



GLAMORGAN SPRING BAY
COUNCIL

Notice of Meeting and Agenda

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

22 October, 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, 22 October 2019 commencing at 5.00pm.



Dated this Thursday 17 October, 2019

**Chris Schroeder
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.***



**Chris Schroeder
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 – September 24, 2019

Recommendation

That the Minutes of the Ordinary Meeting of Council held Tuesday 24 September 2019 be confirmed as a true and correct record.

2.2 Workshop Held – September 24, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1pm to 4.30pm on Tuesday 24 September at the Triabunna Council Offices (please see attached workshop agenda).

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

Apologies: Cllr Cheryl Arnol, Cllr Keith Breheny

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

2.3 Workshop Held – October 1, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 10am to 2.45pm Tuesday 1 October 2019 at the Triabunna Council Offices (please see attached agenda for items covered).

Present: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Annie Browning, Cllr Keith Pyke.

Apologies: Cllr Cheryl Arnol, Cllr Keith Breheny, Cllr Rob Churchill, Cllr Michael Symons.

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

2.4 Community Strategic Planning Workshop – October 5, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 2pm to 5pm, Saturday 5 October 2019 at the Beachfront Bicheno.

Present: Mayor Debbie Wisby, Cllr Annie Browning, Cllr Michael Symons

Apologies: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Keith Pyke.

In Attendance: Mr Chris Schroeder (General Manager).

2.5 Community Strategic Planning Workshop – October 6, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 9.30am to 12.30pm, Sunday 6 October 2019 at the Swansea Town Hall.

Present: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Annie Browning, Cllr Rob Churchill.

Apologies: Cllr Keith Breheny, Cllr Keith Pyke, Cllr Mike Symons.

In Attendance: Mr Chris Schroeder (General Manager).

2.6 Community Strategic Planning Workshop – October 6, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 2pm to 5pm, Sunday 6 October 2019 at the Eastcoaster Resort, Triabunna.

Present: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Annie Browning, Cllr Rob Churchill.

Apologies: Cllr Mike Symons, Cllr Keith Pyke, Cllr Keith Breheny.

In Attendance: Mr Chris Schroeder (General Manager).

2.7 Workshop Held – October 8, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 9.30am to 5pm Tuesday 8 October 2019 at the Swansea Town Hall.

Present: Mayor Debbie Wisby, Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill, Cllr Keith Pyke.

Apologies: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Mike Symons.

In Attendance: Mr Chris Schroeder.

Please note: In attendance at the Swansea Community Connect were Mayor Debbie Wisby, Cllr Keith Breheny, Cllr Annie Browning, Cllr Rob Churchill, Cllr Keith Pyke.

2.8 Community Strategic Planning Workshop – October 13, 2019

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 9.30am to 12.30pm Sunday 13 October 2019 at the Iluka Tavern, Coles Bay.

Present: Mayor Debbie Wisby, Cllr Annie Browning, Cllr Rob Churchill.

Apologies: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Keith Breheny, Cllr Keith Pyke, Cllr Mike Symons.

In Attendance: Mr Chris Schroeder.

Recommendation

That Council notes this information.

Attachment: Workshop Agenda – 24 September, 2019



**Workshop Notice/
Agenda
Tuesday
24th September 2019**

Notice is hereby given that a Council Workshop will be held at Triabunna Council Offices on the **Tuesday 24th September 2019** commencing at **1pm to 4.30pm**.

Lunch on arrival at 1pm

Description:

1. 1.15pm – 1.45pm: Discuss Rates Remission Requests from May Shaw and Spring Bay Maritime and Discovery Centre – Mayor Wisby and Chris Schroeder
2. 1.45pm – 2pm: Report on Bicheno Community Health Group – Mayor Wisby and Angela Turvey
3. 2pm – 2.30pm: Review Corporate Calendar – Mayor Wisby
4. 2.30pm – 2.50pm: Discuss Swansea Destination Action Plan Group request regarding information signage on accessible 'Loo with a View' – Mayor Wisby and Chris Schroeder

10 minute break

5. 3pm - 3.20pm: Mr Wayne Murray to discuss PPRWS pipeline at Radar Beach and possible solutions.
6. 3.20pm– 4pm: Open Discussion/Updates

Afternoon tea

7. 4.00pm – 4.30pm: Meet the Southern Outdoor Workforce

Councillor Debbie Wisby

Mayor Glamorgan Spring Bay Council

Attachment: Workshop Agenda – 1 October, 2019



**Workshop Notice/
Agenda
Tuesday
1st October 2019**

Notice is hereby given that a Council Workshop will be held at Triabunna Council Offices on the **Tuesday 1st October 2019** commencing at **10am to 2.45pm.**

Description:

5. 10am – 10.30am: Discuss Annual Plan format/content - Mayor Wisby/Chris Schroeder
6. 10.30am – 11.00am: Discuss Annual Report format/content – Mayor Wisby/Chris Schroeder

Morning tea break

7. 11.15am – 11.35am: Review Policy 3.2 Use of Electronic Devices
7. 11.35am – 11.55am: Review of Policy 3.1 Grants Auspiced by Council.
8. 11.55am– 12.40pm: Review “Toilet Spreadsheet” – Mayor Wisby/Chris Schroeder

Lunch

8. 1.10pm – 1.45pm: Review of Lawn Mowing Tender – Chris Schroeder/Tony Pollard
9. 1.45pm – 2.45pm: Open discussion/updates

Councillor Debbie Wisby
Mayor Glamorgan Spring Bay Council

Attachment: Workshop Agenda – 8 October, 2019



**Workshop Notice/
Agenda
Tuesday
8th October 2019**

Notice is hereby given that a Council Workshop will be held at the Swansea Town Hall on the **Tuesday 8th October 2019** commencing at **9.30am to 5.00pm**.

Description:

1. 9.30am – 10.00am: Discuss Bicheno penguin matters - Mayor Wisby
2. 10.00am – 10.30am: Review representations on dog exercise areas – Mayor Wisby

10.30am -11am Morning tea break with Swansea staff

3. 11.00am – 11.30am: Discussion on private works re: Investigation Weld – Mayor Wisby/Chris Schroeder
4. 11.30am – 12.00pm: Open discussion/updates/questions.
5. 12.00pm– 12.30pm: Meet and greet with new CEO of East Coast Tourism – Rhonda Taylor

12.30pm – 1.20pm Lunch at Tellers Café

6. 1.30pm – 2.00pm: Review Policy 4.8 Code for Tenders and Contracts
7. 2.00pm – 2.30pm: Review Policy 2.3 Tree Management Council Managed Land
8. 2.30pm – 3.30pm: Meeting with Dolphin Sands residents to discuss various matters including:-
 - a. Meredith River pedestrian/cycling bridge
 - b. Transfer of footway Certificate of Title Volume 122591, Folio 135 from ASIC to Council
 - c. Bushfire safety – removing coastal wattle from roadside verges
 - d. Review of Dolphin Sands sub-municipal emergency management plan

3.30pm – 4pm Break

9. 4.00pm – 5.00pm Community Connect

Councillor Debbie Wisby

Mayor Glamorgan Spring Bay Council

3. PLANNING AUTHORITY SECTION

Please note: There are no planning reports for October 2019.

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 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 Mrs Marjorie Howard (Question on Notice)

I observed that at the Ordinary General Council meeting on 24th September 2019, that Mayor Wisby declared an interest in item 7.14: Prosser Plains Raw Water Scheme (PPRWS), explaining very clearly what her conflict was.

However, Deputy Mayor Woods and Councillor Arnol, both of whom also declared an interest in item 7.14: Prosser Plains Raw Water Scheme (PPRWS) did not clearly explain what their perceived, pecuniary or conflict was.

- i. *My first question is: - What are Councillor Arnol, and Deputy Mayor Woods interests that prevents them from not being able to vote on this matter?*

Response from Councillor Cheryl Arnol

In the interests of transparency, I declared potential or perceived conflict in Agenda item 7.14 Prosser Plains Raw Water Scheme at the 24 September 2019 Ordinary Council Meeting as I and a close associate are office bearers in a sporting club that is situated on Twamley Farm. Given my known support for the dam for surety of water for future years for the wider community, I believed that any opposition I might voice against the recommendation to stop the dam would now be perceived as attempting to gain a potential benefit for the farm. The decision to leave the chamber on any actual, potential or perceived conflict rests with the elected member. I chose to leave the room.

Response from Deputy Mayor Jenny Woods

Pecuniary interest. My daughter works for one of the users of the water.

I note that both Councillor Woods and Councillor Arnol (then Deputy Mayor), have both, in the past, (Ordinary general meetings of: 27/02/2018 and 22/08/2017) voted on this matter.

- ii. *My Second question is: - How long has Deputy Mayor Woods, and Councillor Arnol have had this perceived, pecuniary or conflict of interest in this matter: - The Prosser Plains Raw Water Scheme (PPRWS)?*

Response from Councillor Cheryl Arnol

My perceived or potential conflict of interest did not exist at the 2017 and 2018 meetings.

Response from Deputy Mayor Jenny Woods

My pecuniary Interest with regards to the PPRWS is due to the fact that my daughter is now employed by one of the proponents of the scheme but was not at the time of the previous decisions referenced here.

4.2 Ms Jen Hackett (Questions on Notice)

- i. *I would like to know the rate revenue that Council received from the Freycinet Peninsula for the 2018/19 financial year. From the Coles Bay turn off to The Fisheries including the National Park. All properties. Also the budgeted rate revenue for the same area for the 2019/20 financial year please. I would also like to know that too.*

Response from General Manager

Freycinet Peninsula Rates Revenue

- *General Rate revenue 2018/19: \$954,031.00*
- *Budgeted general rate revenue 2019/20: \$1,065,138.39*

**Please note the above figure is general rate only, this is not inclusive of individual property service charges such as waste management service charges, caravan charges etc.*

- ii. *What was the cost to empty the skip bins at the Coles Bay Village information booth last financial year?*

Response from Manager Works, Mr Tony Pollard

There were two skip bins placed in Coles Bay last financial year.

One at the Tasman Hwy information bay for part of the year. This was removed a couple of months ago. The other at the township entrance information bay for the entire year. This is being removed following the placement of two street bins on stands adjacent the shelter.

Total cost for hiring and emptying the two bins last financial year was approximately \$8,000.

5. Information Reports

5.1 General Manager, Chris Schroeder

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 October 2019 Ordinary Meeting of Council will be held on Tuesday 22 October 2019 at 5pm.

From October 2018 to September 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 16th October 2019 is:

23 October 2018	209 views
27 November 2018	677 views
11 December 2018	109 views
22 January 2019	146 views
18 February 2018	272 views
26 February 2019	186 views
26 March 2019	154 views
30 April 2019	181 views
28 May 2019	177 views
25 June 2019	115 views
23 July 2019	89 views
27 August 2019	162 views
24 September 2019	182 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

Council is currently developing a Corporate Calendar, which details the legislative reports, plans and Council policies that are to be developed or updated over the next 12 months. This will be endorsed by Council at an Ordinary Meeting of Council.



Property Settlement Certificates										
	132-2015	337-2015	132-2016	337-2016	132-2017	337-2017	132-2018	337-2018	132-2019	337-2019
July	42	17	42	18	47	18	64	25	42	17
August	30	14	50	26	58	28	60	37	31	13
September	34	18	43	20	51	27	46	19	56	31
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	129	61
TOTAL		765		884		944		848		190

Please note: According to the **Local Government Act 1993** the following applies:

Section 132 Certificate of Liabilities

- (1) A person referred to in subsection (2) may apply to the general manager for a certificate stating–
 - (a) the amount of any liability for rates, whether due or not on the land and outstanding interest or penalty payable in relation to the land;
 - (b) any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and
 - (c) the amount of any charge on the land recoverable by the council.
- (2) The following persons may apply for a certificate under subsection (1) :
 - (a) the owner of a registered estate or interest in the land;
 - (b) an occupier of the land;
 - (c) a person who has entered or proposes to enter into a contract to purchase the land;
 - (d) a mortgagee or prospective mortgagee of the land;
 - (e) a person authorized to act on behalf of any person referred to in paragraph (a) , (b) , (c) or (d) .

Section 337 Council Land Information Certificate

- (1) A person may apply in writing to the general manager for a certificate in respect of information relating to land specified and clearly identified in the application.
- (2) The general manager, on receipt of an application made in accordance with subsection (1) , is to issue a certificate in the prescribed form with answers to prescribed questions that are attached to the certificate.
- (3) A certificate under subsection (2) relates only to information that the council has on record as at the date of issue of the certificate.
- (4) A prescribed fee is payable in respect of the issue of a certificate.
- (5) The general manager, on request, may provide in or with the certificate any other information or document relating to the land that the general manager considers relevant.
- (6) A council does not incur any liability in respect of any information provided in good faith from sources external to the council.
- (7) A person, with the consent of the occupier or owner of specified land, may request in writing to the general manager that an inspection be carried out of that land to obtain supplementary information relevant to that land.
- (8) If the general manager agrees to a request under subsection (5) or (7) , the general manager may impose any reasonable charges and costs incurred.
- (9) In this section –

land includes –

 - (a) any buildings and other structures permanently fixed to land; and
 - (b) land covered with water; and
 - (c) water covering land; and
 - (d) any estate, interest, easement, privilege or right in or over land.

Statement of Cash Flows

Glamorgan Spring Bay Council
For the 3 months ended 30 September 2019

	JUL-SEP 2019	2019
Operating Activities		
Receipts from customers	5,539,553	11,716,062
Payments to suppliers and employees	(3,503,219)	(10,916,474)
Receipts from operating grants	157,327	1,380,641
Cash receipts from other operating activities	348,413	688,360
Net Cash Flows from Operating Activities	2,542,074	2,868,589
Investing Activities		
Proceeds from sale of property, plant and equipment	22,634	56,498
Payment for property, plant and equipment	(3,034,932)	(6,732,583)
Receipts from capital grants	500,000	2,737,745
Other cash items from investing activities	-	5,632
Net Cash Flows from Investing Activities	(2,512,298)	(3,932,708)
Financing Activities		
Trust funds & deposits	(2,150)	121,491
Proceeds from/ repayment of long term loans	(59,667)	3,266,680
Net Cash Flows from Financing Activities	(61,817)	3,388,171
Net Cash Flows	(32,041)	2,324,052
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	3,677,160	1,353,107
Cash and cash equivalents at end of period	3,645,119	3,677,160
Net change in cash for period	(32,041)	2,324,052

Rates Balance – September 2019

RATES BALANCE SHEET [12591]

Brought Forward Debit Total		\$225,662.38
Brought Forward Credit Total		-\$142,030.52
Previous Years Credits - Undone This Year		\$4,648.40
Previous Years Credits - Reinstated This Year		\$0.00
BALANCE BROUGHT FORWARD		\$88,280.26
PLUS		
Interest Charged		\$3,520.17
Penalty Charged		\$0.00
Rates Levied		\$8,533,008.55
Debit Journals		\$7,083.47
DEBIT TOTAL		\$8,543,612.19
LESS		
Receipts		\$4,161,867.39
Receipts Undone		-\$6,146.75
Discounts		\$54,316.34
Discounts Undone		-\$45.26
Pension Rebates		\$257,469.50
Credits Journals	\$56,228.21 (less \$3,994.54 being since undone)	\$52,233.67
Supplementary Credits		\$4,539.03
Other Credits		\$0.00
CREDIT TOTAL		\$4,524,233.92
THIS YEAR'S BALANCE		\$4,019,378.27
RATES BALANCE		\$4,107,658.53

Human Resources

Council's Manager of Development and Compliance, Mr Shane Wells has resigned and he finished with the organization on the 17th of September, 2019.

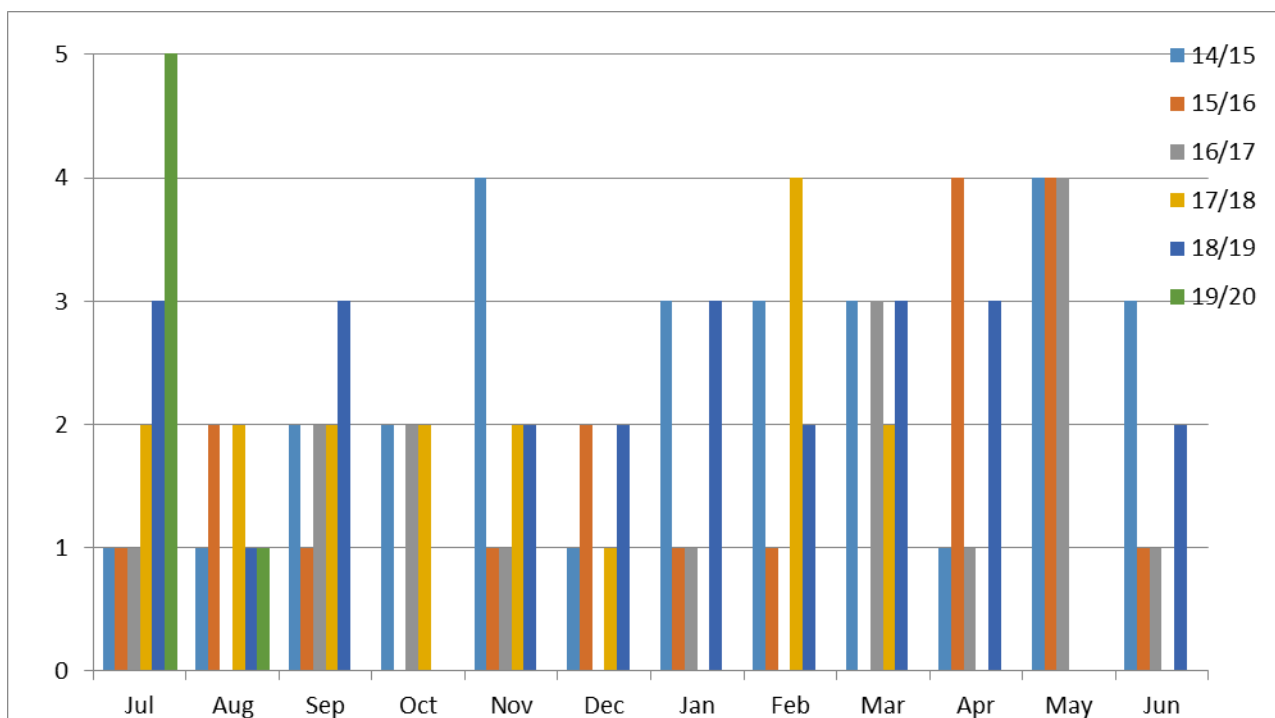
Council's Executive Officer has resigned and will finish with the organization on the 31st October, 2019.

