



GLAMORGAN SPRING BAY
COUNCIL

Notice of Meeting and Agenda

For the Ordinary
Meeting of
Council to be
held at the
Triabunna
Council Offices

23 July, 2019

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday, 23 July 2019 commencing at 2.00pm.



Dated this Thursday 18 July, 2019

Harry Galea
ACTING GENERAL MANAGER

"I certify that with respect to all advice, information and recommendations provided to Council with this agenda:

- 1. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and***
- 2. Where any advice is given directly to the Council by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from any appropriately qualified or experienced person. "***

Note : Section 65 of The Local Government Act 1993 states –

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.***
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –***
 - (a) the general manager certifies, in writing –***
 - (i) that such advice was obtained; and***
 - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and***
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.***



Harry Galea
ACTING GENERAL MANAGER

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Audio/Video Recording of Ordinary Meetings of Council

As determined by Glamorgan Spring Bay Council in April 2017 all Ordinary and Special Meetings of Council are to be audio/visually recorded and streamed live. A link is available on the Glamorgan Spring Bay Council website to the YouTube platform, where the public can view the meeting live and watch recordings of previous Council meetings.

In accordance with the Local Government Act 1993 and Regulation 33, these video/audio files will be retained by Council for at least 6 months and made available for viewing live, as well as online within 5 days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the video/audio recording of the meeting.

1. Opening

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

1.1 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, present and emerging.

1.2 Present and Apologies

1.3 In Attendance

1.4 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- 1. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- 2. any conflict as described in Council's Code of Conduct for Councillors,*

in any item included in the Agenda.

2. Confirmation of Minutes

2.1 Ordinary Meeting of Council – June 25, 2019

Recommendation

That the Minutes of the Ordinary Meeting of Council held Tuesday 25 June 2019 be confirmed as a true and correct record.

2.2 Workshop Held – June 25, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 11.30am to 1.30pm on Tuesday 25 June at the Triabunna Council Offices (please see attached workshop agenda).

Present: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill, Cllr Keith Pyke, Cllr Michael Symons.

Apologies: Nil.

In Attendance: Mr Ian Pearce (Acting General Manager).

2.3 Workshop Held – July 9, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 9.45am to 3.10pm Tuesday 9 July 2019 at the Triabunna Council Offices (please see attached agenda for items covered). A Community Connect Session commenced at 3.30pm in Orford.

Present: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol (arrived 10.30am), Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill, Cllr Keith Pyke, Cllr Michael Symons (joined workshop at 11am).

Apologies:

In Attendance: Mr Harry Galea (Acting General Manager) and please see attached workshop agenda for other attendees throughout the day.

Please note: In attendance at the Orford Community Connect were Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Keith Breheny and Cllr Keith Pyke.

Recommendation

That Council notes this information.

Attachment: Workshop Agenda – 25 June, 2019



**Workshop Notice/
Agenda
Tuesday
25th June 2019**

Notice is hereby given that a Council Workshop will be held at the Triabunna Council Offices on the **Tuesday 25th June 2019** commencing at **11.30am to 1.30pm**.

Description:

1. 11.30am-11.45am: Budget 2019/20 – Ian Pearce
2. 11.45am-12.15pm: Update on PPRWS/pipeline – Ian Pearce
3. 12.15pm-1.00pm: Recruitment of GM and GM's Contract – Ian Pearce

Working Lunch 1pm-1.30pm

4. 1.00pm – 1.30pm: Other business/open discussion (and planning update from Shane Wells if available) – Mayor Debbie Wisby

Councillor Debbie Wisby

Mayor Glamorgan Spring Bay Council

Attachment: Workshop Agenda – 9 July, 2019



**Workshop Notice/
Agenda
Tuesday
9th July 2019**

Notice is hereby given that a Council Workshop will be held at the Triabunna Council Offices on the **Tuesday 9th July 2019** commencing at **9.45am to 3.00pm**.

Description:

1. 9.45am – 10.15am: Offset strategy for PPRWS – Phil Barker, North Barker
2. 10.15am – 11.00am – Katrina Graham, Environment and Climate Change, HCC/RCCI
 - a. Regional Coastal Hazards Strategy Project (30 mins) –Chris Rees, Impact Solutions International
 - b. Regional Community Energy Use and Greenhouse Gas Emissions Project (15 mins) – Katrina Graham/Mel Kelly Manager NRM

Morning Tea Break 11am-11.10am

3. 11.10am-12.10pm: \$6.1M Federal Grant Funding
 - a. Shane Wells, Manager Development & Compliance (30 mins)
 - b. Tony Pollard, Manager Works (30 mins)
4. 12.10pm-12.30pm: Review of Motion Tracking Document from Council Agenda

Lunch 12.30pm – 12.50pm

5. 12.50 – 1.15pm: Affordable Housing – Shane Wells, Manager Development & Compliance
6. 1.15pm – 2.00pm: Affordable Housing – Ben Wilson, Director of Housing Services, CatholicCare Tasmania
7. 2.00pm – 2.45pm: Briefing from Spring Bay (Tas) – Daniel Petroni, Development Manager, Bayport
8. 2.45pm – 3.10pm: General Update/Questions
9. 3.30pm – 4.30pm: Community Connect @ Orford Hall

Councillor Debbie Wisby

Mayor Glamorgan Spring Bay Council

3. PLANNING AUTHORITY SECTION

Please note:

There are no planning reports for the July 2019 Council Meeting Agenda.

4. 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 Act questions on notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which you a member of the public would like a question answered.

Asking a question is easy and members of the public are encouraged to ask any question they have (limit of two (2) questions per person per meeting).

Prior to the commencement of an Ordinary Meeting of Council, the Mayor approaches the public gallery and requests that those who would like to ask a question during public question time indicate at that point they would like to do so and give the Mayor their name.

A short instruction sheet outlining the Glamorgan Spring Bay Council procedure for asking a question during Public Question Time will be provided at the Ordinary Meeting of Council to assist members of the public on how to do this. If required, at least 15 minutes of the meeting will be made available for questions from members of the public.

PLEASE NOTE: All members of the public wishing to ask a question during Public Question Time are asked to utilise the **wireless microphone provided** to ensure quality of sound both in the Council meeting room and for audio recording and live streaming purposes.

4.1 Mr Bruce Press (Question Taken on Notice)

- i. *I've been in this room a fair bit when it has been full of public and of course you Councillors. I just wondered if we need an emergency exit because it is a long way from the front door in the event of a fire. I had a fire at my place at my home in Swansea a year ago and I couldn't find the emergency exit quick enough. It's a long way from the front door so is there a possibility of thinking about an emergency exit for this particular room?*

Response from Mayor

Mr Press we'll have a look at that and see how it fits in the rules of buildings and exits and so forth but we will have a look at that.

Response from Manager Buildings

The building was built to Australian Standards as a call centre in 2003. The Council Chambers meeting room was originally built as a training room for call centre staff. The Council bought the building in 2014 and re-furbished the building. The building surveyor did the "SCHEDULE OF MAINTENANCE – PRESCRIBED ESSENTIAL BUILDING SERVICES" for Council which included fire safety. The smoke alarms and emergency lighting are checked every 6 months by Wormald fire protection specialists. When the alarms go off, people under the direction of staff are to make their way to the front doors to exit the building. If at night and the power is off there are emergency exits lights.

- ii. *I noticed you've received some recent media attention along with TasWater providing water at Coles Bay for the residents there. I've been providing water at Swansea for Dolphin Sands, Lake Leake and surrounding area residents for quite some time. Can we have a similar outlet in Swansea as I've just received an \$8,800 bill of TasWater for providing free water to those people. I can't afford to pay that so we need TasWater to provide a similar service for Swansea for those people who don't have access to town water.*

Response from Mayor

I'll get your details off you Mr Press and we can have a conversation about exactly what's needed up there and we can follow through with TasWater. Thank you.

5. Information Reports

5.1 Acting General Manager, Harry Galea

Council Governance · Corporate Services · Medical Services · Economic Development · Safety & Risk Management
· Visitor Centres

Council Governance

Council meetings will be conducted monthly with special meetings being called by the Mayor or Councillors when required. In 2019 Council meetings will usually be held on the fourth Tuesday of the month and commence at 5.00pm during the warmer months and at 2pm during the colder months (April-August). Generally, workshops are scheduled for the second Tuesday of each month and on the day of a Council meeting, unless otherwise required. The July 2019 Ordinary Meeting of Council will be held on Tuesday 23rd July 2019.

Live Streaming of meetings is progressing well since commencing in November 2017. From June 2018 to June 2019, an average of 15 people per month have viewed the Council meetings live online via the YouTube platform as the meeting took place.

The total number of views for each meeting video on YouTube as of 11th July 2019 is:

26 June 2018	90 views
24 July 2018	227 views
28 August 2018	145 views
25 September 2018	158 views
23 October 2018	208 views
27 November 2018	671 views
11 December 2018	108 views
22 January 2019	145 views
18 February 2018	270 views
26 February 2019	182 views
26 March 2019	152 views
30 April 2019	177 views
28 May 2019	170 views
25 June 2019	79 views

Medical Services

Council operates administration services under the banner of East Coast Health for the Bicheno General Practice and Dr Winston Johnson in Triabunna.

Corporate Services

Several long-term reports need updating.

Financial Reports

The financial reports presented to 30 June 2019 are interim reports only, and are not the final end of year position. This will be presented after the 2018/19 Financial Statement is prepared and audited. There will be a number of changes that occur during this process, for example current depreciation recorded in the attached report is only an estimate based on budget once all invoices are received and costs accrued. New assets will be capitalised from work in progress and final depreciation figures can be calculated. Rates received in advance have not yet been recognised. Other end of year adjustments also need to be made, which will alter the final position, the attached reports only reflect what has been recorded to date and should be used as a guide only.



Property Settlement Certificates

	132-2015	337-2015	132-2016	337-2016	132-2017	337-2017	132-2018	337-2018
July	42	17	42	18	47	18	64	25
August	30	14	50	26	58	28	60	37
September	34	18	43	20	51	27	46	19
October	40	18	37	18	57	37	48	22
November	43	24	53	30	60	32	47	18
December	48	21	35	17	38	18	40	19
January	62	28	46	23	59	29	61	24
February	45	26	72	33	51	20	49	30
March	46	21	87	41	53	23	45	16
April	39	24	48	21	61	31	50	27
May	58	31	50	27	56	31	40	17
June	26	10	31	16	38	21	27	17
Total	513	252	594	290	629	315	577	271
TOTAL		765		884	944		848	



Statement of Cash Flows

Glamorgan Spring Bay Council
For the year ended 30 June 2019

	2019	2018
Operating Activities		
Receipts from customers	11,722,363	10,891,790
Payments to suppliers and employees	(10,777,933)	(11,213,167)
Receipts from operating grants	1,366,891	1,442,274
Cash receipts from other operating activities	688,297	655,786
Net Cash Flows from Operating Activities	2,999,618	1,776,683
Investing Activities		
Proceeds from sale of property, plant and equipment	42,118	28,460
Payment for property, plant and equipment	(6,801,458)	(4,981,705)
Receipts from capital grants	2,737,745	2,786,920
Other cash items from investing activities	5,632	-
Net Cash Flows from Investing Activities	(4,015,963)	(2,166,325)
Financing Activities		
Trust funds & deposits	71,400	(8,300)
Proceeds from short-term loans	1,000,000	-
Repayment of short-term loans	(1,000,000)	500,000
Proceeds from long-term loans	3,335,475	-
Repayment of long-term loans	(68,794)	(207,816)
Other cash items from financing activities	-	(6,786)
Net Cash Flows from Financing Activities	3,338,080	277,099
Net Cash Flows	2,321,735	(112,543)
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	1,353,107	1,465,651
Cash and cash equivalents at end of period	3,674,842	1,353,107
Net change in cash for period	2,321,735	(112,543)



RATES BALANCE SHEET [12523]

Brought Forward Debit Total		\$191,677.73
Brought Forward Credit Total		-\$121,917.27
Previous Years Credits - Undone This Year		\$274.84
Previous Years Credits - Reinstated This Year		\$0.00
BALANCE BROUGHT FORWARD		\$70,035.30
PLUS		
Interest Charged		\$23,090.23
Penalty Charged		\$0.00
Rates Levied		\$7,894,552.85
Debit Journals	\$43,664.88 (less \$3,931.52 being since undone)	\$39,733.36
DEBIT TOTAL		\$7,957,376.44
LESS		
Receipts		\$7,509,434.18
Receipts Undone		-\$17,344.06
Discounts		\$80,501.90
Discounts Undone		-\$60.11
Pension Rebates		\$246,418.76
Credits Journals	\$106,211.20 (less \$14,454.64 being since undone)	\$91,756.56
Supplementary Credits		\$33,072.65
Other Credits		\$0.00
CREDIT TOTAL		\$7,943,779.88
THIS YEAR'S BALANCE		\$13,596.56
RATES BALANCE		\$83,631.86

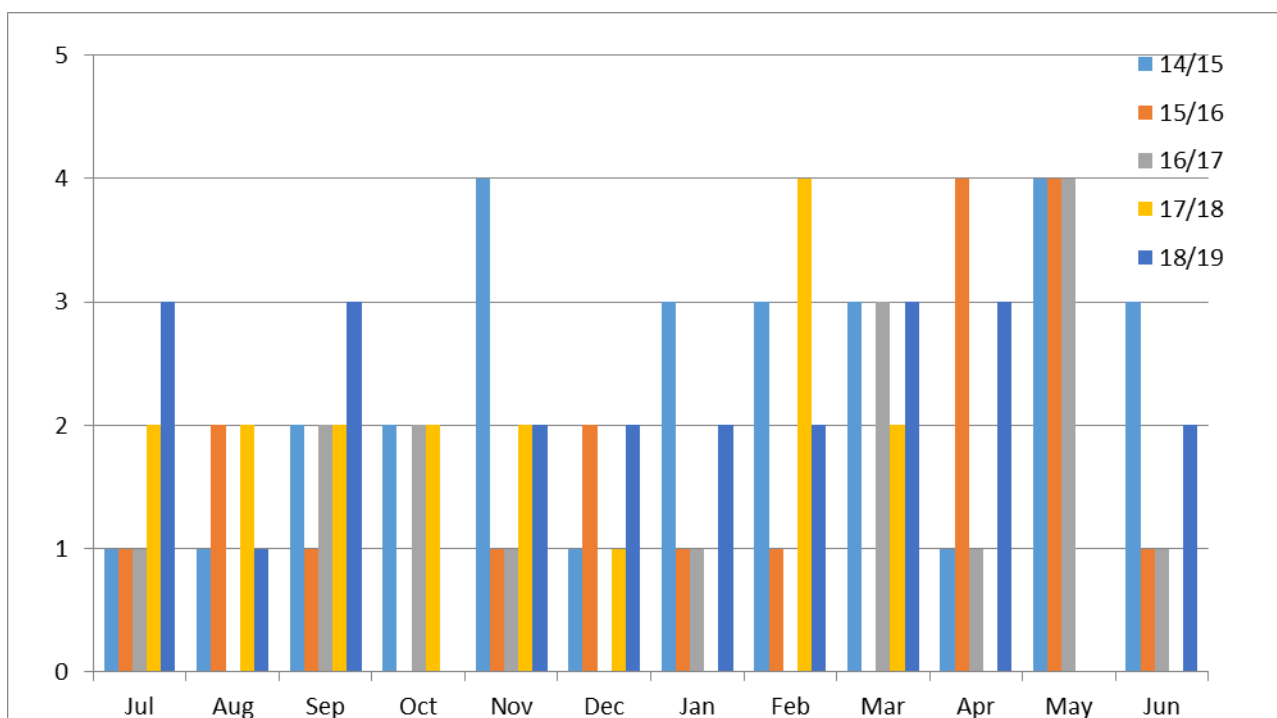
Human Resources

No updates for June/July 2019.

