



Information Briefing Document

as at 31 March 2022

(for the January/February/March reporting period)

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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 2022 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, however due to maximum density limits associated with COVID-19, Council is only able to accommodate for a maximum of 6 visitors in the Council Meeting.

Registrations will open on the Thursday prior to the scheduled monthly Council Meeting and will 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 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.

During the period January to March 2022 inclusive, there were 119 views of the audio/visually recorded Council meetings via the YouTube platform.

MAYORAL ACTIVITIES

MAYOR ROBERT YOUNG

The Mayor attends numerous engagements each month. This is a list of the recent activities undertaken by Mayor Robert Young for January, February & March 2022, including:

- Municipal Emergency Management Meeting
- Attended Amos Family Bicentennial at Cranbrook
- ABC radio Mayoral Moments interview
- Attended meeting with John Tucker MP
- Attended meeting with State Director of Department of Foreign Affairs



MEDICAL SERVICES – TRIABUNNA & BICHENO

In late 2021 Council was approached by a party interested in operating the two medical practices. Discussions have been held with the parties and Officers are currently working through concept proposals for consideration. It is intended that if an adequate proposal is obtained this will be presented to Council in the near future.

Both Practices are currently facing a significant increase in costs for equipment, services and unfilled positions. These increased costs are due to changes in the market which appear to be driven by the pandemic and the shortage of equipment and personnel.

Council continues to lobby the State and Federal Government for more medical support for the East Coast.

HUMAN RESOURCES

Many team members have been impacted by the effects of Covid-19. This has created additional work obligations and often a reduction in personnel availability causing some delays in work and periodic closure of activities such as the medical centres and museum.

We farewelled two team members, one from planning and one from the environment section. .

Two new team members were appointed during the quarter to the position of Plumbing Surveyor and trainee planner.

A training workshop was conducted within the Corporate team in February that assists to recognize characteristics to enable better communication and productivity.

This period saw the passing of one of our office team members. This had a significant effect on our team.

CORPORATE SERVICES

Council has developed the Corporate Calendar, which details the legislative reports, plans and Council policies that are to be developed or updated over the next 12 months. Refer attached.



CORPORATE CALENDAR

Item No.	Document / Item	Statutory - Y/N?	LGA Act Reference Or Other as Stipulated	Date When Last Updated	Review History	Review Status/Comments	Responsible Officer / External Resource	Lead Officer	Priority	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
1	Code of Conduct	Yes	S28E (2) c	Feb 2019	Every new term of Council (every 4 years)	GSBC Model Code of Conduct endorsed by new Council 26/02/19	N/A	G.I	DUE 2022										Start		
2	Community Strategic Plan	Yes	S66	Mar 2020	Submissions reviewed at the May 2020 Council Workshop with the final Plan adopted at the May 2020 Ordinary Council Meeting.	Plan developed, workshopped & adopted by Council May 2020. Plan to be reviewed following 2022 Local Government Elections.	General Manager	G.I	DUE 2022										Start		
3	Long Term Financial Management Plan	Yes	S70, S70F, S70G	2021	Adopted by Council 23 March 2021	In progress	Director Corporate & Community	E.B	MEDIUM	Start				Finish							
4	Financial Management Strategy	Yes	S70, S70F, S70G	2015	GM to work with Accountant and Senior Finance Officer to provide draft to Council. Obtain best practice template.	Adopted by Council 27 July 2021	Director Corporate & Community	E.B	AS REQUIRED												
5	Strategic Asset Management Plan	Yes	S70B, S70F, S70G	May 2021	Adopted by Council 25 May 2021	Review Annually	Director Corporate & Community	P.P	AS REQUIRED												
6	Audit Charter	Yes	S85, S85A, S85B	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 140/20).	Council's Audit Panel Charter to be reviewed 2024	Director Corporate & Community	E.B	DUE 2024												
7	Annual Plan & Budget Estimates	Yes	S82, S70G	Mar 2020	Adopted by Council 27 July 2021	Adopted by Council 27 July 2021. Commence in May each year	Director Corporate & Community	G.I	MEDIUM			Start			Finish						
8	Rates Resolution	Yes	S90	June 2020	Commence in April each year	In progress. To be presented at he June 2022 Council meeting.	Director Corporate & Community	E.B	MEDIUM		Start				Finish						
9	Fees & Charges Register	Yes	s206	April 2020	Commence in April each year	2021/22 fees and charges adopted by Council June 2021. Commence in May each year.	Director Corporate & Community	E.B	MEDIUM			Start		Finish							
10	Budget	Yes	S82	Feb 2020	Commence in Feb/March each year	2021/22 Budget endorsed by Council June 2021.	Director Corporate & Community	E.B	MEDIUM			Start			Finish						
11	S24 Review	No	S24, S70E, S70G	Oct 2020	Reviewed October 2020.	All section 24 Committees TOR to be reviewed post 2022 Local Government elections.	Director Corporate & Community	G.I	AS REQUIRED												
12	Annual Report	Yes	S72	December 2021	Commence in August each year - Developed by GM/Executive Officer with final financial statements provided by TAO and checked by Accountant	Adopted 14 December 2021	Director Corporate & Community	G.I	MEDIUM								Start				Finish
13	Public Land Register	Yes	S177A (2)	To be developed	Not currently compliant. To be developed 2020. List of Council land is held in asset register, needs to be available for public viewing and in map form.	Whilst developing compliant register, check any land that Council wishes to lease or dispose of does qualify as public land under the LGA and must be disposed of according to process in LGA. To be developed 2022.	Director Planning & Development	A.W	HIGH					Finish							
14	Environmental Bylaw	Yes	S145 LGA + Various	May 2020	Reviewed Sept 2019. Signed by Mayor & AGM Apr 2020	Gazetted 23 May 2020	Director Corporate & Community	A.W	AS REQUIRED												
15	Policy - Private Works	No	S70E, S70G	June 2020	Policy developed. Requires review 2023	Policy developed and reviewed at Council workshop June 2020. Adopted by Council June 2020.	Director Corporate & Community	E.B	DUE 2023												
16	Policy - Regulation of Stalls and Kerbside Vendors	No	S70E, S70G	Oct 2019	Reviewed and adopted by Council October 2019 (Dec. 175/19)	Requires further review. To be workshopped in once new By-Law is in place.	Director Corporate & Community	A.W	MEDIUM				Finish								
17	Car Parking Cash-In-Lieu Contribution Policy	No	S70E, S70G	July 2016	Last reviewed 23/08/16 (115/16). Requires review 2020.	Reviewed and adopted by Council April 2021. Due for review April 2022.	Director Corporate & Community	A.W	MEDIUM			Start			Finish						
18	Policy - Council Advertising	No	S70E, S70G	June 2019	Reviewed & Adopted by Council January 2022	To be reviewed 2026	Director Corporate & Community	G.I	DUE 2026												
19	Policy - Dog Management 2019-2025	Yes	S7 (Dog Control Act)	Jan 2020	Re-endorsed by Council Jan 2020 (Dec. 22/20). To be reviewed in accordance with the finalisation of the Dog Control Act 2000 amendments.	Initial consultation has commenced with key stakeholders. Broader community consultation to occur following adoption of Orford Foreshore MasterPlan.	Director Corporate & Community	A.W	MEDIUM				Finish								
20	Policy - Planning & Building Fees	Yes	S70E, S70G, S205, S206	Aug 2019	Reviewed & adopted by Council Aug 2019 (Dec. 141/19).	Reviewed and adopted by Council in June 2021. Complete.	Director Corporate & Community	A.W	DUE 2023												
21	Policy - Waste Management	No	S70E, S70G	July 2016	Adopted by Council 27 July 2021	To be reviewed in April 2024	Director Corporate & Community	P.P	DUE 2024												
22	Policy - Tree Management	No	S70E, S70G	Sept 2016	Approved 27.09.16 (127/1) Review as required but no later than 2020. Em'd to GM 16.08.19 for staff review.	To be reviewed 2020, workshopped and submitted to Council.	Director Corporate & Community	P.P	LOW	Start					Finish						
23	Policy - Marina and Wharf Precinct	No	S70E, S70G	Oct 2016	Approved 25.10.16 (143/16) Review as required but no later than 2020	Review commenced September 2021. To be workshopped and submitted to Council	Director Corporate & Community	A.O	LOW				Finish								
25	Policy - Use of Electronic Devices	No	S70E, S70G	Nov 2019	Reviewed and adopted by Council 26 Nov 2019 (Dec. 217/19)	Due for review 2022.	Director Corporate & Community	E.B	MEDIUM		Start		Finish								
26	Policy - Conservation Covenant Rebate	Yes	S129	May 2019	Reviewed and adopted by Council 28 May 2019 (Dec. 104/19)	Due for review 2021.	Director Corporate & Community	E.B	LOW			Finish									
27	Policy - Rate Relief for Community Groups	Yes	S129	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 134/20).	Due for review 2024.	Director Corporate & Community	E.B	DUE 2024												
28	Policy - Rate Relief for Religious Organisations	Yes	S129	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 133/20).	Due for review 2022.	Director Corporate & Community	E.B	MEDIUM		Start			Finish							
29	Policy - Financial Reserves	Yes	S70E, S70G	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 82/20).	Due for review 2023.	Director Corporate & Community	E.B	DUE 2023												
30	Policy - Asset Management	Yes	S70C, S70Em S70G	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec 132/20).	Due for review 2024.	Director Works & Infrastructure	P.P	DUE 2024												
31	Policy - Customer Service Charter	Yes	339F, S70E, S70G	Sept 2019	Reviewed and adopted by Council 24 Sept 2019 (Dec. 160/19).	Due for review 2023.	Director Corporate & Community	G.I	DUE 2023												



