



GLAMORGAN SPRING BAY
COUNCIL

Notice of Meeting and Agenda

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

27 October 2020

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held in the Council Offices, Triabunna on Tuesday 27 October 2020 commencing at 2.00pm.

Please note in response to COVID-19 social gathering regulations, members of the public will be unable to attend the meeting.

Dated this Wednesday 21 October 2020.



**Greg Ingham
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.***



**Greg Ingham
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.

In response to COVID-19 social gathering regulations, members of the public will not be able to attend the meeting. Where possible a live stream of the meeting will be made available.

A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

In accordance with the Local Government Act 1993 and Regulation 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 and staff and declare the meeting open at [time].

1.1 Acknowledgement of Country

The Glamorgan Spring Bay Council acknowledges the Traditional Owners of our region and recognises their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

1.2 Present and Apologies

1.3 In Attendance

1.4 Presentation

- Certificate of Appointment, Municipal Emergency Manager Coordinator, Ms Bev Allen

1.5 Commitment to the Statement of Expectations – Issue Resolution Policy No. 67

- Mr Greg Ingham, General Manager

1.6 Late Reports

1.7 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- 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 – 22 September 2020

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held Tuesday 22 September 2020 at 2.00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop/s Held

Tuesday 13 October 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 1.30pm to 4.15pm on Tuesday 13 October 2020 at the Council Offices, Triabunna.

Present

Mayor Robert Young
Deputy Mayor Jenny Woods
Clr Keith Breheny
Clr Annie Browning
Clr Rob Churchill
Clr Grant Robinson

Apologies

Clr Cheryl Arnol (due to prior commitment)
Clr Michael Symons (due to work commitments)

In Attendance

Mr Greg Ingham, General Manager
Mr Deon Bellingan, Executive Manager Development (in part)
Mr Rob Brunning, Works Manager (in part)
Ms Bev Allen, Emergency Management & Risk Project Officer (in part)
Mr Vince Butler, Project Engineer – Asset Management (in part)

Guests

Developers

Agenda

- Development Proposal - Presentation
- Issuing of Abatement Notices Process
- Nuisance Issue
- Verbal Update – Review of Dog Management Policy
- Draft Asset Management Policy
- Verbal Update - Dolphin Sands Emergency Management Plan
- Revised Instrument of Delegation
- Governance Matters
- Other Matters & Councillor Discussion

RECOMMENDATION

That Council notes the information.

3. Public Question Time

Public question time gives any member of the public the opportunity to freely ask a question on any Council related matter.

Answers to questions will be given immediately if possible, or taken “on notice” if an ‘on the spot’ answer is not available.

In accordance with the Local Government (Meeting Procedures) 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.

3.1 Questions without notice

In response to COVID-19 social gathering regulations, Council meetings will be held remotely via video conference until further notice and therefore members of the public are unable to attend the meetings.

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

3.2 Questions on Notice

Mr Yon Kikkert

- Q1. *At the Special Meeting of GSB Council on the 15th of May 2020, why did Councillor Churchill not declare a conflict of interest as per Section 1,3,4,5, and 6 of Part 2 of the GSBC Model Code of Conduct [1,2], before he moved and voted on Decision 157/20, where council resolved to submit to the Department of Justice, Planning Policy Unit, Attachment 1 of that agenda – which is Council's representation arguing against the Draft LUPAA Mayor Projects Bill 2020 [3]; when at the same time, his wife [REDACTED] is Board Chair of the Tasmanian Land Conservancy [4], is on the Board of Planning Matters Alliance Tasmania Inc [5], is Secretary of the East Coast Alliance Committee [6] and all three organisations made representations arguing against the same Draft LUPAA Major Projects Bill [7,8,9]?*

Ms Samantha Batchelor, ASU

- Q1. *In your reply to the ASU's question in last month's Council papers pertaining to the decision to divest Council's three Visitor Information Centres', the General Manager states "Council has held a number of meetings with affected stakeholders and the Tasmanian Government in respect to the closure of the Centres." Noting the lease of the Triabunna Visitor Information Centre to Parks and Wildlife for the operation of the ferry terminal and sales only, can Council confirm if these meetings have resulted in the publishing of any Council or Government findings, recommendations, or an outcome for the community and businesses that have so strongly expressed, through a 1000 signatures on a petition and public comments and sentiment, the value of maintaining these services?*
- Q2. *If Council will not review the decision to divest of the three Visitor Information Centres in the face of much community opposition and despite having run at a profit to 30 June 2020, what are Council's moral arguments for presenting staff with lesser redundancy figures than other Council employees would receive. Please clarify the following:*
- Of the ten employees facing unemployment due to this decision of Council, how many have Council re-deployed?*
 - At what financial cost do Council anticipate the redundancies of staff will equate to come October 30?*
 - Will Visitor Information Centre staff receive the same redundancy entitlements afforded to employees at Council covered by the Glamorgan Spring Bay Enterprise Agreement 2018? If it is that they are to receive less, on what moral grounds do Council justify this decision?*

Mr Aaron De La Torre, ASU

- Q1. *Given the recent high turn-over of employees and the well-documented low morale amongst the remaining employees at Glamorgan Spring Bay Council the Australian Services Union wrote to all elected members on 15 September 2020 extending an invite to sign a pledge which is being widely signed amongst Victorian Councils during their current election; to express to employees that Councillors will work towards a more positive future.*

The pledge asked Councillors to:

- Be committed to democracy and transparency in decision making;*
- Act in the best interests of their community;*
- Act to maintain a quality work environment with secure employment and good wages and conditions;*
- Stand for the principal of service provision, not service management;*

- *To deliver public services for the public good; and*
- *Actively support council workers throughout the COVID-19 pandemic, including campaigning for, and supporting the establishment of, paid pandemic leave in local government.*

Noting that more than a month has now passed since requesting Councillors sign the pledge and that, at the time of writing, not one Councillor has yet signed the pledge, can the Mayor please advise if this matter has been discussed amongst Councillors, and whether Councillors do intend to pledge their support or not. If not, why not?

Many of our members are waiting with anticipation to see if they can rely on their Councillors.

3.3 Responses to Previous Questions on Notice taken on Notice – 22 September 2020

Mr De La Torre, Australian Services Union



6 October 2020

Mr Aaron De La Torre
Tasmanian Coordinator
Australian Services Union
265 Macquarie Street
HOBART TAS 7000

Dear Mr De La Torre

RE: QUESTIONS WITHOUT NOTICE – ORDINARY COUNCIL MEETING 22 SEPTEMBER 2020

I refer to your questions without notice received via email on the 15th September 2020 which were submitted to the ordinary Council meeting held on 22 September 2020. Your questions were taken on notice by the Acting General Manager. In response I provide the following comments:

1. *What efforts have Council made to respond to the strong community opposition to divesting the Visitor Information Centres as is evidenced by over a thousand signatures on the recently tabled ASU petition, the single largest petition received by this Council in at least the last five years?*

Response

As previously advised, Council at its ordinary meeting held on 28 July 2020, resolved to receive the "Petition for Council – Save Glamorgan Spring Bay Council Visitor Information Centres" as presented by yourself.

As you may be aware, the Minister for Local Government has served Council with a Performance Improvement Direction (PID) with regards to Council's asset and financial management. The PID is an order under the Act to comply with Council's requirement to prepare and maintain a number of financial and asset management plans.

As part of Council's long-term financial and strategic planning, Council will be focusing its resources to achieve the directed tasks of the PID and providing essential core services to our ratepayers and residents.

Council made the hard decision to divest itself of the Visitor Information Centres in May this year. Council has worked collaboratively with affected staff along the transition process, including the offer of redeployment where possible. Council has also held a number of meetings with affected stakeholders and the Tasmanian Government in respect to the closure of the Centres.

PO Box 6
9 Melbourne Street
TRIABUNNA TAS 7190
t: (03) 6256 4777
f: (03) 6256 4774
e: admin@freycinet.tas.gov.au
w: www.gsbcc.tas.gov.au

In recent weeks Council has been working with Parks and Wildlife and Encounter Maria to ensure a seamless transition for visitors travelling from Triabunna to Maria Island and has agreed to lease the Triabunna Visitor Information Centre building to Parks and Wildlife. Council and Parks and Wildlife are currently working with staff through the transition.

2. *Council have recently elected to survey all residents in the municipality in relation to the Buckland Walking Track. This appears to be in response to a series of questions on notice put to Council by Ms Kathleen Ford at the June Ordinary Council Meeting, which was signed by "near a dozen people in Orford". Why has Council taken action on this matter, to survey the entire community, but has not taken any action to engage with the community before divesting the Visitor Information Centres following the submission of a petition containing over a thousand signatures, almost 90 times more than Ms Ford's letter?*

Response

Based on the number of concerns outlined within the Acting General Manager's report to the Ordinary Council meeting held on the 26 May 2020 in relation to the work already undertaken on the Buckland Walk Project, Council resolved to defer the matter until advice was obtained from a qualified Engineer prior to further considering the future of the project.

