



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING AGENDA

TUESDAY 28 APRIL 2026

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 April 2026, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

I hereby certify that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this Agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

Dated this Thursday 22 April 2026

Dick Shaw

ACTING 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

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 - Tuesday 24 March 2026

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 24 March 2026 at 2:04pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

14 April 2026

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 5pm on Tuesday 14 April 2026 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Clr Rob Churchill
Clr Kenneth Gregson
Clr Jenny Walker
Clr Robert Young
Clr Neil Edwards – late arrival

Apologies:

Deputy Mayor Michael Symons

In Attendance:

Dick Shaw, Acting Chief Executive Officer Ron Sanderson
Director Works and Infrastructure James Bonner
Acting Director Planning and Development Tracy Ferguson
Human Resource Business Partner
Danielle Tuck, Acting Director Corporate and Financial Services
Laura Small, Senior Planner

Guests

- Linda Maneana - LeaderLab
- Steve Barrett – Dolphin Sands Community Association
- Oliver Strickland – Development Officer Risk and Strategy, Sorell Council

Agenda

- Psychological Safety, Psychosocial Risk and Leadership Environment
- Delegation to outline its position regarding the future of the new chipper and services for fire mitigation at Dolphin Sands.
- Wielangta Memorandum of Understanding

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 Responses to Previous Questions on Notice Taken on Notice - Nil

3.2 Responses to Previous Questions Without Notice Taken on Notice - Nil

3.3 Questions on Notice

Mr Wes Button

Q1. Who was responsible for the due diligence re the purchase of the Negri R640 Chipper / shredder?

A. The Director Works & Infrastructure

Q2. Were the Mayor & councillors involved in the discussions to purchase this machine?

A. The purchase of the chipper was included in the 2024/25 capital budget which was approved by the council.

3.4 Questions Without Notice

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

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Reports for March 2026

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Acting Director Corporate and Financial Services (Danielle Tuck)

ATTACHMENT/S

1. Capital Works Projects 2026-03 [5.1.1 - 2 pages]
2. Group Financial Statements 2026-03 [5.1.2 - 3 pages]
3. P & L Briefing Papers 2026-03 [5.1.3 - 12 pages]

BACKGROUND/OVERVIEW

The financial reports for the period from 1 July 2025 until 31 March 2026 (as attached to this report) are presented for the information of Council.

The first of the attachments is the Capital Works Program (**CAPEX**) for the 2025/2026 Financial Year. This attachment details that Council has budgeted (revised budget) to spend just over \$9M in Capital Works for the 2025/2026 Financial Year.

The major components of the program are Roads, Footpaths and Kerbs (38%), Parks, Reserves, Walking Tracks and Cemeteries (17%), Buildings (15%) and Plant Equipment (14%) and other capital works (16%).

As at 31 March 2026, Council has spent 49% of the revised budget for the 2025/2026 Financial Year (\$4,453,596/\$9,071,947). There is therefore 51% of the revised budget left to spend from now until 30 June 2026. It is highly unlikely that Council will expend the rest of the revised budget this Financial Year (\$4,618,351).

Based on the budget year being for 12 months, Council is 51% of the way through the Financial Year. There is therefore only three more months to complete the CAPEX.

The second attachment is the Profit and Loss Statement as at 31 March 2026. This attachment details that the Year-to-Date Actuals are \$3.6M in front of the Year-to-Date Budget.

The third attachment is the Statement of Financial Position (Balance Sheet) as at 31 March 2026. This attachment details that the Net Assets are \$266M as at 31 March 2026 (\$262M as at 30 June 2025).

The fourth attachment is the Statement of Cashflows as at 31 March 2026. This attachment details a net change in cash of \$2.625M from 30 June 2025 (\$12.7M) to \$15.3M as at 31 March 2026. This is an increase of 20.67% from 30 June 2025.

The last attachment is the profit and loss briefing papers for this quarter March 2026. This is to show the financial performance for each department.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

There are no budget implications regarding this report as it is an information report.

RISK CONSIDERATION/S

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.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ending 31 March 2026.

6 SECTION 24 COMMITTEES

6.1 Coles Bay Hall Committee - Minutes - March 2026

RECOMMENDATION

That the Minutes of the Coles Bay Hall Committee meeting held in March 2026 have been distributed to Council on 22 April 2026 be received and noted.

6.2 Eldercare - Minutes - February 2026

RECOMMENDATION

That the Minutes of the Eldercare Unit Committee meeting held in February 2026 have been distributed to Council on 22 April 2026 be received and noted.

6.3 Bicheno Memorial Hall - Minutes - November 2025

RECOMMENDATION

That the Minutes of the Bicheno Memorial Hall Committee meeting held in November 2025 have been distributed to Council on 22 April 2026 be received and noted.

6.4 Bicheno Memorial Hall - Minutes - February 2026

RECOMMENDATION

That the Minutes of the Bicheno Memorial Hall Committee meeting held in February 2026 have been distributed to Council on 22 April 2026 be received and noted.

7 INFORMATION REPORTS

7.1 Acting Chief Executive Officer - Dick Shaw

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

PURPOSE

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

OFFICER'S COMMENTS

The four most pressing matters for Council, and in-turn the Community in the month of March included:

- War in the Middle East and the associated global impact of the oil price and the security and regional availability of diesel and petrol products – our community has not been immune to the significant increase in cost and supply of fuel types. While Council has effectively nil capacity to influence these factors, Council does seek to keep informed of the current scenario and welcomes the role that the Local Government Association of Tasmania (LGAT) has played in this space with respect to keeping the Local Government sector informed. At the level of Council, we are already seeing increasing costs impacting both procurement and delivery of our civil works program. What this means for Council is that we take a more conservative approach to our work program, we routinely review the program and the priorities within the program, we look to refine and adjust scope and adjust project scheduling to ensure there are sufficient contingencies in place to manage one of the largest sources of Council expenditure. In terms of our maintenance program, use of heavy plant and equipment is also monitored, and changes have been made to the maintenance program to reduce costs primarily through not using certain equipment or delaying works. We are seeing significant increases in the cost of materials and parts and have made strategic bulk purchases to offset future cost shock and to ensure Council can deliver projects and undertake priority and emergency repairs.
- The State Grants Commission (SGC) - The primary function of the Commission is to make recommendations to the Treasurer concerning the distribution of the Australian Government Financial Assistance Grant (FA Grant) to Tasmanian councils under the provisions of the Commonwealth legislation, the Local Government (Financial Assistance) Act 1995 (Cth). Council recently met with the Commission to present a position that the mechanism used to determine and allocate funds across the Councils was not favourable to Glamorgan Spring Bay Council. The position of Council was well received by the Commission and draft proposal released by the Commission has identified a means by which the allocation can be significantly improved – should these funds eventuate, they will be reinvested back in to the community.
- Council submitted a response to the *Preventing delays in development assessment timeframes – Position paper (the Paper)* released by the State Planning Office. The Paper outlined the existing legislative framework for certain development assessment processes that could contribute to delays or cause confusion with determining statutory assessment

timeframes. It was the position of Council that the Paper sought to determine that local government processes were the root cause of delays observed in the land use planning system. Council's position was that the Paper displayed a clear bias against Planning Authorities and instead used the opportunity to identify opportunities for improvement across the broader land use planning system.