32	Policy - Fraud Control	Yes	S70E, S70G + Various Legislation	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 131/20).	Due for review April 2022.	Audit Committee	E.B	MEDIUM				Start		Finish						
33	Policy - Investment	Yes	S70E, S70G + Various Legislation	Aug 2015	Approved 11.08.15 (110/15) Overdue for review.	To be reviewed 2020, workshopped and submitted to Council.	Contract Accountant	E.B	MEDIUM			Start			Finish						
34	Financial Hardship Assistance Policy	No	Part 9 (Rates & Charges), S70E, S70G	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 1520)	Due for review 2022.	Contract Accountant	E.B	MEDIUM		Start			Finish							
35	Policy - Provision of communication equipment to Councillors	No	S70E, S70G	Mar 2009	Approved 23.03.09 (064/09) Overdue for review.	To be reviewed 2020, workshopped and submitted to Council.	General Manager / Executive Officer	G.I	LOW				Finish								
36	Policy - Payment of allowances, expenses and provision of facilities for Councillors	Yes	S70E, S70G & R42 LG(Gen) Regs	Mar 2009	Approved 23.03.09 (064/09) Review as required - Review overdue	To be reviewed 2020, workshopped and submitted to Council.	General Manager / Contract Accountant	G.I	LOW				Finish								
37	Policy - Recognition of continuous years of service - Councillors and Staff	No	S70E, S70G	Sept 2019	Reviewed and adopted by Council 24 Sept 2019 (Dec. 161/19).	Due for review 2023.	General Manager / Executive Officer	E.B	DUE 2023												
38	Media Policy - Media statements	No	S70E, S70G	Feb 2019	Reviewed and adopted by Council 18 Feb 2019 (Dec. 19/19).	Due to review 2023.	General Manager / Executive Officer	E.B	DUE 2023												
39	Policy - Use of Council logo	No	S70E, S70G	Sept 2019	Reviewed and adopted by Council 24 Sept 2019 (Dec. 162/19).	Due for review 2023.	General Manager / Executive Officer	E.B	DUE 2023												
40	Policy - Council owned vehicles	No	S70E, S70G	Sept 2019	Reviewed and adopted by Council 24 Sept 2019 (Dec. 163/19)	Due for review 2023.	Director Works & Infrastructure	P.P	DUE 2023												
41	Policy - Code for tenders and contracts	Yes	S333B, S70E, S70G	February 2022	Approved 22/02/2022. Review January 2024	Due for review 2024.	Director Works & Infrastructure	P.P	DUE 2024												
42	Policy - Volunteer Policy	No	S70E, S70G + Various Legislation	Sept 2019	Reviewed and adopted by Council 24 Sept 2019 (Dec. 164/19)	Due for review 2023.	Director Corporate & Community	E.B	DUE 2023												
43	Policy - Community Small Grant Fund	No	S70E, S70G	Sept 2010	Approved 28.09.10 (173/10) Review Overdue	To be reviewed 2020, workshopped and submitted to Council.	Director Corporate & Community / Contract Accountant	E.B	MEDIUM	Start			Finish								
44	Policy - Corporate Credit Card	No	S70E, S70G	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 130/20)	Due for review 2024.	Director Corporate & Community	E.B	DUE 2024												
45	Policy - Council Meetings - Audio/Visual Recording	Yes	R33 LG(MP) Regs 2015	Apr 2020	Updated, reviewed and adopted by Council 28 April to incorporate special provision (COVID-19) (Dec. 138/20) - To be reviewed as required	To be reviewed in accordance with COVID-19 distancing regulations.	General Manager / Executive Officer	J.M	AS REQUIRED												
46	Policy - Personal and private information	Yes	S70E, S70G + Various Legislation	Aug 2018	Approved 26 October 2021. Review required September 2023.	Due for review September 2023	General Manager	E.B	DUE SEPTEMBER 2023												
47	Policy - Recruitment Policy	No	S70E, S70G, Antidiscrimination Act	Feb 2022	Policy reviewed and updated into new format February 2022. No other changes were required at the time of review.	Due for review February 2026	General Manager	G.I	DUE FEBRUARY 2026												
48	Australian Citizenship Ceremony Dress Code	Yes	S70E, S70G,	Feb 2020	New Code adopted by Council 25 Feb 2020 (Dec. 52/20).	As required	Director Corporate & Community	E.B	AS REQUIRED												
49	Risk Management Policy	Yes	S70E, S70G + Various Legislation	June 2020	Developed, workshopped and adopted by Council June 2020.	Due for review 2023.	Director Corporate & Community	E.B / P.P	DUE 2023												
50	Risk Management Strategy	Yes	S70E, S70G + Various Legislation	To be developed	Developed, workshopped and adopted by Council June 2020.	Due for review 2023.	Director Corporate & Community	E.B / P.P	DUE 2023												
51	Debt Collection Policy	Yes	S70E, S70G + Various Legislation	To be developed	Requires development.	To be developed 2020, workshopped and submitted to Council.	Director Corporate & Community	E.B	MEDIUM						Finish						
52	Corporate Branding Policy	No	S70E, S70G	To be developed	Requires development.	Draft developed January 2021. To be workshopped and submitted to Council.	Director Corporate & Community	E.B	LOW				Finish								
53	Risk Register	Yes	Various	March 2021	Regularly Reviewed & Updated	Ongoing	General Manager (JLT assistance)	E.B	MEDIUM	Ongoing											
54	Gifts & Benefits Policy	Yes	S56A, S56B, 70E, 70G, LG(Gen) Regs 2015	August 2021	Adopted by Council 24 August 2021	Due for review 2024.	General Manager / Executive Officer	J.M	DUE 2024												
55	Municipal Emergency Management Plan	Yes	Emergency Management Act	2018	To be reviewed 2020 by the Emergency Management Committee (EMC) every two years. Review overdue.	Adopted by Council September 2020. To be reviewed 2022.	Director Works & Infrastructure	P.P	DUE SEPTEMBER 2022												
56	Community Recovery Plan	Yes	S70E & Various	Feb-21	Regularly Reviewed & Updated	Complete	Director Works & Infrastructure	P.P	DUE 2023												
57	Employee Code of Conduct Policy - Staff	No	Various	March 2022	Reviewed and updated to new policy template March 2022.	Internal review (operational Policy)	General Manager	G.I	DUE MARCH 2026												
58	Enterprise Agreement	Yes	Various	Feb 2019	Approved by Fair Work Commissioner February 2019.	Enterprise Agreement negotiations completed June 2021. Negotiations to commence again in early 2022.	General Manager / Internal Review Committee	G.I	DUE 2022		Start				Finish						
59	Use of Council's Common Seal Policy	No	S70E, S70G	Apr 2020	Reviewed and adopted by Council 28 April 2020 (Dec. 142/20).	Due for review 2023.	General Manager / Executive Officer	J.M	DUE 2023												
60	Implementation of Records Management System	Yes	S70E, S70G & State Archives Act	To be implemented	Requires implementation	Currently in final stages. A specialist has been contracted to bring to completion and roll out.	Director Corporate & Community	E.B	MEDIUM			Finish									