At the ordinary Council meeting held on the 28 July 2020 Council considered the qualified advice received in relation to the Buckland Walk. Council also considered the lack of prior community consultation and the budgetary implications faced by Council, should stage 1 of the project be completed versus the rehabilitation of the site, plus the return of grant funds of \$10,000. The costs associated with both options were comparable.

Due to the preceding and based on the number of community members expressing their concerns both for and against the project, Council resolved to undertake community consultation with the residents and ratepayers of Buckland in relation to the future of the Buckland Walk.

The project has since been placed on hold pending further investigation and community consultation. It is expected that a further report on the future of this project will be submitted to Council in the coming months.

In response to the second part of your question 2 where you raise the engagement of the community in respect to the divesting of the Visitor Information Centres, I refer you to my comments provided above.

I trust the above satisfactorily responds to your questions.

Yours sincerely



Greg Ingham
GENERAL MANAGER

Mr Yon Kikkert



20 October 2020

Mr Yon Kikkert

Email: [REDACTED]

Dear Yon

RE: QUESTION ON NOTICE – ORDINARY COUNCIL MEETING – 22 SEPTEMBER 2020

I refer to your following question on notice submitted to the Ordinary Council Meeting held on the 22 September 2020 which was taken on notice by the then Acting General Manager.

"Not long before Debbie Wisby resigned as mayor, she remarked on Leon Compton's ABC Radio show that Stage 1 of the Prosser Plains Raw Water Scheme (pump-station and pipeline) was now "cost neutral" because of the sale of water delivered to Tassal.

Q1. *Could you please provide further information about the ex-Mayor's statement in regard to income and costs generated from Stage 1?*

Response

The Prosser Plains Raw Water Scheme was commissioned in May 2020 and is in its first year of operation. Based on the estimated costs of operation in year one, all operating costs, excluding depreciation, are expected to be covered by the water supply agreement between Tassal and Glamorgan Spring Bay Council. Council will consider its strategy and position in relation to the provision of future asset replacement in developing its long term asset management plan and has flagged this with Tassal for further discussion.

Yours sincerely



Greg Ingham
GENERAL MANAGER

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e: admin@freycinet.tas.gov.au
w: www.gsbc.tas.gov.au

Dr Robyn Moore



20 October 2020

Dr Robyn Moore

Email: [REDACTED]

Dear Robyn

RE: QUESTION ON NOTICE – ORDINARY COUNCIL MEETING – 22 SEPTEMBER 2020

I refer to your following questions on notice submitted to the Ordinary Council Meeting held on the 22 September 2020 which were taken on notice by the then Acting General Manager.

"In December 2018, Council decision 153/18 rescinded previous decisions to sell Council properties at 2 and 4 Arnol St. However, I'm unable to find information pertaining to the decision to create a Community Shed/Hub at this site.

- Q1. *Please explain the process whereby it was decided to create a Community Shed/Hub in Swansea, ie who made the decision, in what forum and what financial data was considered during the decision-making process (eg, loss of income from sale of property and ongoing rates revenue, running and maintenance costs, insurance, depreciation etc).*

Response

Community support for the establishment of a Community Hub in Swansea was received during Council's community connect sessions held in Swansea. There was strong support for a men's shed and a Hub that included a PCYC amongst other uses.

Improvements to the old SES building in Swansea were funded by the Federal Government Community Development Program which had a short timeframe in respect to the nomination of eligible projects.

At the Ordinary Council meeting held in June 2020 Council resolved that it further investigates community interest in establishing a Community Hub in Swansea, to include the PCYC, a Community Room, the Community Shed, a Re-use Shed and a Re-use Shop as had been raised previously by community members.

An open day was held at the Swansea Hub on the 9th August where the community were invited to visit the refurbished facility and offer suggestions as to how individuals, businesses, welfare and community groups and clubs could use the facility. Nominations were also called for a Section 24 Special Committee of Council to run the affairs of the Hub. Following consideration of the nominations received for the Committee, Council appointed seven community representatives as members on the Swansea Hub Section 24 Special Committee.

PO Box 6
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e: admin@tracycnet.tas.gov.au
w: www.gsbcc.tas.gov.au

Q2. *Council meeting minutes from June 2020 (p. 95) state that the Community Hub is to 'become self sufficient - income generated covers all costs'. Please provide the data which informs this statement, showing which costs will be covered, eg utilities, insurance, depreciation, maintenance, land and water tax etc.*

Response

The entity to run the Swansea Hub is not established yet; this arrangement will be for the Special Section 24 Committee to determine.

Council's expectation of the Committee will be that it will be responsible for generating income to cover all costs, including those you have outlined above, associated with the running of the facility thereby making the Swansea Hub self-sufficient. In respect to depreciation, Council is currently in the process of updating its Asset Management Plan for all its infrastructure, including buildings. Council needs to have this completed by the 31 March next year. At that point Council will have a far better understanding of building depreciation in general which will include this community building in Swansea.

The Committee is yet to finalise its Terms of Reference for endorsement by Council, however each Special Section 24 Committee of Council is required to report to Council on a regular basis in respect to the ongoing management of the facility.

I trust the above satisfactorily responds to your enquiry.

Yours sincerely



Greg Ingham
GENERAL MANAGER

4. PLANNING AUTHORITY SECTION

Nil reports.

5. Financial Reports

5.1 Financial Reports for the period ending 30 September 2020

Responsible Officer –General Manager

ATTACHMENT/S

1. Profit & Loss for the period ending 30 September 2020
2. Balance Sheet as at 30 September 2020
3. Statement of Cash Flows for the period ending 30 September 2020
4. Capital Works as at 30 September 2020

BACKGROUND/OVERVIEW

The financial reports for the period ended 30 September 2020 as attached to this report are presented for the information of Council.

As discussed at the Council workshop held on 7 May 2020 Council's management information reports including departmental financial reports, will in future not be submitted to Council via the Council Meeting Agenda. These information reports will be included in a Councillor Briefing Document which will be circulated bi-monthly initially for the first six months effective this month, then quarterly thereafter and will be publicly available on the website.

Council's major financial reports will continue to be reported in the monthly Council agenda.

STATUTORY IMPLICATIONS

Various legislation.

BUDGET IMPLICATIONS

There are no budget implications recognised in the receipt and noting of these reports by Council.

RISK CONSIDERATIONS

By not receiving and reviewing the major financial reports on a regular basis, such as the Profit & Loss, Statement of Cash Flows, Capital Works and Balance Sheet, Council risks not meeting its financial management obligations.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended 30 September 2020.

Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2020

Account	YTD Actual	YTD Budget	Budget Var	Var %	2020/21 Budget	Notes
Trading Income						
Rate Revenue	8,540,039	8,663,463	(123,424)	-1%	8,663,463	
Statutory Charges	166,674	114,280	52,394	46%	448,549	1
User Charges	260,482	262,750	(2,268)	-1%	424,800	
Grants	375,803	331,196	44,607	13%	1,465,667	
Interest & Investment Revenue	4,181	2,650	1,531	58%	17,850	
Contributions	27,890	6,000	21,890	365%	30,000	2
Other Revenue	575,433	525,915	49,518	9%	1,700,778	3
Net Gain (Loss) on Disposal of Assets	16,387	0	16,387	0%	0	
Total Trading Income	9,966,889	9,906,254	60,635	1%	12,751,107	
Gross Profit	9,966,889	9,906,254	60,635	1%	12,751,107	
Capital Grants						
Grants Commonwealth Capital - Other	1,100,000	1,300,000	(200,000)	-15%	4,242,500	4
Grants Commonwealth Capital - Roads to Recovery	7,824	0	7,824	0%	1,003,468	
Grants State Capital - Other	0	50,000	(50,000)	100%	600,000	5
Total Capital Grants	1,107,824	1,350,000	(242,176)	-18%	5,845,968	
Other Income						
Other Income - PPRWS Reimbursement of Principal Loan	0	0	0	0%	99,690	
Total Other Income	0	0	0	0%	99,690	
Operating Expenses						
Employee Costs	1,192,049	1,301,853	(109,804)	-8%	5,487,953	6
Materials & Services	2,124,864	2,157,451	(32,587)	-2%	6,916,442	
Depreciation	589,335	589,335	0	0%	2,357,337	
Interest	(27,212)	26,753	(53,965)	202%	238,131	7
Other Expenses	38,970	65,609	(26,639)	-41%	227,429	
Internal Plant used on Capital Jobs	(39,486)	(31,251)	(8,235)	26%	(125,000)	
Employee Oncosts	(67,509)	108,548	(176,057)	162%	63,299	8
Total Operating Expenses	3,811,012	4,218,298	(407,286)	-10%	15,165,591	
Net Profit	6,155,877	5,687,956	467,921	8%	(2,414,484)	
Total Comprehensive Result (incl Capital Income)	7,263,701	7,037,956	225,745	3%	3,531,174	
Capital Works Program (Current Year WIP)						
Work in Progress Capital Works - Plant Internal	39,486	0	39,486	0%	0	
Work In Progress Payroll - Salaries and Wages	68,699	0	68,699	0%	0	
Work in Progress Capital Works - On Costs	35,456	0	35,456	0%	0	
Work in Progress Capital Works - Contractor Costs	193,450	0	193,450	0%	0	
Work in Progress Capital Works - Materials	232,738	0	232,738	0%	0	
Work in Progress Capital Works - Consultancy	47,978	0	47,978	0%	0	
Total Capital Works Program (Current Year WIP)	617,807	0	617,807	0%	0	

Notes

1. Statutory charges income is up \$52k or 46% on budget YTD, due to higher than expected level of development applications.
2. Contribution are up \$22k on budget YTD due to development applications.
3. Other revenue is up \$50k on budget YTD, primarily due to higher than expected Medical Income received.
4. Grants other is down \$200k on budget YTD due to the timing of grant payments.
5. Capital State Grants are down \$50k on budget YTD due to the timing of grant payments.
6. Employee costs are down \$109k or 8% on budget YTD due to vacancies.
7. Interest expense is down on budget YTD due to accruals in the prior FY and timing of loan payments.
8. Employee on costs are down \$176k largely due to the payment of Workers Compensation Insurance quarterly rather than annual as per last FY.

