

Glamorgan Spring Bay Council

# Information Briefing Document

January | February | March 2024



GLAMORGAN  
SPRING BAY  
COUNCIL

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## GOVERNANCE & COUNCIL MEETINGS

Council meetings will be conducted monthly with special meetings being called by the Mayor or Councillors when required. In 2024 Council meetings will usually be held on the fourth Tuesday of the month commencing at 2.00pm.

Members of the public are able to register to attend Council Meetings in person. Registrations open on the Thursday prior to the scheduled monthly Council Meeting and close by 12 noon the day before the meeting. Once the maximum numbers have been reached, no further registrations will be accepted and only members of the public who have registered for the meeting will be able to attend.

To register your attendance, please use the following link <https://gsbc.tas.gov.au/council/council-meeting-agendas-minutes/> or contact Council's Executive Officer on 6256 4777.

If you have a question to ask during Public Question Time and are unable to attend the meeting, Council will allow questions to be provided by written notice up until 12 noon the day before the Council Meeting by either emailing [general.manager@freycinet.tas.gov.au](mailto:general.manager@freycinet.tas.gov.au) or alternatively questions can be left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.

Workshops are scheduled for the second Tuesday of each month unless otherwise required.

## MAYORAL ACTIVITIES

The Mayor attends numerous engagements each month. This is a list of the recent activities undertaken by Mayor Cheryl Arnol for January - March including:

- Attended/Hosted Australia Day Awards
- Attend the official opening of the Lobster Shack
- Attended meeting with the Office of Local Government, Break O'Day Council and Sorell Council
- Attend Elected Member Asset Management training
- Attended Regional Cabinet Meeting
- Attended meeting with Bryan Green
- Attended Declaration of Office Ceremony for Clr Kenneth Gregson
- Attended Southern Tasmanian Councils Authority meeting
- Attended meeting with Brian Mitchell MP
- Attended meeting with Brighton Community Food Hub
- Attended State Grants Commission Hearing

## CORPORATE & COMMUNITY

Throughout the first quarter of 2024, our Corporate and Community Services team has been actively engaged in a wide range of initiatives aimed at building on how we deliver services to the community.

In our commitment to encouraging dialogue and participation between the community and Council, we have been actively engaging with the community through various channels such as our Public Toilet Strategy Survey, Annual Service Delivery Survey, the dog management strategy review, town structure planning and all of our face-to-face conversations during the course of business. These have provided positive responses with high participation rates. All feedback from these interactions are important as we analyse responses from both last year's and this year's surveys, ensuring that we continue to meet community expectations effectively.

One of our premier community engagement events was the Australia Day Ceremony held on January 26, 2024, at the Triabunna Community Hall. This event was a celebration of our vibrant community leaders and marked the welcoming of three new citizens to our beautiful East Coast. Paul Cullen, our Australia Day Ambassador, delivered a heartfelt and inspiring address, setting the tone for our event. We were proud to recognise Sophie Murfitt with the Community Volunteer of the Year Award and Nic Wardlaw with the Citizen of the Year Award, acknowledging their exceptional contributions to our community.

During this quarter, the entire team has demonstrated exceptional teamwork in addressing staffing vacancies within the Council. We have now successfully filled all of these vacant positions.

Training for our staff is an important focus for Council, as evidenced by the completion of training for our Evacuation Recovery Officers in compliance with the new *Child and Youth Safe Organisations Act 2023*. One of our team members successfully graduated from the Tasmanian Community Leaders Program, another completed Certificate III Business Administration, and four others have embarked on leadership and management training. Our management team recently participated in psychosocial training sessions which will support the well-being of both staff and the community. By deepening our understanding of psychological and social factors, Council can provide more empathetic assistance and foster a more supportive environment overall.

Collaboration with neighboring municipalities, such as Break O'Day Council, has been helpful in exchanging insights and perspectives on the unique opportunities and challenges facing our communities. These collaborative sessions serve as platforms for sharing valuable information, fostering stronger ties, and exploring opportunities for joint initiatives.

Our efforts to preserve and celebrate our heritage have been evident through initiatives led by the East Coast Heritage Museum (ECHM). History workshops held in Triabunna, Swansea, and Bicheno, led by visiting artist Jane Giblin, provided insights into the art and times of the Mitchell women who lived on the East Coast in the 1860s. Additionally, negotiations with the Collection of Medical Artefacts (COMA) have resulted in securing new items for the East Coast Community, enriching our understanding of our medical history.

Council continues to advocate on behalf of the community with State Departments engaging in discussions regarding matters of importance to our residents such as more equitable funding from State Grants Commission, management of water supply with TasWater, Telecommunication connectivity black spots with Telstra, and Tasman highway upgrades with State Growth.

As we transition into the second quarter of the year, the Corporate team gears up for its busiest season. This period involves setting budgets, reviewing rates, fees and charges review, dog registration renewals and end of year financial reporting. In May, we're exploring new engagement methods to create a more accessible environment that accommodates diverse schedules and maximise opportunities for participation from the community.

## PROPERTY SETTLEMENT CERTIFICATES

	2017/18		2018/19		2019/20		2020/21		2021/22		2022/23		2023/24	
	132	337	132	337	132	337	132	337	132	337	132	337	132	337
July	47	18	64	25	42	17	65	35	57	24	58	16	33	12
August	58	28	60	37	31	13	65	24	58	27	29	15	30	14
September	51	27	46	19	56	31	74	38	60	26	24	8	43	42
October	57	37	48	22	54	25	62	31	56	26	34	16	29	20
November	60	32	47	18	53	31	77	34	60	32	36	15	45	25
December	38	18	40	19	36	17	99	50	58	27	20	10	35	14
January	59	29	61	24	47	23	69	37	50	25	24	12	56	26
February	51	20	49	30	37	18	79	36	63	37	53	25	29	14
March	53	23	45	16	61	26	71	43	64	30	48	26	51	21
April	61	31	50	27	15	7	70	27	46	28	29	14		
May	56	31	40	17	16	8	53	29	39	25	46	24		
June	38	21	27	17	23	14	31	23	36	28	21	13		
<b>TOTAL</b>	<b>629</b>	<b>315</b>	<b>577</b>	<b>271</b>	<b>471</b>	<b>230</b>	<b>815</b>	<b>407</b>	<b>634</b>	<b>329</b>	<b>422</b>	<b>194</b>	<b>351</b>	<b>188</b>
<b>TOTAL</b>	<b>944</b>		<b>848</b>		<b>664</b>		<b>1,222</b>		<b>963</b>		<b>616</b>		<b>539</b>	

### 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.

## USE OF COUNCIL SEAL

Date	Details	Signature
2/01/2024	Adhesion Order - SA 2023/0029	General Manager
10/01/2024	Part 5 - Glamorgan Spring Bay Council & Tasmanian Water and Sewerage Corporation Pty Ltd - Corner of Spencer Street and Selwyn Street, Triabunna	General Manager
16/01/2024	Final Plan - Council approval page - SA 2022/20	General Manager
23/01/2024	Contract of sale - CT179778/1	General Manager
24/01/2024	Final Plan - SA 2018/016	General Manager
29/02/2024	Deed Agreement - Part of 8311 Tasman Hwy, Triabunna	General Manager
12/03/2024	Request to amend sealed plan No. 25328	General Manager
21/03/2024	Adhesion Order - 166065/2 and 166065/3	General Manager

