

Glamorgan Spring Bay Council

# **Information Briefing Document**

July | August | September 2025

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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 2025 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. The following is a list of recent activities undertaken by Mayor Cheryl Arnol for July, August, and September 2025. Please note, there were no Mayoral engagements attended between 23 July and 21 August 2025.

- Attended meeting with Business & Employment Southeast Tasmania (BEST)
- Attended meeting with Jane Howlett MP
- Attended meeting with State Grants Commission
- Attended Australian Local Government Women's Association (ALGWA) Board Meeting
- Attended SERDA Meeting
- Attended Triabunna tomorrow project meeting
- Attended ALGWA Masterclass
- Attended Municipal Emergency Management Committee Meeting
- Attended BEST AGM
- Attended meeting with Carlo Di Falco MP

## CORPORATE & FINANCE

The Corporate Services team has had a particularly busy period as we have transitioned from the end-of-financial-year, managing both the pre- and post- financial year tasks. This has brought us into the next phase, where the focus now shifts to the 2024/25 annual financial audit, which is currently being conducted by the Tasmanian Audit Office.

Council also met this quarter with our Audit Panel to review the interim reports and findings from the Tasmanian Audit Office and ensuring we continue to maintain and implement the relevant financial and risk controls. We are pleased to report that the Tasmanian Audit Office has confirmed no performance audit matters have been raised for Council in 2025. This outcome reflects a continued commendable effort by all involved.

Cybersecurity remains a critical concern for safeguarding both information and financial resources, including those of Council. In September, Council took a significant step by adopting its first Cyber Security Policy. This is part of a broader effort to strengthen the security of the Council's electronic data. As part of its ongoing commitment to good governance and risk mitigation, the Council is continuously developing and reviewing its Information Technology policies to stay ahead of emerging threats.

## PROPERTY SETTLEMENT CERTIFICATES

	2019/20		2020/21		2021/22		2022/23		2023/24		2024/25		2025/26	
	132	337	132	337	132	337	132	337	132	337	132	337	132	337
July	42	17	65	35	57	24	58	16	33	12	49	15	62	22
August	31	13	65	24	58	27	29	15	30	14	28	15	41	23
September	56	31	74	38	60	26	24	8	43	15	39	16	38	15
October	54	25	62	31	56	26	34	16	29	20	39	18		
November	53	31	77	34	60	32	36	15	45	25	58	31		
December	36	17	99	50	58	27	20	10	35	14	34	16		
January	47	23	69	37	50	25	24	12	55	27	39	18		
February	37	18	79	36	63	37	53	25	29	14	44	21		
March	61	26	71	43	64	30	48	26	51	21	38	15		
April	15	7	70	27	46	28	29	14	39	22	49	21		
May	16	8	53	29	39	25	46	24	18	12	42	22		
June	23	14	31	23	36	28	21	13	19	13	20	10		
<b>TOTAL</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>436</b>	<b>209</b>	<b>141</b>	<b>60</b>
<b>TOTAL</b>	<b>848</b>		<b>664</b>		<b>1,222</b>		<b>963</b>		<b>616</b>		<b>645</b>		<b>201</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
22/07/2025	Plan - SA 2019 /018Final	Acting General Manager
22/07/2025	Final Plan - SA 2024/027	Acting General Manager
24/07/2025	Final Plan - SA 2022/022	Acting General Manager
28/07/2025	Final Plan - SA2023/024	Acting General Manager
30/07/2025	Deed of Novation - Swansea Charing Station	Acting General Manager
30/07/2025	Deed of Novation - Triabunna Charing Station	Acting General Manager
6/08/2025	Grant Agreement - Cultural Heritage Organisations 2025-26	Acting General Manager
6/08/2025	Roving curator assistance deed - East Coast Heritage Museum	Acting General Manager
18/08/2025	Final Plan - SA 2022/031	Acting General Manager
18/08/2025	Final Plan - SA 2025 /002	Acting General Manager
18/08/2025	Final Plan - SA 2024 / 023	Acting General Manager
16/09/2025	Final Plan - SA2022 / 014	Chief Executive Officer
29/09/2025	Deed - Part 5 Agreement - GSBC & Redbill (TAS) Pty Ltd	Chief Executive Officer
29/09/2025	Agreement under part 5 - GSBC & Redbill (TAS) Pty Ltd	Chief Executive Officer

## COMMUNITY SMALL GRANTS PROGRAMME

### Community Small Grants Program 2025/2026

Name	Amount donated \$	Date Approved
Bicheno Community Men's Shed Insurance	\$1,000	22 July 2025
Helping Hands Fund (Auspiced by BCDA)	\$1,000	22 July 2025
Salvation Army Tasmania East Coast Mobile Mission	\$1,000	22 July 2025
Spring Bay Community Food Hub	\$1,000	26 August 2025
Swansea Makers Market	\$1,000	23 September 2025

## EVENT SUPPORT / ASSISTANCE

### Event Support Assistance 2025/2026

Name	In-kind Assistance	Amount donated \$	Date Approved
Freycinet Winter Challenge 2025 (SES Water and Road Safety)	<ul style="list-style-type: none"> <li>• Social media and marketing support .</li> <li>• Provision of extra wheelie bins and removal of bins at the conclusion of the event.</li> </ul>	\$2,000	22 July 2025
Swansea Chamber of Commerce – Local Events Committee (Mental Health Roadshow)	Nil	\$1,100	22 July 2025
Bicheno Festivals Committee Inc – Bicheno Food and Wine Festival	Provide in-kind support of: <ul style="list-style-type: none"> <li>• Permit fees waiver</li> <li>• Venue/Site hire waiver</li> <li>• Power for event</li> <li>• Collection of recycling post event</li> </ul>	\$2,000	22 July 2025
Swansea Community Christmas	Nil	\$2,000	26 August 2025

## SOCIAL MEDIA STATISTICS



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 186 Subscribers.

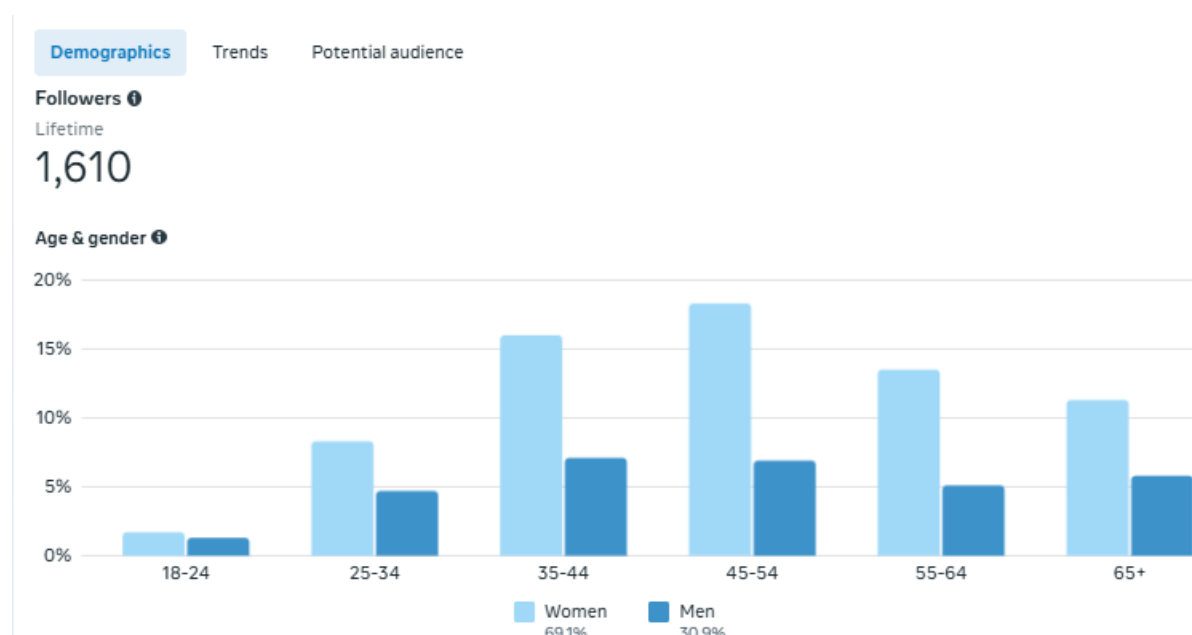
	July - September	October – December	January – March	April - June
<b>YouTube Subscribers</b>	186	-	-	-
<b>YouTube Views</b>	258	-	-	-



Facebook is used by Council to communicate a narrow range of activities, primarily current events that have a safety or hazard awareness message, such as flooding, infrastructure damage, weather events and so on.