Statement of Financial Position

Glamorgan Spring Bay Council
As at 30 September 2020

	30 SEP 2020	30 JUN 2020
Assets		
Current Assets		
Cash & Cash Equivalents	3,403,975	1,751,504
Trade & Other Receivables	5,665,643	753,741
Inventories	23,755	23,755
Other Assets	36,319	81,600
Total Current Assets	9,129,691	2,610,599
Non-current Assets		
Trade & Other Receivables	9,435	9,435
Investment in Water Corporation	28,139,885	28,139,885
Property, Infrastructure, Plant & Equipment		
Fixed Assets	118,215,339	118,215,339
Work in Progress	1,523,058	1,523,058
Total Property, Infrastructure, Plant & Equipment	119,738,397	119,738,397
Total Non-current Assets	147,887,718	147,887,718
Fixed Asset - Water at cost	6,919,487	6,919,487
Fixed Asset - Accumulated Depreciation - Water	(9,078)	(9,078)
Total Assets	163,927,818	157,408,726
Liabilities		
Current Liabilities		
Trade & Other Payables	792,399	1,207,652
Trust Funds & Deposits	344,162	534,472
Provisions	609,784	614,714
Interest bearing Loans & Borrowings	444,929	512,113
Total Current Liabilities	2,191,275	2,868,950
Non-current Liabilities		
Provisions	117,389	117,389
Interest Bearing Loans & Borrowings	6,685,523	6,723,587
Total Non-current Liabilities	6,802,911	6,840,975
Total Liabilities	8,994,186	9,709,926
Net Assets	154,933,632	147,698,801
Equity		
Current Year Earnings	7,234,831	1,493,133
Equity - Surplus/Deficit Current Year	17,410,438	15,917,305
Equity - Surplus/Deficit Prior Years	61,491,326	61,491,326
Equity Reserves - Asset Revaluation	77,790,049	77,790,049
Equity Reserves - Change in Investment Water Corp.	(9,408,811)	(9,408,811)
Equity - Disc. Reserves	415,797	415,797
Total Equity	154,933,632	147,698,801

Statement of Cash Flows

Glamorgan Spring Bay Council
For the 3 months ended 30 September 2020

	JUL-SEP 2020	2020
Operating Activities		
Receipts from customers	5,220,964	12,026,448
Payments to suppliers and employees	(3,634,643)	(12,512,321)
Receipts from operating grants	380,803	1,364,203
Cash receipts from other operating activities	347,422	870,199
Net Cash Flows from Operating Activities	2,314,545	1,748,529
Investing Activities		
Proceeds from sale of property, plant and equipment	16,387	775,026
Payment for property, plant and equipment	(1,070,038)	(7,636,926)
Receipts from capital grants	507,824	2,491,631
Other cash items from investing activities	-	8,493,119
Net Cash Flows from Investing Activities	(545,827)	4,122,850
Financing Activities		
Trust funds & deposits	(11,000)	365,036
Net Proceeds/(Repayment) of Loans	(105,247)	197,089
Other cash items from financing activities	-	(8,487,458)
Net Cash Flows from Financing Activities	(116,247)	(7,925,332)
Net Cash Flows	1,652,471	(2,053,953)
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	1,623,245	3,677,197
Cash and cash equivalents at end of period	3,275,716	1,623,245
Net change in cash for period	1,652,471	(2,053,953)

Attachment 4 – Agenda Item 5.1

Budget Capital Works Detail

Glamorgan Spring Bay Council
as at 30 September 2020

New Capital	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress
Roads, Footpaths, Kerbs					
Swanwick Rd, Swanwick - Swanwick Dr to Hazards View Dr - Concrete Footpath approx. 400m. Southern side.	-	95,000	95,000		Procurement in Progress Drought Relief Grant
Wellington St, Swansea - Noyes St to Vistoria St - Concrete Footpath approx. 220m. Southern side.	-	60,000	60,000		Procurement in Progress Drought Relief Grant
Noyes St, Swansea - Franklin St to Wellington St - Concrete Footpath approx. 200m. Eastern side.	-	65,000	65,000		Procurement in Progress Drought Relief Grant
Elizabeth St, Orford - Charles St to Gore St - Concrete Footpath approx. 220m Northern Side	-	54,000	54,000		Commence in October Drought Relief Grant
Charles St, Triabunna - Rec Ground entrance - Concrete Footpath approx 400m. Western Side	442	103,000	103,000		Procurement in Progress Drought Relief Grant
Vicary St, Triabunna - Esplanade intersection - Realignment and paving RSL cenotaph	262	115,000	115,000		Procurement in Progress Drought Relief Grant
Tasman Highway, Bicheno - Harvey's Farm Rd to Douglas St - Concrete footpath approx. 1200m. Eastern side.	262	403,000	403,000		Project manager & designer awarded Drought Relief Grant
Friendly Beaches - Reconstruct & Seal 700m, incl Pullout Bay	56,517	100,000	100,000		60% Complete Community Infrastructure Fund
R2R - Nugent Rd Seal - Carry forward from 2019/20 + EMF	87	50,000	40,775	9,225	Seal delayed to rain \$12,775,RTR + EMF \$28k
Dolphin Sands Share Pathway	182,869	374,608	374,608		90% Complete Fed Grant Fund (\$1.0m commenced 19/20)
Swansea Main Street Upgrade	262	400,000	400,000		Project manager & designer awarded. Fed Grant Funding in 21/22
Total Roads, Footpaths, Kerbs	250,701	1,819,608	1,810,383	9,225	
Parks, Reserves, Walking Tracks, Cemeteries					
Coles Bay Trailer Parking - c/fwd project	149,428	155,462	155,462		Complete DPIPWE Funds
Swansea Boat Trailer Parking	3,769	500,000	500,000		Detailed design underway & Crown land approvals in progress. DPIPWE Funds
Bicheno Triangle	-	600,000	600,000		designer being awarded. Fed Grant Fund
Coles Bay Foreshore	1,674	800,000	800,000		Project manager & designer awarded Fed Grant Fund
Buckland Recreation Ground - Installation of cricket practice nets, pitch with synthetic surface	-	25,000	25,000		Procurement in progress Drought Relief Grant
Triabunna Recreation Ground - Installation of cricket practice nets, pitch with synthetic surface	-	25,000	25,000		Procurement in progress Drought Relief Grant
Buckland Walk	-	60,000	-	60,000	Community Consultation underway Pending Council decision
Total Parks, Reserves, Walking Tracks, Cemeteries	154,870	2,165,462	2,105,462	60,000	
Plant & Equipment					
Small plant	-	31,000		31,000	Ordered
Skidsteer	41,500	41,000		41,000	Waiting delivery
New Vehicle GM	-	45,000		45,000	Ordered
IT Computer Equipment	8,567	30,000		30,000	29%
Total Plant & Equipment	50,067	147,000	-	147,000	
Total New Capital	455,638	4,132,070	3,915,845	216,225	

