economic value of large commercial vessels visiting the town.
- S. Thompson suggested that MAST consider installing signage to promote boat readiness. P. Porch will follow this up with MAST and look to support the message through Council's social media ahead of the summer period.
- J. Walker queried the sandbags at Prosser River, Orford. P. Porch advised they are not Council infrastructure, and he has no recent updates from MAST.
- J Walker formally thanked P. Porch for his service and valuable contributions to the committee, noting that he is departing from Council and that this meeting would be his last.

NEXT MEETING:

The next meeting scheduled will be held on **Tuesday 18 November 2025** at **1:30pm** in the Triabunna Council Chambers.

MEETING CLOSED: 2:04pm

RECOMMENDATION

That the Minutes of the Marine Infrastructure Committee meeting held on 16 September 2025 be received and noted.

6.2 Coles Bay Hall Committee Minutes - 15 September 2025

ATTACHMENT/S

1. 20. Coles Bay Hall Comm EOFY 24 25 [6.2.1 - 2 pages]
2. 20. Coles Bay Hall Term Deposit 24 25 [6.2.2 - 2 pages]

Coles Bay Community Hall Committee AGM Meeting Minutes

5pm, 15th September 2025

Meeting Facilitator: Nigel Carins

1. Welcome visitors, and committee members.
2. **Present:** Nigel Carins, Kristin Hoerlein, Diana Carins, Liz Swain, Rob Churchill.

Guests: Greg Tory, Bernadette Pogorzelski, Ward Totham, (entered 5.45pm), Max Swain

Apologies: Sandra Adams, Nola Cooke

3. **Minutes** from the last meeting approved as circulated.

Moved Liz Swain, 2nd Diana Carins, Carried.

4. Treasurer's Report:

End of Financial year accounts reconciled by council. Please see attached.

The term deposit has been rolled over. Please see attached.

Quarterly Treasurer's Report is endorsed.

Comment – Pickle Ball continues to be successful for the Hall.

Treasurers report endorsed Nigel Carins, 2nd Liz Swain. Carried.

5. Business arising:

a). Outside Court Lighting:

(a recap from the last minutes 3rd March - for the benefit of committee members: Nigel spoke with Triabunna Tennis Club who have just installed lighting. It was an expensive exercise – approx. \$50,000.00.)

Input from Greg Tory to be prepared for future grant opportunities:

- Get a lighting design.
- Talk with an electrician to get an idea on cost.

- Check if the existing power supply is adequate.

Nigel has put the Hall down for Community grants – this will be a long-term project to work on, with perhaps initial fundraising events within the community.

It is noted that our lighting will be a user pay system – swipe card the best payment option.

Nigel has requested this stay on the agenda as he continues to work on this.

- b). Correct pickle ball markings resolved.
- c). Facebook page & Calendar, a reminder to share for our Facebook manager.
- d). Internal block work painted.
- e). Window winders in the Hall still to be sorted.

6. General discussion:

Council / Crown land & commercial use.

Regarding the restrictions that are currently on the Hall and Annex usage into the future, and amending so is the most beneficial for the Coles Bay Community.

Bernadette has had discussions with Peter Porch about the after school & holiday Childcare proposal.

The next step with the Crown is for a proposal to come from the potential provider, and documented support from the hall committee. It is up to Council to initiate the next step with the providers.

The committee notes that the same steps may apply in future to the **healthcare provider**, so that our community can benefit from re-instated doctor visits.

Childcare future.

Input from Ward: There is a strong push from the community for childcare to be provided in the area, the benefits supported by data. A need has been highlighted for Coles Bay, with the Bicheno provider at capacity.

Thrive (from Bicheno) are keen to start up here. They met with Peter Porch at Council last March, and have the impression that council are trying to take steps to amend the covenant. (refer to the initial steps as noted above).

NOTE: assessment of the suitability of the facilities still needs to be undertaken.

Council generic booking form + process needs review, Eg does it need to go to council for verification.

Bernadette said that Eliza is returning and will build a new website and will also be updating all forms. Hall people will be contacted for input, and we can also review and comment on the current forms, with suggestions.

Note: Fees are individually set by each hall committee, relevant to their community. We can review ours at the next AGM.

Diana has undertaken to compare our fees to the council guidelines in preparation for review.

Dual bookings using The Annex and Hall at the same time.

One hinderance to double bookings is to be able to lock the connecting door, separating the spaces.

Nigel organizes the bookings, so he can ensure they are compatible, and notify parties.

Note: We need to update our conditions of use and what to do to “leave it as you find it” or pay the \$50.00 cleaning fee.

Extra key at the shop?

Community has made a request to go back to the old system of the key at the shop.

However, Bernadette, in conversation with Dan, has noted council have a preference to keep some independence from the shop for council property.

Recommended we try a new lockbox – a digital one may be easier to run.

Bernadette to discuss with Dan and return with options.

Note: There will need to be two lockboxes, one for the hall, one for the annex.

Fundraising event request for the children of Gaza.

Approached for a fundraising event, with donations going straight to UNICEF & The Palestine Children's Relief Fund (PCRF). Are we ok to approve?

Moved Diana Carins, 2nd Nigel Carins. Carried.

7. New Issues:

a). **Our opening to celebrate the Annex** – the funding deed should advise who to invite. We will be inviting representatives from the Tasmanian Community Fund, And the council.

The committee can apply for an event support allowance from council, \$2000. Apply well in advance of date.

b). Raised by Liz: As our previous meeting was missed, should we consider appointing a deputy Chair to cover absences?

c). Can we get a bike rack installed?

d). Request from pickle ballers for purchase of four more paddles.

Moved Diana Carins, 2nd Liz Swain. Carried.

e). FAI report from Liz, for cross reference only. Not to be tabled as Hall business.

Next meeting: AGM: Monday 1st December 2025.

Note: we will need a new Treasurer, and some more members, seven members is ideal for the committee.

Nigel Carins adjourned the meeting at 6.20pm

Minutes submitted by Kristin Hoerlein.

Minutes approved by Nigel Carins.

POSTSCRIPT 19th September 2025: (follow up notes for record / future reference)

Nigel has bought the four requested pickle ball paddles.

From Nigel:

The council works supervisor, Daniel Herman and I met at the hall yesterday (Thursday) and we discussed all jobs etc on the list from Monday's meeting. It was a very positive

meeting with Dan. He has emailed for our information info on key lock box and specs for hit up wall.

He will include the cost for hit up wall in next year's budget.

Dan has budgeted for a new BBQ to be built close to the outside veranda area, the old one to be decommissioned.

Window winders to be installed.

The bookshelves will be securely anchored to the wall, including the old metal shelves.

Dishwasher installation to be completed.

Internal door to be lockable.

Doctor's surgery to have a separate key.

Also, he has a painter coming to complete the painting, so all buildings have the same colour scheme.

From Dan:

As discussed here is a link to the lockbox, I am enquiring about price. Tennis hit up wall attached, I will ask Zane about a price and then submit for budget review at the EOFY.

There is a product called the KG787BTC which is an electronic key safe however it is used via Bluetooth and an app on the phone.

It has a keypad on it and a onetime use code can be sent out for those that need to get in and do not have the app (e.g. a cleaner, maintenance people, etc).

Can support 1 Admin user and 28 normal users under that one user.

This is the only thing that our suppliers sell that would come close to a QR code key safe.

Please see the link for the product below for more information on it.

<https://www.abus.com/int/Consumer/KeyGarage-key-box/787-KEYGARAGE-One>

RECOMMENDATION

That the Minutes of the Coles Bay Hall Committee meeting held on 15 September 2025 be received and noted.

7 INFORMATION REPORTS

7.1 Chief Executive Officer – Greg Tory

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

ATTACHMENTS

1. Letter from the Minister for Local Government - Glamorgan Spring Bay Council [7.1.1 - 1 page]

PURPOSE

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

OFFICER'S COMMENTS

MEETINGS / APPOINTMENTS

- 9th September – Meeting with cohealth
- 11th September – Triabunna Tomorrow community project meeting
- 15th September – Coles Bay Hall Committee meeting
- 16th September - Triabunna Tomorrow Project Group Meeting
- 16th September – Marine Infrastructure Committee meeting
- 18th September – Triabunna Tomorrow project meeting
- 19th September – Interviews for Director Corporate and Finance
- 24th September - TasWater Developer Forum South
- 30th September – Audit Panel Meeting

COMMUNITY ENGAGEMENT

Community engagement activities continued to expand throughout the month of September, with the Community Development Coordinator engaging in scheduled appointments across Bicheno, Swansea, Triabunna, Orford, and Coles Bay. This work supports both individual residents and community groups, fostering strong local networks and building capacity across the municipality.

New connections were made during the month, with several individuals and groups initiating contact with Council. These relationships are being actively developed, with ongoing support provided through grant funding opportunities, agency referrals, and access to council information.

Key Activities and Highlights – September 2025

- **Municipal Emergency Management Committee Meeting:** Active participation to support emergency preparedness across the municipality.