- Water Restrictions for Triabunna and Orford – Sadly our communities have once again entered water restrictions and progressed from Stage 1 to Stage 2 and will enter Stage 3 on 27 April 2026. Council has recently met with Taswater to discuss how to improve water surety to remedy what has become an all-too-common scenario for our southern townships. Water restrictions are serious and everyone has a role to play – with a shared and collective effort we provide ourselves every opportunity to prevent the likelihood of worsening restrictions.

COMMUNICATIONS AND MEDIA

Key Activities and Highlights

Communications and Promotion

Council's Facebook page remains the most effective channel for community communication and the noticeboards are updated frequently throughout the municipality. Topics featured throughout February included:

- Dolphin Sands Residents Information Session
- Active Tasmania Grants
- Media Release – Carole McQueeney Resignation
- St Johns First Aid Training
- Public Health Updates
- Fuel Supply Updates
- Triabunna Easter Fair
- Triabunna Market
- GSBC Positions Vacant
- Rockpool Event
- GSBC Pension Remission Reminder
- Swansea Car, Bike and Truck Show
- SeaSpeak release
- Longest Picnic Table - Easter
- Devil of a Swim
- Council Meeting Live Stream

Publications

- The Autumn edition of SeaSpeak has been released.

Community Development Team – Monthly Report

Overview

During March and early April, community engagement activity was reduced due to staff leave arrangements. Despite this, service continuity was maintained. Staff undertook stakeholder liaison and communications responsibilities, ensuring ongoing engagement with key partners and community members.

Collaboration with Recovery and Resilience Tasmania continues to be a key operational focus.

Recovery and Community Engagement

Staff actively participated in regular inter-agency meetings and involvement in the Dolphin Sands Cleanup Program Advisory Group, which has now transitioned into the Dolphin Sands Recovery Coordination Group.

Staff continue to maintain a regular on-ground presence, meeting with members of the Dolphin Sands community each Thursday in Swansea to support ongoing recovery efforts and community connection.

Staff were invited by Recovery Tasmania to present at the State Recovery meetings across the South, North and North-West regions. The presentation focused on staff experience in the Recovery Coordinator role during the Dolphin Sands bushfire, with particular emphasis on key successes (“What Went Well”) and identified improvements (“Lessons Learnt”).

Events and Community Partnerships

The Community Development Team is actively strengthening partnerships with local organisations, including Swansea Primary School and BEST (Business and Employment Southeast Tasmania). These relationships are expected to support the delivery of future community initiatives and collaborative projects.

CORRESPONDENCE FOR NOTING

- GSBC submission to *Preventing delays in development assessment timeframes*
- GSBC Letter to ECTT – *Council Position on TTMIPI*
- GSBC Letter of Support – *Special Committee of Council – Triabunna Recreational Ground*
- GSBC Letter to Tas Police - *Swansea ANZAC Parade march*
- GSBC Letter to Tas Police - *Bicheno ANZAC Parade march*
- GSBC Letter to LGAT - *CCTV Memorandum of Understanding between Tasmania Police and GSBC*

MEETINGS

- 10 March – Cohealth GP Services
- 12 and 13 March – LGAT General Managers Workshop
- 24 March - Audit Panel Meeting
- 26 March –Spring Bay Boat Club
- 30 March –Twamley Farm
- 31 March – Environmental Protection Authority
- 31 March – Bicheno Community Health Group & Bicheno Community Development Association & Bicheno Landcare

STAFF MOVEMENTS

Departures

- Director Corporate and Financial Services. To ensure continuity of the role's responsibilities, Ms Danielle Tuck is now acting in the role.

Recruitment process underway

- Plumbing Inspector - Advertising for this role has now closed and interviews are underway.
- Interim Director Planning and Development – Negotiations are currently underway regarding the appointment of an interim Director to this role.

Appointments

- Property and Projects officer scheduled to commence end April 2026.

WORK HEALTH AND SAFETY

Ergonomic Assessments –25 Ergonomic assessments were completed last month and a recommendation with next steps and potential providers are in progress.

Workers Compensation

- two active cases and one new case

Site Safety Inspections including Depot and Buildings

- Council Chambers
- Triabunna works Depot

Incidents/accident reporting

- 27 (Twenty-seven) WHS OICC Unsafe condition reports submitted March
- 6 (six) incident reports submitted in March all Incident investigation reports have been completed:
 - 1 (One) Motor vehicle (animal impact) damage
 - 3 (three) First Aid injuries
 - 2 (Two) Medical treatment injuries

First Aid Certificates

Training has been booked for the 16 & 17 June 2026 for a number of indoor and outdoor staff.

RECOMMENDATION

That Council notes the information.

7.2 Director of Works and Infrastructure – Ron Sanderson

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

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, 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 revaluations for all council buildings have been completed in April.
- Sealed road condition assessments were completed in March

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Cold mixing of potholes across the municipality - Ongoing across municipality approx. 10 ton of cold mix placed for March.
- Roadside weed spraying of sealed and unsealed roads – ongoing
- Dolphin Sands Rd pavement failures (2 of) repair- Planned to start box outs week of 13th April, sealing of sections planned for early May
- Maintenance grade of Rosedale Rd, Bicheno- underway
- Bridge #51, 17 Acre Creek, Wielangta Rd (currently 10t load limit). Grant application to federal govt has declined. AusSpan(GSBC third party bridge inspector) has directed GSBC to drop the load limit to 5t.
- Road shouldering around Bicheno and Coles Bay- completed

STORMWATER, DRAINAGE

- Ongoing cleanouts and maintenance across the municipality

WASTE MANAGEMENT

- All WTS's to return to Winter operating hours on 13th April
- New security fence and gates at Bicheno WTS- PO issued to contractor
- New security fence/gates at Orford WTS- awaiting quote
- Green waste mulching underway at all WTS's