Renewal of Assets	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress	Government Funding
Roads, Footpaths, Kerbs						
RTR - RSPG Rheban Rd Resheeting / realignment for bridge	-	100,000	50,000	50,000		RTR 50% Safety & Productivity Grant 50% (to be confirmed)
Resheeting	-					
Emergency Repairs - Old Coach Rd Resheet	14,073	210,000	157,500	52,500	7%	75% funded by EMF
Emergency Repairs - McNiels Rd Resheet 3.1km	-	80,000	45,000	15,000		75% funded by EMF
Emergency Repairs - Wielangta Rd Resheet 7km	-	125,000	100,000	25,000		75% funded by EMF
Emergency Repairs - Springs & Crossins Rd Resheet	-	17,000	12,750	4,250		75% funded by EMF
Emergency Repairs - Rosedale Rd Resheet 4.4km	18,276	80,000	60,000	20,000	23%	75% funded by EMF
Emergency Repairs - Nugent Rd Resheet	-	45,000	30,000	15,000		75% funded by EMF
Resheet - to be allocated	-	58,025		58,025		
R2R - Charles St Orford 150m Reconstruction, Reseal, Kerb, Channel & Footpath (Henry St to Elizabeth St)	-	150,000	150,000		Investigations for design started	
R2R - Charles St Triabunna (Vicary to Espl. W. Waterfront Drive), reconstruct, Reseal & Streetscape	-	326,631	326,631			May need additional funds in 21/22 RTR allocation
Total Roads, Footpaths, Kerbs	32,348	1,172,656	931,881	240,775		
Parks, Reserves, Walking Tracks, Cemeteries						
Bichenor Walk - Bridge replacement - carried forward from 2019/20	486	30,000	20,000	10,000	Procurement in Progress	Community Infrastructure Fund
Total Parks, Reserves, Walking Tracks, Cemeteries	486	30,000	20,000	10,000		
Stormwater, Drainage						
Mount St Orford - Kerb & channel	3,660				In progress	
Nailer Ave & Gamble St Bichenor - New culvert	270				In progress	
Address stormwater infrastructure issues - projects to be determined and approved by Council	26,566	500,000		500,000	5%	
Total Stormwater, Drainage	30,496	500,000	-	500,000		
Council Buildings						
Triabunna Depot - Dog Pound Upgrades - carried forward from 2019/20	-	11,000		11,000		
Swansea Depot - Dog Pound Upgrades - carried forward from 2019/20	-	7,000		7,000		
Bichenor Depot - Dog Pound Upgrades - carried forward from 2019/20	-	7,000		7,000		
RSL Cenotaph - new memorial and relocate plaques - c/w project	1,182	35,000		35,000	Plaques removed from old memorial and procurement in progress	
Buckland Community Hall - replacement of steps to the entrance	-	55,000	55,000			Drought Relief Grant
Buckland Community Hall - ramp access	-	45,000	45,000			Community Infrastructure Fund
Coles Bay Tennis Courts - Resurface/Reconstruct+B19	-	65,000	65,000			Community Infrastructure Fund
Replace Fencing, paving & awning Swansea Child Care Centre	-	25,000	25,000			Community Infrastructure Fund
Bichenor Medical Centre - Refurb Treatment Room	-	25,000	25,000			Community Infrastructure Fund
Swansea Courthouse Drainage Works	-	25,000	25,000			Community Infrastructure Fund
Swansea Community Hall - Toilet Refurbishment	-	40,000	40,000			Community Infrastructure Fund
Total Council Buildings	1,182	340,000	280,000	60,000		
Bridges, Culverts						
Orford Bridge Replacement	57,527	990,840	990,840			\$1.02m project started May 2019. Fully Federal 20% Grant funded
Holkham Crt Culvert	-	56,087	56,087		Design commenced	Community Infrastructure Fund
RTR - BRP Rheban Rd Griffith River Bridge	7,511	300,000	300,000		Commenced preliminaries	RTR/BRP 50% EMF50% (to be confirmed)
Total Bridges, Culverts	65,039	1,346,927	1,346,927	-		



Plant & Equipment	Actual YTD	2020/21 Revised Budget	Government Funding	Council Funding	Project Progress	Government Funding
Wheel loader (replace backhoe)	265	122,000		122,000	Ordered	
Replace Animal Control Vehicle	31,835	35,000		35,000	Complete	
Plant replacement - replace 3 utes/works vehicles	-	109,230		109,230		
Total Plant & Equipment	31,900	266,230	-	266,230		
Total Renewal Capital	161,451	3,655,813	2,578,808	1,077,005		
Total Capital Works	617,088	7,787,883	6,494,653	1,293,230		

6. Section 24 Committees

6.1 Minutes of the Section 24 Triabunna Recreation Ground Advisory Committee Annual General Meeting – 1 July 2020

RECOMMENDATION

That the Minutes of the Section 24 Triabunna Recreation Ground Advisory Committee Annual General Meeting held 1 July 2020 received and noted.



GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting

Triabunna Recreation Ground

ANNUAL GENERAL MEETING

MINUTES

MEETING HELD – Wednesday 1ST July 2020 - Recreation Room

MEETING OPENED: 5.30 pm

PRESENT: Phil Giffard, Neil Edwards, Steve Davies, Nerissa Alomes, Jan Sweet

APOLOGIES: Jim Walters

ABSENT:

CONFIRMATION OF LAST MINUTES: Not applicable

MATTERS ARISING FROM PREVIOUS MINUTES: Not applicable

TREASURERS REPORT

Upgrades Financial

Opening Balance	\$	8,215.57
Income	\$	0.00
Expenditure	\$	7,633.61
Closing Balance	\$	581.96

Working Financial

Opening Balance	\$	6,836.69
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Income	\$ 10,500.00
Expenditure	\$ 1,456.36
Closing Balance	\$ 15,880.33

**Total Closing
Balance:** \$ 16,462.29

Moved S Davies

Seconded: P Giffard

Carried

NEW BUSINESS

ELECTION OF OFFICE BEARERS

Phil Giffard stepped aside and Neil Edwards was voted to chair meeting

Nomination for the position of Chairperson: Phil Giffard

Moved: Steve Davies Seconded: Nerissa Alomes **Carried**

Nomination for the position of Secretary: Jan Sweet

Moved: Steve Davies Seconded: Neil Edwards **Carried**

Nomination for the position of Treasurer: Steve Davies

Moved: Jan Sweet Seconded: Phil Giffard **Carried**

There being no further business, the meeting was declared closed 5.45pm.

Confirmed **Date**
Chairman

6.2 Minutes of the Section 24 Triabunna Recreation Ground Advisory Committee Meeting – 1 July 2020

RECOMMENDATION

That the Minutes of the Section 24 Triabunna Recreation Ground Advisory Committee Annual General Meeting held 1 July 2020 received and noted.



GLAMORGAN SPRING BAY
COUNCIL

GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – *Wednesday 1st July, 2020 - Recreation Room*

MEETING OPENED: 5.50 pm

PRESENT: Steve Davies, Phil Giffard, Councillor Jenny Woods, Neil Edwards
Nerissa Alomes, Jan Sweet, Ryan Sweet (Triabunna Football Club Delegate)

APOLOGIES: Jim Walters

ABSENT:

CONFIRMATION OF LAST MINUTES: (20th February, 2020)

Moved: Steve Davies Seconded: Phil Giffard Carried

CORRESPONDENCE IN:

- Email – Bev Allen – Emergency Management & Risk Project Officer (GSBC) re: Covid Safe Plan
- Letter from GSBC re: auditing practices

CORRESPONDENCE OUT:

- Nil

MATTERS ARISING FROM PREVIOUS MINUTES

- Automatic watering system is now locked and key being held by Council
- 2 exhaust fans for kitchen have been purchased

TREASURERS REPORT

Upgrades Financial

Opening Balance	\$ 8,215.57
Income	\$ 0.00
Expenditure	\$ 7,633.61
Closing Balance	\$ 581.96

Working Financial

Opening Balance	\$ 6,836.69
Income	\$ 10,500.00
Expenditure	\$ 1,456.36
Closing Balance	\$ 15,880.33

**Total Closing
Balance: \$ 16,462.29**

Moved S Davies

Seconded: P Giffard

Carried

NEW BUSINESS

- Cricket net footings have been covered.
- Brett Cusick has offered to supply post & rail fencing material for new entrance to recreation ground.
- Request to have electrician move power box higher up on pole which is located outside recreation room as currently a safety issue.
- Phil Giffard asked all sporting clubs for suggestions for a grant application to improve the amenities eg:
 - 20 m undercover seating alongside netball courts
 - 3 door garage system for storage incorporating gate keeper box and goal post padding locker
 - Installation of chain mesh fencing on entire oval perimeter
 - Cricket practice nets
 - Asphaltting and sealing the entire complex including the main and tennis car parking areas.

• NEXT MEETING

Wednesday 21st October, 2020 at 5.30 pm - **Recreation Ground.**

There being no further business, the meeting was declared closed at 7.00pm.

Confirmed Date

Chairperson

6.3 Terms of Reference – Section 24 Special Committee - Coles Bay Community Hall Committee

Responsible Officer – General Manager

ATTACHMENT/S

Terms of Reference – Section 24 Special Committee – Coles Bay Community Hall Committee.

PURPOSE

To submit the Coles Bay Community Hall Committee's (the Committee) Terms of Reference to Council for endorsement.

BACKGROUND/OVERVIEW

In accordance with Council's Guidelines for Section 24 Special Committees of Council, Special Committees are required to submit any new or revised Terms of Reference or changes to existing Terms of Reference to Council for consideration and endorsement.

STRATEGIC PLAN

Foundation 2. Our Community's Health & Wellbeing

Cohesive, inclusive and resilient communities that work together across the region to make the most of our collective talents, skills and resources and help and support each other.

STATUTORY IMPLICATIONS & COUNCIL POLICY/DOCUMENTS

- S.24 Local Government Act 1993
- Glamorgan Spring Bay Council – Guidelines for Section 24 Special Committees of Council

FINANCIAL IMPLICATIONS

No financial implications are recognised in endorsing the Committee's Terms of Reference.

RISK CONSIDERATIONS

Should Section 24 Special Committees of Council not agree to abide by their individual endorsed Terms of Reference, Council risks inconsistencies amongst the Committees in respect to their understanding of their roles, responsibilities, reporting and other requirements.