Council is in the process of recruiting for both these positions.

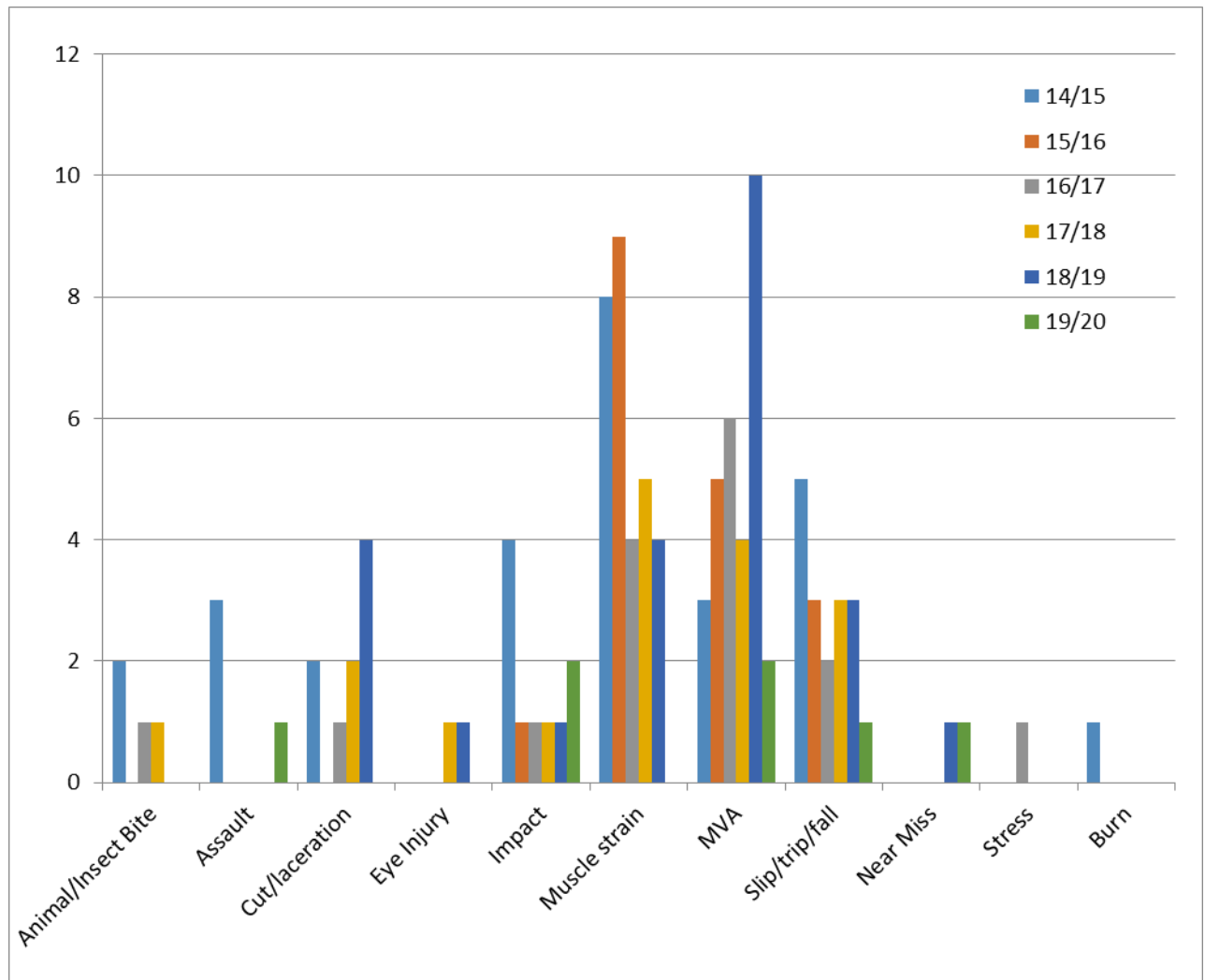
Health, Safety, Other

There has been one (1) lost time injury YTD for 2019/20. Lost time hours YTD amount to 182. There have been two (2) motor vehicle claims this year. There have been 5 workplace reported incidents YTD and no community incidents reported YTD.

Incident / Accident Reporting Numbers 2013 until September 2019



Incident / Accident Reporting by type 2013 until September 2019





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 slightly on the same time last year with a 12% increase. This increase is driven by the numbers through the Triabunna Visitor Information Centre.

Visitor Numbers												
MONTH	BICHENO	BICHENO	BICHENO	SWANSEA	SWANSEA	SWANSEA	TRIABUNNA	TRIABUNNA	TRIABUNNA	TOTAL	TOTAL	TOTAL
	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020	2017-2018	2018-2019	2019-2020
JULY	886	898	849	809	956	916	1,459	1,715	1,970	3,154	3,569	3,735
AUGUST	736	529	680	765	899	728	1,234	1,536	1,835	2,735	2,964	3,243
SEPTEMBER	1,285	1,309	1,283	973	1,179	987	2,566	3,173	4,334	4,824	5,661	6,604
OCTOBER	2,395	2,782		1,965	1,916		3,990	5,132		8,350	9,830	0
NOVEMBER	2,829	2,839		2,473	2,239		5,431	6,929		10,733	12,007	0
DECEMBER	3,368	3,624		2,424	2,351		7,057	11,016		12,849	16,991	0
JANUARY	6,111	6,360		4,689	4,035		10,252	17,482		21,052	27,877	0
FEBRUARY	4,733	4,732		3,774	3,333		9,213	14,589		17,720	22,654	0
MARCH	4,387	4,450		3,079	3,025		9,744	12,335		17,210	19,810	0
APRIL	2,829	2,938		2,266	2,159		6,526	11,530		11,621	16,627	0
MAY	1,158	1,067		1,341	1,071		2,652	3,313		5,151	5,451	0
JUNE	863	653		878	711		1,789	2,048		3,530	3,412	0
TOTAL	31,580	32,181	2,812	25,436	23,874	2,631	61,913	90,798	8,139	118,929	146,853	13,582

Statement of Financial Position

Glamorgan Spring Bay Council
As at 30 September 2019

	30 SEP 2019	30 JUN 2019
Assets		
Current Assets		
Cash & Cash Equivalents	3,773,378	3,805,419
Trade & Other Receivables	4,355,043	546,426
Inventories	26,817	26,817
Other Assets	52,361	101,840
Total Current Assets	8,207,599	4,480,501
Non-current Assets		
Trade & Other Receivables	15,257	15,257
Investment in Water Corporation	36,627,343	36,627,343
Property, Infrastructure, Plant & Equipment		
Fixed Assets	115,835,694	115,869,490
Work in Progress	4,910,735	4,910,735
Total Property, Infrastructure, Plant & Equipment	120,746,429	120,780,225
Total Non-current Assets	157,389,029	157,422,825
Total Assets	165,596,627	161,903,326
Liabilities		
Current Liabilities		
Trade & Other Payables	539,192	1,593,542
Trust Funds & Deposits	167,285	169,435
Provisions	750,592	750,592
Interest bearing Loans & Borrowings	1,343,244	1,402,911
Total Current Liabilities	2,800,312	3,916,480
Non-current Liabilities		
Provisions	114,059	114,059
Interest Bearing Loans & Borrowings	5,635,699	5,635,699
Total Non-current Liabilities	5,749,758	5,749,758
Total Liabilities	8,550,070	9,666,238
Net Assets	157,046,557	152,237,088
Equity		
Current Year Earnings	4,809,469	3,052,837
Equity - Surplus/Deficit Current Year	15,899,054	12,846,217
Equity - Surplus/Deficit Prior Years	60,905,527	60,905,527
Equity - Reserves	75,432,507	75,432,507
Total Equity	157,046,557	152,237,088



Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget	Notes
Trading Income						
Rate Revenue	8,326,976	8,492,440	(165,464)	-2%	8,502,440	
Statutory Charges	137,672	149,349	(11,677)	-8%	534,500	
User Charges	270,181	301,056	(30,875)	-10%	805,050	
Grants	157,327	159,930	(2,603)	-2%	1,282,653	
Interest & Investment Revenue	13,357	11,800	1,557	13%	674,400	
Contributions	17,456	7,400	10,056	136%	37,000	
Other Revenue	580,437	518,082	62,355	12%	1,729,083	
Net Gain (Loss) on Disposal of Assets	(4,924)	0	(4,924)	0%	50,000	
Total Trading Income	9,498,483	9,640,057	(141,574)	-1%	13,615,126	
Gross Profit	9,498,483	9,640,057	(141,574)	-1%	13,615,126	
Capital Grants						
Grants Commonwealth Capital - Other	500,000	1,000,000	(500,000)	-50%	1,900,000	1
Grants Commonwealth Capital - Roads to Recovery	0	100,250	(100,250)	-100%	401,000	2
Total Capital Grants	500,000	1,100,250	(600,250)	-55%	2,301,000	
Other Income						
Other Income - PPRWS Reimbursement of Principal Loan	0	0	0	0%	61,394	
Total Other Income	0	0	0	0%	61,394	
Operating Expenses						
Employee Costs	1,270,366	1,244,765	25,601	2%	5,174,067	
Materials & Services	1,671,992	1,866,538	(194,546)	-10%	5,491,080	
Depreciation	584,121	584,121	0	0%	2,336,478	
Interest	1,277	57,258	(55,981)	-98%	229,035	
Other Expenses	33,517	37,799	(4,282)	-11%	219,000	
Internal Plant used on Capital Jobs	(1,125)	(33,750)	32,625	-97%	(135,000)	
Employee Oncosts	129,070	125,896	3,174	3%	0	
Total Operating Expenses	3,689,218	3,882,627	(193,409)	-5%	13,314,660	
Net Profit	5,809,265	5,757,430	51,835	1%	361,860	
Net Profit Including Capital Grants	6,309,265	6,857,680	(548,415)	-8%	2,662,860	
Capital Works Program (Current Year WIP)						
Work in Progress Capital Works - Plant Internal	1,125	0	1,125	0%	0	
Work In Progress Payroll - Salaries and Wages	15,202	0	15,202	0%	0	
Work in Progress Capital Works - On Costs	7,044	0	7,044	0%	0	
Work in Progress Capital Works - Contractor Costs	1,844,694	0	1,844,694	0%	0	
Work in Progress Capital Works - Other Costs	20,867	0	20,867	0%	0	
Work in Progress Capital Works - Materials	132,273	0	132,273	0%	0	
Work in Progress Capital Works - Consultancy	47,893	0	47,893	0%	0	
Work in Progress Capital Works - Plant Hire External	13,615	0	13,615	0%	0	
Total Capital Works Program (Current Year WIP)	2,082,714	0	2,082,714	0%	0	

Notes

1. 50% of the drought relief grant has been received, with 50% to be received later in the year.
2. Roads to Recovery grant installments will be received later in the year, when work is ready to commence.



Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Admin-Administration, Admin-Corporate Services.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget	18/19 Actual
Trading Income						
Rate Revenue	1,187,771	1,364,830	(177,059)	-13%	1,374,830	6,258,879
Statutory Charges	16,540	24,024	(7,484)	-31%	95,100	90,142
Grants	32,278	31,000	1,278	4%	250,653	285,424
Interest & Investment Revenue	12,520	10,900	1,620	15%	674,200	464,645
Other Revenue	261,625	237,251	24,374	10%	279,000	295,612
Net Gain/Loss Assets - Gross sales revenue of asset	(107)	0	(107)	0%	0	0
Total Trading Income	1,510,627	1,668,005	(157,378)	-9%	2,673,783	7,394,703
Gross Profit	1,510,627	1,668,005	(157,378)	-9%	2,673,783	7,394,703
Capital Grants						
Grants Commonw ealth Capital - Other	500,000	1,000,000	(500,000)	-50%	1,000,000	0
Total Capital Grants	500,000	1,000,000	(500,000)	-50%	1,000,000	0
Operating Expenses						
Employee Costs	105,253	200,934	(95,681)	-48%	802,724	464,747
Materials & Services	718,373	792,676	(74,303)	-9%	1,500,190	1,537,696
Depreciation	15,501	15,501	0	0%	62,000	62,325
Interest	(2,314)	1,251	(3,565)	-285%	5,000	11,035
Other Expenses	0	1,500	(1,500)	-100%	71,000	61,275
Total Operating Expenses	836,813	1,011,862	(175,049)	-17%	2,440,914	2,137,078
Net Profit	673,814	656,143	17,671	3%	232,869	5,257,625

Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Medical-Triabunna, Medical-General, Medical-Bicheno, Medical-Swansea, Medical-Swansea.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	472,400	467,120	5,280	1%	467,120
Interest & Investment Revenue	0	51	(51)	-100%	200
Other Revenue	259,184	249,001	10,183	4%	946,000
Total Trading Income	731,584	716,172	15,412	2%	1,413,320
Gross Profit	731,584	716,172	15,412	2%	1,413,320
Operating Expenses					
Employee Costs	138,465	143,889	(5,424)	-4%	575,557
Materials & Services	202,304	208,407	(6,103)	-3%	837,111
Depreciation	22,176	22,176	0	0%	88,700
Interest	387	345	42	12%	1,377
Total Operating Expenses	363,332	374,817	(11,485)	-3%	1,502,745
Net Profit	368,252	341,355	26,897	8%	(89,425)

Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Visitor Centre - Bicheno, Visitor Centre - Swansea, Visitor Centre - Triabunna, Visitor Centres - Admin only, Visitor Centre-St Helen's.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	318,497	318,497	0	0%	318,497
User Charges	40,355	78,750	(38,395)	-49%	315,000
Other Revenue	3,139	13,374	(10,235)	-77%	53,500
Total Trading Income	361,991	410,621	(48,630)	-12%	686,997
Gross Profit	361,991	410,621	(48,630)	-12%	686,997
Operating Expenses					
Employee Costs	88,055	124,404	(36,349)	-29%	497,617
Materials & Services	36,923	46,371	(9,448)	-20%	185,380
Depreciation	999	999	0	0%	4,000
Total Operating Expenses	125,977	171,774	(45,797)	-27%	686,997
Net Profit	236,014	238,847	(2,833)	-1%	0



as at 30 September 2019 2019 - 2020 CAPITAL NEW // BICHENO - BUCKLAND - COLES BAY - ORFORD - SWANSEA - TRIABUNNA						
Department	Description	Budget Est	Govt Funding	YTD	On-Site Progress	Comments
Roads, Footpaths, Kerbs						
Bicheno - Sinclair Street - Road extension R2R	Road extension and Cul-de-sac	164,000				Fully Funded by RTR
Saltworks - Saltworks Road	Bitumen Sealing 700m	45,000		215	Complete	
	SUB TOTAL	209,000	0	215		
PG, Walking Tracks, Cemeteries						
Bicheno Rec Ground	New Cricket Practice Nets / Surface		7,000			Fully funded
Buckland Walk	Construct River Walk	32,000				
Orford Rec Ground	New Cricket Practice Nets / Surface		40,000			Fully funded
Triabunna - Rec Ground	Electronic Score Board		20,000	7,595	In Progress	Fully funded
Triabunna - Tennis Courts	Relocate to RecGround		250,000	97,258	In Progress	Fully funded
Bicheno Dog Exercise Yard	Develop		20,000			Fully funded
Buckland Dog Exercise Yard	Develop		20,000			Fully funded
Orford Dog Exercise Yard	Develop		20,000			Fully funded
Swansea Dog Exercise Yard	Develop		20,000			Fully funded
Swanwick Dog Exercise Yard	Develop		20,000			Fully funded
Triabunna Dog Exercise Yard	Develop		20,000			Fully funded
	SUB TOTAL	32,000	437,000	104,853		
Council Buildings						
Swansea Loo with a View	New constructed toilets / disability access	200,000		70,291	In Progress	
Dog Control	Microchip reading stick	5,000				
Triabunna Old Offices	Relocate Centotaph to RSL	30,000				
Triabunna Clubrooms	Install catch nets for window protection	20,000			In Progress	
Bicheno Hall	New Chairs		17,500		In Progress	Fully funded
Coles Bay Hall	New Chairs		14,000		In Progress	Fully funded
	SUB TOTAL	255,000	31,500	70,291		
Plant & Equipment						
Excavator 1.5T and Trailer		48,000				
	SUB TOTAL	48,000	0	0		
Municipal						
Event	Allocation for Education		30,000			Fully funded
	SUB TOTAL	0	30,000	0		
Water Scheme						
Prosser Plains Raw Water Scheme		3,000,000		1,541,971	In Progress	Not included in TOTALS
		3,000,000	0	1,541,971		
	CAPITAL TOTAL - NEW	544,000	498,500			