- **Grant Writing Workshop:** Attended to assist community groups in accessing available funding opportunities.
- **Emergency Preparedness Resources:** Purchase and audit of items funded through grants for inclusion in community emergency boxes and the emergency response trailer.
- **Community Liaison:** Continued direct engagement with residents and groups to support local initiatives and provide information.
- **Mental Health Week and Seniors Week Planning:** Coordination of upcoming events and initiatives to support community wellbeing and inclusion.

Communications and Promotion

Council's Facebook page remains the most effective channel for community communication. Topics featured throughout September included:

- Garage Sale Trail
- Mental Health Week
- Seniors Week
- 2025 Ossa Music Prize Concert
- Australia Day Awards
- Council Positions Vacant

Publications

The Spring edition of SeaSpeak was released, featuring an introduction to Council's new Chief Executive Officer.

CORRESPONDENCE FOR NOTING

- Letter from Minister for Local Government regarding State Grants Commission
- Letter from Minister for Local Government regarding the release of a discussion paper on Reforms to Councillor Numbers and Allowances.

GENERAL

On 6 October 2025, the new Director of Planning and Development, Mr Dick Shaw, joined Council. Dick brings 15 years of experience working across several State Government departments including State Growth, Premier and Cabinet, Police, Fire & Emergency, Homes Tas, Treasury and Finance and Natural Resource and Environment. During his time working for the State Government, he also took a leave of absence to work as an environmental advisor in the offshore oil and gas sector in Western Australia.

Prior to State Government employment, Dick worked across the tourism and environmental sector including P&O Australia, Greening Australia, and he was one of the first Natural Resource Management Facilitators in Tasmania when the regional NRM bodies were established in the early 2000's.

Dick qualifications include an Honors Degree in Zoology, Master of Planning, Graduate Certificate in Public Sector Management, Certificate IV in Work, Health & Safety and he is a certified auditor of Environmental Management Systems (EMS)14001. Dick also holds certificates in project management, negotiation and Conservation Land Management.

Outside of work, Dick and his wife have 3 children and he has an active social and sporting life.

STRATEGIC PLANNING

Currently awaiting the audited financial statements from the Tasmanian Audit Office for inclusion in the 2024/25 Annual Report, which will be presented at the Annual General Meeting in December.

HUMAN RESOURCES

Recruitment activity has been high over the September / October period with a number of resignations occurring in addition to existing recruitment for the Director roles. The Director Works and Infrastructure recruitment process is underway through Local Government Services Group, with advertising now live. The Director Corporate and Finance recruitment is nearing completion, pending a health assessment and final referee report, with a start date anticipated by mid November 2025.

Recent staff movements include the resignations of the Senior Planner, Planner, and two Works Officers. An office based employee has returned from maternity leave. A new temporary staff member has joined the CEO Department to fill the position of Executive Officer and provide reception support while the incumbent is on maternity leave.

The Senior Planner and Planner position descriptions are being reviewed with advertising expected to begin by 31 October 2025. These roles are expected to be challenging to fill and may require incentive-based attraction strategies. The Compliance Officer position description is also under review with advertising expected within the next week. The Technical Coordinator – Works and Infrastructure role has attracted limited applications to date, and the Works Officer roles (Triabunna and Swansea) remain open until suitable candidates are found.

Recent training achievements include completion of Diplomas of Leadership and Management by two Planning and Development staff, Cert IV Leadership and Management by a Works Officer, and a Basic Chainsaw Certificate by another.

WORK HEALTH AND SAFETY

There are currently two active Workers Compensation claims, one involving top-up payments (with a potential settlement underway) and one limited to medical expenses.

RISK CONSIDERATION/S

No new risks identified.

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		
Other		

RECOMMENDATION

That Council notes the information.

7.2 Director Planning and Development - Dick Shaw

Animal Control and Compliance; Building and Plumbing; Environmental Health; Natural Resource Management; Planning and Property

ATTACHMENT/S

Nil.

PURPOSE

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

BACKGROUND/OVERVIEW

Animal Control and Compliance:

We are deeply saddened by the passing of Council's Compliance Officer, Mr Geoffrey Carr, in September. Geoff was a highly respected colleague whose wealth of experience and genuine compassion made a lasting impact in his role. His presence is greatly missed by all who had the privilege of working with him.

Advertising for a Compliance Officer will commence in October.

Council's Compliance officer undertook routine patrols of the Municipality to maintain a community presence through proactive patrols and engagement with dog owners and walkers to encourage compliance. During the reporting period, one dog at large was located and returned to its owner. One infringement was issued during this period for "Dog at large". General compliance remains good with no significant concerns or identified hotspots.

Council's Draft Dog Management Policy 2024–2029 has been temporarily placed on hold following advice from the Parks and Wildlife Service, who are currently reviewing their own Dog Management Policy. Outcomes from their review may influence potential changes to the draft document.

Cat Trapping at Orford Bird Sanctuary

The Friends of the Orford Bird Sanctuary (FOBS) Community Group conducted cat trapping activities within the Orford Bird Sanctuary from 6th to 10th October 2025 – no cats were trapped, and none were detected on trail cameras. Migratory sea birds have now started to nest, as such additional trapping periods may be required. Trapping is undertaken in accordance with FOBS's Council and Parks and Wildlife approved Cat Management Plan, and under a formal agreement with Ten Lives Cat Management Centre.

In line with the *Cat Management Act 2009*, all trapped cats will be safely transported by a FOBS representative to Ten Lives for identification and assessment.

Building and Plumbing:

Council's Permit Authorities continue to process all applications and issue approvals within the statutory timeframes, with 34 building applications and 27 plumbing applications approved during the reporting period. Where applications are non-compliant, the property owners are assisted through the process on a case-by-case basis and in accordance with the *Building Act 2016*.

Environmental Health:

Certificate of Registration of a Food Business for 2025-26 has been issued for most food businesses. Those remaining with outstanding fees and/or application forms will be provided a final opportunity to complete the registration process, ensuring all food businesses are registered in accordance with the *Food Act 2003* as a matter of urgency.

With inspection scheduling up to date at the end of the 2024 - 25 financial year, inspections for the current financial year will continue to be undertaken as per the inspection frequency set by the statewide Food Business Risk Classification System.

Registration renewal processes have also been completed for water carriers and regulated systems (cooling towers).

Publicly accessible pools and spas continue to be monitored monthly by owners/operators, with Council providing oversight of water quality and any issues arising. Recent school holidays saw an increase in usage across many pools, with the importance of ongoing monitoring of water quality heightened at this time.

A range of complaints regarding environmental nuisance/harm continue to be received and addressed on a case-by-case basis. Issues have included the accumulation of non-compliant landfill on private land, failing on-site wastewater management systems and contamination of stormwater/runoff by household and other non-household sources.

The public health alert warning against the consumption of wild shellfish remains in place for Spring Bay, Prosser Bay and the Mercury Passage. This includes waters north of Lachlan Island, south of the line between Lords Bluff and Ile du Nord, and includes Spring Bay near Triabunna and Prosser Bay near Orford. These warnings were issued on 16 May (Mercury Passage and updated 18 June) and remain current with warning signage at Prosser River, the Marina at Triabunna and Deepwater Jetty Triabunna remaining 'flipped down' to show the blue ongoing warning sign and red 'do not consume' alert.

Environmental health reporting to the Director of Public Health on Council's actions under the *Food Act 2003* and *Public Health Act 1997* has been completed, with details covering Council's environmental health resources (FTE), food business inspections, recreational water monitoring (beaches and public pools/spas), water carriers, private water suppliers, and regulated systems (cooling towers).

The Place of Assembly licence for the Bicheno Food & Wine Festival 2025 has been issued, noting the assessment of the application covered a review of food vendors, temporary

occupancy permit re sanitary facilities and structures, provisions for waste disposal and oversight of measures to mitigate nuisance or environmental harm.

Planning is underway for the 2026 school-based immunisation program, including recent collaboration with the Department of Health and other southern councils to achieve the phasing out of the current paper-based parental/guardian consent process with a contemporary, online approach. It is hoped that this may result in an increase in vaccination rates across the adolescent age group to align with nationwide levels. Up-coming online training provided by the Department of Health is planned for November for all Council staff involved.

Planning is also underway for the upcoming recreational water quality monitoring program for 2025-26. Sanitary surveys will be conducted of each area where routine sampling is undertaken and an additional sample site will be added in Bicheno to reflect popular usage of the area.

Natural Resource Management:

Two Weed Action Fund submissions submitted by Enviro-dynamics in partnership with Derwent Catchment Project and the Landscape Recovery Foundation (LRF), were successful. The projects are underway and aim to raise the profile of newly declared weed Foxglove and to tackle emerging weeds. Unfortunately, the Invasive grasses submission was unsuccessful. We are talking with the successful applicant regarding serrated tussock.

LRF awaits a decision regarding the Disaster Ready Fund *Building Flood Resilience in key areas of Glamorgan Spring Bay project*.

LRF has been undertaking fencing upgrades around *Eucalyptus Morrisbyi* (Morrisby's gum) plantings on the east coast. The fences have been electrified to protect them from browsing possums. This work has been funded through the Tasmanian Government's Threatened Species Fund and is part of a eucalypt conservation program to improve the conservation status of threatened eucalypt species.