OFFICER'S COMMENTS

Due to the recent changes within the membership of the Committee, it is considered timely for the Committee to review and submit their Terms of Reference to Council for endorsement to ensure the Committee is aware of its obligations in meeting the needs of the community and understanding its functions and responsibilities.

OFFICER'S RECOMMENDATION

That Council endorses the Glamorgan Spring Bay Council Section 24 Special Committee – Coles Bay Community Hall Terms of Reference as attached to this report.

7. Officers' Reports Requiring a Decision

7.1 Instrument of Delegation – Council to General Manager

Responsible Officer: General Manager

ATTACHMENT/S

1. Revised Instrument of Delegation – October 2020
2. Existing Instrument of Delegation – October 2019

PURPOSE

The purpose of this report is to submit the revised Glamorgan Spring Bay Council "Instrument of Delegation (ID) to the General Manager" to Council for review, consideration and adoption.

BACKGROUND/OVERVIEW

At the October 2019 Ordinary Council Meeting Council considered the ID to the General Manager and resolved (Decision 197/19):

That Council considers at a future time, the inclusion of the following Acts, which have been identified by council's legal consultant as pertinent and relevant:

- *Archives Act 1983*
- *Boundary Fences Act 1908*
- *Building Regulations 2016*
- *Land Use Planning and Approvals Regulations 2004*
- *Local Government (General) Regulations 2015*
- *Right to Information Act 2009*
- *Workers Compensation and Rehabilitation Act 1988*

The above Council decision was taken in consideration during the review process. It was determined that no Council delegation is appropriate under those Acts listed below for the various reasons provided below:

- **Archives Act 1983**
The General Manager is recognised as an authorised officer under this Act.
- **Boundary Fences Act 1908**
Holds no provision for Council nor the General Manager as an authority under this Act.
- **Right to Information Act 2009**
The General Manager is recognised as a principal officer under this Act.
- **Workers Compensation and Rehabilitation Act 1998**
Council does not have authority to make a delegation concerning the Workers Compensation and Rehabilitation Act 1998 (Tas) (**WCRA**) for two reasons:
 1. The only entity that is recognized under the *WCRA* is the employer. The General Manager is the appropriate person to deal with any matters under the *WCRA* that might arise. The General Manager's power is derived from s.62(1)(b) of the *Local Government Act* in that the General Manager is "responsible for the day-to-day operations and affairs of the Council".

2. Any delegation made under s.22 of the *Local Government Act* would be beyond the scope of power because the powers and functions under the WCRA are not a function or power of Council.

At the July 2020 Ordinary Council Meeting, it was resolved (Decision 250/20) pursuant to section 6 of the *Land Use Planning and Approvals Act 1993* to delegate the following powers to the Executive Manager Development and General Manager upon the recommendation of a planner. These delegations have also since been incorporated into the ID:

Section 57	To approve an application, with or without conditions, where no more than two representations are lodged against the application
Section 57	To refuse an application where the applicant will not agree to an extension of time in accordance with section 57(6) or section 57(6A)

STRATEGIC PLAN

Foundation 1. Our Governance and Finance

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

STATUTORY IMPLICATIONS

*Local Government Act 1993, in particular S.22 and S.64
Various Acts as outlined within the Instrument of Delegation*

S.22 of the *Local Government Act 1993* provides Council the power to delegate with or without conditions to the General Manager any of its functions or powers under this or any other Act, other than those conditions or restrictions stipulated to the General Manager. It should be noted that one of the restrictions under s.22 (3) (i) of the *Local Government Act* refers to an exception being:

- (i) any other **prescribed power**.

In accordance with section 7 of the *Acts Interpretation Act 1931*, in any Act, the expression **prescribed** –

- (a) means prescribed by, or by regulations made under, the Act in which the word appears; and
- (b) where reference is made to anything prescribed by an Act other than the Act in which the word appears, including anything prescribed by any regulation made under that other Act.

Therefore a power prescribed by the *Local Government Act* or any Other Act that is specifically a function or power that only Councillors collectively can decide cannot be delegated to the General Manager.

S.64 of the *Local Government Act 1993* provides for the General Manager to further delegate those powers that he deems appropriate to other Council staff.

OFFICER'S COMMENTS

The Review Process

Individual delegations under the *Public Health 1997*, the *Food Act 2003*, the *Roads and Jetties Act 1935*, the *Building Regulations 2016*, the *Burial and Cremations Act 2019*, the *Urban Drainage Act 2013* and the *Heavy Vehicle National Law (Tasmania) Act 2013* have been expanded upon within revised ID to provide more clarity on the actual delegation rather than just referencing the section of the relevant Act.

Delegations Removed during review process

A number of delegations have been removed from the current Instrument of Delegation (adopted October 2019) as they did not require delegation from Council to the General Manager as:

1. It would be reasonable to expect that the General would perform these activities as part of the function of the General Manager; or
2. The General Manager is delegated a power under the relevant Act or Regulations and therefore no Council delegation is required.

Consultation

Council's Contract Planner, Planner, Works Manager and Executive Manager Development were consulted during the review process.

The revised ID as attached to this brief has also been reviewed by a legal adviser to Council with any recommendations and/or advice provided taken into consideration by Council officers during the review process.

Sub-delegations

An additional column is now included in the revised Instrument of Delegation titled "sub-delegation required". This complies with s.64 of the *LGA* which requires that Council authorise the General Manager to sub-delegate any powers/functions. Therefore, if Council accepts the Instrument of Delegation inclusive of the "sub-delegation required" column, then Council has "authorised" the General Manager to sub-delegate that particular power/function.

It should be noted that there is a fair volume of sub-delegations that are sourced outside of the scope of the Instrument of Delegation to the General Manager, for example under the *Environmental Management and Pollution Control Act*, *Public Health Act* and *Information Act*. In these Acts, the General Manager is expressly named in these Acts and can sub-delegate functions and powers under the relevant Act. Therefore, when the time comes to sub-delegate, Council should not be confined by the Instrument of Delegation to the General Manager.

It should also be noted that the "sub-delegation required" column does not mean that the proposed sub-delegate has been delegated as yet. An Instrument of Delegation will need to be drafted for each position that requires sub-delegations from the General Manager.

The reviewed Instrument of Delegation as attached to this Report was discussed at the Council Workshop held on the 13 October 2020.

OFFICER'S RECOMMENDATION

That Council:

- a) Delegates the powers and functions contained within the Instrument of Delegation to the General Manager; and
- b) Authorises the Mayor and Deputy Mayor to sign and affix the Council seal on the Instrument of Delegation.

7.2 Council Representation on Section 24 Special Committees of Council

Responsible Officer: General Manager

ATTACHMENT/S

Guidelines for Section 24 Special Committees of Council (September 2019)

PURPOSE

To update Councillor representation on the existing Section 24 Special Committees of Council.

BACKGROUND/OVERVIEW

The *Local Government Act 1993 (the Act)* provides Councils with the power to establish Section 24 Special Committees of Council to assist Council to carry out its duties. Council establishes Section 24 Committees to assist with the management of facilities and to carry out other functions on behalf of the Council.

Section 24 Committees discuss issues, ideas, solutions and the progression of ideas with possible recommendations to Council, which is responsible for any final decisions. A copy of the Glamorgan Spring Bay Council "Guidelines for Section 24 Special Committees of Council" (the Guidelines) which incorporates current Councillor representation on these Committees, is attached to this report.

The role of the Councillor/s on a Section 24 Committee is to act on behalf of Council and in the best interests of the residents and ratepayers of Glamorgan Spring Bay. Councillors communicate between the elected members of Council and the Committee. Councillors need to be cognisant of *the Act* to ensure that all legislative requirements are met.

In accordance with the Guidelines, no more than two Councillors will be elected to a Section 24 Committee as Council representatives. However, any elected member may apply to be included as a Committee member in their own right, as an individual or as a representative of a group.

Council last reviewed its representation on all the Section 24 Committees of Council in May 2018.

STRATEGIC PLAN

Foundation 2. Our Community's Health & Wellbeing

Cohesive, inclusive and resilient communities that work together across the region to make the most of our collective talents, skills and resources and help and support each other.

STATUTORY IMPLICATIONS & COUNCIL POLICY/DOCUMENTS

- *S.24 Local Government Act 1993*
- *Glamorgan Spring Bay Council – Guidelines for Section 24 Special Committees of Council*

FINANCIAL IMPLICATIONS

No financial implications are recognised in appointing Councillor representative/s to the Section 24 Special Committees of Council.

RISK CONSIDERATIONS

By not reviewing Council's representation on the Section 24 Special Committees of Council, Council risks the loss of effective communication between Council and the various Committees.

OFFICER'S COMMENTS

Due to the resignation of a former Councillor in March and the election of Cllr Robinson and the recent election of Mayor Young, it is considered timely for Councillor to review its current Councillor representation on its Section 24 Special Committees of Council.