61	Information Management Policy	Yes	S70E, Archives Act & Various	Jul-21	Adopted by Council 27 July 2021	Due for review July 2022	Director Corporate & Community	E.B	MEDIUM					Start		Finish					
62	Asset Management Policy	Yes	S70E, 70C	October 2020	Developed October 2020	Adopted by Council October 2020	General Manager	G.I	DUE 2024												
63	Flora & Fauna Plans	Yes	Threatened Species Act 1995/Nature Conservation Act	2014	First review since endorsement.	Review placed on hold for the next financial year. The current F&F plans still remain current until the review takes place.	Director Planning & Development	A.W	LOW							Finsih					
64	Weed Management Plan	Yes	Weed Management Act 1999	Jan 2016	Every 5 years	Review to be undertaken by sub committee of NRMC. Review placed on hold pending annual plan review. The current plan still remain current until the review takes place.	Director Works & Infrastructure	P.P	LOW							Finsih					
65	Business Continuity Plan	Yes	S70E & Various	March 2021	Developed March 2021	Developed 2021	General Manager	G.I	AS REQUIRED												
66	Pandemic Plan	Yes	S70E & Various	May 2020	Developed April 2020.	Developed, workshopped and adopted by Council April 2020. To be reviewed as required.	Director Works & Infrastructure	P.P	AS REQUIRED												
67	COVID Safe Plans	Yes	S70E & Various	April 2020	Regularly Reviewed & Updated	Ongoing	General Manager	P.P	MEDIUM	Ongoing											
68	Communications & Engagement Framework	Yes	S70E	Developed March 2022	Workshopped on 12 April 2022, to be adopted at 26 April Council Meeting	Workshopped on 12 April 2022, to be adopted at 26 April Council Meeting	Director Corporate & Community	E.B	MEDIUM				Finish								
70	Public Open Space Contribution Policy	No	Various	February 2021	Developed February 2021	Adopted February 2021	Director Planning & Development	A.W	DUE 2022												
71	Council Workshop Policy	No	Various	January 2022	Developed January 2022	Adopted January 2022	General Manager	G.I	DUE 2023												
72	Coastal Erosion & Indundation Policy	No	S70E	To be developed	To be developed, Workshopped and adopted by Council	To be developed	Director Planning & Development	A.W	LOW				Start						Finish		



PROPERTY SETTLEMENT CERTIFICATES A/A

31 MARCH 2022

	2016/17		2017/18		2018/19		2019/20		2020/21		2021/22	
	132	337	132	337	132	337	132	337	132	337	132	337
July	42	18	47	18	64	25	42	17	65	35	57	24
August	50	26	58	28	60	37	31	13	65	24	58	27
September	43	20	51	27	46	19	56	31	74	38	60	26
October	37	18	57	37	48	22	54	25	62	31	56	26
November	53	30	60	32	47	18	53	31	77	34	60	32
December	35	17	38	18	40	19	36	17	99	50	58	27
January	46	23	59	29	61	24	47	23	69	37	50	25
February	72	33	51	20	49	30	37	18	79	36	63	37
March	87	41	53	23	45	16	61	26	71	43	64	30
April	48	21	61	31	50	27	15	7	70	27		
May	50	27	56	31	40	17	16	8	53	29		
June	31	16	38	21	27	17	23	14	31	23		
Total	594	290	629	315	577	271	471	230	815	407		
TOTAL		884		944		848		664		1,222		

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).

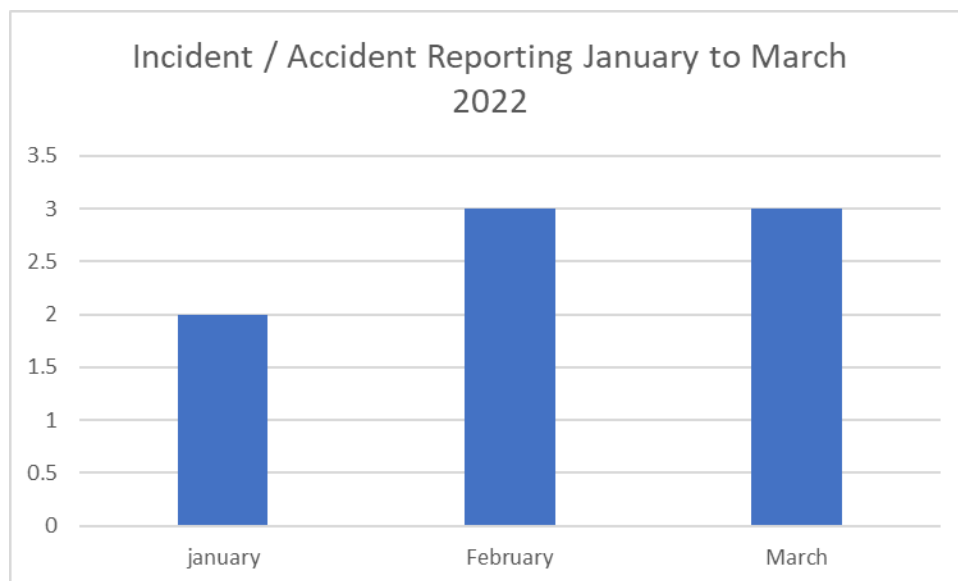
Section 337 Council Land Information Certificate

- (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.



WORK HEALTH AND SAFETY

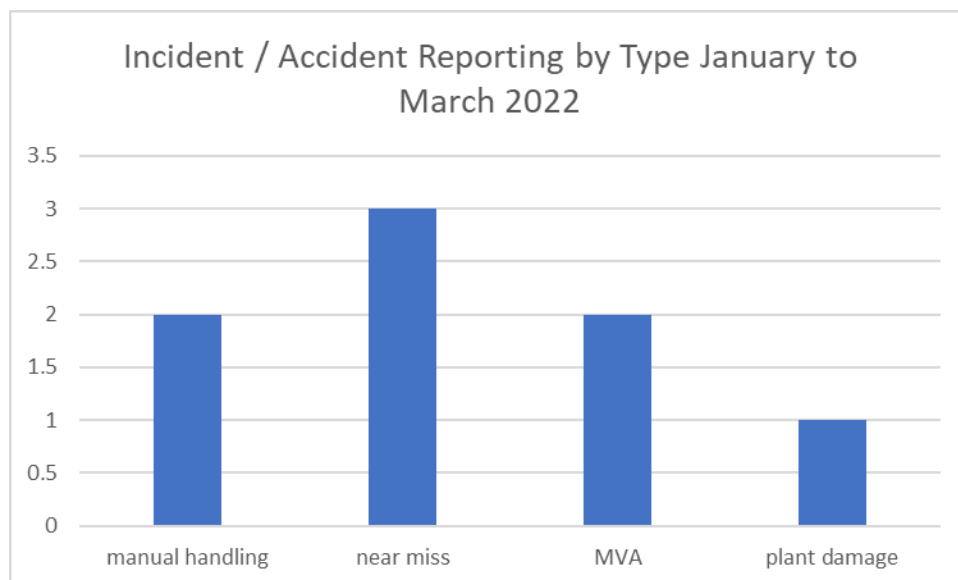
Incident/Accident Reporting Numbers January to March 2022



Analysis:

Eight Incident/Accidents have been reported for the January to March 2022 quarter.

Incident / Accident Reporting by type January to March 2022



Analysis:

No identifiable trends have been reported in 2022, near miss reporting is the main type indicating an improvement in lead indicators.



USE OF COUNCIL SEAL

DATE	DETAILS	SIGNATURE
7/02/2022	Lease Agreement - Glamorgan Spring Bay Council and Swansea Golf Club	General Manager
8/02/2022	Transfer of easement to TasWater CT 65080/7	General Manager
8/02/2022	Transfer of easement to TasWater CT 33291/1	General Manager
8/02/2022	Transfer of easement to TasWater CT 64265/2	General Manager
10/02/2022	Final Plan - Council Approval page - CT 65080/1	General Manager
28/02/2022	Final Plan - Council Approval page - SA 2006/01	General Manager
1/03/2022	Final Plan - Council Approval page - SA 2021/32	General Manager
2/03/2022	Adhesion Order - SA 2021/33	General Manager
4/03/2022	Final Plan - Council Approval page- CT 179916/302	General Manager
15/03/2022	Final Plan - Council Approval Page - SA 2015/24	General Manager

COMMUNITY SMALL GRANTS PROGRAMME

NAME	AMOUNT DONATED \$	COUNCIL DECISION NO.	DATE APPROVED
The Triabunna Village (ERDO)	\$1,000	33/22	22/02/2022
Amos Family Bicentenary Committee Inc	\$1,000	34/22	22/02/2022
Glamorgan Suicide Awareness Network	\$1,000	35/22	22/02/2022
Ten Lives Cat Centre	\$1,000	53/22	22/03/2022

COMMUNITY EVENT SUPPORT

NAME	AMOUNT DONATED \$	COUNCIL DECISION NO.	DATE APPROVED
Spoke Motorbike Festival	In-kind Support	General Manager / Operational Decision	24/02/2022
Coles Bay Half Triathlon	In-kind support (\$950)	39/22	22/02/2022
Festival of Voices	\$5,000	57/22	22/03/2022
East Coast Harvest Odyssey (ECHO) Festival	\$2,000 + In-kind Support	58/22	22/03/2022