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- Ongoing general maintenance across the municipality
- Old steel skate ramp at Our Park Orford- removed due to ongoing safety issues due to the age of the structure.
- Replenishing soft fall in numerous playgrounds across the municipality.
- Water tap at Triabunna Cemetery- this has been disconnected by Taswater as it was an unmetered connection. This tap also raised safety issues with caravans/motorhomes using it to fill up with water and block the footpath and damaging the cemetery grounds, will not be reinstated.
- Water tap at Triabunna Black Water station- this tap has now been fitted with a 10 second timer tap as it was identified that people were using this tap to wash their caravans/motorhomes and locals were using it to fill 1000litre plus tanks for their personal use. If trial is successful, these timer taps will be fitted to all black water stations across the municipality.
- Hall, Harold St, Coles Bay modify disabled parking spot to be compliant- completed

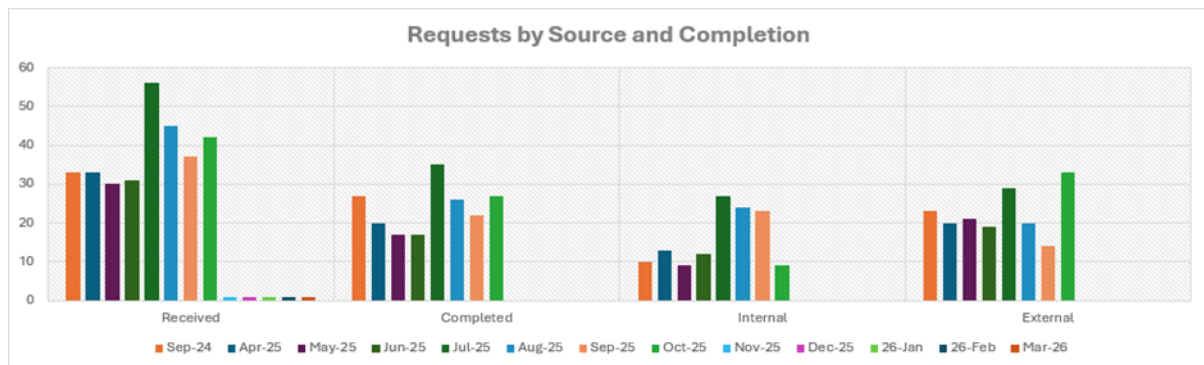
EMERGENCY MANAGEMENT

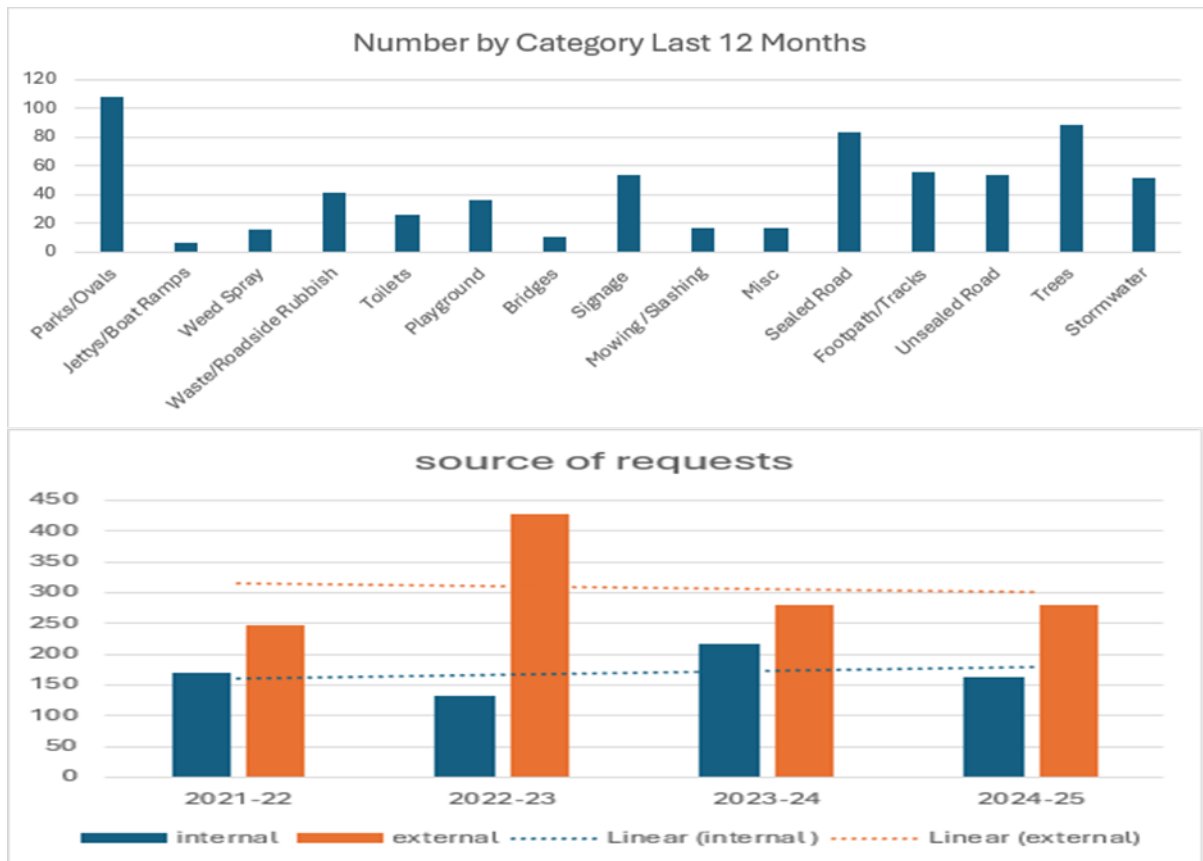
After hours rostering carried out as scheduled.

CUSTOMER REQUESTS

The chart below summarises the requests received year to date by the total numbers received; the number completed; those generated by the public and those generated by officers.

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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

- Wielangta Rd Bridge (Sandspit Overflow) #55 upgrade – starting on 24th April
- Asphalt footpath to Bark Mill, Swansea – scheduled to start 20th April
- New BBQ/shelter installation at Spring Beach, including new underground power supply- BBQ installed, turf laid, roof to be installed mid-April. When completed the second existing old BBQ will also be removed.
- New BBQ for Harold St Reserve (at hall)- BBQ installed, roof yet to be installed
- Playground renewal and upgrades
- 2. New exercise equipment for Our Park. Orford- ordered
- 3. New basketball hoop for Our Park, Orford- completed
- 4. Refurbishment of Triabunna Rec Ground bike/BMX track- completed except for new signage
- Swansea main street stone wall repairs- underway.
- Duck Park, Swansea pedestrian bridge replacement- tenders received
- New playground, Lion Park, Bicheno- tenders received
- Ryans Rd, Spring Beach stormwater upgrade- started 13th April

Grant funded

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

- Disaster Ready Fund - Round 3- project DRFR300037 Building Flood Resilience in key areas of Glamorgan Spring Bay, Tasmania has been successful for funding through the Australian Government's Disaster Ready Fund (DRF) Round Three- Implementation Plan now submitted to DPAC as per grant requirements.
- Coles Bay Black Water Station, Harold St Reserve-PWS permit approved and plumbing permit approved. PO issued to supplier/installer to get works underway.
- Triabunna Tomorrow Vicary St Upgrade- contract signed and forwarded to successful tenderer.