OFFICER'S RECOMMENDATION

That Council nominates Councillor representation for each of the following Section 24 Special Committees of Council:

- Marine Infrastructure Committee (2 Councillor representatives)
- Orford Hall Committee (1 Councillor representative)
- Buckland Hall Committee (2 Councillor representatives)
- Triabunna Hall Committee (2 Councillor representatives)
- Bicheno Hall Committee (1 Councillor representative)
- Cranbrook Hall Committee (1 Councillor representative)
- Swansea Hall Committee (1 Councillor representative)
- Coles Bay Hall Committee (2 Councillor representatives)
- Tasmanian Seafarers' Memorial Committee (1 Councillor representative)
- Spring Bay Eldercare Committee (1 Councillor representative)
- Natural Resource Management Committee (2 Councillor representatives)
- Youth Council (2 Councillor representatives)
- Triabunna Recreation Ground Advisory Committee (2 Councillor representatives)
- Prosser River Mouth Master Plan Advisory Group (3 Councillor representatives)

7.3 Revised Draft Asset Management Policy No. 3.10

Responsible Officer – Acting General Manager

ATTACHMENT/S

1. Revised Draft Asset Management Policy No. 3.10

PURPOSE

To submit the revised Draft Asset Management Policy No. 3.10 (the Policy) to Council for review, consideration and adoption.

BACKGROUND / OVERVIEW

Council last reviewed its Asset Management Policy in April 2020 at which time the Policy was based on current available data. The revised Asset Management Policy No. 3.10 as attached to this report will provide guidelines for the implementation of consistent asset management processes throughout the Glamorgan Spring Bay municipal area.

The Policy will apply to all assets groups which are owned and maintained by Council.

The review of the Asset Management Policy aligns with Council's commitment to the Minister for Local Government in response to the Performance Improvement Direction issued to Council in July 2020.

The revised Policy was reviewed and discussed at the Council Workshop held on the 13 October 2020.

STRATEGIC PLAN

Foundation 1. Our Governance and Finance

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

Foundation 4. Infrastructure and Services

Delivering high quality, cost-effective infrastructure and services that meet the needs of our communities, residents and visitors.

STATUTORY IMPLICATIONS

- *Strategic Asset Management Plan and associated Asset Management Plans*
- *Long Term Financial Plan*
- *Local Government Act 1993*
- *AASB 13 Fair Value Measurement*
- *AASB 116 Property, Plant and Equipment*

BUDGET IMPLICATIONS

No budget implications are identified in adopting the revised Asset Management Policy No. 3.10 as attached to this report.

RISK CONSIDERATIONS

The consequences of not having an asset management framework in place could impact Council's ability to satisfy legislative requirements for asset management and manage Council's assets in a systematic and sustainable manner.

OFFICER'S RECOMMENDATION

That Council adopts the revised Asset Management Policy No. 3.10 as attached to this report effective 27 October 2020.

7.4 Request to Rescind – Grants Auspiced by Council Policy No. 3.1

Responsible Officer: General Manager

ATTACHMENT/S

Existing Grants Auspiced by Council Policy No. 3.1.

PURPOSE

To submit a request to Council to rescind Policy No. 3.1 – Grants Auspiced by Council.

BACKGROUND/OVERVIEW

Council adopted its existing Grants Auspiced by Council Policy No. 3.1 at its meeting held on 23 March 2009. No review of the Policy has since been undertaken.

The intent of the policy was to outline procedures in respect to grants obtained by community groups or obtained directly by Council and auspiced by Council.

Advice from Council staff is that no grants have been auspiced by Council for a number of years.

STRATEGIC PLAN

Foundation 1. Our Governance and Finance

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

STATUTORY IMPLICATIONS & COUNCIL POLICY/DOCUMENTS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

RISK CONSIDERATIONS

The Policy refers to a “Risk Management Committee” which is nonexistent and the potential allocation of a “Project Officer” by Council to assist community groups in the implementation of a project and to assist with the financial management of any grant funds obtained by groups.

Council does not have the financial resources or staff available to appoint a “Project Officer” to assist with the implementation of a project or the management of the funds for which grant funding has been obtained by community groups. Therefore, the Policy is misleading.

The auspicings of grants obtained by a Community Group/s is not considered to be Council business. Should a community group obtain funding, it would be reasonable to expect that the group would be responsible for the management of the project and the funding in accordance with any funding agreement.

Whilst in recent times, Council has provided letters of support to various Community Groups, Service Clubs and Associations in their efforts to obtain funding, it is suggested that this should be the extent of Council’s involvement.

OFFICER'S COMMENTS

Research has been unable to find evidence of other Councils offering the auspicing of grants on behalf of community groups.

Based on the comments and risks outlined above, it is recommended that Council rescinds the Policy.

OFFICER'S RECOMMENDATION

That Council rescinds the Grants Auspiced by Council Policy 3.1 effective 27 October 2020.

7.5 Kerbside Vendor Application

Responsible Officer – Executive Manager Development Services

ATTACHMENT/S

1. Existing Licence
2. Kerbside Vendor Application

BACKGROUND

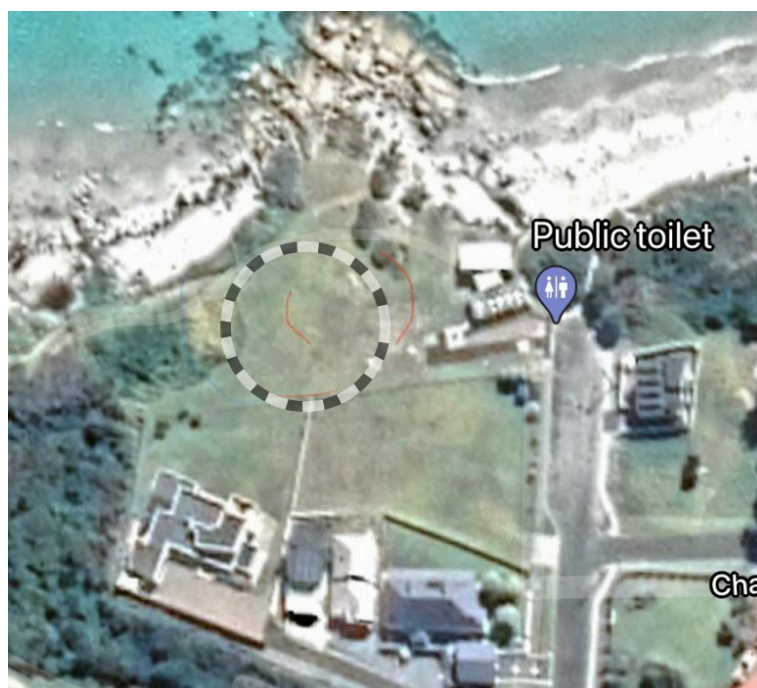
Ben and Emelie Fleming (**"The Traders"**), currently operate under Council licence as **Governörs Bicheno** from the Bicheno Car Park opposite United Petroleum; a locality listed in the Policy – Mobile Food Vans, Pop-up stalls & Kerbside Vending 16/10/2019 (**"The Policy"**)

The Traders have submitted an application to relocate their food van to Waubs Bay, next to the Surf Life Saving Club (Crown Land with a Council Lease) at a location that is not on the approved list in the Policy – see aerial photo below.

The Traders wish to relocate to Waubs Bay, as the current location is considered too close to the highway and has no amenities.

Hours of operation would be Saturday & Sunday 8:00 am - 2:00pm. The van would be removed after business has finished.

The Traders indicated that: *"With all the families already living in Bicheno and all the families visiting, it would be a great addition for our guests and locals to town, not to mention the morning swimmers."*



At its meeting on 24 March 2020, Council resolved to defer a decision on Paddy's Potatoes and any further request for food vendors to trade from the **Triabunna Marina and wharf area** until:

1. Confirmation of the appropriateness of the Council Kerbside Vendor Policy has been provided by the General Manager.

2. A Strategic review of the area is completed by Council in respect to any additional food vendors and what process would be undertaken for expression of interest.
3. A risk assessment is carried out in respect to pedestrian/user safety

The review of the Kerbside Vendor Policy is currently underway with a forecast completion date of February 2021.

It is submitted that the application by Ben and Emelie Fleming (Governörs Bicheno) to be located at Waubs Bay, next to the Surf Life Saving Club is not impacted by the Council Resolution, for the reasons as stated in 1. to 3. above.

In support of this application the following:

- The site itself is well suited to a Kerbside Vendor
- The proposed location is safer in terms of pedestrian movement
- The Traders will trade away from a main road
- The Traders will support the Surf Life Saving by selling food on their patrol days. (The Traders have the support of the Club).
- The Traders sell different product than the Club
- The Traders are seen as a positive impetus for the area
- All rubbish/waste water to be removed off site by the Kerbside Vendor

STATUTORY IMPLICATIONS

The trader currently holds \$10,000,000 Public Liability Insurance and has provided a Certificate of Currency. The Traders also hold a Temporary Food Licence, issued by Council.

BUDGET IMPLICATIONS

Nil

OFFICER'S RECOMMENDATION

- a) That Council issues a Kerbside Vendor / Stallholder licence to Ben and Emelie Fleming (Governörs Bicheno), to trade from Waubs Bay, next to the Surf Life Saving Club.

Or

- b) Council does **not** issue a Kerbside Vendor / Stallholder licence to Ben and Emelie Fleming (Governörs Bicheno), to trade from Waubs Bay, next to the Surf Life Saving Club.