Work has continued on the implementation of GSB NRM Strategy. LRF are currently talking to farmers about a potential project to develop natural capital and sustainability plans for neighbouring farms and enterprises. Using a landscape-scale approach, the project would look at integrating environmental, social and economic considerations at both property and catchment levels with the aim of helping landholders prepare for existing carbon and emerging biodiversity markets and reporting. This project is currently in scoping stage.

LRF are finalising the draft Foreshore Management Plan – Bicheno, and making sure the document is accessible to the public by using easy to understand language, pictures and appendices that can be understood. It is envisioned this document can be used by local groups and people to easily understand the threats, management recommendations and requirements, to ensure objectives are being worked towards by everybody. This also included working with Mark Lawrence from Bicheno Landcare for input into the weed appendices. The document will be used as a template for plans for other areas where community groups are active.

A campaign to recruit members to expand East Coast Catchment is about to commence with work being undertaken with existing members to develop a communication strategy.

Planning:

The planning department received a steady number of applications during the August - September period. It is noted that while the overall number of applications was reasonably steady there was a lower number of applications received in September compared to August. For the reporting period 29 development and subdivision applications were approved with a total value of \$5,733,744.10.

Council has provided delegation to the General Manager to approve an application where no more than two representations are lodged against the application. No applications assessed during the period received from 1-2 representations.

There are two outstanding appeals that are currently in mediation:

- Refusal for a two lot strata title application at 25 Hazards View Dr, Coles Bay.
- Approval for a change of use to cafe and bar at 68 Burgess St, Bicheno

Property:

The new Property and Projects Officer commenced during September and is currently engaged in following up on outstanding issues from the recent period when the position was vacant.

Council has recently entered into an agreement for electric vehicle charging stations in Coles Bay and Orford. Leases have been signed for a five-year term which commences when the sites are available for the public to start using the charging facilities. Under the agreement, three charging bays will be available in each location.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

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

RISK CONSIDERATION/S

No risk associated with receiving an information report

OFFICER'S RECOMMENDATION

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

7.3 Acting Director Works and Infrastructure - Darren Smith

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; Buildings and Marine Infrastructure, 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.

Asset Management Plans are supported and informed by a range of operational documents. Key documents in this level of asset management are Service Level Documents. Improvement Actions noted within each of the asset management plans are the development of Service Level Documents:

- Develop Service Level Documents to capture knowledge of assets and intervention cycles

This is not a quick process. It relies on the gathering of information and development of maps and schedules, establishing supporting contracts for operational works, and implementing work processes that deliver consistency of services.

Much work has been undertaken over the last 4 years to build the level of information required for a first cut suite of operational service level documents which have been released to work teams in September, fulfilling this key asset management objective.

These are live documents require update at intervals as the services provided and assets managed develop, these documents need to keep pace.

CONSULTANT SERVICES

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

- Hydraulic engineering reports

- Civil Engineering contract management
- Civil works design
- Building Design

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Unsealed road inspections for September: 5.
- Maintenance grade of Sand River Rd, Buckland- underway.
- Hermitage Rd, Triabunna - maintenance grade – completed.
- Cold mixing of potholes across the municipality - Ongoing across municipality approx. 4 ton of cold mix placed for September.
- Two road failure box outs in Inkerman St, Triabunna – completed.
- Roadside weed spraying of sealed and unsealed roads – ongoing.
- Culvert replacement under Jetty Rd, Orford- completed.
- Culvert replacement under West Shelly Rd, Orford- completed.
- Replace 6 driveway cross overs in Roberts St/Inkerman St, Triabunna before resealing- planned for early October.
- Maintenance grading of Wielangta Rd, Rheban Rd and Earlham Rd- planned for November/December before busy period.
- Hot mixing of patches at Wellington St, Swansea and Esplanade, Coles Bay- planned for 8th October.
- Install new ag drain in Gulch carpark (Bicheno) before resealing- completed.
- AusSpan completed latest round of bridge inspection and findings/report.
- Repair gravel footpath in Harold St, Coles Bay- completed.

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance - ongoing across municipality.
- Install new V grate and pit on intersection of Wielangta Rd and Charles St, Orford- completed.
- Install of stormwater pipe to 11 Charles St, Triabunna - planned for early October
- Riverside Drive, Orford - open drain clean out - completed.
- Garnet Ave, Coles Bay- replace storm water pit and lintel outside supermarket- completed.
- Contractor vacuum truck to clean out SW pits/grates - Two days completed for September across the municipality.
- Old Coach Road, Cranbrook - two culvert extensions – completed.

WASTE MANAGEMENT

- Bulk scrap metal collection from all four WTS's - underway
- Tyre recycling for all WTS's - Tyrecycle booked for more loads in October
- Centrally relocating all waste concrete from GSBC work scopes to Orford WTS for crushing/recycling - completed
- All WTS's to return to summer operating hours from Monday 17th November

BUILDINGS & MARINE INFRASTRUCTURE

- Spring Beach, Orford - toilet repairs completed.
- Broken pile at berth 7 (Triabunna Marina) – works being programmed.
- 8 Noyes St, Swansea - internal repainting complete.
- Museum toilets repainting complete.
- 2 Hot water systems replaced in Triabunna units.
- 4 New doors fitted Swansea football club rooms and other sundry repairs. Painters being scheduled.
- Our Park, Orford ex fire shed meter box replaced to make compliant.
- Invasive Ivy removed from rear wall of community shed, Swansea.
- Power board replaced, Triabunna Depot.
- Accessible BBQ ordered for Jubilee Park, Swansea.
- Form 46 annual Building Inspections have been completed with the use of an inhouse developed app to enable paperless remote form completion and submission.
- Line marking Marina precinct including “reserved” parking – completed.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- 16 weekly playground inspections for the month across the entire municipality.
- Undertaking many small repairs to playground equipment identified in annual report – 80% completed.
- Contract arborist tree trimming in high-risk locations (parks and public spaces) across municipality- trimming and inspection along West Shelly foreshore, Orford - completed.
- 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. Now have PWS approval and planning the repair-completed.
- Third party bushfire mitigation plan for Harold St Reserve and Rita Doris Reserve (Coles Bay) - plan received currently with PWS for approval- still awaiting PWS approval.
- Mulching of garden beds around Harold St (Coles Bay) hall/reserve- underway.
- Coles Bay/Swanwick walking track maintenance/trimming - contractor has started.

EMERGENCY MANAGEMENT

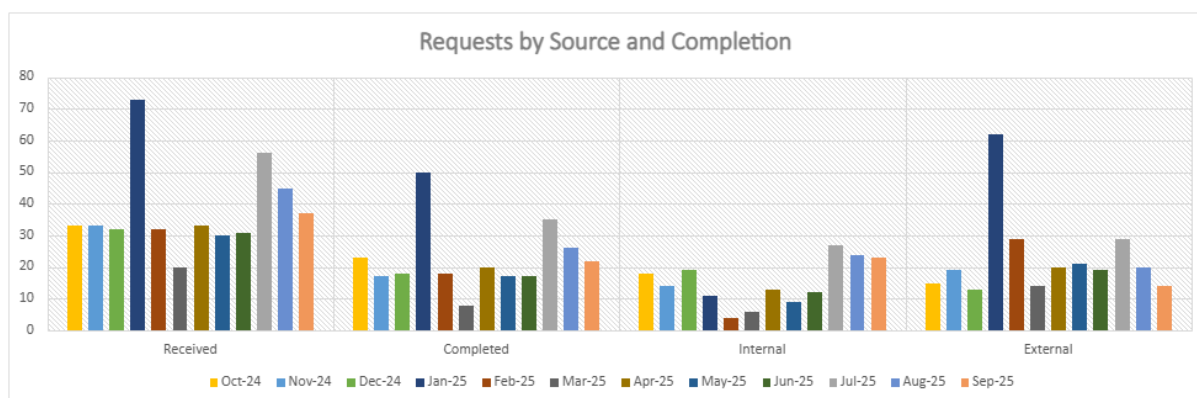
- After hours rostering carried out as scheduled.
- East Coast Fire Management Area Committee Bushfire Risk Management Plan 2025 endorsed (as committee chairperson) for committee and State Fire Council adoption.
- Council held its six monthly Municipal Emergency Management Committee on the 17th of September. A discussion exercise was facilitated by SES using the Flood Plan documents for Orford to test and improve the draft. Red Cross briefed the meeting on planned training events they have secured funding for, to deliver across the municipality.
- Councils **Community Recovery Plan** has been updated with minor amendments only to the content. Updates within the document are limited to amendments to clause

5.28, the addition of Appendix 5 listing equipment for Evacuation centres and clarifying evacuation centre capacities for sleeping in appendix 4. (document attached to agenda) This version can be tabled at the March 2026 Municipal Emergency Management Committee for information.