	July - September	October – December	January – March	April - June
<b>Facebook Page reach</b>	78,622	-	-	-
<b>Facebook Page Followers</b>	1610	-	-	-

Audience:





## PLANNING & DEVELOPMENT STATISTICS

### PLANNING STATISTICS

	July - September	Total
<b>Development Applications Received</b>		
No Permit Required, Permitted, Discretionary	44	44
Subdivisions	7	7

	July - September	Total
<b>Development Applications Approved</b>		
No Permit Required	21	21
Permitted	10	10
Discretionary	18	18
Subdivisions	9	9
Applications Refused	0	0
Applications Withdrawn	0	0

### BUILDING AND PLUMBING STATISTICS

	July - September	Total
Building Permits Approved	8	8
Plumbing Permits Approved	19	19
Notifiable Building Work Approved	43	43
Notifiable Plumbing Work Approved	30	30
Low Risk Building Work	4	4
Low Risk Plumbing Work	12	12
Permit of Substantial Compliance	2	2
Building Certificates	0	0

### COMPLIANCE STATISTICS

	July - September	Total
Building Notices issued	0	0
Building Orders issued	0	0
Planning Enforcement Notices Issued	0	0

## ENVIRONMENTAL HEALTH STATISTICS

	July - September	Total
Immunisations	0	0
Food & Public Health Act Registrations	128	128
Food & Public Health Inspections	16	16
Notifiable Diseases	0	0
Sampling	0	0
Public Health/Environmental Health Complaints	7	7
On-site Wastewater Assessments/Permits	7	7
Form 49 & 50 Assessments/Inspections	3	3
New Food Business Enquiries	5	5
Development Application Assessments	5	5

## ANIMAL CONTROL STATISTICS

	July - September	Total
Dogs Registered	932	932
Kennel Licenses Issued/Renewed	0	0
Dogs Seized	0	0
Dogs Surrendered	0	0
Dogs Euthanized	0	0
Dogs placed with Dogs' Homes of Tasmania	0	0
Caution Notices Issued	0	0
Infringements	6	6
Fire Abatement Enquires/Complaints	0	0

## FINANCIAL REPORTING

## Profit and Loss

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Rate Revenue	14,502,743	14,492,219	10,524	0%	14,492,219
Statutory Charges	195,760	179,976	15,784	9%	703,968
User Charges	463,809	477,819	(14,010)	-3%	922,390
Grants	203,847	204,779	(932)	0%	1,661,585
Interest & Investment Revenue	250,440	207,297	43,143	21%	828,282
Contributions	43,103	67,500	(24,397)	-36%	270,000
Other Revenue	388,672	399,707	(11,035)	-3%	827,915
Rates Charged - Sewerage	45,599	50,860	(5,261)	-10%	50,860
<b>Total Trading Income</b>	<b>16,093,973</b>	<b>16,080,157</b>	<b>13,816</b>	<b>0%</b>	<b>19,757,219</b>
<b>Gross Profit</b>	<b>16,093,973</b>	<b>16,080,157</b>	<b>13,816</b>	<b>0%</b>	<b>19,757,219</b>
<b>Capital Grants</b>					
Grants Commonwealth Capital - Other	0	0	0	0%	677,126
Grants Commonwealth Capital - Roads to R	0	0	0	0%	1,134,041
Grants State Capital - Other	1,662,957	1,357,845	305,112	22%	1,975,574
<b>Total Capital Grants</b>	<b>1,662,957</b>	<b>1,357,845</b>	<b>305,112</b>	<b>22%</b>	<b>3,786,741</b>
<b>Other Income</b>					
Net Gain (Loss) on Disposal of Assets	43,052	0	43,052	0%	50,000
Other Revenue - Donations, Contributions N	330,000	0	330,000	0%	0
<b>Total Other Income</b>	<b>373,052</b>	<b>0</b>	<b>373,052</b>	<b>0%</b>	<b>50,000</b>
<b>Operating Expenses</b>					
Employee Costs	1,309,193	1,504,911	(195,718)	-13%	5,949,486
Materials & Services	2,264,029	2,611,880	(347,851)	-13%	8,518,015
Depreciation	1,046,949	1,017,078	29,871	3%	4,068,306
Interest	(20,203)	(20,203)	(0)	0%	167,803
Other Expenses	55,688	79,476	(23,788)	-30%	299,914
<b>Total Operating Expenses</b>	<b>4,655,655</b>	<b>5,193,142</b>	<b>(537,487)</b>	<b>-10%</b>	<b>19,003,524</b>
<b>Net Profit</b>	<b>11,438,319</b>	<b>10,887,015</b>	<b>551,304</b>	<b>5%</b>	<b>753,695</b>
<b>Total Comprehensive Result (incl Capital)</b>	<b>13,474,328</b>	<b>12,244,860</b>	<b>1,229,468</b>	<b>10%</b>	<b>4,590,436</b>

## Profit and Loss Summary - Governance

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Governance.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Statutory Charges	48	173	(125)	-72%	173
<b>Total Trading Income</b>	<b>48</b>	<b>173</b>	<b>(125)</b>	<b>-72%</b>	<b>173</b>
<b>Gross Profit</b>	<b>48</b>	<b>173</b>	<b>(125)</b>	<b>-72%</b>	<b>173</b>
<b>Other Income</b>					
Net Gain (Loss) on Disposal of Assets	21,357	0	21,357	0%	0
<b>Total Other Income</b>	<b>21,357</b>	<b>0</b>	<b>21,357</b>	<b>0%</b>	<b>0</b>
<b>Operating Expenses</b>					
Employee Costs	131,493	121,628	9,865	8%	451,765
Materials & Services	29,662	42,958	(13,296)	-31%	154,611
Depreciation	4,645	5,301	(656)	-12%	21,203
Other Expenses	27,688	43,662	(15,974)	-37%	174,650
<b>Total Operating Expenses</b>	<b>193,488</b>	<b>213,549</b>	<b>(20,061)</b>	<b>-9%</b>	<b>802,229</b>
<b>Net Profit</b>	<b>(193,440)</b>	<b>(213,376)</b>	<b>19,936</b>	<b>-9%</b>	<b>(802,056)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(172,083)</b>	<b>(213,376)</b>	<b>41,293</b>	<b>-19%</b>	<b>(802,056)</b>

## Profit and Loss Summary - Corporate Services

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Corporate Services.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Rate Revenue	12,195,410	12,191,335	4,075	0%	12,191,335
Statutory Charges	35,554	23,517	12,037	51%	94,064
Grants	38,935	38,935	(0)	0%	268,276
Interest & Investment Revenue	248,612	204,600	44,012	22%	817,494
Other Revenue	319,954	338,863	(18,909)	-6%	345,676
<b>Total Trading Income</b>	<b>12,838,464</b>	<b>12,797,250</b>	<b>41,214</b>	<b>0%</b>	<b>13,716,845</b>
<b>Gross Profit</b>	<b>12,838,464</b>	<b>12,797,250</b>	<b>41,214</b>	<b>0%</b>	<b>13,716,845</b>
<b>Operating Expenses</b>					
Employee Costs	222,570	290,043	(67,473)	-23%	1,080,046
Materials & Services	819,611	918,982	(99,371)	-11%	1,804,833
Depreciation	10,619	11,145	(526)	-5%	44,576
Other Expenses	28,000	35,814	(7,814)	-22%	125,264
<b>Total Operating Expenses</b>	<b>1,080,800</b>	<b>1,255,984</b>	<b>(175,184)</b>	<b>-14%</b>	<b>3,054,719</b>
<b>Net Profit</b>	<b>11,757,664</b>	<b>11,541,266</b>	<b>216,398</b>	<b>2%</b>	<b>10,662,126</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>11,757,664</b>	<b>11,541,266</b>	<b>216,398</b>	<b>2%</b>	<b>10,662,126</b>

