



Notice of Meeting and Agenda

For the Ordinary
Meeting of Council
to be held at the

**Triabunna
Community Hall
Vicary Street
Triabunna**

24 March 2020

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 Community Hall** on Tuesday, 24 March 2020 commencing at 2.00pm.



Dated this Thursday 19 March, 2020

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

Apology
Clr Grant Robinson

1.3 In Attendance

1.4 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- i. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- ii. 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 – February 25, 2020

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| <p>Recommendation</p> <p>That the Minutes of the Ordinary Meeting of Council held Tuesday 25 February 2020 at 2.00pm be confirmed as a true and correct record.</p> |
|--|

2.2 Declaration of Office

Responsible Officer – General Manager

Summary

To acknowledge and record the making of the declaration of office by newly elected Councillor Grant Robinson.

Background

In accordance with the requirements of s.321(3) of the Local Government Act 1993, a Council is to acknowledge the making of a declaration at its meeting and the General Manager is to record that fact in the minutes of that meeting.

Recommendation

That the Declaration of Office made under Section 321 of the Local Government Act 1993 by newly elected Councillor Grant Robinson and as witnessed by the General Manager, be noted and form part of these minutes.



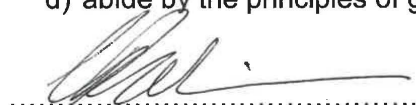
Declaration of office

(Local Government Act 1993, Regulation 40
Declaration of Office – s. 321)

I, **Grant Robinson** having been elected as Councillor

to the Glamorgan Spring Bay Council, do solemnly declare that I will

- a) faithfully carry out the functions and exercise the powers vested in me by virtue of that office to the best of my ability and in accordance with the law; and
- b) comply with the Council's code of conduct;
- c) engage in ongoing professional development;
- d) abide by the principles of good governance.



.....

(Signature of Councillor)

Made before me at **Triabunna** in Tasmania on the **13th Day of March**
2020



.....

Chris Schroeder
(General Manager)

2.3 Date and Purpose of Workshop/s Held

Tuesday 10 March 2020

In accordance with the requirements of regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1.00pm to 3.30pm on Tuesday 10 March 2020 at the Bicheno Beachfront Hotel, Bicheno.

Present:

Mayor Debbie Wisby, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Annie Browning

Apologies:

Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons

In Attendance:

Mr Chris Schroeder (General Manager), Ms Josie Higgins (Executive Officer) Ms Marissa Walters (Contract Accountant)

Invitees:

Ms Rhonda Taylor (CEO, East Coast Tasmania Tourism)

Agenda

- East Coast Tasmania Tourism – Update
- Draft 2019-2020 Annual Plan
- Rectory Street Lease
- Draft Financial Reserves Policy
- Draft 2020-2029 Strategic Plan

Thursday 12 March 2020

In accordance with the requirements of regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1.00pm to 4.00pm on Thursday 12 March 2020 at the Council Chambers.

Present:

Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Annie Browning, Cllr Cheryl Arnol (part)

Apologies:

Cllr Michael Symons

In Attendance:

Mr Chris Schroeder (General Manager)
Ms Jennifer Roy (Senior Finance Officer)
Ms Marissa Walters (Contract Accountant)

Agenda

- 2019-2020 Budget Review

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|------------------------------|
| <p>Recommendation</p> |
|------------------------------|

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| <p>That Council notes the information.</p> |
|--|

3. PLANNING AUTHORITY SECTION

Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2015* the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993* for Section 3 of the Agenda.

| |
|-----------------------|
| Recommendation |
|-----------------------|

| |
|--|
| That Council now acts as a Planning Authority. (Time:) |
|--|

3.1 Development Application 2019 / 336

| | |
|--------------------------|---|
| Location | 8 Wedge Tail Circuit, Bicheno |
| Title reference | CT 173614 / 201 |
| Proposal | Single dwelling and garage |
| Applicant | G Hills and Partners |
| Application Date | 19 November 2019 |
| Statutory Date | 25 March 2020 (extended by consent of applicant) |
| Planning Document | Glamorgan Spring Bay Interim Planning Scheme 2015 |
| Zone | General Residential |
| Codes | 6.0 Parking and Access, 7.0 Stormwater Management |
| Use | Use class: Residential Use status: NPR |
| Development | Discretionary |
| Discretions | Three |
| Representations | One |
| Author | Robyn Bevilacqua, Graduate Planner |
| Attachments | A – Plans B – Shadow Diagrams |

Executive Summary

Approval is sought to construct a single dwelling and garage at 8 Wedge Tail Circuit Bicheno.

The Initial Assessment ascertained the proposal is discretionary for three Standards:

| | | |
|-------------------------|-----------|---------------------------|
| <u>Zone Provisions:</u> | 10.4.2 A2 | frontage setback - garage |
| | 10.4.2 A3 | building envelope |
| | 10.4.6 A2 | privacy for all dwellings |

Code Provisions: Nil

The proposal was placed on public exhibition for two weeks from 26 February to 12 March 2020.

One representation was received.

This Report assesses the proposal against the Performance Criteria provided for the three Standards noted above and takes into account the matters raised in the representation. The Planning Authority must consider the planner's recommendation, and the representation, and must make a determination by 25 March 2020.

The recommendation is to refuse the application.

PART ONE

1. Statutory Requirements

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

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

The initial assessment of this application identified where the proposal meets the Acceptable Solutions and where discretions are required. This report addresses the discretions, the representations received via public exhibition, and makes a final recommendation.

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

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

The Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005 require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

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

1. Via the Acceptable Solutions, or if not,
2. Via the Performance Criteria.

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

The Planning Authority must exercise sound judgement in determining whether the proposal meets the Performance Criteria or not, and must take the representations into account, where applicable.

3. The Proposal

Approval is sought for a two-storey dwelling and garage. The three bedroom dwelling has a floor area of 152m². It provides two bedrooms, a bathroom and an ensuite and a deck upstairs, and an open plan kitchen, dining room, living room and deck, third bedroom, laundry with toilet, and garage downstairs.

4. Risk and implications

Approval or refusal of this application should have no direct financial implications for Council, other than should an appeal against the Authority's decision be lodged, or should the Planning Authority fail to make a decision within the statutory timeframe.

5. Relevant background and past applications

This is a fairly recent subdivision and there are no previous application for the lot on file. An application was recently approved for a dwelling on the neighbouring lot at 6 Wedge Tail Circuit. This application also relied upon the exercise of discretion. There is an existing dwelling on the lot to the north, at number 10.

6. Location

8 Wedge Tail Circuit is in the northern part of Bicheno, to the west of the Tasman Highway. See Figure 1.

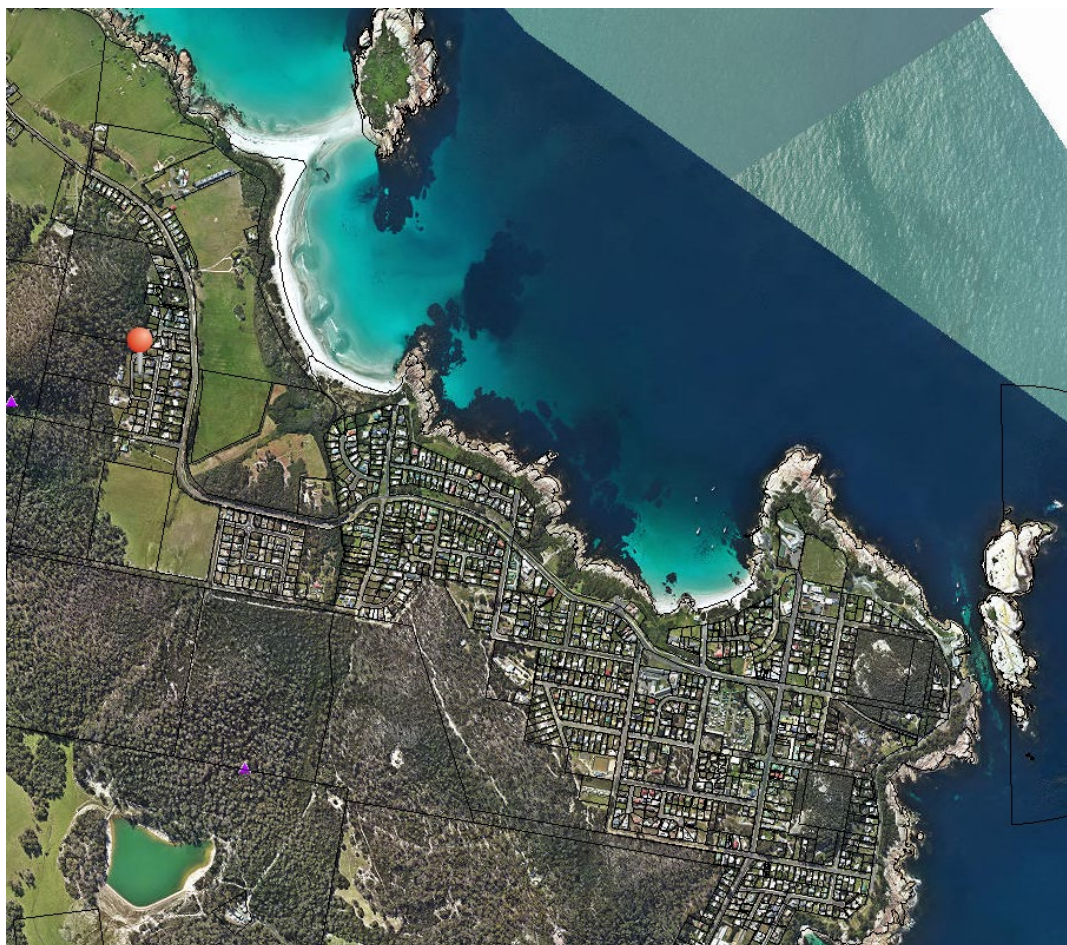


Figure 1: 8 Wedge Tail Circuit, Bicheno (pinned) (LISTmap)

7. Site Description

455m² vacant residential lot in a fairly recent subdivision with approximately 1:10 slope towards the coast. Around half the 11 lots in the circuit have been developed.

8. Codes

The Parking and Access Code and the Stormwater Management Code apply to all development applications.

The site is not subject to any other codes.

9. **Easements:** a number of drainage and sewerage easements (north and eastern boundaries).

10. **Covenants:** nil

11. **Services:** mains water and sewerage, reticulated stormwater

PART TWO

12. Assessing the proposal against the Acceptable Solutions of the Planning Scheme

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

- D 10.0 General Residential Zone
- E 6.0 Parking and Access Code
- E 7.0 Stormwater Management Code

The proposal was found to meet the applicable Standards via Acceptable Solution, except:

- D 10.4.2 A2 Front setback (garage)
- D 10.4.2 A3 Building envelope
- D 10.4.6 A2 Privacy for all dwellings

The Planning Authority must exercise its discretion in assessing whether the proposal satisfies the Performance Criteria provided for the above three Standards. It must also consider the representation.

PART THREE

13. Assessing three Standards against the Performance Criteria

Development Standard: setbacks and building envelope for all dwellings – D10.4.2

Objective of the Standard

to control the siting and scale of dwellings to:

- Provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage*
- Assist in the attenuation of traffic, noise or any other detrimental impacts from roads with high traffic volumes*
- Provide consistency in the apparent scale bulk, massing and proportion of dwellings and*
- provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space*



| Performance Criteria the proposal must satisfy to be approved | Planner's comments |
|--|--|
| <p>P2</p> <p>A garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.</p> | <p>Several of the nearby lots are undeveloped. However, the garage appurtenant to the recently-approved dwelling at 6 Wedge Tail Circuit is 3.1m from its frontage at its closest point. The garage at 15 Wedge Tail Circuit is 3m from its frontage. The garage at 11 Wedge Tail Circuit is 3m from its frontage.</p> <p>The garage setback of 5.3m at 8 Wedge Tail Circuit is compatible with the existing garages in the street and the Performance Criterion is satisfied.</p> |
| <p>P3 (a) and (b)</p> <p>The siting and scale of a dwelling must:</p> <p>(a) not cause unreasonable loss of amenity by:</p> <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or (ii) overshadowing the private open space of a dwelling on an adjoining lot; or (iii) overshadowing of an adjoining vacant lot; or (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and | <p>The shadow diagrams provided with the application indicate that a significant amount of overshadowing will occur over the neighbour at 6 Wedge Tail Circuit at the winter solstice.</p> <p>While technically number 6 is still vacant, there is a recently-approved application to build a single dwelling on it. This approved dwelling is shown in the shadow diagrams provided with this application.</p> <p>See Attachment B for an indication of where the private open space and habitable rooms (not bedrooms) are located at 6 Wedge Tail Circuit and where the shadows from 8 Wedge Tail Circuit will fall in relation to those.</p> <p>The living room and deck of #6 will receive sun from sunrise in winter until around 11am and will lose it from then on.</p> <p>Most of the lots in the Circuit are around 600m². Numbers 4, 6 and 8 are smaller, and number 8 is the smallest of those at 455m². It is recognised that this makes it a bit more difficult to locate a dwelling on number 8 to gain the best solar access for itself while not impacting the solar access of lots to its south.</p> <p>However, the placement of the dwellings on numbers 8 and 10 are known and this makes it possible to design and locate a dwelling on number 8 that takes into account those factors while gaining adequate solar access for itself.</p> <p>The representation received is from the owners of 6 Wedge Tail Circuit and the concern raised is that of overshadowing of their private open space.</p> <p>It is agreed that overshadowing of both private open space and habitable rooms (not</p> |



| | |
|--|---|
| | <p>bedrooms in this Standard) is a valid concern.</p> <p>The Performance Criterion is not considered satisfied.</p> |
| <p>(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</p> | <p>Existing dwellings in the Circuit (of which there are only three visible on the LIST) have a greater separation distance than that proposed for number 8. The three existing dwellings are each located 3-4m from their respective side boundaries, leading to around 7m between dwellings.</p> <p>In keeping with this, number 8's northern neighbour is setback 6m from the boundary it shares with number 8, and the proposed dwelling for number 8 is setback 5.5m from that same boundary. This leaves 11.5m between the two dwellings – which is more than in keeping with the surrounding separation distances.</p> <p>However on the other side, number 8's setback of only 1.5m from the boundary it shares with number 6, combined with number 6's setback of 2.1m from that same boundary leaves only 3.6m between the two dwellings.</p> <p>This is not considered compatible with that prevailing in the surrounding area, which as noted, is currently 7-11m.</p> <p>It is accepted that setbacks of 3-4m on both sides is not going to be possible for numbers 4, 6, and 8 due to their smaller size.</p> <p>However, a separation distance between dwellings of only 3.6m could be improved on, particularly given the setback on the other side is 4-5m. If the dwelling were moved closer to the northern boundary it would improve the separation distance issue as well as reduce overshadowing of number 6.</p> <p>The Performance Criterion is not considered satisfied.</p> |

Privacy for all dwellings (D10.4.6)

| | |
|---|----------------------------------|
| <p>Objective of the Standard</p> <p>To provide reasonable opportunity for privacy for dwellings.</p> | |
| <p>Performance Criterion the proposal must satisfy to be approved</p> | <p>Planner's comments</p> |
| <p>P2</p> | |

| | |
|---|--|
| <p>A window or glazed door, to a habitable room of a dwelling, that has a floor level more than 1 m above the natural ground level, must be screened, or otherwise located or designed, to minimise direct views to:</p> <ul style="list-style-type: none"> (a) window or glazed door, to a habitable room of another dwelling; and (b) the private open space of another dwelling; and (c) an adjoining vacant residential lot. | <p>Number 8 has a bedroom (BR2) on the upper level that has a south-facing window 1.5m from the boundary it shares with number 6. Number 6 has a bedroom with a north-facing window 2.1m from that boundary. The placement of these two windows in direct line of sight to each other can be seen in the shadow diagrams provided with the application.</p> <p>The proposed south-facing window of bedroom 2 at number 8 is not screened, otherwise located or designed to minimise direct views into the window of bedroom 1 at number 6.</p> <p>The Performance Criterion is not considered satisfied.</p> |
|---|--|

14. Referrals

Nil

15. Concerns raised by representor

The representation is provided in full.

| Representation | Planner's response |
|--|--|
| <p>We xxxxxxx of 6 Wedge Tail Circuit, Bicheno are writing in regards to the above planning reference of the development application of Number 8 Wedge Tail Circuit, Bicheno.</p> <p>We feel that it overshadows our property and believe that it doesn't comply with the performance criteria clause 10.4.2 Setbacks and building envelope of The Glamorgan Spring Bay Council Interim Planning Scheme and feel it unreasonably overshadows our private open space.</p> <p>We are requesting The Glamorgan Spring Bay Council to consider the impact that it will make on our property.</p> | <p>Please refer to the comments above.</p> |

16. Conclusion

The application does not satisfy the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for refusal.

17. Recommendation

That:

- A. Pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* and the Glamorgan Spring Bay Interim Planning Scheme 2015, application DA 2019 / 336, to construct a single dwelling at 8 Wedge Tail Circuit (CT17361/201) be refused on the basis that it does not satisfy the Performance Criteria:
 1. D10.4.2 P3 (a) and (b) - loss of amenity and separation
 2. D10.4.6 P2 - privacy for habitable rooms

3.2 Development Application 2020 / 006

| | |
|--------------------------|---|
| Location | 20 Spring Beach Rise, Spring Beach |
| Title reference | CT 175549 / 19 |
| Proposal | Single dwelling and outbuilding |
| Applicant | T J Petit |
| Application Date | 9 January 2020 |
| Statutory Date | 26 March 2020 (extended by consent of applicant) |
| Planning Document | Glamorgan Spring Bay Interim Planning Scheme 2015 |
| Zone | Low Density Residential |
| Codes | 6.0 Parking and Access, 7.0 Stormwater Management |
| Use | Use class: Residential Use status: NPR |
| Development | Discretionary |
| Discretions | Four |
| Representations | One |
| Author | Robyn Bevilacqua, Graduate Planner |
| Attachments | A – Drawings |

Executive Summary

Approval is sought to construct a single dwelling, shed/garage and new driveway at 20 Spring Beach Rise, Orford.

The Initial Assessment ascertained the proposal is discretionary by not meeting the Acceptable Solutions for four Standards:

| | |
|------------------------|------------------------------|
| <u>Zone standards:</u> | Nil – all AS met |
| <u>Code standards:</u> | E6.7.3 vehicle passing |
| | E6.7.5 parking layout |
| | E6.7.6 driveway surfacing |
| | E7.7.1 stormwater management |

The proposal was placed on public exhibition for two weeks from 19 February to 4 March 2020.

One representation was received.

This Report assesses the proposal against the Performance Criteria provided for the four Standards noted above and takes into account the matters raised in the representation. The Planning Authority must consider the planner's recommendation, and the representation, and must make a determination by 26 March 2020.

The recommendation is to approve the application.

PART ONE

1. Statutory Requirements

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

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

The initial assessment of this application identified where the proposal meets the Acceptable Solutions and where discretions are required. This report addresses the discretions, the representations received via public exhibition, and makes a final recommendation.

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

4. Adopt the recommendation
5. Vary the recommendation
6. Replace an approval with a refusal, or vice versa.

The Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2005 require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

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

3. Via the Acceptable Solutions, or if not,
4. Via the Performance Criteria.

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

The Planning Authority must exercise sound judgement in determining whether the proposal meets the Performance Criteria or not, and must take the representations into account, where applicable.

3. The Proposal

Approval is sought for a single-storey 210m² four bedroom dwelling with a separate living area for kids, a 6m high boat/car shed with a floor area of 158m² and three roller doors, and a new compacted gravel driveway on a gently-sloping bush block in a recent subdivision. See Figure 1.

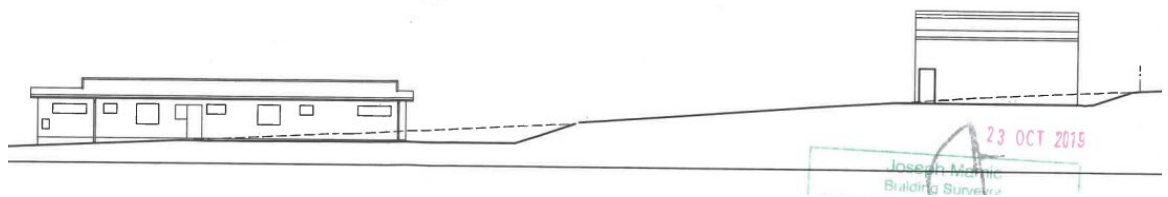


Figure 1: from the application drawings

4. Risk and implications

Approval or refusal of this application should have no direct financial implications for Council, other than should an appeal against the Authority's decision be lodged, or should the Planning Authority fail to make a decision within the statutory timeframe.

5. Relevant background and past applications

This is a recent subdivision and there are no previous application for the lot on file.

6. Location

20 Spring Beach Rise is south east of Orford. See Figure 2.

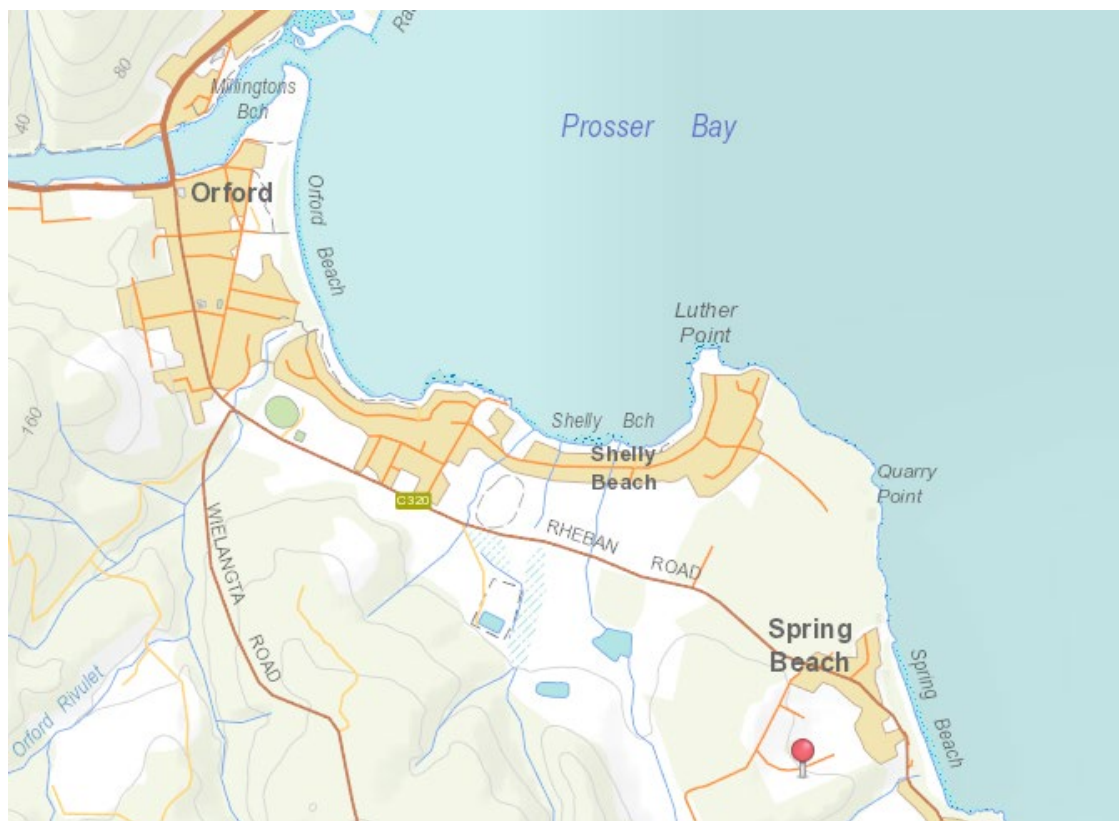


Figure 2: 20 Spring Beach Rise, Spring Beach (pinned) (LISTmap)

7. Site Description

2,493m² vacant bush block in a recent subdivision with adjoining vacant land on all sides. Gently sloping to the east.

8. Codes

The Parking and Access Code and the Stormwater Management Code apply to all development applications.

The site is not subject to any other codes.