Health, Safety, Other

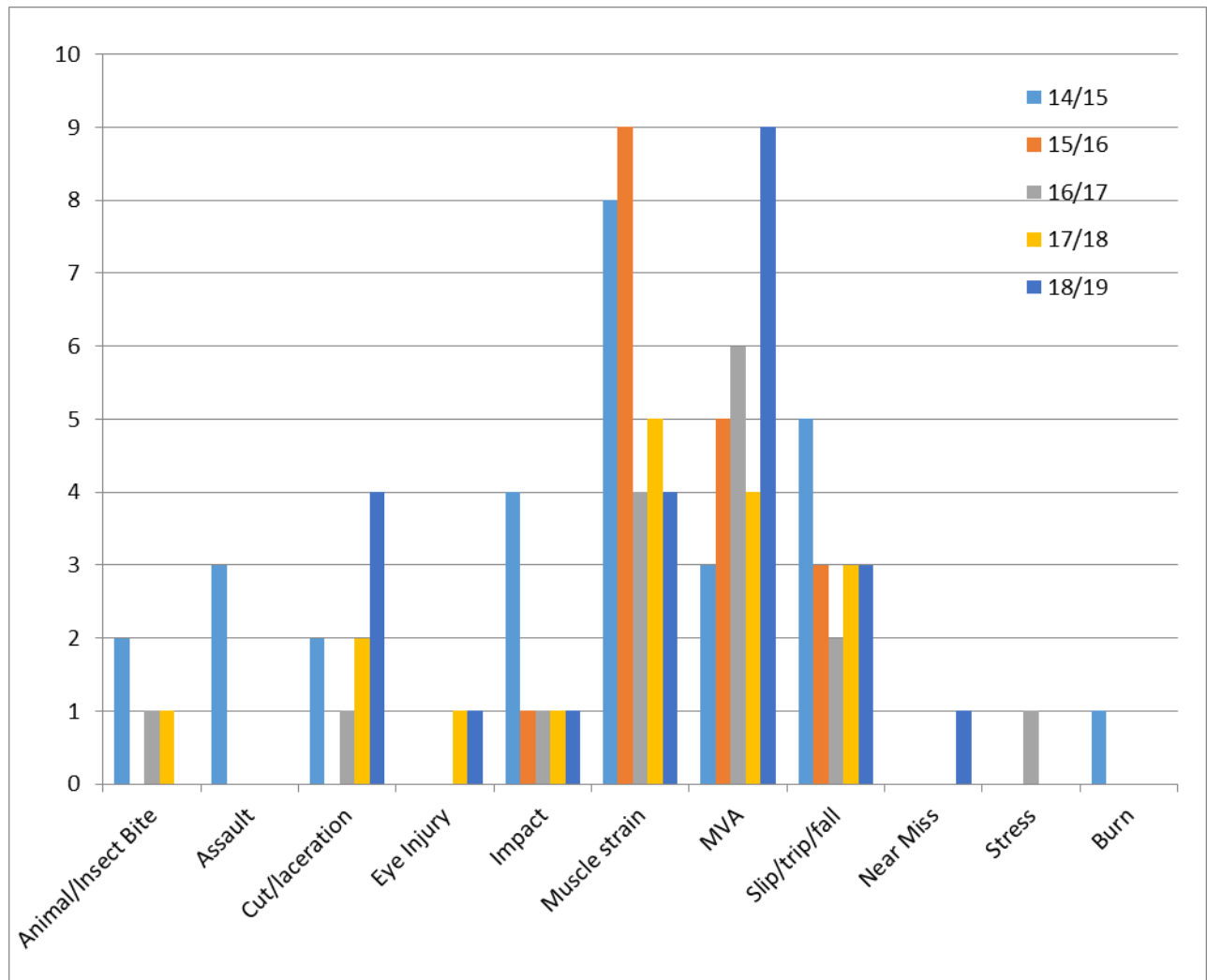
There have been five (5) lost time injuries YTD. Lost time hours YTD amount to 701. There have been 9 motor vehicle claims this year. There have been 14 workplace reported incidents YTD, no community incidents reported YTD and there were no staff resignations in June.

Incident / Accident Reporting Numbers 2013 until June 2019



Analysis: Incident / Accident reports for 2019 are trending as per last few years.

Incident / Accident Reporting by type 2013 until June 2019



Analysis: The incident / accident reporting for 2019 mirror the report types from previous years. The only identifiable trend in the reporting for 2019 is that MVA remain the main incident / accident area.

East Coast Tourism Update, 27 June 2019



Update from East Coast Tourism Board meeting 27 June 2019, Bicheno

- Work is well progressed on a new **Great Eastern Drive Holiday Guide**. A supplier has been appointed and a workshop with industry and brand work with Tourism Tasmania has resulted in a number of improvements. An EOI for advertising in the guide has attracted 35 advertisements amounting to \$28,820 advertising revenue which will support development, printing and distribution.
- A **Winter Campaign** has commenced featuring promotional opportunities for industry including a key article, social media and email marketing feature and a bonus listing in the new Holiday Guide. This promotional opportunity is available for \$250 and will leverage the 62,000+ followers of East Coast Tourism social media platforms. The EOI to industry has been released and the campaign is scheduled to go live 15 July.
- The **2019 Great Eastern Driver Awards** was a very successful event attracting 44 submissions and a record attendance of 159 people at Freycinet Lodge on 15 June with the Swansea/Bicheno branch of the Bendigo Bank as the naming rights sponsor. The number of submissions to awards has doubled over the last 5 years and the judging process was improved this year to include judges independent from the East Coast region and feedback provided to all nominees as a part of the process.
- Two workshops have now been held to develop a new **St Helens/Bay of Fires Destination Action Plan**. The group has settled on a short list of priorities that will be finalised at a meeting due to be held Tuesday 2 July. Glenn and Sandy Travers from Craigie Knowe Vineyard at Cranbrook are attending the next meeting with a view to share their DAP experience and information. East Coast Tourism will continue to work closely with this group to finalise this plan and get the identified opportunities under way.
- East Coast Tourism **digital marketing** continues to perform strongly:
 - Instagram followers are increasing around 1,000 per month with reach and engagement performing strongly – 88,000 likes, 975 comments and 4,250 post saves over the past 3 months
 - Facebook continues to grow with 467 new followers over the past 3 months. This slower rate is consistent with industry whereby Instagram generally is growing at a faster rate than Facebook.
 - Website – during March to May there were 62.2k sessions, 51k unique users and 107.8k page views.
 - All marketing content will be refreshed over coming months as a co-operative project with Tourism Tasmania aligned with Tourism Tasmania's Brand 2.0 project.
- **East Coast Tourism CEO** is currently being recruited to. The panel, comprised of Break O'Day Council, Tourism Tasmania, East Coast Tourism Chair and two Directors, has shortlisted and interviewed 6 applicants on Wednesday 26 June. It is anticipated that a new CEO will be appointed and in the job by early August. The Board has plans in place to ensure business continuity during July and in the transition to the new CEO.



- Anne Greentree, **Chair East Coast Tourism Board**, has advised she will finish as Chair on Friday 5 July as she is taking a position with Tourism Tasmania. The Board endorsed Alison Stubbs, currently Deputy Chair, as Chair for a period of approximately 4 months with a view to continuity for the new CEO. The Board resolved that the Chair position would be advertised toward the end of the four months to align best with the new CEO and the Board at that time.
- Two skills-based **board vacancies** have been recently filled recruited by a panel comprised of Break O'Day Council, Tourism Tasmania and East Coast Tourism Board Director and Chair. Mathew Routley, Coles Bay Icecreamery and The Whaler Hotel in Salamanca Place, joined the Board as at 27 June filling the position vacated by Justin King. David Logie, a current Board Director has advised he will finish his term with the Board due to health reasons at the August meeting. Annette Hughes, Sandpiper Cottages at Bicheno, was also recommended by the panel and will commence with the Board at the August meeting.
- **Next Board meeting will be held in on Thursday 15 August.**

2019 Schedule of Board Meetings

August 15 (south)
October 17 (north)
November 29 (central)

Visitor Centres

Glamorgan Spring Bay Council operates three visitor centres throughout the municipal area. They are all Yellow "I" centres. Visitor numbers through the centres are up by 19% overall on last year, meaning an extra 27,942 visitors in total have used the network in 2018/19 compared to the previous financial year. Triabunna has seen the largest increase of visitor numbers since last year.

Visitor Numbers												
MONTH	BICHENO	BICHENO	BICHENO	SWANSEA	SWANSEA	SWANSEA	TRIABUNNA	TRIABUNNA	TRIABUNNA	TOTAL	TOTAL	TOTAL
	2016-2017	2017-2018	2018-2019	2016-2017	2017-2018	2018-2019	2016-2017	2017-2018	2018-2019	2016-2017	2017-2018	2018-2019
JULY	819	886	898	749	809	956	1095	1459	1715	2663	3154	3569
AUGUST	659	736	529	634	765	899	924	1234	1536	2217	2735	2964
SEPTEMBER	1405	1285	1309	1143	973	1179	1317	2566	3173	3865	4824	5661
OCTOBER	2112	2395	2782	1635	1965	1916	2192	3990	5132	5939	8350	9830
NOVEMBER	2493	2829	2839	2208	2473	2239	2414	5431	6929	7115	10733	12007
DECEMBER	2877	3368	3624	2633	2424	2351	3338	7057	11016	8848	12849	16991
JANUARY	4886	6111	6360	4670	4689	4035	6567	10252	17482	16123	21052	27877
FEBRUARY	4704	4733	4732	4778	3774	3333	7734	9213	14589	17216	17720	22654
MARCH	3629	4387	4450	4505	3079	3025	6167	9744	12335	14301	17210	19810
APRIL	2331	2829	2938	2420	2266	2159	6050	6526	11530	10801	11621	16627
MAY	1086	1158	1067	1241	1341	1071	1985	2652	3313	4312	5151	5451
JUNE	706	863	653	685	878	711	1174	1789	2048	2565	3530	3412
TOTAL	27707	31580	32181	27301	25436	23874	40957	61913	90798	95965	118929	146853

Statement of Financial Position

Glamorgan Spring Bay Council

As at 30 June 2019

	30 JUN 2019	30 JUN 2018
Assets		
Current Assets		
Cash & Cash Equivalents	3,726,296	1,404,561
Trade & Other Receivables	512,464	453,000
Inventories	27,425	27,425
Other Assets	114,651	250,364
Total Current Assets	4,380,835	2,135,350
Non-current Assets		
Trade & Other Receivables	15,257	20,729
Investment in Water Corporation	31,951,739	31,951,739
Property, Infrastructure, Plant & Equipment		
Fixed Assets	105,653,843	104,913,301
Work in Progress	3,301,100	3,301,100
Total Property, Infrastructure, Plant & Equipment	108,954,943	108,214,401
Total Non-current Assets	140,921,938	140,186,868
Total Assets	145,302,773	142,322,218
Liabilities		
Current Liabilities		
Trade & Other Payables	1,431,757	865,780
Trust Funds & Deposits	152,425	57,984
Provisions	750,592	715,572
Interest bearing Loans & Borrowings	1,402,911	1,221,053
Total Current Liabilities	3,737,684	2,860,389
Non-current Liabilities		
Provisions	114,059	136,168
Interest Bearing Loans & Borrowings	5,635,699	2,550,877
Total Non-current Liabilities	5,749,758	2,687,045
Total Liabilities	9,487,442	5,547,434
Net Assets	135,815,331	136,774,783
Equity		
Current Year Earnings	(1,872,611)	3,270,223
Equity - Surplus/Deficit Current Year	12,846,217	9,575,994
Equity - Surplus/Deficit Prior Years	60,905,527	60,905,527
Equity - Reserves	63,936,198	63,023,039
Total Equity	135,815,331	136,774,783



Profit and Loss

Glamorgan Spring Bay Council
For the year ended 30 June 2019

Account	YTD Actual	YTD Budget	Budget Var	Var %	2018/19 Budget	Comments
Trading Income						
Rate Revenue	7,696,107	7,749,362	(53,255)	-1%	7,749,362	Accrual of rates received in advance still to be added
Statutory Charges	544,865	526,200	18,665	4%	526,200	
User Charges	831,209	1,130,215	(299,006)	-26%	1,130,215	
Grants	1,365,641	767,897	597,744	78%	767,897	50% 19/20 FAGS received in advance
Interest & Investment Revenue	465,976	666,759	(200,783)	-30%	666,759	Taswater dividend \$200k lower than expected
Contributions	55,273	100,000	(44,727)	-45%	100,000	
Other Revenue	1,732,447	1,664,664	67,783	4%	1,664,664	
Net Gain (Loss) on Disposal of Assets	99,461	91,227	8,234	9%	91,227	
Total Trading Income	12,790,979	12,696,324	94,655	1%	12,696,324	
Gross Profit	12,790,979	12,696,324	94,655	1%	12,696,324	
Capital Grants						
Grants Commonwealth Capital - Other	1,512,500	2,466,000	(953,500)	-39%	2,466,000	
Grants Commonwealth Capital - Roads to Recovery	628,753	622,000	6,753	1%	622,000	
Grants State Capital - Other	537,720	62,000	475,720	767%	62,000	
Total Capital Grants	2,678,973	3,150,000	(471,027)	-15%	3,150,000	
Operating Expenses						
Employee Costs	4,236,071	4,549,673	(313,602)	-7%	4,549,673	
Materials & Services	5,693,160	5,532,258	160,902	3%	5,532,258	
Depreciation	2,224,577	2,224,577	0	0%	2,224,577	Estimate on budget only
Interest	150,912	220,000	(69,088)	-31%	220,000	
Other Expenses	205,785	189,816	15,969	8%	189,816	
Internal Plant used on Capital Jobs	(130,887)	(180,000)	49,113	-27%	(180,000)	
Employee Oncosts	60,006	0	60,006	0%	0	
Total Operating Expenses	12,439,625	12,536,324	(96,699)	-1%	12,536,324	
Net Profit	351,354	160,000	191,354	120%	160,000	
Total Comprehensive Result (incl Capital Income)	3,030,327	3,310,000	(279,673)	-8%	3,310,000	
Capital Works Program (Current Year WIP)						
Total Capital Works Program (Current Year WIP)	6,285,590	0	6,285,590	0%	0	



As at 30 June 2019					
CAPITAL NEW // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
INTERIM & ESTIMATE ONLY					
Department	Description	Budget Est	YTD	On-Site Progress	Comments
Roads, Footpaths, Kerbs					
Coles Bay - Freycinet Drive	Kerbing Esplanade to Reserve Road	47,000			DEFER (Freycinet Master Plan?)
Bicheno - Foster Street Kerb	Murray St to Barrett Ave - North Side 95m	28,500	23,404	COMPLETE	
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - North Side 95m	28,500	23,404	COMPLETE	
Bicheno - Foster Street Kerb	Barrett Ave to Lovett St - South Side 95m	28,500			
Bicheno - Foster Street Footpath	Barrett Ave to end (medical centre) 130m	25,000	21,767	COMPLETE	
Bicheno - Foster Street Footpath	Murray St to Barrett Ave - North Side 130m	25,000	21,767	COMPLETE	
Bicheno - Burgess Street Footpath	Welly Ave to Douglas Street - east side	40,000			Carry forward
Triabunna - Vicary St, Stage 1	RSL Carpark base work	0	21,590	COMPLETE	NOTE: RSL Grant \$10,000 for parking in Esplanade
	SUB TOTAL	222,500	111,932		
PG,Walking Tracks, Cemeteries					
Bicheno Triangle Upgrade	Development construction (stage one)	615,515	516,571	COMPLETE	BCDA \$4,875 /CIF Grant \$206,373 / Council \$404,267
Bicheno Footpaths - Pedestrian Village Plan	Construct Waubs Bay Walk	109,240	91,080	COMPLETE	DAP grant \$36,413k / Council \$72,827
Buckland Walk	Construct River Walk	32,000			Carry forward - Govt support \$10k / Council \$22k
Triabunna RecGround Playground	Install new net climber	10,000	12,420	COMPLETE	Residual from 17/18 for installation
Triabunna - Cemetery	Concrete burial beams in new lawn section	3,500			DEFER - not required at this stage
	SUB TOTAL	770,255	620,071		
Stormwater, Drainage					
Coles Bay - Harold St	Stormwater network extension	19,000	19,502	COMPLETE	Continual flooding issues
Stormwater Catchment Plans	Orford and Swansea	30,000	5,730		Carry forward
	SUB TOTAL	49,000	25,232		
Bridges and Culverts					
Swansea - Old Spring Bay Road	Road Culvert Crossing	78,500			Carry forward - culvert sizing dependant on catchment plans
	SUB TOTAL	78,500	0		
Council Buildings					
Bicheno Medical Centre	Monitored Security Installation	10,000	10,500	COMPLETE	
Bicheno Medical Centre	Installation of reverse cycle air-conditioning	5,400	5,082	COMPLETE	
Orford Hall	Toilet Extension	145,000	129,121	COMPLETE	TCF Grant received - \$62,125
Swansea Loo with a View	New constructed toilets / disability access	240,000	54,715	In Progress	Carry forward
	SUB TOTAL	400,400	199,418		
Triabunna Marina					
Triabunna - New Tourist Berth Facility	New Berth	50,000	37,619	In Progress	
Triabunna - Stage 1 Marina	Access Road and Parking	35,000			
Spring Bay Harbour	Straightening Port entrance	250,000			Carry forward
	SUB TOTAL	335,000	37,619		
Plant & Equipment					
Water Cart	13,000 litre capacity	125,000			DEFER - utilising existing smaller unit in interim
Truck	10 m3 load capacity	185,000	179,000	COMPLETE	Delivered
	SUB TOTAL	310,000	179,000		
Waste Transfer Stations					
WTS Tip Shop	Tip Shop Construction	55,000			DEFER - Costing related to Orford site only as per report
	SUB TOTAL	55,000	0		
Grant Matching					
General		200,000			Ongoing
	SUB TOTAL	200,000	0		