## Profit and Loss Summary - Community Development

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Community Development.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Grants	0	300	(300)	-100%	300
Other Revenue	650	0	650	0%	7,756
<b>Total Trading Income</b>	<b>650</b>	<b>300</b>	<b>350</b>	<b>117%</b>	<b>8,056</b>
<b>Gross Profit</b>	<b>650</b>	<b>300</b>	<b>350</b>	<b>117%</b>	<b>8,056</b>
<b>Operating Expenses</b>					
Employee Costs	59,588	39,851	19,737	50%	147,940
Materials & Services	15,324	30,094	(14,770)	-49%	113,860
Depreciation	13,392	13,374	18	0%	53,496
<b>Total Operating Expenses</b>	<b>88,304</b>	<b>83,319</b>	<b>4,985</b>	<b>6%</b>	<b>315,296</b>
<b>Net Profit</b>	<b>(87,654)</b>	<b>(83,019)</b>	<b>(4,635)</b>	<b>6%</b>	<b>(307,240)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(87,654)</b>	<b>(83,019)</b>	<b>(4,635)</b>	<b>6%</b>	<b>(307,240)</b>



## Profit and Loss Summary - Tourism and Economic Development

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Tourism & Economic Development.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Gross Profit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>
<b>Operating Expenses</b>					
Materials & Services	70,000	70,000	0	0%	85,000
<b>Total Operating Expenses</b>	<b>70,000</b>	<b>70,000</b>	<b>0</b>	<b>0%</b>	<b>85,000</b>
<b>Net Profit</b>	<b>(70,000)</b>	<b>(70,000)</b>	<b>0</b>	<b>0%</b>	<b>(85,000)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(70,000)</b>	<b>(70,000)</b>	<b>0</b>	<b>0%</b>	<b>(85,000)</b>

## Profit and Loss Summary - Development Services

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Development Services.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Statutory Charges	160,765	152,541	8,224	5%	594,755
User Charges	1,662	5,747	(4,085)	-71%	22,988
Contributions	43,103	67,500	(24,397)	-36%	270,000
Other Revenue	353	1,363	(1,010)	-74%	2,443
<b>Total Trading Income</b>	<b>205,883</b>	<b>227,151</b>	<b>(21,268)</b>	<b>-9%</b>	<b>890,186</b>
<b>Gross Profit</b>	<b>205,883</b>	<b>227,151</b>	<b>(21,268)</b>	<b>-9%</b>	<b>890,186</b>
<b>Operating Expenses</b>					
Employee Costs	259,318	347,672	(88,354)	-25%	1,291,344
Materials & Services	103,662	172,477	(68,815)	-40%	727,454
Depreciation	9,284	9,681	(397)	-4%	38,719
<b>Total Operating Expenses</b>	<b>372,265</b>	<b>529,830</b>	<b>(157,565)</b>	<b>-30%</b>	<b>2,057,517</b>
<b>Net Profit</b>	<b>(166,382)</b>	<b>(302,679)</b>	<b>136,297</b>	<b>-45%</b>	<b>(1,167,331)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(166,382)</b>	<b>(302,679)</b>	<b>136,297</b>	<b>-45%</b>	<b>(1,167,331)</b>

## Profit and Loss Summary - Animal Control

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Animal Control.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Statutory Charges	(606)	3,745	(4,351)	-116%	14,976
User Charges	12,273	9,096	3,177	35%	36,388
<b>Total Trading Income</b>	<b>11,667</b>	<b>12,841</b>	<b>(1,174)</b>	<b>-9%</b>	<b>51,364</b>
<b>Gross Profit</b>	<b>11,667</b>	<b>12,841</b>	<b>(1,174)</b>	<b>-9%</b>	<b>51,364</b>
<b>Operating Expenses</b>					
Employee Costs	17,172	10,334	6,838	66%	38,387
Materials & Services	1,357	8,003	(6,646)	-83%	32,795
Depreciation	1,223	1,929	(706)	-37%	7,711
<b>Total Operating Expenses</b>	<b>19,751</b>	<b>20,266</b>	<b>(515)</b>	<b>-3%</b>	<b>78,893</b>
<b>Net Profit</b>	<b>(8,084)</b>	<b>(7,425)</b>	<b>(659)</b>	<b>9%</b>	<b>(27,529)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(8,084)</b>	<b>(7,425)</b>	<b>(659)</b>	<b>9%</b>	<b>(27,529)</b>

## Profit and Loss Summary - Medical Services

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Medical Centres.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Gross Profit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>
<b>Operating Expenses</b>					
Materials & Services	127,145	126,872	273	0%	543,420
Depreciation	10,163	10,593	(430)	-4%	42,376
<b>Total Operating Expenses</b>	<b>137,308</b>	<b>137,465</b>	<b>(157)</b>	<b>0%</b>	<b>585,796</b>
<b>Net Profit</b>	<b>(137,308)</b>	<b>(137,465)</b>	<b>157</b>	<b>0%</b>	<b>(585,796)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(137,308)</b>	<b>(137,465)</b>	<b>157</b>	<b>0%</b>	<b>(585,796)</b>

## Profit and Loss Summary - Marina & Wharf

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Marina & Wharf.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
User Charges	414,857	398,858	15,999	4%	610,573
Other Revenue	864	0	864	0%	268
<b>Total Trading Income</b>	<b>415,720</b>	<b>398,858</b>	<b>16,862</b>	<b>4%</b>	<b>610,841</b>
<b>Gross Profit</b>	<b>415,720</b>	<b>398,858</b>	<b>16,862</b>	<b>4%</b>	<b>610,841</b>
<b>Operating Expenses</b>					
Employee Costs	9,445	6,133	3,312	54%	22,786
Materials & Services	60,922	36,498	24,424	67%	163,259
Depreciation	39,537	33,702	5,835	17%	134,808
Interest	(6,367)	(6,367)	0	0%	51,735
<b>Total Operating Expenses</b>	<b>103,536</b>	<b>69,966</b>	<b>33,570</b>	<b>48%</b>	<b>372,588</b>
<b>Net Profit</b>	<b>312,184</b>	<b>328,892</b>	<b>(16,708)</b>	<b>-5%</b>	<b>238,253</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>312,184</b>	<b>328,892</b>	<b>(16,708)</b>	<b>-5%</b>	<b>238,253</b>

## Profit and Loss Summary - Building & Facilities

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Buildings & Facilities.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Interest & Investment Revenue	1,828	2,697	(869)	-32%	10,788
Other Revenue	369,719	25,368	344,351	1357%	101,475
<b>Total Trading Income</b>	<b>371,547</b>	<b>28,065</b>	<b>343,482</b>	<b>1224%</b>	<b>112,263</b>
<b>Gross Profit</b>	<b>371,547</b>	<b>28,065</b>	<b>343,482</b>	<b>1224%</b>	<b>112,263</b>
<b>Capital Grants</b>					
Grants Commonwealth Capital - Other	0	0	0	0%	300,000
Grants State Capital - Other	121,931	98,845	23,086	23%	716,574
<b>Total Capital Grants</b>	<b>121,931</b>	<b>98,845</b>	<b>23,086</b>	<b>23%</b>	<b>1,016,574</b>
<b>Operating Expenses</b>					
Employee Costs	34,781	30,621	4,160	14%	113,737
Materials & Services	146,071	162,606	(16,535)	-10%	707,895
Depreciation	152,026	158,550	(6,524)	-4%	634,200
<b>Total Operating Expenses</b>	<b>332,878</b>	<b>351,777</b>	<b>(18,899)</b>	<b>-5%</b>	<b>1,455,832</b>
<b>Net Profit</b>	<b>38,669</b>	<b>(323,712)</b>	<b>362,381</b>	<b>-112%</b>	<b>(1,343,569)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>160,600</b>	<b>(224,867)</b>	<b>385,467</b>	<b>-171%</b>	<b>(326,995)</b>