- | | |
|-----------------------------|----------------------------|
| 9. Easements | drainage |
| 10. Covenants | drainage |
| 11. Part 5 Agreement | bushfire hazard management |
| 12. Services | nil |

PART TWO

13. Assessing the proposal against the Acceptable Solutions of the Planning Scheme

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

- D 12.0 Low Density Residential Zone
- E 6.0 Parking and Access Code
- E 7.0 Stormwater Management Code

The proposal was found to meet the applicable Standards via Acceptable Solution, except:

- E 6.7.3 A1 vehicle passing bays
- E 6.7.5 A1 layout of parking areas
- E 6.7.6 A1 surface treatment of parking areas and driveway
- E 6.7.1 A1 stormwater management

The Planning Authority must exercise its discretion in assessing whether the proposal satisfies the Performance Criteria provided for the above four Standards. It must also consider the representation.

PART THREE

14. Assessing four Standards against the Performance Criteria

Parking and Access Code: vehicle passing areas along an access – E 6.7.3

Objective of the Standard

To ensure that:

- (a) the design and location of access and parking areas creates a safe environment for users by minimising the potential for conflicts involving vehicles, pedestrians and cyclists;

| (b) use or development does not adversely impact on the safety or efficiency of the road network as a result of delayed turning movements into a site. | |
|---|---|
| Performance Criteria the proposal must satisfy to be approved | Planner's comments |
| <p>P1</p> <p>Vehicular passing areas must be provided in sufficient number, dimension and siting so that the access is safe, efficient and convenient, having regard to all of the following:</p> <p>(a) avoidance of conflicts between users including vehicles, cyclists and pedestrians;</p> <p>(b) avoidance of unreasonable interference with the flow of traffic on adjoining roads;</p> <p>(c) suitability for the type and volume of traffic likely to be generated by the use or development;</p> <p>(d) ease of accessibility and recognition for users.</p> | <p>The driveway is more than 30m long and therefore must meet this Standard.</p> <p>There is unlikely to be any conflict with other users on this bush block. There is ample room to pass if required. There will be no interference with flow on traffic on Spring Beach Rise. The driveway is considered suitable for the type and low volume of traffic likely to be generated and the driveway will be easily recognisable for users.</p> <p>The Performance Criterion is considered satisfied.</p> |

Parking and Access Code – layout of parking areas E6.7.5

| <p>Objective of the Standard</p> <p>To ensure that:</p> <p>(a) the design and location of access and parking areas creates a safe environment for users by minimising the potential for conflicts involving vehicles, pedestrians and cyclists;</p> <p>(b) use or development does not adversely impact on the safety or efficiency of the road network as a result of delayed turning movements into a site.</p> | |
|--|--|
| Performance Criterion the proposal must satisfy to be approved | Planner's comments |
| <p>P1</p> <p>The layout of car parking spaces, access aisles, circulation roadways and ramps must be safe and must ensure ease of access, egress and manoeuvring on-site.</p> | <p>This Criterion is usually, and will be here, satisfied via condition on the permit.</p> |

15. Parking and Access Code – surface treatment of parking areas E6.7.6

| |
|---|
| <p>Objective of the Standard</p> |
|---|

| To ensure that parking spaces and vehicle circulation roadways do not detract from the amenity of users, adjoining occupiers or the environment by preventing dust, mud and sediment transport. | |
|---|--|
| Performance Criterion the proposal must satisfy to be approved | Planner's comments |
| <p>P1</p> <p>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:</p> <ul style="list-style-type: none"> (a) the suitability of the surface treatment; (b) the characteristics of the use or development; (c) measures to mitigate mud or dust generation or sediment transport. | As in the section above, satisfaction of this PC will be dealt with via condition on the permit. |

16. Stormwater Management Code – stormwater drainage and disposal E7.7.1

| <p>Objective of the Standard</p> <p>To ensure that stormwater quality and quantity is managed appropriately.</p> | |
|--|---|
| Performance Criterion the proposal must satisfy to be approved | Planner's comments |
| <p>P1</p> <p>Stormwater from new impervious surfaces must be managed by any of the following:</p> <ul style="list-style-type: none"> (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles (b) collected for re-use on the site; (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council | <p>Stormwater will be collected for re-use with overflow discharged to the roadside table drain.</p> <p>The PC is considered satisfied and compliance will also be a condition on the permit.</p> |

17. Referrals

Nil

18. Concerns raised by representor

The representation is provided in full.

| Representation | Planner's response |
|--|--|
| <p>I wish to question the following aspects of the application:</p> <ul style="list-style-type: none"> <i>A substantial gravel driveway and hardstand using cut and fill earthworks have been constructed prior to this application being lodged.</i> <i>The hardstand in particular rises to approx. 1.7m at the N-E corner. It is battered in a manner that is on the boundary and in some places over the boundary and onto our block which surely is not permissible. So there is no setback from the boundary for a significant portion of the elevated section of the hardstand.</i> <i>I do not know how this impacts stormwater but there has been an open trench dug that runs water directly onto the neighbouring property. If covered that water will presumably remain in that zone.</i> <i>The hardstand and in particular the N-E corner of the battering are not the same distance from the boundary as shown in the attached drawings. I am not aware if the drawings are made to meet planning requirements or if it's just arbitrary.</i> <p>So my question to council is, what are the height and setback requirements in this instance and does the work undertaken so far meet those requirements so that the council ensures that any future development on our block is not negatively impacted by the works. I presume such requirements exist for practical reasons.</p> | <p>These are not issues pertinent to the planning approval.</p> <p>A stop work notice has been served. The driveway will be inspected.</p> <p>The standards for a driveway such as this are that it must be 3.6m wide (or more if within a bushfire hazard zone). There must be 300mm between the driveway and any wall or fence on either side.</p> |

19. Conclusion

The application satisfies the relevant provisions of the Glamorgan Spring Bay Interim Planning Scheme 2015 as outlined in this report and is recommended for approval with conditions.

20. Recommendation

That:

- B. Pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* and the Glamorgan Spring Bay Interim Planning Scheme 2015, application DA 2019 / 006, to construct a single dwelling and shed/garage at 20 Spring Beach Rise (CT 177549/19) be approved with the following conditions:
 1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

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

2. All vehicles and equipment associated with construction must be cleaned (shaken or washed down) of soil prior to entering and leaving the site to minimise the introduction and/or spread of weeds and diseases to the satisfaction of the Council's General Manager.
3. The developer must develop and implement a Soil and Water Management Plan (SWMP) to ensure that soil and sediment does not leave the site during the construction process and must provide a copy of the SWMP to Council's General Manager together with the drawings submitted for building approval.

Advice: a series of fact sheets on Soil and Water Management on building sites is available at on the Environmental Protection Agency website at www.epa.tas.gov.au

4. No top soil is to be removed from the site.
5. Through the construction process to the satisfaction of Council's General Manager, and unless otherwise noted on the endorsed plans or approved in writing by Council's General Manager, the developer must:
 - a. ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility
 - b. not burn debris or waste on site
 - c. promptly pay the costs associated with any alteration, extension, reinstatement, and repair or cleaning of Council infrastructure, public land or private property
 - d. ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage
6. Prior to the commencement of use, at least two car parking spaces must be provided on site and must be available for car parking at all times.
 - a. Each space must be at least 5.4m long and 2.6m wide with an additional 0.3m clearance from any nearby wall, fence or other obstruction.
 - b. The maximum gradient of each space is 1 in 20 measured parallel to the angle of parking and 1 in 16 in any other direction.
7. The internal driveway, passing bays and areas set aside for vehicle parking and turning must:
 - a. have a sealed surface of either concrete, asphalt, two-coat spray seal, pavers or similar
 - b. be constructed with a durable all weather pavement and appropriate drainage and
 - c. be fully complete within six months of the commencement of use to the satisfaction of Council's General Manager.
8. To the satisfaction of Council's General Manager, surface water runoff from the internal driveway, passing bays and areas set aside for vehicle parking and turning must be controlled and drained to avoid unreasonable impact to adjoining land.

Advice: The design of drainage associated with driveways, parking areas and buildings is regulated under the Building Act 2016 and may require a Certificate of Likely Compliance or Plumbing Permit under the Building Act 2016.
9. Drainage must drain to a legal discharge point] to the satisfaction of Council's Municipal Engineer and in accordance with the Building Act 2016.

10. The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.
11. Building and plumbing approval or consent is required under the Building Act 2016 and work must not commence until this has been obtained.

Advice

- a. Please read all conditions of this permit and contact the planner for clarification if required.
- b. All costs associated with acting on this permit are borne by the person(s) acting on it.
- c. The permit does not take effect until 15 days after the date it was issued to you as the applicant and each representor provided that no appeal is lodged as provided by s53 of the *Land Use Planning and Approvals Act 1993*.
- d. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.
- e. The maximum height for a frontage fence in the Low Density Residential Zone is 1200mm for a solid fence or 1500mm where the top 300mm has a transparency of 30%. Any fence higher than this will require further and separate approval.

Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2015*, the Chairperson hereby declares that the Council is no longer now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 3 of the Agenda.

| |
|-----------------------|
| Recommendation |
|-----------------------|

| |
|---|
| That Council no longer acts as a Planning Authority. (Time:) |
|---|

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 (Meeting Procedures) 2015 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 Questions without notice

4.2 Questions on notice

Ms Jen Hackett, Coles Bay

The following question was one of 6 questions submitted on notice by Ms Hackett for the December 2019 Council meeting. Questions 1, 2, 4, 5 and 6 were responded to and included in the Minutes of the ordinary meeting of Council held on the 10 December 2019 however question 3 was not included in the Agenda nor responded to.

The following question on notice is thereby resubmitted by Ms Hackett:

It seems that the Safe Car Park intended for Harold Street adjacent to the Harold Street Park in Coles Bay has been changed to boat trailer parking. The need for safe car parking adjacent to the Harold St Park for the Park and Hall has long been known and was determined and located in discussion with the Council Works Manager and Infrastructure Manager in March 2019, with community members, prior to Councils knowledge of the boat trailer parking grant. This parking was to be installed along with the Garnet Ave toilet irrigation beds, with the irrigation beds forming a boundary fence between the safe car park and the playground.

- iii. *Who made the decision to change the car park to boat trailer parking and under what authority did they make this decision?*

Response by the General Manager

The decision was made following consultation between Parks & Wildlife and Council's Works Manager taking into consideration the Parks & Wildlife overall town plan. The initial parking in front of the hall grounds would then follow onto the area to be developed into trailer parking to the west of the Men's shed in Harold Street.

Ms Jen Hackett, Coles Bay

Question submitted on notice for the March 2020 ordinary meeting of Council:

1. *Please advise why my question number 3 does not appear in the Agenda for the December meeting?*

Response by the General Manager

Unfortunately due to an administrative error the question was inadvertently omitted from the Agenda for the ordinary Council meeting held on the 19 December 2019.

2. *Who made the decision to exclude, and who authorised the exclusion of my original question 3 from the December agenda, in breach of Local Government Regulations?*

Please refer above response.

3. *Please provide a response to my original question 3.*

Please refer above response.



4.3 Response to Questions taken on Notice from Ordinary Council meeting 25 February 2020



12 March 2020

Mr Aaron De La Torre
Australian Services Union

[REDACTED]
[REDACTED]

Dear Mr De La Torre

Thank you for your attendance at the ordinary meeting of Council held on the 25 February 2020 where you asked the following question which was taken on notice:

- i. Referring to Section 6 of the Agenda where Mr Preece had provided a report on the Section 24 Committee, the Statements of Expectations Committee, you advised that you understood that Mr Preece had held a number of meetings with ASU members and other staff, however there was no mention of any of the issues that those staff had raised in the meetings with Mr Preece in the report. You asked when Mr Preece intends to report on the issues that the ASU members and others have raised.

Accordingly I provide the following response:

Mr Preece advises that due to the confidential nature of the discussions with staff it will be difficult to provide a report of all the matters raised by the staff. The matter of what to include in any report for public viewing will be discussed at the next meeting of the SoE Committee.

Yours sincerely

Councillor Debbie Wisby
Mayor

PO Box 6
9 Melbourne Street
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6 March 2020

Mr GV Hodgson
[REDACTED]

Dear Mr Hodgson,

Thanks for your original letter of 10/9/19, mailed to Glamorgan Spring Bay Council (GSBC), and subsequent Registered Post letter of 11/2/20, which was retrieved from the Post Office on 26/2/20. These letters relate to your concerns over stormwater run-off and potentially contaminated 'truck wash water' said to be emanating from the East Coast Concrete (ECC) site.

Upon investigation, it appears your original letter was passed directly on to the Works Manager by the Executive Officer for immediate action. Subsequently the work was delegated to our Environmental Health Officer (EHO) and Plumbing Surveyor (PS) to address.

I requested an update from the EHO and PS, and was supplied with this list of actions taken in relation to your concerns:

- **19/09/2019** – PS visited the site to meet with G. Hodgson to discuss issues raised in the letter and possible remedial solutions.
- **03/10/2019** – PS and EHO visited the site to look at the environmental concerns regarding the settling ponds, and were advised by the property owner, K. Harvey, that ECC were planning to modify the ponds to avoid the overflow running into the stormwater drains.
- **26/11/2019** – EHO visited the site to discuss the settling ponds with J. Harvey and asked that proposed new ponds be installed before Christmas.
- **3/12/2019** – PS and GSBC's Engineering Consultant visited the site to look at options to address stormwater, and an interaction with G. Hodgson occurred. A suggestion was put forward that Council could purchase a small parcel of land to create an easement for stormwater, however this idea was ruled out by Mr Hodgson.
- **27/02/2020** – PS visited ECC and met with J. and K. Harvey to check on progress. PSI was advised that Plumber J. Darke had been engaged to rectify the storm water issues.
- **03/03/2020** – PS and EHO met onsite with K. Harvey. It was agreed that Mr Harvey will supply plans for new concrete settling ponds in the next couple of weeks. Mr Harvey has asked for 6 months to prepare the site and purchase the pre-fabricated ponds. GSBC have asked Mr Harvey to continue to de-sludge the existing ponds, until the new ponds are installed, to ensure they do not over flow. Mr Harvey has committed to doing this, with confirmation of that discussion being emailed to Mr Harvey.

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w: www.gsbc.tas.gov.au

It's good to see that Glamorgan Spring Bay Council staff have been working to resolve your concerns over the last 5 to 6 months, with action taken to mitigate the issue in the short term, and a more permanent solution planned for implementation within 6 months.

Apologies that we didn't formalise the efforts we've already taken in writing earlier, but I trust our ongoing actions will result in fully addressing your concerns.

Yours sincerely,



Chris Schroeder
General Manager

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 2020 Council meetings will usually be held on the fourth Tuesday of the month commencing at 2.00pm. Generally, workshops are scheduled for the second Tuesday of each month unless otherwise required. The December 2020 ordinary meeting of Council will be held on Tuesday 15 December 2020 at 2.00pm.

From March 2019 to February 2020, there was an average of 150 views per month of the live streamed Council meetings via the YouTube platform

The total number of views for each meeting video on YouTube as of 13 March 2020 are:

| | |
|-------------------|-------------------------------------|
| 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 |
| 22 October 2019 | 126 views |
| 26 November 2019 | 163 views |
| 17 December 2019 | 168 views |
| 14 January 2020 | 100 views (special Council meeting) |
| 28 January 2020 | 195 views |
| 29 February 2020 | 153 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. The Corporate Calendar will be presented to the April 2019 Council workshop for review prior to submission to Council at the April 2019 ordinary Council meeting.



| <u>Property Settlement Certificates</u> | | | | | | | | | | |
|--|--------------------|------------|--------------------|------------|--------------------|------------|--------------------|------------|--------------------|------------|
| | <u>2015</u> | | <u>2016</u> | | <u>2017</u> | | <u>2018</u> | | <u>2019</u> | |
| | 132 | 337 | 132 | 337 | 132 | 337 | 132 | 337 | 132 | 337 |
| 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 | 54 | 25 |
| November | 43 | 24 | 53 | 30 | 60 | 32 | 47 | 18 | 53 | 31 |
| December | 48 | 21 | 35 | 17 | 38 | 18 | 40 | 19 | 36 | 17 |
| January | 62 | 28 | 46 | 23 | 59 | 29 | 61 | 24 | 47 | 23 |
| February | 45 | 26 | 72 | 33 | 51 | 20 | 49 | 30 | 37 | 18 |
| 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 | 356 | 175 |
| TOTAL | 765 | | 884 | | 944 | | 848 | | 531 | |

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 8 months ended 29 February 2020

| | JUL 2019-FEB 2020 | 2019 |
|---|--------------------|--------------------|
| Operating Activities | | |
| Receipts from customers | 9,693,078 | 11,716,062 |
| Payments to suppliers and employees | (8,041,437) | (10,916,436) |
| Receipts from operating grants | 471,718 | 1,380,641 |
| Cash receipts from other operating activities | 663,812 | 688,360 |
| Net Cash Flows from Operating Activities | 2,787,171 | 2,868,626 |
| Investing Activities | | |
| Proceeds from sale of property, plant and equipment | 25,022 | 56,498 |
| Payment for property, plant and equipment | (5,542,373) | (6,732,583) |
| Receipts from capital grants | 1,685,963 | 2,737,745 |
| Other cash items from investing activities | - | 5,632 |
| Net Cash Flows from Investing Activities | (3,831,388) | (3,932,708) |
| Financing Activities | | |
| Trust funds & deposits | (14,093) | 121,491 |
| Net Proceeds/(Repayment) of Loans | 311,746 | 3,266,680 |
| Net Cash Flows from Financing Activities | 297,653 | 3,388,171 |
| Net Cash Flows | (746,563) | 2,324,090 |
| Cash and Cash Equivalents | | |
| Cash and cash equivalents at beginning of period | 3,677,197 | 1,353,107 |
| Cash and cash equivalents at end of period | 2,930,634 | 3,677,197 |
| Net change in cash for period | (746,563) | 2,324,090 |



RATES BALANCE SHEET [12689]

| | | |
|---|--|-----------------------|
| 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 | | \$11,961.13 |
| Penalty Charged | | \$0.00 |
| Rates Levied | | \$8,600,895.60 |
| Debit Journals | \$36,870.33 (less \$188.16 being since undone) | \$36,682.17 |
| DEBIT TOTAL | | \$8,649,538.90 |
| LESS | | |
| Receipts | | \$6,752,772.48 |
| Receipts Undone | | -\$8,642.59 |
| Discounts | | \$54,630.86 |
| Discounts Undone | | -\$45.26 |
| Pension Rebates | | \$258,497.60 |
| Credits Journals | \$84,586.90 (less \$4,183.74 being since undone) | \$80,403.16 |
| Supplementary Credits | | \$36,013.89 |
| Other Credits | | \$0.00 |
| CREDIT TOTAL | | \$7,173,630.14 |
| THIS YEAR'S BALANCE | | \$1,475,908.76 |
| RATES BALANCE | | \$1,564,189.02 |

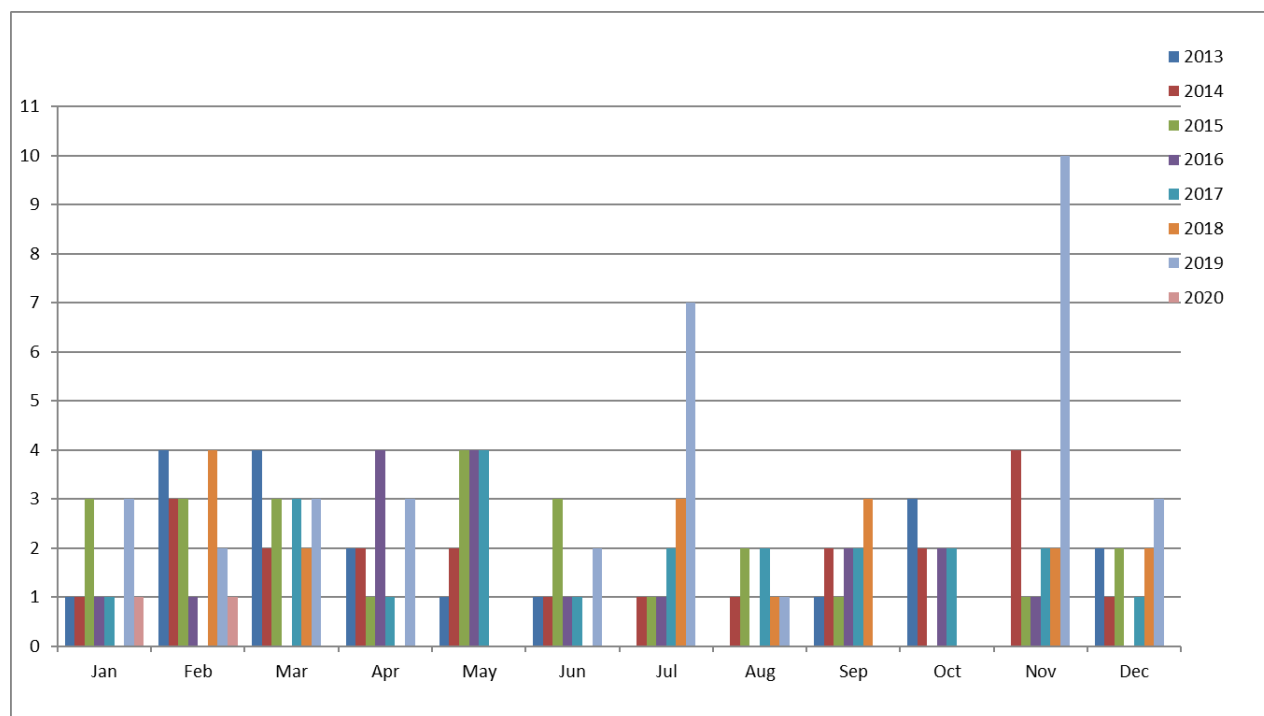
HUMAN RESOURCES

The recruitment process for the position of Works Manager is progressing with interviews held. An appointment is yet to be made to the role.

The recruitment process continues for the roles of Deputy General Manager and a Senior Planner or Planner with further candidate interviews to be held in the week commencing 23 March.

Health, Safety, Other

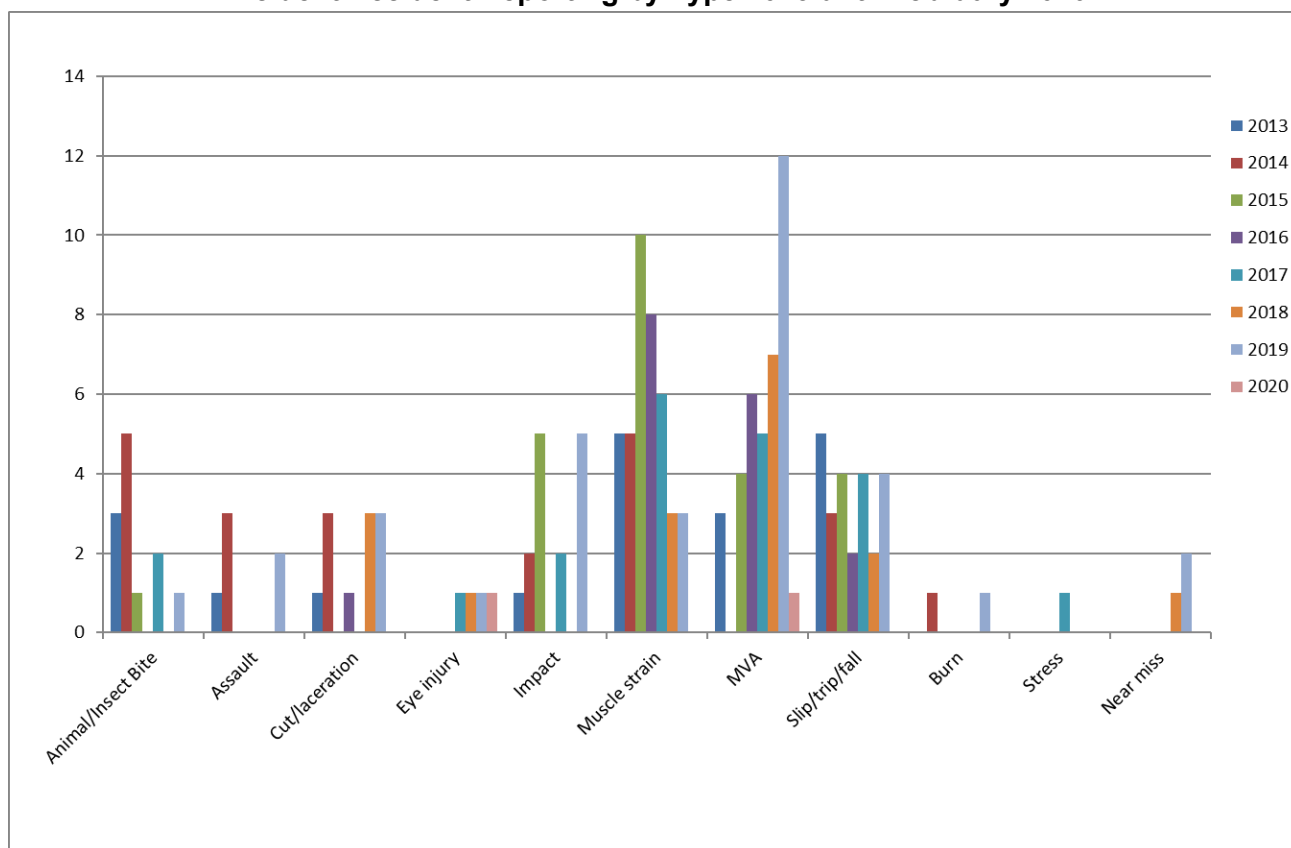
Incident/Accident Reporting Numbers November 2013 until February 2020



Analysis: Two Incident / Accident / Near Miss have been reported in the 2020 calendar year.