As at 30 June 2019					
CAPITAL RENEWAL // B-BICHENO S-SWANSEA C-COLES BAY T-TRIABUNNA BU-BUCKLAND O-ORFORD A-ALL AREAS					
INTERIM & ESTIMATE ONLY					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Sealed Road Reseals					
B - Foster Street	Lovett St to Barrett St	5,500	10,830	COMPLETE	Sealing Tender T002-2018
B - Foster Street	Barrett St to Murray St	5,570	10,830	COMPLETE	Sealing Tender T002-2018
C - Hazards View Drive	Coles Bay Rd to Seal Change	35,000	26,273	COMPLETE	Sealing Tender T002-2018
C - Muirs Place	Hazards View Rd to End	15,200	7,446	COMPLETE	Sealing Tender T002-2018
C - Oyster Bay Court	Hazards View Rd to End	30,520	42,631	COMPLETE	Sealing Tender T002-2018
O - Rudd Avenue	Walpole to Seal Change	1,460			
O - Rudd Avenue	Seal Change to End	13,180			
S - Cathcart Street	Hwy to Seal Change	52,020	18,000	COMPLETE	Sealing Tender T002-2018
S - Cathcart Street	Seal Change to Seal Change	21,060	9,428	COMPLETE	Sealing Tender T002-2018
S - Cathcart Street	Seal Change to Wedge St	1,620		COMPLETE	Sealing Tender T002-2018
S - Wedge Street	Cathcart to Seal Change	31,320	18,395	COMPLETE	Sealing Tender T002-2018
S - Wedge Street	Seal Change to Groom St	6,070	4,500	COMPLETE	Sealing Tender T002-2018
S - Old Coach Road	Tasman Hwy to End Seal	8,600			DEFER until stage 1 of the road is sealed.
Bicheno	Jetpatcher Costs	20,000	10,739	COMPLETE	
Buckland	Jetpatcher Costs	20,000	9,800	COMPLETE	
Coles Bay	Jetpatcher Costs	20,000		COMPLETE	
Orford	Jetpatcher Costs	20,000		COMPLETE	
Swansea	Jetpatcher Costs	20,000		COMPLETE	
Triabunna	Jetpatcher Costs	20,000	2,590	COMPLETE	
	SUB TOTAL	347,120	171,462		
Sealed Road Pavements					
Swansea Road Repairs	General Road Repairs Swansea	35,000	160		includes Dolphin Sands
Swansea - Cooks Court	Asphalt overlay and drainage	65,000			Carry forward
Swansea - Old Spring Bay Road R2R	Asphalt sealing for kerb and gutter	31,000	32,066	COMPLETE	RTR residual from 17-18 capex project
Bicheno Road Repairs	General Road Repairs Bicheno	30,000			
Coles Bay Road Repairs	General Road Repairs Coles Bay	30,000	31,726	COMPLETE	
Orford Road Repairs	General Road Repairs Orford	35,000	21,308	COMPLETE	includes Spring Beach
Orford Road Recon - Louisville Road R2R	Louisville Road recon - Tasman Hwy to Benarchie Drive	622,405	508,433	In Progress	RTR Fully Funding - Tender T001-2019
Orford Bowls Club Carpark	Extend and asphalt existing front carpark area	51,000	60,662	COMPLETE	OBC grant \$12,000 - Council contribution \$39,000
Buckland Road Repairs	General Road Repairs Buckland	15,000	4,900	COMPLETE	
Triabunna Road Repairs	General Road Repairs Triabunna	30,000			
	SUB TOTAL	944,405	659,255		
Unsealed Road Pavements					
B - Rosedale Road	500m	45,000	3,220		DEFER due to boundary issues
Bu - Buckland Woodsdale Road	1000m - final section	107,000	122,272	COMPLETE	Resheet / bitumen seal
O - Paradise Court	300m	35,000	13,804	COMPLETE	
O - Wielangta Road	5000m	195,000	161,610	COMPLETE	\$115,000 income from DPIWPE
S - Old Coach Road	2000m	100,000	65,261	COMPLETE	
S - Saltworks Road	770m	72,000	44,103	COMPLETE	Resheet / Seal
T - Seaford Road	1500m	75,000	21,043	COMPLETE	DEFER due to width issues
Gravel Roads - General	Resheeting - general	50,000	16,475	COMPLETE	
	SUB TOTAL	679,000	447,788		
Kerb & Gutter					
S - Wellington Street	replace section adj MayShaw onstreet carpark	32,000	62,002	COMPLETE	Surface req asphalt and not spray seal due to poor subgrade
	SUB TOTAL	32,000	62,002		
Footpaths					
S - St Margarets Court		32,000	22,870	COMPLETE	
S - Wellington Street	replace section adj MayShaw onstreet carpark	34,500	16,054	COMPLETE	Work includes Kerb Wellington St (above)
	SUB TOTAL	66,500	38,924		



INTERIM & ESTIMATE ONLY					
Department	Description	Budget Est	YTD	On-Site progress	Comments
Parks & Reserves					
Park Furniture replacement	Replacement of sub-standard seating and picnic tables	\$8,000	3,107	COMPLETE	
Bicheno Lions Park Perimeter Fence	Replacement of corroded fence and posts \$100/m	\$45,000			Carry forward - Concrete path to be installed first
Bicheno Walking Track	Foster St section (Murray St to Sealife Centre) to asphalt	\$12,000			Carry forward
Swansea - Playground Equipment	Duck Park - replace substandard equipment	\$26,000			Carry forward
Swansea - Tennis Court	Resurfacing contribution	\$6,000	6,000	COMPLETE	
Triabunna Seafarers Memorial	Replace Flag Pole Mast	\$10,000			Carry forward
Park / Street bins - General	Replace old larger bins where required	\$8,000			
Foreshore Management	Foreshore reserves / Bicheno, Coles Bay, Swansea, Orford	\$20,000			Ongoing
Coastal Hazards Report	Identify and Prioritise Coastal Hazards in GSBC area	\$20,000			Ongoing
Playground Repairs - General	Infrastructure Upgrade programme	\$15,000	3,727		Ongoing
	SUB TOTAL	170,000	12,834		
Stormwater & Drainage					
Bicheno - Burgess Street S/W pipe	Replace stormwater pipe - 140m (Tasman Hwy to Foster St)	\$122,500			DEFER until more information is acquired
Bicheno - Stormwater / Foreshore	Extend sw pipes across foreshore (Lovett to Jetty Rd) Stage 1	\$15,000	25,504	COMPLETE	Issues with services
Coles Bay - Freycinet Drive	Stormwater upgrade	\$65,000			Carry forward - Freycinet Master Plan will have impact
Orford - Rheban Road	Address flooding - West Shelly- location / design / approvals	\$6,500	1,658	COMPLETE	Carry forward to progress const plan stage
Triabunna - Lord St / Ada St	Replace undersize sw pipes to prevent property flooding	\$37,000			Carry forward
All Towns - Annual Programme	Replace sub-standard stormwater pits / grates	\$45,000	5,100		Ongoing programme
	SUB TOTAL	291,000	32,262		
Council Buildings					
Bicheno - Gulch Toilet	Upgrade sewer pumpstation and power	\$25,000	25,946	COMPLETE	
Coles Bay Hall	Septic Trenches	\$8,000	10,285	COMPLETE	
Coles Bay Hall	Engineering Drawings for Extension	\$10,000			Carry forward
Swansea Depot Truck Shed	Bird proof existing truck sheds	\$9,500	13,030	COMPLETE	
Swansea Depot Sheds	Storage bays - 2 Museum / 3 Depot / 2 Building Dept / 2 NRM	\$75,000	66,101	COMPLETE	
Swansea SES	Install backup generator	\$18,000		COMPLETE	\$8,000 Grant
Triabunna RecGround Clubrooms	New toilets and extension / demolish public amenities	\$168,922	272,704	In Progress	
Asbestos Assessment and Register	For all Council Buildings as per Building regulations	\$20,000			Carry forward - legislative requirement
	SUB TOTAL	334,422	388,066		
Marine Infrastructure					
Bicheno Coastal Erosion Control	Erosion control at Waubs Beach adj Lifesaving Facility	\$25,000	15,000	COMPLETE	
Swan River Road Boatramp	Replace Jetty	\$68,000	68,950	COMPLETE	
Swanwick Coastal Erosion Control	Erosion control Sandpiper Beach	\$85,000	945	COMPLETE	Carry forward
	SUB TOTAL	178,000	84,895		
Bridges and Culverts					
General Structures		\$25,000		COMPLETE	
	SUB TOTAL	25,000	0		
Plant & Equipment					
Small plant replacement	All Depots	\$25,000		COMPLETE	
Works Replacement Vehicles	Account 165 Dep - REGONUMBER	\$55,000		COMPLETE	
Swansea Const - Tipper Truck 16T GVM	Replacement Vehicle	\$135,000			Carry forward
Triabunna Maint - Small Tipper 8T GVM	Replacement of extg TM Utility	\$78,000	93,485	COMPLETE	Delivered - to have trade \$\$ deducted
Works Supervisor's Utility	Replacement 150,000 kms	\$46,000			Carry forward
Replacement Vehicles/Policy	As per new policy - Lease		133,639	COMPLETE	delivered - to have trades \$\$ deducted
	SUB TOTAL	339,000	227,124		
NEW & RENEWAL - CAPITAL TOTAL		\$5,827,102	\$3,297,884	56.60%	COMPLETED DOLLAR VALUE

5.2 Manager Works, Mr Tony Pollard

Roads, Footpaths, Kerbs- Waste Transfer Stations- Garbage, Recycling Services- Town Maintenance - Parks, Reserves, Walking Tracks, Cemeteries - Stormwater Drainage - Bridges, Culverts - Emergency Management, SES

ROADS, FOOTPATHS, KERBS:

NORTH

- Maintenance works undertaken when required during the month.
- Unsealed road network being systematically addressed from north to south.

SOUTH

- Maintenance works undertaken when required during the month.
- Road network being inspected with surface, signage and culverts being maintained as required.

WASTE TRANSFER STATIONS - WTS:

- All waste transfer stations are operating within prescribed EPA guidelines.
- Council conducted the following recent greenwaste burns:
 - Orford - waste transfer station on Thursday 6 June 2019.
 - Bicheno and Swansea - waste transfer stations on Wednesday 12 June 2019.

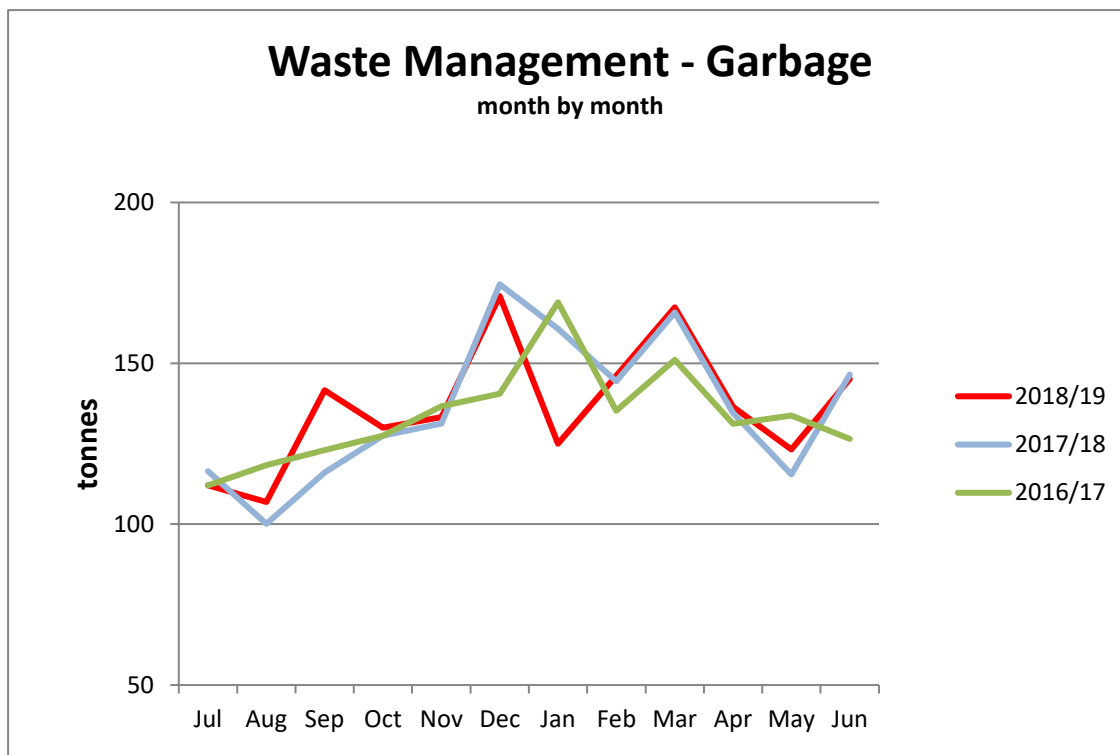
The activities were in accordance with EPA guidelines.

GARBAGE, RECYCLING SERVICES:

- JJ Richards current waste management contract expires in September 2022.

<u>MONTH</u>	<u>BICHENO Collection & WTS</u>	<u>BICHENO WTS only</u>	<u>COLES BAY WTS only</u>	<u>SWANSEA WTS only</u>	<u>ORF-TRIA-CB- SW Collection & ORF WTS</u>	<u>ORFORD WTS only</u>	<u>TOTAL (tonnes)</u>
-	-	-	-	-	-	-	-
JULY '18	30.50	4.63	16.40	25.66	96.18	10.01	168.74
AUG	33.92	9.75	15.86	18.94	93.02	10.29	161.74
SEPT	49.14	16.92	21.92	23.70	121.97	12.59	216.73
OCT	36.28	7.34	13.58	35.16	125.82	24.76	210.84
NOV	43.28	12.55	12.14	17.76	118.21	15.66	191.39
DEC	59.38	21.39	25.28	49.50	146.22	13.32	280.38
JAN '19	64.38	27.35	43.18	59.50	139.56	11.36	306.62
FEB	53.16	20.80	26.22	54.69	125.26	11.54	259.33
MARCH	54.28	15.89	18.48	65.57	135.38	6.40	273.71
APRIL	45.32	14.58	14.00	17.76	115.03	9.29	192.11
MAY	54.22	26.69	14.22	58.99	134.57	25.75	262.00
JUNE	33.88	0.86	6.22	34.32	136.16	24.02	210.58
TOTALS	557.74	178.73	227.50	461.55	1487.38	174.98	2734.17

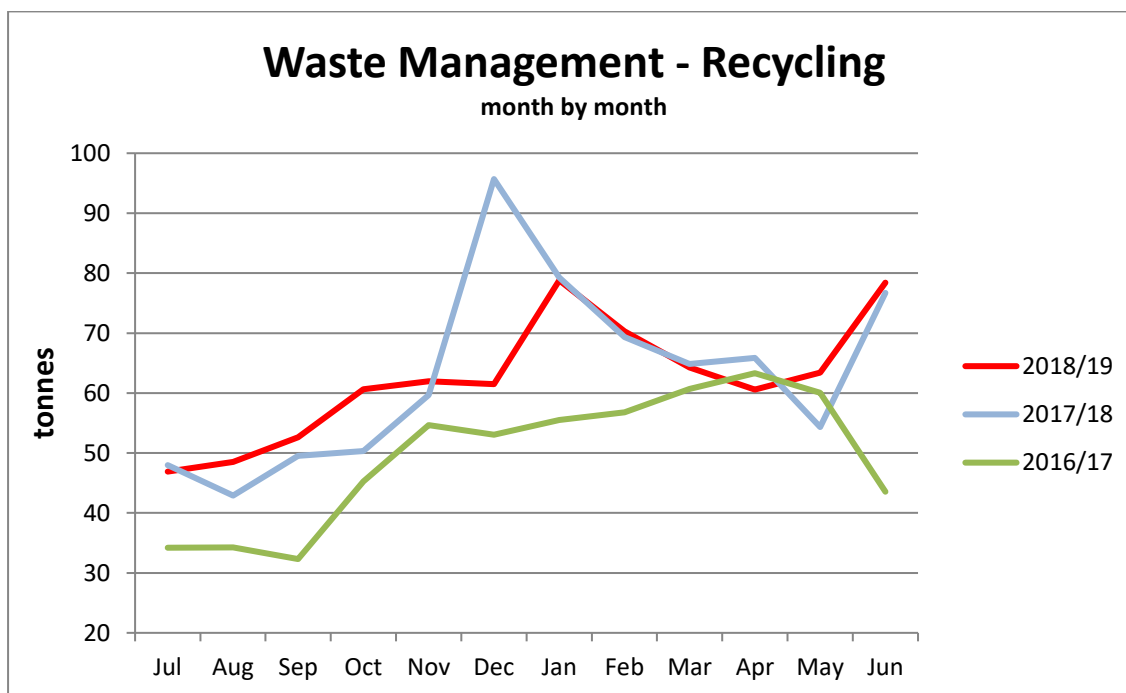
Garbage deposited at transfer stations and transported to Copping landfill site (tonnes)
(includes kerbside collected waste)



Kerbside garbage collected and transported to waste transfer stations: (tonnes)

<u>MONTH</u>	<u>BICHENO</u>	<u>COLES BAY</u>	<u>SWANSEA</u>	<u>TRIABUNNA</u>	<u>ORFORD</u>	<u>TOTAL BINS</u>	<u>TOTAL (tonnes)</u>
JULY '18	2156	1281	2163	2045	1692	9337	112.04
AUG	2014	1155	2061	2077	1601	8908	106.90
SEPT	2685	1625	2734	2566	2190	11800	141.60
OCT	2412	1585	2450	2205	2182	10834	130.01
NOV	2561	1635	2498	2325	2088	11107	133.28
DEC	3166	1990	3160	2943	2982	14241	170.89
JAN '19	3086	2333	2920	2394	3036	10414	124.97
FEB	2697	1959	2658	2383	2477	12174	146.09
MARCH	3199	2105	3119	2882	2642	13947	167.36
APRIL	2562	1734	2608	2270	2200	11374	136.49
MAY	2294	1421	2430	2225	1899	10272	123.26
JUNE	2752	1548	2839	2707	2251	12097	145.16
TOTALS	31584	20371	31640	29022	27240	136505	1638.06

Kerbside Garbage Collected: Bin numbers

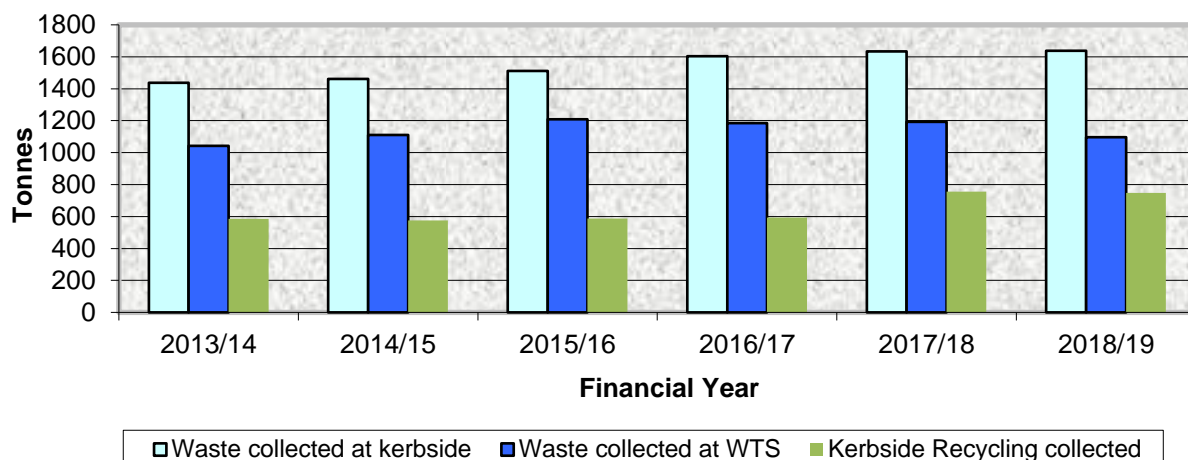


Kerbside recyclables collected and transported directly to Sorting Facility: (tonnes)

<u>MONTH</u>	<u>BICHENO</u>	<u>COLES BAY</u>	<u>SWANSEA</u>	<u>TRIABUNNA</u>	<u>ORFORD</u>	<u>TOTAL BINS</u>	<u>TOTAL (tonnes)</u>
JULY '18	988	643	1017	889	371	3908	46.90
AUG	916	570	954	878	726	4043	48.52
SEPT	1034	678	983	903	788	4387	52.64
OCT	1085	856	1178	945	990	5054	60.65
NOV	1183	870	1166	986	958	5163	61.96
DEC	1155	875	1153	962	980	5124	61.49
JAN '19	1294	1029	1269	1042	1526	6567	78.80
FEB	1343	1012	1337	991	1173	5857	70.28
MARCH	1238	962	1205	970	1027	5402	64.82
APRIL	1143	863	1168	951	922	5047	60.56
MAY	1155	895	1155	937	1141	5283	63.40
JUNE	1550	960	1573	1305	789	6536	78.43
TOTALS	14084	10213	14158	11759	11391	62371	748.45

Kerbside recyclables collected: Bin numbers

Waste Management STATISTICS



Waste Management statistics from previous financial years 2013 – 2019 (for comparison)

TOWN MAINTENANCE:

- Ongoing general maintenance is being carried out in all our town areas to ensure an acceptable level of overall presentation is maintained.