PLANT AND VEHICLES

- Tender for new water cart/truck for grader crew – Unit now arrived and in service
- Swansea Mower tilt trailer- arrived and in service
- Approved/compliant lifting jib for Triabunna Komatsu loader- ordered

GENERAL

- Removal of real-estate signs on council nature strips- underway, a very large quantity has been removed from Orford/Triabunna nature strips- ongoing
- Further vegetation management on two existing fire breaks on Dolphin Sands Rd- completed
- Pressure cleaning of boat ramps across the municipality- completed
- Coles Bay and Bicheno Street signage survey (damaged/faded/not legible)- new signs installed
- Reach slashing of River & Rocks Rd and Flacks Rd Coles Bay- planned for week of 13th April
- Reach slashing of existing fire breaks in Rita & Doris Reserve and Harold St Reserve, Coles Bay- Planned for week of 20th April.
- Reach slashing of Waubs Esplanade & Rosedale Rd, Bicheno- planned for the week of 20th April.

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:

- Swansea car/truck show- completed
- Triabunna Anzac Day traffic management- 25th April
- Bicheno Anzac Day traffic management signage- 25th April

RECOMMENDATION

That the Director of Works and Infrastructure's report be received and noted.

7.3 Acting Director Planning and Development - James Bonner

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

PURPOSE

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

BACKGROUND/OVERVIEW

Animal Control and Compliance:

Background information regarding the Dog Management Policy 2014–2019. This Policy was re-endorsed by Council at its meeting on 28 January 2020 (Decision number 22/20) for a further six years, with a subsequent review to commence as soon as possible. Further delays were caused by the review of the *Dog Control Act 2000* and a subsequent review of the *Dog Regulations 2021*. As such, Council's current Dog Management Policy (DMP) should be dated 2020–2026, not 2014-2019. While the current review process has experienced significant delays, Council's review of the DMP is still within the time frame set by the re-endorsed policy in 2020.

For the reporting period, 3 dogs were registered, totaling 1030 dogs for the year.

Fire abatement inspections have continued; 1 fire abatement notice has been issued for the reporting period. 0 infringement notices were issued for failing to comply with an abatement notice.

Building and Plumbing:

For the reporting period: 0 Building Permits, 6 Approvals for Notifiable Building Works, 1 Low Risk Building approvals, 2 Permit of Substantial Compliance, 1 Temporary Occupancy Permit, 6 Plumbing Permit, 3 Approvals for Notifiable Plumbing Works, 3 Low Risk Plumbing approvals 0 Building & Plumbing Notices were issued, and 0 Building Orders & 0 Plumbing Order were issued.

Environmental Health:

There has been an increase in the number of complaints received regarding food safety at registered food businesses and public health risks associated with holiday accommodation throughout the municipality over the reporting period. While this not completely unexpected, coinciding with the Easter Break, this highlights the importance of maintaining the mandatory inspection frequency of food businesses and Council's ability to provide best practice advice and instruction in accordance with legislative requirements.

The presence of the sperm whale carcass that washed ashore at Denison Beach in Bicheno in early March has triggered engagement with a range of stakeholders across state government, local government, and the community. This involved liaison with the Department of Health, in formulating and in turn approving the contents of public health advisory signage that has been placed at two locations at Redbill Beach and two locations at Denison Beach.

The signage includes information on the potential increase in shark activity, to avoid contact with/swimming near the carcass and to wash with soap and water if coming into contact with tissue from the carcass. This signage remains in place alongside the public notice issued by Parks and Wildlife Service.

Council's routine recreational beach water sampling program was also expanded to include two additional sampling sites at Denison Beach in March. All samples returned complaint results in accordance with the Tasmanian Recreational Water Quality Guidelines (issued in accordance with the *Public Health Act 1997*). Because of the presence of the carcasses, event organisers of the Devil of a Swim Event 2026 to be held on 26 April have relocated the event to Muirs Beach, Coles Bay.

Planning:

For the February period Council received 20 development and subdivision applications and 14 applications were approved.

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 February received 1-2 representations. There are currently no active planning appeals.

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.

7.4 Acting Director Corporate and Financial Services - Danielle Tuck

Financial Management, Information Technology, Customer Service, Risk Management, Records, Corporate Service and Rates.

PURPOSE

This report is an information report that provides information on a monthly basis of what is being undertaken in the Directorate of Corporate and Financial Services.

OFFICER'S COMMENTS

This current information report is for the month of March 2026.

The following sections detail what has been undertaken in the Corporate and Financial Services Directorate from 1 March 2026 until 31 March 2026.

FINANCIAL MANAGEMENT

Staff have continued working through the Draft Budget Timetable for the 2026/2027 Financial Year.

This included preparing the required documentation and responsible officers having meetings in order to provide input into the draft budget. Council workshops have since commenced around these budget items with the Fees and Charges set to be presented to Council in May and the Budget and Rates & Charges to be presented to Council in June.

INFORMATION TECHNOLOGY

Work has commenced on Councils Information Technology Strategic Plan. This is a complex document and is to be designed to support Council in aligning technology with the businesses need by identifying any potential gaps, improvements and opportunities and then assessing how these will best be implemented.

CUSTOMER SERVICE

Nothing to report for March 2026.

RISK MANAGEMENT

Nothing to report for March 2026.

RECORDS

Nothing to report for March 2026.

CORPORATE SERVICE AND RATES

The draft municipal valuation adjustment factors were received this month. This data is used to help with the modeling of Council Rates to ensure valuation data is current for rating purposes and calculations.

RISK CONSIDERATION/S

Nothing to report for March 2026.

RECOMMENDATION

That the Director Corporate and Financial Services information report for the month of March 2026 be received and noted.

7.5 Action Register

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

ATTACHMENTS

1. Action Register - March 2026 [7.5.1 - 2 pages]

PURPOSE

To provide Council with an update on current and outstanding Active Resolutions at March 2026.

OFFICER'S COMMENTS

The register tracks the status of Actions to arise from an Ordinary Council Meeting via the Active Resolution Report.

The register seeks to ensure transparency, support effective governance and maintain clear oversight of Council's decision-making processes.