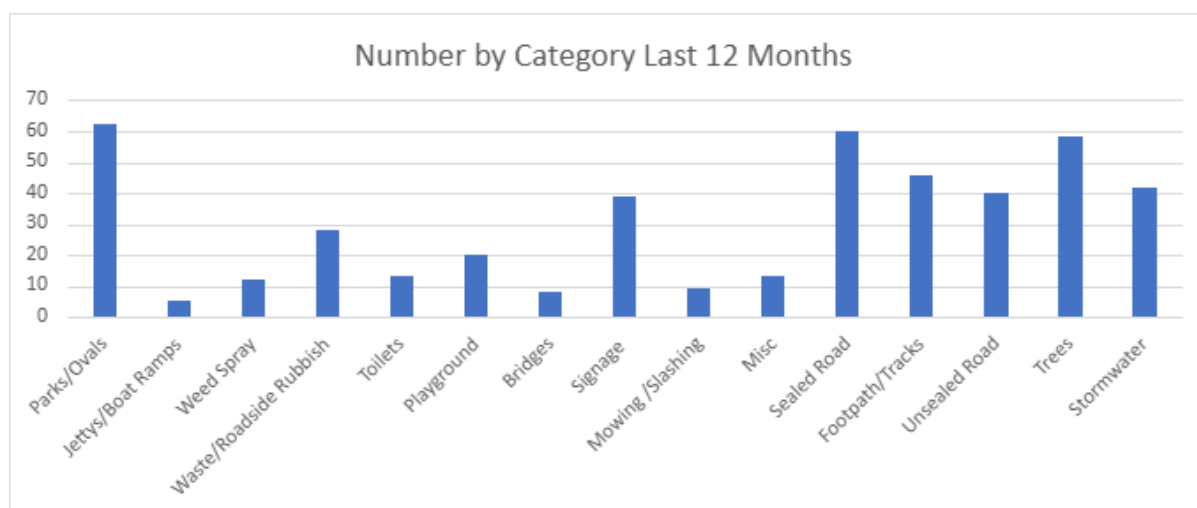
- Two fire breaks between Dolphin Sands Rd and foreshore - complete veg management/spraying- completed.
- Install half kilometre markings along Dolphin Sands Rd - contractor engaged to complete.

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

- Buckland Blackwater Upgrade – prices are in and works being scheduled. The costs for this project are well under the budget. In the meantime, critical capital works on the Garnet Avenue toilets in Coles Bay have been identified. Existing above ground effluent tanks are at risk of failure. Prices are being obtained to replace these tanks as

a matter of urgency, and it is proposed to carry out these works from the budget for Buckland Blackwater Upgrade during October.

- Loo with a View – complete and open to the public. Repairs to decking and stone walls being programmed.
- Lions Park Playground, Bicheno – requests for quotations were called with prices for the works far exceeding expectations. The budget is significantly short and will require additional funds from Council. As there is no additional budget allocation Council should consider sale of land in Bicheno to support the open space expenditure. A separate report will be provided in due course for council consideration- this has now been approved to proceed. The designer that completed the concept designs has now been engaged to produce IFC drawings and tender documents for GSBC.
- Contract for Pavement Rehabilitation and Bitumen Reseal being executed- Works to start on 6th October 2025.
- West Shelley Road, Orford kerb - kerb completed.
- Drain/pit/pipe upgrades Riverside Drive, Orford – completed.
- Wielangta Rd Bridge #53 upgrade - starting replacement on 6th October 2025.
- Wielangta Rd Bridge #55 upgrade - currently sourcing material quotes.
- Duck Park, Swansea exercise equipment - new exercise equipment ordered, 22-week lead time for delivery.
- 25/26 FY footpath replacement plan:
 1. Boyle St, Triabunna footpath replacement - completed
 2. Garnett Ave, Coles Bay footpath replacement out front of supermarket– completed
 3. Garnett Ave, Coles Bay - install new footpath from public toilet to boat ramp area – footpath completed, awaiting materials for handrail.
 4. Footpath extension corner of Julia St and River St, Swansea – completed
- 25/26 FY KC replacement plan:
 1. St Margarets Crt, Swansea kerb install - completed
 2. Roberts St, Triabunna- replace 3 crossovers and 3 sections of kerb before resealing – planned for mid-October
- 25/26- Concreting of part of Freycinet Drive (gravel section), Fisheries – completed
- Morrison St, Bicheno. Kerb install at cul-de-sac (at cemetery) and asphaltting – Quotes received.
- First stage of Nailer Ave, Bicheno works – Quotes received, design changes needed to align with budget.
- Asphalt footpath to Bark Mill, Swansea - permit now approved by State Growth
- Bicheno Skatepark toilet is at floor level, Slab has been ground, and sealed, concrete block walls are standing and core filled, the steel fabricators have been to measure up so works are progressing.
- 25/26 bridge redecking- requested quote to replace decking on Griffith Rivulet bridge (Wielangta Rd) and Kit Owen Creek bridge (McNeils Rd, Swansea).

Grant funded

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

- Bicheno Triangle works continue with the structure taking form and well visible above the hoarding. Anticipated completion date is end of November 2025.

PLANT AND VEHICLES

- W&I Dept plan to purchase Barrow Lights for traffic control on work sites. These lights will (a) improve site safety for employees, contractors and public (b) improve compliance to new Austroads Traffic Management Guidelines that are now implemented in Tasmania (c) improve emergency response preparedness and (d) reduce costs for traffic management on GSBC worksites. Cost of Barrow Lights is \$20,950 and to be funded from current Capital Plant savings on purchases to date for 25/26 FY (\$55,000 under budget).
- 16t Swansea tip truck replacement- received and in service.
- Tender for new water cart/truck for grader crew - PO issued to successful supplier.
- Replacement of one outdoor team utility - PO issued to successful respondent.
- New Coles Bay zero turn mower – received and in service.

GENERAL

- The works on the Loontitetermairrehoiner track (Swansea) have been completed. The actual site works took 1.5 days. The approvals through Parks took at least 6 weeks.
- Numerous fallen tree removals due to wind over the month, both during hours and after hours.

RESERVE BOOKINGS AND ROAD CLOSURES

Road closures for the events noted will be carried out under section 19.1(a) of the *Local Government Highways Act 1982* requiring consultation with the Commissioner of Police:

- Seafarers Ceremony - 19th October
- Freycinet Challenge - 4th October

RECOMMENDATION

That Council notes the information and endorses the budget adjustment for purchase of Barrow Lights.

7.4 Rates exemption - May Shaw

Author: Acting Director of Corporate and Financial Services (Danielle Tuck)

Responsible Officer: Chief Executive Officer (Greg Tory)

ATTACHMENT/S

Nil.

PURPOSE

To inform Council of the determination that May Shaw are a registered Not-for-Profit organisation and as such they are exempt from general rate charges.

BACKGROUND/OVERVIEW

The first request from May Shaw for a rates exemption for their Nursing Home in Swansea was in October 2021. A letter of reply from Council advised:

“(As per 2.1 of our Rate Relief for Community Groups Policy, there is no remission from general rates for health facilities such as Nursing Homes and Retirement Homes).”

Since that time there has been ongoing communication regarding their status as registered charity and requesting remission under Section 87 1 (d) of the Local Government Act:

*“land held or owned by the Crown that is not land to which a relevant right to occupation relates and that is land that –
(d) land or part of land owned and occupied exclusively for charitable purposes.”*

As this states “occupied exclusively for charitable purposes”, the main premise was declined due to the fact that there was private enterprise operating out of the building, therefore exclusivity was not met.

May Shaw met with the Acting GM and Acting Director of Corporate and Financial Services and advised that they were trying to get confirmation from the Crown that the Crown land at 37 Wellington St, Swansea leased to May Shaw, is owned exclusively for charitable purposes. The Crown did not provide the requested confirmation but rather referred the matter to be determined by the Minister for Health. The last update received on 03/10/2025 from the Minister for Health was *“Given the complex legal issues raised, I have referred the matter to the Department of Health to respond to you directly.”*

The response from The Department of Health was received on 1 October 2025 advising:

The Crown’s position is that the part of the land at 37 Wellington Street Swansea (Certificate of Title 250134/1) used for aged care (namely 2 158 m2 of the 2 501 m2 built form) should properly be regarded as being exempt from rates pursuant to section 87(1)(d) of the Local Government Act 1993 because it is owned and occupied exclusively for charitable purposes. The basis for this position is as follows:

- *Providing accommodation for the elderly has long been accepted as being a charitable purpose in the legal sense.*
- *The exemption in section 87(1)(d) relates to land or ‘part of land’.*
- *The Crown understands that the part of the land used for aged care (which is 86 per cent of the land) is occupied by May Shaw exclusively for that purpose.*
- *The Crown’s ownership of the part of the land used for aged care is also exclusively for that purpose in that the greater part (86 per cent) of the land leased by the Crown to May Shaw is used for that purpose and pursuant to cl 3.2 of the 2015 lease agreement the Minister has exercised their discretion to reduce the rent payable by May Shaw to nothing by the application of a rent subsidy. This rent subsidy has been applied throughout the term of the lease.*
- *It is clear from Southern Cross Care (Tasmania) Incorporated v Paul [2018] TASFC 9 [19] (Estcourt J) and [1] (Blow CJ agreeing), [43]-[45] (Geason J) that it is not necessary for ownership and occupation to be in the hands of a single institution for the purposes of s87(1)(d).*
- *The purpose of section 87(1)(d) has been held to be the provision of rate relief to charitable institutions carrying out their work (Southern Cross Care (Tasmania) Incorporated v Paul [2018] TASFC 9, [22] (Estcourt J) and [1] (Blow CJ agreeing), [40] (Geason J). The Crown’s position is consistent with this purpose.*