Incident/Accident Reporting by Type 2013 until February 2020



Analysis: No identifiable trends have been reported in 2020, MVA remain the main Incident / Accident, Near Miss area.

Motor Vehicle Reports in 2019 and 2020

| Date | Details | Risk Level |
|------------|--|------------|
| 31/01/2019 | Drove car over piece of concrete, damage to vehicle | Low |
| 5/02/2019 | Rock hit windscreen from passing vehicle | Low |
| 15/02/2019 | Travelling with concrete in front bucket piece went through gear box | Low |
| 26/03/2019 | Mower slipped into culvert and hit rock retaining wall | Low |
| 14/04/2019 | Right hand side of vehicle hit a kangaroo, damage to vehicle | Medium |
| 25/04/2019 | Reversed truck into ute | Medium |
| 11/07/2019 | Hit other vehicle damage to right hand side mirror at low speed | Low |
| 30/07/2019 | Stone chip in windscreen | Low |
| 31/07/2019 | Reversing vehicle hit gate | Low |
| 7/11/2019 | Stone chip in windscreen | Low |
| 11/11/2019 | Reversed 10 yard truck into excavator damaging cab | Medium |
| 19/11/2019 | Stone chip in windscreen | Low |
| 18/02/2020 | Damage to passenger side front panel | Low |



Visitor Centres

Glamorgan Spring Bay Council operates three visitor centres throughout the municipal area. They are all Yellow “I” centres.

| 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 | 2,805 | 1,965 | 1,916 | 1,635 | 3,990 | 5,132 | 7,236 | 8,350 | 9,830 | 11,676 |
| NOVEMBER | 2,829 | 2,839 | 2,819 | 2,473 | 2,239 | 1,971 | 5,431 | 6,929 | 8,777 | 10,733 | 12,007 | 13,567 |
| DECEMBER | 3,368 | 3,624 | 3,377 | 2,424 | 2,351 | 2,006 | 7,057 | 11,016 | 11,967 | 12,849 | 16,991 | 17,350 |
| JANUARY | 6,111 | 6,360 | 5,191 | 4,689 | 4,035 | 2,793 | 10,252 | 17,482 | 16,213 | 21,052 | 27,877 | 24,197 |
| FEBRUARY | 4,733 | 4,732 | 4,226 | 3,774 | 3,333 | 2,203 | 9,213 | 14,589 | 12,754 | 17,720 | 22,654 | 19,183 |
| 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 | 21,230 | 25,436 | 23,874 | 13,239 | 61,913 | 90,798 | 65,086 | 118,929 | 146,853 | 99,555 |

East Coast Heritage Museum

Report for December 2019 January 2020

December 2019 and January 2020 have seen a steady stream of visitors; both months have been down by 1% on this time last year. Several tour buses have visited during this period.

VISITOR NUMBERS

| | | | |
|---------------|------|--------------|------|
| December 2018 | 714 | January 2019 | 1204 |
| December 2019 | 1204 | January 2020 | 1045 |

We have received several good comments in our visitors book, such as:

Informative, interesting & well presented. Wonderful Staff! Alexandra, 20 Dec 2019

Great museum, very well displayed. Pam & Ken 30 Jan 2020

Lovely exhibition! Sabrina Croker 06 Jan 2020

Very informative, loved art display by Louisa. Fantastic & original museum. Stella 11 Jan 2020

EVENTS IN MUSEUM

THE AMaGA (Australian Museums and Galleries Australia) held their Christmas function and meeting at the Museum in December, this was a successful event; being the first time it was held out of the Hobart. Invitations were sent to the Mayor and General Manager, both were unable to attend. The director of TMAG Janet Carding was very impressed with our museum and congratulated the council on a wonderful facility in our region.

EXHIBITIONS ATTENDED BY CURATOR

On the 17th January the curator was invited to attend an exhibition of Australian Landscapes by the renowned colonial artist John Glover in Hunter Street, Hobart. This was attended by around 60 people including historians, curators from TMAG, QVMAG and other organisations. It was a great place to network with others.

East Coast Heritage Museum

Report for December 2019 January 2020

CO-OPERATION BETWEEN CENTRES

The Spring Bay Maritime & Discovery Centre in Triabunna opened an exhibition on Whaling. We were able to lend them some 'Meredith' whaling implements and interpretation panel.

NEW ACQUISITIONS

The museum acquired the following acquisitions during December 2019 and January 2020

SHC2019.32 Royal British Naval jacket, vest and hat band from a local descendant.

SHC2019.33 Decanter set, photographs and information on the Groom & Finter families

SHC2019.34 Shotgun, double barrel, made in New Zealand – Meredith family

SHC2019.35 Nightdress case with embroidery – Meredith family

SHC2019.36 Wall mounted telephone c1900 – Morey family

SHC2019.37 Bible, documents, photograph & artist box – Lewis family

SHC2019.38 Document advertising pain relief

SHC2019.39 Documents, medal, lodge regalia, trophy & ribbon – Lyne family

SHC2019.40 Packet ground pimento – local family

SHC2020.1 Bowler & top hat – Campbell family

REPORT ON VOLUNTEERS

Volunteer numbers have been dwindling. During a busy period December - January, Jack Hardcastle was away on the mainland and Derek Harris has moved to the North West Coast. At the moment Luana Nandan has been doing some extra days. Jack returned this week.

If we don't find more volunteers to do week-ends we'll have to close.

East Coast Heritage Museum

Report for December 2019 January 2020

COMPUTER UPGRADE

The museum's computer are around 10 years old and still running 'Widows 7'. Problems have started to occur with programs and the internet, updates are no longer available. Currently Jason Spence is working to resolve this. We will also need to upgrade our collections program 'MOSaIC Plus' once the issue is fixed - the museum works with the historical society so we can share this cost.

Recently we purchased a new printer due to our old one breaking down.

TOUR GROUP

Each year grade 9 Fahan School students visit the museum and give a talk about places and events around Swansea. This year we are expecting 2 groups of 23 students on the 3rd and 5th March.

NEW EXHIBITIONS

Our new exhibition will open on the Monday 2nd March and is called:

Frederick Mackie Quaker Plantsman

This exhibition will be on loan to us for two months (March & April) and will be coming to us from Narryna at Battery Point. Narryna is part of TMAG and we are delighted to be recognised as a museum of outstanding significance to host this exhibition. Chris Tassel, Director of a Cultural Heritage Group will be opening the event.

Local content will include the museum's collection of Dr Story and the Cotton family.

Invitations will be sent out and it would be greatly appreciated if some councillors or the Mayor could attend.



Profit and Loss

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|--|-------------------|-------------------|------------------|-------------|-------------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 8,379,759 | 8,497,440 | (117,681) | -1% | 8,502,440 | 1 |
| Statutory Charges | 393,477 | 374,464 | 19,013 | 5% | 534,500 | |
| User Charges | 703,561 | 595,996 | 107,565 | 18% | 805,050 | 2 |
| Grants | 471,718 | 478,930 | (7,212) | -2% | 1,282,653 | |
| Interest & Investment Revenue | 240,056 | 84,500 | 155,556 | 184% | 674,400 | 3 |
| Contributions | 44,000 | 25,900 | 18,100 | 70% | 37,000 | |
| Other Revenue | 1,180,758 | 955,752 | 225,006 | 24% | 1,729,083 | 4 |
| Net Gain (Loss) on Disposal of Assets | (6,720) | 0 | (6,720) | 0% | 50,000 | |
| Total Trading Income | 11,406,608 | 11,012,982 | 393,626 | 4% | 13,615,126 | |
| Gross Profit | 11,406,608 | 11,012,982 | 393,626 | 4% | 13,615,126 | |
| Capital Grants | | | | | | |
| Grants Commonwealth Capital - Other | 1,090,963 | 1,900,000 | (809,037) | -43% | 1,900,000 | 5 |
| Grants Commonwealth Capital - Roads to Recovery | 210,000 | 300,750 | (90,750) | -30% | 401,000 | 6 |
| Grants State Capital - Other | 350,000 | 0 | 350,000 | 0% | 0 | 7 |
| Total Capital Grants | 1,650,963 | 2,200,750 | (549,787) | -25% | 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 | 3,203,598 | 3,414,915 | (211,317) | -6% | 5,174,067 | 8 |
| Materials & Services | 4,231,463 | 3,839,022 | 392,441 | 10% | 5,491,080 | 9 |
| Depreciation | 1,557,656 | 1,557,656 | 0 | 0% | 2,336,478 | |
| Interest | 102,878 | 152,688 | (49,810) | -33% | 229,035 | 10 |
| Other Expenses | 108,093 | 132,364 | (24,271) | -18% | 219,000 | |
| Internal Plant used on Capital Jobs | (55,823) | (90,000) | 34,177 | -38% | (135,000) | 11 |
| Employee Oncosts | (10,852) | 86,056 | (96,908) | 113% | 0 | |
| Total Operating Expenses | 9,137,013 | 9,092,701 | 44,312 | 0% | 13,314,660 | |
| Net Profit | 2,269,595 | 1,920,281 | 349,314 | 18% | 361,860 | |
| Net Profit Including Capital Grants | 3,920,558 | 4,121,031 | (200,473) | -5% | 2,662,860 | |



Capital Works Program (Current Year WIP)

| | | | | | |
|---|------------------|----------|------------------|-----------|----------|
| Work in Progress Capital Works - Plant Internal | 55,823 | 0 | 55,823 | 0% | 0 |
| Work In Progress Payroll - Salaries and Wages | 109,763 | 0 | 109,763 | 0% | 0 |
| Work in Progress Capital Works - On Costs | 52,748 | 0 | 52,748 | 0% | 0 |
| Work in Progress Capital Works - Contractor Costs | 3,339,246 | 0 | 3,339,246 | 0% | 0 |
| Work in Progress Capital Works - Other Costs | 43,692 | 0 | 43,692 | 0% | 0 |
| Work in Progress Capital Works - Materials | 462,793 | 0 | 462,793 | 0% | 0 |
| Work in Progress Capital Works - Consultancy | 174,791 | 0 | 174,791 | 0% | 0 |
| Work in Progress Capital Works - Plant Hire External | 94,577 | 0 | 94,577 | 0% | 0 |
| Total Capital Works Program (Current Year WIP) | 4,333,432 | 0 | 4,333,432 | 0% | 0 |

Notes

1. Rate revenue is down \$118k (1%) on budget YTD, this is expected to reach annual budget expectations as supplementary rates are received and processed and rates received in advance are receipted at the end of the financial year.
2. User charges are up \$108k (18%) on budget YTD, this is primarily in relation to visitor information centres sales and private works charges.
3. Interest & investment revenue is up \$156k (184%) on the budget YTD, which relates to TasWater paying a higher amount in the interim dividend than in previous years. The total dividend received is still expected be down \$200k on budget.
4. Other revenue is up \$225k (24%) on budget YTD which is primarily in relation to increases in medical services income, insurance reimbursements, state pensioner remission reimbursements, receipts of annual rents.
5. Commonwealth capital grants are down \$809k on budget YTD, additional grant payments will be received on completion of projects or in line with project milestones.
6. Roads to recovery grants are down \$91k on budget YTD and the next instalment for \$70k has been received in March.
7. State Government capital grants have been received in relation to the Coles Bay Trailer Carparking project and the balance of \$50k will be received on completion.
8. Employee costs are down \$211k (6%) on budget for the YTD which is due to staff vacancies.
9. Material and services are up \$392k (10%) on budget YTD, which primarily related to increased contractor costs, legal fees and material purchases for the visitor information centres and gravel for road repairs. See note 11.
10. Interest expense is down \$50k on budget YTD which relates to the timing of loan repayments.
11. Internal plant usage is down on Capital Works projects which will be resulting in increased costs in Materials and Services.



Profit and Loss - Governance

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Note s |
|---|----------------|----------------|-----------------|-------------|-------------------|-----------|
| Trading Income | | | | | | |
| Rate Revenue | 797,042 | 797,042 | 0 | 0% | 797,042 | |
| Statutory Charges | 41 | 0 | 41 | 0% | 0 | |
| Other Revenue | (72) | 0 | (72) | 0% | 0 | |
| Net Gain/Loss Assets - Gross sales revenue of asset | 250 | 0 | 250 | 0% | 0 | |
| Total Trading Income | 797,261 | 797,042 | 219 | 0% | 797,042 | |
| Gross Profit | 797,261 | 797,042 | 219 | 0% | 797,042 | |
| Operating Expenses | | | | | | |
| Employee Costs | 381,999 | 372,015 | 9,984 | 3% | 492,996 | |
| Materials & Services | 102,034 | 72,718 | 29,316 | 40% | 106,046 | 1 |
| Depreciation | 33,334 | 33,334 | 0 | 0% | 50,000 | |
| Other Expenses | 97,521 | 98,664 | (1,143) | -1% | 148,000 | |
| Net Gain/Loss Assets - W.D.V. of asset sold | 4,497 | 0 | 4,497 | 0% | 0 | |
| Materials & Services - Councillor/Staff Recognition | 322 | 0 | 322 | 0% | 0 | |
| Total Operating Expenses | 619,707 | 576,731 | 42,976 | 7% | 797,042 | |
| Net Profit | 177,553 | 220,311 | (42,758) | -19% | 0 | |

Notes

1. Materials and Services are 40% or \$38k over the budget YTD. This primarily relates to contractors engaged as Acting GMs, Executive Assistants and for Strategic Planning consultants.



Profit and Loss - Medical Services

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|----------------------------------|------------------|------------------|-----------------|------------|-------------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 472,400 | 467,120 | 5,280 | 1% | 467,120 | |
| Interest & Investment Revenue | 0 | 136 | (136) | 100% | 200 | |
| Other Revenue | 664,351 | 617,336 | 47,015 | 8% | 946,000 | 1 |
| Total Trading Income | 1,136,751 | 1,084,592 | 52,159 | 5% | 1,413,320 | |
| Gross Profit | 1,136,751 | 1,084,592 | 52,159 | 5% | 1,413,320 | |
| Operating Expenses | | | | | | |
| Employee Costs | 362,089 | 383,704 | (21,615) | -6% | 575,557 | 2 |
| Materials & Services | 555,721 | 559,273 | (3,552) | -1% | 837,111 | |
| Depreciation | 59,136 | 59,136 | 0 | 0% | 88,700 | |
| Interest | 968 | 920 | 48 | 5% | 1,377 | |
| Total Operating Expenses | 977,915 | 1,003,033 | (25,118) | -3% | 1,502,745 | |
| Net Profit | 158,836 | 81,559 | 77,277 | 95% | (89,425) | |

Notes

1. Other revenue is up \$47k or 8% which relates to an increase in Medical Income received.
2. Employee costs are down \$22k or 6% on budget YTD.

Profit and Loss - Visitor Information Centres

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---------------------------------|----------------|----------------|---------------|------------|----------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 318,497 | 318,497 | 0 | 0% | 318,497 | |
| User Charges | 280,796 | 210,000 | 70,796 | 34% | 315,000 | 1 |
| Other Revenue | 47,805 | 35,664 | 12,141 | 34% | 53,500 | 2 |
| Total Trading Income | 647,098 | 564,161 | 82,937 | 15% | 686,997 | |
| Gross Profit | 647,098 | 564,161 | 82,937 | 15% | 686,997 | |
| Operating Expenses | | | | | | |
| Employee Costs | 350,742 | 331,744 | 18,998 | 6% | 497,617 | 3 |
| Materials & Services | 160,616 | 123,606 | 37,010 | 30% | 185,380 | 4 |
| Depreciation | 2,664 | 2,664 | 0 | 0% | 4,000 | |
| Total Operating Expenses | 514,022 | 458,014 | 56,008 | 12% | 686,997 | |
| Net Profit | 133,076 | 106,147 | 26,929 | 25% | 0 | |

Notes

1. User charges are up \$71k or 34% on budget YTD. This relates to increases across the board in advertising sales, booking sales, and retail sales. This is likely to taper off as we head out of peak season but should exceed annual budget expectations.
2. Other revenue is up \$12k or 34% which relates to commission earned on bookings and park passes.
3. Employee costs are up \$19k or 6% on budget YTD and this relates to the seasonal activity.
4. Materials and services are up \$37k or 30% on the budget YTD. This relates primarily to the purchase of stock for retail sales.



Profit and Loss - Economic Development

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget |
|---------------------------------|---------------|---------------|----------------|-------------|----------------|
| Trading Income | | | | | |
| Rate Revenue | 21,500 | 21,500 | 0 | 0% | 21,500 |
| Total Trading Income | 21,500 | 21,500 | 0 | 0% | 21,500 |
| Gross Profit | | | | | |
| | 21,500 | 21,500 | 0 | 0% | 21,500 |
| Operating Expenses | | | | | |
| Materials & Services | 7,396 | 11,000 | (3,604) | -33% | 16,500 |
| Total Operating Expenses | 7,396 | 11,000 | (3,604) | -33% | 16,500 |
| Net Profit | 14,104 | 10,500 | 3,604 | 34% | 5,000 |

Profit and Loss - Corporate Services

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | 18/19 Actual | Notes |
|---|------------------|------------------|------------------|-------------|-------------------|------------------|-------|
| Trading Income | | | | | | | |
| Rate Revenue | 1,223,228 | 1,369,830 | (146,602) | -11% | 1,374,830 | 6,258,879 | 1 |
| Statutory Charges | 54,759 | 63,064 | (8,305) | -13% | 95,100 | 90,142 | |
| Grants | 96,833 | 93,000 | 3,833 | 4% | 250,653 | 285,424 | |
| Interest & Investment Revenue | 236,946 | 83,300 | 153,646 | 184% | 674,200 | 464,645 | 2 |
| Other Revenue | 306,013 | 269,336 | 36,677 | 14% | 279,000 | 295,612 | 3 |
| Net Gain/Loss Assets - Gross sales revenue of asset | 12 | 0 | 12 | 0% | 0 | 0 | |
| Total Trading Income | 1,917,792 | 1,878,530 | 39,262 | 2% | 2,673,783 | 7,394,703 | |
| Gross Profit | 1,917,792 | 1,878,530 | 39,262 | 2% | 2,673,783 | 7,394,703 | |
| Capital Grants | | | | | | | |
| Grants Commonwealth Capital - Other | 500,000 | 1,000,000 | (500,000) | -50% | 1,000,000 | 0 | 4 |
| Total Capital Grants | 500,000 | 1,000,000 | (500,000) | -50% | 1,000,000 | 0 | |
| Operating Expenses | | | | | | | |
| Employee Costs | 335,193 | 541,324 | (206,131) | -38% | 802,724 | 464,747 | 5 |
| Materials & Services | 1,096,994 | 1,116,831 | (19,837) | -2% | 1,500,190 | 1,537,696 | |
| Depreciation | 41,336 | 41,336 | 0 | 0% | 62,000 | 62,325 | |
| Interest | (2,314) | 3,336 | (5,650) | 169% | 5,000 | 11,035 | 6 |
| Other Expenses | 11,103 | 34,000 | (22,897) | -67% | 71,000 | 61,275 | 7 |
| Total Operating Expenses | 1,482,312 | 1,736,827 | (254,515) | -15% | 2,440,914 | 2,137,078 | |
| Net Profit | 435,480 | 141,703 | 293,777 | 207% | 232,869 | 5,257,625 | |

Notes

1. Rate revenue is down \$146k or 11% on budget YTD, this is expected to reach annual budget expectations as supplementary rates are received and processed and rates received in advance are receipted at the end of the financial year.
2. Interest & investment revenue is up \$154k or 184% on the budget YTD, which relates to TasWater paying a higher amount in the interim dividend than in previous years. The total dividend received is still expected to be down \$200k on budget.
3. Other revenue is up 14% on the budget YTD due to insurance reimbursements, increase in pensioner remission reimbursements from the State and annual rental revenue being invoiced in full.
4. Commonwealth grant income relates to the Drought Relief Grant and the balance of funds will be received once milestones are met.
5. Employee costs are down on budget for the YTD as a planned new position has not been filled and the restructuring of administrative positions has resulted in savings.
6. Interest is down for the YTD due to the timing of repayments.
7. Other expenses are down due to timing of audit fees.