## COMMUNITY SMALL GRANTS PROGRAMME

Name	Amount donated \$	Date Approved
Pickleball Association of Tasmania (Swansea)	\$1,000	27 February 2024
Spring Bay Maritime and Discovery Centre Inc	\$1,000	26 March 2024

## EVENT SUPPORT / ASSISTANCE

Name	In-kind Assistance	Amount donated \$	Date Approved
East Coast Harvest Odyssey (ECHO Festival)	<ul style="list-style-type: none"> <li>Supply, deliver and collect, 12 rubbish bins, 12 recycling bins and liners for the event.</li> <li>Extend event marketing reach and impact via Council's media platforms</li> </ul>	\$2,000	23 January 2024
Spoke Festival	<ul style="list-style-type: none"> <li>Supply, deliver and collect, 12 rubbish bins, 12 recycling bins and liners for the event.</li> </ul>	\$2,000	27 February 2024
Bicheno Beams	<ul style="list-style-type: none"> <li>Permit for the use of the Bicheno Lions Park</li> <li>Event marketing reach and impact via inclusion in newsletter and social media.</li> <li>Provision of Council's storage for event equipment while not in use</li> <li>Copyright licence for permission to broadcast music (\$800) each year. Renewal of this licence occurs July 1, 2024.</li> </ul>	\$2,000	26 March 2024
Van Diemens Band	Nil	\$1,000	26 March 2024

## SOCIAL MEDIA STATISTICS



### YOUTUBE

The internet YouTube platform is used to publish live Ordinary Council meetings each month to assist those in the community to view proceedings when they cannot attend themselves. There are currently 174 Subscribers.

	July - September	October – December	January – March	April - June
<b>YouTube Subscribers</b>	169	172	174	-
<b>YouTube Views</b>	616	260	278	-



### FACEBOOK

Facebook is used by Council to communicate a range of activities that have a community interest such as events, news stories, reminders of rates/dog registration due dates, interruption to service delivery, and hazard awareness such as flooding, infrastructure damage, weather events and so on.

	July - September	October – December	January – March	April - June
<b>Facebook Page reach</b>	16,067 – 21.8% Increase	16,962 – 5.6% Increase	17,020 – 0.4% Increase	-
<b>Facebook Page new likes</b>	58	28	11	-
<b>Facebook Page Followers</b>	1,138	1,228	1,328	-

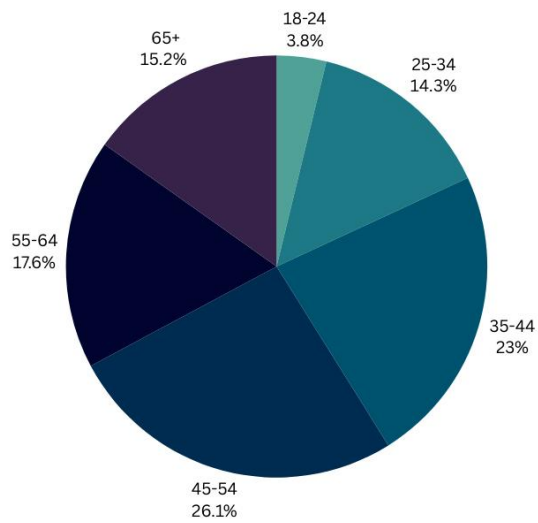


## GENDER OF FACEBOOK FOLLOWERS

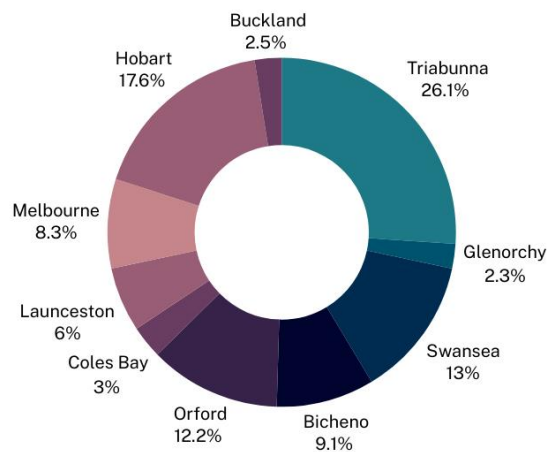


70% FEMALE | 30 % MALE

## AGE OF FACEBOOK FOLLOWERS



## LOCATION OF FACEBOOK FOLLOWERS



## PLANNING & DEVELOPMENT STATISTICS

### PLANNING STATISTICS

	January - March	Total
<b>Development Applications Received:</b>		
No Permit Required, Permitted, Discretionary	60	60
Subdivisions	9	9
<b>Development Applications Approved:</b>		
No Permit Required	10	10
Permitted	24	24
Discretionary	24	24
Subdivisions	9	9
Applications Refused	1	1
Applications Withdrawn	1	1

### BUILDING AND PLUMBING STATISTICS

	January - March	Total
Building Permits Approved	12	12
Plumbing Permits Approved	9	9
Notifiable Building Work Approved	27	27
Notifiable Plumbing Work Approved	17	17
Low Risk Building Work	10	10
Low Risk Plumbing Work	14	14
Permit of Substantial Compliance	0	0
Building Certificates	0	0

### COMPLIANCE STATISTICS

	January - March	Total
Building Notices issued	0	0
Building Orders issued	0	0
Planning Enforcement Notices Issued	0	0

### ANIMAL CONTROL STATISTICS

	January - March	Total
Dogs Registered	20	1147 (financial year)
Kennel Licenses Issued/Renewed	-	0
Dogs Seized	-	0
Dogs Surrendered	-	0
Dogs Euthanized	-	0
Dogs placed with Dogs' Homes of Tasmania	-	0
Caution Notices Issued	2	2
Infringements	2	2
Fire Abatement Enquires/Complaints	14	14

## ENVIRONMENTAL HEALTH STATISTICS

	January - March	Total
Immunisations	0	0
Food & Public Health Act Registrations	5	5
Food & Public Health Inspections	25	25
Notifiable Diseases	4	4
Sampling	24	24
Public Health/Environmental Health Complaints	8	8
Form 49 & 50 Assessments/Inspections	3	3
New Food Business Enquiries	6	6
Development Application Assessments	5	5