PARKS, RESERVES, WALKING TRACKS, CEMETERY:

- Continuation of general maintenance within our townships and along foreshore areas.
- Maintenance of gravel walking tracks in the Orford and Bicheno areas due to general wear and washouts.

STORMWATER, DRAINAGE:

- A number of rural road's culverts and side drains have been reshaped and cleaned in the Orford area.
- Stormwater pipe camera inspections are currently being undertaken in the Spring Beach area to identify and locate localised blockages evident from recent rain events.

BRIDGES, CULVERTS:

- The twice-yearly bridge assessment report undertaken by Council's bridge consultant TasSpan has recently been received. The scope of the inspection report is to identify issues relating to the structural integrity of our structures and general operational related infrastructure deficiencies i.e. kerbs, guard railing and road approaches.

This report is utilised as a basis for managing maintenance issues in the short term.

Council manages 61 concrete / timber structures throughout our municipal area, 12 of which were inherited when Council took ownership of Wielangta Road last financial year.

2018–2019 CAPITAL WORKS UPDATE

- The concrete paths which form part of the Development Action Plan DAP proposal for the 'Bicheno Pedestrian Village' Strategy named "Waubs Bay Walk 1" is complete. Directional signage has been installed along the route.
- Road reconstruction works along Louisville Road, Orford is continuing. The successful tenderer was Batchelor Construction Group.

The project is part-funded by the 'Roads to Recovery' Programme and is expected to be complete by late July 2019. There has been delays in bitumen sealing due to rain.

- Reconstruction and bitumen sealing of the 770m unsealed section of Saltworks Road is complete.

EMERGENCY MANAGEMENT:

- Three motor vehicle accidents for the month, two were back to back - crews were returning and came across second accident.
No major injuries, crews conducted traffic management and assisted police at scene.
Many drivers are still not obeying or recognising traffic warning signs or Emergency Services vehicles.
- Concentrating on road rescue training with unit team member assessments and upcoming road rescue comps in NSW.
- Attended Swansea Primary School for a very successful information session with students and staff.
We are currently planning to attend our other municipal schools in the near future.

GSB SES Annual Unit Report 2018/2019

This year's Fire and Emergency services was themed "Not the Norm" how true that was. 2018 kicked off with a bang with strong winds impacting our area in August, the evening saw crews attending roof damage incidents in Triabunna, Little Swanport and Swansea with varying degrees of damage from loose roofing iron, roof tiles blown off and out-buildings destroyed. The trip to Triabunna for one callout took nearly 1.5 hours due to extreme winds, with debris and a number of limbs needed to be removed for us to get through. Luckily no injuries were reported and all incidents were dealt with in a timely manner.

As usual motor vehicle accidents accounted for the majority of callouts; a total of 14 were attended by our volunteers. Most only resulting in vehicular damage and minor occupant injury, although a few did baffle crews as to how no one was seriously injured. The theme still tends to be driver inattention / driver error with most being only single vehicle incidents.

Fires around the state over Christmas saw our volunteers head to Bothwell to assist as staging area managers, assisting TFS crews with the Miena fires helping with logistics, communications and catering. Fortunately the coast fared well over the summer period and it was not until the start of April that we had our turn at a major fire.

On the 10 of April an escaped burn off threatened property and house at the end of the Dolphin Sands peninsular, over the course of the fire approx. 160 hectares of vegetation was burnt and some 20 fire brigades and emergency services assisted in the efforts to control and extinguish the blaze. Our local volunteers assisted with traffic management, logistics, communications, evacuations and welfare of residents, catering and generally helping where needed. Special mention must go to our fantastic community who rallied to support crews on the ground on the first day by providing sandwiches and snacks, as well as hot pot dishes the following day to keep crews going. Thankyou also to council for assisting by providing water carts to the firefighting effort.

Unfortunately our volunteers attended a fatal shed fire in May again providing support to our other emergency services. Members conducted traffic /crowd management, lighting, catering, scene safety our newly purchased SES marquee was also used for shelter.

Our volunteers are always ready to assist with support with crews assisting Ambulance Tasmania with night helicopter landings, Tasmania Police with lighting and general duties. Crews were also called to provide support to a technical rescue of a man trapped in an overturned boat, a fantastic all service turnout saw the man extricated from the upturned vessel and safely transported to hospital for observation.

With a total of 41 incidents attended for the year 2018/2019 and some 243 person hours expended for our small team. Great jobs when you think we have only 8 active members in the unit.

To compliment these incidents was always training, keeping our skills current and learning new skills. As expected road crash rescue training is a big part of our skills set, this year we were lucky enough to be able to organise a joint training exercise at Bicheno in conjunction with the Bicheno fire brigade and St Mary's SES. The night was a great opportunity to meet other volunteers, share experiences and demonstrate road rescue techniques utilising a cross section of equipment.

Locally we continue to train on our donated cars stored at the Swansea Waste Transfer Station, these cars are vital for us to maintain our skills and learn new techniques on and we appreciate Council's ongoing support of us using this site.

We are also focusing on communications with the emphasis on what we may need to set up and provide during a major incident or for our own emergency operations centre. Since purchasing a marquee earlier this year we have concentrated on utilising this as a base of operations and setup.

Our community engagement has continued with volunteers assisting with traffic management for the Swansea Community Christmas parade, ANZAC Day commemorations, Coles Bay 100 Triathlon attendance. Volunteers also attended the Swansea Country Fair and Great Eastern Clean-up.

National Volunteers Week was celebrated in May with a presentation on Critical Incident Stress Management accompanied by a BBQ meal provided and cooked by Council staff. This was extremely well received with 40 volunteers from throughout the municipal area attending.

Thanks again to our Councillors for their attendance and the cooking of the BBQ.

Our volunteers have spent many hours at the base completing work upgrading our storm trailer, a purpose built racking system for our traffic management signs, numerous upgrades and alterations to our vehicles layouts, general tidy ups and maintenance. Upgrades to I.T throughout the building has seen wireless connectivity available in all areas.

Our new Ford Ranger first intervention vehicle has now been completed with the final fitout to the pod only just being completed (we are still awaiting final costings on the completed pod). This vehicle has already allowed us a more flexible response capability allowing for better crew access in the rear and more stowage space in the pod. We are able to carry a larger range of Road Rescue equipment as well as lighting and on-board power supply. Because of the open plan layout we are easily able to remove equipment and swap to a more user friendly storm response vehicle if needed.

I would like to thank Council for their support in purchasing this vehicle as it will see our unit in good stead for years to come.

All these things would not be possible without the continued dedication of our small group of professional enthusiastic volunteers who give freely of their own time to respond incidents, religiously turn up to training, attend community events, prepare / test and maintain all of our equipment keeping it running and operation ready for response. These volunteers are supported by their families, often leaving them at the most impromptu time to help our community in its time of need.

In summary we are so grateful for where we live, the area's natural beauty, the community and its support shown to its volunteers.

To the unwavering support shown to us by our local Council, its staff and Councillors and the support from our regional and state staff from SES.

On a personal note the southern region SES is this year attending the Australasian Road Rescue competitions in Dubbo in July. Unit Manager Kelvin Jones will be attending as part of the team of 6 representing Tasmania SES.

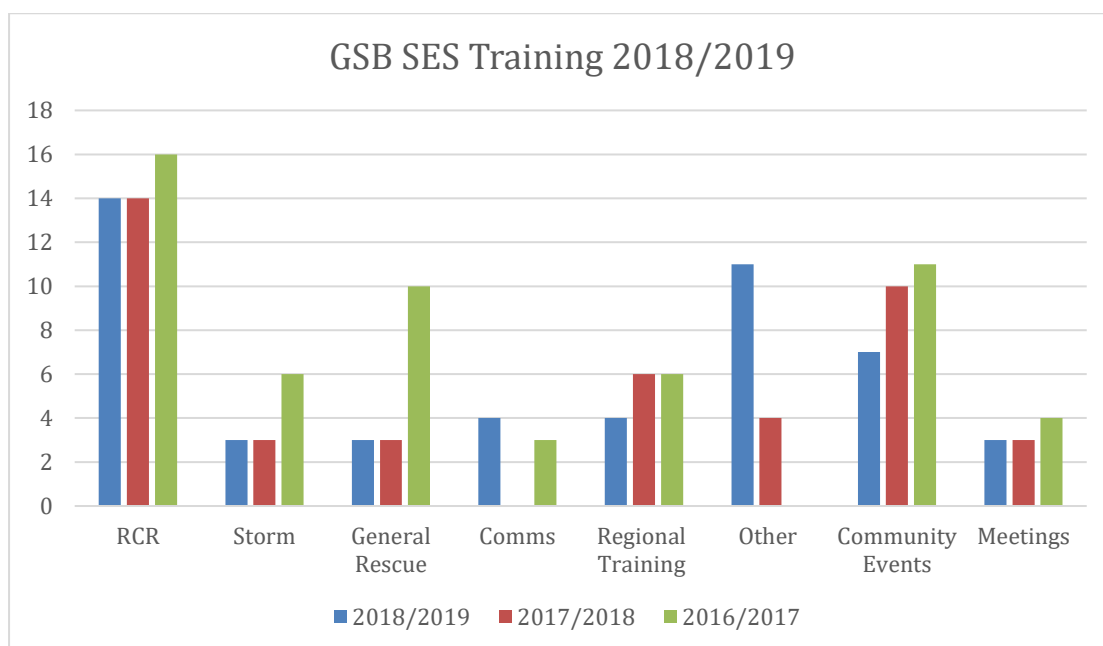
As usual we extend the offer to come and visit us any time.
Thank you to all for your ongoing support.

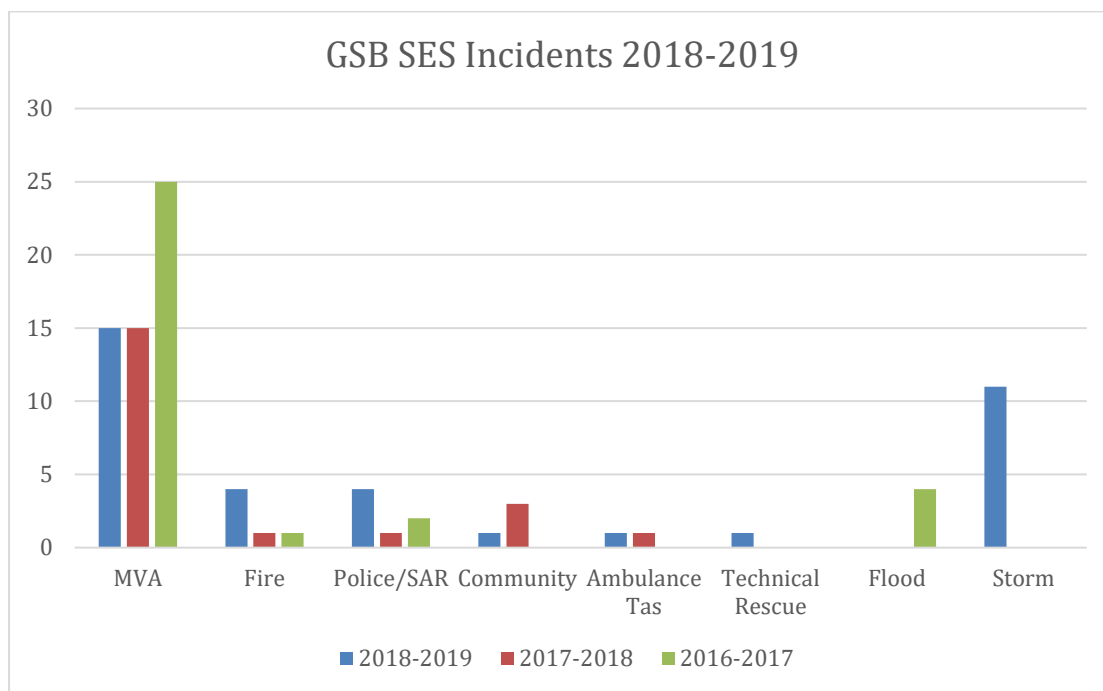
Visit our website at www.swansea-ses.weebly.com

Kelvin Jones ESM
Unit Manager
Glamorgan Spring Bay SES

SES - TRAINING AND INCIDENTS

YEARLY COMPARISONS





5.3 Manager Development & Compliance – Mr. Shane Wells

Animal Control - Engineering & Technical Services - Environmental Health - Statutory Building - Statutory Planning

Animal Control

Renewal notices were issued along with the rate notices. A number of complaints were received this month. This department is operating with a full-time Compliance Coordinator.

Engineering & Technical Services

This department provides general engineering and technical advice regarding development applications. This department currently consists of 0.4 FTE Contract Engineer, with assistance from the Regulatory Services Officer.

Environmental Health

This department consists of a 0.4 FTE Contract Environmental Health Officer with a small component of administration assistance from the Regulatory Services Officer.

Statutory Building

The building department currently consists of a Permanent full time Building Administration Officer and 2 contractors namely a building surveyor and a plumbing inspector. Applications are being processed within the required timeframes.

As of 1 January 2019, Permit Authority functions must be performed by a licenced practitioner. Three staff have been licenced for Permit Authority functions for building and plumbing applications. The annual fee for each is close to \$400.00.

Recent media coverage regarding escalating insurance costs for Building Surveyors will shortly affect the local construction industry. Protek building surveyors are in the process of ceasing to operate and have 36 current jobs within the municipal area. The owners will need to engage a new firm to complete their jobs.

Statutory Planning

The planning department consists of 1 permanent part-time Planning Administration Officer, 1 0.95 FTE Graduate Planner and consultant planner as required. Other resources are contracted as required.

Bendigo Bank

The Bendigo Bank Agency opened on 21st August 2013 and operates from the Regulatory Services Department. Three staff members are trained to perform the Agency requirements of the Bank.