## Profit and Loss Summary - Works & Services

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

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

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
Rate Revenue	2,307,334	2,300,884	6,450	0%	2,300,884
User Charges	35,017	50,033	(15,016)	-30%	196,101
Grants	164,912	165,544	(632)	0%	1,393,009
Other Revenue	13,925	34,113	(20,188)	-59%	139,054
Rates Charged - Sewerage	45,599	50,860	(5,261)	-10%	50,860
<b>Total Trading Income</b>	<b>2,566,787</b>	<b>2,601,434</b>	<b>(34,647)</b>	<b>-1%</b>	<b>4,079,908</b>
<b>Gross Profit</b>	<b>2,566,787</b>	<b>2,601,434</b>	<b>(34,647)</b>	<b>-1%</b>	<b>4,079,908</b>
<b>Capital Grants</b>					
Grants Commonwealth Capital - Other	0	0	0	0%	377,126
Grants Commonwealth Capital - Roads to Recovery	0	0	0	0%	1,134,041
Grants State Capital - Other	1,541,026	1,259,000	282,026	22%	1,259,000
<b>Total Capital Grants</b>	<b>1,541,026</b>	<b>1,259,000</b>	<b>282,026</b>	<b>22%</b>	<b>2,770,167</b>
<b>Other Income</b>					
Net Gain (Loss) on Disposal of Assets	21,695	0	21,695	0%	50,000
<b>Total Other Income</b>	<b>21,695</b>	<b>0</b>	<b>21,695</b>	<b>0%</b>	<b>50,000</b>
<b>Operating Expenses</b>					
Employee Costs	625,867	749,989	(124,122)	-17%	2,785,493
Materials & Services	841,966	1,005,353	(163,387)	-16%	4,036,485
Depreciation	779,045	744,684	34,361	5%	2,978,739
<b>Total Operating Expenses</b>	<b>2,246,877</b>	<b>2,500,026</b>	<b>(253,149)</b>	<b>-10%</b>	<b>9,800,717</b>
<b>Net Profit</b>	<b>319,909</b>	<b>101,408</b>	<b>218,501</b>	<b>215%</b>	<b>(5,720,809)</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>1,882,631</b>	<b>1,360,408</b>	<b>522,223</b>	<b>38%</b>	<b>(2,900,642)</b>



## Profit and Loss Summary - Prosser Plains Raw Water Scheme

Glamorgan Spring Bay Council

For the 3 months ended 30 September 2025

Department is Prosser Plains Raw Water Scheme.

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget
<b>Trading Income</b>					
User Charges	0	14,085	(14,085)	-100%	56,340
Other Revenue	0	0	0	0%	231,243
<b>Total Trading Income</b>	<b>0</b>	<b>14,085</b>	<b>(14,085)</b>	<b>-100%</b>	<b>287,583</b>
<b>Gross Profit</b>	<b>0</b>	<b>14,085</b>	<b>(14,085)</b>	<b>-100%</b>	<b>287,583</b>
<b>Operating Expenses</b>					
Materials & Services	10,253	14,478	(4,225)	-29%	56,340
Depreciation	27,015	28,119	(1,104)	-4%	112,478
Interest	(13,836)	(13,836)	(0)	0%	116,068
<b>Total Operating Expenses</b>	<b>23,432</b>	<b>28,761</b>	<b>(5,329)</b>	<b>-19%</b>	<b>284,886</b>
<b>Net Profit</b>	<b>(23,432)</b>	<b>(14,676)</b>	<b>(8,756)</b>	<b>60%</b>	<b>2,697</b>
<b>Total Comprehensive Result (incl Capital Income)</b>	<b>(23,432)</b>	<b>(14,676)</b>	<b>(8,756)</b>	<b>60%</b>	<b>2,697</b>

## CORPORATE CALENDAR

Document / Item	LGA Act Reference or Other as Stipulated	Statutory Y/N	Date Last Updated	Responsible Officer	Review Cycle	Comments
Community Small Grant Policy	S70E, S70G	No	Sep-10	Director Corporate & Communications	4 years	In progress - proposed change to model to be agreed with council
Flora & Fauna Plans	Threatened Species Act 1995/Nature Conservation Act 2002/EPBC Act 1999/Forest Practices Regulations 2005	Yes	Oct-14	Director Planning & Development	4 years	Review placed on hold for the next financial year. The current F&F plans remain current until the review takes place.
Investment Policy	S70E, S70G + Various Legislation	Yes	Aug-15	Director Corporate & Communications	As required	In progress
Conservation Covenant Rebate Policy	S129	Yes	May-19	Director Corporate & Communications	2 years	In Progress
Use of Council Logo Policy	S70E, S70G	No	Sep-19	Chief Executive Officer / Executive Officer	4 years	Review in progress.
Volunteer Policy	S70E, S70G + Various Legislation	No	Sep-19	Chief Executive Officer	4 years	
Use of Electronic Devices	S70E, S70G	No	Nov-19	Director Corporate & Communications	4 years	In progress
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. Awaiting feedback from Parks.
Australian Citizenship Ceremony Dress Code	S70E, S70G,	Yes	Feb-20	Chief Executive Officer	4 years	
Corporate Credit Card Policy	S70E, S70G	No	Apr-20	Director Corporate & Communications	4 years	
Financial Reserves Policy	S70E, S70G	Yes	Apr-20	Director Corporate & Communications	As required	
Fraud Control Policy	S70E, S70G + Various Legislation	Yes	Apr-20	Director Corporate & Communications	2 years	In progress
Environmental Bylaw	S145 LGA + Various	Yes	May-20	Director Planning & Development	4 years	Gazetted 23 May 2020
Risk Management Policy	S70E, S70G + Various Legislation	Yes	Jun-20	Director Corporate & Communications	Annual	
Risk Management Strategy	S70E, S70G + Various Legislation	Yes	Jun-20	Director Corporate & Communications	2 years	
S24 Review	S24, S70E, S70G	No	Oct-20	Chief Executive Officer	4 years	In progress
Community Recovery Plan	S70E & Various	Yes	Feb-21	Director Works & Infrastructure	4 years	Complete
Public Open Space Contribution Policy	Various	No	Feb-21	Director Planning & Development	4 years	
Applying for Grants on Council Land Policy	Various	No	Apr-21	Director Planning & Development	4 years	
Implementation of Records Management System	S70E, S70G & State Archives Act	Yes	Jun-21	Director Corporate & Communications	Complete	SharePoint
Financial Management Strategy	S70, S70F, S70G	Yes	Jul-21	Director Corporate & Communications	2 years	Review commenced June 2025
Information Management Policy	S70E, Archives Act & Various	Yes	Jul-21	Director Corporate & Communications	4 years	In progress
Personal and Private information Policy	S70E, S70G + Various Legislation	Yes	Oct-21	Chief Executive Officer	2 years	On hold.
Long Term Financial Management Plan	S70, S70F, S70G	Yes	Dec-21	Director Corporate & Communications	Updates as required	In progress
Council Advertising Policy	S70E, S70G	No	Jan-22	Chief Executive Officer	4 years	
Recruitment Policy	S70E, S70G, Antidiscrimination Act	No	Feb-22	Chief Executive Officer	4 years	
Communications & Engagement Framework	S70E	Yes	Apr-22	Director Corporate & Communications	4 years	
Enterprise Agreement	Various	Yes	Jul-22	Chief Executive Officer / Internal Review Committee	3 years	In progress
Triabunna Marina and Wharf Precinct Policy	S70E, S70G	No	Jul-22	Director Works & Infrastructure	4 years	
Tree Management Policy	S70E, S70G	No	Sep-22	Director Works & Infrastructure	4 years	
Car Parking Cash-In-Lieu Contribution Policy	S70E, S70G	No	Sep-22	Director Planning & Development	4 years	
Weed Management Plan	Weed Management Act 1999	Yes	Jan-23	Director Works & Infrastructure	5 years	Draft developed
Council Workshop Policy	Various	No	Jan-23	Chief Executive Officer	4 years	
Leasing & Licensing of Council Owned & Managed Property	Various	No	Mar-23	Director Planning & Development	March 2024, thereafter 4 years	Adopted in April 2023.
Media Policy	S70E, S70G	No	Mar-23	Chief Executive Officer / Executive Officer	4 years	
Pandemic Plan	S70E & Various	Yes	May-23	Director Works & Infrastructure	2 years	Incorporated in Municipal Emergency Management Plan
Customer Service Charter	339F, S70E, S70G	Yes	Sep-23	Director Corporate & Communications	4 years	
Municipal Emergency Management Plan	Emergency Management Act	Yes	Sep-23	Director Works & Infrastructure	2 years	Complete
Use of Council's Common Seal Policy	S70E, S70G	No	Sep-23	Chief Executive Officer / Executive Officer	4 years	Reviewed and adopted on 26 September 2023 Ordinary Council Meeting
Safeguarding Children and Young People Policy	Child and Youth Safe Organisations Act 2023 (Tas)	Yes	Dec-23	Chief Executive Officer	1 year	