| as at 29 February 2020 | | | | | | |
|--|---|----------------------|-------------------------------|------------------------|-------------------|---|
| 2019 - 2020 CAPITAL NEW // BICHENO - BUCKLAND - COLES BAY - ORFORD - SWANSEA - TRIABUNNA | | | | | | |
| Department | Description | Budget Est - adopted | Govt Funding (drought relief) | Invoices rec'd to date | On-Site Progress* | Comments |
| Roads, Footpaths, Kerbs | | | | | | |
| Buckland - Nugent Road R2R | Prep and bitumen seal 6000m | 139,899 | - | - | 0% | Fully Funded by RTR - \$330,000 (additional funding of \$200,543) |
| Dolphin Sands | | - | - | 3,279 | 5% | Grant Deed signed |
| Saltworks - Saltworks Road | Bitumen Sealing 700m | 45,000 | - | 215 | Complete | Project completed 2018-19 |
| | SUB TOTAL | 184,899 | - | 3,494 | | |
| PG, Walking Tracks, Cemeteries | | | | | | |
| Bicheno Rec Ground | New Cricket Practice Nets / Surface | - | 7,000 | 6,000 | Complete | Fully Funded (FF) |
| Coles Bay Boat Trailer Parking | New carparks and footpath | 400,000 | - | 174,116 | 70% | New DPIPWE Grant |
| Buckland Walk | Construct River Walk | 32,000 | - | 10,088 | 30% | Grant Deed signed |
| Orford Rec Ground | New Cricket Practice Nets / Surface | - | 40,000 | 35,220 | 90% | FF |
| Triabunna - Rec Ground | Electronic Score Board | - | 20,000 | 21,036 | 50% | FF |
| Triabunna - Tennis Courts | Relocate to RecGround | - | 250,000 | 191,534 | 70% | FF (\$10k contribution Tennis Club) |
| Buckland Dog Exercise Yard | Develop | - | 20,000 | - | 0% | FF (ordered) |
| Orford Dog Exercise Yard | Develop | - | 20,000 | - | 0% | FF (ordered) |
| Swansea Dog Exercise Yard | Develop | - | 20,000 | 9,900 | 40% | FF (ordered) |
| Swanwick Dog Exercise Yard | Develop | - | 20,000 | - | 0% | FF |
| Triabunna Dog Exercise Yard | Develop | - | 20,000 | - | 0% | FF (ordered) |
| | SUB TOTAL | 432,000 | 417,000 | 447,893 | | |
| Council Buildings | | | | | | |
| Swansea Loo with a View | New constructed toilets / disability access | 200,000 | - | 133,233 | 70% | Council to consider relocation |
| Dog Control | Microchip reading stick | 5,000 | - | - | 50% | Moved to operational |
| Triabunna Old Offices | Relocate Memorial | 30,000 | - | 680 | 10% | Plaque relocated (awaiting RSL advice re centotaph) |
| Triabunna Clubrooms | Install catch nets for window protection | 20,000 | - | 8,900 | Complete | |
| Triabunna Clubrooms | c/fwd project from 18/19 | - | - | 29,205 | Complete | Late invoices from 18-19 |
| Bicheno Hall | New Chairs | - | 17,500 | 19,485 | Complete | FF (ordered) |
| Coles Bay Hall | New Chairs | - | 14,000 | 15,700 | Complete | FF (ordered) |
| | SUB TOTAL | 255,000 | 31,500 | 207,203 | | |
| Plant & Equipment | | | | | | |
| Excavator 1.5T and Trailer | | 48,000 | - | - | Complete | Cost relocated to replacement |
| IT Equipment | | - | - | 1,957 | Complete | Planning Computer |
| | SUB TOTAL | 48,000 | - | 1,957 | | |
| Municipal | | | | | | |
| Event | Allocation for Education | - | 30,000 | 8,626 | Complete | Peter Andrews visit |
| | SUB TOTAL | - | 30,000 | 8,626 | | |
| | CAPITAL TOTAL - NEW | 919,899 | 478,500 | 669,172 | | |



| as at 29 February 2020 2019 - 2020 CAPITAL RENEWAL // BICHENO - BUCKLAND - COLES BAY - ORFORD - SWANSEA - TRIABUNNA | | | | | | |
|--|--|----------------------|-------------------------------|------------------------|-------------------|-----------------------------------|
| Department | Description | Budget Est - adopted | Govt Funding (drought relief) | Invoices rec'd to date | On-Site Progress* | Comments |
| Sealed Road Pavements | | | | | | |
| Sealed Road Pavement Assessments | General Road Pavement Condition Inspection | 25,000 | - | - | 0% | |
| Swansea Road Repairs | General Road Repairs Swansea | 30,000 | - | 211 | 10% | |
| Bicheno Road Repairs | General Road Repairs Bicheno | 30,000 | - | 211 | 10% | |
| Coles Bay Road Repairs | General Road Repairs Coles Bay | 30,000 | - | - | 0% | |
| Orford Road Repairs | General Road Repairs Orford | 30,000 | - | - | 0% | |
| Orford - Jetty Road R2R | Rheban Road to West Shelly Road (460m x 6.5m) | 225,601 | - | 225,601 | Complete | Fully Funded by RTR |
| Orford - Louisville Road | Additional funds to complete project | 30,000 | - | 19,837 | Complete | |
| Buckland Road Repairs | General Road Repairs Buckland | 30,000 | - | - | 0% | |
| Triabunna Road Repairs | General Road Repairs Triabunna | 30,000 | - | 335 | 10% | |
| | SUB TOTAL | 460,601 | - | 246,195 | | |
| Sealed Roads | | | | | | |
| Various locations | | | | | | |
| Buckland | Jetpatcher costs | 25,000 | - | 8,085 | 20% | |
| Triabunna | Jetpatcher costs | 35,000 | - | 48,003 | 80% | |
| Orford | Jetpatcher costs | 35,000 | - | 26,354 | 70% | |
| Swansea | Jetpatcher costs | 35,000 | - | 37,025 | Complete | |
| Bicheno | Jetpatcher costs | 35,000 | - | 24,403 | 70% | |
| Coles Bay/Swanwick | Jetpatcher costs | 35,000 | - | 25,120 | 70% | |
| | SUB TOTAL | 200,000 | - | 168,989 | | |
| Unsealed Road Pavements | | | | | | |
| Gravel Roads - General | Resheeting - general | 225,000 | - | 242,229 | Complete | |
| Orford - Alice Street | Tasman Highway to Russell Street | 49,000 | - | 46,103 | Complete | Council contribution |
| | SUB TOTAL | 274,000 | - | 288,332 | | |
| Stormwater & Drainage | | | | | | |
| Orford - Rheban Road | West Shelly properties - drainage works | 12,000 | - | - | 0% | |
| | | 12,000 | - | - | | |
| Bridges and Culverts | | | | | | |
| General Structures | Required repair works to a number of structures | 60,000 | - | 9,723 | 0% | Works order issued |
| Old Coach Road R2R | Replace timber deck to concrete | 55,000 | - | - | 0% | Fully Funded by RTR |
| | SUB TOTAL | 115,000 | - | 9,723 | | |
| Parks & Reserves | | | | | | |
| Coles Bay Reserve | Playground Rejuvenation Hall Surrounds | - | 40,000 | 21,681 | 70% | FF |
| Swanwick Reserve | Playground Rejuvenation | - | 20,000 | 1,860 | 10% | FF |
| Bicheno Lions Park | Playground / Amenities Rejuvenation / Fence | - | 40,000 | 32,822 | Complete | FF |
| Bicheno Foreshore Track | Replace old timber walkway bridge (northern end) | 25,000 | - | 26,289 | | Project allocation to be reviewed |
| Buckland Reserve | Playground / Amenities Rejuvenation | - | 5,000 | 1,500 | 80% | FF |
| Triabunna Seafarers Memorial | Replace flagpole masts | 10,000 | - | 1,054 | 50% | Repaired 1 flagpole |
| Swansea Rec Ground | Refurbish Scorers Box - awning over servery | - | 25,000 | 15,215 | 80% | FF |
| | SUB TOTAL | 35,000 | 130,000 | 100,421 | | |



| | | | | | | |
|--|---|---------------------|-------------------|-----------------------|---------------|----------------------------------|
| Council Buildings | | | | | | |
| Bicheno - Gulch Toilet | Building extension | - | 60,000 | 31,778 | 90% | FF |
| Bicheno Hall | Floor Sanding, Paint, window coverings, stage carpet | - | 40,000 | 23,887 | 90% | FF |
| Coles Bay Reserve | Subsurface Irrigation replacement | 20,000 | - | 20,256 | Complete | |
| Coles Bay Hall | Floor Sanding, painting, carpet, window curtains | - | 47,000 | 23,886 | 90% | |
| Coles Bay Toilets | Refurbish Hall Toilets | - | 20,000 | 33,624 | Complete | FF |
| Cranbrook Hall | Paint | - | 10,000 | 4,182 | 90% | FF - New Budget Line |
| Swansea Depot Sheds | storage bays - 2 Mus / 3 Depot / 2 Bdg Dept / 2 NRM | 25,000 | - | 30,132 | 80% | |
| Swansea Old SES Building | Community Shed / Re-use Shop | - | 184,500 | 136,587 | 70% | FF |
| Triabunna Depot | Dog pound upgrade - incl power and security | 12,600 | - | 489 | 20% | |
| Swansea Depot | Dog Pound Upgrade | 7,000 | - | - | 0% | |
| Bicheno Depot | Dog Pound Upgrade | 7,000 | - | - | 0% | |
| Triabunna Community Hall | Kitchen Renovations | - | 20,000 | 23,826 | Complete | FF (plus committee contribution) |
| Asbestos Assessment and Register | For all Council Buildings as per Building regulations | 20,000 | - | - | 0% | |
| | SUB TOTAL | 91,600 | 381,500 | 328,645 | | |
| Plant & Equipment | | | | | | |
| Bicheno Depot - Trailer | Heavy duty box trailer with brakes | 3,800 | - | 2,216 | Complete | Purchased |
| | SUB TOTAL | 3,800 | - | 2,216 | | |
| | CAPITAL TOTAL - RENEWAL | 1,192,001 | 511,500 | 1,144,522 | | |
| Water Scheme | | | | | | |
| Prosser Plains Raw Water Scheme | | 3,000,000 | - | 2,521,676 | Commissioning | BBR Grant/Loan |
| | SUB TOTAL | 3,000,000 | - | 2,521,676 | | |
| | CAPITAL TOTAL - NEW & RENEWAL | \$ 5,111,900 | \$ 990,000 | \$ 4,335,370 | | |
| | | | 71% | \$ \$ Expended | | |
| Adopted Budget 2019-2020 / 'Total Capital Works' \$5,711,900 (New Grant \$400,000 now included) | | | | | | |
| * Status of onground works - project final invoicing may still be outstanding | | | | | | |
| 2019-2020 R2R allocation \$601,630 (additional Drought Extension funding of \$200,543 included) | | | | | | |

5.2 Works & Infrastructure

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

Please note: As the role of Manager Works is currently vacant no update is provided in respect to general maintenance and waste management statistics. It is envisaged that upon appointment to the role of Works Manager, a detailed report will be made available at the next ordinary Council meeting thereafter.

Profit and Loss - Works

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---|------------------|------------------|------------------|-------------|-------------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 3,786,399 | 3,780,084 | 6,315 | 0% | 3,780,084 | |
| User Charges | 65,845 | 60,176 | 5,669 | 9% | 90,250 | |
| Grants | 373,885 | 385,500 | (11,616) | -3% | 1,032,000 | |
| Other Revenue | 81,292 | 8,920 | 72,372 | 811% | 13,383 | 1 |
| Net Gain/Loss Assets - Gross sales revenue of asset | 517 | 0 | 517 | 0% | 0 | |
| Total Trading Income | 4,307,938 | 4,234,680 | 73,258 | 2% | 4,915,717 | |
| Gross Profit | 4,307,938 | 4,234,680 | 73,258 | 2% | 4,915,717 | |
| Capital Grants | | | | | | |
| Grants Commonwealth Capital - Roads to Recovery | 210,000 | 300,750 | (90,750) | -30% | 401,000 | 2 |
| Grants State Capital - Other | 350,000 | 0 | 350,000 | 0% | 0 | 3 |
| Total Capital Grants | 560,000 | 300,750 | 259,250 | 86% | 401,000 | |
| Operating Expenses | | | | | | |
| Employee Costs | 1,050,369 | 1,022,448 | 27,921 | 3% | 1,520,027 | |
| Materials & Services | 1,405,682 | 1,207,796 | 197,886 | 16% | 1,797,125 | 4 |
| Depreciation | 1,003,800 | 1,003,800 | 0 | 0% | 1,505,700 | |
| Interest | 2,249 | 2,432 | (183) | -8% | 3,644 | |
| Total Operating Expenses | 3,462,100 | 3,236,476 | 225,624 | 7% | 4,826,496 | |
| Net Profit | 845,837 | 998,204 | (152,367) | -15% | 89,221 | |

Notes

1. Other revenue is up \$72k on budget YTD. This is primarily due to insurance claims and income received for the Tasman Highway Contract in July.
2. Roads to Recovery funding is received in line with the projects works. The next instalment should be received in coming months.
3. Council has been awarded a \$400k grant for Coles Bay Trailer Parking, of which \$350k has been received.
4. Materials and services is \$198k up on budget YTD, this is mainly due to the purchase of gravel for roads maintenance, the removal of unsafe trees, increased internal plant hire and fuel costs.

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.

Statutory Planning

The planning department consists of one full-time Graduate Planner, one full-time casual Planning Technical Officer, one .6FTE Senior Planning Consultant, and several Consultant Planners.

Bendigo Bank

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



February 2020

| ANIMAL CONTROL | MTD | YTD |
|--|------------|------------|
| Dogs Registered | 8 | 1015 |
| Kennel Licences Issued/Renewed | 0 | 4 |
| Dogs Impounded | 1 | 5 |
| Dogs Seized | 0 | 0 |
| Dogs Surrendered | 0 | 3 |
| Dogs Euthanized | 0 | 1 |
| Dogs at Large | 1 | 35 |
| Dogs placed with Dogs' Homes of Tasmania | 0 | 3 |
| Caution Notices Issued | 1 | 6 |
| Complaints | 0 | 13 |
| Infringements | 0 | 13 |
| Lost Dog calls | 0 | 15 |
| Other | 1 | 23 |
| Fire Abatement Enquires/Complaints | 29 | 53 |
| Cat Enquires/Complaints | 0 | 6 |
| Livestock Enquires/Complaints | 0 | 7 |
| | | |
| ENVIRONMENTAL HEALTH | MTD | YTD |
| Immunisations | 0 | 14 |
| Food Business Registrations | 3 | 134 |
| Temporary Food Business Registrations/Assessments | 0 | 15 |
| Food Business Inspections | 9 | 83 |
| Place of Assembly Licences | 0 | 0 |
| Environmental Nuisances | 0 | 25 |
| Littering | 0 | 1 |
| Abatement Notices | 0 | 0 |
| Notifiable Diseases | 0 | 0 |
| Recreational Water Sampling | 28 | 84 |
| Suppliers of Private Water | 0 | 0 |
| Water Carriers | 0 | 8 |
| Regulated System Registration | 0 | 1 |
| Major Incidents notified to DPIPWE | 0 | 0 |
| Complaints (Noise/On-Site Waste Water/Other) | 8 | 24 |
| Inspections (Water Carrier/Other) | 0 | 0 |
| On-site Wastewater Assessments/Permits | 3 | 43 |
| Form 49 & 50 Assessments/Inspections | 1 | 7 |
| Food Business Enquiries (New Businesses) | 3 | 26 |
| Food Sampling/Surveys | 0 | 0 |
| Development Application Assessments | 6 | 22 |
| | | |
| BENDIGO BANK | | |
| Deposits | 100 | 996 |
| Withdrawals | 22 | 213 |
| Transfers | 4 | 37 |
| New Accounts | 0 | 0 |
| Requests for Change | 11 | 164 |
| Other | 4 | 23 |
| No of days whereby no transactions/enquiries carried out | 4 | 7 |



| PLANNING | MTD | YTD |
|--|-----------|------------|
| Development Applications | | |
| <i>Received</i> | 36 | 280 |
| <i>Visitor Accommodation</i> | 5 | 104 |
| <i>Dwellings (including dwelling plus outbuilding)</i> | 8 | 64 |
| <i>Outbuildings (no dwelling)</i> | 7 | 53 |
| <i>Additions / alterations</i> | 4 | 22 |
| <i>Signage</i> | 2 | 7 |
| <i>Multiple dwellings</i> | 1 | 2 |
| <i>DAs approved</i> | 4 | 174 |
| Subdivision Applications | | |
| <i>Received</i> | 5 | 23 |
| <i>No. of lots</i> | 16 | |
| <i>SAs approved</i> | 0 | 7 |
| Applications advertised | 31 | |
| Other Applications | | |
| Stratum Title Applications received | 1 | - |
| Final Plans for Sealing received | 0 | - |
| Petitions to Amend a Sealed Plan received | 0 | - |

| Building Approvals | January 2020 | 2019-2020 | 2018-2019 |
|--|-----------------|-----------------|-----------------|
| Work Category | Month | Year To Date | Previous Year |
| Permit Required | 5 | 62 | 91 |
| Notifiable Building | 9 | 51 | 75 |
| Low Risk 1 | 0 | 11 | 29 |
| Low Risk 2 | 0 | 9 | 1 |
| Building Certificate | 1 | 1 | 2 |
| Permit of Substantial Compliance | 0 | 0 | 2 |
| | | | |
| Value of Work | \$ 2,645,825.00 | \$18,129,015.00 | \$32,319,963.00 |
| Compliance | | | |
| Building Notices Issued | 0 | 2 | 1 |
| Building Orders Issued | 0 | 1 | 0 |
| Planning - Notice of Suspected Contravention | 0 | 0 | 0 |
| Planning - General | 0 | 0 | 2 |

Profit and Loss - Development Services

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---------------------------------|----------------|----------------|------------------|-------------|----------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 420,515 | 420,515 | 0 | 0% | 420,515 | |
| Statutory Charges | 328,008 | 306,028 | 21,980 | 7% | 439,400 | |
| User Charges | 13,320 | 12,800 | 520 | 4% | 12,800 | |
| Contributions | 42,969 | 25,900 | 17,069 | 66% | 37,000 | 1 |
| Other Revenue | 11,088 | 9,336 | 1,752 | 19% | 14,000 | |
| Total Trading Income | 815,899 | 774,579 | 41,320 | 5% | 923,715 | |
| Gross Profit | 815,899 | 774,579 | 41,320 | 5% | 923,715 | |
| Operating Expenses | | | | | | |
| Employee Costs | 247,988 | 289,144 | (41,156) | -14% | 433,308 | 2 |
| Materials & Services | 511,675 | 309,072 | 202,603 | 66% | 462,700 | 3 |
| Depreciation | 17,376 | 17,376 | 0 | 0% | 26,060 | |
| Interest | 1,154 | 1,096 | 58 | 5% | 1,646 | |
| Other Expenses | (582) | 0 | (582) | 0% | 0 | |
| Internal Plant Hire | 909 | 0 | 909 | 0% | 0 | |
| Total Operating Expenses | 778,520 | 616,688 | 161,832 | 26% | 923,714 | |
| Net Profit | 37,379 | 157,891 | (120,512) | -76% | 1 | |

Notes

- Contributions in relation to developments applications is up \$17k or 66% on budget YTD, which is in relation to subdivisions and public open space.
- Employee Costs are down \$41k or 14% which is related to ongoing staff vacancies.
- Materials and Services are up \$203k or 66% on budget YTD. This is directly related to increased contractor costs to cover staff vacancies, increased development application work and work on the Local Planning Schedule; as well as increased legal costs for planning appeals.

5.4 Manager Community Development – Mrs. Lona Turvey

Community Development

Southern Tasmanian Student Leaders' Conference 2020

Each year Council sponsors a bus to transport school leaders from Swansea, Triabunna and Orford Primary Schools to attend the Southern Tasmanian Student Leaders' Conference which will be held at Huonville Primary School on Monday, 23rd March, 2020.

This successful conference has been running for 16 years and is attended by students from all over southern Tasmania from Ouse to Bothwell, Swansea to Bruny Island and Hobart to Dover. The conference provides the students with an opportunity to engage with keynote and panel speakers and undertake activities where they practice leadership skills in a workshop situation.

Feedback from past conferences indicated that students value the time to think deeply and socially about their roles in their schools with peers from similar situations.

The bus will also serve a dual purpose. As there will be a number of vacant seats, seniors from Swansea, Triabunna, Orford and Buckland have been invited to join the trip to Huonville where they can spend the day wandering around and enjoying what the town has to offer.

Reclink Youth AFL Football League

Glamorgan Spring Bay Council works collaboratively with Reclink Australia and southern Midlands Council to provide students at Oatlands (Southern Midlands Hawks), Campania/Bothwell (Cats), Tasman (Crows) and Triabunna (East Coast Roos) with an opportunity to play some competitive football and to mix socially with their opponents at a barbecue following the games. Approximately 120 players participate at each event and the teams consist of a mix of both girls and boys.

The roster commences in May and there is one match each month that culminates in a Gala Day in August/September each year. The games are all played at Southern Midlands Council's Campania football oval and parents and community members are encouraged to come along to support their teams.

Reclink Australia provides all the football gear and clothing for the players.

Wesley LifeForce Suicide Prevention Networks

Wesley LifeForce is holding a community meeting in Swansea on **Wednesday, 25 March, 2020** at the May Shaw Health and Wellbeing Centre between 6.00 pm and 7.30 pm to discuss a proposal to form a suicide prevention network in Swansea. A light supper will be provided.

Community suicide prevention networks play a key role in co-ordination, collaboration and resource exchange within a community and may therefore build a community's capacity as a foundation for the development of effective suicide prevention initiatives.

The successful Spring Bay Suicide Prevention Network was the first such network to be formed in Tasmania and has been operating for ten years. Members of the Spring Bay Network will be guest speakers at the meeting.

Spring Bay Elderly Persons Units

One of the Spring Bay Elderly Persons Units has become vacant and will be advertised shortly after an inspection has been undertaken and any refurbishment and maintenance works completed.

Kodi's Army – "Hay, Let's Bail a Farmer Out"

Karen James is the driving force behind Kodi's Army and she has initiated a plan to get some hay to farmers on Tasmania's East Coast.

Through the support of many individuals, businesses, clubs and organisations, Kodi's Army will be delivering approximately 2,000 bales of hay to the East Coast on Saturday, 28th March. There will be approximately 50 – 60 people involved on the day, including members of various Lions Clubs from around the State, the Devonport Men's Shed, Huon Pony Club, truck drivers and of course Kodi's Army.

There will be media coverage and a barbecue for the volunteers is being organized by Council in conjunction with the Swansea Lions Club.

Further details will be provided to Councillors as soon as the logistics have been finalized.

Community Small Grants Programme

| NAME | DONATED | COUNCIL MINUTE |
|--|---------------|----------------|
| Rural Alive and Well Inc. | 1,000 | 131/19 |
| Spring Bay Maritime & Discovery Centre Inc. Spring Bay Community Shed | 1,000 | 132/19 |
| Buckland Cricket Club | 1,000 | 148/19 |
| Spring Bay Community Boat Shed | 1,000 | 149/19 |
| Olivia Connors – Representing Tasmanian in the National Championships – In-Line Hockey Australia | 200 | |
| Eastcoast Regional Development Organisation Inc. | 500 | 168/19 |
| Orford Primary School | 200 | 169/19 |
| Swansea Community Christmas | 500 | 170/19 |
| Bicheno Memorial Hall | 1,000 | 206/19 |
| Coles Bay Volunteer Fire Brigade | 500 | 218/19 |
| Buckland Volunteer Fire Brigade | 500 | 223/19 |
| Freycinet Association Inc. | 500 | 226/19 |
| Lions Club of Spring Bay – Christmas Parade | 1, 000 | 227/19 |
| Triabunna Volunteer Fire Brigade | 500 | 228/19 |
| Schools End of Year Book Prizes | 650 | 219/19 |
| Bicheno Community Development | 500 | 23/20 |
| Coles Bay Half Triathlon | 1,500 | 24/20 |
| Freycinet Association Inc. | 1,000 | 25/20 |
| Spring Bay Suicide Prevention Network | 2,000 | 26/20 |
| Bicheno RSL Sub-Branch | 1,000 | 53/20 |
| Freycinet Volunteer Marine Rescue Association | 1,000 | 54/20 |
| | | |
| Total | 17,050 | |
| | | |

Profit and Loss - Community Development

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---|----------------|----------------|-----------------|------------|-------------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 287,843 | 287,843 | 0 | 0% | 287,843 | |
| Interest & Investment Revenue | 1,486 | 0 | 1,486 | 0% | 0 | |
| Other Revenue | 40,594 | 9,306 | 31,288 | 336% | 13,950 | 1 |
| Net Gain/Loss Assets - Gross sales revenue of asset | (98) | 0 | (98) | 0% | 0 | |
| Total Trading Income | 329,825 | 297,149 | 32,676 | 11% | 301,793 | |
| Gross Profit | 329,825 | 297,149 | 32,676 | 11% | 301,793 | |
| Operating Expenses | | | | | | |
| Employee Costs | 102,960 | 100,367 | 2,593 | 3% | 150,543 | |
| Materials & Services | 66,810 | 81,086 | (14,276) | -18% | 121,250 | 2 |
| Depreciation | 20,000 | 20,000 | 0 | 0% | 30,000 | |
| Net Gain/Loss Assets - W.D.V. of asset sold | 472 | 0 | 472 | 0% | 0 | |
| Total Operating Expenses | 190,242 | 201,453 | (11,211) | -6% | 301,793 | |
| Net Profit | 139,583 | 95,696 | 43,887 | 46% | 0 | |

Notes

1. Other revenue is up \$31k on budget which primarily relates to Eldercare rental income, donations for the art competition and sale of art work.
2. Materials and services are down \$14k on budget YTD due to timing of events to occur later in the year.

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 Depot Shed**
Construction of the new Council depot shed at Swansea is complete. This new building provides seven new under cover storage bays. The building department have re-located to the new building materials that were stored at the new Community Hub building. This now allows the Men’s shed section of the Community hub to be painted by the volunteers.
- **Old Triabunna Council Offices**
Settlement for the sale of the old Triabunna Council offices building took place on the 5th of March. In the weeks up to settlement, Council staff vacated all the Property files to alternative storage. Some remaining chairs and furniture were taken up to the new Swansea Community Hub building where they can be sold in the re-use shop.
- **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.