PLANNING & DEVELOPMENT STATISTICS

Planning Statistics as at 31 March 2022

PLANNING	JANUARY-MARCH	YTD*
Development Applications Received (Total)	77	254
Development Applications Approved	71	248
Development Applications Refused	2	2
Development Applications Withdrawn	2	5
<i>*Calendar Year</i>		

Building Statistics as at 31 March 2022

BUILDING & PLUMBING	JANUARY-MARCH	YTD*
Building Permits Approved	5	5
Plumbing Permits Approved	17	17
Notifiable Building Work Approved	50	50
Notifiable Plumbing Work Approved	25	25
Low Risk Building Work	1	1
Low Risk Plumbing Work	2	2
Permit of Substantial Compliance	0	0
Building Certificates	1	1
<i>*Calendar Year</i>		

Compliance Statistics as at 31 March 2022

COMPLIANCE	JANUARY-MARCH	YTD*
Building Notices issued	1	1
Building Orders issued	3	3
Planning Complaints Received	4	39
Building and Plumbing Complaints Received	4	4
Environmental Health Complaints Received	5	5
Planning Enforcement Notices Issued	2	8
<i>*Calendar Year</i>		



Environmental Health Statistics as at 31 March 2022

ENVIRONMENTAL HEALTH	January - March	YTD*
Immunisations	38	38
Food & Public Health Act Registrations	5	5
Food & Public Health Inspections	25	25
Notifiable Diseases	2	2
Sampling	38	38
Public Health/Environmental Health Complaints	12	12
On-site Wastewater Assessments/Permits	14	14
Form 49 & 50 Assessments/Inspections	2	2
New Food Business Enquiries	6	6
Development Application Assessments	3	3
<i>*Calendar Year</i>		

Animal Control Statistics as at 31 March 2022

ANIMAL CONTROL	January - March	YTD*
Dogs Registered	27	1128
Kennel Licenses Issued/Renewed	1	6
Dogs Impounded	3	12
Dog Attacks	2	5
Dogs Seized	0	0
Dogs Surrendered	0	0
Dogs Euthanized	0	0
Dogs at Large	5	20
Dogs placed with Dogs' Homes of Tasmania	0	0
Caution Notices Issued	18	41
Complaints	11	37
Infringements	4	10
Lost Dog calls	1	7
Other	0	0
Fire Abatement Enquires/Complaints	32	88
Cat Enquires/Complaints	10	29
Livestock Enquires/Complaints	6	14



FINANCIAL REPORTING

PROFIT AND LOSS – GROUP

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Rate Revenue	9,862,154	9,848,476	13,678	0%	9,867,631	
Statutory Charges	628,771	543,006	85,765	16%	724,013	
User Charges	670,200	492,129	178,071	36%	656,156	1
Grants	758,002	640,340	117,662	18%	1,617,100	
Interest & Investment Revenue	328,320	223,826	104,494	47%	519,441	2
Contributions	190,530	105,001	85,529	81%	140,000	3
Other Revenue	1,661,504	1,681,071	(19,567)	-1%	2,275,056	
Total Trading Income	14,099,481	13,533,849	565,632	4%	15,799,397	
Gross Profit	14,099,481	13,533,849	565,632	4%	15,799,397	
Capital Grants						
Grants Commonwealth Capital - Other	371,428	2,717,462	(2,346,034)	-86%	5,717,462	
Grants Commonwealth Capital - Roads to Recovery	664,065	516,021	148,044	29%	664,065	
Grants State Capital - Other	131,123	349,122	(217,999)	-62%	532,903	
Total Capital Grants	1,166,616	3,582,605	(2,415,989)	-67%	6,914,430	4
Other Income						
Net Gain (Loss) on Disposal of Assets	48,405	0	48,405	0%	0	
Other Income - PPRWS Reimbursement of Principal Loan	0	0	0	0%	102,609	
Total Other Income	48,405	0	48,405	0%	102,609	
Operating Expenses						
Employee Costs	3,444,252	3,731,868	(287,617)	-8%	4,975,840	
Materials & Services	5,731,899	6,045,037	(313,138)	-5%	7,952,266	
Depreciation	2,151,812	2,151,812	0	0%	2,869,085	
Interest	99,295	170,325	(71,030)	-42%	227,106	5
Other Expenses	159,405	169,119	(9,714)	-6%	225,505	
Total Operating Expenses	11,586,662	12,268,161	(681,499)	-6%	16,249,802	
Net Profit	2,512,819	1,265,688	1,247,131	99%	(450,405)	
Total Comprehensive Result (incl Capital Income)	3,727,840	4,848,293	(1,120,453)	-23%	6,566,634	
Capital Works Program (Current Year WIP)						
Work in Progress Capital Works - Plant Internal	81,182	0	81,182	0%	0	
Work In Progress Payroll - Salaries and Wages	86,649	0	86,649	0%	0	
Work in Progress Capital Works - On Costs	41,158	0	41,158	0%	0	
Work in Progress Capital Works - Contractor Costs	1,529,203	0	1,529,203	0%	0	
Work in Progress Capital Works - Other Costs	85,712	0	85,712	0%	0	
Work in Progress Capital Works - Materials	502,107	0	502,107	0%	0	
Work in Progress Capital Works - Consultancy	100,125	0	100,125	0%	0	
Work in Progress Capital Works - Plant Hire External	7,176	0	7,176	0%	0	
Total Capital Works Program (Current Year WIP)	2,433,311	0	2,433,311	0%	0	

NOTES

1 Higher Prosser water scheme water usage fees due to excess rainfall \$120k, higher than forecast planning / animal management fees \$10/\$15k, private works \$26k, Waste management fees \$12k.

2. Unexpected Water Corporation dividend \$103k

3. Higher stormwater and public open space contributions than forecast.

4. Expenses yet to be incurred for grant revenue to be claimed.

5 Interest of loans is recognised at milestones throughout the year, with the variance indicating a timing difference to budget.



PROFIT AND LOSS – GOVERNANCE

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Statutory Charges	83	0	83	0%	0	
Other Revenue	75	0	75	0%	0	
Net Gain/Loss Assets - Gross sales revenue of asset	18,920	0	18,920	0%	0	
Total Trading Income	19,077	0	19,077	0%	0	
Gross Profit	19,077	0	19,077	0%	0	
Operating Expenses						
Employee Costs	271,806	266,013	5,793	2%	354,684	
Materials & Services	98,504	97,877	627	1%	130,024	
Depreciation	35,937	35,937	0	0%	47,910	
Other Expenses	116,170	116,622	(452)	0%	155,505	
Total Operating Expenses	522,417	516,449	5,968	1%	688,123	
Net Profit	(503,340)	(516,449)	13,109	-3%	(688,123)	



PROFIT AND LOSS - WORKS

For the 9 months ended 31 March 2022

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

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget
Trading Income					
Rate Revenue	1,200,230	1,186,581	13,649	1%	1,186,581
User Charges	126,560	86,994	39,566	45%	116,000
Grants	411,428	415,140	(3,712)	-1%	1,107,672
Other Revenue	337,312	2,250	335,062	14892%	3,000
Total Trading Income	2,075,530	1,690,965	384,565	23%	2,413,253
Gross Profit	2,075,530	1,690,965	384,565	23%	2,413,253
Capital Grants					
Grants Commonwealth Capital - Other	0	2,600,000	(2,600,000)	-100%	4,100,000
Grants Commonwealth Capital - Roads to Recovery	664,065	304,000	360,065	118%	506,087
Grants State Capital - Other	75,000	450,000	(375,000)	-83%	675,000
Total Capital Grants	739,065	3,354,000	(2,614,935)	-78%	5,281,087
Other Income					
Net Gain/Loss on Disposal of Assets	29,485	0	29,485	0%	0
Total Other Income	29,485	0	29,485	0%	0
Operating Expenses					
Employee Costs	1,432,369	1,599,012	(166,643)	-10%	2,132,009
Materials & Services	2,388,407	2,390,759	(2,352)	0%	3,182,457
Depreciation	1,399,500	1,399,500	0	0%	1,866,000
Interest	1,965	1,931	34	2%	1,931
Internal Plant Hire	(35,948)	(163,354)	127,406	-78%	(226,209)
Total Operating Expenses	5,186,293	5,227,848	(41,555)	-1%	6,956,188
Net Profit	(3,081,279)	(3,536,883)	455,604	-13%	(4,542,935)