Annual Report	S72	Yes	Dec-23	Chief Executive Officer	Annual	Commenced. Due for adoption at the December 2025 AGM.
Business Continuity Plan	S70E & Various	Yes	Feb-24	Chief Executive Officer	2 years	To be reviewed in January 2026.
Strategic Plan	S66	Yes	Feb-24	Chief Executive Officer	4 years	Reviewed in February 2024. / Half Term Plan implemented 2025-2027
Dealing with unreasonable customer conduct	Various	No	Mar-24	Director Corporate & Communications	4 years	
Councillor Allowances & Expense Reimbursement Policy	S70E, S70G, R42 LG(Gen) Regs	Yes	May-24	Chief Executive Officer	4 years	Reviewed May 2024
Audit Panel Charter	S85, S85A, S85B	Yes	Jun-24	Director Corporate & Communications	4 years	
Public Interest Disclosure Procedures	PID Act 2002	Yes	Jul-24	Chief Executive Officer	3 years	Reviewed in July 2024.
Annual Plan & Budget Estimates	S82, S70G	Yes	Jul-24	Director Corporate & Communications	Annual	In progress - will be on the Agenda for July 2025 Council Meeting.
Asset Management Policy	S70E, 70C	Yes	Aug-24	Director Works & Infrastructure	4 years	Reviewed August 2024.
Unsealed Roads Policy	Various	No	Aug-24	Director Works & Infrastructure	4 years	Reviewed August 2024.
Waste Management Policy	S70E, S70G	No	Aug-24	Director Works & Infrastructure	4 years	Reviewed August 2024.
Delegation Register	S64	Yes	Oct-24	Chief Executive Officer	As required	Revised register adopted at Ordinary Council Meeting on 24 June 2025.
Fee Exemption and Reduction Policy	S70E, S70G, S205, S206	Yes	Oct-24	Director Planning & Development	4 years	
Related Party Disclosure Policy	Various	Yes	Oct-24	Director Corporate & Communications	3 years	Adopted at October 2024 Council Meeting
Strategic Asset Management Plan	S70B, S70F, S70G	Yes	Nov-24	Director Works & Infrastructure	4 years	Adopted in November 2024.
Family and Domestic Violence Policy and Procedure		No	Jan-25	Chief Executive Officer	4 years	
Gifts & Donations Policy	S56A, S56B, 70E, 70G, LG(Gen) Regs 2015	Yes	Jan-25	Chief Executive Officer / Executive Officer	4 years	
Public Art and Memorial Policy	Various	No	Jan-25	Director Works & Infrastructure	4 years	Revised and adopted in January 2025 Ordinary Council Meeting
Stormwater Policy for New Development		No	Jan-25	Director Works & Infrastructure	4 years	
Advocacy Initiatives (2025)	N/A	No	Feb-25	Chief Executive Officer	Annual	Reviewed February 2025.
Work Health and Safety Policy	Various	Yes	Feb-25	Chief Executive Officer	4 years	Revised and adopted in February 2025 Ordinary Council Meeting
Employee Code of Conduct Policy - Staff	Various	No	Feb-25	Chief Executive Officer	4 years	
Recognition of continuous years of service - Councillors and Staff Policy	S70E, S70G	No	Feb-25	Chief Executive Officer	Feb-29	Reviewed and adopted on 25 February 2025 Council Meeting
Private Works Policy	S70E, S70G	No	Mar-25	Director Works & Infrastructure	4 years	Revised and adopted in March 2025 Ordinary Council Meeting
Half-Term Plan - 2025_2027	N/A	No	Mar-25	Chief Executive Officer	2 years	Adopted on 25 March 2025 Ordinary Council Meeting
Fees & Charges Register	s206	Yes	May-25	Director Corporate & Communications	Annual	Adopted at May 2025 Ordinary Council Meeting
Rates and Charges Policy	Various	Yes	May-25	Director Corporate & Communications	4 years	Reviewed (revised Rates and Charges Policy consolidates and replaces the following Rate Relief for Community Groups, Rate Relief for Religious Organisations)
Financial Hardship Assistance Policy	Part 9 (Rates & Charges), S70E, s70G	No	May-25	Director Corporate & Communications	4 years	Revised policy adopted at Council Meeting on 27th May 2025.
Public Toilet Strategy 2025-2035		No	May-25	Director Planning & Development	2 years	Adopted on 27 May 2025 Ordinary Council Meeting
Budget	S82	Yes	Jun-25	Director Corporate & Communications	Annual	Budget Estimates adopted at Ordinary Council Meeting on 24 June 2025.
Rates Resolution	S90	Yes	Jun-25	Director Corporate & Communications	Annual	Rates Resolution adopted at Ordinary Council Meeting on 24 June 2025.
Council Meetings - Audio/Visual Recording	R43 LG(MP) Regs 2025	Yes	Jul-25	Chief Executive Officer / Executive Officer	As required	Revised and adopted on 22 July 2025 Ordinary Council Meeting
Model Dispute Resolution Policy	Various	Yes	Jul-25	Chief Executive Officer	4 years	Adopted in July 2025 Ordinary Council Meeting.
Chief Executive Officer Title Policy	N/A	Yes	Jul-25	Chief Executive Officer	4 years	Adopted in July 2025 Ordinary Council Meeting.
Risk Register	Various	Yes	Sep-25	Chief Executive Officer	Annual	Updates ongoing
Code for Tenders and Contracts	S333B, S70E, S70G	Yes	Aug-28	Director Works & Infrastructure	4 years	Reviewed August 2024.
Coastal Erosion & Inundation Policy	S70E	No	New	Director Planning & Development	4 years	To be developed
Corporate Branding Policy	S70E, S70G	No	New	Chief Executive Officer	4 years	To be developed
Debt Collection Procedure	S70E, S70G + Various Legislation	Yes	New	Director Corporate & Communications	4 years	In progress
Public Land Register	S177A (2)	Yes	New	Director Planning & Development	4 years	To be developed 2022/23
Assessment of Council Related Development Applications	N/A	No	New	Director Planning & Development	4 years	Adopted on 26 August 2025 Council Meeting
Cybersecurity Policy	N/A	No	New	Director Corporate & Communications	4 years	Adopted on 23 September 2025 Council Meeting - Review in 6 Months May '25