## FINANCIAL REPORTING

# Profit and Loss

## Glamorgan Spring Bay Council For the 9 months ended 31 March 2024

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Rate Revenue	13,044,999	12,954,680	90,319	1%	12,954,680	
Statutory Charges	529,229	504,747	24,482	5%	691,962	
User Charges	797,018	791,076	5,942	1%	980,956	
Grants	672,361	878,221	(205,860)	-23%	2,430,702	
Interest & Investment Revenue	634,444	396,300	238,144	60%	611,200	
Contributions	694,421	138,753	555,668	400%	185,004	
Other Revenue	1,160,818	1,270,287	(109,469)	-9%	1,825,339	
<b>Total Trading Income</b>	<b>17,533,290</b>	<b>16,934,064</b>	<b>599,226</b>	<b>4%</b>	<b>19,679,843</b>	
<b>Gross Profit</b>	<b>17,533,290</b>	<b>16,934,064</b>	<b>599,226</b>	<b>4%</b>	<b>19,679,843</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	851,149	1,050,721	(199,572)	-19%	1,050,721	
Grants Commonwealth Capital - Roads to Recovery	31,510	-	31,510	-	31,510	
Grants State Capital - Other	49,366	486,866	(437,500)	-90%	486,866	
<b>Total Capital Grants</b>	<b>932,025</b>	<b>1,537,587</b>	<b>(605,562)</b>	<b>-39%</b>	<b>1,569,097</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	149,686	-	149,686	-	-	
<b>Total Other Income</b>	<b>149,686</b>	<b>-</b>	<b>149,686</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	3,599,698	4,332,703	(733,005)	-17%	5,703,604	
Materials & Services	5,546,580	6,254,310	(707,730)	-11%	8,038,110	
Depreciation	2,633,040	2,575,380	57,660	2%	3,430,537	
Interest	86,604	121,323	(34,719)	-29%	189,543	
Other Expenses	141,218	175,463	(34,245)	-20%	219,284	
<b>Total Operating Expenses</b>	<b>12,007,139</b>	<b>13,459,179</b>	<b>(1,452,040)</b>	<b>-11%</b>	<b>17,581,078</b>	
<b>Net Profit</b>	<b>5,526,152</b>	<b>3,474,885</b>	<b>2,051,267</b>	<b>59%</b>	<b>2,098,765</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>6,607,863</b>	<b>5,012,472</b>	<b>1,595,391</b>	<b>32%</b>	<b>3,667,862</b>	

# Profit and Loss Summary - Governance

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Governance.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Statutory Charges	89	-	89	-	-	
Other Revenue	7	-	7	-	-	
<b>Total Trading Income</b>	<b>96</b>	<b>-</b>	<b>96</b>	<b>-</b>	<b>-</b>	
<b>Gross Profit</b>						
	<b>96</b>	<b>-</b>	<b>96</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	306,855	396,504	(89,649)	-23%	528,672	
Materials & Services	69,428	75,187	(5,759)	-8%	93,316	
Depreciation	16,294	30,383	(14,089)	-46%	40,277	
Other Expenses	112,062	113,463	(1,401)	-1%	151,284	
<b>Total Operating Expenses</b>	<b>504,640</b>	<b>615,537</b>	<b>(110,897)</b>	<b>-18%</b>	<b>813,549</b>	
<b>Net Profit</b>						
	<b>(504,543)</b>	<b>(615,537)</b>	<b>110,994</b>	<b>-18%</b>	<b>(813,549)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>						
	<b>(504,543)</b>	<b>(615,537)</b>	<b>110,994</b>	<b>-18%</b>	<b>(813,549)</b>	

# Profit and Loss Summary - Corporate Services

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Corporate Services.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Rate Revenue	10,516,321	10,448,994	67,327	1%	10,448,994	
Statutory Charges	59,713	74,997	(15,284)	-20%	99,996	
Grants	5,795	-	5,795	-	184,232	
Interest & Investment Revenue	630,300	396,000	234,300	59%	610,800	
Other Revenue	344,149	301,997	42,152	14%	305,996	
<b>Total Trading Income</b>	<b>11,556,279</b>	<b>11,221,988</b>	<b>334,291</b>	<b>3%</b>	<b>11,650,018</b>	
<b>Gross Profit</b>	<b>11,556,279</b>	<b>11,221,988</b>	<b>334,291</b>	<b>3%</b>	<b>11,650,018</b>	
<b>Operating Expenses</b>						
Employee Costs	531,121	562,635	(31,514)	-6%	750,180	
Materials & Services	1,307,084	1,407,951	(100,867)	-7%	1,632,267	
Depreciation	30,892	32,719	(1,827)	-6%	43,639	
Interest	11,149	15,600	(4,451)	-29%	15,600	
Other Expenses	29,156	60,000	(30,844)	-51%	66,000	
<b>Total Operating Expenses</b>	<b>1,909,401</b>	<b>2,078,905</b>	<b>(169,504)</b>	<b>-8%</b>	<b>2,507,686</b>	
<b>Net Profit</b>	<b>9,646,878</b>	<b>9,143,083</b>	<b>503,795</b>	<b>6%</b>	<b>9,142,332</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>9,646,878</b>	<b>9,143,083</b>	<b>503,795</b>	<b>6%</b>	<b>9,142,332</b>	

# Profit and Loss Summary - Community Development

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Community Development.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Grants	1,280	3,555	(2,275)	-64%	3,555	
Interest & Investment Revenue	6	300	(295)	-98%	400	
Other Revenue	7,244	-	7,244	-	-	
<b>Total Trading Income</b>	<b>8,530</b>	<b>3,855</b>	<b>4,675</b>	<b>121%</b>	<b>3,955</b>	
<b>Gross Profit</b>	<b>8,530</b>	<b>3,855</b>	<b>4,675</b>	<b>121%</b>	<b>3,955</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	(220)	-	(220)	-	-	
<b>Total Other Income</b>	<b>(220)</b>	<b>-</b>	<b>(220)</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	108,264	162,702	(54,438)	-33%	216,936	
Materials & Services	47,725	54,598	(6,873)	-13%	74,414	
Depreciation	37,605	32,698	4,907	15%	43,520	
<b>Total Operating Expenses</b>	<b>193,594</b>	<b>249,998</b>	<b>(56,404)</b>	<b>-23%</b>	<b>334,870</b>	
<b>Net Profit</b>	<b>(185,064)</b>	<b>(246,143)</b>	<b>61,079</b>	<b>-25%</b>	<b>(330,915)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(185,284)</b>	<b>(246,143)</b>	<b>60,859</b>	<b>-25%</b>	<b>(330,915)</b>	



# Profit and Loss Summary - Tourism and Economic Development

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Tourism & Economic Development.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Gross Profit</b>	-	-	-	-	-	-
<b>Operating Expenses</b>						
Materials & Services	65,015	65,000	15	0%	65,000	
<b>Total Operating Expenses</b>	<b>65,015</b>	<b>65,000</b>	<b>15</b>	<b>0%</b>	<b>65,000</b>	
<b>Net Profit</b>	<b>(65,015)</b>	<b>(65,000)</b>	<b>(15)</b>	<b>0%</b>	<b>(65,000)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(65,015)</b>	<b>(65,000)</b>	<b>(15)</b>	<b>0%</b>	<b>(65,000)</b>	

# Profit and Loss Summary - Development Services

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Development Services.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Statutory Charges	462,338	423,747	38,591	9%	583,962	
User Charges	19,734	22,240	(2,506)	-11%	22,963	
Contributions	694,421	138,753	555,668	400%	185,004	
Other Revenue	5,123	6,003	(880)	-15%	8,004	
<b>Total Trading Income</b>	<b>1,181,617</b>	<b>590,743</b>	<b>590,874</b>	<b>100%</b>	<b>799,933</b>	
<b>Gross Profit</b>	<b>1,181,617</b>	<b>590,743</b>	<b>590,874</b>	<b>100%</b>	<b>799,933</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	27,250	-	27,250	-	-	
<b>Total Other Income</b>	<b>27,250</b>	<b>-</b>	<b>27,250</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	574,168	695,601	(121,433)	-17%	927,468	
Materials & Services	532,909	480,738	52,171	11%	640,253	
Depreciation	20,222	17,520	2,702	15%	23,389	
<b>Total Operating Expenses</b>	<b>1,127,299</b>	<b>1,193,859</b>	<b>(66,560)</b>	<b>-6%</b>	<b>1,591,110</b>	
<b>Net Profit</b>	<b>54,318</b>	<b>(603,116)</b>	<b>657,434</b>	<b>-109%</b>	<b>(791,177)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>81,568</b>	<b>(603,116)</b>	<b>684,684</b>	<b>-114%</b>	<b>(791,177)</b>	