CAPITAL WORKS AS AT 31 MARCH 2022

Capital Works Detail

Glamorgan Spring Bay Council

For the period 1 July 2021 to 31 March 2022

New Capital	Actual YTD	Adj Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Roads, Footpaths, Kerbs							
Freyinet Drive - Kerb at Kayak Rental to stop flooding	32,695	32,695	32,695		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Strip Rd Little Swanport - concrete overlay to hardstand floodway	4,580	30,000	30,000		complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
R2R - Nugent Rd Seal	-				Complete		
Bicheno walkway	288,801	343,790	403,000		complete	Carried Forward from 2020/21	Drought Relief
DRG Swanwick Rd Footpath	-				Complete stage 1		
CDG Dolphin Sands Road shared pathway	-				Retention paid		
Triabunna Road Realignment re Cenotaph/RSL corner	184,580	315,000	315,000		Commenced	Carried Forward from 2020/21	Drought Relief
Swansea Main Street Paving	63,081	932,309	1,000,000		Design progressing		Fed Grant Funding
Total Roads, Footpaths, Kerbs	571,738	1,653,794	1,780,695	-			
Parks, Reserves, Walking Tracks, Cemeteries							
Swansea Cricket Practice Nets	-						Community Infrastructure Fund - Round 2
Swansea Boat Trailer Parking	188,292	254,000	500,000		Complete	Carried Forward from 2020/21	DPIPWE Funds
Bicheno Triangle	37,288	567,696	600,000		Design continuing		Fed Grant Fund
Bicheno Gulch	64,619	1,420,655	1,500,000		Design continuing		Fed Grant Fund
Coles Bay Foreshore	77,811	932,147	1,000,000		Design continuing		Fed Grant Fund
Jetty Rd Bicheno - Beach Access, timber walkway installation	14,131	10,500	10,500		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Buckland Walk - rehabilitation	-	35,000	-	35,000	complete	Carried Forward from 2020/21	
	362,142	3,209,998	3,610,500	35,000			
Stormwater & Drainage							
Freyinet Drive CB Rock Line drain and culvert	18,728	30,000		30,000	complete	Carried Forward from 2020/21	
Triabunna Yacht club main install	24,521	15,000		25,000	Complete	Carried Forward from 2020/21	
Bicheno Esplanade install new mains to 3 houses	5,063	25,000		15,000	complete	Carried Forward from 2020/21	
49 Rheban Rd to West Shelley Beach instal	426	70,000		70,000	complete	Carried Forward from 2020/21	
Holkham Crt Flood Mitigation	33,670	258,500		125,000	planning replacement	Carried Forward from 2020/21	
Total Stormwater & Drainage	82,408	398,500	-	265,000			
Plant & Equipment							
Crane Gantry Swansea - safe water tank removal	19,649	22,765	-	22,765	complete		
Total Plant & Equipment	19,649	22,765	-	22,765			
Total New Capital	1,035,936	5,285,057	5,391,195	322,765			



Renewal of Assets	Actual YTD	2021/22 Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Roads, Footpaths, Kerbs							
RTR - RSPG Rheban Rd Resheeting / realignment for bridge	-	100,000	50,000	50,000	complete	Carried Forward from 2020/21	RTR
Resheet - Old Coach Rd 3km	58,481	50,200		50,200	complete		
Resheet - Sally Peak Rd 1km	16,053	16,800		16,800	Complete		
Resheet - Sand River Rd 1km	15,000	16,800		16,800	Complete		
Resheet - Seaford Rd 1km	17,450	33,470		33,470	complete		
Resheet - Strip Rd 2km	-	8,222		8,222			
Resheet - Bresnehan Rd 0.5km	12,000	17,000		17,000	complete		
Resheet - Medora St Pontypool 1km	301	33,478		33,478			
Resheet Nugent Rd	17,216	17,216		17,216	Complete		
Reseal	116,013	443,300		443,300	commenced		
Resheet - Mt Murray Rd	29,775	30,174		30,174	complete		
Emergency repairs Wielangta Rd	-	106,000			barrier hire/ co-contribution for State Govt Grant		
Community Infrastructure Fund - Round 3	-	35,000	221,174		projects confirmed		Community Infrastructure Fund - Round 3
Redesign and relocation of the Triabunna School crossing	5,654	31,000	31,000		programming works		Community Infrastructure Fund - Round 3
TRRA 001 Rosedale Rd Drainage	3,916	84,709	-	84,709	In progress		
Design	10,980	29,200		29,200			
Contingency	-	170,000		170,000	council contributions to Mar2021 flooding		
Total Roads, Footpaths, Kerbs	303,838	1,222,569	302,174	1,000,569			
Parks, Reserves, Walking Tracks, Cemeteries							
Spring Bay Recreation Ground Upgrade	-	150,000	150,000			New Grant	State Government
Bichenor BMX track refurbishment	21,358	20,000	20,000		complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Total Parks, Reserves, Walking Tracks, Cemeteries	21,358	170,000	170,000	-			
Stormwater, Drainage							
Alma Rd and Fieldwick Lane - Rockline drain and culvert improvements	92,229	125,000	125,000		90% complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Stormwater management planning, investigation & design	43,272	85,000		85,000	continued	Carried Forward from 2020/21	
39 West Shelley Beach Orford Main Upgrade	84,340	50,226			complete	Carried Forward from 2020/21	
Stormwater and drainage to be allocated	-			-	complete	Carried Forward from 2020/21	
Total Stormwater, Drainage	219,841	260,226	125,000	85,000			
Buildings & Facilities							
RSL Cenotaph - new memorial ofw project	-	18,442		10,000	complete	Carried Forward from 2020/21	
Triabunna Medical Centre - Car Park reseal and line mark	25,658	45,000	45,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Bichenor Medical Centre - Car Park reseal and line mark	25,596	52,305	55,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Triabunna Marina - improve public facilities and shelters	40,016	40,863	40,863		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Triabunna Marina Area Shelter	-	15,000			Complete		Community Infrastructure Fund - Round 2
Coles Bay Tennis Courts - Basketball hoop installation	1,385	1,910	3,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Buckland Community Hall - ramp access	5,564	42,845	45,000		In progress	Carried Forward from 2020/21	Community Infrastructure Fund
Buckland Community Hall - stairs	51,230	51,230	55,000		Complete	Carried Forward from 2020/21	Drought Relief
Bichenor Medical Centre - Refurb Treatment Room	25,000	25,000	25,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea Courthouse Drainage Works	-	10,000	25,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea Child Care Fencing	1,170	15,260			Complete		Community Infrastructure Fund - Round 2
Swansea Community Hall - Toilet Refurbishment	53,705	53,705			Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea SES CCTV	1,163	1,718			Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Install Solar Panels on the Swansea Community Hub building	-	636			Complete	Carried Forward from 2020/21	Men's Shed grant fund
Swansea Cricket Practice Nets	-	35,000				Community Infrastructure Fund - Round 3	Community Infrastructure Fund - Round 3
Swansea Courthouse - refurbish toilet and install disabled/unisex toilet	-	75,000	60,000		Concept		Community Infrastructure Fund - Round 3
Coles Bay Community Hall - Replacement of Annexe, Medical Room, Kitchen and Library	1,450	180,000	180,000		Design progressing		Community Infrastructure Fund - Round 3
Spring Beach Toilet Refurbishment	-	65,000	65,000		Sched 2022		Community Infrastructure Fund - Round 3
Total Buildings & Facilities	231,916	728,914	598,863	10,000			



Marine Infrastructure	Actual YTD	2021/22 Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Pylon Replacement - Marina	49,875	100,000		100,000	In progress		
Saltworks Toilet	-	100,000	245,000		Design progressing		Community Infrastructure Fund - Round 3
Saltworks Jetty Upgrade	-	99,123	100,000		Design progressing	Carried Forward from 2020/21	State Grant
Total Marine Infrastructure	49,875	299,123	345,000	100,000			
Bridges, Culverts							
Orford Bridge Replacement	10				complete	Contract Complete. Rehabilitation to finalise project	\$1.02m project started May 2019. Fully Federal Grant funded
Holkham Crt Culvert	2,275	56,087	56,087		Final Design received	Carried Forward from 2020/21	Community Infrastructure Fund
TRRA 004 Bridge 47 Griffiths Rivulet Wielangta Rd	91	84,709	-	84,709	In progress		
RTR - EMF Rheban Rd Griffith River Bridge	428,669	277,526	300,000		complete	Carried Forward from 2020/21	RTR 25% EMF75%
Total Bridges, Culverts	431,045	418,322	356,087	84,709			
Plant & Equipment							
IT Computer Equipment	30,457	30,000		30,000			
Medical Equipment	-	20,000		20,000			
Misc. Plant & equipment replacements/contingency	2,478	13,062		13,062			
Replace vehicle loading crane	18,325	16,659		16,659	complete		
Replace Ute x 2 (2007/2008)	55,365	58,009		58,009	complete		
Replace Mayor Vehicle (2016)	-	-		-			
Replace Tipper Truck (2014)	-	76,675		76,675	complete		
Replace Medium Truck (2014)	-	93,006		93,006	progressing		
Replace Toro Groundmaster (2014)	27,995	25,450		25,450	complete		
Replace Tandem Trailer	4,883	4,883		4,883	complete		
Total Plant & Equipment	139,503	337,744	-	337,744			
Total Renewal Capital	1,397,375	3,436,898	1,897,124	1,618,022			
Total Capital Works	2,433,311	8,721,955	7,288,319	1,940,787			