## 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 complete
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.	Ongoing – Awaiting confirmation from Parks & Wildlife Services.
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. Review delayed due to personnel vacancies.
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. Council to purchase mulcher in conjunction with DSRA who have been successful in attracting a grant for half the purchase funds. Mulcher ordered. Mulch being collected by public as available. Complete.
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. North side impractical – south side more efficient and less costly. Footings poured. Steelwork ready. Lifting into place in August 2025. Complete
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.	Future report to follow capital allocation for design and consultation on a master plan for the park.
24 October 2023	8.7	246/23	Disposal of Council Land - 50 Beattie Avenue, Bicheno	DPD	That Council: 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) 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 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.	Ongoing – Report will be presented to future Council meeting.
28 January 2025	8.1	07/25	Dolphin Sands Bushfire Mitigation Assessment Report November 2024	AGM	That council adopts the Dolphin Sands Bushfire Mitigation Assessment Report November 2024 and commends it to the General Manager to implement to the extent of council's resource limitations, powers and delegations.	Recommended Actions commenced. Water tanks installed. 2 fire breaks to be cleared.
27 May 2025	8.7	108/25	The Freycinet Challenge 2025 - Event Support Grant Application	CDC	That Council defers the matter to the July 2025 Ordinary Council Meeting.	Completed.
22 July 2025	8.1	155/25	2025/26 Annual Plan	EO	That Council adopts the 2025/26 Annual Plan as attached to this report with an amendment to the first row (page 6) of the Section 5. Our Economy 2025/2026 Actions, Investment and partnership development as follows: Work with community on the Triabunna Marina infrastructure project - Commence dialogue with community and departments to identify opportunities and challenges. - Ensure a robust process is employed for this key Triabunna marina infrastructure and resourcing project, with draft Terms of Reference and draft plans presented to Council as part of the project development process.	Complete.
22 July 2025	8.2	156/25	Draft Model Dispute Resolution Policy	EO	That Council adopts the Model Dispute Resolution Policy as attached to this report item effective 22 July 2025.	Completed.
22 July 2025	8.3	157/25	Revised Policy Council Meetings Audio Visual Recording and Live Streaming	EO	That Council adopts the revised Council Meetings – Audio/Visual Recording and Live Streaming Policy as attached to this report item effective 22 July 2025.	Completed.
22 July 2025	8.4	158/25	Chief Executive Officer Title Policy	EO	That Council adopts the Chief Executive Officer Title Policy as attached to this report item, and the transitional steps detailed in the Policy be implemented, with a view to the change in title taking effect from 8 September 2025.	Completed.
22 July 2025	8.5	159/25	Review of Delegation Register	EO	That Council endorses the revised Delegations Register as attached to this report item effective 8 September 2025, and notes that for the avoidance of doubt, Chief Executive Officer means the General Manager.	Completed.
22 July 2025	8.7	161/25	Community Small Grant - Bicheno Men's Shed	CDC	That Council approve the application for Community Small Grant funding of \$1,000 to Bicheno Community Men's Shed for partial payment of Insurance Policy for 2025/26.	Completed
22 July 2025	8.8	162/25	Community Small Grant - Bicheno Helping Hands Fund	CDC	That Council approve the application for Community Small Grant funding of \$1,000 to Bicheno Helping Hands Fund.	Completed
22 July 2025	8.9	163/25	Community Small Grant - Salvation Army Tasmania East Coast Mobile Mission	CDC	That Council approve the application for Community Small Grant funding of \$1,000 to Salvation Army Tasmania East Coast Mobile Mission for funding to purchase food for community-based initiatives.	Completed
22 July 2025	8.10	164/25	Event Support Grant Application - The Freycinet Challenge 2025	CDC	That Council approves the application from Jamset Pty Ltd for the Freycinet Challenge event for event support towards the costs of three safety boats for the event, and in-kind support as resources permit. This support will be provided in the form of \$2,000 cash contribution and in-kind support for the Freycinet Challenge 2025 event.	Completed

22 July 2025	8.11	165/25	Event Support Grant Application - Swansea Chamber of Commerce and Tourism (Local Events Committee)	CDC	That Council approve the application for event support from Swansea Chamber Commerce and Tourism – Local Events Committee for \$1,100 towards the Mental Health Comedy Roadshow event.	Completed
22 July 2025	8.12		Event Support Grant Application - Bicheno Food and Wine Festival	CDC	1. Approve the application for event support from Bicheno Festivals Committee Inc. for \$2,000 for the Bicheno Food and Wine Festival to cover the costs of supplementary wheelie bins and transport, skip bin hire and waste management towards the event. and; 2. Provide in-kind support of: o Permit fees waiver o Venue/Site hire waiver o Power for event o Collection of recycling post event (aluminium cans , glass and plastic bottles). Sorted in Bulka Bags for collection.	Completed
26 August 2025	8.1	179/25	Review of Delegation Register	EO	That Council endorses the revised Delegations Register as attached to this report item effective 8 September 2025, and notes that for the avoidance of doubt, Chief Executive Officer means the General Manager.	Completed.
26 August 2025	8.2	180/25	Assessment of Council Related Development Applications Policy	DPD	That Council adopts the Assessment of Council Related Development Applications Policy as attached to this report item effective 26th August 2025.	Completed.
26 August 2025	8.3	181/25	Community Small Grant Spring Bay Community Food Hub	CDC	That Council approve the application for Community Small Grant funding of \$1,000 to Spring Bay Community Food Hub for the purchase of food and essential supplies	Completed
26 August 2025	8.4	182/25	Swansea Community Christmas Event Support Grant Application	CDC	That Council approve the application for event support from Swansea Community Christmas for \$2,000 towards the Swansea Community Christmas event.	Completed
23 September 2025	8.1	200/25	Sale of 50 Beattie Avenue land and Lions Park Play Ground Upgrade	DWI	That Council 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 Avenue, Bicheno (Title Ref: 62307/50) (the Land). 2. Proceeds with the playground construction for the Lions Park, funding the budget shortfall from the land asset sales and public open space financial reserves.	In progress
23 September 2025	8.2	201/25	Draft Cybersecurity Policy	EO	That Council adopts the Cybersecurity Policy as attached to this report item effective 23 September 2025.	Complete.
23 September 2025	8.3	202/25	Swansea Makers Market Small Grant Application	CDC	That Council approve the application for Community Small Grant funding of \$1,000 to Swansea Makers Market for event advertising and hire of band.	Completed

# ANNUAL PLAN PERFORMANCE REPORT

## AS ALIGNED WITH OUR HALF TERM PLAN 2025-2027

The Annual Plan outlines targeted actions, specifying the steps to be taken over the next 12 months to support the priorities of the Half Term Plan.