as at 30 September 2019		2019 - 2020 CAPITAL RENEWAL //	BICHENO - BUCKLAND - COLES BAY - ORFORD - SWANSEA - TRIABUNNA			
Department	Description	Budget Est	Govt Funding	YTD	On-Site progress	Comments
Sealed Road Pavements						
Sealed Road Pavement Assessments	General Road Pavement Condition Inspection	25,000				
Swansea Road Repairs	General Road Repairs Swansea	30,000		25,509	In Progress	
Bicheno Road Repairs	General Road Repairs Bicheno	30,000		11,474	In Progress	
Coles Bay Road Repairs	General Road Repairs Coles Bay	30,000		9,988	In Progress	
Orford Road Repairs	General Road Repairs Orford	30,000		16,355	In Progress	
Orford - Jetty Road	R2R Rheban Road to West Shelly Road (460m x 6.5m)	121,500			In Progress	Fully Funded by RTR
Orford - Rheban Road	R2R Wielangta Road to Jetty Road (550m x 6.5m)	135,000				Fully Funded by RTR
Orford - Louisville Road	Additional funds to complete project	30,000		16,837	Complete	
Buckland Road Repairs	General Road Repairs Buckland	30,000		4,950	In Progress	
Triabunna Road Repairs	General Road Repairs Triabunna	30,000		7,875	In Progress	
	SUB TOTAL	491,500	0	92,988		
Sealed Roads						
Various locations						
Buckland	Jetpatcher costs	25,000				
Triabunna	Jetpatcher costs	35,000				
Orford	Jetpatcher costs	35,000				
Swansea	Jetpatcher costs	35,000				
Bicheno	Jetpatcher costs	35,000				
Coles Bay/Swanwick	Jetpatcher costs	35,000				
	SUB TOTAL	200,000	0	0		
Unsealed Road Pavements						
Gravel Roads - General	Resheeting - general	225,000		123,307	In Progress	
Orford - Alice Street	Tasman Highway to Russell Street	49,000			In Progress	
	SUB TOTAL	274,000	0	123,307		
Stormwater & Drainage						
Orford - Rheban Road	West Shelly properties - service location / approvals	12,000				
		12,000	0	0		
Bridges and Culverts						
General Structures	Required repair works to a number of structures	60000				
	SUB TOTAL	60,000	0	0		
Parks & Reserves						
Coles Bay Reserve	Playground Rejuvenation Hall Surrounds		60000			Fully funded
Swanwick Reserve	Playground Rejuvenation		30000			Fully funded
Bicheno Lions Park	Playground / Amenities Rejuvenation / Fence		30000	31,600	Complete	Fully funded
Bicheno Foreshore Track	Replace old timber walkway bridge (northern end)	25000				
Buckland Reserve	Playground / Amenities Rejuvenation		5000	1,500	In Progress	Fully funded
Triabunna Seafarers Memorial	Replace flagpole masts	10000		367	In Progress	
Swansea Rec Ground	Refurbish Scorers Box - awning over servery		25000	1,228	In Progress	Fully funded
	SUB TOTAL	35,000	150,000	34,695		
Council Buildings						
Bicheno - Gulch Toilet	Building extension		60000	500	In Progress	Fully funded
Bicheno Hall	Floor Sanding, Paint, window coverings, stage carpet		40000	11,059	In Progress	Fully funded
Coles Bay Reserve	Subsurface Irrigation replacement	20000			Complete	
Coles Bay Hall	Floor Sanding, painting, carpet, window curtains		27000	4,082	In Progress	Fully funded
Coles Bay Toilets	Refurbish Hall Toilets		20000		In Progress	Fully funded
Swansea Depot Sheds	storage bays - 2 Mus / 3 Depot / 2 Bdg Dept / 2 NRM	25000		268	In Progress	
Swansea Old SES Building	Community Shed / Re-use Shop		184500	30,172	In Progress	Fully funded
Triabunna Depot	Dog pound upgrade - incl power and security	12600		1,081	In Progress	
Swansea Depot	Dog Pound Upgrade	7000				
Bicheno Depot	Dog Pound Upgrade	7000				
Triabunna Community Hall	Kitchen Renovations		20000		In Progress	Fully funded
Asbestos Assessment and Register	For all Council Buildings as per Building regulations	20000				
	SUB TOTAL	91,600	351,500	47,162		
Plant & Equipment						
Bicheno Depot - Trailer	Heavy duty box trailer with brakes	\$3,800		2,216	Complete	
	SUB TOTAL	3,800	0	2,216		
	CAPITAL TOTAL - RENEWAL	\$1,167,900	\$501,500			
	CAPITAL TOTAL - NEW & RENEWAL	\$1,711,900	\$1,000,000	\$475,727	17.54%	PERCENTAGE EXPENDED

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.
- A section of concrete kerb has been replaced in Wellington Street – Swansea due to tree root damage causing water ponding along the road.
- Road network being inspected with surface, signage and culverts being maintained as required.

SOUTH

- Maintenance works undertaken when required during the month.
- Road network being inspected with surface, signage and culverts being maintained as required.
- Unsealed road maintenance resheet works being undertaken along Cutting Grass Marsh Road and Nugent Road.

WASTE TRANSFER STATIONS - WTS:

- All waste transfer stations are operating within prescribed EPA guidelines.
- Council conducted the following greenwaste burns on Monday 23rd September 2019 at 8.00am
 - Swansea - waste transfer station
 - Bicheno - waste transfer station
 - Orford - waste transfer station

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</u> <u>Collection</u> <u>& WTS</u>	<u>BICHENO</u> <u>WTS only</u>	<u>COLES BAY</u> <u>WTS only</u>	<u>SWANSEA</u> <u>WTS only</u>	<u>ORF-TRIA-CB-</u> <u>SW Collection</u> <u>& ORF WTS</u>	<u>ORFORD</u> <u>WTS only</u>	<u>TOTAL</u> <u>(tonnes)</u>
-	-	-	-	-	-	-	-
JULY '19	32.18	5.30	8.46	26.96	93.26	3.58	160.86
AUG	35.10	10.84	6.98	35.44	89.35	5.47	166.87
SEPT	40.94	8.80	13.18	46.34	88.64	5.10	189.10
OCT							
NOV							
DEC							
JAN '20							
TOTALS	108.22	24.94	28.62	108.74	271.25	14.15	516.83

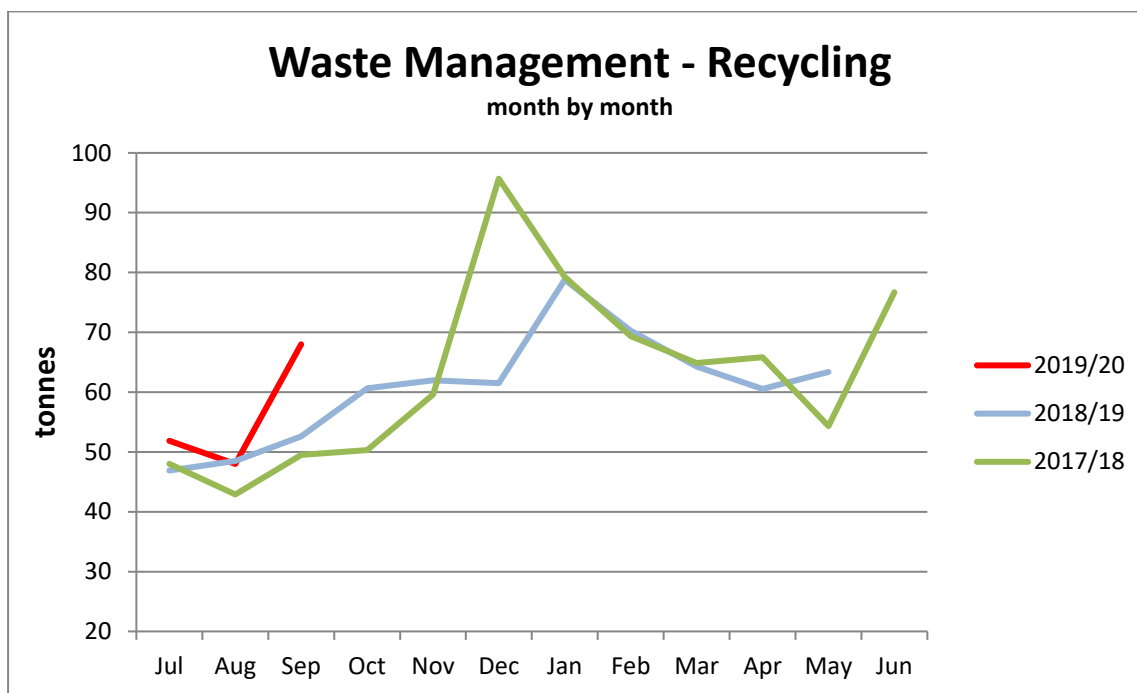
Garbage deposited at transfer stations and transported to Copping landfill site (tonnes)
(includes kerbside collected waste)



Kerbside garbage collected and transported to waste transfer stations: (tonnes)
(September figure skewed due to data relevant for a 5 week period)

<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 '19	2240	1246	2265	2171	1791	9713	116.56
AUG	2022	1161	2169	2145	1558	9055	108.00
SEPT	2678	1542	2752	2726	2281	11979	191.00
OCT							
NOV							
DEC							
JAN '20							
TOTALS	6940	3949	7186	7042	5630	30747	415.56

Kerbside Garbage Collected: Bin numbers



Kerbside recyclables collected and transported directly to Sorting Facility: (tonnes)
(September figure skewed due to data relevant for a 5 week period)

<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 '19	996	672	1026	853	775	4322	51.86
AUG	922	604	943	844	687	4000	48.00
SEPT	1008	666	798	1118	793	4230	68.00
OCT							
NOV							
DEC							
JAN '20							
TOTALS	2926	1942	2767	2815	2255	12552	167.86

Kerbside recyclables collected: Bin numbers

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.

STORMWATER, DRAINAGE:

- Stormwater drains and culverts maintained as required.

BRIDGES, CULVERTS:

- A number of minor issues have been identified in Council's recent bridge inspection programme report which will be addressed over the coming weeks.

EMERGENCY MANAGEMENT:

- Three motor vehicle accidents for the month with no major injuries. Crews assisted with traffic management.
- One storm damage incident in Orford with a leaking roof.
- Training has focused on road rescue skills maintenance.
- Great weekend of training for our two volunteers that attended the recent leadership course in Launceston.
- One volunteer will be attending a Trainers course delivered by Queensland Fire Rescue next weekend.
- Community Fire expo has been organised for Saturday 2nd November starting at 10am which is a preparedness expo for the upcoming summer season.

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

Kelvin Jones ESM
Unit Manager
Glamorgan Spring Bay SES

2019–2020 CAPITAL WORKS UPDATE

- Sealed road pavement surface repairs currently being undertaken throughout the municipal area. This programme is conducted twice yearly to extend the life of sealed roads.
- Alice Street – Orford, is currently being reconstructed by local contractor as part of the approved subdivision works in Russell Street. Council has contributed \$49,000 towards this work.



Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Works-Bridges,Culverts, Works-Emergency Management, SES, Works-Garbage,Recycling, Works-Parks,Reserves,WalkingTracks,Cemetery, Works-Roads,Footpaths,Kerbs, Works-Stormwater Drainage, Works-THC, Works-Town Maintenance, Works-Waste Transfer Stations.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	3,786,399	3,780,084	6,315	0%	3,780,084
User Charges	9,855	22,566	(12,711)	-56%	90,250
Grants	125,050	128,500	(3,451)	-3%	1,032,000
Other Revenue	39,116	3,345	35,771	1069%	13,383
Total Trading Income	3,960,420	3,934,495	25,925	1%	4,915,717
Gross Profit	3,960,420	3,934,495	25,925	1%	4,915,717
Capital Grants					
Grants Commonw ealth Capital - Roads to Recovery	0	100,250	(100,250)	-100%	401,000
Total Capital Grants	0	100,250	(100,250)	-100%	401,000
Operating Expenses					
Employee Costs	409,179	383,418	25,761	7%	1,520,027
Materials & Services	439,130	447,357	(8,227)	-2%	1,797,125
Depreciation	376,425	376,425	0	0%	1,505,700
Interest	904	912	(8)	-1%	3,644
Total Operating Expenses	1,225,638	1,208,112	17,526	1%	4,826,496
Net Profit	2,734,782	2,726,383	8,399	0%	89,221

5.3 Acting Manager Development & Compliance – Mr. Adrian O’Leary

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

Animal Control

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 one part-time Planning Administration Officer and one full-time Graduate Planner. A contract planner dedicated to working on zoning amendments and our local planning provisions has been engaged. As have planners from Emma Riley and Associates (ERA Planning) to assist in meeting statutory timeframes for development and subdivision applications.

Bendigo Bank

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



SEPTEMBER 2019		
ANIMAL CONTROL	Month	YTD
<i>Dogs Registered</i>	0	602
Kennel Licences Issued/Renewed	0	4
Dogs Impounded	0	1
Dogs Seized	0	0
Dogs Surrendered	2	2
Dogs Euthanized	0	0
Dogs at Large	4	12
Dogs Placed with Dog's Homes of Tasmania	2	3
Warnings Issued	1	1
Complaints	2	4
Infringements	7	7
Lost Dog calls	6	7
Other	1	7
Fire Abatement Enquires/Complaints	1	1
Cat Enquires/Complaints	0	4
Livestock Enquires/Complaints	3	3
ENVIRONMENTAL HEALTH		
Immunisations	14	14
Food Business Registrations	8	120
Temporary Food Business Registrations/Assessments	1	5
Food Business Inspections	20	35
Place of Assembly Licences	0	0
Environmental Nuisances	0	5
Littering	0	0
Abatement Notices	0	0
Notifiable Diseases	0	0
Recreational Water Sampling	0	0
Suppliers of Private Water	0	0
Water Carriers	1	5
Regulated System Registration	0	1
Major Incidents notified to DPIPWE	0	0
Complaints (Noise/On-Site Waste Water/Other)	0	3
Inspections (Water Carrier/Other)	0	0
On-site Wastewater Assessments/Permits	4	18
Form 49 & 50 Assessments/Inspections	1	2
Food Business Enquiries (New Businesses)	0	7
Food Sampling/Surveys	0	0
Development Application Assessments	0	6
BENDIGO BANK		
Deposits	122	403
Withdrawals	20	89
Transfers	4	21
New Accounts	0	0
Requests for Change	22	69
Other	4	12
No of days whereby no transactions/enquiries carried out	1	1



Planning applications	September	2019-20 this financial year to end Sept	2018-19 same period last year
Development Applications received	48	99	82
Changer of use: Visitor Accommodation	25	29	8
Dwellings (incl. with outbuildings)	7	17	36
Additions to dwellings	5	11	9
Outbuildings	6	20	16
Multiple dwellings	0	1	1
Applications advertised	12	43	Unknown
DAs approved	27	64	95
DAs refused	0	0	0
Subdivision Applications received	3	10	1
Subdivision Applications approved	0	8	1
Building Approvals	September 2019	2019-2020	2018-2019
Work Category	Month	Year To Date	Previous YTD
Permit Required	2	15	16
Notifiable Building	4	20	14
Low Risk 1	1	7	8
Low Risk 2	1	4	1
Building Certificate	0	0	0
Permit of Substantial Compliance	0	0	1
		20	20
Value of Work	\$1,150,000.00	\$4,811,540.00	\$5,285,032.00
Compliance			
Building Notices Issued	1	1	0
Building Orders Issued	1	1	0
Planning - Notice of Suspected Contravention	0	0	0
Planning - General	0	0	2

Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Reg-Environmental Health, Reg- Engineering, Technical, Reg- Animal Control, Reg-Statutory Building, Reg-Statutory Planning.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	420,515	420,515	0	0%	420,515
Statutory Charges	121,132	125,098	(3,966)	-3%	439,400
User Charges	6,538	12,720	(6,182)	-49%	12,800
Contributions	17,456	7,400	10,056	136%	37,000
Other Revenue	5,667	3,501	2,166	62%	14,000
Total Trading Income	571,308	569,234	2,074	0%	923,715
Gross Profit	571,308	569,234	2,074	0%	923,715
Operating Expenses					
Employee Costs	116,045	108,929	7,116	7%	433,308
Materials & Services	102,702	115,227	(12,525)	-11%	462,700
Depreciation	6,516	6,516	0	0%	26,060
Interest	459	411	48	12%	1,646
Total Operating Expenses	225,722	231,083	(5,361)	-2%	923,714
Net Profit	345,586	338,151	7,435	2%	1

5.4 Manager Community Development – Mrs. Lona Turvey

Community Development

2020 Calendar

The 2020 calendar is now available for purchase at the Council Office, Visitor Information Centres and various business outlets throughout the municipal area. Profits from the sale of the calendars go towards youth activities and projects.

Art Prize 2020

Entries are now open for the Glamorgan Spring Bay biennial art prize which will be held at the Swansea Town Hall over the weekend of 8th and 9th February, with the official opening taking place on Friday, 7th February.

Judges for the Art Prize are **Frances Butler**, Artistic Director and CEO of Glenorchy Art & Sculpture Park (GASP!) and Independent Producer – Gap in the Fence; **Malcom Bywaters**, Academic Director, Academy Gallery, University of Tasmania; **Chantale Delrue** who has had many exhibitions nationally and internationally and was included in the Tasmanian Inaugural Honour Role of Women for her contribution to the Arts.

Prize sponsors are: The Federal Group, Glamorgan Spring Bay Council, Swansea/Bicheno Community Bank, Tassal, Milton Vineyard, Avalon Coastal Retreat, Twamley Farm, Spring Bay Studio & Gallery and Artery.

Two One Act Plays

Council, in collaboration with Salon South, will present two one act plays in the Triabunna Community Hall on **Wednesday, 6th November at 2.00 pm.**

The Conversation, directed by Laurie Lewis with Denis Hawkey and Alwyn Lewis, is about a lonely pensioner looking for someone to talk with but unfortunately she is speech deprived.

Sisters, directed by Ros Peck, will be played by Pip Tyrrell and Kathy Spencer (Winner of Best Actress Award Onefest 2019).

Medical Students

The Mayor welcomed eighteen (18) second-year medical students to a morning tea on Monday, 16th September at the Triabunna Community Hall. The students spent the week in Triabunna for Rural Week. The aim of Rural Week 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 had a full program and at the end of the week members of the community came to a morning tea where they were able to chat with the students prior to presenting a report on their week's activities.

Keep Australia Beautiful – Tasmania Sustainable Communities Awards 2019

The Keep Australia Beautiful – Tasmania Sustainable Communities Awards (formerly Tidy Towns) will be presented at Oatlands on Friday, 18th October, 2019.

Bushfire-ready Expo

A Bushfire-ready Expo will be held at the Swansea Town Hall on Saturday, 2nd November between 10am and 2pm. This is a free community event and there will be displays and presentations. Everyone is welcome.

Citizenship Ceremony

The Mayor will officiate at a Citizenship Ceremony on Friday, 1st November, 2019. Four conferees will take the Oath of Allegiance on that day.