RECOMMENDATION

That Council receives and notes the Active Resolution report.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Long Term Financial Management Plan (LTFMP)

Author: Contract Accountant Marissa Walters

Responsible Officer: Chief Executive Officer Dick Shaw

ATTACHMENT/S

Long Term Financial Management Plan 2026-2036

PURPOSE

The purpose of the Long-Term Financial Management Plan (LTFMP) is to express, in financial terms, the activities that Council proposes to undertake over the medium to longer term to achieve its stated objectives. It is a guide for future action. Without a LTFMP Council would have insufficient data to determine sustainable service levels, affordable asset management strategies, appropriate revenue targets or appropriate treasury management.

BACKGROUND/OVERVIEW

Council last adopted the Long Term Financial Plan in 2021, and is now overdue for formal review. Under *s.70E of the Local Government Act 1993*, the Long Term Financial Plan of Council must be formally reviewed every 4 years to ensure that it stays current. The proposed Long Term Financial Plan has been a work in progress for the past 18 months with the first workshop held with Council in March 2025 and again in February 2026. Unfortunately, the change in executive personnel has delayed the finalisation of the proposed plan outside the planned timeframes.

In addition to the formal review Council also internally reviews the LTFMP every year.

The new plan is to be published on Council's website and made available to the public. Council's financial position has improved significantly over the previous 5 year's and it is important that Council and the public have more up to date information available in relation to Council's financial position.

STRATEGIC PLAN REFERENCE

Key Foundations

Sound governance and financial management that shows Council is using ratepayer funds to deliver best value and impact for the Glamorgan Spring Bay community.

What we plan to do

- Manage cash flow tightly to ensure current liabilities can be paid from unrestricted cash.
- Set realistic budgets and monitor income and expenditure closely

This means

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

STATUTORY IMPLICATIONS

Section 70, Local Government Act 1993, long-term financial management plans:

- (1) A council is to prepare a long-term financial management plan for the municipal area.
- (2) A long-term financial management plan is to be in respect of at least a 10-year period.
- (3) A long-term financial management plan for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) refer to the long-term strategic asset management plan for the municipal area; and
 - (c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term financial management plan.

Section 70, Local Government Act 1993, review of plans, strategies and policies:

- (1) A council, at least every 4 years, is to review its –
 - (a) strategic plan; and
 - (b) long-term financial management plan; and
 - (c) long-term strategic asset management plan; and
 - (d) financial management strategy; and
 - (e) asset management strategy; and
 - (f) asset management policy.
- (2) As soon as practicable after a council adopts a plan, strategy or policy referred to in [subsection \(1\)](#), the general manager is to notify the Director accordingly.

Section 5, Local Government (Content of Plans and Strategies) Order 2014:

- (1) In this clause –
long-term financial management plan of a council, means a long-term financial management plan prepared by the council in accordance with [section 70](#) of the Act.
- (2) A long-term financial management plan of a council is required to include the following matters:
 - (a) the estimated revenues and expenses for each financial year of the plan, including the revenues and expenses in relation to each of the following matters:
 - (i) all capital works;
 - (ii) all capital expenditure;
 - (iii) all asset management requirements identified, as required under [clause 7\(2\)\(b\)](#), in the long-term strategic asset management plan;
 - (b) for each financial year of the plan, a statement of comprehensive income, including estimates of –
 - (i) recurrent revenue; and
 - (ii) recurrent expenses; and
 - (iii) underlying surplus or deficit; and
 - (iv) net surplus or net deficit; and
 - (v) comprehensive result;
 - (c) for each financial year of the plan, a statement of financial position, including estimates of –
 - (i) current and non-current assets; and
 - (ii) current and non-current liabilities; and
 - (iii) net assets; and
 - (iv) equity, including reserves;
 - (d) for each financial year of the plan, a cash flow statement, including estimates of –
 - (i) receipts, payments, dividends and net cash from operational activities, financial activities including loan borrowings, and investment activities; and
 - (ii) net increases or net decreases in cash held; and
 - (iii) cash and cash equivalents held at the beginning of the period; and
 - (iv) cash and cash equivalents held at the end of the period;
 - (e) a description of the financial management strategies to be adopted by the council, including financial targets and their rationale;

(f) a comparison of projected financial performance against targets (determined by the council) for financial indicators, including those indicators specified in an order made under [section 84\(2A\)](#) of the Act, for each financial year included in the long-term financial plan;

(g) all assumptions used in the development of the estimates referred to in [paragraphs \(a\)](#) , [\(b\)](#) , [\(c\)](#) and [\(d\)](#) .

(3) For the purposes of [subclause \(2\)\(d\)\(i\)](#) , the estimates are to include separate estimates in respect of renewal, upgrade and new capital expenditure in relation to the activities referred to in that clause.

BUDGET IMPLICATIONS

The Long Term Financial Management Plan 2026-2036, provides the framework and strategic direction for making financial decisions. This does not form the budget that is adopted by Council but will inform the upcoming budget, it will be used as a guide and a tool for decision making. The Long Term Financial Management Plan is to be updated internally every 12 months.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Financial		Risk factors are that assumptions used do not reflect reality. Sensitivity analysis within the plan identifies what would happen if there were variances to some of the key assumptions made.

OFFICER'S COMMENTS

Council has worked with the community to establish a 10-year vision for the municipality and a strategic framework outlining the key strategies that will need to be undertaken by the Council to achieve the community vision.

Long-term financial planning provides for the optimum allocation of available resources to deliver Council's strategic and corporate objectives. Long-term financial planning supports the delivery of Council's community vision.

The Long Term Financial Plan also aligns with Council's Strategic Asset Management Plan to ensure sufficient funding for the renewal of existing assets.

Long-term financial sustainability can only be said to have been achieved when Council is providing expected services at defined levels to its community that is adequately funded, not only on an annual basis, but over the long-term without unplanned increases in rates and charges or disruptive cuts to services. This includes infrastructure asset renewal funding requirements.

In financial terms, it will result in:

- A decreased, manageable and affordable level of debt.
- The funding of 100% of forecast asset renewal requirements over the Plan period.
- Cash balances maintaining at or above estimated minimum levels over the plan period.

OFFICER'S RECOMMENDATION

That Council adopt the Glamorgan Spring Bay Council Long Term Financial Plan 2026-2036 as attached.

8.2 Marina Loan

Author: Contract Accountant (Marissa Walters)

Responsible Officer: Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

Nil

PURPOSE

To consider the repayment or refinancing of TasCorp Loan S116 for the Marina.

BACKGROUND/OVERVIEW

This loan was originally taken out for \$1.5m for 10 years at a rate of 3.29% as one of 4 loans to help fund the construction of the Triabunna Marina. The loan was intended to be refinanced after 10 years as TasCorp have a maximum loan period of 10 years. The amount to be refinanced is \$870,000 and is due for payment or refinancing in May 2026.

In the current budget it was planned to refinance the loan, but to consider the option of repayment in full at the appropriate time.