7.6 Application under the Community Small Grants Program – Bicheno Community Development Association Incorporated

Responsible Officer – Manager Community Development

ATTACHMENT/S

Nil.

BACKGROUND / OVERVIEW

An application has been received from the Bicheno Community Development Association Inc., on behalf of the organisers of the project “*Wanda Round*”, seeking financial support of \$1,000 under the Community Small Grants Program, towards the cost of project “*Wanda Round*” – an artist residency which includes three (3) Tasmanian artists during 3 – 31 January 2021. Funding will be used to help cover the cost of a freelance publicist to maximise exposure for the event and the town.

Following *Wanda Round*’s successful trial in January 2020, an expanded program will be launched in Bicheno in January 2021. Three Tasmanian artists will participate in this summer artist-in-residence program that uses caravans as a focal point to encourage friendly interactions with the public. Caravans symbolize holidays and are very familiar on the east coast of Tasmania over summer. They are an important part of the *Wanda Round* concept as its main aim is to encourage interaction with the public and to by-pass the traditional gallery space. The caravans will bring art to the streets and to the people, making art accessible to all, reaching out to those who may not usually walk into a gallery, helping to break down barriers that prevent everyday people connecting with art and artists.

The artists will be on-site on private land on Burgess Street 5 days a week (Wednesday – Sunday) between 10.00 – 2.00 pm for the month of January. They will be there to make art, as well as to interact with the community. Anyone who walks past will be able to interact with the artwork and the artists. Locals who drive or walk past every day will witness the changes as each separate artist-in-residence works on, around, or in the caravan, encouraging curiosity. Community engagement through conversation and participation is key to *Wanda Round*.

There are also a number of events planned at the community garden behind Makers Creators in Bicheno as part of the program: An opening event to introduce the artists; workshops or a talk from each artist; and a closing event showing the results of each artist’s time in Bicheno. The committee plans to publicise *Wanda Round* and its events to gain greater and wider visibility to bring people to the project in Bicheno.

Funds have been secured from the Tasmanian Community Fund to cover artist fees, travel and accommodation. Support has also been received from the Bicheno/Swansea branch of the Bendigo Bank to cover additional materials for signage and artist activities. If this grant application is successful, the funding will be used to help cover the cost of a freelance publicist to maximise exposure for the event and the town.

The 2019/2020 summer was already difficult with the outbreak of bushfires on the mainland attributed by some local business owners as a factor behind the downturn in mainland visitors. This coming summer is also likely to be quieter than usual following the COVID-19 pandemic. More than ever, Bicheno and the east coast needs to attract as many Tasmanian visitors as possible. *Wanda Round* would benefit from the skills, network and experience of a professional marketing publicist to gain wider publicity for the event, encouraging more visitors to the town. The organisers would also like to receive major coverage in all the local newspapers, including feature stories about the event and Bicheno, plus radio segments in local radio stations in Tasmania. It would also be a huge bonus if at least one article could be achieved in a major mainland newspaper or magazine.

The organisers have identified a freelance publicist who has quoted \$1,600 for work which will help to achieve the above publicity goals. If this grant application is successful, the funding of \$1,000 will be used towards the cost of the publicist and printing of flyers and other marketing materials. The remaining balance will be covered by funding received from the Tasmanian Community Fund.

The funds will cover essential publicity and marketing for *Wanda Round 2021* to highlight Bicheno as an additional creative town to visit during the summer holidays and hopefully push Bicheno as a cultural stopover between the Launceston and Hobart's MONA FOMA events.

The BCDA has endorsed the project as there is a clear need for innovative projects in the region. A gap in the cultural art scene occurred in 2019 when the owner of the Waubs Bay Gallery retired and the gallery closed. BCDA believes that over time *Wanda Round* will become an important event on the calendar, offering cultural and economic benefits to the area.

Both Makers Creators and the Men's Shed are supporting the project. Makers Creators are coming on board to assist through its connection with the local creative community and with logistical support. The Men's Shed has offered to help with any modifications that need to be made to the caravans or help with other construction needs. Based on attendance from January 2020, it is believed that around 1,500 people will be actively engaged as visitors to the event during January 2021.

The total cost of project *Wanda Round* is \$65,378, of which funding of \$32,900 has been received from the Tasmanian Community Fund, the Bendigo Bank has contributed \$1,000 and in-kind contribution of \$30,478 from the Men's Shed and organisers of the event.

STRATEGIC PLAN

Guiding Principles

2. Reinforce and draw on the strengths of our communities at both a local and regional level.
6. Draw on the knowledge and expertise of local people and communities in shaping and delivering our initiatives and plans – listening to and taking account of ideas and feedback from residents, businesses and ratepayers.

Key Foundation 2 – Our Community's Health & Wellbeing

- Support and facilitate social and community events that promote community health and wellbeing.
- Encourage and support the arts, cultural activities, programs and events.

STATUTORY IMPLICATIONS

Local Government Act 1993.

BUDGET IMPLICATIONS

There is provision in the annual budget for the Community Small Grants Program of \$25,000, of which \$23,000 is remaining.

RISK CONSIDERATIONS

There is no public liability risk to Council as the event is to be held on private land. However, by not approving this application there is a risk that Council will receive negative publicity from the community for not supporting an event that has economic, cultural and social benefits for Bicheno and surrounds.

OFFICER'S RECOMMENDATION

That Council approves a grant of \$1,000 to the Bicheno Community Development Association towards the cost of staging project "Wanda Round" – an artist residency, to be held in Bicheno in January 2021.

7.7 Application under the Community Small Grants Program – Lions Club of Spring Bay

Responsible Officer – Manager Community Development

ATTACHMENT/S

Nil.

BACKGROUND / OVERVIEW

An application has been received from the Lions Club of Spring Bay, seeking financial assistance of \$1,000 towards the cost of staging the annual Christmas Parade in Triabunna.

A free barbecue is provided to the community, along with soft drinks and lollies for the children, as well as prizes for the best floats. The Derwent Scottish Pipe Band will lead the parade.

The Lions Club believes that after all the events that have been cancelled this year, the Christmas Parade will provide some light relief for the community.

STRATEGIC PLAN

Guiding Principles

1. Reinforce and draw on the strengths of our communities at both a local and regional level.

Key Foundations – 2. Our Community's Health & Wellbeing

4. Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

Local Government Act 1993.

BUDGET IMPLICATIONS

There is provision of \$25,000 in the budget for the Community Small Grants Program, of which \$23,000 is remaining.

RISK CONSIDERATIONS

There are the normal risks associated with an event being held on public streets, however, a risk plan will be provided by the Lions Club, the streets will be closed to traffic during the parade and local police will be in attendance.

OFFICER'S RECOMMENDATION

That Council approves a grant of \$1,000 to the Lions Club of Spring Bay towards the staging of the 2020 Christmas Parade in Triabunna.

7.8 Request for Letter of Support – “Get into It” Healthy Heart, Healthy Mind Community Project

Responsible Officer – General Manager

ATTACHMENT

1. Letter of Support from Council – 16 October 2020.

PURPOSE

To provide information to Council in respect to a request for a letter of support from Council to the Sally Fletcher and Nicola Gadd in support of their application for funding through Healthy Tasmania

BACKGROUND/OVERVIEW

Council received an email from Ms Sally Fletcher on the 15 October 2020 seeking a letter from Council in support of an application from Ms Fletcher and Ms Gadd for funding through Healthy Tasmania. The funding if successful, is to be used to run the “Get Into It” Healthy Heart, Healthy Mind community project (the project) for the Swansea area.

STRATEGIC PLAN

Guiding Principles

1. Reinforce and draw on the strengths of our communities at both a local and regional level.

Key Foundations – 2. Our Community’s Health & Wellbeing

4. Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

The Committee is not seeking any financial support from Council therefore no financial implications are recognised.

RISK CONSIDERATIONS

No risk to Council is recognised in providing a letter of support to Ms Fletcher and Ms Gadd to run the project.

OFFICER’S COMMENTS

It is important to note that other than providing a letter in support of the application for funding to run the project, there is no expectation on Council to contribute financially or otherwise. Project insurance, etc. will be auspiced by Healthy Tasmania. Advice from the applicants is that sessions associated with the project will be held in May Shaw and the Swansea Hall.

Due to the timeframe between the receipt of the request from Ms Fletcher and Ms Gadd, the closing of applications for funding and the date of the next Ordinary Council meeting, an email was circulated to Councillors seeking their support in principal for the provision of a letter of support by the Mayor on behalf of Council.

Seven of the eight Councillors responded and based on the responses, it was considered that there was sufficient support for the letter of support to be provided.

OFFICER'S RECOMMENDATION

That Council retrospectively endorses the letter of support provided to Ms Sally Fletcher and Ms Nicola Gadd from the Mayor on behalf of Council in support of their application for funding through Healthy Tasmania for the running of the "Get Into It" Healthy Heart, Healthy Mind community project.



16 October 2020

Healthy Tasmania

To whom it may concern

The “Get Into It”, Healthy Heart, Healthy Mind community project proposed by Sally Fletcher and Nicola Gadd will be a well-run and very appropriate project for the Swansea area.