Community Small Grants Programme

NAME	DONATED	COUNCIL MINUTE
Rural Alive and Well Inc.	\$1,000	
Spring Bay Maritime & Discovery Centre Inc. Spring Bay Community Shed	\$1,000	
Buckland Cricket Club	\$1,000	
Spring Bay Community Boat Shed	\$1,000	
Olivia Connors – Representing Tasmanian in the National Championships – In-Line Hockey Australia	\$200	
Eastcoast Regional Development Organisation Inc.	\$500	
Orford Primary School	\$200	
Swansea Community Christmas	\$500	
Total	\$5,400	



Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Community Development.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	287,843	287,843	0	0%	287,843
Interest & Investment Revenue	836	0	(836)	0%	0
Other Revenue	10,688	3,489	(7,199)	-206%	13,950
Net Gain/Loss Assets - Gross sales revenue of asset	(98)	0	98	0%	0
Total Trading Income	299,270	291,332	(7,938)	-3%	301,793
Gross Profit	299,270	291,332	(7,938)	-3%	301,793
Operating Expenses					
Employee Costs	37,624	37,638	14	0%	150,543
Materials & Services	21,206	30,126	8,920	30%	121,250
Depreciation	7,500	7,500	0	0%	30,000
Net Gain/Loss Assets - W.D.V. of asset sold	472	0	(472)	0%	0
Total Operating Expenses	66,801	75,264	8,463	11%	301,793
Net Profit	232,468	216,068	(16,400)	-8%	0

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 is being undertaken to all buildings as required.
- **Swansea Loo with a View**
Construction is continuing on the Loo with a View toilet facilities at Jubilee beach, Swansea. The disabled toilet building has had the cladding and window installed and the roofing fitted. The inside fit out has commenced and we are currently waiting for the vinyl layer. The main Loo with a View steel frame has been positioned on the deck adjacent to the installed timber piles. This will now allow our builders to fit the timber frame and cladding. The main building steel frame was manufactured off site but could not be delivered until the TasWater sewerage connection was complete.



Image: Swansea ‘Loo with a View’

- **Drought Communities Programme**

The Drought Relief Communities Programme Grant awarded to the Glamorgan Spring Bay Council has seen various projects commence throughout the municipality.

The criteria for the grant is to refurbish and improve Council owned Community infrastructure.

Bicheno Hall has been painted, new blinds installed and the timber floor will be sanded and sealed in November. New chairs meeting Australian Standards have been ordered. Bicheno Lions Park has had a new perimeter fence constructed.

Coles Bay Hall has been painted internally and new blinds installed. The floor will also be sanded and sealed in November. New chairs meeting Australian Standards have been ordered.

The old SES building in **Swansea** is currently being refurbished into the Swansea Community Hub.

The refurbished building will consist of a community meeting room with adjacent kitchen and toilet facilities including disabled access facilities. The Hub will also incorporate a Re-use shop and a Men's shed.



Image: Swansea Community Hub

Triabunna Tennis Courts are being constructed at the Triabunna Recreation ground.

The Orford cricket ground is currently having practice nets installed and improvements to the playing field.

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 issued.

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)	17



Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is Build-Council Building Maintenance, Build-Boat Ramps, Jetties,
Build-Spring Bay Commercial Wharf, Build-Triabunna Marina.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	467,634	467,634	0	0%	467,634
User Charges	213,433	217,749	(4,316)	-2%	379,000
Other Revenue	0	501	(501)	-100%	52,000
Total Trading Income	681,067	685,884	(4,817)	-1%	898,634
Gross Profit	681,067	685,884	(4,817)	-1%	898,634
Operating Expenses					
Employee Costs	41,855	44,571	(2,716)	-6%	178,290
Materials & Services	103,504	89,676	13,828	15%	307,568
Depreciation	79,284	79,284	0	0%	317,130
Interest	19,907	23,913	(4,006)	-17%	95,646
Other Expenses	51	0	51	0%	0
Total Operating Expenses	244,601	237,444	7,157	3%	898,634
Net Profit	436,466	448,440	(11,974)	-3%	0

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. A brief is being developed to seek quotes for a consultant to complete the draft Plan and facilitate community consultation.

Bushwatch

Illegal firewood harvesting

The working group is likely to be reconvened this financial year by NRM South once they find out about their federal funding bid. 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.

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 commitment to strategic weed management across the state. A meeting is being held this month with key stakeholders to discuss a strategic weed project for the Bicheno area.

Negotiations to undertake priority weed control works for State Growth for 19/20 is still ongoing. 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. The requisite 'Activity Work Plan' has been completed and approved by the Australian Government.

Correspondence including project agreements has been sent to property owners/managers. On ground works have commenced.

The first of four news articles about this project has been distributed. Planning is underway for a field day which is now scheduled for early 2020 as discussions are underway with experts from the Victorian Serrated Tussock Working Group to attend.

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 13th November at the Orford Hall.

The GSB NRM Committee has been notified that it is a 2019 Tasmanian Landcare Awards Finalist. The 2019 Tasmanian Landcare Awards Dinner will be held on Saturday 26 October at Blundstone Arena.

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.

Support was provided to the Friends of Triabunna Reserves who hosted Dr. Eric Woehler, Convenor of BirdLife Tasmania in doing a presentation on Shorebirds and seabirds of the Tasmanian east coast. The event was well attended with 36 guests.

Two staff members attended two Bicheno Earth and Ocean Network (EON) working bees this month to undertake follow up boneseed control on the Crown Land Reserve behind the township. Thank you to EON for their dedication and enthusiasm.

Continue to work and develop partnerships with Parks and Wildlife Service, Crown Land Services, TasWater, DPIPWE, 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.

Requests to undertake weed control work on a number of Crown Land Reserves have been submitted to Crown Land Services via Crown Land Enquiries. We are still awaiting responses.

Discussions are ongoing with PWS and DPIPWE Wildlife Branch regarding improving collaborative management with regards to seabird and shorebird values on public land throughout the municipality.

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 number of workshops are now being rolled out throughout the southern regions for council officers as a key component of the project.

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

Two students from Triabunna District School have been selected to attend the Tasmanian Landcare Conference and will be assisting in preparing Serrated Tussock detection dog Fonz for his demonstration on Blunestone Arena in late October.

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 which is a key program under the auspices of the Southern Tasmanian Councils Authority.

Sustainability Officer is providing sustainability and waste management advice to the coordinators of a new festival 'Sunflower' Day being organised by Spring Bay Mill. Negotiations with Electric Highways Tasmania for an Electric Vehicle Charging Station in Swansea are ongoing.

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.

The review of the Coles Bay Native Flora and Fauna Plan will be undertaken over the next few months. All of the Native Flora and Fauna Plans will be reviewed over the next 12 months.

Regular visits of known locations of beach nesting shorebirds are ongoing with temporary fencing being installed around any nesting sites located. The Orford Bird Sanctuary has nesting Pied Oyster Catchers, Hooded and Red Capped Plovers. Some Hooded Plover chicks have already hatched and are very vulnerable at this time. The EPBC listed Fairy Terns have returned with a recent count from a renowned 'birder' who regularly visits the site is 24. They are currently courting and should be looking to nest soon.

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.

The Pulchella Community Nursery Landcare Group had a very successful launch at The Mill Community Nursery at the Spring Bay Mill on Saturday 12th October. Over 30 community people attend with many expressing an interest to be involved in seed collection, propagation and growing of plants, in particular native and food plants.

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

Two Parks and Reserves staff have completed their Certificate II in Horticulture. The NRM staff are still working on their Certificate IV Conservation Land Management and Horticulture.

Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2019

Department is NRM.

Account	YTD Actual	YTD Budget	Budget Var	Var %	2019/20 Budget
Trading Income					
Rate Revenue	396,010	396,010	0	0%	396,010
User Charges	0	2,001	(2,001)	-100%	8,000
Other Revenue	1,090	375	715	191%	1,500
Total Trading Income	397,100	398,386	(1,286)	0%	405,510
Gross Profit	397,100	398,386	(1,286)	0%	405,510
Operating Expenses					
Employee Costs	68,546	83,133	(14,587)	-18%	332,534
Materials & Services	15,446	14,397	1,049	7%	59,600
Depreciation	3,000	3,000	0	0%	12,000
Interest	0	345	(345)	-100%	1,376
Total Operating Expenses	86,992	100,875	(13,883)	-14%	405,510
Net Profit	310,108	297,511	12,597	4%	0

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 – 17 July 2019 (Draft)

Chris Schroeder
General Manager

Recommendation:

That Council receives and notes the draft minutes of the Triabunna Recreation Ground Advisory Committee dated 17 July 2019.

6.1 Triabunna Recreation Ground Advisory Committee (Draft)

Section 24 Advisory Committee Meeting Triabunna Recreation Ground

MINUTES

MEETING HELD – *Wednesday 17th July, 2019 - Recreation Room*

MEETING OPENED: 5.35pm

PRESENT: Phil Giffard, Councillor Keith Pyke, Jim Walters, Jan Sweet

APOLOGIES: Steve Davies, Neil Edwards, Councillor Jenny Woods

ABSENT: Nerissa Alomes

CONFIRMATION OF LAST MINUTES: (29th May, 2019)

Moved: Councillor Keith Pyke Seconded: Jim Walters Carried unanimously

CORRESPONDENCE IN:

- Email from Nerissa Alomes (unable to open attachment)
- Email from Triabunna Football Club

CORRESPONDENCE OUT:

- Application for Planning Approval – Signage
- Communities Programme (Round 4) Final Report – Kitchen Upgrade

MATTERS ARISING FROM PREVIOUS MINUTES

- Clubroom extensions completed.
- Councillor Jenny Woods to liaise with Council to clarify possible opening hours of netball courts.

TREASURERS REPORT

Upgrades Financial

Opening Balance	\$	70,611.43
Income	\$	0.00
Expenditure	\$	59,736.35
Closing Balance	\$	10,875.08

Working Financial

Opening Balance	\$	14,340.03
Income	\$	0.00
Expenditure	\$	1,144.00
Closing Balance	\$	13,196.03

**Total Closing
Balance:** **\$ 24,071.11**

Moved: Phil Giffard Seconded: Keith Pyke Carried unanimously

NEW BUSINESS

- Jim Walters reported that Drought Assistance Funding will fund relocation of Tennis Club to recreation ground opposite Tandara Motor Inn. Playing surface/synthetic grass to be decided.
- Jan Sweet purchased crockery, cutlery and vacuum cleaner and submitted receipts for reimbursement of same.
- Phil Giffard proposed that committee waive \$10,500 payment for FY 19/20 from Council and transfer same to Tennis Club to assist with new clubrooms.
Moved: Phil Giffard Seconded: Jim Walters Carried unanimously

• NEXT MEETING

Wednesday 2nd October, 2019 at 5.30 pm **Recreation Ground.**

There being no further business, the meeting was declared closed at 6.35 pm.

Confirmed **Date**

Chairperson

7. Officers' Reports Requiring a Decision

7.1 Draft Policy – Use of the Common Seal of Council

Responsible Officer – General Manager, Chris Schroeder

Background

The purpose of this report is to enable Council to adopt a policy to regulate and authorise the use of the Council Common Seal.

Budget Implications

Nil

Statutory Implications

Section 19 of the Local Government Act provides in part as follows;

19. Corporation of councils

- (1) A council is a body corporate with perpetual succession and a common seal.
- (3) The common seal is to be kept and used as authorized by the council.
- (5) The execution of a document sealed by a council is to be attested by such persons as the council determines.

Accordingly it is in order for Council to adopt a policy formalising the use of the Common Seal and delegating to authorised officers to sign and attest to the fixing of the Common Seal.

Recommendation

That Council adopt the Policy attached to this report and titled "Use of the Common Seal of Council".

Attachments:

Draft Policy – Use of the Common Seal of Council

Attachment Item 7.1: Draft Policy - Use of the Common Seal of Council

Preamble

Section 19(1), Section 19(3) and Section 19(5) of the Local Government Act 1993 provides as follows;

“19. Corporation of councils

- (1) A council is a body corporate with perpetual succession and a common seal.
- (3) The common seal is to be kept and used as authorized by the council.
- (5) The execution of a document sealed by a council is to be attested by such persons as the council determines.”

Purpose

The purpose of this policy is to regulate the use of Councils Common Seal

Policy

- The General Manager is to ensure the security of the Councils Common Seal at all times
- The Council Common Seal will only be used for documents that relate to the business of Council
- The General Manager is authorised to use the Council Common Seal for the following purposes;
 - To execute documents and attest the Council seal pursuant to a decision of Council
 - To execute documents and attest the Council seal pursuant to a decision of Council or for the following express purposes:
 - grant funding applications/agreements;
 - funding agreements with all other tiers of Government;
 - contracts for goods and services sourced through the application of the Council's Procurement Policy;
 - agreements and deeds of release or compromise in respect to insurance claims (including under excess claims);
 - Part 5 Agreements under the Land Use Planning and Approvals Act 1993 arising through agreements reached with individual property owners or arising out of planning conditions requiring a Part 5 Agreement to be entered into;
 - securing the Council's tenure in respect to recognised public land within the municipal for which the Council has assumed responsibility; and
 - to otherwise give effect to or complete an action or outcome following the Council's decision.
 - to execute employment documents (including deeds of release or compromise) to carry out the role of the General Manager under Section 63 of the Local Government Act 1993 to do all things necessary in relation to staff employment and the arrangements for that employment to be altered, or terminated.

Please Note: That a reference to General Manager in this Policy includes a person undertaking the role of Acting General Manager

7.2 Delegation to General Manager

Responsible Officer – General Manager, Chris Schroeder

Background

The purpose of this report is to enable Council to consider an instrument of delegation to the General Manager.

In order for the General Manager to fulfil the duties of the office it is appropriate for Council to delegate a range of functions and powers to the incumbent of the office of General Manager.

Section 22 of the Local Government Act details the powers and functions that can be granted to the General Manager and specifically those powers and functions that cannot be delegated. Section 64 of the Act provides for the General Manager to further delegate those powers that he deems appropriate to other Council staff. This report deals only with proposed delegations from Council to the General Manager with the exception of Council authorising the General Manager to further delegate powers and functions to Council employees where the General Manager deems necessary.

Attachment A to this report is a proposed Instrument of Delegation to the General Manager and is consistent with previous delegations provided by Council to the incumbent of the office of General Manager. Previous delegations by Council to the General Manager named the occupant of the office in person. This proposed delegation is specifically to the position of General Manager rather than a specific individual.

Budget Implications

Nil

Statutory Implications

Section 22 of the Local Government Act 1993 provides for Council to delegate certain powers to the General Manager.

Section 64 of the Act provides for the General Manager to further delegate such powers to an employee of the Council.

Recommendation

That Council approve the delegations, powers and functions set out in the attached instrument of delegation, marked as Attachment A.

Attachment:

- Instrument of Delegation

INSTRUMENT OF DELEGATION

Position: General Manager

In exercise of the power conferred by Section 22 of the *Local Government Act 1993*, Council at their meeting of 30th April 2019 approved the following delegations, powers and functions set out in this Instrument of Delegation to the General Manager and declared that the delegations set out herein:

- (a) Remain in force until revoked or varied by Council;
- (b) Are subject to any conditions and limitations set out herein; and
- (c) Are to be exercised in accordance with any guidelines or policies, which Council from time to time adopts.

Local Government Act 1993		
Section	Details of Delegated Authority	Conditions/Comments
19(3) & (5)	Attest the execution of a document sealed by Council.	As per Council policy on the Use of Council Seal.
27 1(e)	Act as the spokesperson for Council.	On certain technical or factual matters as the Mayor considers appropriate and in line with Council's Media Policy.
64	To delegate these powers and functions to Council employees, where deemed by the General Manager to be necessary to the operations of the Council.	Nil
72	Prepare an annual report.	Nil
72B(2)	Publish a notice advising of the details of Council's Annual General Meeting.	Nil



Section	Details of Delegated Authority	Conditions/Comments
74	Expenditure of Council funds.	In accordance with Council's adopted estimates and capital works program and in line with Council's Tenders and Contracts Policy.
75	Approve the investment of funds.	In accordance with Council's Investment Policy.
76(1)	Write off any debts owed to the Council pursuant to this section.	To a maximum value of \$500.
77(1)	Make a grant or benefit to any person, other than a Councillor, pursuant to this section of the Act.	To a maximum value of \$300.
81	Establish and maintain in Council's name such authorised deposit-taking institution accounts as considered necessary.	Nil
124(1)	Fix amounts, times, terms and conditions for the payment of moneys due to the Council by instalments, by ratepayers pursuant to this section.	Nil
126	Agree to the postponement of rates for a specified period.	Nil
127	Revocation of agreement for postponement of rates.	Nil
129	Remission of rates.	Limited to the remission of rates, charges and fees which have been paid or payable under a mistake of fact.



Section	Details of Delegated Authority	Conditions/Comments
133 - 134	Recovery of rates.	In accordance with any applicable Council policy.
135	Recovery of debts.	In accordance with any applicable Council policy.
167	To exhibit public notices in respect to Council by-laws.	Nil
185	Undertake work subject to a fencing notice not undertaken by owner within period specified.	Nil
189	Closure of a local highway.	Nil
190	Consider any objection to a Section 189 road closure.	Nil
196	Recovery of unpaid pound fees.	Nil
197	Sell, give away, or destroy any impounded animal if not claimed.	Subject to prior consultation with the Mayor.
200	To determine if a nuisance exists and to issue Abatement Notices where necessary.	Nil
207	Remit all or part of any fee or charge paid or payable in accordance with this section.	To a maximum value of \$500.
333A	Invite tenders over the prescribed amount.	In accordance with Council's Contracts and Tenders Policy.