Many of the components of the project have now been completed. An extension of time on some of the projects including the Dog Exercise Yards has been applied for and an extension to the end of April 2020 has been provided.

Swanwick Recreation Ground

The dog exercise yard fencing at the Swanwick recreation ground is complete, shelter and water provision will now be installed.

Swansea Recreation Ground

The Scorers shed at the Swansea recreation ground is being refurbished with new roofing and cladding. This project will be completed over the next two months. An awning has been installed above the kiosk window at the clubrooms and a new window will be installed.

Swansea Dog Exercise Yard

The fencing for the Swansea dog exercise yards are being installed.

Swansea Community Hub

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. The internal painting is being done by volunteer labor to save on costs.

The central section of the Community Hub which will be used for community meetings has been plastered and painted.

The toilets, kitchen and meeting room are nearly completed.

The Men’s shed section of the building will be renovated now the materials being stored there have been moved to the new storage shed at the Swansea Depot.

The Men's shed will be fitted out with equipment purchased with the savings from the work done by the volunteer painters.

Triabunna Recreation Ground

The new tennis courts at the Triabunna Recreation ground are complete. The courts have been sealed with a Plexipave asphalt for a softer playing surface. The new clubroom is now under construction. The concrete slab has been placed and the frame is now under construction.



Triabunna Dog Exercise Area

Fencing posts have been installed at the Triabunna recreation ground in preparation for the dog exercise areas. There is a delay in getting wire for these exercise areas due to the fires on the mainland having destroyed kilometers of rural fencing which is now being replaced.

MARINE INFRASTRUCTURE:

Boat Ramps and Jetties:

- General maintenance is carried out on Council owned boat ramps and jetties.
- **Bicheno Boat ramp**
Over the summer period, the Bicheno boat ramp sustained some damage to the fenders on the landing jetties. Contractors have now replaced these.
- **Swansea Boat Ramp**
Since last summer, the new elevated Swansea Boat ramp has had depth issues particularly at low tide. MAST and Council received numerous complaints from the public over this period.

The toe of the ramp was dug out with a long reach excavator to ease the problem but over the Christmas period that has silted up again.

MAST was contacted to review this problem and to ask if more warning signage may be required.

After a meeting on-site with the design engineer, MAST has replied with the following information.

We took a range of soundings and as the entire bay has shallowed we went out 70m past the end of the main jetty and only has 0.6m at Chart datum or a 0.00m tide so it is not just around the ramp.

We placed signs up at the ramp reminding boaters to check both weather and tides for the time of their return. These were temporary as they have the tide predictions on them for last Saturday, Sunday and Monday.

I think your idea to put up more permanent warning signs is fine (even though every boater should be doing just that every time they go boating!)

We also did a Facebook post specifically about Swansea last week covering all those issues you raise.

We have fielded a lot of calls also and when speaking with people about the widespread issue they agree that there is not much that can be done other than hope we get weather than makes some of it go away. In the meantime, we just keep warning them. All the callers agreed that it has been great since it was built and also understand that Gordon Street would have been around \$5.0m to build a breakwater etc.

Council staff will continue to work with MAST and monitor the situation.

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.
- The Triabunna Marina is currently full and no more berths are available for casual berthing until the end of March 2020.

Profit and Loss - Buildings, Facilities & Marina

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---------------------------------|----------------|----------------|---------------|-----------|----------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 467,634 | 467,634 | 0 | 0% | 467,634 | |
| User Charges | 318,462 | 305,164 | 13,298 | 4% | 379,000 | |
| Other Revenue | 25,422 | 1,336 | 24,086 | ##### | 52,000 | |
| Total Trading Income | 811,518 | 774,134 | 37,384 | 5% | 898,634 | |
| Gross Profit | 811,518 | 774,134 | 37,384 | 5% | 898,634 | |
| Operating Expenses | | | | | | |
| Employee Costs | 119,499 | 118,856 | 643 | 1% | 178,290 | |
| Materials & Services | 251,065 | 211,586 | 39,479 | 19% | 307,568 | 1 |
| Depreciation | 211,424 | 211,424 | 0 | 0% | 317,130 | |
| Interest | 49,575 | 63,768 | (14,193) | -22% | 95,646 | |
| Other Expenses | 51 | 0 | 51 | 0% | 0 | |
| Total Operating Expenses | 631,614 | 605,634 | 25,980 | 4% | 898,634 | |
| Net Profit | 179,904 | 168,500 | 11,404 | 7% | 0 | |

Notes

1. Materials and services are up \$39k on budget YTD. This primarily relates to increased property maintenance and water & sewerage costs.

5.6 Manager Natural Resource Management, Ms Melanie Kelly

Manager Natural Resource Management – Ms Melanie Kelly

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

Initial discussions underway regarding undertaking another Great Eastern Clean Up event in the Buckland area regularly targeted by wood hookers. Often a load of rubbish is dumped before a load of firewood is illegally collected. In 2018 Sustainable Timbers Tasmania participated in the Great Eastern Clean Up and removed several tonnes of illegally dumped litter. High profile rubbish removal is a step towards revaluing these areas and reclaiming them for all the public.

Catchments to Coast

NRM South are in negotiations with the Federal Government regarding the Ramsar project 'Improved Ecological Character of Moulting Lagoon and Apsley Marshes Ramsar sites' submitted by NRM South. Council is listed as a project delivery partner and steering committee member in the proposal and contributed significant resources to the project development. Council NRM staff are in ongoing discussions with NRM South regarding the outcomes of these negotiations.

Continue to implement the GSB Weed Management Plan.

Response to requests for advice and support around weed issues is ongoing.

Glamorgan Spring Bay Council supported DPIPW in the organisation of the launch of the *Drought and Weed Management Project* funded from the Tasmanian Weed Fund. The launch was held on the *Seaford* property in Little Swanport.

Targeted areas with Declared weeds continue to be 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. On ground works within both GSB and the Tasman municipality are well underway in line with funding timelines. A model to assist in determining the most strategic approach to searching for outlier plants has been developed in consultation with Insight GIS and will be field tested this year. Planning is underway for a field day with experts from the Victorian Serrated Tussock Working Party to attend together with Tasmanian weed specialists. Advertising for this event was to commence in the coming weeks however will need to be revisited due to the Covid-19 situation.

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

NRM Committee

GSB NRM Committee meeting no. 66 was held on Wednesday 12th February 2020 at the Buckland Hall. The next Committee meeting will be held on Wednesday 13th May, location to be advised.

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), Friends of Triabunna Reserves, the Bushland Gardens Committee, the Pulchella Community Nursery Landcare Group and the Orford Community Group (OCG) as well as individual volunteers.

Southern Cat Management Working Group

Continue participation in this working group. The group has sought support for the development of a regional cat management plan from council's in southern Tasmania via the Southern Tasmanian Councils Authority (STCA). The group is running two workshops over February and March to come up with action plan ideas to incorporate into a southern plan.

This rollout of this process is currently being reviewed due to the Covid-19 situation. The March meeting is being rescheduled to be held remotely.

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

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

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.

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

Regional Climate Change Initiative (RCCI)

The STCA's climate change program (RCCI) for 2019 -2020 includes three key projects, the preparation of:

- Climate Profiles for each of the southern councils municipal area based on the UTAS Climate Futures Program;
- Regional Coastal Hazards Strategy; and
- Regional Climate Change Strategy and Council Climate Action Plans.

The Climate Profiles and Regional Coastal Strategy are both at stages where the next steps are to present and seek input from Councillors and/or Senior Management. A workshop has been organised to this end however has had to be rescheduled.

In the case of the Climate Profiles this is to upskill in terms of understanding their local climate risk profiles (up to 2100); and in terms of the Regional Coastal Strategy to seek their input into local values and help in their understanding of coastal processes and hazards.

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.

As many Community Events are currently being cancelled due to Covid-19 NRM attendance and participation will be restricted until further notice.

The Great Eastern Clean Up is a biannual event with the inaugural event taking place in 2018. The Great Eastern Clean Up 2018 involved 200 volunteers cleaning up 38 sites across the municipality with over one hundred cubic metres of litter removed from mainly coastal sites. The event is an initiative of the GSB NRM Committee. Discussions are underway with key stakeholders to undertake the Great Eastern Clean Up 2020 in May. This is currently under review due to Covid-19.

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.

Negotiations with Electric Highways Tasmania for an Electric Vehicle Charging Station in Swansea are ongoing. The final plans and relevant authorisations from TasNetwork have been submitted and a report is being prepared for Council. The Village in Triabunna is has organised an electric vehicle showcase event for April 2020. As with all events currently this event may be cancelled or postponed.

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

Ongoing. Opportunity to undertake in house Aboriginal Heritage Awareness Training is being investigated. This will be relevant for most departments of council.

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. Fuel management works ongoing in Council managed reserves across the municipal area as resources enable.

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

The Orford Bird Sanctuary has seen a very successful breeding season of both the resident and migratory birds. The fencing strategies, council, BirdLife Tasmanian, and community monitoring have all contributed to these successful outcomes.

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.

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

Ongoing

Profit and Loss - NRM

Glamorgan Spring Bay Council

For the 8 months ended 29 February 2020

| Account | YTD Actual | YTD Budget | Budget Var | Var % | 2019/20 Budget | Notes |
|---------------------------------|----------------|----------------|-----------------|-------------|-------------------|-------|
| Trading Income | | | | | | |
| Rate Revenue | 396,010 | 396,010 | 0 | 0% | 396,010 | |
| User Charges | 24,755 | 5,336 | 19,419 | 364% | 8,000 | 1 |
| Grants | 1,000 | 0 | 1,000 | 0% | 0 | |
| Other Revenue | 1,090 | 1,000 | 90 | 9% | 1,500 | |
| Total Trading Income | 422,855 | 402,346 | 20,509 | 5% | 405,510 | |
| Gross Profit | 422,855 | 402,346 | 20,509 | 5% | 405,510 | |
| Operating Expenses | | | | | | |
| Employee Costs | 182,214 | 221,690 | (39,476) | -18% | 332,534 | 2 |
| Materials & Services | 46,537 | 40,392 | 6,145 | 15% | 59,600 | |
| Depreciation | 8,000 | 8,000 | 0 | 0% | 12,000 | |
| Interest | 0 | 920 | (920) | -100% | 1,376 | |
| Total Operating Expenses | 236,751 | 271,002 | (34,251) | -13% | 405,510 | |
| Net Profit | 186,105 | 131,344 | 54,761 | 42% | 0 | |

1. User charges are up \$19k due to private works.

2. Employee costs are down \$39k due to staff being utilised in other departments.

Recommendation:

That the Management Reports be received and noted.

6. Section 24 Committees

6.1 Statement of Expectations Committee – Advisers’ Reports

GLAMORGAN SPRING BAY COUNCIL – STATEMENT OF EXPECTATIONS PROJECT – MR GREG PREECE - FEBRUARY – MARCH REPORT 2020

During this time, I have undertaken the following activities:

- Drafted version 1 of the SoE and forwarded to Mrs Mason for editing and additions;
- Conducted onsite meetings with the General Manager, two Councillors and a further two staff members;
- Liaised with the Mayor and General Manager on various governance and operational matters via phone and email;
- Met with Mrs Mason to discuss the progress and future actions for the project.

COMMENTS

I consider there has been a number of improvements to Council processes in the past month, which have been implemented by the General Manager. These include the following:

- Instigated a new process to produce the Council meeting agendas to improve the quality of the agenda;
- Production of new templates for report presentation and writing;
- Implemented a process for capturing the outcomes and actions from Community Connect meetings.

I recommend that managers where possible, attend public question time to assist the General Manager in providing a response to the questions at the meeting. As recommended by Mrs Mason I also recommend that where possible, those managers who have provided reports and recommendations to the Council for a Council meeting attend the meeting while their report is be discussed.

Greg Preece, Adviser

GLAMORGAN SPRING BAY COUNCIL – STATEMENT OF EXPECTATIONS PROJECT – MS LYNN MASON - FEBRUARY - MARCH REPORT 2020

During this time I have undertaken the following activities:

- Liaised with the Mayor, some Councillors, and the General Manager on various governance and operational matters;
- Assisted with the establishment of the GMPRC Council Committee;
- Attended GMPRC Meeting # 1 as an Adviser;
- Assisted Mr Preece in drafting version 1 of the SoE;
- Assisted the GMPRC in drafting KPIs for the General Manager;
- Attended the OCM, 25/2/20, and provided written advice to councillors on the conduct of the meeting.

COMMENTS

I consider that there have been a number of improvements to Council processes in the past month, and through the work of both councillors and the general manager, some areas that were of concern have started to be addressed. I note particularly improvements/progress in the following:

- The Reports and recommendations for the OCM February 2020;
- The conduct of the OCM February 2020;
- The establishment of the GMPRC;
- Holding the first Budget workshop for the 2021 Budget;
- Holding another workshop on Planning.

The Draft Annual Plan 2020 and the Draft Strategic Plan 2020 – 2029 are on the agenda for the OCM March 2020. It is expected that the Corporate Calendar will be tabled in April 2020.

I recommend that where possible, those managers who have provided reports and recommendations to the council for a council meeting attend the meeting while their report is being discussed. This could reduce the number of questions which arise from the reports that need to be taken on notice, as the information lies with the report writer. This assists the councillors to do their job of monitoring and reviewing, and it also assists community members to understand what is going on in their municipality.

Understaffing in key areas continues to be a problem for the General Manager and thus for the Council as a whole. It is proving difficult to attract appropriate high calibre candidates to fill some senior roles, which is placing a greater burden on current staff.

Lynn Mason, Adviser

| Recommendation |
|---|
| That the Statement of Expectations – Advisers' Reports be received and noted. |

6.2 Statement of Expectations Committee Meeting Minutes – 17 February 2020



Statement of Expectations (SoE) Minutes of Meeting

Location: Glamorgan Spring Bay Council Chambers – 9 Melbourne Street, Triabunna

Attendees: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Councillor Rob Churchill, General Manager Chris Schroeder, Statement of Expectations Advisors Lynn Mason & Greg Preece.

Visitors: Councillor Keith Breheny & Councillor Annie Browning.

Date: Monday 17/2/20 **Time:** 1235hrs – 1430hrs

1.0 Terms of Reference

Mayor Debbie Wisby advised that she would stand down as the Chair and recommended Ms Lynn Mason be appointed as Chair.

Ms Mason accepted the role of Chair with the support of the Committee.

It was also agreed that the General Manager could delegate administrative functions associated with the Statement of Expectations Committee, in particular minuting of meetings of the Committee.

2.0 Declarations of Interest

Nil.

3.0 Previous Minutes

Moved Deputy Mayor Jenny Woods, seconded Cllr Rob Churchill that the Minutes of the previous meeting held on the 20 January 2020 be confirmed as a true record.

CARRIED

4.0 Terms of Reference

Moved Cllr Rob Churchill, seconded Deputy Mayor Jenny Woods that the Chair can call a Committee meeting at any time.

It was also agreed that:

- a) In the absence of the Chair the Committee would appoint a member to act in that capacity;
and
- b) The Terms of Reference be amended accordingly.

CARRIED

5.0 Advisors Reports

Mr Greg Preece

Mr Greg Preece provided an overview of his Advisor's report. Discussion ensued on the need for a budget to be considered by Council to allow the Committee to implement required actions as outlined in the Advisors Reports.

It was agreed that the 2019-2020 Annual Plan would be submitted to the March Council meeting.

The General Manager was requested to develop an action plan as to how the concerns raised within the Advisors Reports would be addressed.

It was suggested that an appropriate Consultant be approached to assist with Council's Long Term Financial Plan and Asset Management Plan. There was general discussion in regards to the Asset Management Plan and review periods. The General Manager is to make enquiries and obtain a scope for consideration by the Committee.

It was also identified that an action could be incorporated within Council's 2019/20 Annual Plan to develop a Risk Register to identify and mitigate risks. The Risk Register could include an asset inspection regime, with particular reference to marine infrastructure.

It was also suggested that Council reviews its rating structure, moving from a flat structure to an AAV approach.

Ms Lynn Mason

Ms Lynn Mason provided a brief summary of her report.

There was discussion in respect to the function and framework of Special Committees.

It was suggested that Council's community grants process be reviewed, with consideration given to developing an appropriate framework covering allocation through to acquittal.

Ms Mason reinforced the need for Councillors to be fully informed in respect to Council budgets.

It was agreed that the Strategic Plan is to be progressed as soon as possible.

Ms Mason advised that improvements could be made to the Councillor / General Manager interface.

Deputy Mayor Jenny Woods stated that all Councillors should be able to speak freely and express an opinion, focusing on the debate of an issue without it becoming personal.

There was also discussion on the need for better informed reports from management.

Councillors are to publicly support Council's position rather than voice a personal opinion on matters resolved by Council.

Decisions made by the previous Council should also be supported unless otherwise overturned by the current Council.

It was agreed that future Councillor Workshop Agendas allow 20-30 minutes for an informal discussion amongst Councillors to discuss issues of the day.

6.0 Close

The meeting concluded at 2.12pm.

7.0 Next Meeting

The next meeting will be held at 16 March 2020 commencing at 1.00pm.

Recommendation

That the minutes of the Statement of Expectations Committee meeting held on the 17 February 2020 be received and noted.

6.3 Swansea Courthouse Management Committee – 2019 Annual Report to Glamorgan Spring Bay Council

Background

The Glamorgan Spring Bay Council resolved at their meeting on 26 September 2017 *that the SCMC present an Annual Report to Council that includes their current financial position, future intentions and alignment to their business plan to the year 2021*. Council received and noted the SCMC's 2018/19 Annual Report to Council on the 19 February 2019.

Achievements

1. Six meetings of the SCMC were held in 2019 including the AGM held on 14 October 2019. The five Executive Committee members were re-elected and three vacant positions of the SCMC Advisory Committee were subsequently filled based on expressions of interest (i.e. Business Enterprise, Community Services and Wine Grower representatives). Anton Roberts, Lawyer, who regularly hires the Court House for meetings with his clients has agreed to be a Legal representative on the SCMC advisory group.
2. Brad Williams, Heritage Consultant, Centre for Heritage at Oatlands, presented a summary of the *Former Glamorgan Council Chambers and Court House Complex Conservation Management Plan* to Council representatives at a workshop held in Triabunna on 3 September 2019. The SCMC thanks Council for payment of \$8,250 to Heritage Building Solutions Pty Ltd for the completed Conservation Management Plan.
3. The removal of the office partitions, electrical cables, intranet cables and carpet in the former office has enabled this room to be used as an entry lobby and for the serving of refreshments associated with functions in the former courthouse space. Council is thanked for their contribution of \$660 towards the total cost of \$1,279 for these demolition works.
4. The SCMC applied for a \$20,000 grant under the Stronger Communities Programme to assist with urgent conservation works identified in the CMP i.e. perimeter subsurface drainage and underfloor ventilation. The estimated cost of the works was based on a quotation of \$19,638.38 provided by Rob Whitney from Heritage Building Solutions P/L. Brian Mitchell MP's office advised the SCMC that the grant application was unsuccessful.
5. Committee members and local volunteers contributed an estimated total of 400 hours of their time in research, maintenance, and administration. This voluntary contribution is estimated to be worth \$12,000. Other donations included: five historic pendant light fittings estimated to be worth a total of \$1,750 and a portable stage costing \$2,132 for use in the Courthouse purchased by Council with additional funds donated by the Swansea Review Group and eccai. A grand piano was donated for use in the Court House and is stored in the former Councillor's Room.

Current Financial Position

The SCMC Inc.'s net income for 2019 was \$4,867.00 including \$915 revenue from bookings for 31 events. The Profit and Loss Statement, Balance Sheet and List of Courthouse Bookings are appended. Please note that the Rev. Trevor Smith's Parish Office function has been replaced by Anton Roberts Lawyers and Community Health Workers. Council contributed a total of \$9,910 towards the cost of preparing the Conservation Management Plan, building repairs (i.e. demolition works) and the purchase of a portable stage.

The revised Projected Income to December 2021 table is appended. The table summarises the income and projected income associated with the Swansea Courthouse since 2018. Hire of the building for conferences and weddings can only occur after Wi-Fi and disabled facilities are provided. Priority is being given to urgent works identified in the Conservation Management Plan.

Alignment to Business Plan

The existing Swansea Courthouse is building a reputation as a successful venue for meetings and concerts. Future income is limited by the availability of Wi-Fi, the internal and external appearance of the building complex, and the lack of disabled access facilities. The cost of urgent maintenance works and the upgrading of the facility to provide a facility suitable for conferences and weddings is an impediment to realizing the full potential and reuse of the facility.

Future Intentions

The completed *Glamorgan Council Former Council Chambers and Court House Complex Conservation Management Plan* provides documented support for the necessary maintenance works to provide a wonderful community asset, function venue, tourist attraction and heritage site. The SCMC will continue with Council and community support to apply for funding grants and seek donations to achieve this goal.