JUNE 2019		
ANIMAL CONTROL	Month	YTD
Dogs Registered	343	1361
Kennel Licences Issued/Renewed	0	5
Dogs Impounded	1	15
Dogs Seized	0	6
Dogs Surrendered	0	10
Dogs Euthanized	0	0
Dogs at Large	4	61
Warnings Issued	0	11
Complaints	5	49
Infringements	0	16
Lost Dog calls	2	16
Other	0	22
Fire Abatement Enquires/Complaints	0	2
Cat Enquires/Complaints	0	2
Livestock Enquires/Complaints	1	2
ENVIRONMENTAL HEALTH		
Immunisations	0	29
Food Business Registrations	0	125
Temporary Food Business Registrations/Assessments	0	14
Food Business Inspections	7	119
Place of Assembly Licences	0	1
Environmental Nuisances	5	27
Littering	0	2
Abatement Notices	0	0
Notifiable Diseases	0	1
Recreational Water Sampling	0	16
Suppliers of Private Water	0	34
Water Carriers	4	10
Regulated System Registration	1	3
Major Incidents notified to DPIPWE	0	1
Complaints (Noise/On-Site Waste Water/Other)	3	23
Inspections (Water Carrier/Other)	0	8
On-site Wastewater Assessments/Permits	10	91
Form 49 & 50 Assessments/Inspections	1	17
Food Business Enquiries (New Businesses)	4	31
Food Sampling/Surveys	0	8
Development Application Assessments	5	29
BENDIGO BANK		
Deposits	132	1318
Withdrawals	22	387
Transfers	3	96
New Accounts	0	2
Requests for Change	21	149
Other	1	124
No of days whereby no transactions/enquiries carried out	0	10

Planning and Building Approvals Financial Year Statistics (Building Approvals & Planning Lodgements Circulated to Councillors Monthly)

Planning Approvals	June 2019			2018 – 2019				2017 - 2018
Type of Work	Current Month			Current Year to Date				Previous YTD
Discretionary, Permitted or No Permit Required	D	P	NPR	D	P	NPR	Total YTD	
New Dwelling (or dwelling & outbuilding)	2	0	2	33	3	37	73	63
Additions to Dwelling	0	0	1	13	5	14	32	33
Outbuilding only	1	3	3	3	6	34	43	66
Multiple Dwellings	0	0	0	2	0	0	2	4
Commercial	0	0	0	8	5	1	14	16
Tourism (excluding change of use)	0	0	0	11	1	0	12	4
Industrial and utilities	0	0	0	3	0	4	7	11
Other	0	0	0	6	1	2	9	7
							192	204
Visitor Accommodation								
CoU to Visitor Accommodation - Planning Directive	0	2	0	0	25	0	25	25
CoU to Visitor Accommodation - Planning Scheme	0	0	0	2	0	0	2	1
New Visitor Accommodations Units	0						36	17
Subdivision								
Urban Lots Approved	13						49	57
Non-Urban Lots Approved	35 (light industrial)						35	0
New Lots Sealed	1						37	N/A
Part 5 Agreements Entered Into	0						0	0
Processing								
Applications Refused	0						4	0
Applications Withdrawn	0						0	0
Applications requiring additional information	5	1	0	27	7	0	23	N/A
Appeals Lodged	2			6				N/A
Planning Permit Value of Work	\$1,158,700.00			\$35,175,558.00				N/A



Building Approvals	June 2019	2018-2019	2017-2018
<i>Work Category</i>	<i>Month</i>	<i>Year To Date</i>	<i>Previous YTD</i>
Permit Required	7	88	99
Notifiable Building	7	74	80
Low Risk 1	1	29	22
Low Risk 2	0	1	9
Building Certificate	0	2	0
Permit of Substantial Compliance	1	2	5
		196	215
Value of Work	\$2,538,428.00	\$31,810,4488.00	\$34,389338.00
Compliance			
Building Notices Issued	0	2	0
Building Orders Issued	1	2	0
Planning - Notice of Suspected Contravention	0	1	1
Planning - General	2	37	N/A

5.4 Manager Community Development – Mrs. Lona Turvey

Community Development

Reclink Youth AFL Football League

Glamorgan Spring Bay Council works collaboratively with Reclink Australia and Southern Midlands Council to provide students at Oatlands, Campania, Bothwell, Tasman and Triabunna District Schools with an opportunity to play some competitive football and to mix socially with their opponents at a barbecue following the games. Approximately 120 players participate and the teams consist of a mix of both girls and boys.

The third game for this season was held at Campania on Tuesday, 2nd July, 2019.

Two members of the Spring Bay Lions Club again helped out by cooking the barbecue for the participants in the Lions van. This was greatly appreciated, especially as building works were being undertaken in the club rooms which meant that the kitchen was unavailable.

The next game will be held on Thursday, 8th August, 2019 at Campania with East Coast Roos playing Tasman Crows commencing at 10.35 a.m. followed by Campania/Bothwell Cats and Southern Midlands Hawks at approximately 11.45 a.m. Supporters of the schools are welcome to attend.

The Reclink Gala Day will be held at the Hutchins School Oval, Sandy Bay, on Wednesday, 28th August, 2019.

Festival of Voices Coastal – Tasmanian Bushland Garden

More than 400 people from the east coast and other parts of Tasmania attended the opening night for the 2019 Festival of Voices Coastal, which was held at the Tasmanian Bushland Garden on Friday, 28th June. This is the sixth year that Glamorgan Spring Bay Council has partnered with the Festival of Voices for this event.

ABC radio personality Ryk Goddard was Master of Ceremonies for the event and headlining the entertainment was ARIA award winning five-piece band *Bustamento*, led by Nicky Bomba and supported by local Hobart band *Boil Up*. There was a real party atmosphere with many people dancing along to the music while others enjoyed food and wine whilst standing around the bonfire.

The volunteer local fire brigades from Runnymede, Buckland and Triabunna did an amazing job with traffic control and parking, as did our local police who were also in attendance. Their ongoing support is really appreciated.

The mild weather also helped to make it a great evening and there has been much positive feedback from the community about the event.

Festival of Voices – Tasmania Sings

School choirs from across Tasmania came together under the direction of guest conductor Christie Anderson. The choirs performed a varied program of choral music over two nights.

Twenty (20) students from the Swansea Primary School took part in the Combined Choir at the City Hall in Hobart on Wednesday, 3rd July. They also attended workshops on Monday 1st July and in the morning of 3rd July prior to the performance at 7.00 p.m. that evening. A total of 500 singers performed in the City Hall in Hobart over the two nights, with 250 singers on each night. This is the fourth year that Swansea Primary School has participated in the event.

Swansea Primary School students were a credit to the school and Grade 6 student Matilda Wilson was chosen, along with a secondary student from Friends School, to MC the event.

They did an amazing job and the whole community can feel very proud that one of our local students was chosen to undertake this role.

Well done to all the students involved and also credit must go to Kate Pearce who is the music teacher at Swansea Primary School who worked with the students from the beginning of the year to prepare them for this event.

Photography Competition

Entries for the 2019 Glamorgan Spring Bay Photography Competition are now closed and judging by independent judges Terry Pinfold and Jan Perkins will take place over the coming weeks.

Medical Students

Council will again support eighteen (18) second year medical students when they come to Triabunna in September for Rural Week.

The students will be living in Triabunna during the week beginning 16th September and community members will be invited to attend a morning tea hosted by Council at the Triabunna Hall on Monday, 16th September to welcome the students to our area.

The aim of the program is for the students to gain an understanding of the network of care available to members of rural communities and how that impacts upon the lives of people with a range of acute and chronic conditions in those communities.

The students will be involved in a comprehensive program, including a familiarisation tour, visits to the local pharmacies, May Shaw Health Centre, Prosser House Day Respite Centre, Spring Bay Child Care Centre, Spring Bay Community and Health Centre, Spanner in the Works program, Clinical Skills Sessions with local general practitioners, Triabunna District School and a group forum with emergency services.

At the end of the week, the community is invited to come back for an afternoon tea when the students will present a report on their activities and findings.

Keep Australia Beautiful – Tidy Towns Awards

Tasmanian Tidy Towns judge, Lesley Gardner, will be visiting the area on Tuesday, 23rd July, 2019 and this year the focus will be on Triabunna, Orford and Buckland. In 2018, there was a focus on the northern towns of Bicheno, Coles Bay and Swansea.

The award categories for Tidy Towns are:-

- Litter Prevention
- Waste Management and Resource Recovery
- Natural Environment Conservation
- Environmental Sustainability
- Heritage and Culture
- Community Action and Partnerships
- Health and Wellbeing
- Youth Leadership and Activities

A community may choose to cover all of the above categories or enter particular projects in one of these areas. Special efforts and a whole range of community development projects undertaken by groups and individuals are also considered for certificate awards.

There are also five population categories to allow communities of varying sizes to compete on a fair and equitable basis:

- Town/suburb: 500 population or less
- Town/suburb: 501 – 2,000 population
- Town/suburb: 2,001 – 5,000 population
- Town/suburb: 5,001 – 15,000 population
- Town/suburb: Over 15,000 population

Award presentations will be held on Friday, 18th October, 2019 at Oatlands.

Youth Council Meeting

A Youth Council Meeting was held at the Swansea Town Hall on Monday, 24th June, 2019. The meeting was attended by students from Orford, Triabunna and Swansea schools. Unfortunately, Bicheno Primary School was unable to attend at the last minute.

Guest speak on the day was Georgie Marshall who is a Youth Mental Health Worker with the Royal Flying Doctor Service (RFDS). The recently established program is providing support to young people on the east coast in the age group 8 – 16 years, who are experiencing mild to moderate mental health issues.

Georgie ran a little workshop for the youth councillors to try to gain an understanding of what their thoughts are on mental health. This included a brain storming exercise as to what they believed are issues impacting on their health in Glamorgan Spring Bay and also what activities young people may be interested to participate in to share, learn and raise awareness around mental health.

Community Small Grants Programme

NAME	DONATED	COUNCIL MINUTE
Bicheno Primary School Association	\$1,000	89/18
Lions Club of Spring Bay Inc. – “Cars on the Coast”	\$1,000	90/18
Spring Bay Neighbourhood Watch	\$1,000	91/18
Swansea Community Christmas Group	\$1,000	92/18
Eastcoast Regional Development Organisation Inc.	\$1,000	102/18
Swansea Primary School	600	103/18
Earth Ocean Network Inc.	\$1,000	116/18
Swansea Chamber of Commerce & Tourism	\$1,000	117/18
Swansea Primary School	\$1,000	141/18
Spring Bay Youth Hub	\$1,000	142/18
Lions Club of Spring Bay	800	150/18
Orford Community Group	330	13/19
Spring Bay Clay Target Club	\$1,000	14/19
The Spring Bay Studio & Gallery	\$1,000	15/19
Pop Up Book Stall	294	40/19
East Coast Community Arts Initiative	\$1,000	69/19
Friends of Bicheno Penguins	945	70/19
GSBC on behalf of Bicheno, Swansea and Triabunna Schools	600	71/19
Spring Bay RSL Sub-Branch Inc.	500	
Freycinet Volunteer Marine Rescue (VMR) Assoc.	400	
Spring Bay Suicide Prevention Network	\$1,000	
Total	\$17,469	

5.5 Manager Buildings & Marine Infrastructure, Mr Adrian O’Leary

Boat Ramps & Jetties · Triabunna Marina · Council Buildings · Planning, Building & Technical Compliance when required ·

Public Amenities and Buildings:

- General building maintenance to all buildings is carried out when required.
- **Swansea Loo with a View**
Construction is continuing on the Loos with a View toilet facilities at Jubilee beach, Swansea. The disabled toilet steel frame has been delivered to site and craned into place. The hardwood frame and cladding are currently being constructed. The turpentine piles and timber bearers for the main Loo with a View are positioned ready and the steel fabrication is being finalised for installation. This will also be craned into place with most of the framing and cladding already installed. When finished both toilets will overlook the Great Oyster Bay.



Image: Disabled Loo with a view under construction



Image: Turpentine piles for the Loo with the gangway

Construction is nearing completion on the extension to the Triabunna football clubrooms. The extension included a large glazed viewing area in front of the existing clubrooms. The new extension also included new male and female toilets and disabled access facilities. The floor coverings are down and the new toilet facilities are being fitted out. Completion should be by the end of July.



Image: Triabunna Clubrooms

- **Drought Communities Programme**

Council have been successful in securing \$1,000,000 in grant funding from the Federal Government for the Drought Communities Programme – Extension. One of the main criteria for the grant is to improve levels of economic activity in regions and support local communities.

Over the next six months, a variety of projects will be implemented throughout the whole municipality. Work has already commenced on organising contractors and laborers for these projects. Planning and building permits are being secured for some of the project milestones.

MARINE INFRASTRUCTURE:

Boat Ramps and Jetties:

- General maintenance is carried out on Council owned boat ramps and jetties.

Triabunna Wharf and Marina:

- Ongoing general maintenance and inspections are carried out as required.
- The 2019 / 2020 financial year marina berth invoices have been posted.

Council Marine Infrastructure	
Public Boat Ramps throughout Municipality	14
Fishing Boats paying yearly fee at the Triabunna Wharf	4
Marina Berths occupied by Commercial Fishing Boats (Triabunna)	25
Marina Berths occupied by Recreational Boats (Triabunna)	81
Marina Berths occupied by Ferries or Tour Boat operators	4
Waiting list for Large Commercial Fishing Boat Berths (Triabunna)	6
Waiting list for Recreational Boat Berths (Triabunna)	15

5.6 Manager Natural Resource Management, Ms Melanie Kelly

Natural Resource Management: Sustainability: Catchments To Coast

Programs and Projects

Continue to support integrated catchment management through the Catchments to Coast (C2C) program and the implementation of catchment management plans.

Catchment plans

The review of the draft Prosser Catchment Plan is on hold pending budget.

Bushwatch

Illegal firewood harvesting

A report detailing the extent of the illegal firewood harvesting on Sustainable Timbers Tasmania land in Buckland is complete. It will be tabled for discussion at the next Illegal Firewood Harvesting working group meeting. The working group is likely to be reconvened in the new financial year by NRM South. There are regular reports that a constant stream of vehicles loaded with firewood are leaving the Buckland Road area. The relevant land managers have been informed. Site visits are underway and photographs are being taken.

Catchments to Coast

NRM South are still in negotiations with the Federal and State Government regarding funding arrangements moving forward. The tender for the Australian Government's National Landcare Program Regional Land Partnerships Program for Southern Tasmania closed on 8th April. The final Ramsar project submitted by NRM South was entitled '*Improved Ecological Character of Moulting Lagoon and Apsley Marshes Ramsar sites*'. Council is listed as a project delivery partner and steering committee member in the proposal. NRM South are still waiting for the outcomes of the tender to be announced.

The project is designed to impact measurably on the Regional Land Partnerships Program Outcome 1: *By 2023, there is a restoration of, and reduction in threats to, the ecological character of Ramsar sites, through the implementation of priority actions*. Further information about the Regional Land Partnerships Program and Outcome 1 (Ramsar) is available here <http://www.nrm.gov.au/regional-land-partnerships>

Continue to implement the GSB Weed Management Plan.

Response to requests for advice and support around weed issues is ongoing. The Tasmanian Government has announced the commencement of the Weed Action Fund (WAF) which is a 5 million dollar commitment to strategic management across the state. The first round of funding has been opened for small grants from \$1-5,000. We anticipate working with local community groups and landholders in applying for this funding to address priorities in the GSB Weed Management Plan as they align with the WAF.

The weed control works for State Growth for 18/19 is complete including additional works to control introduced mainland native along the Coles Bay Road. Review of paperwork has commenced in anticipation of commencing negotiations for next years program. All contractors involved in undertaking state growth weed control work have been informed that the budget will be reduced in 19/20.

Targeted areas with Declared weeds are being visited to determine where weed notifications are required to be sent.

Continue to be involved in and seek funding/resources from regional, state and national NRM programs.

Ongoing

Australian Government Grant, Department of Agriculture and Water Resources: Communities Combating Pests and Weed Impacts During Drought Program – Biosecurity Management of Pests and Weeds.

The funding for this project *Serrated tussock management in drought affected South Eastern Tasmania* has been received. This is a partnership project with Tasman Council. Correspondence including project agreements is being sent to property owners/managers. Officers are working with Tasman Council to complete paperwork including an 'Activity Work Plan' as required by the Australian Government. Tasman Council has already released a media release about the project in the Tasman Gazette.

Ensure that Council continues to meet relevant NRM legislative obligations and communicate this to the community via newsletters and other forums.

Ongoing including participation in the statewide planning scheme as it relates to the management of natural resources.

Continue to support the GSB NRM Committee as a key link between Council and the community on NRM issues, as well as supporting other community groups with NRM objectives.

Ongoing

The next GSB NRM Committee meeting will be held on Wednesday 14th August from 10am in Bicheno in the Memorial Hall Annexe.

The GSB NRM team continues to provide support to other community groups including the Bicheno Earth and Ocean Network, the Friends of the Bicheno Penguins, the Friends of Rocky Hills, the Dolphin Sands Ratepayers Association (DSRA), the Swanwick Association, Friends of Triabunna Reserves, the Bushland Gardens Committee and the Orford Community Group (OCG) as well as individual volunteers.

Continue to work and develop partnerships with Parks and Wildlife Service, Crown Land Services, TasWater, DPIPW, Department of State Growth, service providers, contractors and other agencies with regards to NRM values on public land.

Ongoing follow up with a number of agencies regarding weed issues and management for special values. Discussions regarding on ground works are ongoing with Crown Land Services, TasWater and TasNetworks.

Discussions ongoing with Crown Land Services regarding a more cooperative and strategic way forward with regards to managing Crown Land across the municipality. Fire and weed management continue to be priority issues of concern on unmanaged Crown Land. Requests to undertake weed control work on a number of Crown Reserves have been submitted via Crown Land enquiries.

Discussions are underway with Kingborough Council to engage the services of Conservation Detection Dog (Fonz) and a handler from the NRM team to assist them in strategic searching for Serrated Tussock on Bruny Island where a single plant was found earlier this month.

Continue to participate in a range of climate change mitigation and adaptation initiatives, including the implementation of the Climate Change Corporate Adaptation Plan (CCCAP).

Ongoing

Coastal Hazards Project

Manager Natural Resources is a member of the technical working group overseeing the delivery of this important project. A presentation on this project by the consultants engaged to roll it out was given at a recent Council workshop.

Continue support for annual community events such as National Tree Day, Clean Up Australia Day, Tidy Towns as well as other markets, festivals and school activities. Ongoing

Judging for the Tidy Towns-Sustainable Communities program run by Keep Australia Beautiful Tas will take place on Tuesday 23rd July. In 2018 the focus was on Bicheno, Swansea and Coles Bay.