# Profit and Loss Summary - Animal Control

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Animal Control.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Statutory Charges	7,088	6,003	1,085	18%	8,004	
User Charges	17,678	19,688	(2,010)	-10%	29,318	
Other Revenue	128	-	128	-	-	
<b>Total Trading Income</b>	<b>24,895</b>	<b>25,691</b>	<b>(796)</b>	<b>-3%</b>	<b>37,322</b>	
<b>Gross Profit</b>	<b>24,895</b>	<b>25,691</b>	<b>(796)</b>	<b>-3%</b>	<b>37,322</b>	
<b>Operating Expenses</b>						
Employee Costs	59,764	66,141	(6,377)	-10%	88,188	
Materials & Services	6,200	6,015	185	3%	9,090	
Depreciation	5,777	5,924	(147)	-2%	7,892	
<b>Total Operating Expenses</b>	<b>71,742</b>	<b>78,080</b>	<b>(6,338)</b>	<b>-8%</b>	<b>105,170</b>	
<b>Net Profit</b>	<b>(46,847)</b>	<b>(52,389)</b>	<b>5,542</b>	<b>-11%</b>	<b>(67,848)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(46,847)</b>	<b>(52,389)</b>	<b>5,542</b>	<b>-11%</b>	<b>(67,848)</b>	

# Profit and Loss Summary - Medical Services

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Medical Centres.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Rate Revenue	567,970	560,070	7,900	1%	560,070	
Grants	55,000	-	55,000	-	-	
Other Revenue	557,569	900,000	(342,431)	-38%	1,200,000	
<b>Total Trading Income</b>	<b>1,180,538</b>	<b>1,460,070</b>	<b>(279,532)</b>	<b>-19%</b>	<b>1,760,070</b>	
<b>Gross Profit</b>	<b>1,180,538</b>	<b>1,460,070</b>	<b>(279,532)</b>	<b>-19%</b>	<b>1,760,070</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	36,873	-	36,873	-	-	
<b>Total Other Income</b>	<b>36,873</b>	<b>-</b>	<b>36,873</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	161,550	410,343	(248,793)	-61%	547,124	
Materials & Services	667,068	854,582	(187,514)	-22%	1,141,958	
Depreciation	32,600	45,194	(12,594)	-28%	59,194	
<b>Total Operating Expenses</b>	<b>861,218</b>	<b>1,310,119</b>	<b>(448,901)</b>	<b>-34%</b>	<b>1,748,276</b>	
<b>Net Profit</b>	<b>319,321</b>	<b>149,951</b>	<b>169,370</b>	<b>113%</b>	<b>11,794</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>356,193</b>	<b>149,951</b>	<b>206,242</b>	<b>138%</b>	<b>11,794</b>	

# Profit and Loss Summary - Marina & Wharf

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Marina & Wharf.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
User Charges	437,445	426,080	11,365	3%	519,980	
Other Revenue	1,782	-	1,782	-	-	
<b>Total Trading Income</b>	<b>439,227</b>	<b>426,080</b>	<b>13,147</b>	<b>3%</b>	<b>519,980</b>	
<b>Gross Profit</b>						
	<b>439,227</b>	<b>426,080</b>	<b>13,147</b>	<b>3%</b>	<b>519,980</b>	
<b>Operating Expenses</b>						
Employee Costs	10,855	35,883	(25,028)	-70%	47,844	
Materials & Services	117,916	84,205	33,711	40%	104,079	
Depreciation	94,414	94,797	(383)	0%	126,396	
Interest	27,290	25,704	1,586	6%	51,408	
<b>Total Operating Expenses</b>	<b>250,476</b>	<b>240,589</b>	<b>9,887</b>	<b>4%</b>	<b>329,727</b>	
<b>Net Profit</b>						
	<b>188,751</b>	<b>185,491</b>	<b>3,260</b>	<b>2%</b>	<b>190,253</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>						
	<b>188,751</b>	<b>185,491</b>	<b>3,260</b>	<b>2%</b>	<b>190,253</b>	

# Profit and Loss Summary - Building & Facilities

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Buildings & Facilities.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Interest & Investment Revenue	4,139	-	4,139	-	-	
Other Revenue	112,079	62,287	49,792	80%	80,096	
<b>Total Trading Income</b>	<b>116,218</b>	<b>62,287</b>	<b>53,931</b>	<b>87%</b>	<b>80,096</b>	
<b>Gross Profit</b>	<b>116,218</b>	<b>62,287</b>	<b>53,931</b>	<b>87%</b>	<b>80,096</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	105,136	105,136	-	0%	105,136	
Grants State Capital - Other	49,366	299,366	(250,000)	-84%	299,366	
<b>Total Capital Grants</b>	<b>154,502</b>	<b>404,502</b>	<b>(250,000)</b>	<b>-62%</b>	<b>404,502</b>	
<b>Operating Expenses</b>						
Employee Costs	29,094	53,811	(24,717)	-46%	71,748	
Materials & Services	240,866	184,308	56,558	31%	244,645	
Depreciation	435,486	387,657	47,829	12%	516,876	
<b>Total Operating Expenses</b>	<b>705,446</b>	<b>625,776</b>	<b>79,670</b>	<b>13%</b>	<b>833,269</b>	
<b>Net Profit</b>	<b>(589,228)</b>	<b>(563,489)</b>	<b>(25,739)</b>	<b>5%</b>	<b>(753,173)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(434,726)</b>	<b>(158,987)</b>	<b>(275,739)</b>	<b>173%</b>	<b>(348,671)</b>	

# Profit and Loss Summary - Works & Services

## Glamorgan Spring Bay Council For the 9 months ended 31 March 2024

Department is Bridges & Culverts, Emergency Management, Parks & Reserves, Plant Costs & Recoveries, Private Works, Roads & Footpaths, Sewer, Stormwater & Drainage, Town Maintenance, Waste Management.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
Rate Revenue	1,960,708	1,945,616	15,092	1%	1,945,616	
User Charges	186,380	173,065	13,315	8%	208,691	
Grants	610,286	874,666	(264,380)	-30%	2,242,915	
Other Revenue	98,868	-	98,868	-	-	
<b>Total Trading Income</b>	<b>2,856,242</b>	<b>2,993,347</b>	<b>(137,105)</b>	<b>-5%</b>	<b>4,397,222</b>	
<b>Gross Profit</b>	<b>2,856,242</b>	<b>2,993,347</b>	<b>(137,105)</b>	<b>-5%</b>	<b>4,397,222</b>	
<b>Capital Grants</b>						
Grants Commonwealth Capital - Other	746,013	698,990	47,023	7%	698,990	
Grants Commonwealth Capital - Roads to Recovery	31,510	-	31,510	-	31,510	
Grants State Capital - Other	-	187,500	(187,500)	-100%	187,500	
<b>Total Capital Grants</b>	<b>777,523</b>	<b>886,490</b>	<b>(108,967)</b>	<b>-12%</b>	<b>918,000</b>	
<b>Other Income</b>						
Net Gain (Loss) on Disposal of Assets	85,784	-	85,784	-	-	
<b>Total Other Income</b>	<b>85,784</b>	<b>-</b>	<b>85,784</b>	<b>-</b>	<b>-</b>	
<b>Operating Expenses</b>						
Employee Costs	1,489,564	1,814,859	(325,295)	-18%	2,419,812	
Materials & Services	2,425,582	2,985,107	(559,525)	-19%	3,960,962	
Depreciation	1,879,217	1,849,107	30,110	2%	2,462,174	
Other Expenses	-	2,000	(2,000)	-100%	2,000	
<b>Total Operating Expenses</b>	<b>5,794,363</b>	<b>6,651,073</b>	<b>(856,710)</b>	<b>-13%</b>	<b>8,844,948</b>	
<b>Net Profit</b>	<b>(2,938,121)</b>	<b>(3,657,726)</b>	<b>719,605</b>	<b>-20%</b>	<b>(4,447,726)</b>	
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(2,074,815)</b>	<b>(2,771,236)</b>	<b>696,421</b>	<b>-25%</b>	<b>(3,529,726)</b>	

# Profit and Loss Summary - Prosser Plains Raw Water Scheme

Glamorgan Spring Bay Council  
For the 9 months ended 31 March 2024

Department is Prosser Plains Raw Water Scheme.