1. OUR GOVERNANCE AND FINANCE	2025/2026 ACTIONS	RESPONSIBLE DEPARTMENT	PROGRESS
Operational strength and resilience			
Secure additional grants through building relationships with government and agency representatives and engaging skilled grant writers in our community	<ul style="list-style-type: none"><li>Identify and apply for relevant grants.</li></ul>	All departments	GSBC has been invited to apply for funding from the Major and Local Community Infrastructure Program (MLCIP) in support of an upgrade to the Bicheno Surf Life Saving Club (Bicheno SLSC) - the MLCIP is offered by the Department of Infrastructure, Transport, Regional Development, Communications, sport and the Arts.
Build capability and understanding of financial planning within Council and community.	<ul style="list-style-type: none"><li>Identify and promote learning opportunities with relevant parties</li></ul>		Ongoing
A skilled workforce to service and support the work of Council			
Attract and retain skilled staff.	<ul style="list-style-type: none"><li>Work with council to create a culture and environment that is attractive to staff.</li><li>Provide competitive conditions for staff positions.</li></ul>	All departments	GSBC recognises there are professions in high demand including planning, compliance and environmental services. GSBC recognises that providing flexible working arrangements and market competitive salary packages are essential to attracting and retaining staff to roles that support core role and function.
Develop competencies within existing staff.	<ul style="list-style-type: none"><li>Develop training plans and ensure they are completed.</li></ul>		Staff development plans are devised and implemented as relevant training is identified.
Develop a Human Resource Strategy to help the organisation support and achieve the outcomes of the strategic priorities particularly around securing additional funds	<ul style="list-style-type: none"><li>Develop Human Resources Strategy to enable completion of Strategic Objectives.</li><li>Implement strategy.</li></ul>		Not started
Informed participation and decision making around Local Government Reform and Act			
Take a pro-active and responsive approach to Local Government Reform and engage with the sector, on associated recommendations, via LGAT.	<ul style="list-style-type: none"><li>Grasp opportunities to progress individual reform initiatives as Office of Local Government invite participation.</li></ul>	All departments	Actively participate in all forums relevant to reform with commitment to keep the community and elected members informed.
Ensure information and data is available to inform decision making by Council and Community.	<ul style="list-style-type: none"><li>Collect and analyse data. Interpret results to provide a clear picture of relevant situations. Articulate the meaning of the information to community, the Office of Local Government and other relevant parties.</li></ul>		Demographic data not yet collected. Update information being prepared by LGAT which may provide additional information.
Help shape the new Local Government Act to ensure it is ‘fit and responsive’ to contemporary times and community needs.	<ul style="list-style-type: none"><li>Engage with the Office of Local Government and LGAT to provide input to consultation processes</li></ul>		Participation in OLG and LGAT General Manager forums on topics including “Councillor Numbers and Allowances” and “Targeted Reform Amendment Bill”
Respond to new Local Government Act governance provisions and training for councillors	<ul style="list-style-type: none"><li>Arrange training for councillors as modules or information becomes available.</li></ul>		Not started, to be arranged in 2026.
2. OUR COMMUNITY	2025/2026 ACTIONS	RESPONSIBLE DEPARTMENT	PROGRESS
Community Development Co-ordinator for Glamorgan Spring Bay Communities			
Appoint a community development co-ordinator to make progress on Foundation 2 outcomes.	<ul style="list-style-type: none"><li>Develop plan for foundation 2 Initiatives.</li></ul>	Governance	Coordinator appointed. Community engagement commenced for strategic priorities.
Mobilise the community’s strength and focus on active communities that are willing to help and would like to work on things in their area.	<ul style="list-style-type: none"><li>Develop relationships with community groups and assess their capabilities.</li><li>Provide assistance to strengthen groups operating effectively.</li></ul>		Regular meetings within community have been developed and are occurring.
Explore making use of the knowledge and skills within the community as a resource to provide feedback and advice to Council on complex challenges.	<ul style="list-style-type: none"><li>Review S24 committee needs across council activities.</li><li>Recommend and facilitate engagement where beneficial.</li></ul>		Assistance in connecting communities with State and other agency resources has commenced. Assistance with grant applications has borne fruit.
Implement relevant aspects of the Local Government Reform Agenda.	<ul style="list-style-type: none"><li>Provide reporting as required by the Local Government Act for community development.</li></ul>		In conjunction with councillors, review of S24 committee needs has commenced.
Community building in all initiatives			
Bring community development knowledge and skills to projects.	<ul style="list-style-type: none"><li>Community Development Plan integrates project development.</li></ul>	Governance	Community Development Plan content subject to Review of Local Government Act and yet to be developed requirements of such a plan.
Build understanding within the Community of Council’s work and roles.	<ul style="list-style-type: none"><li>Maintain and continue to build councils media and communications initiatives.</li></ul>		Under development
Continue to generate confidence and trust between Council and Communities.	<ul style="list-style-type: none"><li>Provide timely reporting on council activities and decisions.</li><li>Conduct community engagement where resources allow and consider community feedback.</li></ul>		Council support for BEST initiatives to engage school leavers
Spring Bay Health Hub advocacy for funding and facilitation of engagement between Government and Industry partners	<ul style="list-style-type: none"><li>Engage with funding providers and industry participants to facilitate development of a health hub.</li></ul>		Not started



Young people are resilient, connected, and have educational opportunities			
Give young people a ‘voice’ in articulating needs and co-designing responses.	<ul style="list-style-type: none"><li>Develop engagement opportunities with schools and clubs to hear from young people.</li></ul>	Governance	Not started
Ensure barriers of distance to education and skills are mitigated via the establishment of a Study Hub in the area.	<ul style="list-style-type: none"><li>Promote existing facilities among stakeholders.</li><li>Advocate for and plan for delivery of training events in the municipality.</li></ul>		Study Hub initiatives have been announced in Break-O-Day and Sorell. Working with BEST and the East Coast Alliance to leverage off these developments.
3. INFRASTRUCTURE AND SERVICES	2025/2026 ACTIONS	RESPONSIBLE DEPARTMENT	PROGRESS
Road upgrades for safe and efficient volume management			
Tasman Highway (State Owned).	<ul style="list-style-type: none"><li>Engage with State Growth on road design and priorities for Tasman Highway upgrades.</li></ul>	Works and Infrastructure	Ongoing
Wielangta Road seal and bridge replacement.	<ul style="list-style-type: none"><li>Lobby State and Federal Governments for funding for the upgrade of Wielangta road and associated bridges.</li></ul>		Bridge funding application for 17 Acre Creek bridge replacement made September 2025. Wielangta Rd #53 pipe bridge replacement- completed
Footpath upgrades and development for safety and connection			
Improved footpath safety for Triabunna and Swanwick communities.	<ul style="list-style-type: none"><li>Conduct footpath inspection.</li><li>Prioritise defects and program works.</li><li>Seek grant funds and developer contributions to renew or create new footpaths.</li></ul>	Works and Infrastructure	Footpath inspection scheduled. Intervention priorities determined. Infrastructure infills being identified and prioritised. Existing projects with unfulfilled construction (original grant insufficiency) being advanced.
Improved footpaths for vulnerable user groups.	<ul style="list-style-type: none"><li>Seek grant funds and developer contributions to renew or create new footpaths</li></ul>		New footpaths being created by developers. Existing footpaths being renewed.
Footpaths to and in all residential developments.	<ul style="list-style-type: none"><li>Consider requirements for footpaths in new subdivisions.</li></ul>		Engineering conditions for subdivisions include consideration for footpaths and disability access. New footpaths being created.
Work in partnership with the businesses and residents of Swansea to achieve the following:			
Rezoning requirements to support the Swansea Township Structure Plan.	<ul style="list-style-type: none"><li>Investigate rezoning opportunities identified in Section 6 of the Swansea Structure Plan</li></ul>	Planning and Development	This matter has not progressed.
Development of the Swansea Health Precinct.	<ul style="list-style-type: none"><li>Conduct a conversation with community on future use of land.</li><li>Engage with Government and Private entities as community sentiment is evaluated.</li></ul>		This matter has not progressed.
Transfer of the Swansea Recreation Ground to Council’s name.	<ul style="list-style-type: none"><li>Engage with NRE to progress land ownership restrictions.</li></ul>		This matter has not progressed.
Working in partnership with residents, businesses and funders to achieve the following Open Space Strategy initiatives:			
Transfer the Triabunna Recreation Ground to Council’s name.	<ul style="list-style-type: none"><li>Develop a project scope for all potential land transfers.</li><li>Engage with NRE on all potential land transfers including Triabunna Recreation Ground</li></ul>	Planning and Development	This matter has not progressed.
Upgrade Orford foreshores facilities.	<ul style="list-style-type: none"><li>Seek appropriate grant funds and developer contributions.</li><li>Progress priority works identified in strategies for funding and addition to capital program</li></ul>		This matter has not progressed.
Develop the Marina Green Space.	<ul style="list-style-type: none"><li>Commence dialogue to identify opportunities and challenges for development of the green space.</li></ul>		Engagement with Triabunna Tomorrow working groups has commenced
Working in partnership with residents, businesses and funders to achieve the following Walking and Cycling Strategy initiatives:			
Link the Gulch to the Blow Hole Bicheno.	<ul style="list-style-type: none"><li>Seek funding for design and construction of footpath.</li></ul>	Works and Infrastructure	No funding yet identified for this
Develop the Orford to Triabunna shared pathway.	<ul style="list-style-type: none"><li>Negotiate with property owners and State Growth for access to secure a corridor.</li></ul>		Some informal talks have been held with the landowner between Triabunna and Barton Ave
Develop the Swanwick to Coles Bay shared pathway	<ul style="list-style-type: none"><li>Seek funding for feasibility study to determine location and access limitations.</li></ul>		No progress yet
Develop the Dolphin Sands to Swansea shared pathway.	<ul style="list-style-type: none"><li>Seek funding for feasibility study to determine location and access limitations.</li></ul>		No progress yet
Marine infrastructure development and leases			
Secure funding through MAST for renewal of marine infrastructure.	<ul style="list-style-type: none"><li>Liaise with representatives of MAST on priorities for funding.</li></ul>	Works and Infrastructure	Bicheno boat ramp lighting installed.
Pro-actively resolve issues associated with foreshore leases.	<ul style="list-style-type: none"><li>Liaise with lease holders and State Government departments on resolving identified issues</li></ul>		Work has begun on foreshore lease and licence deficiencies
Asset Renewal			
100% renewal based on condition assessment.	<ul style="list-style-type: none"><li>Develop 10 year renewal program for all asset classes.</li><li>Annual capital program includes renewal target values across asset groups.</li></ul>	Works and Infrastructure	Ongoing development and review of 10 year renewal program Renewal targets used to inform capital program development
Drainage and Stormwater Management			