In 2019 the focus will be Triabunna, Orford and Buckland. Local schools have been informed about the Sustainable Schools program also run by Keep Australia Beautiful Tas. Great Eastern Clean Up has been entered in the Clean Beaches Competition which has previously seen local sites, Raspins Beach in Orford and Richardson Beach in Coles Bay winning the state title.

A National Tree Day event will be held in Bicheno from 10:30am on Thursday 25th July, at an area of the foreshore reserve adjacent to Allen St, between Redbill Point and Cod Rock. A variety of native grasses, groundcovers and low growing shrubs will be planted to revegetate the area and rehabilitate the little penguin habitat. National Tree Day was founded in 1996. Each year hundreds of thousands of people around Australia plant over a million native seedlings on National Tree Day. For more information about National Tree Day visit <http://treeday.planetark.org>

National Tree Day events are also being organised for Swansea Primary School students on Thursday 25th July by the NRM team on the Swansea Coastal Reserve in front of Morris's Store. The Friends Of Triabunna Reserves will undertake a National Tree Day event on the Triabunna foreshore along the Esplanade on Saturday 27th July.

Continue to work with Council's Regulatory Services Department to ensure that development assessments strive to meet Triple Bottom Line Principles.

Ongoing input into planning applications with regard to biodiversity issues as required.

Continue participation and development of sustainability initiatives, in particular energy use, sustainable waste management, community gardens, both for Council and the community.

Ongoing as opportunities arise.

The dates for the 2019 Garage Sale Trail have been announced. This event will take place on October 19 & 20 with registrations to open on August 10. The Garage Sale Trail encourages people to reuse items and reduce waste. GSB participates in the program as a member council of Waste Strategy South.

Develop systems and capacity to protect and enhance Aboriginal Heritage values whilst building relationships with the community.

Ongoing

Continue to work with Council's Works Department, community and other relevant agencies in the strategic management of Council owned, leased and licensed public reserves, with a particular focus on the protection of natural assets through the implementation of native flora and fauna management plans for reserves in each town.

Ongoing.

Development and implementation of action plans, strategies and policies in consultation with relevant sections of Council and other key stakeholders. In particular the Native Flora and Fauna Management Plans, Weed Management Plan and Catchment Management Plans.

Ongoing.

Research into the establishment of the Pulchella Community Nursery is ongoing with more recent developments currently being explored.

Continue to initiate, encourage and participate in skills development and training opportunities, and make these available to community whenever possible.

Council Parks and Reserves and NRM staff are now well into their Certificate IV and II in Conservation Land Management and Horticulture and getting recognition for their work.

Recommendation:

That the Management Reports be received and noted.

6. Section 24 Committees

COMMENTS:

Minutes of any Section 24 Committee Meetings, which have been submitted will be discussed at this time.

6.1 Triabunna Recreation Ground Advisory Committee Minutes (Draft)

6.2 Cranbrook Hall Committee Meeting Minutes (Draft)

6.3 Youth Council Meeting Minutes (Draft)

Harry Galea
Acting General Manager

Recommendation:

That Council receives and notes the minutes of any Section 24 Committees presented.

6.1 Triabunna Recreation Ground Advisory Committee Minutes (Draft)

GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – *Wednesday 29th May, 2019 - Council Meeting Room*

MEETING OPENED: 5.35 pm

PRESENT: Phil Giffard, Steve Davies, Neil Edwards, Councillor Jenny Woods, Councillor Keith Pyke, Jim Walter, Nerissa Alomes, Jan Sweet

IN ATTENDANCE: Mayor Debbie Wisby

APOLOGIES: Nil

ABSENT: It was noted Councillor Keith Pyke was incorrectly stated as apology not absent from 27th February Minutes.

CONFIRMATION OF LAST MINUTES: (27th February, 2019)

Moved: Councillor Woods Seconded: Steve Davies. Carried unanimously

CORRESPONDENCE IN:

- Resignation email from Tony Pollard – Manager Works'

CORRESPONDENCE OUT:

- Thank you emails from some S24 committee members to Tony Pollard – Managers Works'

MATTERS ARISING FROM PREVIOUS MINUTES

- Phil Giffard to follow up with Spring Bay Mill re: offer of 4 light tower for possible use at Recreation Ground.
- Bain Marie purchased for canteen/kitchen.
- Broken and missing wheelie bin lids have been replaced.
- Neil Edwards advised Spring Bay Mill will supply previously used mesh for practice nets for cricket club.

TREASURERS REPORT

Upgrades Financial

Opening Balance	\$	73,482.52
Income	\$	0.00
Expenditure	\$	2,871.09
Closing Balance	\$	70,611.43

Working Financial

Opening Balance	\$	15,768.65
Income	\$	0.00
Expenditure	\$	1,428.62
Closing Balance	\$	14,340.03

**Total Closing
Balance:** \$ **84,951.46**

Moved: Steve Davies Seconded: Phil Giffard Carried unanimously
Note: Alteration to be marked on Treasurer's report.

NEW BUSINESS

- Extensions to clubrooms progressing well resulting in positive community feedback.
- It was suggested that signs to indicate new entrance to building and canteen be displayed.
- New drinks fridge can be moved accordingly around canteen to suit individual clubs.
- Concern raised as to amount of dogs taken to recreation grounds
- Phil Giffard gave progress report on grant for kitchen upgrade.
- Mayor Debbie Wisby advised renovations project currently over budget.
- Phil Giffard to contact Adrian O'Leary - Marine Infrastructure & Building Manager for invoice to date for renovations.
- Payment of \$250.00 owing to UTas for purchase of tables and chairs.
- Steve Davies advised he has turned watering system off on ground. Will organise a security tap to be fitted near interchange box.
- Discussion held regarding netball courts to remain locked and key to be made accessible for collection for public use. Councillor Jenny Woods to liaise with Council to clarify possible opening hours.
- No further feedback from Tennis Club.
- Mayor Debbie Wisby advised negotiations are continuing with new owner of old council chambers regarding the Tennis Club, PUBS and the cenotaph.

- Phil Giffard reported on request from East Coast Cruises regarding customised sponsorship. Discussion was held. Relevant planning application regarding East Coast Cruises signage be lodged with Shane Wells. Moved Phil Giffard. Seconded Steve Davies. Carried unanimously.

- **NEXT MEETING**

Wednesday 17th July, 2019 at 5.30 pm **Recreation Ground.**

There being no further business, the meeting was declared closed at 6.55pm.

Confirmed **Date**

Chairperson

6.2 Cranbrook Hall Committee Meeting Minutes (Draft)

Cranbrook Hall Committee Meeting Minutes

Date/Time: 16th May 2019 at 6 pm

Welcome and introductions Chairperson Cllr. Annie Browning

Present and apologies

Present: Cllr Annie Browning, Jennie Amos, David Amos, Robert Elliott, Pat Greenhill, Lyn Lyne, Les Turner.

Apologies: Glenn & Sandy Travers, Edith Stanfield

Conflict of interest declarations

Nil

Minutes from the previous meeting

Approval of Minutes

Minutes Committee meeting as circulated with amendments. Those present agreed to amend last motion re. hall hire fees to, "MOVED: G. Hall" is meant to be in fact "MOVED: Glenn Travers".

MOVED: Les Turner

SECONDED: Pat Greenhill

CARRIED: Unanimously

Business arising from the previous meeting

- Jennie Amos to continue as Secretary/Treasurer
- De fib training:
Annie suggested at an ambulance training here. Ask Sandi Travers.

Amend last motion re. hall hire fees to Moved G. Hall is meant to be Glenn Travers

Financial Report

Balance in the account as at date of meeting is \$1113.00

Acceptance of Financial Report

MOVED: David Amos

SECONDED: Robert Elliott

CARRIED: Unanimously

Motion:

That Jennie Amos be added along with Tracey Johnston as a signatory.

MOVED: Pat Greenhill

SECONDED: Lyn Lyne

CARRIED: Unanimously

ACTION: Lyn Lyne will contact Bendigo Bank for a form



General Business items

Email from Angela Turvey re. Mayors request for name email & phone number. This was circulated.

ACTION: Jennie Amos will email this back to Council as requested.

Agreed that the **Community Connect Session** with Council was most worthwhile & also very well attended.

Plans for this process to continue.

Swan River Community Meeting afterwards was also well attended by many stakeholders from the surety levels.

A follow up meeting was agreed to be held in May 2019 after grape/walnut harvest.

No notice of this as yet.

Clr Browning led discussion on **Section 24 Special Committees of Council** (circulate copies)

Clr Browning circulated **Confidentiality Agreement** Jennie Amos will email to members to sign and give back to her.

RECOMMENDATION: That an email be sent to Mr. Adrian O' Leary that an inspection of the **exterior of the Cranbrook Hall** be undertaken and investigate when it was last painted.

MOVED: Robert Elliott

SECONDED: David Amos

CARRIED: Unanimously

Boundary adjustment re. Gala Cellar door & Cranbrook Hall grounds. Pat Greenhill advised that yes it had gone through.

MOTION: Bills for payment

To pay by cheque Wendy Sainty (\$149.95 @\$15 hour) & for some cleaning products/ toilet paper. Total \$164.88

MOVED: Les Turner

SECONDED: Lyn Lyne

CARRIED: Unanimously

Wendy Sainty costs for ongoing cleaning (@ \$45 for 3 months)

ACTION: Clr Browning to speak with Acting General Manager re. Boundary adjustment at Cranbrook Hall in regards to fencing and access.

Close 7.30pm

Date of next meetings

AGM Monday 12th August 2019 AGM at 6pm.

General meeting Monday 11th November 2019 at 6pm

Monday 3rd February 2020 at 6pm

Minutes submitted by Jennie Amos

Approved by Clr Browning

6.3 Youth Council Meeting Minutes (Draft)

MINUTES OF A MEETING OF THE GLAMORGAN SPRING BAY YOUTH COUNCIL HELD IN THE HEALTH & WELLBEING CENTRE, SWANSEA, ON MONDAY, 24TH JUNE, 2019 COMMENCING AT 11.00 A.M.

WELCOME

Deputy Mayor, Cr. Cheryl Arnol, welcomed the Youth Councillors to their first meeting and also welcomed Ms Melissa Quinn and guest speaker Georgie Marshall.

PRESENT

Kate Edwards, Lillian Scott, Lily Baker, Matylda Pyke (Orford Primary School), Desmond Pickett, Damian Bowerman, Amie Cameron, Amelia Rimon (Triabunna District School), Stephanie Read, Matilda Wilson, Henty Baxter, Ms Melissa Quinn (Swansea Primary School) and Ms Georgie Marshall (Royal Flying Doctor Service).

APOLOGIES

Cr. R. Churchill and Bicheno Primary School

IN ATTENDANCE

Deputy Mayor, Cr. Cheryl Arnol, Lona Turvey (Community Development Manager), Angela Higgs (Community Support Officer), Lona Turvey (Community Development Manager).

WHAT IS THE YOUTH COUNCIL AND THE ROLE OF YOUTH COUNCILLORS

Cr. Arnol spoke about the role of the youth council and asked the group if they could all think about a guest speaker for future meetings, even if it was a family member with an interesting story to tell.

GUEST SPEAKER – GEORGIE MARSHALL

Cr. Arnol introduced and welcomed guest speaker Georgie Marshall, Youth Mental Health Worker with the Royal Flyer Doctor Service. The service supports young people aged 8 to 16 years and is a free service funded by the Australian Government.

Georgie explained the program and asked the youth councillors for their thoughts on what activities and programmes young people would be interested in to share, learn and raise awareness around mental health.

Georgie spoke about how they can manage the stresses of everyday life and normalising some of those feelings and having a strategy when things are not going so well.

A work sheet was used to brainstorm the sort of things that are impacting on their health and the community in Glamorgan Spring Bay and the youth councillors were asked to place dots on the most important issues to them.

Ideas of interest from the youth councillors were discos, local fair, bike rides, high jumping challenge, sports gathering, basketball, football, origami and a safe place for performing sports to practice.

Cr. Arnol thanked Georgie for her very interesting talk and information.

GENERAL BUSINESS

- 7.1 **Ideas and suggestions for future guest speakers and youth activities**
- 7.2 **Ideas and suggestions for projects and/or infrastructure that youth councillors would like the Glamorgan Spring Bay Council to consider for the future**

Matilda Wilson from Swansea School did some research with students and some of their suggestions were a permanent skate park at Swansea, drinking fountains around the towns and access to a coastal walking track from Kelvedon to Spiky Bridge. Cr. Arnol advised that the coastal walking track would come under the state government.

Activities identified were excursions to the city to the football, movies, Air Time 360 (Airtime 360 is Tasmania's only indoor trampoline centre), camping opportunities, a bushwalking club to learn survival skills and a playground in Cranbrook. The estimated number of children living in Cranbrook is 20.

Suggestions from other youth councillors included a Twisty Pole, lifeguards on more popular beaches, a playground on the eastern side of the bridge in Triabunna, various sporting clinics, Tai Kwondo and dancing.

Cr. Arnol thanked the Youth Councillors for their input and suggestions.

ANY OTHER BUSINESS

Nil

CLOSE

There being no further business the meeting closed at 12.20 p.m.

Confirmed:
Chairperson

7. Officers' Reports Requiring a Decision

7.1 Code of Conduct Panel Determination Report

Responsible Officer – Acting General Manager, Harry Galea

Background

In accordance with section 28ZK of the *Local Government Act 1993* (the Act) the Code of Conduct Panel has made a determination in relation to a complaint lodged by Mr Yon Kikkert against Councillors Breheny and Churchill.

In accordance with section 28ZK (4) of the Act, Council must ensure that the determination report is tabled at the first meeting of Council at which it is practicable to do so and which is open to the public.

Statutory Implications

As outlined above.

Budget Implications

Nil

Recommendation

1. That Council receives and notes the Determination Report made 3 June 2019 in relation to the complaint by Mr Yon Kikkert against Cllr Keith Breheny and Cllr Rob Churchill.
2. That Council notes the Integrity Commission training into conflict of interest proposed for all Glamorgan Spring Bay Council elected members to be held on the 27th August, 2019.

Attachment: Determination Report, 3 June 2019.

Attachment Item 7.1: Code of Conduct Panel Report, Glamorgan Spring Bay Councillor Code of Conduct, 3 June 2019

Local Government Act 1993

CODE OF CONDUCT PANEL REPORT GLAMORGAN SPRING BAY COUNCILLOR CODE OF CONDUCT

Complaint brought by Mr Yon Kikkert against Cr Keith Breheny and Cr Rob Churchill

Date of Determination: 3 June 2019

Code of Conduct Panel: Lynn Mason (Chairperson), David Sales (community member with experience in local government), Richard Grueber (legal member)

Summary of the Complaint

The complaint from Mr Yon Kikkert was submitted to the Executive Officer of the Code of Conduct Panel (*the Panel*) on or about 6 February 2019, and following initial assessment by the Chairperson, Mr Kikkert, Crs Breheny and Churchill, and the General Manager of Glamorgan Spring Bay Council (*the Council*) were notified on 15 March 2019 that the complaint would be investigated by the Panel.

The Council adopted a revised version of the Code of Conduct (*the Code*) on 26 February 2019. The Panel investigated the complaint in accordance with the Code in force at the time of the alleged breaches.

The sections of the Code which Mr Kikkert alleged Crs Breheny and Churchill breached are:

Part 1, Decision Making

- 1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.*
- 2. A councillor must make decisions free from personal bias or prejudgement.*
- 3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.*
- 4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.*

Part 2, Conflict of Interest



- 1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.*
- 2. A councillor must act openly and honestly in the public interest.*
- 3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.*
- 4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.*
- 5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.*
- 6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –*
 - (a) declare the conflict of interest before discussion on the matter begins; and*
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.*

The Complaint

Mr Kikkert alleged that Crs Breheny and Churchill breached Parts 1 and 2 of the Code by failing to declare an interest in Planning Scheme Amendment AM2018/03, Cambria Estate (agenda item 3.7) at the ordinary council meeting on 27 November 2018. The basis for this allegation was:

- Both Councillors had made representations against the Draft Planning Scheme Amendment AM 2018/03, and that these representations constituted part of material which the council had to consider under s39 of the *Land Use Planning and Approvals Act 1993* (LUPAA);
- That these representations constitute apprehended bias on the part of the respondents;
- That Cr Breheny stated to council in debate on Item 3.7 that he acknowledged the conflict and legal advice to abstain from debate and voting, but declared that he would do so anyway;
- That the East Coast Alliance (ECA) was formed to oppose the Cambria development;
- That both Councillors had been members of the ECA prior to their election to Council, and Cr Breheny had been its Vice President;

- That public perception was that both men had stood for council to further ECA's objective of 'stopping the SAP'¹;
- That there was a clear public perception that neither Councillor could be free from bias when making planning decisions regarding this proposal;
- That both Councillors ignored legal advice to absent themselves from the vote on Item 3.7;
- That Cr Churchill had an additional conflict of interest, in that his wife served as secretary to the ECA at the time of the meeting on 27 November 2018, and this could be seen by a reasonable lay person as a conflict for him;

Procedure

Cr Breheny responded to the complaint on 25 March 2019. In summary, Cr Breheny made the following points:

- He became Deputy President of ECA upon its formation, in response to opposition to the SAP in the local community;
- In June 2018 he lodged a representation to Council, expressing his concern over an environmental issue relating to the proposal for a golf course in the Concept Master Plan associated with the SAP;
- During the election campaign (before the 2018 local government elections in Tasmania) he did not make any statement supporting or opposing the SAP;
- During the election campaign he deliberately maintained a strong desire to keep an open mind on the issue;
- He resigned from ECA as soon as he was elected to Council and has since had no formal contact with ECA;
- He did not solicit support from ECA during the election campaign;
- He did not accept that making a representation on the SAP should disqualify him from voting on the matter;
- He outlined his reasons for not declaring a conflict of interest during debate on the item at the council meeting of 27 November 2018;
- The decision he made to oppose the SAP at the meeting on 27 November 2018 was entirely on his assessment of the information presented to him in the (Council) meeting's agenda;
- He regarded the legal advice given to the General Manager as unsafe.