Unfortunately, as it states that part of the property, namely 2158m2 should be exempt, as the valuation we receive from the Office of the Valuer General is the property in its entirety, differing value for “part of” the property cannot be determined. Therefore, the property in its entirety needs to be considered as exempt from rates. The value of the exemptions provided to date are:

CALCULATIONS OF THE EXEMPTIONS

Independent Living Units

Currently, General Rates Exemption for May Shaw, for their independent living units as they are deemed to be used *exclusively for charitable purposes*, are applied to:

Bridge Street Independent Living Units	2023/2024	TOTAL \$8,657.36
Bridge Street Independent Living Units	2024/2025	TOTAL \$8,738.08
5 Schouten Crt (Independent Living Units)	2023/2024	TOTAL \$3,121.14
5 Schouten Crt (Independent Living Units)	2024/2025	TOTAL \$3,024.66
10 Schouten Crt (Independent Living Units)	2023/2024	TOTAL \$6,676.77
10 Schouten Crt (Independent Living Units)	2024/2025	TOTAL \$6826.48

37 Wellington Street (Nursing home/GP/Emergency department etc)

After receiving the recent advice, exemption for General rates for Wellington Street (currently split over 2 titles as below)

37 Wellington St	From 2022 to Current	TOTAL \$6,7392.24 (3-3900-090)
Wellington St	From 2022 to Current	TOTAL \$31,868.82 (3-3000-034)
		TOTAL \$99261.06

Interest to be remitted

37 Wellington St	\$835.45
Wellington St	\$1,601.04
TOTAL	\$2,436.49

This brings the total exemptions provided under the Local Government Act 1993 for May Shaw to **\$138,742.04**

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

87. Exemption from rates

(1) All land is rateable except that the following are exempt from general and separate rates, averaged area rates, and any rate collected under [section 88](#) or [97](#) :

(a) land owned and occupied exclusively by the Commonwealth;

(b) land held or owned by the Crown that is not land to which a relevant right to occupation relates and that is land that –

(i) is a national park, within the meaning of the [Nature Conservation Act 2002](#) ; or

(ii) is a conservation area, within the meaning of the [Nature Conservation Act 2002](#) ; or

(iii) is a nature recreation area, within the meaning of the [Nature Conservation Act 2002](#) ; or

(iv) is a nature reserve, within the meaning of the [Nature Conservation Act 2002](#) ; or

(v) is a regional reserve, within the meaning of the [Nature Conservation Act 2002](#) ; or

(vi) is a State reserve, within the meaning of the [Nature Conservation Act 2002](#) ; or

(vii) is a game reserve, within the meaning of the [Nature Conservation Act 2002](#) ; or

(viii)

(ix) is a public reserve, within the meaning of the [Crown Lands Act 1976](#) ; or

(x) is a public park used for recreational purposes and for which free public access is normally provided; or

(xi) is a road, within the meaning of the [Roads and Jetties Act 1935](#) ; or

(xii) is a way, within the meaning of the [Local Government \(Highways\) Act 1982](#) ; or

(xiii) is a marine facility, within the meaning of the [Marine and Safety Authority Act 1997](#) ; or

(xiv) supports a running line and siding within the meaning of the [Rail Safety National Law \(Tasmania\) Act 2012](#) ;

(ba) land, held or owned by the Crown, that is a seabed –

(i) on land to which relates a lease granted and in force under [Part 4 of the Marine Farming Planning Act 1995](#) ; or

(ii) on land, if no lease (other than a lease referred to in [subparagraph \(i\)](#)), or licence, has been granted by the Crown in relation to the land and is in force; or

(c) land owned by the Hydro-Electric Corporation or land owned by a subsidiary, within the meaning of the [Government Business Enterprises Act 1995](#) , of the Hydro-Electric Corporation

on which assets or operations relating to electricity infrastructure, within the meaning of the [Hydro-Electric Corporation Act 1995](#), other than wind-power developments, are located;

(d) land or part of land owned and occupied exclusively for charitable purposes;

(da) Aboriginal land, within the meaning of the [Aboriginal Lands Act 1995](#), which is used principally for Aboriginal cultural purposes;

(e) land or part of land owned and occupied exclusively by a council.

(2) The owner of any land referred to in [subsection \(1\)](#) may agree to pay general or separate rates or an averaged area rate.

(3) Land occupied by a joint authority or single authority to which [Part 3A](#) applies is not exempt from rates or averaged area rates.

(4)

BUDGET IMPLICATIONS

The rates exemption reduces Council's revenue or results in increased rate charges for other property owners if Council maintains the expected revenue yield.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		Non-compliance with the Local Government Act 1993 may result in legal exposure or challenge.
Environmental and Public Health		
Financial		Exemptions reduce potential revenue. Ongoing monitoring is required to ensure financial sustainability.
Industrial Relations		
Information Technology		
Natural Hazards		
Work Health and Safety		
Political and Governance		
Professional Indemnity		
Property and Infrastructure		
Public Liability		
Reputation		
Other		

OFFICER'S COMMENTS

As this is an exemption entitlement created under the Local Government Act 1993. As such there is no decision to be made by Council. This report is only provided for Council's information.

OFFICER'S RECOMMENDATION

That Council receives and notes the report detailing the total value of exemptions granted to May Shaw under the *Local Government Act 1993*.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 LGAT General Meeting Motions

Author: Chief Executive Officer (Greg Tory)

Responsible Officer: Chief Executive Officer (Greg Tory)

ATTACHMENT/S

1. 1. Break O'Day Council - Advancing the Circular Economy Across Tasmania [8.1.1 - 3 pages]
2. 2. Break O'Day Council - Developing a Statewide LG Workforce Renewal Program 2025 [8.1.2 - 3 pages]
3. 3. Central Coast Council - LGAT Submission of Motions Form [8.1.3 - 2 pages]
4. 4. Central Highlands Council - Submission of Motions [8.1.4 - 2 pages]
5. 5. George Town Council - LGAT Submission of Motion Form [8.1.5 - 2 pages]
6. 6. Latrobe Council - Submission of Motions Form 2025 [8.1.6 - 2 pages]
7. 7. Northern Midlands Council - Flood Mapping updated Final [8.1.7 - 3 pages]
8. 8. Northern Midlands Council - LGAT Submission of Motions - Retrospective Leave [8.1.8 - 2 pages]
9. 9. Waratah Wynyard Council - Form for Submission of Motions [8.1.9 - 4 pages]
10. 10. West Tamar Council - Motion - s 28 ZN of the Local Government Act 1993 [8.1.10 - 3 pages]

PURPOSE

For Council to consider the motions that have been submitted for consideration at the LGAT General Meeting on 20th November 2025 and to inform the voting delegate of Council's position in relation to those motions.

BACKGROUND/OVERVIEW

The LGAT General Meeting is scheduled for 20th November 2025. There are ten items for consideration included in the LGAT General Meeting Agenda.

As Council provides direction to the voting delegate regarding these motions, this report is provided for Council's consideration.

The background information in relation to the items for decision are included in the attachments to this report.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Advocating and lobbying effectively on behalf of the community.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

There are no budget implications with the report.

RISK CONSIDERATION/S

The implications of support for the motions have been assessed against Council's risk framework. There are no risks associated with the motions that require mitigation actions.

OFFICER'S COMMENTS

Officer comments will be provided in the Comments column below.

Council	Motion	Support (Yes/No)	Officer's Comments
Break O'Day Council	Advancing the Circular Economy across Tasmania	Yes	The motion supports environmental sustainability and waste reduction.
Break O'Day Council	Developing a Statewide LG Workforce Renewal Program	Yes	Addresses the skills shortage, develops succession for an aging workforce and creates employment opportunities for local youth.
Central Coast Council	Statewide Waste Levy Reinvestment	Yes	The motion supports waste reduction and waste management practice while aiming to address cost of living disadvantage.
Central Highlands Council	Dark Sky Planning Guidelines	Yes	Increasing light pollution has potential impacts on migratory birds and other nocturnal fauna. It also reduces opportunity for astro-tourism and should be actively managed.
George Town Council	Legislative Powers to Local Government under the Boundary Fences Act 1908		This motion has potential to cause significant finance burden on rural landowners. It may cause reputational risk for councils and require additional resources for enforcement.