PROFIT AND LOSS – CORPORATE SERVICES

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Rate Revenue	8,112,996	8,118,397	(5,401)	0%	8,135,020	
Statutory Charges	76,648	90,000	(13,352)	-15%	120,000	
Grants	80,253	72,654	7,599	10%	193,744	
Interest & Investment Revenue	327,957	223,827	104,130	47%	519,442	
Other Revenue	304,485	314,097	(9,612)	-3%	323,800	
Other Income - Local Government Rebates	(343)	0	(343)	0%	0	
Total Trading Income	8,901,996	8,818,975	83,021	1%	9,292,006	
Gross Profit	8,901,996	8,818,975	83,021	1%	9,292,006	
Operating Expenses						
Employee Costs	504,209	626,040	(121,831)	-19%	834,717	
Materials & Services	1,399,426	1,465,531	(66,105)	-5%	1,765,198	
Depreciation	38,880	38,880	0	0%	51,843	
Interest	11,154	7,800	3,354	43%	7,800	
Other Expenses	43,235	58,000	(14,765)	-25%	70,000	
Total Operating Expenses	1,996,904	2,196,251	(199,347)	-9%	2,729,558	
Net Profit	6,905,092	6,622,724	282,368	4%	6,562,448	



PROFIT AND LOSS – DEVELOPMENT

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Statutory Charges	546,556	451,527	95,029	21%	602,013	
User Charges	19,563	10,350	9,213	89%	10,350	
Grants	50,000	50,000	0	0%	100,000	
Contributions	190,530	105,003	85,527	81%	140,000	
Other Revenue	11,388	0	11,388	0%	0	
Total Trading Income	818,037	616,880	201,157	33%	852,363	
Gross Profit	818,037	616,880	201,157	33%	852,363	
Operating Expenses						
Employee Costs	630,355	707,184	(76,829)	-11%	942,915	
Materials & Services	436,812	371,129	65,683	18%	493,168	
Depreciation	19,908	19,908	0	0%	26,539	
Interest	447	530	(83)	-16%	530	
Total Operating Expenses	1,087,521	1,098,751	(11,230)	-1%	1,463,152	
Net Profit	(269,485)	(481,871)	212,386	-44%	(610,789)	



PROFIT AND LOSS – TOURISM & ECONOMIC DEVELOPMENT

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Gross Profit	0	0	0	0%	0	
Operating Expenses						
Materials & Services	60,000	108,753	(48,753)	-45%	125,000	
Total Operating Expenses	60,000	108,753	(48,753)	-45%	125,000	
Net Profit	(60,000)	(108,753)	48,753	-45%	(125,000)	



PROFIT AND LOSS – COMMUNITY DEVELOPMENT

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Statutory Charges	3,445	0	3,445	0%	0	
Interest & Investment Revenue	363	0	363	0%	0	
Other Revenue	25,948	31,090	(5,142)	-17%	41,462	
Total Trading Income	29,755	31,090	(1,335)	-4%	41,462	
Gross Profit	29,755	31,090	(1,335)	-4%	41,462	
Operating Expenses						
Employee Costs	100,153	108,180	(8,027)	-7%	144,229	
Materials & Services	48,209	95,010	(46,801)	-49%	125,345	
Depreciation	9,036	9,036	0	0%	12,049	
Internal Plant Hire	500	0	500	0%	0	
Total Operating Expenses	157,898	212,226	(54,328)	-26%	281,623	
Net Profit	(128,142)	(181,136)	52,994	-29%	(240,161)	



PROFIT AND LOSS – BUILDINGS & FACILITIES

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Grants	636	0	636	0%	0	
Other Revenue	18,101	21,123	(3,022)	-14%	28,160	
Total Trading Income	18,738	21,123	(2,385)	-11%	28,160	
Gross Profit	18,738	21,123	(2,385)	-11%	28,160	
Capital Grants						
Grants Commonwealth Capital - Other	371,428	1,033,863	(662,435)	-64%	1,362,080	
Grants State Capital - Other	56,123	0	56,123	0%	100,000	
Total Capital Grants	427,551	1,033,863	(606,312)	-59%	1,462,080	
Operating Expenses						
Employee Costs	36,591	48,411	(11,820)	-24%	64,548	
Materials & Services	224,435	185,158	39,277	21%	246,203	
Depreciation	307,980	307,980	0	0%	410,636	
Interest	447	530	(83)	-16%	530	
Total Operating Expenses	569,453	542,079	27,374	5%	721,917	
Net Profit	(550,715)	(520,956)	(29,759)	6%	(693,757)	



PROFIT AND LOSS – MARINA & WHARF

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
User Charges	335,102	344,637	(9,535)	-3%	459,508	
User Charges - Marina Fees Permanent - Eco Berth	1,132	0	1,132	0%	0	
User Charges - Marina Hardstand Facilities	2,100	0	2,100	0%	0	
Total Trading Income	338,334	344,637	(6,303)	-2%	459,508	
Gross Profit	338,334	344,637	(6,303)	-2%	459,508	
Operating Expenses						
Employee Costs	19,459	25,884	(6,425)	-25%	34,523	
Materials & Services	77,139	70,018	7,121	10%	89,319	
Depreciation	104,472	104,472	0	0%	139,294	
Interest	35,926	41,000	(5,074)	-12%	87,436	
Total Operating Expenses	236,996	241,374	(4,378)	-2%	350,572	
Net Profit	101,338	103,263	(1,925)	-2%	108,936	



PROFIT AND LOSS – NRM

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
User Charges	3,866	0	3,866	0%	0	
Grants	215,685	215,685	(0)	0%	215,685	
Other Revenue	922	0	922	0%	0	
Total Trading Income	220,473	215,685	4,788	2%	215,685	
Gross Profit	220,473	215,685	4,788	2%	215,685	
Operating Expenses						
Employee Costs	31,738	11,061	20,677	187%	14,750	
Materials & Services	75,491	89,442	(13,951)	-16%	119,250	
Depreciation	6,273	6,273	0	0%	8,367	
Materials & Services - Councillor/Staff Recognition	73	0	73	0%	0	
Total Operating Expenses	113,575	106,776	6,799	6%	142,367	
Net Profit	106,898	108,909	(2,011)	-2%	73,318	



PROFIT AND LOSS – ANIMAL CONTROL

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Statutory Charges	2,039	1,503	536	36%	2,000	
User Charges	15,643	1,088	14,555	1338%	11,288	
Other Revenue	175	0	175	0%	0	
Total Trading Income	17,857	2,591	15,266	589%	13,288	
Gross Profit	17,857	2,591	15,266	589%	13,288	
Operating Expenses						
Employee Costs	680	22,131	(21,451)	-97%	29,500	
Materials & Services	2,934	16,992	(14,058)	-83%	22,647	
Depreciation	10,593	10,593	0	0%	14,122	
Total Operating Expenses	14,206	49,716	(35,510)	-71%	66,269	
Net Profit	3,651	(47,125)	50,776	-108%	(52,981)	



PROFIT AND LOSS – MEDICAL CENTRES

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Rate Revenue	548,929	546,030	2,899	1%	546,030	
User Charges	959	0	959	0%	0	
Other Revenue	948,308	1,312,497	(364,189)	-28%	1,750,000	
Total Trading Income	1,498,196	1,858,527	(360,331)	-19%	2,296,030	
Gross Profit	1,498,196	1,858,527	(360,331)	-19%	2,296,030	
Operating Expenses						
Employee Costs	294,541	297,801	(3,260)	-1%	397,058	
Materials & Services	979,857	1,366,301	(386,444)	-28%	1,820,856	
Depreciation	41,004	41,004	0	0%	54,666	
Interest	195	245	(50)	-20%	245	
Total Operating Expenses	1,315,598	1,705,351	(389,753)	-23%	2,272,825	
Net Profit	182,598	153,176	29,422	19%	23,205	