	YTD ACTUAL	YTD BUDGET	BUDGET VAR	VAR %	2023/24 BUDGET	NOTES
<b>Trading Income</b>						
User Charges	135,780	150,003	(14,223)	-9%	200,004	
Other Revenue	-	-	-	-	231,243	
<b>Total Trading Income</b>	<b>135,780</b>	<b>150,003</b>	<b>(14,223)</b>	<b>-9%</b>	<b>431,247</b>	
<b>Gross Profit</b>						
	135,780	150,003	(14,223)	-9%	431,247	
<b>Operating Expenses</b>						
Employee Costs	-	5,445	(5,445)	-100%	7,260	
Materials & Services	52,944	50,294	2,650	5%	65,792	
Depreciation	80,531	80,458	73	0%	107,179	
Interest	48,165	80,019	(31,854)	-40%	122,535	
<b>Total Operating Expenses</b>	<b>181,640</b>	<b>216,216</b>	<b>(34,576)</b>	<b>-16%</b>	<b>302,766</b>	
<b>Net Profit</b>						
	(45,860)	(66,213)	20,353	-31%	128,481	
<b>Total Comprehensive Result (incl Capital Income)</b>						
	(45,860)	(66,213)	20,353	-31%	128,481	



## CORPORATE CALENDAR

Document / Item	LGA Act Reference or Other as Stipulated	Statutory Y/N	Date Last Updated	Responsible Officer	Review Cycle	Comments
Annual Plan & Budget Estimates	S82, S70G	Yes	Jul-23	Director Corporate & Community	Annual	Adopted July 2023. Commence in March each year
Annual Report	S72	Yes	Dec-23	General Manager	Annual	Commence in July each year
Applying for Grants on Council Land Policy	Various	No	Apr-21	Director Planning & Development	4 years	
Asset Management Policy	S70E, 70C	Yes	Oct-20	Director Works & Infrastructure	4 years	commenced
Audit Panel Charter	S85, S85A, S85B	Yes	Apr-20	Director Corporate & Community	4 years	
Australian Citizenship Ceremony Dress Code	S70E, S70G,	Yes	Feb-20	Director Corporate & Community	4 years	
Budget	S82	Yes	Jun-23	Director Corporate & Community	Annual	Adopted June 2023. Commence in March each year
Business Continuity Plan	S70E & Various	Yes	Mar-21	General Manager	2 years	
Car Parking Cash-In-Lieu Contribution Policy	S70E, S70G	No	Sep-22	Director Planning & Development	4 years	
Coastal Erosion & Inundation Policy	S70E	No	New	Director Planning & Development	4 years	To be developed
Code for Tenders and Contracts	S333B, S70E, S70G	Yes	Feb-22	Director Works & Infrastructure	2 years	commenced
Code of Conduct	S28E (2) c	Yes	Feb-19	N/A	4 years	Every new term of Council
Communications & Engagement Framework	S70E	Yes	Apr-22	Director Corporate & Community	4 years	
Community Recovery Plan	S70E & Various	Yes	Feb-21	Director Works & Infrastructure	4 years	
Community Small Grant Policy	S70E, S70G	No	Sep-10	Director Corporate & Community	4 years	In progress
Conservation Covenant Rebate Policy	S129	Yes	May-19	Director Corporate & Community	2 years	
Corporate Branding Policy	S70E, S70G	No	New	General Manager	4 years	To be developed
Corporate Credit Card Policy	S70E, S70G	No	Apr-20	Director Corporate & Community	4 years	
Council Advertising Policy	S70E, S70G	No	Jan-22	General Manager	4 years	
Council Meetings - Audio/Visual Recording	R33 LG(MP) Regs 2015	Yes	Aug-22	General Manager / Executive Officer	As required	
Council Workshop Policy	Various	No	Jan-23	General Manager	4 years	
Councillor Allowances & Expense Reimbursement Policy	S70E, S70G, R42 LG(Gen) Regs	Yes	Jul-22	Director Corporate & Community	4 years	Review in progress.
COVID Safe Plans	S70E & Various	Yes	May-22	General Manager	As required	
Customer Service Charter	339F, S70E, S70G	Yes	Sep-23	Director Corporate & Community	4 years	Reviewed and adopted at 26 September 2023 Ordinary Council Meeting
Debt Collection Procedure	S70E, S70G + Various Legislation	Yes	New	Director Corporate & Community	4 years	In progress
Delegation Register	S64	Yes	Apr-22	General Manager	As required	Reviewed and adopted at 26 September 2023 Ordinary Council Meeting.
Dog Management Policy 2019-2025	S7 (Dog Control Act)	Yes	Jan-20	Director Planning & Development	4 years	Initial consultation has commenced with key stakeholders. Broader community consultation to occur following adoption of Orford Foreshore MasterPlan.
Employee Code of Conduct Policy - Staff	Various	No	Mar-22	General Manager	4 years	
Enterprise Agreement	Various	Yes	Jul-22	General Manager / Internal Review Committee	3 years	
Environmental Bylaw	S145 LGA + Various	Yes	May-20	Director Planning & Development	4 years	Gazetted 23 May 2020
Fees & Charges Register	s206	Yes	Jun-23	Director Corporate & Community	Annual	Commence in March each year
Financial Hardship Assistance Policy	Part 9 (Rates & Charges), S70E, S70G	No	Apr-20	Director Corporate & Community	4 years	To be reviewed initially in July 2021
Financial Management Strategy	S70, S70F, S70G	Yes	Jul-21	Director Corporate & Community	2 years	Review as required
Financial Reserves Policy	S70E, S70G	Yes	Apr-20	Director Corporate & Community	As required	
Flora & Fauna Plans	Threatened Species Act 1995/Nature Conservation Act 2002/EPBC Act 1999/Forest Practices Regulations 2005	Yes	2014	Director Planning & Development	4 years	Review placed on hold for the next financial year. The current F&F plans still remain current until the review takes place.
Fraud Control Policy	S70E, S70G + Various Legislation	Yes	Apr-20	Director Corporate & Community	2 years	
Gifts & Donations Policy	S56A, S56B, 70E, 70G, LG(Gen) Regs 2015	Yes	Aug-21	General Manager / Executive Officer	3 years	
Implementation of Records Management System	S70E, S70G & State Archives Act	Yes	Jun-21	Director Corporate & Community	Complete	SharePoint
Information Management Policy	S70E, Archives Act & Various	Yes	Jul-21	Director Corporate & Community	4 years	In progress
Investment Policy	S70E, S70G + Various Legislation	Yes	Aug-15	Director Corporate & Community	As required	In progress
Leasing & Licensing of Council Owned & Managed Property	Various	No	Mar-23	Director Planning & Development	March 2024, thereafter 4 years	Adopted in April 2023.