The proposed project focuses on areas of concern within the East Coast. It addresses health problems the local community face through providing education and the promotion of physical activity to improve health and wellbeing. The inclusiveness of the project is ideal for the whole Swansea community.

Dietary education and the cooking classes will be a great benefit. The exercise component will improve general health and wellbeing and build on the current exercise and sporting groups in place within Swansea. Poor mental health is a problem on the East Coast of Tasmania, so the inclusion of Healthy Mind components in the project would be well received.

The Glamorgan Spring Bay Council wishes Sally and Nicola every success in their application.

Yours sincerely



Cllr Robert Young
MAYOR

PO Box 6
9 Melbourne Street
TRIABUNNA TAS 7190
t: (03) 6256 4777
f: (03) 6256 4774
e: admin@freycinet.tas.gov.au
w: www.gsbc.tas.gov.au

7.9 Request for Letter of Support – “Improving the Playing Field” Funding Application – Freycinet Association Inc.

Responsible Officer – General Manager

ATTACHMENT

1. Letter of Support from Council – 16 October 2020
2. Letter from Freycinet Association Inc. – 11 September 2020

PURPOSE

To provide information to Council in respect to a request for a letter of support from Council to the Freycinet Association Inc. in support of their application for funding.

BACKGROUND/OVERVIEW

Council has received correspondence from Ms Jo Pickering, representing the Freycinet Association Inc. on the Coles Bay Community Gym Project, seeking a letter from Council in support of the Association's application for funding through the “Improving the Playing Field” grant round to build a community gym.

STRATEGIC PLAN

Guiding Principles

1. Reinforce and draw on the strengths of our communities at both a local and regional level.

Key Foundations – 2. Our Community's Health & Wellbeing

4. Support and facilitate social and community events that promote community health and wellbeing.

STATUTORY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

The Association is not seeking any financial support from Council therefore no financial implications are recognised.

RISK CONSIDERATIONS

No risk to Council is recognised in providing a letter of support to the Freycinet Association Inc. to aid their application for funding.

OFFICER'S COMMENTS

It is important to note that other than providing a letter in support of the Association's application for funding to build the community gym, there is no expectation on Council to contribute financially or otherwise. Should the Association's funding application be successful the community gym would be built on the land owned by the Freycinet Sports and Community Club. Ms Pickering has advised that it is the Association's intention to lodge a Development Application for the facility subject to the securing of the funding for the project.

Due to the timeframe between the receipt of the request from Ms Pickering, the closing of applications for funding and the date of the next Ordinary Council meeting, an email was circulated to Councillors seeking their support in principal for the provision of a letter of support by the Mayor on behalf of Council.

Seven of the eight Councillors responded and based on the responses, it was considered that there was sufficient support for the letter of support to be provided.

OFFICER'S RECOMMENDATION

That Council:

- a) Retrospectively endorses the letter of support provided to Ms Jo Pickering, representing the Freycinet Association Inc. on the Coles Bay Community Gym Project from the Mayor on behalf of Council in support of the Association's application through "Improving the Playing Field" for grant funding towards the construction of a Community Gym on the land owned by the Freycinet Sports and Community Club; and
- b) It is acknowledged that this letter of support does not constitute Planning and / or Building approval for the construction of the proposed Coles Bay Community Gym.



16 October 2020

Department of Communities
Tasmania

To whom it may concern

On behalf of the Glamorgan Spring Bay Council, it is with pleasure that I provide this letter of support to the Freycinet Association Inc. in its application for funding under the *"Improving the Playing Field"* round of grant funding, towards the building of a non-for-profit community gym facility in Coles Bay.

These types of facilities encourage community participation and provide many benefits, not only for exercise and physical health but also mental health and social connectedness, particularly in areas that would generally not support a commercially viable operation.

I wish the Freycinet Association Inc. every success in its application.

Yours sincerely



Clr Robert Young
MAYOR

PO Box 6
9 Melbourne Street
TRIABUNNA TAS 7190
t: (03) 6256 4777
f: (03) 6256 4774
e: admin@freycinet.tas.gov.au
w: www.gsbcc.tas.gov.au



Freycinet Association Inc.
Coles Bay Community Gym

Glamorgan Spring Bay Council
PO Box 6
Triabunna, Tasmania, 7190

11th September 2020

To whom it may concern

My name is Jo Pickering and I am representing Freycinet Association Inc. on the Coles Bay Community Gym Project. We are a team endeavouring to build a non-for-profit community gym facility in Coles Bay.

Firstly - to give you some insight into why we are developing this project:

A community gym is a facility that offers or makes available equipment and/or programs that encourage levels of deliberate physical activity predominantly in areas that would generally not support a commercially viable operation. Exercise has many benefits, not only for physical health but also mental health. Exercise stimulates chemicals that improve mood and the parts of the brain responsible for memory and learning. It can reduce the risk of illnesses like heart and lung disease, high blood pressure, diabetes, obesity, cancer, dementia, Alzheimer's disease and Parkinson's disease. Exercise helps people recover from a stroke and many other illnesses and conditions. Exercise also helps with weight loss, which is good for health overall. Exercise makes a person feel good because it releases chemicals like endorphins and serotonin that improve mood. It can also get people out into the community, contributes to social connectedness and helps to reduce any feelings of loneliness and isolation which can be prominent in regional locations. Regular exercise can reduce stress and symptoms of mental health conditions like depression and anxiety and help with recovery from mental health issues.

It is recognised that not-for-profit community gyms can be an important part of the equation in providing opportunities for regional communities to increase their physical activity levels. Research indicates there has been an increase in physical activity participation rates nationally and this has been the result of increased participation in non-organised activities such as walking and aerobics. This supports evidence indicating that the most likely place for physical activity to occur is in the local neighbourhood. Therefore, the motivation for establishing a community gym has been driven by (among other things), the following key influences:

- passionate community residents with an interest in physical activity
- health or fitness professionals wanting to improve the quality of life for the community
- isolated communities without access to commercial fitness centres.

Coles Bay Community Gym acknowledges the significant shortfall of health and fitness facilities in regional areas of the east coast of Tasmania. The population in Coles Bay is small by way of rate payers – a population of 353 persons recorded at the 2016 Australian Bureau of Statistics Census, however the region attracts up to 3000 temporary residents each year who reside in the area for employment opportunities. There is the anticipation of higher growth in the emerging needs of the population. Coles Bay Community Gym seeks to rectify the shortfall in health facilities by aiming to open a not-for-profit community gym in Coles Bay.

Coles Bay has minimal medical services. The region is serviced by a GP one day per week. The nearest GP is located in Bicheno at 30 minutes' drive away or Swansea 50 minutes' drive away. There are volunteer ambulance officers in the locale, however if there are no volunteers on call a paramedic is minimum 30 minutes response time to the area. With this lack of medical services in the area the need for community members to maintain a healthy lifestyle is vital.

It is intended that as this project is implemented, Coles Bay Community Gym will become a premier not-for-profit training facility within the East Coast Tasmania locale and will ultimately secure a strong community network, creating a flow-on of good physical and mental health benefits for the region.

Secondly - we have currently raised over \$10K and are in the processes of applying for the Improving the Playing Field grant through the Tasmanian Government in an attempt to secure the remaining funds to build a facility. We have consulted with the Freycinet Sports and Community Club to build the facility within their grounds. At this stage we have not lodged a development application. We intend to do so once we have secured the funds to build the facility.

The primary reason for this email is to ask if the Glamorgan Spring Bay Council would be willing to write a letter of support for the project?

We refer to Glamorgan Spring Bay Council's Coles Bay Township Structure Plan from 2016 a number of areas where it has been noted that with an increase in residential development, further development of the settlement's commercial facilities is needed to provide a higher level of amenity. There is a particular reference in:

- Recommended Action 9.6.2
 - Infrastructure and Community Actions
 - 1. Work with local sporting clubs to develop a long-term strategy for the development of sporting facilities.



COLES BAY
COMMUNITY GYM

The Coles Bay Community Gym project team hope that a short letter of support from our local council may assist with the success of our grant applications.

We do request a timely response if at all possible? We would like to submit the Improving the Playing Field grant application by the conclusion of this month – September 2020.

I would be delighted to discuss this further with a representative from Glamorgan Spring Bay Council and can provide further information as required. I can be contacted on [REDACTED]

With warm regards

[REDACTED]

Jo Pickering

[REDACTED]

[REDACTED]

8. Notices of Motion

Nil.

9. Petitions

Nil.

10. Questions without Notice from Councillors

11. Confidential Items (Closed Session)

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

- Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 22 September 2020**
As per the provisions of regulation 15 (2) (a) and (d) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 2: Fire Abatement Notices – Nuisance**
As per the provisions of Regulation 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 3: Nuisance Issue**
As per the provisions of Regulation 15(2) (g) of the *Local Government (Meeting Procedures) Regulations 2015*.
- Item 4: Roadworks Tender for the Bridge Replacement over Orford Rivulet, Rheban Road – Tender No. T003-2020**
As per the provisions of Regulation 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into closed session at (Time:).

The Mayor to confirm that the recording has been terminated.

12. Close

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

CONFIRMED as a true and correct record.

Date:

Mayor Robert Young