Latrobe Council	Mandatory Online Learning for LG Election Candidates		This motion should improve the knowledge of potential councillor candidates. The mandatory requirement may also discourage some people from nominating.
Northern Midlands Council	Enhancing Flood Risk Mitigation	Yes	Improved flood information and planning controls should deliver increased safety and asset protection outcomes.
Northern Midlands Council	Retrospective leave, Regulation 47	Yes	Clarification of regulation 47 will remove uncertainty and ensure consistent interpretation of the regulation across industry.
Waratah Wynyard Council	Public Disclosure Act	Yes	Protection should be provided for Whistleblowers immediately when a report is lodged. This will encourage the reporting of corruption and misconduct in public administration. While this could lead to an increase in vexatious complaints the increased public confidence in the integrity of government is worth the cost and inconvenience of such complaints. Suitable penalties should also be considered for the architects of vexatious complaints where the vexatious purpose of the complaint can be proven.
West Tamar	Review, clarify and amend Section 28ZN of the Local Government Act 1993		This matter has potential personal financial consequences for councillors making or the subject of Code of Conduct complaints. To provide the Immunity from Liability protections afforded under S341 of the Act could generate an increase in frivolous or specious complaints.

		Currently, a complainant receives the refund of their lodgement fee where a complaint is upheld. However, there appears to be no consequence, beyond forfeiture of the fee, if the complaint is dismissed.
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OFFICER'S RECOMMENDATIONS

Recommendation 1

That Council supports the attached motion proposed by Break O'Day Council for the LGAT General Meeting regarding *Advancing the Circular Economy Across Tasmania*.

Recommendation 2

That Council supports the attached motion proposed by Break O'Day Council for the LGAT General Meeting regarding *Developing a Statewide Local Government Workforce Renewal Program*.

Recommendation 3

That Council supports the attached motion proposed by Central Coast Council for the LGAT General Meeting regarding *State Waste Levy Reinvestment*.

Recommendation 4

That Council supports the attached motion proposed by Central Highlands Council for the LGAT General Meeting regarding *Dark Sky Planning Guidelines for Tasmania*.

Recommendation 5

That Council does not support the attached motion proposed by George Town Council for the LGAT General Meeting regarding *Legislative Powers to Local Government under the Boundary Fences Act 1908*.

Recommendation 6

That Council does not support the attached motion proposed by Latrobe Council for the LGAT General Meeting regarding *Mandatory online learning for Local Government Election Candidates*.

Recommendation 7

That Council supports the attached motion proposed by Northern Midlands Council for the LGAT General Meeting regarding *Enhancing Flood Risk Management through Policy Alignment and Local Data Recognition*.

Recommendation 8

That Council supports the attached motion proposed by Northern Midlands Council for the LGAT General Meeting regarding *Regulation 47 of the Local Government (Meeting Procedures) Regulations 2025*.

Recommendation 9

That Council supports the attached motion proposed by Waratah Wynyard Council for the LGAT General Meeting regarding *Public Disclosure Act*.

Recommendation 10

That Council does not support the attached motion proposed by West Tamar Council for the LGAT General Meeting regarding *Review, clarify and amend Section 282N of the Local Government Act 1993*.

8.2 Proposed Council Office Closure – 2026 Christmas and New Year Holiday Period

Author: Chief Executive Officer (Greg Tory)

Responsible Officer: Chief Executive Officer (Greg Tory)

ATTACHMENT/S

Nil.

PURPOSE

The purpose of this report is to inform Council of the dates for the proposed closure of the Council Office over the 2025 Christmas/New Year Holiday period.

BACKGROUND/OVERVIEW

It is proposed that the Christmas/New Year closure period for 2025 is as follows:

- Business closes on **Thursday 18 December 2025** at **12:00pm** and re-opens on **Friday 19 December 2025** at **9:00am**.
- Business closes on **Wednesday 24 December 2025** at **12:00pm** and re-opens on **Monday 5 January 2025** at **9:00am**.

As per Council's Enterprise Bargaining Agreement (2022-2025) section 37 states: "The three days between Christmas and New Year will be paid as Christmas gratia leave and will not be deducted from an employee's leave accruals. If the employee is required to work on any of these days or part thereof, they are to be taken in lieu."

Therefore, the following entitled days will be taken as "Christmas Gratia Leave":

- Monday 29 December 2025
- Tuesday 30 December 2025
- Wednesday 31 December 2025

Arrangements will be put in place for staff to take accrued leave for any additional days, as required.

As per previous years, a roster system will be developed for the Works staff to ensure essential tasks and emergency work can be carried during this Christmas/New Year period.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

Any costs associated with leave taken by staff will be in accordance with the individual officer's entitlements.

RISK CONSIDERATION/S

No risks are identified in closing the Council Office during the Christmas/New Year period.

OFFICER'S COMMENTS

Should Council endorse the proposed office closure, the Chief Executive Officer will advertise the closure accordingly.

OFFICER'S RECOMMENDATION

That:

1. Council notes the proposed closure of the Triabunna Council Offices from 12:00pm on Thursday 18 December 2025, to reopen at 9:00am on Friday 19 December 2025

and;

from 12:00pm on Wednesday 24 December 2025 to re-open on Monday 5 January 2025 at 9.00am.

8.3 Proposed Schedule - 2026 Ordinary Meetings of Council

Author: Chief Executive Officer

Responsible Officer: Chief Executive Officer

ATTACHMENT/S

Nil.

PURPOSE

The purpose of this report is to provide a schedule of proposed meeting dates for the 2026 Ordinary Meeting of Council for review, consideration, and adoption.

BACKGROUND/OVERVIEW

Regulation 5(5) of the *Local Government (Meeting Procedures) Regulations 2025* (the “Regulations”) requires that an Ordinary Meeting of Council is to be held each month.

The proposed dates for Ordinary Council Meetings for 2026 continue to be scheduled for the fourth Tuesday of each month, commencing at 2:00pm in the Council Chambers, except for:

- the December 2026 Ordinary Meeting which is proposed to be held on Tuesday 8 December 2026 at 3:30pm due to the Christmas holiday period; and
- the Annual General Meeting which is proposed to be held on Tuesday 8 December 2026 commencing at 5:30pm due to the requirement for Council’s to hold an Annual General Meeting not later than the 15 December each year.

Meetings will continue to be livestreamed to the public during 2026.

If the proposed meeting dates are adopted by Council, the Chief Executive Officer will ensure that a public notice containing the times and places of the Ordinary Council Meetings is published in accordance with r9(2) of the Regulations.

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 (Meeting Procedures) Regulations 2025*

BUDGET IMPLICATIONS

Other than advertising costs, no significant budget implications are identified with the adoption of the proposed 2026 schedule of Ordinary Meetings of Council and Council's Annual General Meeting as presented.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		By not adopting and advertising its schedule of dates for the 2026 Ordinary Meetings of Council and the 2026 Annual General Meeting Council risks non-compliance with the requirements of the Regulations.
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		
Other		

OFFICER'S COMMENTS

It is recommended that the 2026 Ordinary Meetings of Council continue to be held on the fourth Tuesday of each month commencing at 2.00pm in the Council Chambers, Triabunna (subject to public holidays).

It is further recommended that the December 2026 Ordinary Meeting of Council be held on the second Tuesday being the 8 December 2026, and that the 2026 Annual General Meeting be held at 5.30pm on the 8 December following the Ordinary Meeting of Council.

MEETING DATE	TIME
Tuesday 27 January 2026	2:00pm
Tuesday 24 February 2026	2:00pm
Tuesday 24 March 2026	2:00pm
Tuesday 28 April 2026	2:00pm
Tuesday 26 May 2026	2:00pm
Tuesday 23 June 2026	2:00pm
Tuesday 28 July 2026	2:00pm
Tuesday 25 August 2026	2:00pm
Tuesday 22 September 2026	2:00pm
Tuesday 27 October 2026	2:00pm
Tuesday 24 November 2026	2:00pm
Tuesday 8 December 2026	3:30pm
Tuesday 8 December 2026 (Annual General Meeting)	5:30pm

It is also recommended that Special Council Meetings be held at any time.

OFFICER'S RECOMMENDATION

That Council by absolute majority:

1. Adopts the following schedule of dates for the 2026 Ordinary Meetings of Council; and
2. That the 2026 Annual General Meeting of the Glamorgan Spring Bay Council be held on Tuesday 8 December 2026 commencing at 5.30pm; and
3. That Special Meetings of Council can be held at any time.

MEETING DATE	TIME
Tuesday 27 January 2026	2:00pm
Tuesday 24 February 2026	2:00pm
Tuesday 24 March 2026	2:00pm
Tuesday 28 April 2026	2:00pm
Tuesday 26 May 2026	2:00pm
Tuesday 23 June 2026	2:00pm
Tuesday 28 July 2026	2:00pm
Tuesday 25 August 2026	2:00pm
Tuesday 22 September 2026	2:00pm
Tuesday 27 October 2026	2:00pm
Tuesday 24 November 2026	2:00pm
Tuesday 8 December 2026	3:30pm
Tuesday 8 December 2026 (Annual General Meeting)	5:30pm

8.4 Community Small Grant Application - Swansea Chamber of Commerce & Tourism Inc

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community Small Grant Application - Swansea Chamber of Commerce [8.4.1 - 5 pages]
2. Swansea Chamber of Commerce - Quotation [8.4.2 - 3 pages]

PURPOSE

For Council to determine a Small Grant application of \$1,000 for **Swansea Chamber of Commerce and Tourism** to support the Celebrate Swansea – Town Entry Features Project community arts workshops.