Long Term Financial Management Plan	S70, S70F, S70G	Yes	Dec-21	Director Corporate & Community	Updates as required	In progress for March 2023
Media Policy	S70E, S70G	No	Mar-23	General Manager / Executive Officer	4 years	
Municipal Emergency Management Plan	Emergency Management Act	Yes	Sep-23	Director Works & Infrastructure	2 years	Complete
Pandemic Plan	S70E & Various	Yes	May-23	Director Works & Infrastructure	2 years	Incorporated in Municipal Emergency Management Plan
Personal and Private information Policy	S70E, S70G + Various Legislation	Yes	Oct-21	General Manager	2 years	Review in progress.
Planning & Building Fees Policy	S70E, S70G, S205, S206	Yes	Aug-19	Director Planning & Development	4 years	
Priority Projects	N/A	No	Feb-24	General Manager	Annual	Reviewed February 2024.
Private Works Policy	S70E, S70G	No	Jun-20	Director Works & Infrastructure	4 years	Update with reference to audit findings
Public Art and Memorial Policy	Various	No	Sep-22	Director Works & Infrastructure	4 years	
Public Land Register	S177A (2)	Yes	New	Director Planning & Development	4 years	To be developed 2022/23
Public Open Space Contribution Policy	Various	No	Feb-21	Director Planning & Development	4 years	
Rate Relief for Community Groups Policy	S129	Yes	Sep-23	Director Corporate & Community	4 years	
Rate Relief for Religious Organisations Policy	S129	Yes	Apr-20	Director Corporate & Community	4 years	
Rates and Charges Policy	Various	Yes	Jun-21	Director Corporate & Community	4 years	
Rates Resolution	S90	Yes	Jun-23	Director Corporate & Community	Annual	Commence in April each year
Recognition of continuous years of service - Councillors and Staff Policy	S70E, S70G	No	Sep-19	Director Corporate & Community	As required	
Recruitment Policy	S70E, S70G, Antidiscrimination Act	No	Feb-22	General Manager	4 years	
Related Party Disclosure Policy	Various	Yes	Jan-21	Director Corporate & Community	3 years	
Risk Management Policy	S70E, S70G + Various Legislation	Yes	Jun-20	Director Corporate & Community	Annual	
Risk Management Strategy	S70E, S70G + Various Legislation	Yes	Jun-20	Director Corporate & Community	2 years	
Risk Register	Various	Yes	Jun-22	General Manager	Annual	In progress
S24 Review	S24, S70E, S70G	No	Oct-20	General Manager	4 years	In progress
Safeguarding Children and Young People Policy	Child and Youth Safe Organisations Act 2023 (Tas)	Yes	Dec-23	General Manager	1 year	
Strategic Asset Management Plan	S70B, S70F, S70G	Yes	May-21	Director Works & Infrastructure	2 years	Preliminary works commenced
Strategic Plan	S66	Yes	Feb-24	General Manager	4 years	Reviewed in February 2024.
Tree Management Policy	S70E, S70G	No	Sep-22	Director Works & Infrastructure	4 years	
Triabunna Marina and Wharf Precinct Policy	S70E, S70G	No	Jul-22	Director Works & Infrastructure	4 years	
Unsealed Roads Policy	Various	No	Aug-21	Director Works & Infrastructure	4 years	commenced
Use of Council Logo Policy	S70E, S70G	No	Sep-19	General Manager / Executive Officer	4 years	Review in progress.
Use of Council's Common Seal Policy	S70E, S70G	No	Sep-23	General Manager / Executive Officer	4 years	Reviewed and adopted at 26 September 2023 Ordinary Council Meeting
Use of Electronic Devices	S70E, S70G	No	Nov-19	Director Corporate & Community	4 years	To be reviewed by no later than 2022 and thereafter, every four years. Policy review in progress
Volunteer Policy	S70E, S70G + Various Legislation	No	Sep-19	Director Corporate & Community	4 years	
Waste Management Policy	S70E, S70G	No	Apr-20	Director Works & Infrastructure	4 years	commenced
Weed Management Plan	Weed Management Act 1999	Yes	Jan-23	Director Works & Infrastructure	5 years	Draft developed

## COUNCIL MOTION TRACKING DOCUMENT

MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
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. Policy to be developed and workshopped.
27 Aug 2019	7.5	144/19	Holkham Court, Orford – Stormwater Assessment	GM	Works are implemented as outlined in the report.	Subdivision work that included stormwater impact complete. Culvert upgrade complete. Works in private land to follow on in consultation with land owners.
28 Jan 2020	7.4	22/20	Re-endorsement of the Dog Management Policy and associated Declared Areas including Dog Exercise Yards	DPD	That: 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.	A report was presented to Council in December to form a Dog Management Policy Working Group. This was endorsed unanimously, and the group is continuing to meet and prepare a draft document.
24 Mar 2020	7.4	83/20	Kerbside Vendor Location	DPD / EHO	That Council defers 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 expressions of interest. 3. A risk assessment is carried out in respect to pedestrian/user safety.	The food vendor licence policy is dependent on the By-Law review. It is recommended to pause work on the By-Law until the Future of Local Government Review is completed.
25 May 2021	8.2	85/21	Petition to Amend Sealed Plan - 14 French Street, Orford	DPD	1. Receive the above report and note that a decision was not made at the 23 March 2021 Council Meeting for the Petition to Amend Sealed Plan at 14 French Street, Orford, as the motion was lost and an alternate motion was not put. 2. Resolve that an additional report be presented to Council at a future meeting and that the applicant be provided with an opportunity to provide submissions in support of the petition to amend the Sealed Plan 168707 as applied for under SA 2020/11.	Applicant had requested that this item be considered at the September 2021 Council Meeting. Still awaiting instruction from applicant. Suggest removal of this item as it is now for a future decision.
28 September 2021	8.3	167/21	Swanwick Foreshore Erosion	MB&MI	that Council: 1. Ceases any further involvement in coastal erosion mitigation at the Swanwick Drive vicinity, and elsewhere in the municipality and; 2. Develops a Policy on coastal erosion and inundation.	Complete. Policy development under investigation.
22 February 2022	8.4	36/22	Glamorgan Spring Bay Council Section 24 Special Committees	GM	That Council: 1. Endorses a review of the Guidelines for Section 24 Special Committees of Council. 2. Endorses a review process for each individual Section 24 Special Committee.	In progress. Committees have been advised of the Council decision and that a Council Officer will be in contact in due course to work collaboratively with the Committee on the review.
22 March 2022	8.8	62/22	Swansea Helipad Proposal	DWI	That Council endorse the proposal to develop land, within planning and statutory confinements and in conjunction with other emergency management stakeholder agencies at 76 Maria Street Swansea for emergency preparedness and response purposes; that being the development of helicopter staging infrastructure through grant funding and inter-agency cooperation.	Ongoing liaison for the planning of the project through June. Propose to commence design in July 2022.  Further survey to inform design underway.
26 April 2022	8.8	83/22	Bicheno Triangle Final Design for Tender	DWI	That council endorse the proposed design and authorise officers to proceed to tendering with a view to construction.	Scope reduced. Developing smaller tender packages – quote received – working with preferred tenderer to get to a contract position.
25 October 2022	8.3	223/22	Orford Foreshore Masterplan		That Council: 1. Endorse the Orford Foreshore Masterplan in the form of Attachment 1. 2. Does not agree to enter into a lease/licence for the Prosser River Training Wall (sandbags), nor accept responsibility for any maintenance or management of this infrastructure. 3. Review the outcomes and time-frames on a regular basis with the aim to have the implementation of the management plan finalised within 5 years.	Ongoing discussion with Parks and Wildlife, awaiting their sign off.
25 October 2022	8.4	224/22	Mulching Green Waste	DWI	That council advise the public that a coarse mulch is available to pick up in domestic quantities from the Orford Transfer Station at the collector's risk and from time to time at no cost.	Process and timing for public notification and dispersal being developed. Other mulching options being investigated to see if better quality can be produced.
28 March 2023	8.8	63/23	Late Agenda Report - Limited Extension of Financial Delegation for General Manager	DWI	That Council increases the delegation limit of the General Manager from \$250,000 to satisfy the Black Summer Bushfire Recovery Grant deed requirements for Telstra invoice values for design of \$269,159, for building \$358,878 and finalisation of \$269,159.	In progress
18 April 2023	9.1	87/23	Notice of Motion - Deputy Mayor Michael Symons	GM	1. That Glamorgan Spring Bay Council write to the Health Minister to raise council and community concerns over the Department's choice of 60 A Burgess Street as a preferred site for Bicheno's new ambulance station. 2. That Council requests a meeting with the Health Minister's representatives for the purpose of discussing those concerns and to give Council an opportunity to put forward potential alternative sites.	Letter sent to Minister for Health. Meeting schedule with Deputy Mayor and Health Minister Representatives for June 2023.
23 May 2023	8.2	106/23	Swansea Loo with a View Future	DWI	That: 1. Council remove the existing turpentine piles and offer them for sale 2. Council install the second toilet pod at a suitable distance on the northern side of the existing toilet to enable the utilisation of existing sewer and water connections.	Investigation and design for new location being progressed. Poles removed.
25 July 2023	8.1	157/23	Local Government Reform	GM	That: 1. The General Manager provides a further report on the completed community survey at the next Council meeting. and;	Ongoing