The quotes for the refinance options have been obtained from TasCorp and summarised as follows:

- 5 years, interest rate of 5.55% per annum, total annual payments of \$201,646, with total interest payable of \$138,229
- 10 years, interest rate of 5.97% per annum, total annual payment of \$116,793, with total interest payable of \$297,932.

Total annual payments are currently \$102,955.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.
Cash flow managed to ensure current liabilities can be paid from unrestricted (available) cash.

STATUTORY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

No operational budget implications for 2025/2026. However, repaying the loan will draw down on cash reserves by an additional \$870,000. Repaying the loan will reduce the burden of loan repayments and free up borrowing capacity for future years.

The total loan payment in May will be \$943,793, as a periodic repayment would normally be made in May.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Financial		If Council decide to refinance the loan, then there will be additional cost pressures in next year’s operating budget however, will maintain Council’s unrestricted cash reserves if we do not repay the loan in full.

OFFICER’S COMMENTS

Given the current cash position of Council and savings in the current financial year, there is sufficient cash reserves to repay this loan in full.

The interest rates quoted are higher than we have been paying for the last 10 years, by over a full 2% per annum.

Repaying the loan in full will reduce the impact on the budget by over \$100,000 per annum and reduce the need to put the Marina & Wharf fees up to continue charging on a full cost recovery basis. Given the higher vacancy rates than usual at the Marina there is already pressure on the budget to cover existing costs, with Marina & Wharf revenue forecast to be \$120,000 lower than budget for 2026.

OFFICER’S RECOMMENDATION

That Council repay the TasCorp Loan S116, for the Marina, in full on its maturity date in May 2026.

8.3 Wielangta Forest Mountain Bike Trail

Author: Chief Executive Officer (Dick Shaw)

Responsible Officer: Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

1. MOU Wielangta - SC GSBC - 180326 [**8.3.1** - 8 pages]
2. Wielangta MTB trail business case Final 040725 [**8.3.2** - 85 pages]
3. Wielangta MTB trail Prospectus [**8.3.3** - 4 pages]

PURPOSE

To request that Council endorses the Wielangta Forest Mountain Bike Trail - Business Case (July 2025).

To request that Council enters into a Memorandum of Understanding (MOU) with Sorell Council that:

- will see the two Councils collaborate on the development, establishment and initial operation of the proposed Wielangta Forest Mountain Bike Trail;
- describes the governance arrangements that the Council intend to adopt for approximately two-years from the date of execution of the MOU, and
- sets out the pathway for transitioning management of the project to a separate legal entity and establishing a new long-term governance model for the project.

BACKGROUND/OVERVIEW

The Council has received multiple briefs on the project presented by Sorell Council as the lead agent in the project. The current Council provided unanimous in-principal support for the project at the 23 January 2024 Ordinary Council Meeting. Most recently, Sorell Council presented to Council at the 14 April workshop, where the Business Case and MOU were discussed at length.

The project was first documented more than 10 years ago by grass roots enthusiasts, with Sorell Council working alongside key stakeholders to support evolution of the project over time. However, it was development of the Wielangta Forest Mountain Bike Trail Business Case (released July 2025) the result of State government funding that has accelerated the project status.

Preparation of the Business Case engaged the following key stakeholders:

- Tourism Tasmania
- Destination Southern Tasmania
- Sustainable Timber Tasmania
- Department of Natural Resources and Environment Tasmania (NRE Tasmania) – Parks and Wildlife Service
- South East Mountain Bike Association
- Local business owners in Orford and surrounding areas
- Glamorgan Spring Bay Council

- Relevant Council officers

The Business Case examines strategic alignment, demand and visitation potential, economic and community benefits, capital delivery considerations, governance and partnership models, and the ongoing operational and maintenance requirements associated with the proposed trail. The business case has been circulated to South-East Regional Development Association (SERDA) and Regional Development Australia (RDA)- Tasmania and with the Office of the Coordinator General - feedback for all parties has been overwhelmingly positive. Sorell Council and Glamorgan Spring Bay Council recently met with the Minister for Tourism Jane Howlett to discuss the project and the opportunities it may bring to the south-east region – again the project was very well received, noting it was the Tasmanian Liberal government that funded the business case.

To progress the project and deliver on the intent of the Business Case, Sorell Council drafted an MOU. This was provided to GSB for review and legal advice was sought and amendments proposed and agreed to between both Councils – the attached MOU represents the agreed document.

Note that endorsement of the MOU provides the Chief Executive Officer with approval to make minor amendments to the MOU that do not constitute a material change to the MOU without coming back to Council for approval – Sorell Council endorsed the same practical administrative approach.

At the 17 February 2026 Ordinary Council Meeting of Sorell Council, the Council:

- Endorsed the Wielangta Forest Mountain Bike Trail Business Case prepared by TRC Tourism.
- Noted and agreed to the likely ongoing operational expenditure implications associated with the construction and ongoing operation of the Wielangta Forest Mountain Bike Trail, as outlined in the Business Case.
- Authorised the Chief Executive Officer to enter a Memorandum of Understanding with Glamorgan Spring Bay Council regarding the construction, governance, operation, and maintenance of the Wielangta Forest Mountain Bike Trail.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

- Maintaining public amenities, marine and recreational facilities, and plan for future needs.

STATUTORY IMPLICATIONS

The project will be subject to assessment against all Local, State and Federal policy, legislation and regulation. The project can only progress to construction subject to attainment of all relevant permits, approvals and consents.

BUDGET IMPLICATIONS

It must be recognised that entering into the MOU does not commit the Council to commit any funds.

Should the project proceed to construction and operation, there will be both construction and operational (and maintenance) costs – the quantum of those costs will be refined under activities performed under the MOU.

The intent would be to see all construction costs grant funded, with the business model selected to support operation and maintenance to generate a source of revenue to either heavily offset annual costs and/or create a revenue generating opportunity.

A successful bike trail will significantly increase visitation, will increase the number of nights stayed, and has the capacity to create new business opportunities and to enhance the commerciality of existing business. It is reasonable to expect that property values will increase that will in turn increase the rates base received by Council. Increased property values improve the viability of residential and commercial development that will provide housing and employment opportunities in our municipality.

The Business Case estimated an indicative operational and maintenance expenditure for the full 70 km trail network at approximately \$180,000 to \$200,000 per annum, based on an assessment of actual expenditures from managing the George Town, Blue Derby, and St Helens trails.

Approximately 70% of the trail will be located within the Glamorgan Spring Bay LGA, with costs anticipated to be proportionally allocated. This estimate assumes a highly skilled maintenance crew supported by appropriate plant and equipment, and includes staff wages, consumables, materials, sundries, and contingency. Costs are preliminary and for planning purposes only - exact figures will be confirmed through detailed design and other activities performed under the MOU.