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 Council's discretion.
- Grants are available to not for profit individuals, community organisations and groups.
- Grants are intended to assist projects that
 - (1) address relevant community issues of significance
 - (2) are initiated within the community and actively involve local people and
 - (3) improve access and encourage wider use of facilities.

SWANSEA CHAMBER OF COMMERCE AND TOURISM INC – IA14296

This application from Swansea Chamber of Commerce and Tourism Inc, is for a contribution towards Celebrate Swansea – Town Entry Features Project.

The project aims to celebrate living in Swansea and the Glamorgan Spring Bay area, attract visitors, and highlight the town's distinctive qualities. It engages the community in creating public art features that reflect Swansea's unique identity.

The project aims to:

- Celebrate community collaboration.
- Provide opportunities for creative expression and development of artistic skills.
- Increase the profile of Swansea and encourage visitation within the Glamorgan Spring Bay region.
- Enable iconic community-inspired themes and designs to be created for promoting the town.
- Result in entry and exit sculptures that are shaped by community input during stage 2

Community members will participate in six arts workshops led by a professional community artist to determine the subject and design elements for the project. Ideas from the workshops

will be shared in a public exhibition to guide final designs. Workshops will take place at Swansea Primary School, the Swansea Courthouse, and at other community locations to encourage broad participation.

Following the workshops and with appropriate approvals, two sculptural features will be installed at either end of the Swansea townsite.

Funding Allocation:

The grant funds would be used to pay the facilitator/designer leading the workshops, covering their professional services to guide the community in creating designs for the town entry features.

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

Item	Cost
Artist/Workshop Facilitator - Labour	\$1500
Total	\$1500

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2025/26 budget. As at 6 October 2025 there is \$20,000 of the budget available to support this application.

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		Damage to Council reputation for lack of support/interest in the project
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

Integrity Assessment:

The Swansea Chamber of Commerce and Tourism Inc are a registered incorporated association **Registration Number: # IA14296**

Criteria Assessment:

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

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of \$1,000 to Swansea Chamber of Commerce and Tourism Inc for the Swansea Town Entry Features Project community arts workshops.

8.5 Community Small Grant Application - The Christmas Elves (Sub-committee of BCDA)

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community Small Grant Application - The Christmas Elves (Sub-committee of BCDA) [8.5.1 - 3 pages]
2. Supporting Document - The Christmas Elves (Sub-committee of BCDA) [8.5.2 - 1 page]
3. Quotation - The Christmas Elves (Sub-committee of BCDA) [8.5.3 - 1 page]

PURPOSE

For Council to determine a Small Grant application for \$802.63 to the The Christmas Elves (Sub-committee of Bicheno Community Development Association) for community decorations.

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 are 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.

This application from the The Christmas Elves (sub-committee of Bicheno Community Development Association) is for a contribution of \$802.63 towards community Christmas decorations for the 2025 festive season.

The aim of the project is to enhance Bicheno's existing Christmas displays with new, sustainable features that can be reused in future years. Planned additions include LED-lit garlands for the Amphitheatre, large hand-crafted wooden baubles for display around the Triangle, and a vinyl Christmas banner above the town's Information Board. These decorations help create a festive and welcoming atmosphere in Bicheno, benefiting both locals and visitors. It's estimated that over 1,000 people — residents and visitors — will enjoy the decorations throughout the Christmas period.

The \$802.63 grant will be used to purchase materials such as LED lights, timber, paint, and signage. All construction and installation will be completed by volunteers, including assistance from the local Men's Shed, ensuring the project remains cost-effective and community-led.

Estimated costs for event activities to be covered by Community Small Grant funding are outlined in the supporting quotation.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2025/26 budget. As at 6 October 2025 there is \$20,000 of the budget available to support this application.

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		Risk is minimal. Supporting this well-regarded community project.
Other		

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

This project has strong community support and volunteer involvement. The project aligns well with grant objectives.

Integrity Assessment:

The Chirstmas Elves are a subcommittee of The Bicheno Community Development Association Inc who are a registered incorporated association **Registration Number: # 02958C**

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 \$802.63 to The Christmas Elves a subcommittee of the Bicheno Community Development Association for community Christmas decorations.

8.6 Community Small Grant Application - Raspins Beach Surf Life Saving Club (auspiced by Surf Life Saving Tasmania)

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community Small Grant Application - Raspins Beach Surf Life Saving Club [8.6.1 - 3 pages]
2. Raspins Beach Surf Life Saving Club - Quotations [8.6.2 - 3 pages]

PURPOSE

For Council to determine a Small Grant application for \$925.20 for Raspins Beach Surf Life Saving Club for the purchase of Nipper Caps for Youth Surf Safety.

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 are 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.

Raspins Beach Surf Life Saving Club (Auspiced by Surf Life Saving Tasmania) Inc #01105C

This application from Raspins Beach Surf Life Saving Club is for a contribution towards the purchase of Nipper Caps for Youth Surf Safety.

The project aims to improve safety, visibility, and supervision in the Nippers program by providing each child with an identifiable cap. Now in its eighth season, the program engages over 70 children aged 5–13 each summer at Raspins Beach, helping them build water confidence, surf safety, and teamwork skills. The caps will strengthen supervision, foster a sense of pride and identity, and deliver benefits to participants, their families, volunteers, and the wider Orford community.

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

Item	Cost
Supplier 1 – Lycra Nipper Caps • Small (Green) 15 × \$7.50 = \$112.50 • Medium/Large (Red) 15 × \$7.50 = \$112.50 • Shipping \$18.70	\$243.70
Supplier 2 – Polyester Surf Caps (Dye-Sub)	\$771.00

• Small 15 × \$15.00 = \$225.00 • Medium 15 × \$15.00 = \$225.00 • Large 15 × \$15.00 = \$225.00 • Extra Large 5 × \$15.00 = \$75.00 • Postage \$21.00	
Total	\$1,014.70 (incl. GST) \$925.20 (ex GST)

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

7. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2025/26 budget. As 15 October 2025 there is \$20,000 of the budget available to support this application.

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		
Other		The committee will be required to find alternate funding for the vital role they play in our community.

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy. The Nippers play a vital role in our community by learning essential lifesaving skills and promoting water safety from a young age.

Integrity Assessment:

The **Raspins Beach Surf Life Saving Club** being auspiced by Surf Life Saving Tasmania)
Registration Number: # 01105C

Criteria Assessment:

Funding value is within the acceptable allowance	Yes
Applicant is a not-for-profit community organisation 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 \$925.20 to Raspins Beach Surf Life Saving Club (auspiced by Surf Life Saving Tasmania) for the purchase of Nipper Caps for Youth Surf Safety.

8.7 Community Small Grant Application - Freycinet Volunteer Marine Rescue Association Inc

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community Small Grant Application - Freycinet Volunteer Marine Rescue Association Inc [8.7.1 - 3 pages]
2. Supporting Document - Freycinet Volunteer Marine Rescue Association Inc [8.7.2 - 1 page]

PURPOSE

For Council to determine a Small Grant application for \$700 to the Freycinet Volunteer Marine Rescue Association Inc for the purchase of safety equipment, including replacement defibrillator pads, distress flares, a dual-band handheld radio, and a tailgate assist system.

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 are 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.

This application from Freycinet Volunteer Marine Rescue Association Inc is for a contribution towards the purchase and upgrade of essential marine safety equipment.

The upgrade will provide significant benefit to the Glamorgan Spring Bay community by maintaining a reliable, well-equipped volunteer marine rescue service capable of responding efficiently to emergencies along the coast. The equipment upgrades will enhance safety for both volunteers and the public, and support continued marine safety operations in the region.

The project involves replacing expired defibrillator pads and distress flares, purchasing a new dual-band handheld radio (VHF/UHF) to enable improved communication between vessels and vehicles, and installing a pneumatic tailgate assist system on the Association's tow vehicle to improve workplace health and safety when lowering or raising the tailgate.

Estimated costs for event activities to be covered by Community Small Grant funding are outline in the supporting quotation.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a \$25,000 Community Small Grants Program provision in the 2025/26 budget. As 15 October 2025 there is \$20,000 of the budget available to support this application.

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		
Other		The committee will be required to find alternate funding for the vital role they play in our community.

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

The upgrade enhances health and safety for both volunteers and the public while supporting the essential work of the committee.

Integrity Assessment:

The **Freyrcinet Volunteer Marine Rescue Association** are a registered incorporated association **Registration Number: # IA11033**

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 \$700 to the **Freyrcinet Volunteer Marine Rescue Association Inc** for the purchase of safety equipment, including replacement defibrillator pads, distress flares, a dual-band handheld radio, and a tailgate assist system.