Continued delivery of the Catchment Plan actions, and additional catchment plans to develop.	<ul style="list-style-type: none"><li>Capital programs include works from catchment plans to mitigate flooding.</li></ul>	Works and Infrastructure	Working with developer to address south Orford catchment plan flooding to West Shelly road properties – capital works
4. OUR ENVIRONMENT	2025/2026 ACTIONS	RESPONSIBLE DEPARTMENT	PROGRESS
Climate Adaptation, Action and Resilience			
Work with communities, to help deliver the actions of the Climate Change Adaptation Plan 2023.	<ul style="list-style-type: none"><li>Maintain MOU with Landscape Recovery Foundation. (LRF)</li></ul>	Planning and Development	NRM Officer contracted one-day per week.
Work with communities to help deliver the key priorities of the NRM and Climate Resilience Strategy.	<ul style="list-style-type: none"><li>LRF action plans are monitored for fulfillment.</li></ul>		Services agreement in place with LRF to implement the NRM and Climate Resilience Strategy.
Work with communities to secure funding grants to achieve progress on plan and strategy.	<ul style="list-style-type: none"><li>Provide letters of support and consultation with community on strategic projects.</li></ul>		LRF provides a bi-monthly report to Director P&D. Discussions underway with LRF to improve action tracking and performance reporting.
Council partnered with LRF on a \$500,000 grant application to address Saltwater Creek flooding. Awaiting advice of the outcome.			
Strengthen community resilience and preparedness for natural disasters			
Work with the communities to ensure preparedness for natural disaster emergencies.	<ul style="list-style-type: none"><li>Maintain currency of emergency management networks.</li><li>Update Community Recovery Plan.</li></ul>	Works and Infrastructure	Evacuation Centre basic goods procured and deployed through Grant funding.
Implement actions from adopted plans – Dolphin Sands Fire Mitigation Municipal Emergency Management Sub-plans.	<ul style="list-style-type: none"><li>Develop Fire management and burn plans where required.</li><li>Provide access to beach on recommended easements at Dolphin Sands.</li></ul>		Fire plan for Harold St and Doris and Rita Reserve submitted to Parks for approval. Dolphin Sands fire mitigation activities progressing.
Participate in FMAC activities.	<ul style="list-style-type: none"><li>Provide leadership to FMAC and work with stakeholders on strategic initiatives.</li></ul>		Council DWI elected chair of East Coast FMAC enabling sign off to most recent plan.
Ensure NRM services and environmental awareness			
Build on the relationship with Landscape Recovery Foundation to deliver NRM Services including the Weed Action Plan.	<ul style="list-style-type: none"><li>Identify grants to deliver strategic objectives.</li><li>Provide support to facilitate LRF activities.</li></ul>	Planning and Development	LRF has been successful in two grants – funds from which will support activities within the municipality. LRF awaits the outcome of another grant application. GSBC has provided a Letter of Support for a separate grant application by LRF.
Raise community awareness and understanding of the impact of environmental interference e.g. chopping down trees, clearing habitat, noise etc.	<ul style="list-style-type: none"><li>Liaise with LRF and East Coast Community Catchment Committee on improving community awareness</li></ul>		This is a function of the services provided by LRF under contract to GSBC.
Future proof the water supply			
Work with TasWater to ensure future water supply.	<ul style="list-style-type: none"><li>Advocate with TasWater and Ministers for infrastructure upgrades and future proofing water supply.</li></ul>	Governance	Discussion with TasWater representative during PSP5 consultation on water security, population and development growth and water yield studies.
5. OUR ECONOMY	2025/2026 ACTIONS		PROGRESS
Investment and partnership development			
Work with community on the Triabunna Marina Infrastructure project.	<ul style="list-style-type: none"><li>Commence dialogue with community and departments to identify opportunities and challenges.</li><li>Ensure a robust process is employed for this key Triabunna marina infrastructure and resourcing project, with draft Terms of Reference and draft plans presented to Council as part of the project development process.</li></ul>	Governance	Strong engagement with State Growth, the East Coast Alliance and ECTT on projects encompassing this project. Information being provided to council as it comes to hand.
Work with government agencies to ensure they understand the resources needed to respond to increasing visitor numbers particularly on the areas’ infrastructure.	<ul style="list-style-type: none"><li>Advocate for improved facilities and adequate funding.</li><li>Facilitate ECTT research into the "right" tourism to promote.</li></ul>		Various conversations with ECTT representatives, PWS officers and local MPs regarding increasing tourism numbers, impact on infrastructure and the need for financial support to provide infrastructure to match demand.
Improved tourism data collection to support grant applications and advocacy for region.	<ul style="list-style-type: none"><li>Facilitate ECTT operations.</li><li>Collaborate with ECTT around the collection of useful data and information development.</li></ul>		Strengthened support provided to ECTT though Budget.
Work towards every development incorporating urban design, universal access and climate mitigation.	<ul style="list-style-type: none"><li>Advocate for reforms which support improvements to urban design, universal access and climate mitigation.</li></ul>	Planning and Development	Development need only satisfy the planning scheme, National Construction Code and associated Australian Standards. Where applicable, decisions are made consistent with the NRM & climate Resilience Strategy. To the extent that is possible, energy saving measures are incorporated into Council assets e.g. solar panels and battery. Officers seek to keep abreast of urban design principles through professional affiliations and professional development opportunities.
Sustainable visitor economy			
Highlight businesses engaged in responding to climate change, making it a feature of the area’s identity and experiences.	<ul style="list-style-type: none"><li>Feature articles in council media.</li><li>Develop a narrative that generates pride and support for positive Climate Change response.</li></ul>	Governance	Not started
Continue to fund and support Tourism industry support structures for the region.	<ul style="list-style-type: none"><li>Engage with ECTT and South East Region Development Association (SERDA), TAFE and Regional Development Australia (RDA) to promote tourism initiatives.</li></ul>		SERDA strategic Plan endorsed by council. ECTT funding continued.
Encourage the improved competency of tourism operators in maximising technology for customer benefit, promotion and efficiencies.	<ul style="list-style-type: none"><li>Facilitate ECTT initiatives for IT solutions.</li><li>Advocate for improved communications infrastructure.</li></ul>		Not started

Engage with initiatives to regulate visitor accommodation options.	<ul style="list-style-type: none"><li>Advocate for workable initiatives aimed at regulating Air BnB proliferation.</li></ul>	Planning and Development	Visitor accommodation is regulated via drafting of the planning scheme. There are no plans to amend existing regulatory environment, however officers keep abreast of policy settings in this space via affiliations and networks.
Engage with the sector to advocate that the planning scheme dictates restrictions on developments that are detrimental to the character of our area.	<ul style="list-style-type: none"><li>Advocate for planning reforms which support location character.</li></ul>	Planning and Development	Opportunities for planning reform of the planning scheme will be documented and prioritised and actioned where reasonable to do so.
<b>Leveraging the opportunities of the Silver Economy</b>			
Explore the potential of the Silver Economy and what role Council could and should play	<ul style="list-style-type: none"><li>Collect data relevant to the silver economy.</li><li>Interrogate and interpret the data to produce information to inform actions to leverage off silver economy activity</li></ul>	Corporate and Communications	Demographer engaged to provide relevant data as current data becomes available.
<b>Skilled Workforce</b>			
Work with industry, training providers and business sectors to educate and qualify, promote, attract and retain a skilled workforce to meet needs.	<ul style="list-style-type: none"><li>Develop a workforce development toolkit.</li><li>Engage with SERDA and the East Coast Alliance on integrated plans to address workforce challenges.</li></ul>	All departments	Working groups engaged within the East Coast Alliance



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