Cr Churchill responded to the complaint on 27 March 2019. In summary, Cr Churchill made the following points:

- In May 2018 he made a representation against the SAP;
- At the time he was a member of ECA;

¹ SAP: the Cambria Green Specific Area Plan



- He resigned from ECA on 2 November 2018, the day he was told that he had been elected to the Council;
- He made no statements regarding the SAP or the Cambria Green Concept Master Plan during the election campaign, and no references were made to Cambria Green in any printed or electronic material he used in the campaign;
- Since his election to Council he has consistently stated, when asked about his position, that he supports development appropriate to the East Coast, and that the decision of Council is to support the SAP;
- He and Cr Breheny were only two of eight individuals cited by ECA during the election campaign as 'supporters of appropriate and sustainable development';
- He has never been involved with the Freycinet Action Network (FAN);
- In the lead up to the meeting on 27 November, he gave serious consideration to the potential of conflict of interest;
- Between 7 November and 27 November, he read all 623 submissions which had been made to Council during the public consultation on the SAP, noting that over 600 of these opposed the SAP;
- Between 7 November and 27 November, he read the Council Planner's submission in the form of the Section 39 Report, which formed part of the material provided to Councillors on 23 November 2018 for the meeting on 27 November 2018;
- At a planning training session for Councillors on 21 November 2018, Cr Churchill was told by the council planner, Mr Shane Wells, that he and two other Councillors would not be able to vote on the SAP at the council meeting;
- Cr Churchill asked to see the legal advice on which Mr Wells relied, but this was not provided at that time;
- The General Manager provided a redacted version of the legal advice at the behest of the Mayor on 22 November 2018;
- On 23 November 2018 the full legal advice was provided to the Councillors;
- Cr Churchill alleged that this gave little time for him to seek his own legal advice before the meeting on 27 November 2018;
- He noted that the legal advice had advised council management to make the advice available to the Councillors as soon as practicable, and that while Council had received the advice on 7 November, it was not provided to the Councillors until 23 November 2018;
- Cr Churchill considered that he was denied due process by council management in the withholding of the legal advice, and that this was crucial to his decision to vote on the SAP;
- During the council meeting on November 27 2018 he was open to opposing views from other Councillors voting in favour of the SAP, but did not hear any convincing arguments from those Councillors;
- He rejected the assertions made in the complaint that he was incapable of making an unbiased decision;
- He rejected the assertion that making a representation months before he decided to stand for Council would override the time and effort he undertook to

research and familiarise himself with all aspects of the Cambria Draft Amendment;

- He rejected the assertion that representation made in May 2018 should prevent him from voting against a proposal which he believed contained significant planning inconsistencies and which was of concern to many community members;
- He considered that Mr Kikkert's complaint was vexatious and part of sustained and public attempts to undermine both Cr Breheny and himself.

The Panel met on 15 April 2019 to consider the complaint and responses. As a result of this meeting, the Panel asked the General Manager to provide information regarding the provision of the legal advice obtained on 7 November 2018, and the process whereby it was given to Crs Breheny and Churchill. The Panel decided to conduct a joint hearing into the complaint against both Councillors at a date to be determined.

The responses provided by Crs Breheny and Churchill were given to Mr Kikkert, and on 17 April 2019 the Panel received his reply to those responses.

A hearing was conducted into the complaint on 20 May 2019.

During the hearing, Cr Breheny stated that if the matter were to come before Council again, he would not declare any conflict of interest in the issue. Cr Churchill said that he would seek his own legal advice on the matter before deciding his course of action.

When asked by the Panel why they had not accepted the legal advice provided by Page Seager to the General Manager and Planning Officer, the respondents said that they distrusted that advice because:

- They were not shown the brief which had been given to Page Seager;
- They were uncertain about the accuracy of the information given to Page Seager; and
- They distrusted the advice because of the reluctance of the General Manager to provide it to them as soon as practicable after 7 November 2018.

When asked by the Panel why they had not sought their own legal advice after 23 November, and before the meeting, the respondents said that the timing gave them only one working day (Monday 26 November) in which to act, and that the four days from 23 November to the 27 November were taken up with reading and considering a large agenda and associated reports, in order to prepare for their first meeting. (The agenda and reports were also provided on 23 November.)

Material considered by the Panel

- Code of Conduct complaint submitted by Mr Kikkert on or about 6 February 2019;
- Response provided by Cr Breheny, 25 March 2019;
- Response provided by Cr Churchill, 27 March 2019;
- Further response provided by Mr Kikkert, 17 April 2019;
- Letter from the Acting General Manager, undated, regarding legal advice on potential conflict of interest in the matter of the Cambria Green SAP;
- The legal advice provided to councillors from Page Seager Lawyers on 7 November 2018;
- The live stream of the Council Meeting on 27 November 2018, and the Minutes of that meeting;
- The submissions on sanction in the event that all or part of the complaint were to be upheld by the Panel.

Determination

The Code of Conduct Panel upholds part of the complaint against Crs Breheny and Churchill, and dismisses the remainder of the complaint.

- The Panel determines that Crs Breheny and Churchill did not breach Part 1 of the Code, Decision Making, and therefore dismisses this part of the complaint;
- The Panel determines that Crs Breheny and Churchill did not breach Part 2 of the Code, Conflict of Interest, clauses 1 and 2;
- The Panel determines that Crs Breheny and Churchill breached clauses 3, 4, and 6 of Part 2 of the Code, Conflict of Interest.

Reasons for the Determination

Part 1, Decision Making

- 1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.*
- 2. A councillor must make decisions free from personal bias or prejudgement.*
- 3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.*
- 4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.*

The Panel determined that Crs Breheny and Churchill approached the council meeting on 27 November 2018 having researched the council documents available to them as part of the agenda as thoroughly as they were able. Both Councillors asserted that they

were aware of the need to bring an open mind to consideration of the matter, and the live recording of the meeting provides no evidence to the contrary.

The Panel therefore dismisses this part of the complaint.

Part 2, Conflict of Interest

- 1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.*
- 2. A councillor must act openly and honestly in the public interest.*
- 3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.*
- 4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.*
- 5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.*
- 6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –*
 - (a) declare the conflict of interest before discussion on the matter begins; and*
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.*

The Panel neither heard nor saw any evidence that Crs Breheny and Churchill were unduly influenced by personal or private interests in considering the Cambria Green matter; nor that they acted less than openly and honestly in the public interest, as they saw it.

Neither Cr Breheny nor Cr Churchill declared an interest in Item 3.7 at the outset of the council meeting, and nor did either Councillor formally declare a conflict of interest at the commencement of debate on the item. Cr Breheny did, however, read a statement during the consideration of item 3.7 in which he expressly disclosed that he had made a representation to Council.

The Panel finds that by making representations during the public consultation on the *Cambria Estate, Planning Scheme Amendment (AM 2018/03)*, Crs Breheny and Churchill had a conflict of interest in voting on Item 3.7 (Planning Scheme Amendment, Cambria Estate, Swansea). In accordance with s39 of the *Land Use Planning and Approvals Act 1993*, these representations formed part of the information that Council was required to consider under s39.



The judgement of Zeeman J in *R v West Coast Council; Ex Parte Strahan Motor Inn (A Firm)* [1995] TASSC 47 (*Strahan Motor Inn*) at [33-37] is relevant to this complaint. In that case a councillor made a representation opposing a development application, in his own right as a private citizen. He then sat on Council for the determination of the application. His Honour recognised that councillors will, as part of the electoral process, hold and express views on matters relevant to the functions of the council. Doing so will not disqualify a councillor from participating in the decision-making process unless he or she evinces an intention to exercise a discretion without regard to the terms in which it is conferred or without considering any contrary argument. However, by making a formal representation the councillor made a representation which the council was by force of law required to consider before making a determination, and it was held that doing so inevitably created an apprehension of bias. Although this case does not involve a development application and Crs Breheny and Churchill were not members of Council at the time that their representations were made, the principle is applicable. They would be conflicted by having to judge impartially the value and relevance of material they themselves had provided to Council as interested community members.

The Panel therefore concludes that Crs Breheny and Churchill should have declared an actual conflict of interest at the Council meeting on 27 November 2018, and that they failed to exercise reasonable judgement in determining whether they had an actual or perceived conflict of interest. The Panel considers that their conflicts of interest were of such materiality as to require them to remove themselves from the meeting room and to take no part in the debate or vote on the item.

The Panel finds that by remaining in the meeting room and participating in the debate and vote on the item, Crs Breheny and Churchill breached clauses 3, 4, and 6 of Part 2 of the Code.

The Panel heard submissions from the complainant and the respondents on sanction. The Panel took into account three mitigating circumstances, viz.,:

- For both Councillors, this was their first council meeting, and neither had any previous experience as an elected member in local government;
- The Panel accepts that both Councillors genuinely believed that they did not have a conflict of interest in the matter; and
- Legal advice provided to the Council regarding possible conflict of interest was not provided to the respondents until four days before the council meeting, and only after intervention by the Mayor and the Director of Local Government.

Sanction

The Panel has investigated concurrently a complaint into this matter, brought by a different complainant. The alleged breaches in the two complaints were almost identical, both regarding Decision Making and Conflict of Interest.

As a result of that investigation, Crs Breheny and Churchill have been cautioned and are required to undertake training in Conflict of Interest by 31 August 2019. Training in Conflict of Interest is to be organised by Council and provided by the Integrity Commission. The Panel recommends that this training be provided to all Glamorgan Spring Bay Councillors.

As these sanctions have already been imposed, the Panel imposes no further sanctions on Crs Breheny and Churchill as a result of this second complaint.

Right to Review

Under s28ZJ of the Act, a person aggrieved by the determination of the Panel is entitled to apply to the Magistrates Court (Administrative Appeals Division) for a review of the determination on the ground that the Panel has failed to comply with the rules of natural justice.

Lynn Mason (chairperson)

Richard Grueber (legal member)

David Sales (community member with experience in local government)

7.2 Code of Conduct Panel Determination Report

Responsible Officer – Acting General Manager, Harry Galea

Background

In accordance with section 28ZK of the *Local Government Act 1993* (the Act) the Code of Conduct Panel has made a determination in relation to a complaint lodged by Ms Winny Enniss against Councillors Breheny and Churchill.

In accordance with section 28ZK (4) of the Act, Council must ensure that the determination report is tabled at the first meeting of Council at which it is practicable to do so and which is open to the public.

Statutory Implications

As outlined above.

Budget Implications

Nil

Recommendation

1. That Council receives and notes the Determination Report made 3 June 2019 in relation to the complaint by Ms Winny Enniss against Cllr Keith Breheny and Cllr Rob Churchill.
2. That Council notes the Integrity Commission training into conflict of interest proposed for all Glamorgan Spring Bay Council elected members to be held on the 27th August, 2019.

Attachment: Determination Report, 3 June 2019.

Attachment Item 7.2: Code of Conduct Panel Report, Glamorgan Spring Bay Councillor Code of Conduct, 3 June 2019

Local Government Act 1993

CODE OF CONDUCT PANEL REPORT GLAMORGAN SPRING BAY COUNCILLOR CODE OF CONDUCT

Complaint brought by Mrs Winny Enniss against Cr Keith Breheny and Cr Rob Churchill

Date of Determination: 3 June 2019

Code of Conduct Panel: Lynn Mason (Chairperson), David Sales (community member with experience in local government), Richard Grueber (legal member)

Summary of the Complaint

The complaint from Mrs Winny Enniss was submitted to the Executive Officer of the Code of Conduct Panel (*the Panel*) on 6 February 2019, and following initial assessment by the Chairperson, Mrs Enniss, Crs Breheny and Churchill, and the General Manager of Glamorgan Spring Bay Council (*the Council*) were notified on 15 March 2019 that the complaint would be investigated by the Panel.

The Council adopted a revised version of the Code of Conduct (*the Code*) on 26 February 2019. The Panel investigated the complaint in accordance with the Code in force at the time of the alleged breaches.

The sections of the Code which Mrs Enniss alleged Crs Breheny and Churchill breached are:

Part 1, Decision Making

- 1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.*
- 2. A councillor must make decisions free from personal bias or prejudgement.*
- 3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.*
- 4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.*

Part 2, Conflict of Interest

- 1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.*
- 2. A councillor must act openly and honestly in the public interest.*
- 3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.*
- 4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.*
- 6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –*
 - (a) declare the conflict of interest before discussion on the matter begins; and*
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.*

The Complaint

Mrs Enniss alleged that Crs Breheny and Churchill breached Part 1 of the Code (Decision Making) by failing to declare an interest in Planning Scheme Amendment AM2018/03, Cambria Estate (agenda item 3.7) at the ordinary council meeting on 27 November 2018. The basis for this allegation was:

- That both Councillors had submitted representations to Council during the public consultation period regarding the Cambria Green Specific Area Plan (SAP);
- That the East Coast Alliance (ECA) was formed to oppose the Cambria development;
- That both Councillors had been members of the ECA prior to their election to Council, and Cr Breheny had been its Vice President;
- That both Councillors were backed by the ECA during the local government elections in October/November 2018, and that therefore the ECA would expect the Councillors to support that organisation's views.

Mrs Enniss alleged that Crs Breheny and Churchill breached Part 2 of the Code (Conflict of Interest) by failing to declare an interest in Planning Scheme Amendment AM2018/03, Cambria Estate (agenda item 3.7) at the ordinary council meeting on 27 November 2018. The basis for this allegation was:

- That the Councillors were unduly influenced by members of the ECA, and that the ECA had drafted the motion put by Cr Churchill at the council meeting on 27 November 2018 (agenda item 3.7), wherein he opposed the recommendation of the Council's Planning Officer;

- That neither Councillor declared a conflict of interest in the item when all Councillors were asked to declare any conflicts at the outset of the meeting;
- That both Councillors ignored legal advice provided to Council regarding potential conflicts of interest in item 3.7 on 27 November 2018;
- That having made representations to Council during the public consultation period on the SAP, both Councillors were essentially conflicted in considering the item as Councillors; and
- That the Councillors would have felt obliged to vote on the item, given that a great many of their votes would have come from electors opposed to the SAP.

Procedure

Cr Breheny responded to the complaint on 25 March 2019. In summary, Cr Breheny made the following points:

- He became Deputy President of ECA upon its formation, in response to opposition to the SAP in the local community;
- In June 2018 he lodged a representation to Council, expressing his concern over an environmental issue relating to the proposal for a golf course in the Concept Master Plan associated with the SAP;
- During the election campaign (before the 2018 local government elections in Tasmania) he did not make any statement supporting or opposing the SAP;
- During the election campaign he deliberately maintained a strong desire to keep an open mind on the issue;
- He resigned from ECA as soon as he was elected to Council and has since had no formal contact with ECA;
- He did not solicit support from ECA during the election campaign;
- He did not accept that making a representation on the SAP should disqualify him from voting on the matter;
- He outlined his reasons for not declaring a conflict of interest during debate on the item at the council meeting of 27 November 2018;
- The decision he made to oppose the SAP at the meeting on 27 November 2018 was entirely on his assessment of the information presented to him in the (*Council*) meeting's agenda;
- He regarded the legal advice given to the General Manager as unsafe.

Cr Churchill responded to the complaint on 27 March 2019. In summary, Cr Churchill made the following points:

- In May 2018 he made a representation against the SAP;
- At the time he was a member of ECA;



- He resigned from ECA on 2 November 2018, the day he was told that he had been elected to the Council;
- He made no statements regarding the SAP or the Cambria Green Concept Master Plan during the election campaign, and no references were made to Cambria Green in any printed or electronic material he used in the campaign;
- Since his election to Council he has consistently stated, when asked about his position, that he supports development appropriate to the East Coast, and that the decision of Council is to support the SAP;
- He and Cr Breheny were only two of eight individuals cited by ECA during the election campaign as 'supporters of appropriate and sustainable development';
- He has never been involved with the Freycinet Action Network (FAN);
- In the lead up to the meeting on 27 November, he gave serious consideration to the potential of conflict of interest;
- Between 7 November and 27 November, he read all 623 submissions which had been made to Council during the public consultation on the SAP, noting that over 600 of these opposed the SAP;
- Between 7 November and 27 November, he read the Council Planner's submission in the form of the Section 39 Report, which formed part of the material provided to Councillors on 23 November 2018 for the meeting on 27 November 2018;
- At a planning training session for Councillors on 21 November 2018, Cr Churchill was told by the council planner, Mr Shane Wells, that he and two other Councillors would not be able to vote on the SAP at the council meeting;
- Cr Churchill asked to see the legal advice on which Mr Wells relied, but this was not provided at that time;
- The General Manager provided a redacted version of the legal advice at the behest of the Mayor on 22 November 2018;
- On 23 November 2018 the full legal advice was provided to the Councillors;
- Cr Churchill alleged that this gave little time for him to seek his own legal advice before the meeting on 27 November 2018;
- He noted that the legal advice had advised council management to make the advice available to the Councillors as soon as practicable, and that while Council had received the advice on 7 November, it was not provided to the Councillors until 23 November 2018;
- Cr Churchill considered that he was denied due process by council management in the withholding of the legal advice, and that this was crucial to his decision to vote on the SAP;
- During the council meeting on November 27 2018 he was open to opposing views from other Councillors voting in favour of the SAP, but did not hear any convincing arguments from those Councillors;
- He rejected the assertions made in the complaint that he was incapable of making an unbiased decision;
- He rejected the assertion that making a representation months before he decided to stand for Council would override the time and effort he undertook to

research and familiarise himself with all aspects of the Cambria Draft Amendment;

- He rejected the assertion that representation made in May 2018 should prevent him from voting against a proposal which he believed contained significant planning inconsistencies and which was of concern to many community members.