Prepared by R. Bartlett SCMC Secretary 28.2.2020

Swansea Courthouse Management Committee Inc
IA12171
Profit and Loss
January through December 2019

| | <u>Jan - Dec '19</u> |
|---------------------------------|----------------------|
| Ordinary Income/Expense | |
| Income | |
| Courthouse Hire | 915.00 |
| Gifts and Donations | 2,683.00 |
| Raffles | 70.00 |
| | <u>3,668.00</u> |
| Total Income | 3,668.00 |
| Expense | |
| Annual Return for Incorporat... | 63.20 |
| Repairs | |
| Building Repairs | 1,279.64 |
| Repairs - Other | -660.00 |
| | <u>619.64</u> |
| Total Repairs | 619.64 |
| Supplies | |
| Office | 28.56 |
| | <u>28.56</u> |
| Total Supplies | 28.56 |
| Total Expense | 711.40 |
| Net Ordinary Income | 2,956.60 |
| Other Income/Expense | |
| Other Income | |
| Interest Income | 9.77 |
| | <u>9.77</u> |
| Total Other Income | 9.77 |
| Net Other Income | 9.77 |
| Net Income | 2,966.37 |

Swansea Courthouse Management Committee Inc
IA12171
Balance Sheet
As of December 31, 2019

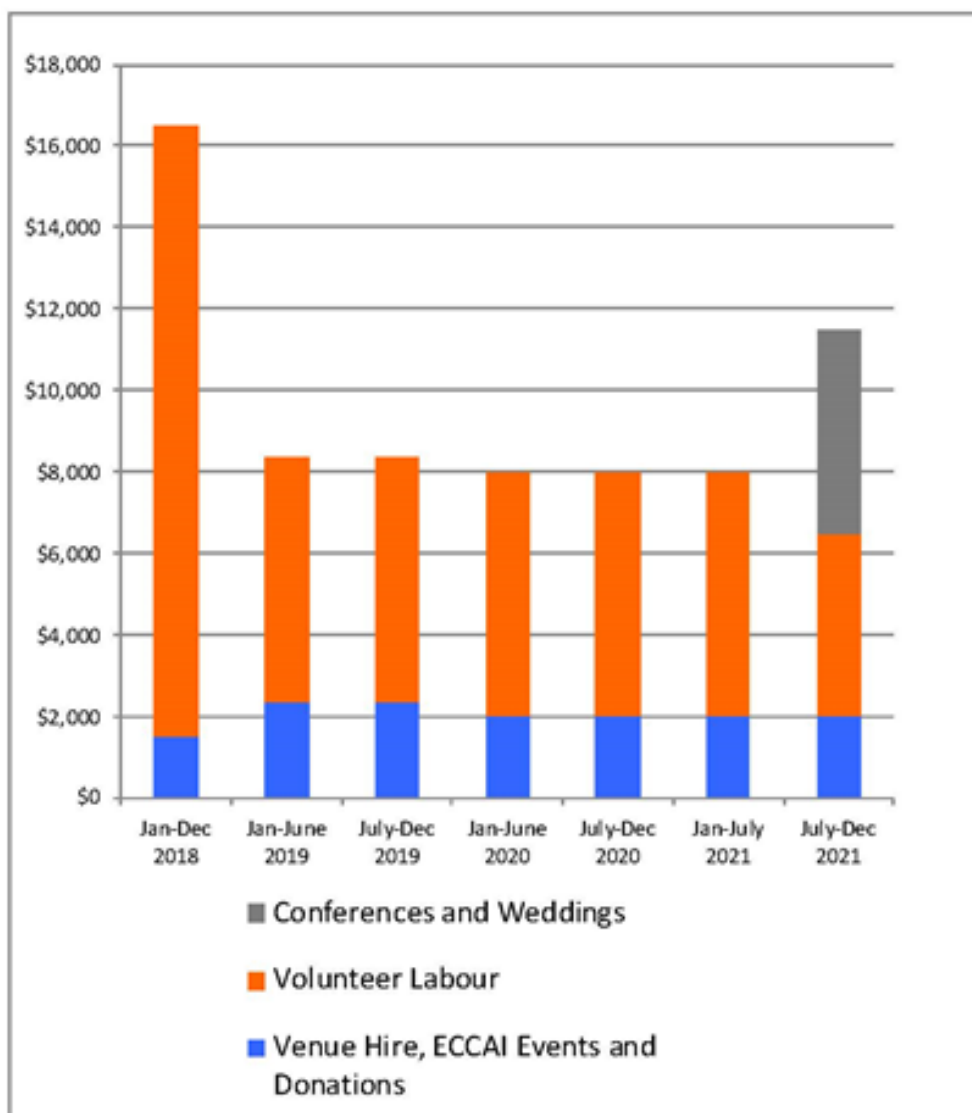
| | <u>Dec 31, '19</u> |
|--|------------------------|
| ASSETS | |
| Current Assets | |
| Current/Savings | |
| Working Account | 5,305.25 |
| Total Current/Savings | 5,305.25 |
| Total Current Assets | 5,305.25 |
| TOTAL ASSETS | <u>5,305.25</u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Opening Bal Equity | 983.80 |
| Retained Earnings | 2,509.92 |
| Net Income | 1,811.53 |
| Total Equity | 5,305.25 |
| TOTAL LIABILITIES & EQUI... | <u>5,305.25</u> |

BOOKINGS EVENTS AND TIMES FOR SWANSEA COURTHOUSE 2019

| | | | |
|----------|---------------|--------------------------------------|------|
| 7/1/19 | 4pm to 6pm | SCMC | NA |
| 16/1/19 | 6pm to 10pm | Eccai -Where Song Began | Yes |
| 26/1/19 | 10am-12noon | DSRA | Yes |
| 13/2/19 | 10am-12noon | Eccai committee | Yes |
| 23/2/19 | 10am-12 noon | DSRA | Yes |
| 28/2/19 | 4pm-6pm | SCMC | NA |
| 1/3/19 | 9am-5pm | Roberts Lawyers | Yes |
| 6/3/19 | 4pm to 6pm | Eccai committee | Yes |
| 13/3/19 | 5pm - 9pm | Eccai -Bach to the Bush | Yes |
| 28/3/19 | 4pm to 6pm | SCMC | NA |
| 30/3/19 | 10am-12 noon | DSRA | Yes |
| 2/4/19 | 11am-2.30pm | GSBC | Free |
| 10/4/19 | 3.30pm to 5pm | Eccai committee | Yes |
| 16/4/19 | 12-2.30pm | Greater Choice | Yes |
| 15/5/19 | 3.30pm to 5pm | Eccai committee | Yes |
| 4/6/19 | 11am to 1pm | SCMC | NA |
| 5/6/19 | 3.30pm to 5pm | Eccai committee | Yes |
| 8/6/19 | 5pm to 10pm | Eccai - Great Swansea Literary Event | Yes |
| 5/7/19 | 9am to 5pm | Roberts Lawyers | Yes |
| 14/8/19 | 10am to 2pm | DPIPWE | Yes |
| 30/8/19 | 9am to 5pm | Roberts Lawyers | Yes |
| 7/9/19 | 2pm to 4pm | Eccai AGM | Yes |
| 29/9/19 | 11am to 6pm | ECA AGM | Yes |
| 14/10/19 | 3pm to 5pm | SCMC AGM | NA |
| 8/11/19 | 9am -5pm | Roberts Lawyers | Yes |
| 9/11/19 | 10am-12pm | DSRA | Yes |
| 14/11/19 | 4.30pm to 6pm | Eccai committee | Yes |
| 22/11/19 | 4.30pm to 6pm | SCMC | NA |
| 1/12/19 | 2.30pm to 5pm | Eccai Luke Plumb & Kate Burke | Yes |
| 10/12/19 | 9am to 6pm | Roberts Lawyers | Yes |
| 14/12/19 | 2pm to 5pm | Eccai Christmas | Yes |



Swansea Courthouse PROJECTED INCOME to December 2021



Note: Conferences and Weddings can only occur after internet access (WiFi) and upgraded toilet facilities are installed and the internal and external condition of the building is improved. This is proposed by mid 2021.

Recommendation

That the Swansea Courthouse Management Committee's 2019 Annual Report to Glamorgan Spring Bay Council be received.

6.4 DRAFT GSBC NRM Committee Meeting Minutes – 12 February 2020



DRAFT GSBC NRM Committee Meeting No. 66 Minutes.

Buckland Hall
Wednesday 12th February 2020,
10:00am

1.0 PRESENT

Clr Cheryl Arnol (Chair), David Tucker (Vice Chair), Mel Kelly (GSBC Manager Natural Resources), Cynthia Maxwell-Smith (GSBC Sustainability Officer), Terry Higgs (GSBC), Nicky Meeson (GSBC Biodiversity Officer), Rosie Jackson (GSBC NRM Officer), Alan Morgan (Coles Bay), Gary Stoward (Dolphin Sands), Jane Wing (Orford Community Group), Robyn Moore (DSRA), Steve Heggie (PWS Freycinet), Vicky O'Sullivan (Tassal), Clr Annie Browning, Kate Hibbert (Department of Defence), Hayden Dyke (Oyster Bay Oysters).

MEETING OPENED: 10:20am

2.0 APOLOGIES

Kath Hitchcock (PWS Triabunna Field Centre), Judy Broadstock (Bicheno Earth & Ocean Network), Cindy Hull (NRM South), Diana Nunn (Coles Bay), Nick Cooper (Brown Family Wine Group, Devils Corner Vineyard), Rose Jarvis (Bicheno), Sergeant Marcus Pearce (Tasmania Police).

Cheryl advised that Derek Madsen (*Banwell*) has retired from the Committee. Derek has been an invaluable member of the Committee since its inception in 2006, and prior to that a member of the GSB Landcare Committee. The Committee would like to send a letter of thanks to Derek to acknowledge his significant contribution to Natural Resource Management in Glamorgan Spring Bay.

3.0 NOMINATIONS FOR CHAIR AND VICE CHAIR

Cheryl vacated the Chair. Mel called for nominations for position of Chair.

Robyn nominated Cheryl for the position of Chair. Seconded David.

Mel called for any further nominations or objections. None were received.

Cheryl elected unopposed to position of Chair. Unanimous.

Mel called for nominations for Vice Chair.

Robyn nominated David. Seconded Steve.

Mel called for any further nominations or objections. None were received.

David elected unopposed to position of Vice Chair. Unanimous.

Cheryl took the Chair.

4.0 CONFIRMATION OF PREVIOUS MINUTES

Confirmation of previous minutes from GSB NRM Committee meeting no. 65:

Moved: Gary. *Seconded:* David. *Carried unanimously.*

5.0 MATTERS ARISING FROM PREVIOUS MINUTES

Follow up with CLS regarding follow up weed control on unmade road reserves: Terry advised that he has emailed CLS again and is still awaiting a response. Terry to follow up and report back at the next meeting.

Follow up regarding walking track development on unmade road reserves in Swansea on where to from here: David noted that he attended the Community Consultation session on Council's 10 Year Strategic Plan in Swansea and suggested that a strategic walking/cycling track plan be developed for the municipality. David has been talking to one of the drivers behind the Bicheno walking track project, they sought external funding and Council matched it.

Alan arrived at 10:40am.

Cheryl noted that Council does have a sporting/recreational facilities plan that was compiled over 10 years ago. It might be worth finding this document.

David noted that an Orford DAP group member has developed a catalogue on walking tracks from Orford to St Helens.

Discussion on walking tracks deferred to when Rhonda from ECRTTO is present.

Ask a representative from the STCA Waste Group to attend a future Committee meeting to discuss their current projects: Cynthia advised that the group last met in July 2019, and no future meeting date has been set. Cynthia is waiting to hear back from a representative at City of Hobart as to the status of the group. Cynthia to follow up and report back at the next meeting.



Follow up on finding a tourism representative to join the Committee: Mel advised that Rhonda Taylor, new CEO ECRTA will be attending later today.

Follow up with the General Manager regarding the meeting about the public convenience strategy, water meters and best approach to encourage adjoining councils to be more proactive in the weed management space: Mel to follow up with the GM in relation to what happened to the public convenience strategy and to progress the letters to other councils.

Invite someone from the Game Services Tasmania/Tasmanian Game Council to come to a future meeting: Carryover.

Contact the Assistant Manager at Devils Corner vineyard regarding the Committee: Rosie and Terry met with Nick the new Assistant Manager and he has agreed to be a representative on the Committee following Ben's departure. Nick is an apology for this meeting.

Find out if the TasWater Freycinet Wastewater Feasibility Study report is available and if so, circulate to the Committee: Rosie advised that TasWater's report is not yet available. The report is currently with the State Government for consideration. The State Government will then brief stakeholders prior to releasing TasWater's report. It was agreed to keep this as an action item until TasWater's report is available.

Alan advised that the FAI recently received a letter from the State Government about GSBC's audit of onsite wastewater management systems at Coles Bay.

Follow up with Motion: *This Committee recommends Council pursue the development of a Water Management Plan for the Swan and Apsley River systems in line with the recommendation from the Swan Apsley Catchment Plan:* to be addressed under agenda item no. 8.

Develop a presentation outlining the achievements of the Committee to present to the Councillors at a future date: Carryover.

6.0 COMMITTEE CORRESPONDENCE

Outgoing:

Nil.

Incoming:

16/1/20 Email from Landcare Tasmania advising that membership renewal is due.

21/1/20 Email from Depha Miedecke at Tassal advising that she is departing Tassal and that Vicky O'Sullivan can attend Committee meetings on Tassal's behalf until Depha's position is filled.

29/1/20 Email from Derek Madsen advising that he will be retiring as a Committee member.

7.0 BUSINESS ARISING FROM CORRESPONDENCE

Nil.

8.0 MOULTING LAGOON FORUM / REVIEW OF SWAN APSLEY CATCHMENT PLAN / WATER MANAGEMENT PLANS / WATER METERS / NEW LICENCES / PUBLIC COMMENT ON REGULATORY IMPACT STATEMENT – WATER MANAGEMENT REGULATIONS

Water management plans / water meters / new licences

A draft Officers Report for Council was circulated via email prior to the meeting as follow up to the Motion (outcome of Agenda Item No. 12.0) / Action Item No. 9 from Committee Minutes No.65. Mel read out the draft report prior to a group discussion.

David provided some information about the use of water from the Swan River:

- TasWater have water licence allocations from the Swan River totalling 824.3 ML per year
- Tasmanian Irrigation have water licence allocations from the Swan River totalling 4050 ML per year
- One landowner has 15 separate water licence allocations from the Swan River totalling 3771 ML per year
- Restriction management is a control function used by DPIPW - when flow at The Grange station drops to 5ML per day a warning is issued to licence holders
- A total ban on surety 5 and 6 (irrigation take) is applied once flow at The Grange drops below 2ML per day
- The flow at The Grange has been below 2ML since 6/12/2019
- A cease irrigation notice was issued by DPIPW on 23/12/2019 which put a ban on all irrigation from the Swan River
- The flow at The Grange metering station on 7/2/2020 was 0.01 ML

This information about water licences and flow is publicly available online via State Government websites - The Water Information System Tasmania (WIST) and The Land Information System Tasmania (LIST).

David holds concerns about the ability and adequacy of the *Water Management Act 1999*.

Hayden noted that the water management plan for the Little Swanport River is overdue for review. Key recommendations such as the requirement for water meters to be installed on off takes have not been undertaken. It appears that the data being used to assess current water licence applications is out of date. He would like the report to Council to include other rivers in GSB.

Motion 66/1: Manager Natural Resources to submit report regarding water management across the municipal area to the General Manager for consideration for inclusion in the next available Council agenda.

Moved: David

Seconded: Jane

Public comment on the Regulatory Impact Statement – Water Management Regulations 2019

David advised that the Water and Marine Resources Division of DPIPW recently called for public comment on the Regulatory Impact Statement and accompanying Water Management Regulations 2019. Submissions must be received by 5.00 pm on Friday 21 February 2020. Mel/David will email the information to the Committee.

9.0 GREAT EASTERN CLEAN UP

Cynthia noted that after the inaugural GECU, there was unanimous agreement that it would be held again in the future if resources allowed. Cynthia recently emailed stakeholders from the inaugural GECU to gauge interest in holding another event in 2020. All stakeholders have responded in the affirmative.

Cynthia advised that due to a reduction in resources, GECU 2020 will need to be held on a smaller scale. So far, May appears to be the preferred month. If the Committee is happy to proceed, it would be useful to have a working group again. All present agreed. Jane and David would like to be on the working group. Vicky would also like to be on the working group but needs to speak with her manager before confirming.

Cynthia advised that Keep Australia Beautiful Tasmania have also offered their support for the 2020 event.

10.0 DSRA WALK / BIKE TRACK PROJECT SWANSEA TO DOLPHIN SANDS VIA MEREDITH RIVER

Robyn provided a presentation on the DSRA's project proposal for a walk/bike track/bridge connecting Swansea and Dolphin Sands via the Meredith River. In anticipation of the project, the DSRA successfully applied for a grant to undertake weed control and revegetation on an easement in the Cambria Drive area that would form part of the proposed track. The easement is currently owned by ASIC. The DSRA have approached Council and requested that Council consider taking on ownership of this easement so that the grant project can go ahead.

Mel thanked Robyn for the presentation, and reiterated that any member may present to the Committee on their projects/activities, as all members are undertaking projects/activities of interest and relevance.

The Committee supports community groups applying for grants to control weeds and revegetate with native plants.

11.0 COMMITTEE ROUND TABLE

General discussion about S24s and perceived conflicts of interest. Something to be mindful of but difficult to define.

David: asked if Mel had followed up with DPIPWE's Invasive Species Branch regarding the briar rose weed submission? Mel noted that she hasn't had a chance to follow up but will do so.

Robyn: the DSRA is encouraging members to report littering/dumping to the EPA. The DSRA have applied for a grant to run a workshop about landscaping in bushfire prone landscapes. They have approached horticultural consultant Marcus Ragus to see if he could participate if the grant is successful. The DSRA have also applied for a grant to purchase and install picnic tables at Dolphin Sands. Jane suggested that the DSRA consider Replas picnic tables – Jane will forward Robyn the link to the Replas website.

LUNCH 12:30PM – 1:05PM

Rhonda Taylor arrived 1:00pm.

12.0 GUEST SPEAKER: EAST COAST REGIONAL TOURISM ORGANISATION

Cheryl welcomed Rhonda Taylor to the meeting.

Rhonda advised that she was appointed as CEO of ECRTTO approximately 6 months ago. Sustainable growth and sustainable tourism is important. Rhonda noted that there are complex issues for the tourism industry and management of natural values, for example tourist's interactions with little penguins in Bicheno. A discussion ensued about little penguins.

Cynthia suggested that there needs to be more consultation regarding natural values before launching tourism marketing campaigns to avoid mixed messaging. This is especially important for non-English speaking visitors particularly in reference to campaign images.

A discussion ensued about the ongoing issue of toilets and the impact of human waste since the significant increase in tourist numbers on the east coast.

Rhonda referenced the walking track catalogue that an Orford DAP group member has developed. The focus of this catalogue is township walks. It is hoped that the catalogue will be digitised. ECRTTO is working with each DAP group on this project.

Rhonda advised that community meetings regarding Great Eastern Drive infrastructure are being planned for the end of April.

Jane noted that it will be beneficial to have strengthened links between NRM, tourism and the local community.

Rhonda advised that ECRTTO are working on a destination management plan and they will be seeking community input.

Cheryl requested that Rhonda have a discussion with the ECRTTO board regarding Rhonda, or a representative of ECRTTO, joining the Committee. Rhonda agreed to raise this with the board.

Cheryl thanked Rhonda for attending the meeting and we look forward to hearing from Rhonda soon regarding a tourism representative joining the Committee.

Cheryl and Rhonda departed 2:05pm.

David took the Chair.

13.0 COMMITTEE ROUND TABLE CONTINUED

Vicky: provided information on an 84 metre industrial well-boat which will be used to bathe the salmon in Okehampton Bay thereby reducing the need for locally sourced water. The boat is equipped with a desalination plant. The boat is very large and will not come close to the shore and will not be visible from most local vantage points. Tassal's Triabunna operations (rendering plant and marine operations) employ 44 people and 70% of these employees live in the Triabunna/Orford area.

Nicky: monitoring continues at the Orford Bird Sanctuary.

A discussion ensued about the Orford Bird Sanctuary and the Section 24 Prosser River Mouth Master Plan Advisory Committee.

Motion 66/2: Cllr Annie Browning to ask the question on behalf of the NRM Committee at the next Council meeting about forwarding the report on the public consultation on the proposed plan for the management of the Orford Sandspit and nearby beach area to the NRM Committee for comment and response given that it is a natural resource management issue.

Moved: Alan

Seconded: Steve

Carried: 10 to 0 Carried unanimously

Nicky and Hayden departed 2:40pm.

Cynthia: suggested that it would be useful to write to private landowners whose properties are adjacent to public coastal reserves. Misunderstandings about public land are the cause of many issues. Mel agreed this would be valuable and although in different ways it has been done in the past, it needs to continue.

14.0 ONGOING SUPPORT FOR STATE GROWTH WEED PROGRAM / COLLABORATIVE WEED MANAGEMENT ACROSS MUNICIPAL BOUNDARIES

Mel advised that Council are not doing the State Growth weed contract this financial year. It is hoped that we will have an opportunity to put in for the contract again next financial year.

The Committee resolved that the Manager Natural Resources prepares a report to Council recommending that Council write to DSG in support of their weed program and encouraging them to continue and congratulating them on their work to date.

15.0 GSBC NRM DEPARTMENT REPORTS

Mel spoke to the NRM Department reports that she circulated via email.

16.0 COMMITTEE ROUND TABLE CONTINUED

Annie: asked about the status of the NRM South Ramsar project? Mel advised that we are still working through the Australian Government's feedback in collaboration with NRM South.

Kate: bushfire risk management plan is currently being re-written. Kate would like to talk to the Committee about this process. Still working with the Save the Tassie Devil program. Weed management program is ongoing. A monitoring project is underway across the country in areas historically used for defence activities. Activities include monitoring soil and water.

17.0 SUSTAINABILITY REPORT

Cynthia has made initial inquiries with the EPA regarding their rubbish reporting app and reports that have been logged in GSB. Cynthia will report back at the next meeting.

Mel advised that Council is going to buy bin springs so that people can buy them locally at a cheaper price.

18.0 TREASURERS REPORT

Mel distributed and spoke to the Treasurers Report.

19.0 OTHER BUSINESS

Nil.

NEXT MEETING

Next Meeting Location: To be confirmed.

Next Meeting Date: Wednesday 13th May 2020.

Meeting closed at 3:15pm.

ACTION ITEMS

1. Send a letter of thanks to Derek Madsen. Who: Cheryl/David/Mel.
2. Follow up with CLS regarding follow up weed control on unmade road reserves. Who: Terry.
3. Follow up regarding walking track development on unmade road reserves in Swansea on where to from here. Who: David.
4. Locate old sport and recreation document developed for Council. Who: Mel.
5. Ask a representative from the STCA Waste Group to attend a future Committee meeting to discuss their current projects. Who: Mel.
6. Follow up with the General Manager regarding the meeting about the public convenience strategy, water meters and best approach to encourage adjoining councils to be more proactive in the weed management space. Who: Mel.
7. Invite someone from the Game Services Tasmania/Tasmanian Game Council to come to a future meeting. Who: Mel.
8. When the TasWater Freycinet Wastewater Feasibility Study report is publicly available, circulate it to the Committee. Who: Mel/Rosie.
9. Develop a presentation outlining the achievements of the Committee to present to the Councillors at a future date. Who: Committee/Mel/Rosie.
10. Follow up with Motion 66/1: *Manager Natural Resources to submit report regarding water management across the municipal area to the General Manager for consideration for inclusion in the next available Council agenda.* Who: Mel.

11. Email information about the Regulatory Impact Statement and accompanying Water Management Regulations 2019 to the Committee. Who: Mel/David.
12. Follow up with DPIPWE's Invasive Species Branch regarding the submission to nominate briar rose as a declared weed. Who: Mel.
13. Follow up with Motion 66/2: *Clr Annie Browning to ask the question on behalf of the NRM Committee at the next Council meeting about forwarding the report on the public consultation on the proposed plan for the management of the Orford Sandspit and nearby beach area to the NRM Committee for comment and response given that it is a natural resource management issue.* Who: Annie.
14. Prepare a report to Council recommending that Council write to DSG in support of their weed program and encouraging them to continue and congratulating them on their work to date. Who: Mel.

Signed by the Chair

Date:

Recommendation

That the Draft GSBC NRM Committee Meeting Minutes of the 12 February 2020 be received and noted.

7. Officers' Reports Requiring a Decision

7.1 Draft 2019 – 2020 Annual Plan

Responsible Officer – General Manager

Background

The Annual Plan is one of Council's main reporting documents and provides specific information about the services and projects Council will undertake during the financial year in order to achieve the objectives and goals outlined in the Glamorgan Spring Bay Community Strategic Plan, July 2013 (Vision to 2020). The Budget Estimates provide information about how Council will fund those services and projects during the financial year.

Whilst it is considered best practice that an Annual Plan be developed and adopted by Council early in the financial year, this has not occurred due to a number of contributing factors such as the change-over in senior staff in recent months.

The Draft 2019-2020 Annual Plan was reviewed at the Council workshop held on the 10 March 2020.

Statutory Implications

Section 71 of the Local Government Act 1993 requires:

- (1) A council is to prepare an annual plan for the municipal area for each financial year.
- (2) An annual plan is to –
 - (a) be consistent with the strategic plan; and
 - (b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and
 - (c) include a summary of the estimates adopted under section 82; and
 - (d) include a summary of the major strategies to be used in relation to Council's public health goals and objectives.
- (3) As soon as practicable after a council adopts an annual plan, the general manager is to –
 - (a) Make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and
 - (b) Provide the Director and the Director of Public Health with a copy of the annual plan.

Comments

It is anticipated that a report against the actions of the 2019 – 2020 Annual Plan will be submitted to Council in July 2020. This report will then be incorporated into the 2019 – 2020 Annual Report.

In coming months, the Management Team will also commence the development of the 2020 – 2021 Annual Plan which will be workshoped and presented to Council in July/August 2020 for adoption.

Budget Implications

The actions contained within the Annual Plan are consistent with the summary of estimates previously adopted by Council under section 82 of the Local Government Act.

Risk Considerations

Risk associated with the adoption of the 2019 – 2020 Annual Plan is considered minimal as the initiatives identified within the Annual Plan are consistent with Council's Community Strategic Plan and Council's adopted 2019 – 2020 budget.

Recommendation

That Council adopts the 2019 – 2020 Annual Plan as presented.

7.2 Draft Glamorgan Spring Bay Council 10-Year Strategic Plan 2020-2029

Responsible Officer: General Manager

Background

The 10 year strategic plan provides a clear reference for Council and our communities in setting out Council's long term agenda and intention for Glamorgan Spring Bay.

The plan has been significantly shaped and influenced by the community members who participated in workshops held by Council at Bicheno, Swansea, Orford/Triabunna and Coles Bay in October 2019. These sessions were facilitated by an independent facilitator, Mr Graham Flower (Hexagon).

The Strategic Plan will inform and guide Council's annual Operating Plan and Budgets that are set and scrutinised by Council and which will provide residents, ratepayers and businesses with a clear sense of what Council is doing and why.

Councillors reviewed the Draft Glamorgan Spring Bay Council 10-year Strategic Plan 2020-2029 at its March 2020 Council workshop.