Local Government (Building & Miscellaneous Provision) Act 1993		
Section	Details	Conditions
83	Approval of a plan of subdivision.	Subject to the granting of a planning approval for the purposes of LUPA 1993 (Tas).
85	Refusal of an application for a subdivision.	In accordance with the provisions of the Act.
86	Require security for payments and works due on a subdivision.	In accordance with any applicable Council policy.
91	Approve or object to corrections to final plans under this section.	Nil
92	Amendments to final plans required by the Recorder of Titles.	Nil
93	Cancellation of final plans withdrawn by the Recorder of Titles.	Nil
103	Approve amendments to sealed plans (where no hearing is required).	Nil
110	Approve adhesion orders under this section.	Nil
115	Approve exempt subdivisions under this section.	Nil
247	To remove advertising hoardings.	Nil



Monetary Penalties Enforcement Act 2005		
Section	Details	Conditions
18	Referral of an infringement to the Director of MPES	Nil
23	Withdrawal of an Infringement Notice referred to MPES.	Nil
28	Receive application for variation of payment conditions.	Nil
39	To issue proceedings if an alleged offender elects a hearing.	Nil
Environmental Management and Pollution Control Act 1994		
Section	Details	
21	Appointed as a 'Council Officer' pursuant to this section, and to appoint other officers as required.	Nil
22(1A)	Maintenance of a register of environmental protection notices.	Nil
44(4)	Notification to the Director of an environmental protection notice.	Nil
48	Instigate civil proceedings for a breach.	Nil
61	Advice of action taken in respect to alleged contraventions of the Act.	Nil
94(3)	Provisions relating to seizure	Nil



Resource Management and Planning Appeal Tribunal Act 1993		
Section	Details	Conditions
17	Enter in agreements, where necessary, at a conference held on behalf of the Resource Management and Planning Appeal Tribunal.	Nil
Land Use Planning and Approvals Act 1993		
Section	Details	Conditions
General provisions	Consult with or obtain the advice, opinion or recommendation of any authority, organisation, persons or person, or request submission of further information, as necessary prior to making a recommendation or determining whether to approve or refuse an application for use or development under applicable planning schemes.	Nil
General provisions	Refuse an application for use or development within any Use Class which fails to meet the applicable Acceptable or Alternative Solutions and therefore is prohibited under applicable planning schemes	Nil
General provisions	Authority to represent the Council (Planning Authority) or to appoint a person to represent the Council and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.	Nil
General provisions	Where Council has been unable to determine an application for a permit as a result of there being an equality of votes, to determine the application.	When there is insufficient time for Council to reconsider the matter within the time stipulated in the Act



Section	Details	Conditions
33A & 43E	Make a request for further information in respect of a planning scheme amendment application where required.	Nil
33(5)	Make a submission to the Tasmanian Planning Commission in response to a representation made by an owner or occupier in accordance with Section 33.	Nil
39(2)	Forward a Section 39 report to the Tasmanian Planning Commission following public exhibition of an amendment recommending that it be finally approved.	Nil
37	Make a request to the Tasmanian Planning Commission to dispense with certain requirements upon submission of a draft amendment.	Nil
43(i-k)	Agree to the extension of time of a Section 43A permit. Correct a mistake in a Section 43A permit. Make minor amendments to a Section 43A permit.	Nil
53	To grant an extension of the period during which an approved use or development must be substantially commenced.	Nil
54	Make requests for additional information and determine whether additional information is satisfactory in accordance with this section.	Nil
55	Make corrections to a permit granted by Council in accordance with this section.	Nil
56	Make minor amendments to permits granted by Council in accordance with this section.	Nil



Section	Details	Conditions
57	Grant permits with or without conditions for applications assessed under the Alternative Solution under applicable planning schemes or under the Performance Criteria within the applicable planning schemes.	Where no opposing representations have been received.
57A	Instigate, or be a party to any mediation in relation to a discretionary permit.	Nil
57(2)	Approve, with or without conditions, or refuse any application for a permit made in accordance with Section 57 or 58 of the Land Use Planning and Approvals Act 1993 where there is insufficient time for Council to determine the application within the time stipulated in the Act.	Where the applicant has refused or failed to agree to an extension of time.
57(6) / 58(2)	Agree to the extension of consideration times for applications for permits.	Nil
58	Grant permits with or without conditions for uses or developments assessed under Acceptable Solutions within the applicable planning schemes under this section.	Nil
59(2)	Serve notice of Council having failed to determine an application for permit in accordance with this section.	Nil
61	Represent the Council in any appeals lodged against permit decisions including instructing internal or external planners to appear on Council's behalf.	Nil
71	Enter into agreements under Part 5 of this Act.	Nil
75	Make amendments to agreements under Part 5 of this Act.	Nil



82	Authority to certify a true copy of a planning scheme, special planning order, permit or special permit for tendering to a court, tribunal or any person acting judicially and authorise a person for the same.	Nil
Strata Titles Act 1998		Conditions
Section	Details	
31	Grant a certificate of approval.	Nil
31AA	Determine an application for a certificate of approval made wholly or partly in respect of vacant land.	Nil
37	Approve Staged Development Schemes.	Nil
42	Approve a variation of a registered Staged Development Scheme.	
Public Health Act 1997		
Section	Details	Conditions
	Act pursuant to the powers specified in Sections 77, 78, 81, 82, 83, 97, 98, 101, 102, 103, 106, 107, 110, 111, 112, 115, 116, 119, 121, 122, 123, 135 and 136 of the Public Health Act 1997, and to issue Certificates of Authority to authorised officers for the powers specified in Sections 30, 32, 33, 34, 35, 36, 56, 84, 86, 131, 148, 158, 169, 176, 190 and 191 of that Act.	Nil



Food Act 2003		
Section	Details	Conditions
	Act pursuant to the powers specified in Sections 87,89, 91 and 101 of the Food Act 2003, and to issue Certificates of Authority to authorised officers for the powers specified in Sections 24, 33, 40, 41, 44, 46, 47, 48, 49, 59, 62, 73, 94, 104, 113, 118, and 125 of that Act.	Nil
Dog Control Act 2000		
Section	Details	Conditions
7(3)	To invite public submissions	Nil
26	To notify and invite public submissions in accordance with s.24(a) and s.24(b)	Nil
Litter Act 2007		
All of Council's powers.		
Traffic Act 1925		
All of Council's powers.		
Building Act 2016		
All of Council's powers.		



Burial and Cremations Act 2002	
All of Council's powers.	
Roads and Jetties Act 1935	
All of Council's powers.	
Weed Management Act 1999	
All of Council's powers.	
Heavy Vehicle National Law (Tasmania) Act 2013	
All of Council's powers.	
Urban Drainage Act 2013	
All of Council's powers.	
Local Government (Highways) Act 1982	
All of Council's powers.	



Miscellaneous Delegations	Conditions
Call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment and materials.	In accordance with any applicable Council policy.
Approve the disposal of surplus assets and equipment having a commercial resale value of no greater than \$1,000 by means other than by public notice or tender.	In accordance with any applicable Council policy.
Call for and accept tenders for the provision of goods and services for less than the prescribed amount.	In accordance with any applicable Council policy.
Exercise all of Council's functions and powers with respect to the implementation of the provisions of the Code of Tenders and Contracts, except for the authority to review or revise the Code.	In accordance with any applicable Council policy.
Seek legal advice and complete affidavits on behalf of Council in any matter where the Council is a party to the legal proceedings.	In accordance with any applicable Council policy.
Sign contracts, leases and agreements on behalf of Council.	In accordance with any applicable Council policy.
Negotiate and approve leases of Council properties.	In accordance with any applicable Council policy.
Make pro-rata refunds of registration fees for the current year only, when dogs are de-sexed or die, based on a pro-rata basis, calculated on the unexpired complete months of annual fees paid at the date of death or spaying.	Nil
Waive or reduce Planning and Building Fees.	In accordance with any applicable Council policy.

Miscellaneous Delegations (Cont'd)	Conditions
Authorise the closure of the Municipal Waste Management Centre(s) in the event of access problems caused by adverse weather conditions.	Nil
Authorise the total or partial release of bonds, guarantees and security deposits subject to the recommendation by the appropriate Council Officer, or to call on any bonds, guarantees and deposits where the work as secured has not been carried out in accordance with Council's requirements.	Nil
Power to determine and communicate to the relevant government agency any special requirements or conditions that may affect any sale of Crown Land in the municipal area.	Nil

This Instrument of delegation is effective as at [INSERT DATE] in accordance with Council resolution [INSERT DECISION NUMBER]:

.....
COUNCILLOR DEBBIE WISBY
MAYOR

7.3 Freycinet Golf Club – Letter of Support

Responsible Officer – General Manager, Chris Schroeder

Background

The Freycinet Golf Club is seeking a letter of support from Council to be included in a Sport and Recreation Major Grants Program 2019-20 grant application, to drought proof the Freycinet Golf Club's golf course.

The Golf Club have advised that there is no financial or in-kind support required from Council (now or in the future) for this project.

The requested letter of support outlines the social, health and well-being benefits of the project.

The project will increase the capacity of water storage/access for complete and adequate irrigation of the golf course. This will be achieved by increasing the capacity of two existing dams, creating a new dam and interconnecting all three for efficient irrigation. This will increase capacity from 9.4ML to 13 ML. A new bore will be sunk to increase water yield from the aquifer from 11,000lt/week to 70,000lt/week.

Due to drought conditions being experienced in the Freycinet Peninsula over several years, the greens have only been able to be watered in the last 18 months.

Budget Implications

Nil

Statutory Implications

Nil

Recommendation

That Council directs the General Manager to provide the Freycinet Golf Club with a letter of support from Glamorgan Spring Bay Council for the Club's government grant application.

Attachment:

- Draft letter of support for Freycinet Golf Club

Attachment: Item 7.3 Draft Letter of Support

23 October 2019

The Sport and Recreation Major Grants Program 2019-20
Communities, Sport and Recreation
GPO Box 65
HOBART TAS 7001

To Whom It May Concern,

Letter of Support for Grant Application – Freycinet Golf Club Drought Proofing Project

The Glamorgan Spring Bay Council (GSBC) is wholly supportive of this application for grant funds to drought proof the Freycinet Golf Course. The Club is endeavouring to achieve more effective and efficient management of the golf course and deliver an improved sporting facility for the community and visitors alike.

As a local Council, we know only too well the value and important contribution small projects such as this can make in maintaining the physical and social health and well-being of a small community such as this.

We can confirm that no Council approvals are required for this project.

Should you have any concerns or queries with this application, please don't hesitate to call me on (03) 6256 4755.

Yours Sincerely



Chris Schroeder
General Manager
Glamorgan Spring Bay Council

7.4 Bicheno Food & Wine Festival – Request for Council Funding/Support

Responsible Officer – General Manager, Chris Schroeder

Background

Council has received a letter from the Bicheno Festival Committee (see attachments), requesting support for the 2019 Bicheno Food & Wine Festival (BFWF) to be held on the 16th of November, 2019.

This letter outlines the support that was provided by Council in 2018 and requests Council's consideration for a similar level of support.

- Hire of 2 x waste trucks for the transport of rubbish off-site, including a driver
- Hire of wheelie bins and supply of bin liners, toilet paper
- Hire of "road closed" and "detour" signs, bollards and witches hats
- Costs covered for cleaning contractors - \$1,364 (incl. GST)
- Costs covered for portable toilet hire - \$4,670.88 (incl. GST)

This equated to approximately \$ 8,835 in total.

As this is quite a significant contribution from Council, the Bicheno Festival Committee Chair, Mr David Reed, has very kindly provided answers to the following questions regarding the festival and its contribution to our region.

Q1. If any profit is made, how is this used?

The Bicheno Food and Wine Festival is a not for profit organisation, whose proceeds go back into the community - recently we have been able to assist the local Hall Committee purchase a new projector. We have a range of community engagement programs each year.

Q2. Why should Council pay for the port-a-loos?

This is really a question about what component would the council like to support for the Festival? Council generously helped pay for much of the sanitation costs associated with the Festival last year as a one off - but we thought we would ask again.

Local Government support for events and festivals is well documented around the place and we just hope Council would be partners with this signature event for the East Coast.

Q3. What are the benefits to Council in supporting this event?

The rhetorical question might be posed - what are the losses if the event ceased? I think the benefits to Council are inherent within the benefits to the community (as Council is only a series of East Coast communities) and this Festival in Bicheno is greatly supported by ratepayers, who would very much like their Council to be part of the team that make it happen every year.

Council support for new playgrounds, new pathways and better facilities are universal and in Bicheno we also hope Council would support an economic driver such as this Festival weekend. However, Festivals around the globe rely on sponsorships and community support for part of their income streams.

Within the snapshot I have provided you (see attached), there is an economic analysis which states the revenues generated for the region as a result of the Festival are around \$400,000. There are many multipliers that can be applied to what that does for the region - but it is acknowledged that it is significant driver for the East Coast. Most importantly, the event stimulates the small businesses of Swansea, Triabunna, Coles Bay and Bicheno.

Q4 Is there a plan for the Bicheno Food & Wine Festival to become self-sufficient at some point? If so, by what year?

The Festival has been recognised by State Government as a “major partner” and we are in the midst of a 3 year partnership agreement that will put the Festival on target of being self sufficient by 2021. Very happy to provide you with financials if you would like. I would like to mention here that being self-sufficient is an absolute goal for us - as with any committee, unless there is significant future proofing - they eventually run out of puff, people retire and the event falters.

Budget Implications

TBC

Statutory Implications

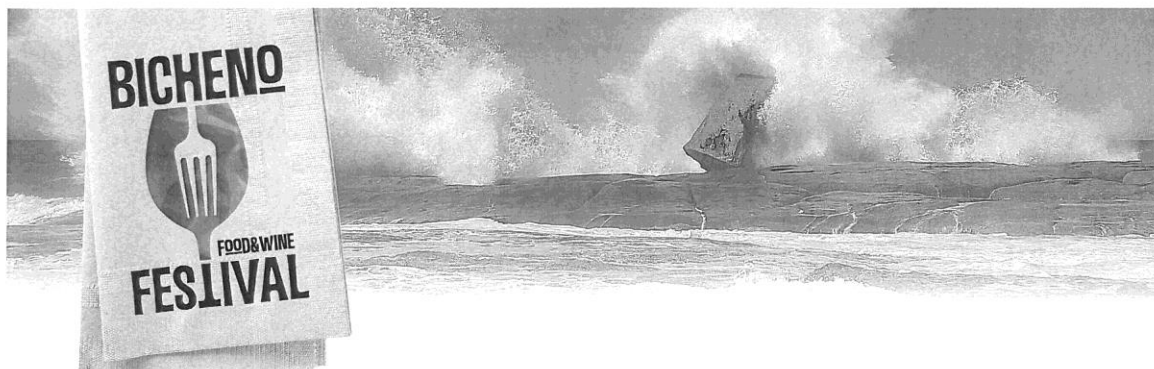
Nil

Recommendation

For Council's consideration and decision.

Attachments:

- Letter from Bichen Festival Committee – request for funding support (10 October, 2019)
- *Snapshot Bicheno Food and Wine Festival*



10/10/2019

Mr Chris Schroeder
General Manager
Glamorgan Spring Bay Council
PO Box 6, Triabunna 7190

Dear Chris,

I am writing to you today on behalf of the Bicheno Festival Committee, regarding support for the upcoming Bicheno Food & Wine Festival on the 16th of November.

In previous years the Glamorgan Spring Bay Council has generously provided a range of support for our immensely popular community event, including infrastructure hire, personnel hours and financial assistance. We hope that once again in 2019, the Council will be able to continue their support.

In 2018, the Festival received the following support from Council:

- Hire of 2 x waste trucks for the transport of rubbish off-site, including a driver
- Hire of wheelie bins and supply of bin liners, toilet paper
- Hire of "road closed" and "detour" signs, bollards and witches hats
- Costs covered for cleaning contractors - \$1364 including GST
- Costs covered for portable toilet hire - \$4670.88 including GST

I realise this application is coming very late as compared to 2018, and as such it may not be possible to expect a matched level of support this year. We are, however, very much reliant on Council for certain aspects – predominantly waste transport and equipment hires. Of course any financial contribution toward our infrastructure costs would be immensely valuable as well.

Please do not hesitate to contact me if you wish to discuss any aspects of this request, or indeed our event.

Yours faithfully,

David Reed (Chair)
0419394362
david@reedconsulting.com.au

PO Box 93 Bicheno Tasmania 7215

info@bichenofestivals.com.au www.bichenofestivals.com.au



Snapshot of Bicheno Food and Wine Festival

Bicheno Food & Wine Festival

"The Bicheno Food and Wine Festival is everything that makes your heart sing when you think of Tasmania's spectacular East Coast."



The largest annual event on the East Coast the Bicheno Food and Wine Festival (The Festival) is held, unsurprisingly, in Bicheno (pronounced 'Bish-eno') in the middle of Tasmania's East Coast. The Festival is all about Bicheno, its people and the crayfishing and surfing traditions of the town. In 2019 the Festival attracted 3,300 visitors, the maximum capacity the festival venue can sustainably cater for, and more than tripling the population of the town.

The Festival today is unapologetically about the produce, music and landscape of the East Coast and how these elements interact. The Festival attracts over 30 stallholders with strict selection criteria about the provenance and quality of the produce. The all-day music programme features artists from the East Coast. There are sell-out specialty master classes with local chefs, wine appreciation classes and the Surfboard Exhibition is a key feature which showcases the history that sits at the core of the Festival.

The Location

Equidistant from Tasmania's major cities of Hobart and Launceston, with a permanent population of around 1000 people, Bicheno has been a fishing town and a summer beach holiday escape for generations of Tasmanians. Bicheno is now firmly placed as a favourite stop on the Great Eastern Drive.

Bicheno is the only town along the East Coast of Tasmania located on the ocean, as opposed to the many others located in bays along the coast. This means that Bicheno has surf and a wonderful fishing tradition and a safe gulch to launch boats. At dusk Little Penguins return from the ocean to their burrows in the bushes around Bicheno. The Festival is held in the local Lions Park adjacent to Bicheno waterfront, with moored fishing boats popping up and down on the clear blue sea providing the idyllic backdrop.



The Festival is held at the local Lions Park overlooking Waubs Bay in Bicheno, East Coast Tasmania

The Origins

The Festival is steeped in history and tradition. In 2006 two locals decided the local Community Hall needed to be upgraded, and having a long table to celebrate the food and wine of the area would be just the ticket. In the following years local musicians and artists joined followed by the surfers and the Bicheno Food and Wine Festival as we know it now was born. Thirteen years later the tradition of locals, surfers, live music, seafood and produce of



the East Coast is firmly set as a 'must do' for many Tasmanians and visitors to Tasmania - it tells the story of the whole region.

Why November?

The Festival is held every year on the third weekend in November because historically that was the opening weekend of the recreational crayfishing season. What was usually a sleepy little coastal town overflowed with surfers, families, boaters and 'shackies' - the parties were legendary and created the tradition that is now the foundation of the Festival.