					<p>2. Considering the complexity that Glamorgan Spring Bay Council has with options that include a possible North/South split, that a stage 2 response to the Local Government Review Board (due August 2, 2023) will be necessarily brief. and;</p> <p>3. The response will indicate that GSBC will be willing to continue to engage with the Tasmanian Government and neighbouring Councils to identify reforms that will meet the principles of the Local Government review and be to the benefit of the communities concerned. and;</p> <p>4. That the Tasmanian Government be requested to fund and model any potential Local Government reform identified in point 3 above for consideration by Council and community before any final decisions are made.</p>	
26 September 2023	8.7	215/23	Our Park Orford community Response to survey	DWI	That Council refers the proposals associated with this report to a future workshop to consider how the Park may be developed to promote the interests of the community.	Underway
24 October 2023	8.7	246/23	Disposal of Council Land - 50 Beattie Avenue, Bicheno	DPD	<p>That Council:</p> <p>1. RESOLVE under section 178 of the Local Government Act 1993 (the Act) to form an intention to dispose, exchange or lease of public land, being 50 Beattie Street, Bicheno (Title Ref: 62307/50) (the Land)</p> <p>2. AUTHORISE the General Manager to take all actions necessary to complete public notification of Council's intent to exchange, sell or lease the land in accordance with section 178 of the Act, and</p> <p>3. AUTHORISE the General Manager to consider and acknowledge any objection received pursuant to section 178(6) of the Act and report to a future Council meeting.</p>	Ongoing – Report will be presented to future Council meeting.
23 January 2024	8.1	9/24	In-Principle Support - South East Mountain Bike Trail	GM	That Council endorses the General Manager to provide a letter of support to SERDA for the South East Mountain Bike Trail.	Complete.
23 January 2024	8.2	10/24	Disposal of Council Land - Spencer Street, Triabunna	GM	<p>That Council:</p> <p>1. RECEIVE and NOTE the responses received during the process conducted under section 178 of the Local Government Act 1993 for 25 – 35 Spencer Street, Triabunna (Title Ref: 55156/25 – 35).</p> <p>2. Having considered all the submissions and objections received APPROVE the Disposal of the Public Land by way of exchange, sale or lease, in whole or in part, and</p> <p>3. AUTHORISE the General Manager to take any actions necessary to give effect to the disposal of the Public Land.</p>	Complete.
23 January 2024	8.3	11/24	Appointment of Emergency Management Coordinators	DWI	<p>That Council:</p> <p>1. Nominate Mr Peter Porch as the Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.</p> <p>2. Nominate Mr Darren Smith as the Deputy Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister for Police and Emergency Management via the State Emergency Management Controller as per section 23(1) of the Emergency Management Act 2006.</p> <p>3. Recommends the appointments be for a period of three years as per section 23(4) of the Emergency Management Act 2006.</p>	Complete
23 January 2024	8.4	12/24	Audit Panel Charter Review	DCC	That the matter be deferred.	Item deferred
23 January 2024	8.6	14/24	Late Agenda Report - Request for Event Support - East Coast Harvest Odyssey (ECHO)	DCC	That Council approve the application for event support from East Coast Arts and Events Tasmania LTD (ECHO Festival) in the form of \$2,000 cash contribution and in-kind support to deliver 12 bins for waste management as resources permit.	Complete.
27 February 2024	8.1	36/24	Revised Strategic Plan 2020-2029	GM	That Council adopts the revised Strategic Plan 2020-2029 as presented.	Complete.
27 February 2024	8.2	37/24	Review of Delegation Register	GM	That Council endorses the revised Delegations Register as attached to this report item.	Complete.
27 February 2024	8.3	38/24	Nomination of Councillor to Cranbrook Hall Section 24 Special Committee	GM	That Council appoint Cllr Kenneth Gregson to the Cranbrook Hall Committee, effective 27 February 2024.	Complete.
27 February 2024	8.4	39/24	Request for Event Support - Spoke Festival 2024	DCC	That Council approve event support for the Spoke Motorcycle Festival in the form of \$2,000 cash contribution to assist with infrastructure, and in kind support for the supply and removal of 12 red lid rubbish containers and 12 yellow lid recycle rubbish containers.	Complete.
27 February 2024	8.5	40/24	Community Small Grants - Pickleball Association of Tasmania	DCC	That Council approve the application for Community Small Grant funding of \$1,000 to Pickleball Association Tasmania for new court line-marking and a windbreak.	Complete.
27 February 2024	8.6	41/24	Mobile Food Vans, Pop-up Stalls & Kerbside Vending Policy	DCC	That Council rescind the Mobile Food Vans, Pop-up Stalls & Kerbside Vending Policy as attached to this report item effective 27 February 2024.	Complete.
26 March 2024	8.2	60/24	Dealing with Unreasonable Customer Conduct Policy	GM	That Council adopts the Dealing with Unreasonable Customer Conduct Policy as attached to this report item effective 26 March 2024.	Complete.
26 March 2024	8.4	62/24	Community Small Grant Application - Spring Bay Maritime and Discovery Centre Inc	DCC	That Council approve the application for Community Small Grant funding of \$1,000 to Spring Bay Maritime and Discovery Centre Inc to beautify the Spring Bay Maritime and Discovery Centre building entrance and surrounds.	In Progress
26 March 2024	8.5	63/24	Request for Event Support - Bicheno Beams 2024	DCC	That Council approves the application for event support from the events budget to Bicheno Community Development Association in the form of \$2,000 cash contribution and in-kind support for the Bicheno Beams 2024 event.	In Progress
26 March 2024	8.6	64/24	Request for Event Support - Van Dieman's Band	DCC	That Council approve the application for event support from the events budget of \$1,000 to 'Van Diemen's Band' in covering the costs associated with rehearsing and preparing the Maria Voices Choir for the Songs of the Sea musical at Spring Bay Mill.	In Progress