Statutory Implications

Local Government Act, namely:

Section 66

- (1) A council is to prepare a strategic plan for the municipal area.*
- (2) A strategic plan is to be in respect of at least a 10 year period.*
- (3) In preparing a proposed strategic plan, a council is to consult with the community in its municipal area and any authorities and bodies it considers appropriate.*
- (4) The general manager is to make a copy of a proposed strategic plan available for public inspection at the public office during ordinary office hours.*

Section 68

After preparing a proposed strategic plan, a council is to

- (a) invite submissions in respect of the plan; and*
- (b) consider the submissions before adopting the plan.*

Comments

The Draft Glamorgan Spring Bay Council 10-year Strategic Plan 2020-2029 (the Draft Plan) is attached to this report for Council's review.

Upon endorsement by Council the Draft Plan will be advertised via the appropriate newspapers and Council's website inviting community consultation and feedback over a period of four (4) weeks. Any submissions received will be referred back to the next available ordinary Council meeting for consideration.

It is anticipated that Council will be in a position to adopt the Glamorgan Spring Bay Council 10-year Strategic Plan 2020-2029 in May/June 2020.

Budget Implications

No significant financial implications are recognised in endorsing Draft Strategic Plan apart from advertising costs.

Risk Considerations

Risk associated with the endorsement of the Draft Strategic Plan is considered minimal as Council is acting within the requirements of the *Local Government Act*.

Recommendation

That Council receives the Draft Glamorgan Spring Bay Council's 10-year Strategic Plan 2020-2029 as attached to this report and invites community consultation and feedback over a four (4) week period with submissions closing on Friday 24 April 2020.

7.3 Financial Reserves Policy

Responsible Officer – General Manager

Background / Overview

The Financial Reserves Policy was last adopted by Council in 2006 and is overdue for review.

The policy was presented to the Council Workshop for review on the 10 March 2020.

Statutory Implications

International Accounting Standards
Local Government Act 1993

Budget Implications

No budget implications are identified in adopting the Policy.


Risk Considerations

Without a Financial Reserves Policy, Council may find itself in the situation of not having enough funds to meet its future or contractual obligations as they relate to current financial year activities

Recommendation

That Council adopts the Financial Reserves Policy as presented effective 24 March 2020.

Attachment Agenda Item 7.3

| | | | |
|---|--|---|---------------------------|
|  | POLICY – FINANCIAL RESERVES | 3.9 | |
| | | Version 2 | Date 15/03/2020 |
| Minutes Dated | Approved By : Council Decision No : | Review Date - As required but no later than 2023 | |

1. OBJECTIVE

To enable Council to provide cash backed financial reserves to meet contractual obligations such as:

- development contributions for council assets to be built in a future year;
- specific grant funds not spent in the same year as received;
- to meet future Eldercare obligations; and
- provide for replacement of assets.

This policy defines the purpose of each reserve and how they are to be managed to ensure that each year's budget accurately reflects the true cash position of Council.

2. SCOPE

This policy relates to all financial reserves of Council.

3. DEFINITIONS

Financial reserves: an amount held in equity, that has been identified for a specific future purpose.

Asset reserve: a type of discretionary financial reserve that identifies an amount for the replacement of assets.

Discretionary reserves: are financial reserves that are determined and spent at the discretion of Council.

Restricted reserves: are financial reserves that are to meet contractual or statutory obligations.

Cash backed reserves: financial reserves that have sufficient cash & cash equivalent assets to fund them.

4. PROCEDURE

Establishment of Reserves:

Council as a matter of policy will establish the following reserves;

- 1. Asset Reserves, and**
- 2. Restricted Reserves.**

These reserves will operate within the parameters that are specified for each reserve.

1. Asset Reserve

These reserves are established for the purpose of minimising the impact on Council's operations in any one year by setting aside funding for asset replacement inline with consumption.

1.1 Plant Replacement Reserve

Purpose of reserve:

On the basis that all items of plant have a useful life and that the upgrade or replacement of major plant is beyond the capacity of the Council to fund in any one year Council will establish a reserve for the upgrade or replacement of major plant.

How is the reserve to be established

Council will transfer to a Plant Replacement Reserve:

- Any reserve amount allocated as part of Council's Budget.
- Only amounts that can be 100% cash back should be moved into reserve.

How are funds to be expended from the reserve

Council will transfer from the reserve:

- An amount equivalent to the cost of major plant replacement or upgrade.

Term of the reserve

This reserve will operate in perpetuity.

1.2 Asset Replacement Reserve

Purpose of reserve:

On the basis that all infrastructure assets have a useful life and that the renewal of infrastructure assets occurs at various and uneven stages and may also need to be replaced or renewed in the event of an emergency such as a flood.

How is the reserve to be established

Council will transfer to an Asset Replacement Reserve:

- Any reserve amount allocated as part of Council's Budget.
- Taking into account infrastructure depreciation expense less amount spent on capital renewals for the year.
- Only amounts that can be 100% cash backed should be moved into reserve.

How are funds to be expended from the reserve

Council will transfer from the reserve:

- Any amount of capital asset renewals identified in Council's annual budget to be funded from the Asset Renewal Reserve.

In the event of an emergency any amount approved by Council at a Council meeting as a budget variation.

Term of the reserve

This reserve will operate in perpetuity.

2. Restricted Reserves

2.1 Reserve for Public Open Space Contributions

Purpose of the reserve

To provide for the creation or development of recreation facilities and public open space infrastructure throughout the Municipality.

How is the reserve to be established

Council will transfer to a reserve for Public Open Space Infrastructure

- Any contributions that are levied on developments via planning conditions, once they are received, and,
- Any contributions that are granted to Council for the benefit of the Municipality.
- Any reserve amount allocated as part of Council's Budget.
- The reserve is to be 100% cash backed.

How are funds to be expended from the reserve

Council will transfer from the reserve:

- An amount equivalent to the cost of capital works associated with open space infrastructure replacement or improvement as allocated in the Council Budget.

Term of the reserve

This reserve will operate in perpetuity.

2.2 Other Developer Contributions

Purpose of the reserve:

To provide for the creation of new infrastructure within the Municipality in areas specific to where contributions have been received.

How is the reserve to be established:

Council will transfer to a reserve for Other Developer Contributions

- Any contributions that are levied on developments via planning conditions, once they are received, and,
- The reserve is to be 100% cash backed.

How are funds to be expended from the reserve:

Council will transfer from the reserve:

- An amount equivalent to the cost of capital works associated with new infrastructure as allocated in the Council Budget that align to the areas that the contribution has been received.

Term of the reserve:

This reserve will operate in perpetuity.

2.3 *Specific Grant Funds*

Purpose of the reserve

To meet Councils obligations to expend funds that have been received for specific purposes in accordance with grant conditions.

How is the reserve to be established

- This reserve is established to set aside unexpended grant funds for future works required to be undertaken in accordance with grant conditions.
- The reserve is to be 100% cash backed.

Council will transfer to the reserve

- Any unexpended grant funds for specific purposes.

How are funds to be expended from the reserve

Council will transfer from the reserve:

- Any monies expended in accordance with grant conditions.

Term of the reserve

This reserve will operate in perpetuity.

2.4 *Eldercare Reserve*

Purpose of the reserve

To provide for future upgrades and expansion of the Council owned Eldercare Units that provide independent aged care housing within the Municipality.

How is the reserve to be established

- This reserve is established to set aside unexpended Eldercare income for future works required to be undertaken.
- The reserve is to be 100% cash backed.

Council will transfer to the reserve

- Any excess income received from Eldercare rent, after paying for maintenance and capital works completed during the year.

How are funds to be expended from the reserve

Council will transfer from the reserve:

- Any monies expended on capital works that was included in the Council annual budget to be funded from the Eldercare Reserve.

Term of the reserve

This reserve will operate in perpetuity.

Transfers to and from reserves

Amounts to be transferred to reserves will be made at the discretion of Senior Finance Officer in accordance with this policy.

5. IMPLEMENTATION

General Manager

6. DELEGATION

This policy delegates to the General Manager the authority to transfer amounts to/ from reserves in accordance with the adopted budget.

7. RESPONSIBILITY

This compliance of this policy is the responsibility of the General Manager.

8. REPORTING

The balances of the reserves, and the transfers to and from the reserves for the current reporting period shall be reported to Council. All reserve balances should have be cash backed.

9. STATUTORY REQUIREMENTS

This policy is developed in association with;

- Relevant International Accounting Standards.
- The annual financial statements for the Council and model financial statements published by the Tasmanian Audit Office.
- Local Government Act 1993

10. REFERENCES

Nil.

11. ATTACHMENTS

Nil.

7.4 Kerbside Vendor Location

Responsible Officer – Acting Manager Development and Compliance/Graduate Planner

Background

An application has been received from John Geeves and Heike Stock operating as Paddy's Potatoes to trade a jacket potato van at a location that is not on the approved list in Council's [*Mobile Food Vans, Pop-up Food Stalls and Kerbside Vendor Policy*](#).

A copy of the application is attached.

Proposal

The proprietor has trialled a couple of locations, including private property at 19 Esplanade. He has received positive feedback about his product, but that it would be better if he were closer to the marina.

He has identified the Tasmanian Seafarers' Memorial, also the location of the Spring Bay Professional Fishermen's Memorial, as a good location and would like to trade from there on Thursdays and Fridays from 9am-5pm.



Discussion

Council's policy (see link above) provides that it will not permit a kerbside vendor within 100m of an existing take away or café food business situated on private tenure.

The Triabunna Fish Van is located on private tenure at 19 Esplanade (although the seats outside are located on Crown land). The proposed location for Paddy's Potatoes is around 105m from the Fish Van.

The Spring Bay Hotel is private tenure. The proposed location for Paddy's Potatoes is around 60m from the Hotel, thus not meeting the policy. However Paddy's Potatoes would only operate between 9am-5pm on Thursdays and Fridays. The Spring Bay Hotel serves evening meals only, from 6pm in summer and from 6.30pm in winter. Paddy's Potatoes should not impact on hotel meals trade.

The proposed location would provide a good 'triangle' of kerbside vendors – from the Fish Van to the Coffee Van and to Paddy's Potatoes, with the Visitor Information Centre inside the triangle (see Figure 2).



Figure 2: the red dashed line shows the 'triangle' of vendors marking a pedestrian-friendly area (LISTmap)

This location would take pedestrian traffic away from the parking area and into a safer, more pedestrian-friendly zone in an area that gets quite busy with people and traffic, particularly during the summer months. It would also pull more people to the Visitor Information Centre and the Memorial itself.

It is noted that the next annual Memorial Service is scheduled for Sunday 18 October.

Statutory Implications

The trader is required to hold \$5,000,000 Public Liability Insurance, and will need to provide a Certificate of Currency. He will also need to obtain a Temporary Food Licence through Council.

Budget Implications

Nil

Recommendation

That Council endorses Paddy's Potatoes being allocated a location to trade from adjacent to Tas Seafarers' Memorial on Thursday and Friday 9.00am to 5.00pm for a period of 12 months as an extended trial.



MOBILE FOOD VAN, POP-UP STALL & KERBSIDE VENDOR APPLICATION

GLAMORGAN
SPRING BAY
COUNCIL

Application for a License as a Mobile Food Van, Pop-Up Stall or Kerbside Vendor
POLICY 1.1 - MOBILE FOOD VANS, POP-UP STALLS & KERBSIDE VENDING

Applicant's Name: John Gieves, Heike Stock
Contact Person: John Gieves
Address: [REDACTED] Postcode: 7190
Mobile Phone: [REDACTED] Telephone: [REDACTED]
Email: [REDACTED]

Details of skills and knowledge (food safety & workplace health/safety qualifications, training or experience) of the proprietor and food handlers. (Please attach details if insufficient space):

Business Name: Paddy's Potatoes
Venue / Location: Triabunna Marina, Tasmania-wide
Name of community event:
(if applicable) n/a
Types of Food Sold: Oven-baked Potatoes
Hours of Operation (or attendance on site):
Mon 9-5pm Tue 9-5pm Wed 9-5pm Thu 9-5pm
Fri 9-5pm Sat 9-5pm Sun 9-5pm

Do you have a current Statewide Food Registration Certificate? - variable
☐ YES If YES - with which Council? [REDACTED]
☒ NO If NO - you must apply for a Temporary Food Licence issued by Council.

TERMS & CONDITIONS

- I, [REDACTED]
(Print Full Name)
- ☐ I have read Policy 1.1 - Mobile Food Vans, Pop-Up Stalls & Kerbside Vending.
 - ☐ I understand that I am responsible for the removal of my own rubbish. I will not place my rubbish in Council rubbish bins.
 - ☐ I have attached a current copy of my Certificate of Currency for Public Liability Insurance.

John Gieves
Signature of applicant

30/01/2020
Date

7.5 Swansea Primary School – Wholesome Meals Together Project

Responsible Officer – Manager Community Development

Background

An application has been received from the Swansea Primary School, seeking financial assistance of \$350.00 under the Community Small Grants Program, for the purchase of reusable crockery and cutlery for 65 people to be used for the 'Wholesome Meals Together' project at the Swansea Primary School.

Doctors, teachers and welfare workers have noticed that families in Swansea are eating fewer meals together. They have also noted that many meals children consume consist of precooked foods such as fish fingers, party pies and chicken nuggets. Swansea Primary School Wholesome Meals Together project aims to teach children how to plan, prepare, cook and enjoy traditional family favourites. These meals will include curried sausages, fried rice, wraps and pasta. The program will give children the opportunity to try new foods and to share healthy recipes with families. Exposing children to a variety of foods in a safe, peer-supported environment has been shown to improve health and wellbeing outcomes. Sharing a meal with peers and educators has also been shown to improve child vocabulary, mood, academic success and outlook on the future.

In order to facilitate this program, Swansea Primary School is seeking to purchase reusable crockery and cutlery for 65. This supports Swansea Primary School's sustainable learning priority as it eliminates the need for single use plastics.

This program will be supported by community volunteers and Swansea Primary School families.

The Swansea Primary School will be covering the ongoing cost of food for the project.

Statutory Implications

Not applicable

Budget Implications

A total of \$25,000 has been allocated in the budget for the Community Small Grants Program of which \$9,950 remains.

Recommendation

That Council approves a grant of \$350 to Swansea Primary School for the purchase of reusable crockery and cutlery for 65 people to be used for the Wholesome Meals Together project.

7.6 Swansea Cricket Club

Responsible Officer – Manager Community Development

Background

An application has been received from the Swansea Cricket Club, seeking financial assistance of \$1,000 under the Community Small Grants Program, towards the cost of cricket net construction at the Swansea Recreation Ground.

The Swansea Cricket Club has been a big part of the Swansea community for many years and continues to grow. New nets will be a great asset to the community and will encourage all ages and genders to try a new sport and increase the number of participants in the club. Many of the current cricket players, supporters and families are from farming backgrounds and the Cricket Club is a great social aspect for them all to enjoy and is an important factor for their health and wellbeing.

The total cost of the project is \$18,084.00 (**including** GST) and the Club has applied for a grant of \$9,042 under the Sport & Recreation Minor Grants Program. The Swansea Cricket Club will contribute the remaining balance. (A copy of the quote for \$16,440, **plus** GST is attached.)

Statutory Implications

Not applicable

Budget Implications

A total of \$25,000 has been allocated in the budget for the Community Small Grants Program of which \$7,950 remains.

Recommendation

That Council approves a grant of \$1,000 to the Swansea Cricket Club towards the purchase of cricket net construction at the Swansea Recreation Ground, subject to the grant under the Sport and Recreation Minor Grants Program being successful.



Trent Gray
Swansea Cricket Club
27 February 2020

Dear Trent,

Re Cricket Net Construction

I have based the cost for the cricket net on the following dimensions and specifications.

The chainmesh fencing will 12m in length and 3.2m wide at the batting end with a 9m chainmesh roof. Fence height will 3m. Posts and wire will be galvanised.

All construction will be to Australian Standard.

The concrete slab will be 100mm thick with reinforcing 1.83m wide x 12m in length. The cricket grass laid on the slab will be "Premier Pitch" a 9.5mm commercial cricket grass. Batting crease will be marked.

The area between the slab and fence will be a 19mm multisport grass on a 80mm crusher dust base. This provides a no maintenance level surface.

Cost of construction \$16,440 plus GST.

If you need any further information please do not hesitate to contact me.

Yours sincerely

Haydn Dodge

Synthetic Grass Solutions
374 Penna Road
Penna 7171
ABN30130379930

Mob: 0437 653120
Haydndodge@hotmail.com

7.7 Water Management Plan for the Swan River

Responsible Officer – Manager Natural Resources

Background / Comments

The discussion around water management in all the major water catchments in the municipality has been on the Glamorgan Spring Bay Natural Resource Management Committee (NRMC) agenda for most of the last 15 years.

Community concern about the availability, allocation and use of water from the Swan River in particular is well known and continues to increase. This report is the outcome of two motions moved at the November 2019 and February 2020 (draft minutes included in this agenda) meetings of the NRMC.

At a public meeting organised by the Department of Primary Industries, Parks Water and Environment (DPIPWE), held in Cranbrook in February 2019, the lack of monitoring and accountability of historical licenses was front and center of discussions, with Councillors present offering to seek funding to purchase meters for the irrigation offtakes.

The need to maintain environmental flows to sustain Moulting Lagoon was also raised.

In October 2005 Council signed off on a document called *Environmental Management Goals for Tasmanian Surface Waters – Glamorgan Spring Bay Catchments*. In that document on page 6 it states “*Water management planning will be undertaken on a priority basis, with stressed rivers in the State being targeted initially*”.

Under Water Quantity Values section 5.2 in the same document it states:

“An appraisal of water quantity values will be undertaken in order to develop water management goals for the catchment. This will be undertaken during the water management planning process”.

In 2013 Council signed off on the *Swan Apsley Catchment Plan* (a much publicised document). Under the Recommended Actions in that document for water quantity, it states:

“Continue to liaise with DPIPWE with regards to ongoing water monitoring activities and any future Water Management Planning activities in the catchment”.

The “environmental flow” at The Grange metering station on 24 January 2020 was 0.02 ML per day. At the same time pivot irrigation direct from the Swan River was happening less than 1 km upstream. The Swan River had essentially ceased running. The remaining pools in the Swan River were stagnating and full of algae.

As historical license offtakes are not metered or monitored by DPIPWE it is possible that irrigation water in excess of entitlements is being taken from the Swan River on a regular basis.

Under the *Water Management Act 1999* the Minister may determine that a water management plan is to be prepared in respect of a water resource or water resources in Tasmania. A water management plan (WMP) is a statutory document which has compliance implications.

Applications for more water licenses are still being sent to DPIPWE despite there being no WMP to base allocations on in a transparent way.

Council needs to act on the commitments made in 2005 and 2013 to follow up with the relevant DPIPWE Minister to get a WMP in place for the Swan River. WMP are also required for the Apsley and Prosser Rivers. The Little Swanport Water Management Plan was written in 2006 and needs to be reviewed.

The Swan River is a priority due to the ongoing impact on its health, the international significance of the Moulting Lagoon wetland, and the Swansea township now being Stage Two Water Restrictions.

The NRM Committee has long advocated for all major river catchments on the East Coast to have WMP's as they are a key mechanism under the *Water Management Act 1999* to ensure the transparent allocation and use of surface water resources.

Water is a finite and valuable resource, its use must be fair equitable and sustainable and to achieve this it must be managed, monitored and enforced.

Statutory Implications

The Local Government Act 1993

Part 3. Division 2.

20. Functions and Powers

(1) In addition to any functions of a council in this or any other Act, a council has the following functions:

- (a) to provide for the health, safety and welfare of the community;
- (b) to represent and promote the interests of the community;
- (c) to provide for the peace, order and good government of the municipal area.

Budget Implications

Officer time only.

Recommendation

- a) Council write to the Minister responsible for the *Water Management Act 1999* requesting the allocation of funding and resources to develop and implement a water management plan for the Swan River as a matter of urgency; and
- b) Council write to the Minister responsible for the *Water Management Act 1999* requesting the allocation of funding and resources to develop and implement a water management plan for the Apsley and Prosser Rivers, and to review the *Little Swanport Water Management Plan 2006*; and
- c) Council write to the Minister responsible for DPIPWE requesting that the requirement for metering, monitoring and enforcement on all irrigation license offtakes on all east coast waterways is progressed as a matter of urgency.

7.8 Title - Dog Exercise area in Buckland

Responsible Officer – Manager of Buildings and Marine Infrastructure

Background

The Buckland Cricket club has offered the Council an area of land, 48 metres x 50 metres, to be used for the dog exercise areas (refer attached diagram supplied by the Buckland Cricket Club).

The Club has asked that we not only fence the two dog exercise areas, both large and small, but also another 20-Metre section of fence on East Street. Council are to maintain the dog exercise areas and cover any liability issues that may arise within these areas.

In addition the Cricket Club has asked Council to waiver the yearly rates for the land, (which encompasses the cricket ground), with both parties to review the agreement every three years. Council has no other suitable land in Buckland for the purposes of constructing dog exercise areas.

The cricket ground at Buckland has always been open for public use.

Budget Implications

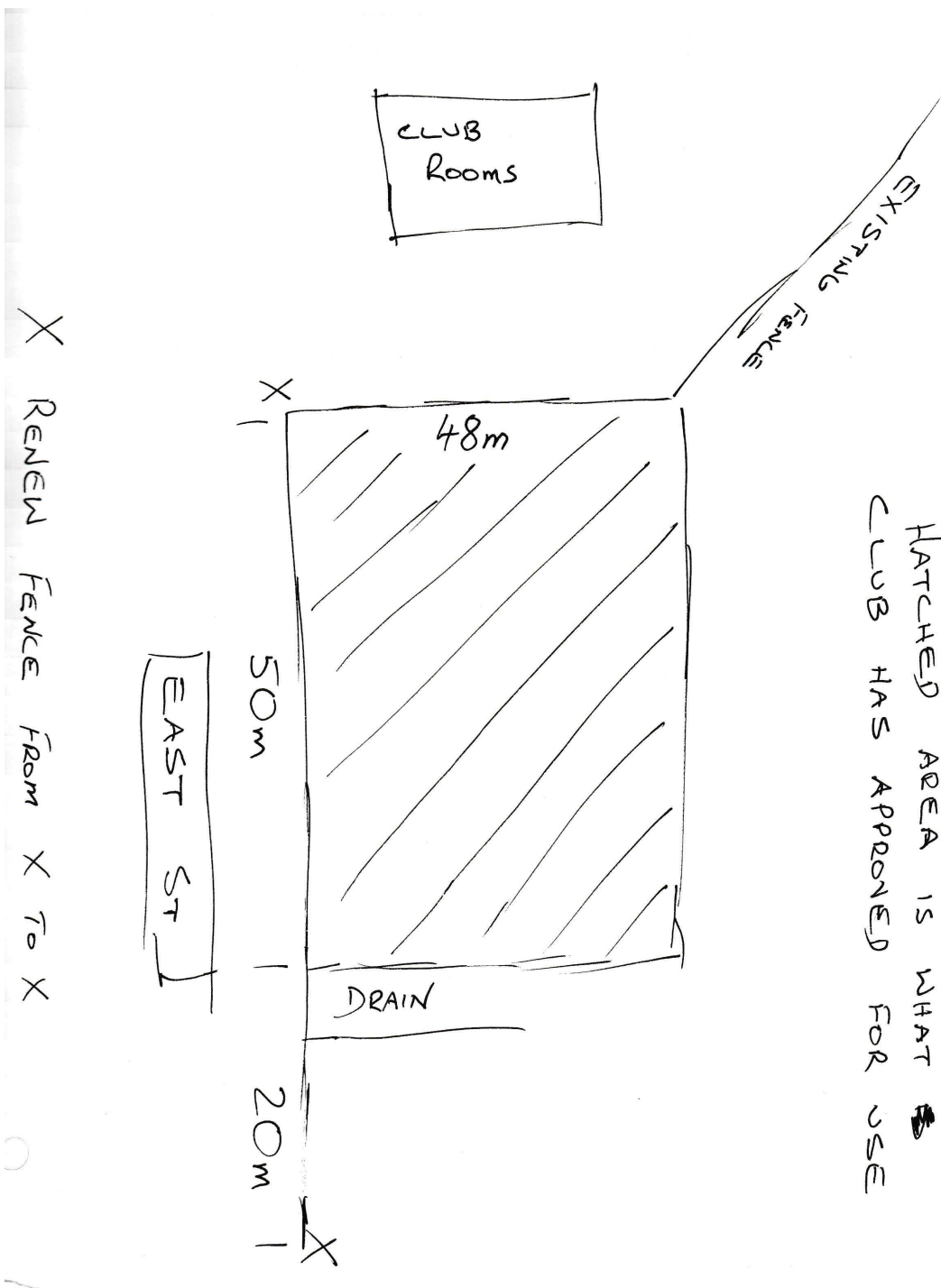
The 2019/2020 rate charge for PID 5978008 was \$1093.