Who runs it and how do they do it?

The Festival committee is a not-for-profit incorporated body (Bicheno Festivals Inc.) with a wealth of experience informing the Festival including professional chefs, accountants, business people and company directors. Over the past 13 years the hardworking volunteer-run committee have grown the Festival to a stage where a strategic review in 2016 identified a number of key measures to ensure the smooth operation of the Festival and the Events' sustainability.

"We are a volunteer group – wine, food and music are what we love – our goal is to provide a platform for local producers, winemakers, distillers and musicians of our region to demonstrate and celebrate their success. We hope they showcase their true talents and in doing so bring a richness of spirit and community to the East Coast." David Quon, Committee Member, 2012



Masterclass demonstration by DQ

The future

In 2018 the event tickets sold out prior to Festival day. On the back of this incredible achievement, the committee made an important strategic decision not to increase the size and scale of the event – choosing to remain in the current location and true to the traditions of the Festival - so that Festival goers can enjoy the very best food and wine the East Coast has to offer whilst gazing at the azure waters and lichen covered rocks that are the signature colours of Tasmania's East Coast.

The opportunity for growth

The Festival is recognised in the Bicheno Destination Action Plan 2017-2019 as a hero event with a focus on ensuring growth and sustainability of the event for the benefit of the whole East Coast region. This ambition is being realised through a funding partnership with Events Tasmania that has delivered an independent review, new branding and revised pricing.

The Committee has recognized an opportunity to encourage a series of related events over the weekend to provide economic and social benefits to the region by extending the stay, increasing the spend and spreading the benefits across the community. In 2018 we commenced the "signature events" initiative designed to endorse and develop events on the Friday and Sunday around the Festival, with remarkable success.

In a few years it is anticipated that the Festival will be a highly prized element of a visit to Tasmania in November and that by word of mouth, active social media and with limited numbers the experience of visitors will be enhanced, the economic benefits to Bicheno and surrounds will be maximised and the event will maintain a strong sustainable approach.

The Bicheno Food and Wine Festival is a microcosm of what Tasmania is all about where "come and meet the locals" really means what it says. Opening our doors and laying out the welcome mat with genuine local hospitality. It's the kind of place where you will still be able to shake the hand of the person who grew the grapes that made the wine that you are drinking.

Program of Activities

The Festival has historically been a one-day event, held on the third Saturday in November, opening the gates at 10.30 in the morning and concluding at 6.00 pm.

The Festival site is effectively a large grassed area overlooking Waub's Bay in the centre of Bicheno where attendees are surrounded by over 30 stall holders, masterclass activities, a central stage showcasing all-day music and other activities that create an atmosphere whereby visitors just take off their shoes, relax on the grass and enjoy the traditions of the East Coast.

The music program showcases musicians from the region, commencing with the local school band at midday and featuring a range of local artists until 5.00 pm. The grassy dance floor is usually full with patrons of all ages right up until the final chord is struck.



The Festival site supports a program of music, masterclasses, food and wine stalls

The Masterclasses are pre-booked and cater for a maximum of 20 attendees from a dining perspective - with plenty of extra seats for people to "look on" without tasting. All masterclasses are sold out events featuring the talents of our local diverse community, themes include Wine Appreciation, French Cooking and an "Easy Peasy Japanesy" master class.

The Festival Program

In 2018, the program was extended to include activities on the Friday night and Sunday morning with a view to expand the visitor experience and extend the economic benefits to the community, this program included:

Friday	Welcome to Country, Friday evening Exhibition opening at Waub's Bay Gallery with local artist Vanessa Richardson Crayfish and Pinot dinner at the local eatery Lobster Shack, featuring highly regarded local winemaker, Brian Franklin from Apsley Gorge presenting his pinot vintages. Macaron making master class with cordon bleu chef and Bicheno resident, Gustav.
Saturday	Breakfast of oysters and bubbles signature experiences at Freycinet Marine Farm
Sunday	Ocean swim with local resident and Olympic swimming legend, Shane Gould Learn to Surf lesson, Waub's Beach. Music in the vineyard, Devils Corner Vineyard luncheon, Craigie Knowe Vineyard

Entry Fees

The Festival entry tickets are sold online and a limited number of entry tickets are available at the gate on the day. A celebration of local wine in re-useable Festival 'glasses'

Ticket	Entry Fees
Adult	\$15.00
Youths 10 to 18 years	\$5.00
Children under 10 years	Free
Ticketed Experiences: Masterclass	\$20.00



Key tourism experiences

- Food and wine of the East Coast
- Being a 'local'
- Music of the East Coast and Tasmania
- Meet the maker and grower
- Paddock to plate
- Masterclasses
- Surfing

Point of Difference & Unique Attraction

The Festival is a celebration of East Coast food and beverages and we managed to attract a balanced offering of food stalls, wineries and mixed food and beverage businesses.

There are now breweries, distilleries as well as wineries in the region and many new products and growers come to showcase their products. We pride ourselves in being the place where our local producers can meet many thousands of customers – and even share their contact details for longer term purchasing or information. The Festival provides the perfect event for those businesses without a cellar door or farm gate to meet potential consumers.

The Festival has a unique attraction that sets it apart from any festival in Tasmania, maybe the world – being its *Classic Surfboard Display*.



Baron Von Weirido (yes that's his real name), one of our local Festival Committee members, has an enviable collection of classic surfboards from 50 years ago Baron Von Weirido to the present day, and a network of surfers – congregate each year at the Festival with more and more boards – with more and more tall stories. The word of mouth about the Festival and this unique aspect of it is hard to believe - there are no formal invites, just the "vibe" of the Bicheno Festival is an undercurrent growing in the surfing fraternity. So much so that in 2019 there will be a VW Combi display to complement the surfboards.

Our local Baron!

Von Weirido became so named because he had a stack of weird surfboards, simple really! Then he met Lord Sutch (known as "Screaming Lord Sutch") who apparently sold him a baronet for 200 pounds - after all with a name like Von Weirido he needed a title to go with it. May we present, Baron Von Weirido. The Baron lives at the Gulch in Bicheno, has a pop-up shop and is a real local identity, and quips that "as a Baron" he often gets bubbles and upgrades in hotels



and airlines!

Visitor Appeal

The East Coast of Tasmania attracts 352,500 visitors annually (Tourism Tasmania, March 2019). The region is considered to be the sixth most tourism dependent region in Australia (Tourism Research Australia 2017). The Bicheno Destination Action Plan 2017-2019 identifies the Bicheno Food and Wine Festival as a hero event critical in maintaining the profile and awareness of the East Coast destination.

The Great Eastern Drive, arguably one of the best coastal drives in Australia, has made the East Coast experience more accessible and increased the profile of the area as a tourism destination. Food and wine provenance is becoming a highly sought-after attribute within a visit to Tasmania with the State renowned for its quality produce. The East Coast of Tasmania is building its profile as a food and wine destination founded in the all-encompassing coastal experience of its pristine beaches, natural landscapes, sleepy coastal towns, surf breaks and fishing opportunities. The mild climate is perfect for producing some of Tasmania's best oysters and other shellfish, premium berries, cheeses and cool climate wines.

The Festival brings all of these together in one place to showcase all that is 'East Coast'. The Festival not only is in complete harmony with what the East Coast has to offer, but it gives visitors an intense injection of the East Coast experience by collecting the locals, growers and visitors in the one spot at one time.

The Festival is capitalizing on the strengths of the tourism experiences in the region. The "experience statement" of the East Coast Tourism region is almost a perfect reflection of the Festival: Festival website promotes East Coast visitor experiences

The East Coast is as much a feeling as a location. Time slows here to join with the gentle rhythm of the sea. As you travel the spectacular winding roads to the East Coast it's as though you pass through a membrane that filters out the frantic energy of the world beyond, preserving a pared-back way of life.

Our reality is often surprising, breathtaking and fulfilling. The locals talk to you, wave as you drive by and share stories and secrets.

Commuting East Coast-style is a leisurely walk to the beach, a minor voyage in a sea kayak or a stroll to the local shop for delicious treats.

Instead of shopping bags visitors will take home warm memories: a golden, late-afternoon car trip. Stopping for Ice-cream. Buying fresh fruit from a roadside stall. Holding hands. Eating hot fish and chips with ocean breezes rustling the wrapping paper.





Driving visitation to the region

The East Coast is a strong inter- and intrastate destination, with 42% of visitors originating from Tasmania and 58% from Interstate and International, the largest share being Interstate (Tasmanian Visitor Survey, International Visitor Survey and National Visitor Survey 2018).

The East Coast visitation is highly seasonal with peak visitor numbers experienced from late December to early April. The Festival is held in November, drawing visitation to the area in the shoulder season. The Festival connects with other events on the East Coast to grow the shoulder and lower season visitation, actively supporting these through mentoring, network connection and cross promotion - the Great Eastern Wine Weekend (September), the Festival of Voices (July), the Bay of Fires Winter Arts Festival (June) and emerging events including the East Coast Harvest Odyssey (April).

Capitalizing on the East Coast strengths

The committee has worked strategically over the last few years to strengthen the Festival's contribution to the appeal and profile of the destination. We actively partner with our local institutions including Glamorgan Spring Bay Council and Swansea/Bicheno Community Bank Bendigo Bank to strengthen the visibility of the festival with our local East Coast community, building support for the event.

We proactively undertook a strategic review of the Festival with Events Tasmania to build the sustainability of the event with a view to embedding it as a key driver of visitation to the region.

As part of this three-year grant partnership with Events Tasmania we have:

- Developed a new logo, website and collateral aligned with the East Coast Tourism brand and experiences
- Appointed a festival manager to provide professional event management and ensure the quality of the event for visitors and stallholders alike
- Initiate a year-round marketing plan
- Develop a program around yield and pricing to ensure the Festival is a long-term viable business proposition.

We actively partner with our Regional Tourism Organisation, East Coast Tourism, in our promotional efforts to strengthen the brand of the region and to leverage and support the profile of the region. The Festival online presence strongly promotes and connects with the tourism experiences of the region actively encouraging visitors to not only experience the event but extend the stay to include other experiences in the region. Our social media presence actively features East Coast Tourism branding and the Festival branding is aligned with the tourism brand.

Awards

The Festival has been awarded the 'Event of the Year' for two years running (2018, 2019) at the Great Eastern Driver Awards run by East Coast Tourism, recognizing the important role of this event for the East Coast.



Who Comes to the Festival?

The Festival continues to grow in popularity with the total numbers of patrons growing 13% to 3090 attendees in 2018.

In 2018 the strongest growth in attendance came from Southern Tasmania, with 1300 visitors from Tasmania's capital city of Hobart. The East Coast is highly accessible from Hobart and surrounds and is a strong holiday destination for this market.

Statistics demonstrate that the event remains a strong attractor for East Coast locals and Northern Tasmanians. The event is also gaining profile from a wider intrastate audience with about 280 visitors from the North West, doubling the previous year attendance. While interstate attendance dropped in 2018 (by more than half the previous year attendance) the Festival is unashamedly a Tasmanian regional Festival drawing its patrons from both of Tasmania's large cities, with visitors staying the weekend and enjoying all the very best of what the East Coast has to offer.



The Festival uses the online Universe ticketing system, enabling accurate information collection with every ticket purchaser's postcode and email details to enable follow up and future promotion of the event. Through this data we also know that of the 3300 patrons, 322 under 18's included in the entry tickets - nearly 10% of patrons.

We engage the local school community in the Festival by enlisting them to survey attendees on the day. The survey allows a deeper understanding of attendees and the economic benefit to the visitor economy of the region from the following questions:

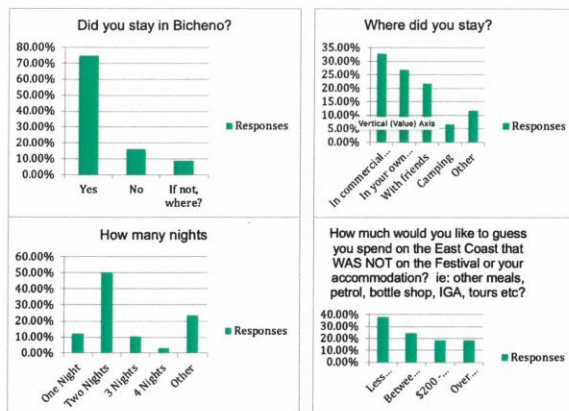


- Where are you from?
- How many nights did you stay in Bicheno?
- Where did you stay?
- How much did you spend per night?
- Did you stop on the way to Bicheno for accommodation?
- How much did you spend?
- What is your best guess of what you spent on the East Coast (petrol, meals, botte shop) that WAS NOT at the Festival?

In 2018 there were 128 responses and we calculate this a sample size of 9.2% based on the sound assumption and informal research that patrons travel in a minimum group size of 2.

From this data we understand:

- 74% of patrons stayed in Bicheno
- 32% of all patrons stayed in commercial accommodation
- On average they spend between \$100 and \$200 per night (say \$150)
- 15% stayed 1x night, 50% stayed 2x nights and 15% stayed 3 nights



Economic Benefits

The economic benefit to the East Coast region of Tasmania from the Bicheno Food and Wine Festival event is in excess of \$397,500.

We assess the economic benefit of the Festival to the region using three measures:

1. Accommodation expenditure by patrons;
2. What the stallholders earned at the Festival from the patrons; and
3. How the patrons spent their money outside the Festival.

How patrons spent their money outside the Festival and Accommodation

How patrons spent their money outside the festival is calculated from the survey undertaken by local school volunteers. The contribution to the local Bicheno and surrounds economy **outside of the gates of the festival** is calculated at \$252,000.

To festival bases its calculation of the economic contribution on the assumption that patrons travel in minimum group size of pairs/couple. From the survey undertaken by the school volunteers we know that 32% of patrons stayed in commercial accommodation, patrons spent approximately \$150 on accommodation, staying between 1-3 nights and on average \$180 in the local area outside of the Festival.



The calculation:		
<ul style="list-style-type: none"> 3300 patrons less 322 under 18's = 2768 patrons or 1384 pairs. 32% of patrons stayed in commercial accommodation = 2768 X 32% = 885 pairs This equates to 442 rooms based on double occupancy. 		
10% of 442 pairs spent 1x night	44 nights @ \$150	\$6,600
50% of 442 pairs stayed 2 nights	221 nights x 2 @ \$150	\$66,300
10% of 442 pairs stayed 3 nights	44 nights x 3 @ \$150	\$19,800
Total accommodation value of the Festival to the East Coast		\$92,700
Spend in the local area outside of festival: \$180 x 885 pairs		\$159,300
Total economic spend		\$252,000

What stallholders earned at the Festival

While stallholders are discrete about disclosing their earnings, they provide indicative figures which enable us to provide an estimate of earnings.

The fact that stallholders return every year also indicates that this is a positive event for stallholders.

The Calculation: The economic contribution from the stallholders is calculated on:	
<ul style="list-style-type: none"> Stall holder revenue The known Cost of Goods (COGS), which is based on Industry Standards Staffing levels which tally with the entry tickets we give out to stallholders. 	

Stall type		Per stall	Total for stall type
Food stalls (15 stalls)	average takings	\$5,200	\$78,000
	average number of staff	2	30
	COGS	40%	\$31,200
Beverage stalls (15 stalls)	average take	\$4,500	\$67,500
	average staff	3	45
	COGS	50%	\$33,750
Totals (30 stalls)	Total stallholders revenue		\$145,500
			75
	Total staff		
	Total COGS contribution		\$64,950



Summary – Total Contribution to the local economy

From this information we estimate that the event generates a minimum economic contribution of nearly \$400,000 for the local East Coast economy. In addition there are 75 staff directly employed during the Festival.

Apart from accommodation and patrons' other expenditure, we also know that at least \$60,000 is injected into the region through purchasing of goods and raw materials by stallholders.

Source	Economic Contribution
Stallholders Revenues	\$145,500
Patrons accommodation	\$92,700
Patrons other expenditure	\$159,300
Total Festival Revenues	\$397,500
Stallholders COGS	\$64,950
Stallholders staff	75

The following testimonials support the economic contribution that the Festival makes to the local economy:

The Bicheno Food and Wine Festival develops pride in the community and has far reaching social and economic impacts. It's a volunteer-based organisation that delivers a fantastic Festival each year that continues to grow in demand. It assists innumerable small businesses up and down the coast. The festival specifically engages with a range of community organisations - to mention a few - the Lions Club, The Community Hall Committee, the Tennis Club and local Surf Club. The economic benefit is substantial as most of the towns within the vicinity of Bicheno are fully booked that weekend with Festival goers. As a Bicheno retailer my personal experience is that the festival brings a big increase in business activity for the whole weekend.

Michael Symons
Glamorgan Spring Bay Councillor
August 2019

7.5 Consent to Lodge a DA: Cricket Practice Nets, Swansea Recreation Ground

Responsible Officer – Acting Manager Development and Compliance, Adrian O’Leary

Background

On 13 September 2019, the Swansea Cricket Club lodged a Development Application asking for Council's agreement to lodge an application to erect new practice nets at the Swansea Recreation Ground. Council holds a lease over the Swansea Recreation Ground from the Crown.

All Development Applications must have owner consent to lodge. If an application is on Council or Crown-owned or administered land, the written permission of the Minister (or their delegate) and/or the General Manager must be provided.

Consent is provided by completing and signing the section on page 5 of the DA form headed '*if application is on or affects Council or Crown owned or administered land*'.

Purpose

This report is provided so Council can decide to provide permission to lodge, or not. The application has not been assessed in terms of the planning scheme. Council agreeing to lodge the application does not imply approval of the proposal. If Council provides permission to lodge, the application will then be assessed against the planning scheme.

Council can provide permission to lodge via the General Manager signing the relevant section on page 5 of the form.

The Proposal

There are no cricket practice nets at the Swansea Recreation Ground. There are nets at the Swansea Primary School, which the cricket club uses. However, there are several issues with this arrangement:

- it is not always possible to use the nets at the school
- use can be problematic with tennis courts and club house, and private residences and visitor accommodation nearby
- the nets at the primary school have exposed concrete, which can be dangerous with the edges becoming potential trip hazards

The request is for basic training nets to be installed at the recreation ground. See the plan attached to the application. This is an area that would mean balls could be hit out onto the ground (for safety) and is close to the power outlet for the bowling machine

The structure would be 3m wide, 10m long and 3m high.