## ANNUAL PLAN PERFORMANCE REPORT

FOCUS AREA	ACTION	RESPONSIBLE OFFICER	PROGRESS
Planned asset renewal expenditure based on agreed asset management plans.	Deliver capital works program	Director Works and Infrastructure	Capital program delivery progressing. Tenders called and contracts being awarded. Projects being delivered. Ongoing.
	Prepare capital works program for 2023-24 based on Asset Management Plans and Long Term Financial Management Plan.		
Implement a dedicated process to ensure rates and other fees are collected in a timely manner.	Track and chase-up outstanding rates and fees regularly.	Director Corporate and Community	Ongoing
Manage cash flow tightly to ensure current liabilities can be paid from unrestricted (available) cash.	Ensure unrestricted cash balance and appropriate current liability targets are approved at the time of the annual Rates approval.	Director Corporate and Community	Completed with the budget.
Set realistic budgets and monitor income and expenditure closely.	Budgets are set to accommodate agreed services levels for each of the 21 functional departments that adequately acknowledge the current economic conditions.	Director Corporate and Community	Completed with the budget.
Advocate and lobby effectively on behalf of the community.	Represent community interests to State and Federal Governments and Agencies.	General Manager	Ongoing
Develop and foster a strong, supportive and respectful organisational culture.	Engage the Local Government Reform agenda to lead staff positively and productively through the process.	All Departments	Monitoring needs. Considering required actions.
Support and facilitate social and community events that promote community health and wellbeing	Provide budget allowances that continue to support activities and events in the community.	Director Corporate and Community	Completed with the budget.
Work with health professionals to enhance the physical and mental health of ageing people.	Work with successful tenderer on the transfer of medical centres.	Director Planning and Development	Completed. Handover occurred on the 16 <sup>th</sup> October 2023.
Advocate for reasonable access to primary, secondary and tertiary education.	Represent community interests to State and Federal Governments and Agencies.	Director Corporate and Community	Ongoing
Advocate for adequate healthcare professionals/ providers.	Work with consortium members on the Primary Care Rural Innovative Multidisciplinary Models (PRIMM) grant.	Director Planning and Development	Work continuing.
Advocate for access and coordination of reasonable transport services.	Engage with LGAT and State Growth on provision of Bus Stop infrastructure	Director Works and Infrastructure	Ongoing
Encourage and support the arts, cultural activities, programs and events.	Continue to support the small community grants program and events	Director Corporate and Community	Ongoing management of the Community Small Grant and Event Grant processes.
Create an informed and involved community by developing relevant and accessible communication channels.	Engage various communication formats when sharing information with the community in order to try to accommodate as many groups as possible.	Director Corporate and Community	Continual development to website, social and print media, public surveys, public meetings etc to communicate relevant issues to the community.
Show personal appreciation for good performance and/or positive behaviours.	Create opportunities for training and career programs	All Departments	Performance and development reviews occur. Training opportunities being identified, booked and completed.
	Ensure annual performance reviews are undertaken with staff.		
Define and embed a clear set of organisational Values and Behaviours.	Develop a set of shared organisational values.	General Manager	Active demonstration of proactive and positive leadership and values of fairness and equity.
Create a psychologically safe environment where people feel they can share ideas and raise and resolve issues or concerns.	Work with staff and other stakeholders to manage the impacts of Local Government Reform	All Departments	Monitoring needs.
Invest in relevant training or professional development to equip managers and staff to perform their roles.	Implement programs / training / counselling as necessary to manage transitional arrangements associated with Local Government Reform.	All Departments	Ongoing.
Ensure that regular performance reviews and plans are in place for all staff and that managers are supported to conduct them.	Program and deliver performance reviews for all staff.	All Departments	Performance and development reviews occur. Training opportunities being identified, booked and completed

Carry out annual staff engagement survey and address key findings.	Identify funding for appropriate programs to assist Local Government Reform Transitions.	All Departments	Ongoing
Complete all asset management plans and policies for Council infrastructure (including assessment of condition) in 2020.	Continue to update Asset Management Plans	Director Works and Infrastructure	Ongoing.
Sustain a safe and well-maintained road network across the municipality.	Implement Capital Works Program	Director Works and Infrastructure	Capital works programmed, planned and delivered. Schedules for grading developed and implemented. Ongoing.
	Schedule operational maintenance grading and associated programs		
Maintain public amenities and recreational facilities.	Manage contracts and schedules for services and monitor performance	Director Works and Infrastructure	Upgrades being delivered in capital program.
	Commence implementation of the actions identified in the Orford Foreshore Masterplan	Director Works and Infrastructure / Director Planning and Development	Work has commenced on applying for grant funding on a significant component of the actions in the Masterplan.
Advocate for improved access and speeds of telecommunications services.	Identify opportunities as they arise	All Departments	Monitoring opportunities and initiating or responding as and when they arise.
Address and update complaints management system in 2020.	Review and upgrade Council's complaints management process to ensure that complaints are actioned in accordance with Council's Customer Service Charter	Director Corporate and Community	Complete
Set clear annual budget priorities to meet needs and community expectations in consultation with the community.	Develop budget and deliver services within adopted budget parameters.	Director Works and Infrastructure	Budget adjustments to service levels implemented. Revised maintenance schedules communicated. Work commenced on draft 2024-25 budgets.
Apply for relevant grant applications and aim to achieve at least 50% success rate.	Monitor Grant opportunities and make applications as relevant to support identified programs and asset plans	Director Works and Infrastructure	Grants identified and applied for as applicable to criteria.
Inspect all Council owned buildings annually.	Establish formal reporting	Director Works and Infrastructure	In progress. Various inspections scheduled for maintenance and capital prioritisation.
Develop plans, policies and guidelines for built assets.	Service level document ongoing development	Director Works and Infrastructure	Service level documentation development ongoing
	Develop Public Toilet Strategy	Director Planning and Development	Progressing
	Commence work on the walking and cycling strategy and look for additional funding sources.	Director Planning and Development	Progressing
Review and update existing Council strategies and plans	Plans reviewed and updated as they fall due	Director Works and Infrastructure / Director Planning and Development	Ongoing
	Update Draft Dog Management Policy	Director Planning and Development	Progressing
	Update Structure Plans for Bicheno, Coles Bay, Swansea and Triabunna/Orford	Director Planning and Development	Progressing
Involve, engage and equip groups and individuals in Natural Resource Management.	Support Landcare volunteers and provide supervision and direction as necessary	Director Works and Infrastructure	Engagement continues but limited due to staff change
Invest in external expertise and capacity to complement GSBC resources.	Uphold Councils' requirements in the MOU with the Landscape Recovery Foundation	Director Works and Infrastructure / Director Planning and Development	Ongoing Development of Climate Change Strategy advancing



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