Statutory Implications

Nil

Recommendation

That Council consider whether to agree with the terms put forward by the Buckland Cricket Club, so Council can construct the dog exercise areas in Buckland.



8. Notices of Motion

8.1 Notice of Motion – Cllr Annie Browning

Background

Dr Naidoo has advised he will be taking a break after serving the community for thirty years. The duration of his break will be four to five months. Glamorgan Spring Bay Council staff and Dr Naidoo's Practice Manager, Phil Pyke, are working to secure additional Doctors and/or assessing capacity of existing Doctors engaged through East Coast Health to assist with the additional patient load during Dr Naidoo's period of leave.

Dr Naidoo has advised his desire to join East Coast Health at Triabunna, a Council owned entity, facility and medical practice, on his return from leave. Dr Naidoo's full statement is available from East Coast Health at Triabunna.

As a valued Doctor who has given three decades of service to this community, I request the Mayor on behalf of Council writes to Dr Naidoo thanking him for his service, confirming Council's commitment to sourcing more Doctors as required to cover the additional patient load and that Council looks forward to his return from leave and him joining with East Coast Health and practicing under that community owned entity.

Motion

Moved: Cllr Annie Browning

Seconded:

That on behalf of Council, the Mayor writes to Dr Naidoo:

- a. thanking him for his thirty years' service to the community; and
- b. confirms Council's commitment to sourcing more Doctors as required to cover the additional patient load during his break; and
- c. advises that Council looks forward to his return from leave and him joining with East Coast Health in Triabunna and practicing under that community owned entity.

8.2 Notice of Motion – Cllr Annie Browning

Background

An elderly resident of Swansea, Mrs Nora Dalla_Vacchia, has requested a memorial seat be placed on the Esplanade at Swansea. Mrs Dalla_Vacchia's daughter Sandra (Sam) Dalla_Vacchia died in January 2019 and when she was ill she enjoyed walks around the Esplanade to Waterloo Point. Mrs Dalla_Vacchia's was born in Swansea and has been a long term resident.

I have had conversations with Mrs Dalla_Vacchia who is currently unwell. Should the Council agree to the installation of the memorial seat, I request this approval be dealt with as a matter of urgency. Mrs Dalla_Vacchia will pay all costs associated with the works and I can meet with her to confirm the wording she would like on the plaque.

Motion

Moved: Cllr Annie Browning

Seconded:

1. That Council endorse the placement of a memorial seat as requested by Mrs Dalla_Vacchia on the Esplanade at Swansea; and
2. Mrs Dalla_Vacchia is invoiced for all works associated with the memorial seat; and
3. The Works Supervisor liaises with Cllr Browning in relation to the location and style of the seat including the plaque wording and that these works are completed as a matter of urgency.

8.3 Notice of Motion – Cllr Keith Breheny

Background

There had been previous discussions with the Triabunna Community Hall Special Committee members regarding new lighting required for the dressing rooms at the Hall. At its last Special Committee Meeting on 17 February 2020 there was a lack of a quorum and therefore no meeting could be held. Gavan Barber, a member of the Committee, has purchased and paid for the lighting at a cost of \$608.00.

As Chair of the Triabunna Community Hall Special Committee, I request Council consider reimbursement of the attached invoice to Mr Gavan Barber from the Hall funds.

Motion

Moved: Cllr Keith Breheny

Seconded:

That Council endorse the reimbursement of \$608.00 to Gavan Barber from the Triabunna Community Hall funds for the purchase and payment of lighting for the dressing rooms at the Hall.



Attachment Agenda Item 8.3



IKEA SPRINGVALE - 917 PRINCES HWY 3171
- TAX INVOICE -
ABN: 84 006 270 757 PH: (03) 8523 2154
OPEN 10AM-9PM MON-SAT, 10AM-7PM SUN
IKEA Family C 6275980xxxxxxx5633
Article 10394704
FÖRNIMMA power 23190
2 * 5.00 10.00 0
Article 60342656
TRÅDFRI drvr f 23188
2 * 49.00 98.00 0
Article 30245223
OMLOPP LED 21633
10 * 50.00 500.00 0

Total 608.00
Total items: 14

VISA 608.00 AUD

ANZ EFTPOS

ANZ CUSTOMER COPY

IKEA SPRINGVALE

917 PRINCESS HWY
SPRINGVALE VIC

TERMINAL ID 02913006105
VISA (I) CR
0783

PUR AUD \$608.00

Visa Credit
AID A00000000031010
TVR 0080008000
APSN 01 C00001 ATC 01C6

APPROVED AUTH 774577
STAN 309125
RRN 1911240006005328
24/11/19 17:55

THANK YOU FOR
SHOPPING AT IKEA

TAX SUMMARY:
CODE RATE NET TAX
0 10.0 % 552.73 55.27
CASHIER NO: 13127875
Date Time Store POS Transac
24.11.19 17:55:11 6 5 328
THANK YOU FOR SHOPPING AT IKEA
VISIT US AT WWW.IKEA.COM



000600050328241119

9.0 PETITIONS

9.1 Kids on Wheels Recreation Park Project

Background

At the recent Council Community Connect Session held in Bicheno on the 10 March 2020, Council was presented with a document containing a number of signatures and submissions in support of the erection of a Recreation Area/Skate Park in Bicheno, a copy of which has since been provided to all Councillors.

Section 57 of the Local Government Act requires:

- (1) *A person may lodge a petition with a council by presenting it to a councillor or the general manager.*
- (2) *A person lodging a petition is to ensure that the petition contains –*
 - (a) *a clear and concise statement identifying the subject matter and the action requested; and*
 - (b) *in the case of a paper petition, a heading on each page indicating the subject matter; and*
 - (c) *in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and*
 - (d) *a statement specifying the number of signatories; and*
 - (e) *at the end of the petition –*
 - (i) *in the case of a paper petition, the full name, address and signature of the person lodging the petition; and*
 - (ii) *in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.*

Comments

Whilst the document received by Council held a number of signatures petitioning Council to support the erection of a Recreation Area/Skate Park in Bicheno, as it does not comply with the requirements of section 57 (2)(b) (c) (d) and (e) of the Local Government Act, it cannot formally be recognised as a formal petition by Council.

Recommendation

That Council acknowledges the submission by the Bicheno Community Development Association, "Kids on Wheels Recreation Park Project" and recognises the efforts of those who participated and contributed to the document.

10. Motion Tracking Document

Last updated 18/03/20

| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|---|-----------------------|---|---------------|
| 27 Feb 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 |
| 26 Feb 2019 | 7.6 | 39/19 | Staff Resourcing Land Use Planning: Benchmark Report | MDC | Issue to be workshopped by Council. | In Progress |
| 26 Mar 2019 | 7.3 | 66/19 | Renaming of Esplanades | MDC | Council to consult with affected residents | In Progress |
| 30 Apr 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 |
| 27 Aug 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 Aug 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 |
| 16 Oct 2019 | 2.2 | 176/19 | Australia Day Awards | GM | Categories finalised. Closing date for nominations 25 November 2019. Honour Board redesigned. Certificates of Recognition for all nominees | In Progress |
| 16 Oct 2019 | 2.5 | 179/19 | By-Law | GM | Council resolves to make a By-Law of the Glamorgan Spring Bay Council made under Section 145 of the Local Government Act | In Progress |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|-----------------------|-----------------------|---|---|
| | | | | | 1993 (Tas) for the purpose of regulating and controlling matters of environment health - Environmental Health By-Law (By-Law No. 1 of 2018). | |
| 16 Oct 2019 | 2.6 | 180/19 | Dog Management Policy | GM | <p>1. That Council directs the General Manager to immediately commence the process for re-endorsement of the existing Dog Management Policy 2014-2019 with amendments as deemed necessary in accordance with the requirements of the <i>Dog Control Act 2000</i>.</p> <p>2. That advertising occurs in The Mercury, The Examiner, the Great Oyster Bay Community News, the Bicheno Forward, the Echoes Around the Bay, Council's website and community notice boards.</p> <p>3. That Council commits to conducting a further review of the new Dog Management Policy within 12 months of the <i>Dog Management Act 2000</i> amendments being finalised.</p> | <p>Complete.</p> <p>Complete.</p> <p>In progress.</p> |
| 16 Oct 2019 | 2.9 | 185/19 | Dog Exercise Yards | GM | <p>The dog park proposed for the Bicheno foreshore area near the oval is not approved.</p> <p>The funding for that project be re-negotiated with the relevant Federal Department and requested to be used for the purchase and installation of playground equipment for the Bicheno Lions Park and for improvements to the exterior of the Bicheno Memorial Hall.</p> | In Progress |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------------|-----------------|--|---|-----------------------|---|-------------------------|
| 16 Oct 2019 | 2.9 | 186/19 187/19 188/19 189/19 190/19 | Dog Exercise Yards | GM | The Swanwick, Swansea, Triabunna, Orford, Buckland dog exercise areas be approved as advertised in The Examiner and The Mercury in September 2019 and it is formally declared as a dog exercise area. | In Progress |
| 22 nd Oct 2019 | 7.2 | 197/19 | Instrument of Delegation to General Manager | GM | Further Acts to be considered by Council for inclusion in Instrument of Delegation at a future date. | In Progress |
| 22 nd Oct 2019 | 7.5 | 201/19 | Consent to lodge a DA: Cricket Practice Nets, Swansea Recreation Ground | GM | Further discussion with recreation reserve users to determine alternative location for nets requested | In Progress |
| 26 Nov 2019 | 7.2 | 221/19 | Consideration of Place Names: Cul-de-sac off Kunzea Court, Swanwick | GM | Sweet Wattle Court to be submitted to Nomenclature Board | In progress |
| 26 Nov 2019 | 7.7 | 224/19 | Coles Bay Triathlon | GCD | Further information to be provided to Council for consideration | Completed. |
| 17 Dec 2019 | 8.5 | 245/19 | Building Better Regions – Grand Funding Options | GM | <p>That Council support applying for \$250,000 from the Building Better Regions Fund to strategically develop the Triabunna Wharf, with Parks and Wildlife Services and Glamorgan Spring Bay Council matching those funds, with \$200,000 and \$50,000 respectively.</p> <p>That Council support applying for \$25,000 from the Building Better Regions Fund to develop a Business Case & Development Application for a Mountain Bike Trail from Kelleve to Orford with Sorrell Council and Glamorgan Spring Bay Council matching those funds equally, both contributing \$12,500 each.</p> | Applications submitted. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|---|-----------------------|--|--|
| | | | | | That Council support applying for \$20,000 from the Building Better Regions Fund to commission an Economic Development Plan & Prospectus for Glamorgan Spring Bay Council, with Council matching that with a \$20,000 contribution. | |
| 17 Dec 2019 | 8.6 | 246/19 | Training Wall Lease – Prosser River Mouth Advisory Group | GM | Council defers Agenda Item 8.6 to the January 2020 meeting or to a Special Meeting of Council earlier in the month if the matter is deemed too urgent to wait until the 28 th of January 2020. | To be discussed at the next Council workshop. |
| 17 Dec 2019 | 8.7 | 248/19 | The Prosser River Mouth (Spit) Fencing & Signage Proposal | MNRM | Council endorses placing the Prosser River Mouth Master Plan Advisory Group Section 24 Committees proposed plan in relation to the Orford Spit, lagoon and nearby recreational beach area out for public consultation by 10 January 2020 until 7 February 2020. Following consultation Council will consider feedback and make a decision at an Ordinary Meeting of Council. | In progress – discussions underway with consultant to review submissions and prepare report. |
| 17 Dec 2019 | 8.9 | 251/19 | Consent to Lodge a DA: Cricket Practice Nets, Swansea Recreation Ground | MBMI | Council provides owner consent to lodge the Development Application and encourage the Cricket Club to consider and make an application for a Community Small Grant to assist with the project costs. | DA finalised and approved. |
| 17 Dec 2019 | 8.10 | 252/19 | Additional Funding for the Prosser Plains Raw Water Scheme | GM | 1.Council resolves to secure a loan for the amount of \$600,000 from TASCORP to be used to pay the costs of completing Stage 1 of | In progress. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|---|-----------------------|--|--|
| | | | | | <p>the Prosser Plains Raw Water Scheme (eg. completion of the Pumping Station), which in turn will allow Council to meet its obligations under the Water Supply Agreement dated 8 February 2019.</p> <p>2.The General Manager is directed and hereby authorised to take all reasonable and necessary steps to secure the loan referred in recommendation 1 set out above, including without limitation making application to TASCORP for the loan, and executing all relevant documents for and on behalf of Council (including applying the common seal of Council if required).</p> <p>3. That Council endorses the General Manager to draw down an additional maximum amount of \$50,000 from Council cash, on receipt of a report to Council in the event that the remaining funds with the \$600,000 additional loan is insufficient to complete the project.</p> | |
| 17 Dec 2019 | 8.11 | 254/19 | Transfer of Council Land for Catholic Care Affordable Housing | GM | In accordance with s178 of the Local Government Act 1993 that Council intends to transfer land as per the proposed Centacare Evolve Housing 21 unit development on Lots 30, 31 and 94 Spencer Street, Triabunna. | <p>Advertised.</p> <p>Community meeting held.</p> <p>Consultation in progress.</p> |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|--|-----------------------|---|--|
| | | | | | <p>Centacare Evolve Housing are to provide Council with four serviced residential blocks on Council land</p> <p>Centacare Evolve Housing will be obliged to pay Council's rates on the unit development</p> <p>A Community Meeting will be held in January 2020 to answer questions and obtain feedback from community members.</p> | |
| 14 Jan 2020 | 2.1 | 1/20 | Correction of Assessed Annual Valuation of Rates | GM | Council agrees to waive the levying of rates related to the Assessed Annual Valuation of rates as received from the Valuer General's Office in June 2019 for 2019/2020 financial year. The basis of this decision is due to the negative impact on the administration of Council by delaying this matter any further. | In progress. |
| 28 Jan 2020 | 7.1 | 19/20 | Bendigo Bank Opening Hours | GM | <p>That the Bendigo Bank agency located at the Glamorgan Spring Bay office in Triabunna will reduce operating days from five days per week to two days per week to be determined by the General Manager in consultation with the Swansea Bicheno Bank Manager to be effective 3 February 2020.</p> <p>The General Manager is to provide a report to Council within 14 days on the Bendigo Bank agency and its future at the Glamorgan Spring Bay office at Triabunna.</p> | <p>Pending response from Bendigo Bank.</p> <p>The General Manager has made contact with the Bendigo Bank a number of times however no further advice has been received</p> |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|--|-----------------------|--|--|
| | | | | | This matter is to be placed on the ordinary Council meeting agenda on the 25 February 2020. | at the time of the distribution of this agenda. |
| 28 Jan 2020 | 7.3 | 21/20 | Position of the Loo with a View – Swansea | GM | That Council defer to community consultation and for further investigation in conjunction with the boat trailer parking funding at Jetty Road Swansea. | Requires further consideration. To be workshopped. |
| 28 Jan 2020 | 7.4 | 22/20 | Re-endorsement of the Dog Management Policy and associated Declared Areas including Dog Exercise Yards | MBMI / AMRS | That: 1. Council re-endorses the Glamorgan Spring Bay Dog Management Policy and Declared Areas 2014-19 for the next 6 years with a further review to commence as soon as possible in line with Section 7 subsection (3) of the Dog Control Act 2000. 2. In accordance with Section 25 of the Dog Control Act 2000 Council will, by public notice, notify the community of: a) the date on which the Declared areas in the re-endorsed dog policy and the new declared dog exercise areas take effect, and b) the period during which the declaration remains in force. | Completed. Completed. In progress. |
| 28 Jan 2020 | 7.5 | 23/20 | Bicheno Community Development Association Inc. | MCD | That Council approves a grant of \$500 to the Bicheno Community Development Association Inc., towards the cost of | Completed. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|--|-----------------------|---|--|
| | | | | | purchasing three (3) hoop bike racks to be installed outside the Bicheno Newsagency. | |
| 28 Jan 2020 | 7.6 | 24/20 | Coles Bay Half Triathlon | MCD | That Council approves a grant of \$1500 under the Community Small Grants Programme to the Coles Bay Half Triathlon Committee, towards the cost of staging the event, plus the provision of 2 x double portable toilets. | Completed. |
| 28 Jan 2020 | 7.7 | 25/20 | Freycinet Association Inc. | MCD | That Council approves a grant of \$1,000 to the Freycinet Association Inc., towards the cost of purchasing an Automated External Defibrillator (AED) to be installed at the Coles Bay Convenience-General Store and Post Office which is situated at 3 Garnet Avenue. | Completed. |
| 28 Jan 2020 | 7.8 | 26/20 | Spring Bay Suicide Prevention Network | MCD | That Council approves a grant of \$2,000 to the Spring Bay Suicide Prevention Network, towards the cost of purchasing forty-five (45) Live Life Medical Alarms which will enable the service to be expanded into Swansea, Bicheno and Coles Bay. | Completed. |
| 28 Jan 2020 | 7.10 | 28/20 | Air-conditioning for Bicheno Paramedic Room | MBMI | That Council fund the installation of the air conditioning unit in the Bicheno Paramedic room to the value of \$1900. | Unit was installed on the 4 February 2020. |
| 28 Jan 2020 | 8.1 | 30/20 | Notice of Motion – Triabunna District School – School Crossing | MW | 1. That Council employs a suitably qualified person to assess both the Melbourne Street and Vicary Street Triabunna school crossings to determine their compliance with the current Australian Standards for School Crossings. | Under early investigation. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|---|-----------------------|--|---|
| | | | | | 2. That, in the event, that either or both crossings are assessed as deficient Council take steps to immediately rectify the deficiency to ensure the safety of students at Triabunna District School. | |
| 28 Jan 2020 | 8.2 | 31/20 | Notice of Motion – Council Meeting Minutes | GM | That the draft Council Meeting Minutes are provided to Council within ten (10) calendar days of the Council Meeting. | In progress |
| 25 Feb 2020 | 6.2 | 46/20 | Statement of Expectations Committee – Adviser's Reports | | That: 1. The Statement of Expectations – Adviser's Reports are received and noted, and 2. The Council requests the General Manager to provide a report detailing how the recommendations will be addressed, funded and prioritised with this report being presented to Council at its March 2020 Ordinary Council Meeting. | Completed. To be discussed at the April 1029 workshop. |
| 25 Feb 2020 | 6.4 | 48/20 | Triabunna Recreation Ground Section 24 Minutes – 2 October 2019 | GM | That: 1. The Triabunna Recreation S24 Committee meeting minutes be received and noted. 2. The committee be advised that under Council's kerbside Vendor Policy there is no need to obtain approval from the S24 committee. 3. Council are provided with a copy of the landscape plans and the council recommendation referred to in the | To be progressed. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|---|-----------------------|---|---|
| | | | | | minutes at dot point 3 under New Business. | |
| 25 Feb 2020 | 7.3 | 51/20 | Sale of Public Land, 2A Davidson Place, Triabunna | GM | That the proposed Sale of the Public Land 2A Davidson Place, Triabunna is deferred to the March 2020 Ordinary Council Meeting or a Special Meeting of Council to allow for further advice to be provided to Council as a matter of urgency and that immediate discussions with CentaCare be commenced in relation to alternate sites. | Pending advice from CentaCare re alternate sites. |
| 25 Feb 2020 | 7.5 | 53/20 | Bicheno RSL Sub-Branch | MCD | That Council approves a grant of \$1,000 to the Bicheno RSL Sub-Branch towards the cost of a corten screen for the Bicheno cenotaph. | In progress. |
| 25 Feb 2020 | 7.6 | 54/20 | Freycinet Volunteer Marine Rescue (VMR) Association | MCD | That Council approves a grant of \$1,000 to the Freycinet Volunteer Marine Rescue (VMR) Association towards the cost of purchasing a 16" Macbook Pro laptop computer with 1 TB storage for the development and delivery of essential training resources. | In progress. |
| 25 Feb 2020 | 7.7 | 55/20 | Drought Communities Program – Extension Funding | GM | <ol style="list-style-type: none"> 1. Council is provided with a report providing separate cost estimates of the projects a) to k) listed in attachment A, and 2. Maps showing the location and alignment of the projects are included with the report, and 3. The report be provided to Council for consideration at a Special Meeting of Council or at the March 2020 Ordinary Council Meeting, at the latest. <p>Appendix A.</p> | Report to be submitted to the March 2019 Council meeting. |



| Meeting Date | Item No. | Decision Number | Title | Action Officer | Decision | Status |
|---------------------|-----------------|------------------------|--------------|-----------------------|---|---------------|
| | | | | | Drought Communities Programme – Extension Funding Projects a) Concrete footpath approximately 400m long to the southern side of Swanwick Road from Swanwick Drive to Hazards View Drive, Swanwick, and b) Concrete footpath approximately 220 metres long to the Southern side of Wellington Street from Noyes Street to Victoria Street, Swansea, and c) Concrete footpath approximately 200 metres long to the eastern side of Noyes Street from Franklin Street to Wellington Street, Swansea, and d) Concrete footpath approximately 220 metres long to the Northern side of Elizabeth Street from Charles Street to Gore Street, Orford, and e) Concrete footpath approximately 400 metres long to the western side of Charles street from Vicary Street to the Recreation Ground Entrance, Triabunna, and f) Improvements (realignment and paving) to the intersection of the Esplanade and Vicary Street at the proposed new location of the RSL Cenotaph opposite The Gatehouse, Triabunna, and g) Installation of practice nets, pitch with synthetic surface at the Cricket Ground in Buckland, and h) Concrete kerb and channel and concrete footpath to the eastern side of the Tasman | |



| <i>Meeting Date</i> | <i>Item No.</i> | <i>Decision Number</i> | <i>Title</i> | <i>Action Officer</i> | <i>Decision</i> | <i>Status</i> |
|----------------------------|------------------------|-------------------------------|---|------------------------------|--|---|
| | | | | | Highway from the Gala Kirk Church car park to Gala Road, Cranbrook, and i) Concrete footpath approximately 1,200 metres long on the eastern side of the Tasman Highway from Harveys Farm road to Douglas Street, Bicheno, and j) Installation of cricket practice nets, pitch and synthetic surface at the Triabunna Recreation Ground, Triabunna, and k) Replacement of steps to the front entrance of the Buckland Community Hall and associated landscaping. | |
| 25 Feb 2020 | 7.8 | 56/20 | Consideration of cul-de-sac name: off Sebastian Rise, Swansea | MDC | That Council approves the name 'Amos Place' for the cul-de-sac off Sebastian Rise in Swansea for submission to the Nomenclature Board by 26 February 2020. | The name has been submitted to the Nomenclature Board for approval. |

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.

11. Questions Without Notice

12. Confidential Items (Closed Session)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Mayor to declare the meeting closed to the public in order to discuss the following matter/s:

- Item 1: Minutes of Closed Session (25/02/2020)**
As per the provisions of regulation 34 of the Local Government (Meeting Procedures) Regulations 2015
- Item 2: Orford Bowls Club – Payment of Invoice**
As per the provisions of regulation 15(2)(g)(i) of the Local Government (Meeting Procedures) Regulations 2015

| Recommendation |
|----------------|
|----------------|

| |
|--|
| That Council moves into closed session (Time:) |
|--|

The live streaming and recording of meeting will now be switched off.

Mayor to check that the streaming has been terminated and the individual microphones are switched off.

13. Close

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

CONFIRMED as a true and correct record.

Date:

Mayor Debbie Wisby