The Swansea Cricket Club will cover the cost of the project and asks that Council provide owner consent to lodge the application.

Budget Implications

Nil

Statutory Implications

Planning Authority

Recommendation

That Council decides whether or not to provide consent to lodge DA 2019 / 228.

Attachments:

- Covering letter to application
- Development Application 2019 /228



Swansea Cricket Club
56 Franklin St
Swansea TAS 7190
browlings@bigpond.com

Attention: Glamorgan Spring Bay Council

The Swansea Cricket Club has been a big part of our community for many, many decades and is still going strong. The Club continues to have a wonderful community involvement from players, committee, volunteers and supporters of all ages and genders.

Cricket is a thrill both to play and to watch and also encourages team spirit, fosters discipline, helps build up character and brings out the quality of leadership. It can improve endurance, stamina, physical fitness and hand eye-coordination.

Before we begin the upcoming season we would like to enquire into getting some permanent training nets built at the Swansea Recreation Ground at no cost to you. At present we are using the cricket nets at the local primary school but this is not always possible and it is problematic with the surrounding tennis courts and club house, private residents and accommodation nearby.

The current training nets have exposed concrete, which can obviously be very dangerous as well as the edges becoming a trip hazards.

We would ask for a basic training net be installed around the recreation ground so that cricket balls can be hit out onto the ground for safety purposes and if it could be close to the power outlet for the use of the bowling machine. We would like the structure to be 3 metres wide, 10 metres long and 3 metres high. We are happy to cover the cost of this project and hope that you will give the approval needed.

I look forward to hearing from you soon.

Kind regards,

Beth Rowlings
Secretary/Treasurer



Office: 9 Melbourne Street,
Postal: PO Box 6 Triabunna 7190
Phone: 6256 4777 Fax: 6256 4774
Email: planning@freycinet.tas.gov.au
Web: www.gsbc.tas.gov.au
ABN: 95 641 533 778



GLAMORGAN SPRING BAY COUNCIL

Application for Planning Approval

OFFICE USE ONLY	
DATE RECEIVED:	PID:
FEE	RECEIPT No:
DA:	PROPERTY FILE:

Advice:

Use this form for all no permit required, permitted and discretionary planning applications including subdivision as well as for planning scheme amendment & minor amendments to permits.

If you are applying for a change of use to visitor accommodation in the General Residential, Low Density Residential, Rural Living, Environmental Living or Village Zone, the *Visitor Accommodation Use in Existing Habitable Buildings Standard Application Package* must be used. This is available on the Council website.

Completing this form in full will help ensure that all necessary information is provided and avoid any delay. The planning scheme provides details of what other information may be required at clause 8.1 and in each applicable Code.

Please provide the relevant details in each applicable section by providing the information or circling Yes or No as appropriate. If relevant details are provided on plans or documents please refer to the drawing number or other documents in this form.

Often, it is beneficial to provide a separate written submission explaining in general terms what is proposed and why and to justify the proposal against any applicable performance criteria.

If you have any queries with the form or what information is required please contact the office.

Details of Applicant & Owner

Applicant:		Swansea Cricket Club			
Contact person: (if different from applicant)		Beth Rowlings			
Address:	56 Franklin St			Phone	
	Swansea	Tas	7190	Fax:	
Email:	browlings@bigpond.com			Mobile:	0438578394
Do you wish for all correspondence to be sent solely by email?				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Owner: (if different from applicant)					
Address:				Phone:	
				Fax:	
Email:				Mobile:	



Application for Planning Approval

Details of Site and Application

Please note, if your application is discretionary the following will be placed on public exhibition.

Site Details

Address / Location of Proposal: Swansea Recreation Ground			
1 Franklin St	Swansea	Suburb	Post Code 7190
Size of site	m ²	or	Ha
Certificate of Title(s):			

Current use of site:	Football, cricket, Little Athletics
----------------------	-------------------------------------

General Application Details

Complete for All Applications

<input checked="" type="checkbox"/>	New Dwelling / structure	<input type="checkbox"/>	Change of use
<input type="checkbox"/>	Additions / Alterations to Dwelling	<input type="checkbox"/>	Intensification or modification of use
<input type="checkbox"/>	New Outbuilding or Addition	<input type="checkbox"/>	Subdivision or boundary adjustment
<input type="checkbox"/>	New Agricultural Building	<input type="checkbox"/>	Minor amendment to existing permit DA /
<input type="checkbox"/>	Commercial / Industrial Building	<input type="checkbox"/>	Planning Scheme Amendment

Estimated value of works (design & construction)	\$
--	----

Describe the order and timing of any staged works:	or N/A
--	--------

General Background Information

Please state the name of any Council officers that you have discussed this proposal with:	Officer's name : N/A or	
Is the site listed on the Tasmanian Heritage Register?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Have any potentially contaminating activities ever occurred on the site? <i>If yes, please provide a separate written description of those activities.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is the proposal consistent with any restrictive covenants or Part 5 agreements that apply to the site?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>



Application for Planning Approval

Does the proposal involve any of the following?		
Type of development		Brief written description if not clearly shown on the plans:
Partial or full demolition	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Fencing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
New or upgraded vehicle / pedestrian access	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
New or modified water, sewer, electrical or telecommunications connection	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Retaining walls	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Cut or fill	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Signage	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
New car parking	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Vegetation removal	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Existing floor area . m ²	Proposed floor area .m ²
--------------------------------------	-------------------------------------

Number of existing car parking on site	Number of proposed car parking on site
--	--

Describe the width & surfacing of vehicular access (existing or proposed) and how drainage/runoff is collected and discharged:	
If vehicular access is from a road sign-posted at more than 60 km/hr, please state the sight distance in both directions:	or N/A
<p>Please note, if a gravel driveway is proposed from a sealed public road please address the following clause (E6.7.6 P1):</p> <p><i>Parking spaces and vehicle circulation roadways must not unreasonably detract from the amenity of users, adjoining occupiers or the quality of the environment through dust or mud generation or sediment transport, having regard to all of the following:</i></p> <p>(i) the suitability of the surface treatment;</p> <p>(ii) the characteristics of the use or development;</p> <p>(iii) measures to mitigate mud or dust generation or sediment transport.</p>	

Will stormwater from buildings and hardstand areas be managed by: (details should be clearly shown / noted on plans)	Discharge to a main:	Yes <input type="checkbox"/>
	Discharge to kerb & gutter:	Yes <input type="checkbox"/>
	Discharge to roadside table drain:...	Yes <input type="checkbox"/>
	Discharge to natural watercourse: ..	Yes <input type="checkbox"/>



Application for Planning Approval

		Retained on site:	Yes <input type="checkbox"/>
Materials			
External building material	Walls:		Roof:
External building colours	Walls:		Roof:
Fencing materials:		Retailing wall materials:	

For all outbuildings

Describe for what purpose the building is to be used:	N/A
Describe any intended toilet, shower, cooking or heating to be installed:	N/A
If the building is to be used wholly or partly as a domestic workshop, what type of tools and machines will be used?	N/A

For all non-residential applications

Hours of Operation

Current hours of operation	Monday to Friday:		Saturday:		Sunday & Public holidays:	
Proposed hours of operation	Monday to Friday:		Saturday:		Sunday & Public holidays:	

Number of Employees

Current Employees Total:		Maximum at any one time:	
Proposed Employees Total:		Maximum at any one time:	

Describe any delivery of goods to and from the site, including the types of vehicles used and the estimated average weekly frequency:	or N/A
Describe current traffic movements into the site, including the type & timing of heavy vehicle movements & any proposed change:	or N/A
Describe any hazardous materials to be used or stored on site:	or N/A
Describe the type & location of any large plant or machinery used (refrigeration, generators)	or N/A
Describe any retail and/or storage of goods or equipment in outdoor areas:	or N/A
Describe any external lighting proposed:	or N/A



Application for Planning Approval

Personal Information Protection Statement:

The personal information requested is personal information for the purposes of the *Personal Information Protection Act 2004* and will be managed in accordance with that Act. The personal information is being collected by Glamorgan Spring Bay Council for the purposes of managing, assessing, advising on and determining the relevant application in accordance with the *Land Use Planning and Approvals Act 1993* (LUPPA) and other related purposes, including for the purpose of data collection.

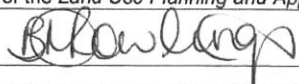
The intended recipients of personal information collected by Council may include its officers, agents or contractors or data service providers and contractors engaged by the Council from time to time.

The information may also be made publically available on the Council's website and available for any person to inspect in accordance with LUPAA. The supply of this information is voluntary. However, if you cannot or do not provide the information sought, the Council will be unable to accept and/or process your application.

Declaration:

I/we hereby apply for planning approval to carry out the use or development described in this application and the accompanying documents and declare that: -

- The information in this application is true and correct.
- I/we authorise Council employees or consultants to enter the site in order to assess the application.
- I/we have obtained all copy licences and permission from the copyright owner for the publication, communication and reproduction of the application and reports, plans and materials provided as part of the application and for the purposes of managing, assessing, advising on and determining the application.
- I/we authorise the Council to:
 - Make available the application and any and all information, reports, plans and materials provided with or as part of the application in electronic form on the Council's website and in hard copy at the Council's office and other locations for public exhibition if and as required;
 - Make such copies of the application and any and all information, reports, plans and materials provided with or as part of the application which are, in the Council's opinion, necessary to facilitate a consideration of the application; and
 - Publish and or reproduce the application and any and all information, reports, plans and materials provided with or as part of the application in Council agendas, for representors, referral agencies and other persons interested in the application.
- You indemnify the Council for any claim or action taken against the Council for breach of copyright in respect of the application and any and all information, report, plan and material provided with or as part of the application.
- I/we authorise Council to provide a copy of any documents relating to this application to any person for the purpose of assessment or public consultation and agree to arrange for the permission of the copyright owner of any part of this application to be obtained.
- I/We declare that the Owner has been notified of the intention to make this application in accordance with section 52(1) of the *Land Use Planning and Approvals Act 1993*.

Signature:		Date:	12/9/19
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If applicant is not the owner

If the applicant is not the owner, please list all persons who were notified of this application pursuant to section 52 of the *Land Use Planning and Approvals Act 1993*.

Name:	Method of notification:	Date of notification:

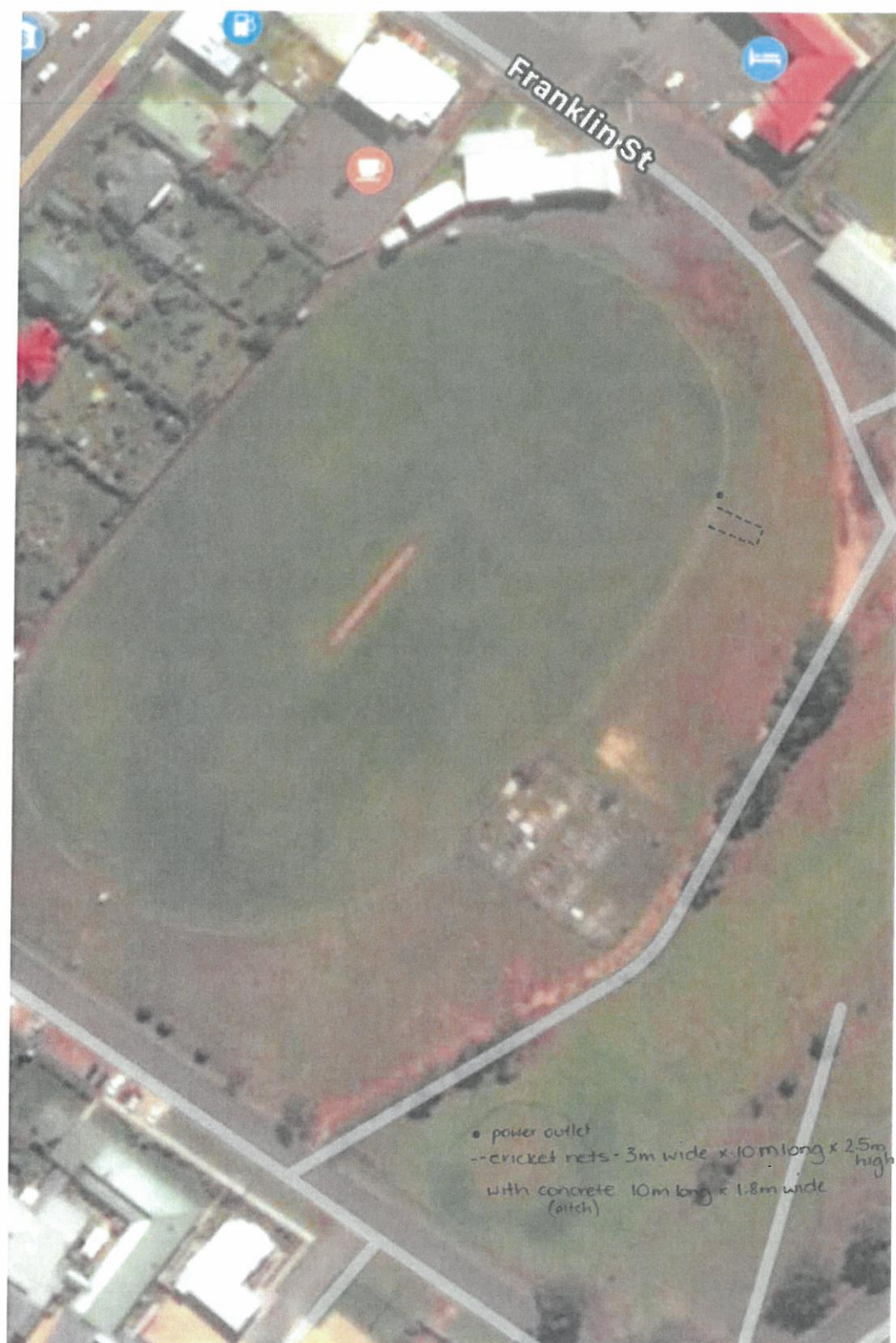
If application is on or affect Council or Crown owned or administered land

If land affected by this application is owned or administered by the Crown or Council then the written permission of the relevant Minister (or their delegate) and/or the General Manager must be provided and that person must also sign this application form below:

I, _____ being responsible for the administration of land at _____
declare that I have given permission for the making of this application by _____ for use
and/or development involving _____

Signature:

Date:



7.6 Application for Kerbside Vending Position

Responsible Officer – Acting Manager Development and Compliance, Adrian O’Leary

Background

An application has been received from Mr T. Foreman to use his kerbside license to trade a mobile coffee/food van at a location that is not on the approved list in our current mobile food van policy.

A copy of his letter and map is attached.

The position the applicant would like to trade from, is at the pull over tourist information bay on the Tasman Highway before Orford coming from the direction of Hobart (see attached map).

Statutory Implications

Not applicable.

Budget Implications

Not applicable.

Recommendation

That the Council make a decision as to whether this is a suitable position for a kerbside vendor.

Attachments

- Letter from applicant.
- Proposed position for kerbside vendor.



01 OCT 2019

The Manager Development and Compliance.

BY:

My name is Tom Foreman and I live and operate the "Wheel Good Mobile Coffee Van" in Triabunna.

I have a current kerbside vending licence from GSBC, the van has a current Food Act 2003 health licence issued by GSBC and I hold a \$10,000,000 public and product indemnity insurance policy.

With the very recent changes made to the council kerbside vendor – food van licences policies I have a new location that I would like to trade from.

It fulfils all the requirements asked of an approved position and I believe it would be a benefit to the Great Eastern Drive product.

The position I would like you to allow me to use is at the tourist information bay along side the Prosser River just south west of Orford.

As can be seen on the image provided the position is at least 300mts from the Orford shop precinct and 8mtrs in from the road verge and it would not be taking up a car park or obstructing the flow of traffic through the information bay.

I would like you to consider my request and inform me via email of your decision as soon as practicable.

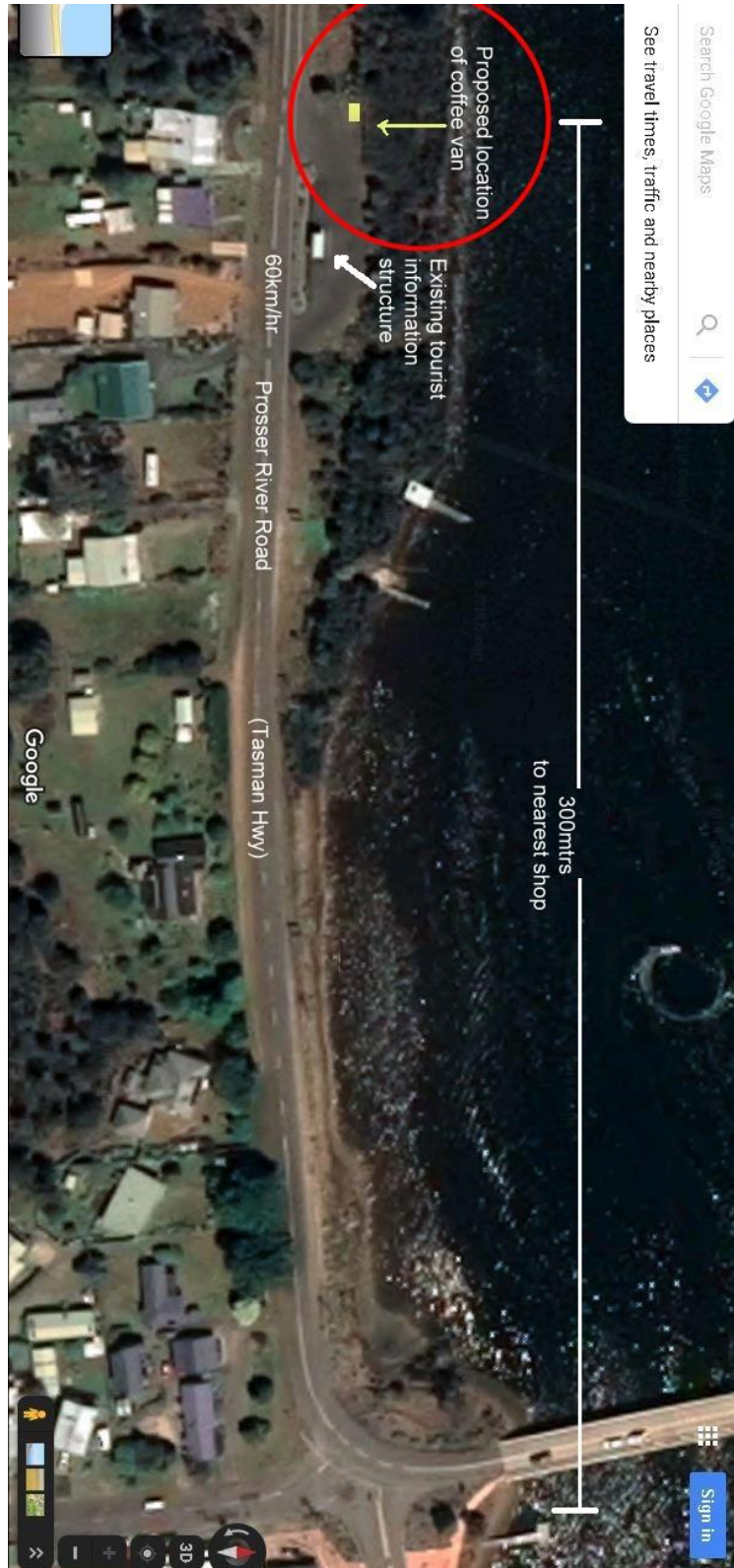
PS: This request was sent to the General Manager via email on Thursday 26th September with a request for a read receipt. I have heard nothing since so can only assume it has gone astray. If this is not within your area of responsibility could you please forward this request to the relevant person for action and reply to me with whom this person is.