RISK CONSIDERATION/S

The proposed project is complex in terms of the environmental, heritage and land use planning approval processes that may be required. The alignment crosses many land tenures with landowner consent required from each individual landowner along the approximate 70km long trail network.

The MOU provides the governance framework necessary for both Councils to progress the project in a controlled administrative environment and also provides a robust platform from which conversations can be had with all relevant stakeholders.

The MOU does not commit either Council to funding. All activities undertaken via the MOU will be funded through grant funding, in-kind support or funding allocations approved separately by each Council.

OFFICER'S COMMENTS

The project presents as a generational opportunity for the Council and community to consider. The MOU presents Council with an option to progress the project within an agreed framework and controlled environment. The MOU provides Council and the community with the opportunity to consider the project in the detail, and to raise and resolve queries and challenges necessary to support informed decision-making.

It should be noted that if Council chooses not to enter into the MOU, the project will not progress, and the concept will likely be lost to another municipality. It will not be revisited by proponents.

Note the MOU has a strong governance focus and includes both a Project Control Group and Advisory Group. The MOU also provides for dispute resolution, withdrawal and termination of the agreement.

The project presents as a fantastic opportunity for the region and should seek to strengthen the already strong relationship that exists between Glamorgan Spring Bay and Sorell Council.

OFFICER'S RECOMMENDATION

That Council:

1. Endorse the Wielangta Forest Mountain Bike Trail – Business Case (July 2025)
2. Approve the Chief Executive Officer to enter Glamorgan Spring Bay Council into a Memorandum of Understanding: Wielangta Forest Mountain Bike Trail with Sorell Council

8.4 Draft Vehicle Policy

Author: Chief Executive Officer (Dick Shaw)

Responsible Officer: Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

1. GSBC Vehicle Policy - Version 3 - Tracked Changes (1) [**8.4.1** - 11 pages]
2. GSBC Draft Vehicle Policy - Version 4 - April 2026 [**8.4.2** - 9 pages]

PURPOSE

The present to and have endorsed by the Council, a revised Motor Vehicle Policy.

BACKGROUND/OVERVIEW

The following matters triggered a review of the current policy:

- The current policy was overdue for review.
- Council has recently purchased two new light vehicles, and the 2026/27 budget has identified several more vehicles due to be disposed of and new vehicles purchased.
- Many new staff have joined Council in the past six months with several more to join before end of financial year – the Motor Vehicle Policy is a key Policy within the induction program – it is important the Policy is contemporary.

To support awareness of the changes made by the review, a version with Tracked Changes is provided.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

The extent to which the Goods and Services Tax applies to the use (private and business) of Council owned light vehicles is routinely reviewed.

BUDGET IMPLICATIONS

The policy provides guidance regarding the purchase and disposal of Council owned light vehicles. Costs associated with such are provided for in the budget, with decisions regarding which vehicles are sold and purchased ultimately resting with the Chief Executive Officer.

RISK CONSIDERATION/S

The policy has a broad scope that seeks to identify and manage risks associated with the purchase, maintenance, use and disposal of Council owned light vehicles. Compliance with the Policy ensures associated risks are managed to an acceptable level.

OFFICER'S COMMENTS

It is recognised that the geography of our municipality coupled with the location of the Council offices, requires Council staff to travel frequently and significant distances. Driving is an activity not without risk – this Policy demonstrates that Council is cognisant of such risks and that it seeks to work with all staff to reduce the likelihood and severity of a motor vehicle incidents.

Each of the Directors undertook an independent review of the current Policy – these edits were collated and a revised document provided to the Chief Executive Officer for review and further editing as required. The revised Policy effectively identifies key risks then and provides guidance sufficient to mitigate such risks to an acceptable level.

Subject to Council approval, the revised Policy will be released to all staff. It will then responsibility of each Director to work with their staff to ensure staff know where and how to access the Policy, and importantly how to comply with the Policy.

Endorsement of the revised Policy by Council also provides the Chief Executive Officer with the authority to make minor amendments to the Policy (that do not equate to a material change to the document) without coming back to Council for approval.

OFFICER'S RECOMMENDATION

That Council endorse the Glamorgan spring Bay Council – Motor Vehicle Policy (Version 4)

8.5 Draft Driveway Construction and maintenance Policy

Author: Development Engineer (Vinay Mittal)

Responsible Officer: Director Works and Infrastructure (Ron Sanderson)

ATTACHMENT/S

1. Draft Driveway Construction and Maintenance Policy [8.5.1 - 11 pages]

PURPOSE

To establish a consistent approach for persons or contractors wishing to carry outworks in the road reserve to ensure that all access and egress onto Council roads are constructed to Council's municipal standards.

BACKGROUND/OVERVIEW

Unlike many Tasmanian councils, Glamorgan Spring Bay Council has no formal policy to regulate and control access to council roads.

A recent request from a resident for council to improve a driveway to his property highlighted this lack of a formal policy to deal with such a request.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

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

STATUTORY IMPLICATIONS

The following have implications in the application of this policy:

- Local Government Act 1993
- Local Government (Highways) Act 1982
- Roads and Jetties Act 1935
- Tasmanian Municipal Standard Drawings (IPWEA/LGAT)
- Tasmanian Infrastructure Design Guidelines

BUDGET IMPLICATIONS

Nil to consider.

RISK CONSIDERATION/S

Nil to consider. Risk exists should the policy not be endorsed.

OFFICER'S COMMENTS

The adoption of this policy will assist staff to regulate and control driveway and access works in council roads in a consistent and appropriate manner.

OFFICER'S RECOMMENDATION

That Council adopt the Draft Driveway Construction and Maintenance Policy.

8.6 Draft Councillor Expenses Reimbursement and Provision of Facilities Policy

Author: Director Works and Infrastructure (Ron Sanderson)

Responsible Officer: Acting Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

1. Councillor Expense Policy Draft 27 3 2026 [**8.6.1** - 7 pages]

PURPOSE

To clarify the intent and application of the motion passed at the 24 February 2026 council meeting regarding the reimbursement of internet/administration expenses incurred by councillors and to update the existing Councillor Allowance and Reimbursement Policy.

BACKGROUND/OVERVIEW

Council passed the following motion at its 24 February 2026 ordinary council meeting:

That the Councillor Allowance and Reimbursement Policy be forthwith amended to include a regular monthly reimbursement payment to each councillor of \$140 to cover the use of all telephone, telephone rental, Microsoft Zoom, Facetime and like services, the use of the internet regulatory and statutory access; and general like expenses.

Following the meeting there was some confusion about the implementation of this motion such as; does this replace the existing policy of \$50/month, should all councillors be eligible for this and should invoices be required prior to this reimbursement.