8.8 Event Support Grant Application - Pop Up Books Stall (PUBS) Inc.

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Event Support Grant Application Form - Pop up Book Stall [**8.8.1** - 6 pages]
2. PUBS 10th Anniversary - Event Costing [**8.8.2** - 1 page]
3. PUBS 10 Year - Event Information Booklet [**8.8.3** - 2 pages]
4. PUBS 10th Anniversary Event Poster [**8.8.4** - 1 page]

PURPOSE

For Council to determine Event Funding of \$1,745 to Pop Up Books Stall (PUBS) Inc. towards hall hire, a movie screening, a community BBQ, prizes, and decorations for the PUBS 10th Anniversary Community Thank You event.

BACKGROUND/OVERVIEW

The 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.

POP UP BOOKS STALL (PUBS) INC- INCORPORATED NUMBER IA12779

About the event and organiser:

The Pop Up Book Stall (PUBS) is a volunteer-led community initiative that has operated for 10 years, raising funds from donated books to support health and well-being projects across the Glamorgan Spring Bay community.

PUBS' 10-year anniversary celebration will be held at Triabunna Community Hall on Saturday 25 October 2025, thanking the community for their support and recognising the initiatives, founders, achievements, and contributors.

The celebration begins at 12:00 p.m. with a free sausage and burger BBQ hosted by Spring Bay Rotary, followed by speeches and a prize draw of ten \$40 vouchers from local venues. Cupcakes will be shared to mark the occasion. The program concludes with a screening of *The Bookshop* at the Tivoli Theatre at 2:00 p.m. (up to 90 guests), with complimentary choc tops at intermission.

The event combines community hospitality, formal recognition, and entertainment, offering an engaging and inclusive way for PUBS to express gratitude to the Glamorgan Spring Bay community for its ongoing support.

Request for support from Council:

Pop Up Book Stall Inc has applied to Council for \$1,745 of financial support for the PUBS 10th Anniversary Community Thank You event. This funding will cover venue hire and a movie, a BBQ and cupcakes, prize draws, and promotional and decorative materials to celebrate the community.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

The Council has allocated \$50,000 in the 2025/26 budget for events and programs. Of this total, \$5,000 has been quarantined for Council run events with the remainder available for external event support.

To date \$7,100 has been distributed to external events and consequently there is \$37,900 remaining for this event application.

To date these are the events that Council has funded:

Freycinet Winter Challenge 2025 (SES Water and Road Safety)	\$2,000
Swansea Chamber of Commerce – Local Events Committee (Mental Health Roadshow)	\$1,100
Bicheno Festivals Committee Inc – Bicheno Food and Wine Festival	\$2,000
Swansea Community Christmas	\$2,000
	\$7,100

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		Damage to Council reputation for not supporting Community Event particularly when this organisation has donated large amounts to community organisations.
Other		Not approving the recommended grant may result in missed opportunities for community development.

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

The Pop Up Book Stall (PUBS) has shown outstanding dedication to the community over the past 10 years. Through their volunteer efforts and innovative initiatives, including the effective use of grant funding and community programs.

Integrity Assessment:**Integrity Assessment:**

The Pop Up Book Stall Inc is an Incorporated body registration number - IA12779

OFFICER'S RECOMMENDATION

That Council approve the application for event support from Pop Up Book Stall Inc for \$1,745 towards the PUBS 10th Anniversary Community Thank You event.

8.9 Event Support Grant Application - Friends of Buckland Church Inc

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

Nil.

PURPOSE

For Council to determine Event Funding of \$1,000 to Friends of Buckland Church Inc for the Buckland Church Christmas Carols.

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. Council's 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.

Friends of Buckland Church Inc. (FOBC) is an incorporated body dedicated to preserving the historic Buckland Church and preventing its sale into private hands. The group aims to maintain the church as a community hub for future generations. FOBC organises fundraising events throughout the year to cover maintenance costs and has successfully hosted free community events when grant funding is available.

The first Christmas Carols at Buckland Church was held in 2023, making this the third annual celebration. The event is free to attend and is expected to attract around 100–150 people from Buckland and surrounding towns including Levendale, Nugent, Orford and Triabunna.

The aim of the annual Christmas Carols event is to bring local families together and celebrate the festive season. The event also supports local businesses through the purchase of decorations, lollies, ice creams, and drinks.

The Christmas Carols celebration will feature performances by the Young Voices of Hobart Choir, a visit from Santa, and children's activities with free treats such as lollies, ice creams, and drinks. The choir encourages audience participation, inviting children to sing along with the performers.

Friends of Buckland Church Inc. has applied to Council for \$1,000 in financial support for the Buckland Church Christmas Carols, to be held on Sunday, 14 December 2025 at the Buckland Church. The funds will go towards transport and performance costs for the Young Voices of Hobart Choir (\$500) and the purchase of decorations, lollies, ice creams and soft drinks (\$500), which will be sourced locally to support local businesses.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

The Council has allocated \$50,000 in the 2025/26 budget for events and programs. Of this total \$5,000 has been quarantined for Council run events with the remainder available for external event support.

To date \$7,100 has been distributed to external events and consequently there is \$37,900 remaining for this event application.

To date these are the events that Council has funded:

Freycinet Winter Challenge 2025 (SES Water and Road Safety)	\$2,000
Swansea Chamber of Commerce – Local Events Committee (Mental Health Roadshow)	\$1,100
Bicheno Festivals Committee Inc – Bicheno Food and Wine Festival	\$2,000
Swansea Community Christmas	\$2,000
	\$7,100

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		
Other		Not approving the recommended grant may result in missed opportunities for community development

OFFICER'S COMMENTS

Note: The applicant initially submitted a Small Grant Request Form instead of the required Event Support Form. Due to time constraints, they were unable to submit the correct form before the deadline. However, the assessment and this report have been completed in accordance with the appropriate policy and correct procedural requirements.

This event is a great initiative that brings the community together while supporting local businesses and activities.

Integrity Assessment:

Friends of Buckland Church Inc are an incorporated body. #IAI2550

OFFICER'S RECOMMENDATION

That Council approve the application for event support from Friends of Buckland Church Inc for Buckland Church Christmas Carols.

8.10 Event Support Grant Application - Spring Bay Rotary

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community- Small- Grants- Program- Application- Package [**8.10.1** - 3 pages]
2. Proposed budget [**8.10.2** - 1 page]

PURPOSE

For Council to provide Event Funding of \$1,850 to the Rotary Club of Spring Bay for the annual community Christmas lunch.

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.

The application from the Rotary Club of Spring Bay is for financial support for the Rotary Club Christmas Lunch 2025, to be held on Sunday, 7th December 2025 at Triabunna School. The Rotary Club is a voluntary organisation supporting the local community.

The annual Christmas Lunch provides a festive meal and entertainment for seniors, promoting social connection and wellbeing while addressing loneliness and isolation. The event, free for attendees, will include a meal, entertainment, and opportunities for seniors to socialise. Approximately 50 seniors are expected to attend.

The Rotary Club seeks Council support to help cover food, entertainment, and event costs, allowing it to continue this valued community event while directing its own funds to other community projects.

This event benefits the community by reducing social isolation, creating connection, and celebrating the spirit of Christmas. The event has previously been fully funded by the Rotary Club, with no Council support requested.

Estimated costs for event activities to be covered by Community Small Grant funding are outlined in the attached quotation.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

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

STATUTORY IMPLICATIONS

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

77. Grants and benefits

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

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

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

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

BUDGET IMPLICATIONS

The Council has allocated \$50,000 in the 2025/26 budget for events and programs. Of this total \$5,000 has been quarantined for Council run events with the remainder available for external event support.

To date \$5,100 has been distributed to external events and consequently there is \$39,900 remaining for this event application.

To date these are the events that Council has funded:

Freycinet Winter Challenge 2025 (SES Water and Road Safety)	\$2,000
Swansea Chamber of Commerce – Local Events Committee (Mental Health Roadshow)	\$1,100
Bicheno Festivals Committee Inc – Bicheno Food and Wine Festival	\$2,000
Swansea Community Christmas	\$2,000
	\$7,100

* 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		
Other		Not approving the recommended grant may result in missed opportunities for community development

OFFICER'S COMMENTS

Note: The applicant initially submitted a Small Grant Request Form instead of the required Event Support Form. Due to time constraints, they were unable to submit the correct form before the deadline. However, the assessment and this report have been completed in accordance with the appropriate policy and correct procedural requirements.

This application satisfies the necessary criteria of the relevant policy. This is a wonderful community event for local seniors, and the Rotary Club consistently does an excellent job supporting and bringing the community together.

Integrity Assessment:

Rotary of Spring Bay are a registered incorporated body. #00960C

OFFICER'S RECOMMENDATION

That Council approve the application for event support of \$1,850 from Rotary Club of Spring Bay for the annual community Christmas lunch.

9 COUNCILLOR MOTIONS WITH NOTICE

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Councillor question time

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 23 September 2025

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

Item 3.1: Grant request

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

Item 3.2: Remission of Rates and Interest

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

Item 3.3: Medical Services - Management Service Agreement and request to upgrade

As per the provisions of Regulation 17 (2) (c)(d)(i)(ii)(iii)(e)(h)(i)(ii) 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**