Kind Regards

Tom Foreman

0498 185517

tnjforeman@optusnet.com.au



7.7 Removal of Policy 2.4 – Vegetation Management Coles Bay

Responsible Officer – Manager Natural Resources / Manager Works

Background

Policy 2.4 Vegetation Management Coles Bay was developed in 2007 at a time when there were no other policies or plans that guided the management of vegetation anywhere in the municipality.

Since that time Native Flora and Fauna Management Plans have been developed for the reserves managed by council throughout the municipality including Coles Bay.

Additionally Policy 2.3 Tree Management Council Managed Land was adopted in 2016 which addresses additional vegetation issues on land outside of reserves yet managed by Council.

Budget Implications

Nil

Statutory Implications

Nil

Recommendation

1. That Council confirm Policy 2.4 Vegetation Management Coles Bay has been superseded by both Policy 2.3 Tree Management Council Managed Land and the Native Flora and Fauna Management Plan – Coles Bay Reserves.
2. That Council revokes Policy 2.4 Vegetation Management Coles Bay

Attachments:

Please see <https://gsbc.tas.gov.au/council/council-policies/> for copies of these policies.

7.8 Christmas Closure Period

Responsible Officer – General Manager

Comments

It is proposed that the Christmas closure period for 2019 is as follows:

- Business closes Friday 20th December 2019 at 4.30pm and re-opens Thursday the 2nd of January 2019 at 9.00am.

Staff annual leave will be taken on the following days, where required.

- Monday 23rd December
- Tuesday 24th December

As per Council's current Enterprise Bargaining Agreement (2018 – 2021) section 37 states:

37.1 *The three days between Christmas and New Year will be paid as Christmas gratia leave and will not be deducted from an employee's leave accruals. If the employee is required to work on any of these days or part thereof, they are to be taken in lieu.*

Therefore the following entitled days will be taken as 'Christmas Gratia Leave'.

- Friday 27th December
- Monday 30th December
- Tuesday 31st December

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

Statutory Implications

Nil

Budget Implications

Nil

Recommendation

That Council approves the proposed Christmas closure period whereby the Council Office closes Friday 20th December 2019 at 4.30pm and re-opens Thursday 2nd January 2020 at 9.00am.

7.9 Bicheno War Memorial Hall Committee

Responsible Officer – Manager Community Development

Background

An application has been received from the Bicheno War Memorial Hall Committee, which is a Section 24 Committee of Council, seeking financial assistance of \$1,000 towards the cost of purchasing a laser projector.

Recently the community, lead by Earth and Ocean Network (EON), raised funds from the community and purchased and installed a widescreen in the Bicheno War Memorial Hall at a cost of \$7,500. The Hall Committee helped to finance this purchase.

To complete the project, the Hall Committee has fundraised to purchase and install a Sony Laser Projector. This will bring this Audio Visual Project close to cinema standard. The money the Hall Committee has raised has paid for the electrical work which is now completed. There is a shortfall in funds to complete the projector purchase.

The cost of the projector is just under \$3,500 (copy of quote attached). Financial support for this item has been obtained from the following:-

Bicheno Community Development Association	\$1,000
Bicheno Players	\$500
Bicheno Food & Wine Festival	\$500
Earth and Ocean Network	\$250

The Bicheno Hall Committee will contribute the balance of \$187.00.

The total cost of the whole project – screen and projector – is just over \$15,000.

When the project is complete, the existing film club will permit the existing cinema showings to happen at a professional level. It will also provide any hall user with state of the art audio visual equipment for presentations.

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 Bicheno War Memorial Hall Committee to purchase a laser projector.

Attachment: Quotation from AV Australia



AV AUSTRALIA

Audiovisual Technology Online

DRAFT QUOTE

MICK
Attention: Mick
brko1212@yahoo.com.au

Date
20 Sep 2019

PHONE : 1300 967 244

EMAIL:

sales@avaustralia.com.au

Expiry
20 Oct 2019

Quote Number
QU-14927

Reference
Matt

ABN
64 105 449 956

Description	Quantity	Unit Price	GST	Amount AUD
Sony VPL-PHZ11 High Brightness WUXGA Laser Projector	1.00	2,726.36	10%	2,726.36
<ul style="list-style-type: none"> • WUXGA 1920 x 1200 Native resolution, 16:10 aspect ratio • 5000 ANSI Lumens brightness • 500,000:1 Contrast ratio • Up to 20,000hrs Laser lamp life • Built-In 16w Speaker, 1.45x Zoom, HDBaseT Compatible • Weighs 8.7kg • 3 Year warranty • RRP \$4299 				
Vogels PPC 1500 Projector Ceiling Mount	1.00	162.00	10%	162.00
<ul style="list-style-type: none"> • Vogels ratcheting locking mechanism for long term alignment. • Fits most projectors • Vogels unique warranty • Silver • Lifetime Warranty • RRP: \$199 				
Shipping Costs - Insured Courier Delivery -	1.00	236.36	10%	236.36
			Subtotal	3,124.72
			TOTAL GST 10%	312.48
			TOTAL AUD	3,437.20

Terms

Please make EFT payments to:
AV Australia
BSB: 033-242 ACC: 399342

8. Motion Tracking Document

Last updated 17/10/2019

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
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. Council will no longer proceed with Stage 2 of the project – Special Meeting 16/10/19	Complete
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. New policy approved 24/9/19 and amended 16/10/19.	Complete
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. Approved 16/10/19.	Complete

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
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. To be presented at Council Workshop 27/8/19.	In Progress
27 th November 2018	7.9	140/18	Dolphin Sands Ratepayers' Association Grant Submission	MCD	Deferred to a workshop. Workshop conducted 8/10/19	Complete
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 (Clr 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
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
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. Schedule for October 8 in Swansea.	Complete

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Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
27 th August 2019	7.2	140/19	Seaweed Odours Swansea – An Issues Paper	GM	Council to appoint “suitably qualified technician” to prepare a scoping report. Brief to be provided to Council at a workshop.	In Progress
27 th August 2019	7.5	144/19	Holkham Court, Orford – Stormwater Assessment	GM	Works are implemented as outlined in the report. Letter to Minister for Infrastructure Re: Priority works for Tasman Hwy.	In Progress
24 th September 2019	7.1	159/19	Policy 1.1 – Mobile Food vans, Pop-Up Stalls & Kerbside Vending	GM	Policy adopted with new fee structure	Complete
24 th September 2019	7.2	160/19	Policy 3.11 – Customer Service Charter	GM	Policy adopted with amendments	Complete
24 th September 2019	7.3	161/19	Policy 4.3 – Recognition of Continuous Years of Service	GM	Policy adopted with amendments	Complete
24 th September 2019	7.4	162/19	Policy 4.6 – Use of Council Logo	GM	Policy adopted with amendments	Complete
24 th September 2019	7.5	163/19	Policy 4.7 – Council Owned Vehicles	GM	Policy adopted with amendments	Complete
24 th September 2019	7.6	164/19	Policy 4.9 – Volunteer Policy	GM	Policy adopted with amendments	Complete
24 th September 2019	7.7	165/19	Glamorgan Spring Bay Council – Environmental Health By-Law	GM	Deferred to Special Meeting 16/10/19. By-Law was endorsed by Council.	Complete
24 th September 2019	7.8	166/19	Code of Conduct Panel Determination Report	GM	Received and noted by Council and a commitment to undertake regular and ongoing Planning Authority Training.	Complete

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Meeting Date	Item No.	Decision Number	Title	Action Officer	Progress	Completed
24 th September 2019	7.9	167/19	Speed Limit Reviews (Cambria Drive and Tasman Hwy, Buckland)	MW	Council approval for submissions to be made to State Growth.	In Progress
24 th September 2019	7.10	168/19	ERDO Small Grant Application	MCD	Grant of \$500 approved.	Complete
24 th September 2019	7.11	169/19	Orford Primary School	MCD	Grant of \$200 approved	Complete
24 th September 2019	7.12	170/19	Swansea Community Christmas	MCD	Grant of \$500 approved	Complete
24 th September 2019	7.13	171/19	Swansea Primary School	MCD	Grant of \$500 approved	Complete
24 th September 2019	7.14	N/A	PPRWS	GM	Matter not dealt with due to the lack of a quorum. Dealt with at a Special Meeting 16/10/19.	Complete
24 th September 2019	8.1	172-174/19	Prosser River Mouth Master Plan Advisory Group	GM	ToR amended and Mr Chris Dillon appointed as an 'invited participant' of the group.	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.

9. Questions Without Notice

9.1 Councillor Cheryl Arnol

I've got three questions, two are seeking clarification on responses in the Public Question Time section of our agenda.

- i. *I refer to the response on page 56 regarding the amount paid for Acting General Managers. Does the amount of \$82,467 include any travelling and accommodation costs that were paid by the Council? If not what was the total of those payments and I accept that question will probably have to be taken on notice?*

Response from Mayor Wisby

It won't need to be taken on notice, that is complete. It is complete of travel, accommodation, fuel, super, everything.

- ii. *My second question, I refer to the response to Mr Brian Moore on page 57 of this agenda. Is it accurate that work has commenced on the subdivision in the absence of a determination from the Planning Tribunal? If so on what basis was the permit issued? Is it accurate that an arrangement for the stormwater has been entered into with the Golf Course? If so is there a formal agreement with the Golf Club or the Developer in relation to future maintenance of that stormwater infrastructure?*

Response from Manager Development & Compliance

Through the Mayor, there is an agreement in place between the owner of 54 Holkham Crt and the Orford Golf Club to construct a stormwater main from the corner of Holkham Crt through to the top dam on the Orford Golf Course. So there is an agreement in place between the two parties. An easement has been registered on the title for the stormwater main to be constructed. The main and the excavation works that are going on at the moment are authorized under the Planning Scheme. They are a minor utility classification so a no permit required status. So that was confirmed by Council staff back to the owner of 54 Holkham Crt and the developer and works are underway without a permit under the Planning Scheme as there is no permit required with the express consent and authorisation of the golf course. I understand that the intent will be that that main will provide the stormwater outlet for most of the land on 54 Holkham Crt. The appeal itself is still ongoing.

- iii. *My next question seeks clarification on your response in the Questions without Notice in relation to your response to my question, which I thank you for, regarding accommodating Acting General Managers. You stated that you made Councillors aware of the arrangement. That is certainly accurate but you did not formally tell Council of the arrangement until four weeks had elapsed. That's evidenced by your e-mail to Council on the 23rd June and the invoice that covered a 6 week period from the week ending the 26th May. My question to you is if you are keen to have open and transparent governance as stated in your email, why didn't you formally advise Council from week 1?*

Response from Mayor Wisby (Taken on Notice)

Please see below the email sent to all Councillors and Ian Pearce, Acting General Manager, on the 23.06.19. In addition to the need for accommodation, Ian Pearce and Harry Galea were both using their own private vehicle during their tenure, both had their partner with them and both were sourcing accommodation within easy walking distance to the Council Chamber to allow them and their partner to use their one vehicle. Council did not have any spare vehicles for them to use at the time of their tenure.



It is my memory that there was no secret of the short term arrangement made for accommodation for two of the three Acting General Managers' at my visitor accommodation in Triabunna as I verbally informed Council early on each occasion. Office based Council staff were well aware of the accommodation arrangements. Ian Pearce's partner, Ann, invited members of the community to the cottage for morning tea to say thank you and most of those who attended were well aware that I owned the property.

It is concerning that if a Councillor had any issue with the arrangement that they did not come forward with that concern particularly at the time of receiving the email on the 23rd June 2019. As detailed below, please see the only responses received from three Councillors namely Keith Breheny, Rob Churchill and Keith Pyke of which all were positive. All Councillors, including Councillor Arnol had every opportunity to raise a concern and for it to be addressed however no concerned Councillor chose to raise their concerns with me or Council until several months later and at a Council Meeting.

Copy of invoice sent to Ian Pearce (Acting General Manager) and Council (Elected Members) on 23.06.19.

GLEN & DEBBIE WISBY
PO BOX 169, ORFORD, 7190
M: 0439 579 652 (DEBBIE)
MERLES COTTAGE & RED'S BUNGALOW
39 FRANKLIN STREET TRIABUNNA
INVOICE NO. 19/02
DATE 23.06.19

INVOICE

To: Glamorgan Spring Bay Council

From: Glen & Debbie Wisby

For: Accommodation at Merles Cottage & Red's Bungalow
39 Franklin Street, Triabunna
For Ian Pearce, Acting General Manager

Period: Week ending:
26th May 2019,
2nd June 2019,
16th June 2019,
23rd June 2019,
30th June 2019,
7th July 2019.

Normal visitor accommodation price per night \$140.00 (direct booking). Price for longer stays 15% reduction. \$140 per night x 7 nights = \$980 p/w less 15% = \$833 per week or at \$140 per night x 5 nights = \$700 per week.

Agreed price per week \$300.00.

\$300.00 x 6 weeks = \$1800.00 (Nil GST)

Bank Account: National Australia Bank

Account Name: Glenford Wisby and Debbie Wisby

BSB: 087 007

Account Number: 82 708 8792

Payment Terms: 7 days

Copy of email sent to Ian Pearce (Acting General Manager) and Council (Elected Members) on 23.06.19.

Mayor Debbie Wisby
Sun 23/06/2019 11:27 AM

- Ian Pearce;
- Council

Dear Ian

Please find attached the invoice for accommodation relating to your stay at my BnB in Triabunna. As you will recall, you requested a place to stay during your time at GSBC. I advised that Daniel Smee had stayed at Orford in a BnB at a special rate of \$600.00 per week (considered very reasonable), paid by Council, and at that time we were uncertain as to the time frame Council would require an Acting General Manager. You asked if there were anywhere cheaper than \$600 per week and I advised I had my BnB and was prepared to reduce the price significantly to save Council money. The price of \$300 per week was agreed. Normal visitor accommodation price per night \$140.00 (direct booking). Price for longer stays 15% reduction. \$140 per night x 7 nights = \$980 p/w less 15% = \$833 per week or at \$140 per night x 5 nights = \$700 per week.

Harry Galea has agreed to be Council's Acting General Manager when you leave. Harry was the Acting GM for George Town Council and previously worked for Launceston City Council as their engineer. He is now semi-retired. Harry also asked about accommodation and again I openly and transparently advised Harry about my BnB and at the same rate of \$300.00 per week with linen being collected weekly for laundering. At this point I think Harry will stay at my BnB for the duration of his appointment. As you may be aware, finding appropriate accommodation at a reasonable rate in the area is difficult. Initially when Daniel required accommodation I was hesitant to mention my BnB, even at a significantly reduced price, as I would rather not be in this situation however I feel it was unfair for ratepayers to pay more than required for an extended period.

Council, I have provided the background to the above, the amount charged and the normal rate for my BnB for your information and for transparency purposes. I will also be noting this transaction at Council Office in the appropriate form.

Kind regards
Debbie

Debbie Wisby
Mayor
Glamorgan Spring Bay Council

Copy of response from Cllr Keith Breheny re email sent to Ian Pearce (Acting General Manager) and Council (Elected Members) on 23.06.19.

Cllr Keith Breheny

Tue 25/06/2019 8:52 AM

- Cllr Keith Pyke;
- Cllr Rob Churchill;
- Mayor Debbie Wisby;
- Ian Pearce;
- Council

Thanks Debbie.

KB

Keith Breheny
Glamorgan Spring Bay Councillor

Copy of response from Cllr Keith Pyke re email sent to Ian Pearce (Acting General Manager) and Council (Elected Members) on 23.06.19

Cllr Keith Pyke

Mon 24/06/2019 10:28 PM

- Cllr Rob Churchill;
- Mayor Debbie Wisby;
- Ian Pearce;
- Council

Thank you very much for enlightening Council on this business transaction Debbie, I fully support and also I am very grateful to you and your husband for your generous offer of the reduced accommodation costs to the Community that you provided to Ian Pearce during his stay and will offer Mr Galea on his acting term also as our GM.

Copy of response from Cllr Rob Churchill re email sent to Ian Pearce (Acting General Manager) and Council (Elected Members) on 23.06.19.

Cllr Rob Churchill

Sun 23/06/2019 11:38 AM

- Mayor Debbie Wisby;
- Ian Pearce;
- Council

Hi Debbie,

Thanks for your generosity to council and your transparency in this matter.

Rob

10. Close

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

CONFIRMED as a true and correct record.

Date:

Mayor Debbie Wisby

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