The current policy includes the following:

Council will provide Elected Members with a consumables allowance of \$50.00 per month for cost incurred that are directly related to Council business, including phone, internet access and stationery and administrative expenses.

Local Government (General) Regulations 2025 have replaced the 2015 regulations which requires the existing expenses policy to be updated.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Local Government (General) Regulations 2025 has replaced the old 2015 general regulations.

BUDGET IMPLICATIONS

Minor. A minimal additional cost if some councillors received the increased amount.

RISK CONSIDERATION/S

Nil to consider.

OFFICER'S COMMENTS

The draft policy has addressed the intent of Council's motion in the 24 February 2026 council meeting. It has also reflected changes to the general regulations.

OFFICER'S RECOMMENDATION

That Council adopt the Draft Councillor Expenses Reimbursement and Provision of Facilities Policy

8.7 Event Support Grant Application - Spring Bay RSL Sub-branch

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Acting Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

1. Event- Support- Grant- Application- Form - Spring Bay RSL Sub-branch Inc [8.7.1 - 6 pages]

PURPOSE

To request for Council to provide Event Funding of \$1,000 to Spring Bay RSL Sub-branch for the ANZAC Day event.

BACKGROUND/OVERVIEW

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

SPRING BAY RSL SUB-BRANCH INC – IA10205

About Event Organiser: The Spring Bay RSL Sub-Branch Inc. is a local branch of the Returned and Services League, committed to supporting veterans and fostering remembrance within the community. They organise events and services to honour the service and sacrifice of Australian and Allied personnel.

Event Description: Triabunna ANZAC Day Service 2026, including a formal ceremony, wreath laying, speeches, and community participation. Funding is requested to support catering for a community BBQ and Gun's Breakfast.

Date: Saturday, 25 April 2026

Expected Attendees: Approximately 150–200 community members, including residents, veterans, and visitors from surrounding areas.

Event Overview:

- Dawn Service
- Morning Service with speeches, wreath laying, and playing of The Last Post.
- Commemorative March through Triabunna involving community members, veterans, and school students.

- Community BBQ and Gun's Breakfast to encourage participation and social connection.

Community Contribution: Volunteers and RSL members will be actively involved in running both the Dawn and morning services, as well as the commemorative march. The event will provide opportunities for schools, local groups, and residents to participate in remembrance activities. Catering and hospitality will be provided for attendees, helping to foster community engagement and connection.

Benefits to the Glamorgan Spring Bay Residents: The event provides the community with the opportunity to honour and remember service personnel while strengthening community spirit and connection. It offers an educational experience for all ages about Australia's military history and creates a meaningful, shared occasion for reflection and intergenerational participation.

Request for support from Council:

The request from Spring Bay RSL Sub-committee Inc Inc is for a \$1,000 financial contribution towards the ANZAC Day BBQ and Guns Breakfast.

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 \$50,000 Event Support Grants Program provision in the 2025/26 budget. (\$45,000 as \$5,000 is withheld for Council run Community events)

To date \$17,955 has been distributed to external events and consequently there is \$27,045 remaining for this event application.

Event Support Grant Recipients 2025/2026

Name	In-kind Assistance	Amount donated \$	Date Approved
Freycinet Winter Challenge 2025 (SES Water and Road Safety)	Social media and marketing support . • Provision of extra wheelie bins and removal of bins at the conclusion of the event.	\$2,000	22 July 2025
Swansea Chamber of Commerce – Local Events Committee (Mental Health Roadshow)	Nil	\$1,100	22 July 2025
Bicheno Festivals Committee Inc – Bicheno Food and Wine Festival	Provide in-kind support of: • Permit fees waiver •Venue/Site hire waiver • Power for event •Collection of recycling post event	\$2,000	22 July 2025
Swansea Community Christmas	Nil	\$2,000	26 August 2025
Pop Up Books Stall (PUBS) Inc.	Nil	\$1,745	28 October 2025
Friends of Buckland Church Inc	Nil	\$1,000	28 October 2025
Spring Bay Rotary	Nil	\$1,850	28 October 2025
Triabunna Christmas Crew	Road closures for event and additional waste bins	\$2,500	25 November 2025
SpringBay Arts Group Inc	Provision of Wheelie bin for month of January and event promotion support	\$1,260	25 November 2025
Maria Voices Inc	Nil	\$1,000	9 December 2025
Bicheno Community Development Association	Nil	\$1,500	9 December 2025

Spoke Motorcycle Festival	Nil	\$2,000	24 February 2026
ECHO Festival	Provision of extra wheelie bins and removal of bins at the conclusion of the event.	\$4,000	24 February 2026
Bicheno Surf Life Saving Club – Devil of a Swim	Provision of extra wheelie bins and removal of bins at the conclusion of the event.	\$2,500	24 February 2026
Swansea Local Events Committee (Auspiced by Swansea Community and Men’s Shed – Swansea Car, Bike and Truck Show	Provision of extra wheelie bins and removal of bins at the conclusion of the event.	\$2,000	24 February 2026
Bicheno Crays Youth Club (Coastrider Surf Academy Surf Event)		\$1,400	24 March 2026
Bicheno Community Development Association – Skate Park Subcommittee (Skate of Mind Big Hart Project)		\$2,000	24 March 2026

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

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.

OFFICER'S RECOMMENDATION

That Council approve the Event Support Grant from Spring Bay RSL's of \$1,000 to assist with the ANZAC Day service and the associated BBQ and guns breakfast.

9 COUNCILLOR MOTIONS WITH NOTICE

Response to Cllr Churchill Motion with Notice – received 16 March 2026

The Community Team manages both the Small Grants and Event Grants programs. Under the current policy, Council receives requests for funding that exceed available resources; as a result, funding allocations are limited. Most grants are restricted to Small Grants of no more than \$1,000. However, in certain circumstances, Council may consider increasing this allocation.

There is no formal policy governing Event Grants; instead, they are guided by existing guidelines. These guidelines recommend a maximum allocation of \$2,000, although Council may consider higher amounts on a case-by-case basis.

Council staff are currently reviewing the Grants Policy and associated processes. Elements of this motion may be considered as part of that review.

10 PETITIONS

Nil.

11 COUNCILLORS QUESTION TIME

11.1 Questions Taken on Notice from previous meeting

Nil

11.2 Questions with Notice

Nil

11.3 Questions without Notice

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 Tuesday 24 March 2026

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

Item 3.1: Chipper Service for Dolphin Sands Bushfire Mitigation

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

Item 3.2: Swansea Duck Park Bridge Replacement

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

Item 3.3: Bicheno Lions Park Playground Development

As per the provisions of Regulation 17 (2) (e) 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**