The Panel met on 15 April 2019 to consider the complaint and responses. As a result of this meeting, the Panel asked the General Manager to provide information regarding the provision of the legal advice obtained on 7 November 2018, and the process whereby it was given to Crs Breheny and Churchill. The Panel decided to conduct a joint hearing into the complaint against both Councillors at a date to be determined.

The responses provided by Crs Breheny and Churchill were given to Mrs Enniss, and on 16 April 2019 the Panel received her reply to those responses.

A hearing was conducted into the complaint on 20 May 2019. Mrs Enniss attended by telephone, Crs Breheny and Churchill in person.

During the hearing, Cr Breheny stated that if the matter were to come before Council again, he would not declare any conflict of interest in the issue. Cr Churchill said that he would seek his own legal advice on the matter before deciding his course of action.

When asked by the Panel why they had not accepted the legal advice provided by Page Seager to the General Manager and Planning Officer, the respondents said that they distrusted that advice because:

- They were not shown the brief which had been given to Page Seager;
- They were uncertain about the accuracy of the information given to Page Seager; and
- They distrusted the advice because of the reluctance of the General Manager to provide it to them as soon as practicable after 7 November 2018.

When asked by the Panel why they had not sought their own legal advice after 23 November, and before the meeting, the respondents said that the timing gave them only one working day (Monday 26 November) in which to act, and that the four days from 23 November to the 27 November were taken up with reading and considering a large agenda and associated reports, in order to prepare for their first meeting. (The agenda and reports were also provided on 23 November.)

Material considered by the Panel

- Code of Conduct complaint submitted by Mrs Enniss on 6 February 2019;

- Response provided by Cr Breheny, 25 March 2019;
- Response provided by Cr Churchill, 27 March 2019;
- Further response provided by Mrs Ennis, 16 April 2019;
- Letter from the Acting General Manager, undated, regarding legal advice on potential conflict of interest in the matter of the Cambria Green SAP;
- The legal advice provided to councillors from Page Seager Lawyers on 7 November 2018;
- The live stream of the Council Meeting on 27 November 2018, and the Minutes of that meeting;
- The submissions on sanction in the event that all or part of the complaint were to be upheld by the Panel.

Determination

The Code of Conduct Panel upholds part of the complaint against Crs Breheny and Churchill, and dismisses the remainder of the complaint.

- The Panel determines that Crs Breheny and Churchill did not breach Part 1 of the Code, Decision Making, and therefore dismisses this part of the complaint;
- The Panel determines that Crs Breheny and Churchill did not breach Part 2 of the Code, Conflict of Interest, clauses 1 and 2;
- The Panel determines that Crs Breheny and Churchill breached clauses 3, 4, and 6 of Part 2 of the Code, Conflict of Interest.

Reasons for the Determination

Part 1, Decision Making

- 1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.*
- 2. A councillor must make decisions free from personal bias or prejudgement.*
- 3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.*
- 4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.*

The Panel determined that Crs Breheny and Churchill approached the council meeting on 27 November 2018 having researched the council documents available to them as part of the agenda as thoroughly as they were able. Both Councillors asserted that they were aware of the need to bring an open mind to consideration of the matter, and the live recording of the meeting provides no evidence to the contrary.

The Panel therefore dismisses this part of the complaint.

Part 2, Conflict of Interest

- 1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.*
- 2. A councillor must act openly and honestly in the public interest.*
- 3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.*
- 4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.*
- 6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –*
 - (a) declare the conflict of interest before discussion on the matter begins; and*
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.*

The Panel neither heard nor saw any evidence that Crs Breheny and Churchill were unduly influenced by personal or private interests in considering the Cambria Green matter; nor that they acted less than openly and honestly in the public interest, as they saw it.

Neither Cr Breheny nor Cr Churchill declared an interest in Item 3.7 at the outset of the council meeting, and nor did either Councillor formally declare a conflict of interest at the commencement of debate on the item. Cr Breheny did, however, read a statement during the consideration of item 3.7 in which he expressly disclosed that he had made a representation to Council.

The Panel finds that by making representations during the public consultation on the *Cambria Estate, Planning Scheme Amendment (AM 2018/03)*, Crs Breheny and Churchill had a conflict of interest in voting on Item 3.7 (Planning Scheme Amendment, Cambria Estate, Swansea). In accordance with s39 of the *Land Use Planning and Approvals Act 1993*, these representations formed part of the information that Council was required to consider under s39.

The judgement of Zeeman J in *R v West Coast Council; Ex Parte Strahan Motor Inn (A Firm)* [1995] TASSC 47 (*Strahan Motor Inn*) at [33-37] is relevant to this complaint. In that case a councillor made a representation opposing a development application, in his own right as a private citizen. He then sat on Council for the determination of the application. His Honour recognised that councillors will, as part of the electoral process,



hold and express views on matters relevant to the functions of the council. Doing so will not disqualify a councillor from participating in the decision-making process unless he or she evinces an intention to exercise a discretion without regard to the terms in which it is conferred or without considering any contrary argument. However, by making a formal representation the councillor made a representation which the council was by force of law required to consider before making a determination, and it was held that doing so inevitably created an apprehension of bias. Although this case does not involve a development application and Crs Breheny and Churchill were not members of Council at the time that their representations were made, the principle is applicable. They would be conflicted by having to judge impartially the value and relevance of material they themselves had provided to Council as interested community members.

The Panel therefore concludes that Crs Breheny and Churchill should have declared an actual conflict of interest at the Council meeting on 27 November 2018, and that they failed to exercise reasonable judgement in determining whether they had an actual or perceived conflict of interest. The Panel considers that their conflicts of interest were of such materiality as to require them to remove themselves from the meeting room and to take no part in the debate or vote on the item.

The Panel finds that by remaining in the meeting room and participating in the debate and vote on the item, Crs Breheny and Churchill breached clauses 3, 4, and 6 of Part 2 of the Code.

The Panel heard submissions from the complainant and the respondents on sanction. The Panel took into account three mitigating circumstances, viz.,:

- For both Councillors, this was their first council meeting, and neither had any previous experience as an elected member in local government;
- The Panel accepts that both Councillors genuinely believed that they did not have a conflict of interest in the matter; and
- Legal advice provided to the Council regarding possible conflict of interest was not provided to the respondents until four days before the council meeting, and only after intervention by the Mayor and the Director of Local Government.

Sanction

The Panel imposes a caution on Crs Breheny and Churchill, and requires both Councillors to undertake training in Conflict of Interest by 31 August 2019. Training in Conflict of Interest is to be organised by Council and provided by the Integrity Commission. The Panel recommends that this training be provided to all Glamorgan Spring Bay Councillors.

Right to Review

Under s28ZJ of the Act, a person aggrieved by the determination of the Panel is entitled to apply to the Magistrates Court (Administrative Appeals Division) for a review of the determination on the ground that the Panel has failed to comply with the rules of natural justice.

Lynn Mason (chairperson)

Richard Grueber (legal member)

David Sales (community member with experience in local government)

7.3 Rural Alive and Well Inc. – Accredited Mental Health First Aid Course

Responsible Officer –Manager Community Development

Background

An application has been received from Rural Alive and Well Inc., seeking financial assistance of \$1,000.00 under the Community Small Grants Program towards the cost of a Mental Health First Aid course in Glamorgan Spring Bay.

Rural Alive and Well is proposing, as part of the partnership, to train twenty-five (25) individuals in the Glamorgan Spring Bay municipal area in Mental Health First Aid. This 12-hour course over two days teaches adults (18 years and over) key skills to give initial help to someone developing a mental health problem or experiencing a crisis. These individuals will gain the ability to identify, understand and respond to signs of depressions, anxiety, trauma, psychosis, substance abuse problems, suicidal thoughts as well as behaviours, panic attacks and self-injury. The course will give an understanding of their own views and feelings about mental health issues and disorders, create confidence in providing support to others and advising individuals to seek professional help.

Suicide awareness is not enough to assist with suicide prevention. To assist with prevention it takes education and a community to increase their resilience and capacity to assist in abolishing the stigma around mental health and to be aware of the signs of suicide.

Training will provide the participants with the tools and information to assist the broader community regarding mental health and suicide prevention. Participants who undertake the course and pass an on-line assessment will attain accreditation for three (3) years and may be used as mental health first-aid officers in their place of employment.

It is anticipated that the course will take place in early August, 2019 and will be held at the Trade Training Centre in Triabunna.

The total cost of the course is \$2,397.00, of which Rural Alive and Well will provide \$902.00 and they are pursuing contributions from other sources for the balance of \$495.00.

The course is free to participants.

Budget Implications

A total of \$25,000 was allocated in the budget for the Community Small Grants Program.

Recommendation

That Council approves a grant of \$1,000 to Rural Alive & Well to cover the cost of conducting an Accredited Mental Health First Aid Course in Glamorgan Spring Bay.

7.4 Spring Bay Maritime & Discovery Centre Inc. – Spring Bay Community Shed

Responsible Officer –Manager Community Development

Background

An application has been received from the Spring Bay Maritime & Discovery Centre Inc. – Spring Bay Community Shed, seeking financial assistance of \$1,000 under the Community Small Grants Program, towards the purchase of additional tools for use by members.

The community shed was set up to provide a place for residents to attend to use their skills, learn new skills, socialise and for positive mental health outcomes.

The shed has been operating for almost ten years, with seventeen (17) of its members attending on a weekly basis. The shed is open on Mondays and the public is able to visit to see the works on display.

The Shed's work areas are being expanded due to the level of demand for participation and therefore additional tools are required.

The group at the shed have contributed to the community through voluntary work by making an outdoor kitchen and animal cut-outs (large marine ply) for the children to paint at the local school.

The Shed is also mending chairs for the Triabunna Recreation Ground free of charge.

Fees for members are kept very low with most paying \$10 - \$15 per annum. Morning tea is provided on Mondays free of charge.

Statutory Implications

Not applicable

Budget Implications

A total of \$25,000 has been allocated in the budget for the Community Small Grants Program.

Recommendation

That Council approves a grant of \$1,000 to the Spring Bay Maritime & Discovery Centre – Spring Bay Community Shed to purchase additional tools for use by members.



8. Miscellaneous Correspondence

8.1 Letter from Spring Bay Clay Target Club RE: Community Small Grant



RANGE: TWAMLEY ROAD, BUCKLAND

12 July 2019

Mrs Lona Turvey
Manager – Community Development
Glamorgan Spring Bay Council
TRIABUNNA Tas 7190

Dear Lona

COMMUNITY SMALL GRANT

I refer to the community small grant that was provided by Council to our club earlier in the year to finalise our competition tracks.

I am pleased to report that we have now completed the project on time and on budget. It is unlikely that this project would have been completed this early in the re-building of our range without the generous support of Council.

This layout will enable us to conduct club, district, State and Commonwealth handicap events and will add another level of competition to our range facility.



Address all correspondence to Secretary, PO Box 54, Orford Tas 7190



On behalf of the Committee, members and visiting competitors I extend thanks to Council for their support of our club.

Yours sincerely

G D Arnol

Glenn Arnol
PRESIDENT

Address all correspondence to Secretary, PO Box 54, Orford Tas 7190

9. Motion Tracking Document

Last updated 17/07/2019

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
25 th November 2014	8.2	150/14	Solis	GM	The General Manager to affirm commitment to the project with all interested parties and progress negotiations with potential developers as relevant.	In Progress
23 rd February 2016	9.3	30/16	Sale of Council Properties	GM	Process to commence according to Section 177/178 with amendment to advertising as per motion. Council Workshop held on 17 th January 2017 prior to report for January 2017 OMC.	Complete
27 th September 2016	8.5	130/16	Communities and Coastal Hazards Local Area Report – Triabunna and Orford	MNRM	Regional Coastal Hazard Strategy project will provide guidance on how to progress in this space as per presentation at Council Workshop held Tuesday 9 th July, 2019.	Complete
27 th September 2016	8.6	131/16	Review of the draft Prosser River Catchment Management Plan	MNRM	Quotation being sought RE consultant to finalise draft Plan ready for public consultation.	Complete
24 th January 2017	8.1	13/17	Tea Tree Rivulet Dam Approval and Construction (including approval of borrowing/budget amendments)	GM	Council approval for GM to progress the project.	In Progress

Action Officer codes: MW = Manager Works, MDC = Manager Development & Compliance, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
27 th February 2018	7.1	20/18	Approval of borrowing budget amendments, pipeline approvals and construction.	GM	GM authorised to proceed with Stage 1 Prosser Plains Raw Water Scheme (PPRWS) and Council to enter into an agreement with Tassal for delivery of raw water to Okehampton Bay on full cost recovery basis.	In Progress
24 th April 2018	7.3	50/18	Kerbside Vendors Policy	MDC	Council to workshop new policy based on community consultation in August 2019.	In Progress
24 th April 2018	7.4	51/18	By-Law Review/Renewal	MDC	Council has commenced review of the draft By-Law (Workshop June 11 2019) and will bring back to a workshop after further review by the Mayor.	In Progress
25 th September 2018	9.2	105/18	City of Hobart: Compulsory Voting LG Elections	GM	Compulsory voting at LG level to be discussed at Council Workshop 23 July, 2019 in order to respond to HCC letter 13/9/18.	In Progress
23 rd October 2018	6.1	114/18	NRM Committee Minutes	MNRM	Motion for a review of public toilet facilities where there is an absence on sites such as Saltworks Reserve. Next steps TBC.	In Progress
27 th November 2018	7.9	140/18	Dolphin Sands Ratepayers' Association Grant Submission	MCD	Deferred to a workshop	In Progress
11 th December 2018	7.3	152/18	STCA Committee Representatives – Waste Strategy South and Regional Climate Change Initiative	GM	Need to advise Hobart City Council of reps. Item deferred to a Council Workshop.	In Progress
26 th February 2019	7.6	39/19	Staff Resourcing Land Use Planning: Benchmark Report	MDC	Issue to be workshopped by Council.	In Progress
26 th February 2019	8.1	41/19	Notice of Motion: Increase Time for Agenda to Councillors from 4 days to 7 days (Cllr Churchill)	GM	Item deferred to a workshop in light of report on staff resourcing in Planning.	In Progress
26 th March 2019	7.3	66/19	Renaming of Esplanades	MDC	Council to consult with affected residents	In Progress
26 th March 2019	7.5	68/19	Fast Charging for Electric Vehicles in GSB	MNRM	In principle agreement to fast charging station in Swansea and calls for EOI for a partner to install a fast charger at a Council site.	In Progress

Action Officer codes: MW = Manager Works, MDC = Manager Development & Compliance, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM

Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
30 th April 2019	6.1	82/19	Policy for Users of Hall Facilities	GM	Council to formulate and implement a Policy of Acceptable Practices and Requirements for users of Council Hall facilities.	In Progress
30 th April 2019	6.2	85/19	EPIRB and Expired Flare Collection Points	MW/MBMI	Contact has been made with MAST, EPA and Workplace Safety. Waiting on responses from each. As out of date flares are classed as explosive, it is not recommended that Council get involved in their storage at a public place and the transportation of such items.	In Progress
28 th May 2019	7.2	105/19	Prosser River Mouth Master Plan Advisory Group	Acting GM	Group to be established as a Section 24 Committee	Complete
25 th June 2019	7.1	113/19	Budget Estimates 2019-20 Financial Year	Acting GM	Budget endorsed by Council	Complete
25 th June 2019	7.2	114/19	Adoption of 2019/20 Rates Resolution and Fees & Charges	Acting GM	Adopted by Council with some minor amendments. Changes made and uploaded onto GSBC website.	Complete
25 th June 2019	7.3	116/19	Review of Council's Advertising Policy	Acting GM	Amendments endorsed by Council. Amended version with Manager Compliance and Development for proofing.	Complete
25 th June 2019	7.4	118/19	Dolphin Sands Ratepayers Association – Small Grant Submission	MCD	Grant not approved. Motion moved that DSRA are invited to meet with Council to discuss concept of walking/cycling bridge over the Meredith River Mouth.	In Progress
25 th June 2019	7.5	119/19	Freycinet Volunteer Marine Rescue (VMR) Association	MCD	Grant approved and disbursed.	Complete
25 th June 2019	7.6	120/19	Spring Bay Suicide Prevention Network	MCD	Grant approved and disbursed	Complete
25 th June 2019	7.7	121/19	Spring Bay Studio and Gallery	MCD	Grant approved and disbursed	Complete

Action Officer codes: MW = Manager Works, MDC = Manager Development & Compliance, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM

Recommendation:

That Council receives and notes the information contained within the Motion Tracking Document.

10. Questions Without Notice

11. Confidential Items (Closed Session)

The Mayor to declare the meeting closed to the public in order to endorse:

- Item 1: Minutes from the “Closed Session” of the Ordinary Meeting of Council held on June 25, 2019.

Under regulation 34 of the Local Government (Meeting Procedures) Regulations 2015 Statutory Rules 2015, No.38 regulation 34 (6) at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

Recommendation
That Council moves into a closed session (Time).

The live streaming and recording of meeting will now be switched off. Mayor to check that the streaming has been terminated.

12. Close

The Mayor to declare the meeting closed at (Time).

CONFIRMED as a true and correct record.

Date:

Mayor Debbie Wisby