PROFIT AND LOSS – PROSSER PLAINS RAW WATER SCHEME

For the 9 months ended 31 March 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
User Charges	165,275	44,262	121,013	273%	59,010	
Other Revenue	0	0	0	0%	128,634	
Total Trading Income	165,275	44,262	121,013	273%	187,644	
Gross Profit	165,275	44,262	121,013	273%	187,644	
Other Income						
Other Income - PPRWS Reimbursement of Principal Loan	0	0	0	0%	102,609	
Total Other Income	0	0	0	0%	102,609	
Operating Expenses						
Employee Costs	767	0	767	0%	0	
Materials & Services	28,761	44,331	(15,570)	-35%	59,010	
Depreciation	81,990	81,990	0	0%	109,324	
Interest	49,162	66,000	(16,838)	-26%	128,634	
Total Operating Expenses	160,679	192,321	(31,642)	-16%	296,968	
Net Profit	4,596	(148,059)	152,655	-103%	(6,715)	



COUNCIL MOTION TRACKING DOCUMENT AS AT 31 MARCH 2022

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 nearing completion.
16 Oct 2019	2.6	180/19	Dog Management Policy	DPD	That Council commits to conducting a further review of the new Dog Management Policy within 12 months of the <i>Dog Management Act 2000</i> amendments being finalised.	Work has commenced on the review of the Dog Management Policy. Initial consultation has commenced with key stakeholders, A draft policy will be put for broad community consultation following the completion of the Orford Foreshore Masterplan.
17 Dec 2019	8.6	246/19	Training Wall Lease - Prosser River Mouth Advisory Group	GM	Council defers Agenda Item 8.6 to the January 2020 meeting or to a Special Meeting of Council earlier in the month if the matter is deemed too urgent to wait until the 28 th of January 2020.	A Master Planning process commenced in September 2021 and will include community consultation. This Master Plan will address tenure issues and site issues.
17 Dec 2019	8.7	248/19	The Prosser River Mouth (Spit) Fencing & Signage Proposal	GM	Council endorses placing the Prosser River Mouth Master Plan Advisory Group Section 24 Committees proposed plan in relation to the Orford Spit, lagoon and nearby recreational beach area out for public consultation by 10 January 2020 until 7 February 2020. Following consultation Council will consider feedback and make a decision at an Ordinary Meeting of Council.	A Master Planning process commenced in September 2021 and will include community consultation. This Master Plan will address tenure issues and site issues.
28 Jan 2020	7.4	22/20	Re-endorsement of the Dog Management Policy and associated Declared Areas including Dog Exercise Yards	DPD	That: 3. 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.	Initial consultation has commenced with key stakeholders. Broader community consultation to occur following the completion of the Orford Foreshore Masterplan.
28 Jan 2020	8.1	30/20	Notice of Motion - Triabunna District School - School Crossing	DWI & MW	1. That Council employs a suitably qualified person to assess both the Melbourne Street and Vicary Street Triabunna school crossings to determine their compliance with the current Australian Standards for School Crossings. 2. That, in the event, that either or both crossings are assessed as deficient Council take steps to immediately rectify the deficiency to ensure the safety of students at Triabunna District School.	Under early investigation. Sate Growth not involved with crossings on Council roads - officers to review standards. June 2021: included in capital works program for delivery in 2021-22. September 2021: school consulted on concept and supportive. Detailed design commenced. December 2021: Detailed design complete and forwarded to school for endorsement. Plan endorsed. Seeking contractor prices.
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. This process is likely to take at least 6 months and will commence in 2022.
24 Mar 2020	7.7	86/20	Water Management Plan for the Swan River	DWI	That the matter of a request to the Minister for funding and resources to develop and implement a water management plan for the Swan, Apsley and Prosser Rivers, a review of the Little Swanport Water Management Plan 2006, metering, monitoring and enforcement on all irrigation license offtakes on all east coast waterways being progressed, is deferred to a workshop for a thorough briefing including the presentation of a report on these matters and Council's involvement there in.	This was deferred due to the preparation on the submission to DPIWPE on the Rural Water Use Strategy Position Paper. June 2021:referred action to motion 104/21 Complete
24 Mar 2020	7.10	89/20	Late Agenda Report - Delivery of Land Transport Infrastructure Projects on Local Roads	DWI	That Council retrospectively endorses the following projects as submitted to the Department for Infrastructure, Transport and Regional Development for consideration of funding through the Infrastructure Investment Program: 1. Stage 1 - gateway to avenue section (Vicary Street) - Triabunna Tomorrow Streetscape Concept - \$606,000; and 2. Stage 2 - main street (Vicary Street) - Triabunna Tomorrow Streetscape Concept - \$632,000; and 3. Stage 3 - waterfront drive (Charles Street) - Triabunna Tomorrow Streetscape Concept - \$589,000; and 4. Renewal of Bridge deck - Saggy Creek Bridge - \$32,500; and 5. Renewal of Bridge deck - Kit Own Creek Bridge - \$28,600.	In progress. Kit Own Creek Bridge work complete. Saggy Creek Bridge work complete. Streetscape detailed design for Vicary at RSL underway. Vicary RSL section agreed location of Cenotaph with RSL representatives and forwarded advice to consultant. December 21 - enough tender documentation received to go to tender in January 22 for stage 1 - intersection of Vicary and Esplanade. Contract works complete for all approved funds under this program. Complete



MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
26 May 2020	7.12	185/20	Application for Grant Funding – Roads and Bridges	DWI	That Council authorise the Acting General Manager to: 1. Submit an application for funding as follows: <ul style="list-style-type: none"> - \$130,000 grant to replace Rheban Rd Bridge under the Commonwealth Bridge Replacement Program. - \$125,000 to resheet a portion of Rheban Rd under the Commonwealth Heavy Vehicle Safety and Productivity Program. 2. Execute any forthcoming grant deeds in line with applications for funding in this Agenda item 7.12 of the 26 May 2020 Agenda.	In progress. Application submitted and Council notified in January 2021 that the application was unsuccessful. Completed December 2020. In progress. September 2021: Funding as per budget. Tender for construction approved. Refer to capital program and reporting. Complete
26 May 2020	7.13	186/20	Rain Storm – Flooding, Responsibilities and Actions	DWI	1. That the Glamorgan Spring Bay Council provide/acquire funds to a value of up to \$500,000 to: (i) allow preparation of a Stormwater Management Plan in accordance with the Urban Drainage Act 2013 (for the defined Urban areas). 1. allow onsite inspections that may identify simple or low cost solutions for inclusion on an immediate action plan. 2. also allow identification/confirmation of key causes of the flooding and solutions (or where the technical solution not immediately obvious then identification of further analysis and design) to be considered for prioritisation and inclusion into a long-term stormwater improvement plan (as part of the Stormwater Management Plan mentioned above). 3. implement the immediate action plan. 2. That for the preparation of the Stormwater Management Plan that the template and resources of the Local Government Association of Tasmania (LGAT) and Institute of Public Works Engineering of Australia (IPWEA) be utilised including seconding an experienced local government practitioners to assist in preparation of the SMP. 3. That to undertake the onsite inspections (to facilitate 1(i) and 1(ii) above) that a consultant, with direct experience in local government stormwater management, be engaged.	In progress. Affected residents advised of Council's decision via correspondence. Respective engagement made. Residents contacted by consultant engineer and areas and extent of inundation identified. Flood maps being developed and solutions being devised for review. Additional projects approved by council to progress the plans. June 2021: Resolution effectively actioned and complete with items included in capital works program for 2021-22. Refer to Capital works for further update. Complete.
26 May 2020	7.16	189/20	Corporate Calendar	ALL	That Council receives and notes the Corporate Calendar as attached to this report.	Ongoing. Progress report to be provided in the Information Briefing Document.
23 June 2020	7.1	210/20	The funding and prioritising of Projects in the Coming Year and the Need for Long Term Financial and Asset Planning to inform Decision Making	GM	That Council for the next financial year at least, in general only fund: <ul style="list-style-type: none"> - Asset renewal projects; - Asset upgrades and new assets that address community safety needs; and - That this position be reviewed in 12 months' time. 	Ongoing.
23 June 2020	7.13	222/20	Bicheno Skateboard Park (Crown Land, Tasman Hwy, Bicheno)	DWI	That Council lays the project on the table for reconsideration pending the completion of the Glamorgan Spring Bay Council Long Term Financial Plan and the Long Term Asset Management Plan.	Further discussion required in regards to Skateboard Park location. June 2021: Project included in 2021-22 annual plan actions. September: Council approved location. Advice provided to BCDA. Funding application made to Tas Community Fund. Application successful. Complete.
25 Aug 2020	7.3	301/20	Tasmanian Weed Action Fund Project for Drought Effectuated Farmers	DWI	That Council endorse the attached Grant Guidelines & Eligibility document and (draft) Grant Application Form, and the technical committee together with the NRM team to commence roll out of the project in September 2020.	The project has commenced with the first round of projects approved and in train. Additional projects will involve a targeted approach. June 2021: Refer to Infrastructure Report updates for further advice on the program. Complete
22 Sep 2020	7.2	320/20	Road Names	DPD	That Council: 1) Agrees to the approach recommended by Aboriginal Heritage Tasmania of referring requests for place or road names as they are required.	Awaiting response from Aboriginal Heritage.



MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
					Agrees to request a list of names pertaining to the un-named road off Strip Road Little Swanport from Aboriginal Heritage Tasmania for consideration at a subsequent Council meeting.	
25 May 2021	8.2	85/21	Petition to Amend Sealed Plan - 14 French Street, Orford	DPD	<p>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.</p> <p>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.</p>	<p>Applicant had requested that this item be considered at the September 2021 Council Meeting.</p> <p>Still awaiting instruction from applicant.</p>
24 August 2021	4.2	143/21	Request to amend Southern Tasmanian Regional Land Use Strategy	DPD	<p>a) submit a request to the Minister for Planning to amend the <i>Southern Tasmania Regional Land Use Strategy (2010-2035)</i> under 5A of the <i>Land Use Planning and Approvals Act 1993</i> by making the following changes to <i>Table 3 Growth Management Strategies</i> at page 89 for Orford:</p> <ul style="list-style-type: none"> i. Growth Strategy be changed from LOW to HIGH; ii. Growth Scenario be changed from CONSOLIDATION to MIXED; and iii. Add a new footnote to Orford: Note 1: refer to the <i>Triabunna/Orford Structure Plan 2014</i> and 2021 addendum. <p>b) notify the other Planning Authorities in the Southern Region of the amendment and seek their advice on whether they support the proposed amendment within 28 days; and</p> <p>c) notify relevant statutory agencies (as advised for the Local Provisions Schedule) of the amendment and seek their advice on whether they support the proposed amendment within 28 days; and</p> <p>d) provide delegation under section 6(3) of the Land Use Planning and Approvals Act 1993 to the General Manager and Director Planning and Development (or person acting in that position), to submit the amendment to the Tasmanian Planning Commission and any further information that is required to satisfy section 5A of the <i>Land Use Planning and Approvals Act 1993</i>.</p>	Complete
24 August 2021	4.3	144/21	Request to amend Triabunna Orford Structure Plan 2014	DPD	<p>that the Planning Authority make the following amendments to the Triabunna Orford Structure Plan 2014:</p> <ul style="list-style-type: none"> a) insert a new Attachment 1, being the 14 July 2021 Statement - <i>Addendum to Triabunna/Orford Structure Plan 2014</i> and the associated document <i>Orford Residential Capacity and Demand Analysis, final</i>, January 2021, SGS Economics and Planning b) Page 74 - include additional reference: SGS Economics and Planning 2021, Orford Residential Capacity and Demand Analysis, final, January 2021 c) Page 63 - revise recommended action 9.2.2 point 3 to support rezoning land south of Orford to Residential in the short term rather than long term; and d) Page iii - include Attachment 1 Statement and <i>Orford Residential Capacity and Demand Analysis, final</i>, January 2021, SGS Economics and Planning; include a new endorsement to the Inner Cover Amendment 1, August 2021 - insert Attachment 1 and associated document <i>Orford Residential Capacity and Demand Analysis, final</i>, January 2021, SGS Economics and Planning 	Work is ongoing. Notifications have been sent to other planning authorities and stakeholders.
24 August 2021	8.3	151/21	Southern Recycling Tender and Joint Authority	DWI	<p>that:</p> <ul style="list-style-type: none"> 1. The update on the Council's arrangements for the acceptance and processing of its co-mingled recyclable materials be received and noted. <p>Authority be provided to the General Manager to proceed with the procurement of a new contract for the processing of co-mingled recyclable materials. In doing so, the General Manager be authorised to work with other councils in Southern Tasmania to develop specifications, call tenders and award the tender in accordance with the assessment of the submissions received by the Tender Review Committee. The General Manager be authorised to work with other councils in Southern Tasmania to secure ACCC approval to proceed with a joint tender.</p> <p>In accordance with Section 30 of the Local Government Act 1993, the Council resolve to establish a Joint Authority with other Southern Tasmanian councils to progress waste related issues. The General Manager be authorised to work with other councils in Southern Tasmania to progress the establishment of a new Joint Authority including the development of rules and governance arrangements for the new Joint Authority.</p> <p>A further report be provided to the Council detailing the outcome of the tender process and seeking formal approval of the membership of the Joint Authority, within the next 6-months.</p>	<p>LGAT advised of council's decision. Officers awaiting the next stages to progress the initiative.</p> <p>December 2021: details received from LGAT to enable a report to council January meeting for next stage.</p> <p>January report provided and acted upon.</p>



MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
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.
23 November 2021	8.6	214/21	Multiple Road Failures	DWI	that Council redistributes funds within the LRCIP Grant Round 3 to allocate \$301,174 to pavement renewal and sealing works on Charles Street Orford, Alma Road Orford and Nugent Road Buckland; \$35,000 to Cricket practice nets at Swansea; \$15,000 to a shelter at the Triabunna Marina and increases the allocation for Swansea Courthouse to \$75,000 and decreases the allocation for Saltworks to fund a toilet block for \$100,000.	December 2021: Advice provided to Federal Grant provider – staff await confirmation of projects. Forwarded to capital program reporting. Complete
30 November 2021 (Special Meeting)	2.1	223/21	Development Application 2021/282 - 1130 Dolphin Sands Road, Dolphin Sands – CT54666/175	DPD	That pursuant to Section 57 of the Land Use Planning and Approvals Act 1993 and the Glamorgan Spring Pursuant to Section 57 of the Land Use Planning and Approvals Act 1993 and the Glamorgan Spring Bay Interim Planning Scheme 2015, Development Application 2021/282, at 1130 Dolphin Sands Road, Dolphin Sands (CT54666/175) for the construction of a dwelling to be used for visitor accommodation be refused.	Complete. Appeal resolved and approval granted.
14 December 2021	8.3	238/21	Disposal of land – Spencer Street, Triabunna	DPD	that Council: 1. NOTE the Council report and Officers Comments, specifically that If Council votes in the affirmative of the Officers recommendation, this will overturn the decision 256/20 made on 28 July 2020. 2. RESOLVE to overturn decision 256/20, made at the 28 July 2020 ordinary Council meeting to authorise the Acting General Manager, to develop a contract to transfer lots CT62-72/55156 and CT98/55156 to Centacare Evolve Housing for a proposed unit development in return for development of lots CT25-28/55156 into fully serviced (power, water and sewer) lots with road access in Spencer St formed to a standard acceptable by Council's engineer, from the Boyle Street intersection past the access to lot 28. With a condition that the transfer of ownership being subject to the Development Application for the community housing units being approved.	Complete
14 December 2021	8.3	240/21	Disposal of land – Spencer Street, Triabunna	DPD	that Council RESOLVE to direct the General Manager to develop a contract with the Director of Housing Tasmania to sell lots in Spencer Street (CT62-72/55156 and CT98/55156) for an amount of \$375,000.	Sale process has commenced and awaiting transfer.
25 January 2022	8.2	08/22	Council Advertising Policy	EO	that Council adopts the Council Advertising Policy as attached to this report.	Complete
25 January 2022	8.3	09/22	Council Workshop Policy	EO	that Council adopts the Council Workshop Policy as attached to this report.	Complete
25 January 2022	8.5	11/22	Swansea Courthouse Management Committee 2021 Annual Report	GM	that Council: 1. Receives and notes the Swansea Courthouse 2021/22 Annual Report 2. Endorses the Swansea Courthouse Management Committee Inc. to manage the Courthouse building for a further four years until 31 December 2025.	Complete
25 January 2022	8.6	12/22	Stormwater System Management Plan	DWI	that Council adopt the draft Glamorgan Spring Bay Stormwater System Management Plan as attached to this report and review the document by no later than June 2024.	Complete
25 January 2022	8.7	13/22	Tender Delegation to General Manager	DWI	that Council delegate authority to the General Manager to award the contract for the Capital Project: Triabunna Road Realignment re Cenotaph/RSL corner in accord with the Code for Tenders and Contracts processes.	Complete
25 January 2022	8.8	14/22	Audit Panel Change in Chairperson	DCC	that Council: 1. Appoint Mrs Heather Salisbury to the role of Audit Panel Chairperson until 31 December 2023, and confirms the remuneration set at the 15 December 2020 Council meeting of \$1,110 for each Audit Panel meeting chaired. 2. Appoints Mr Mike Derbyshire as Independent Panel Member until 30 September 2022, and confirms the remuneration set at the 15 December 2020 Council meeting for an Independent Panel Member of \$495 for each meeting attended. 3. Will commence a process by no later than June 2022 to appoint a new Independent Panel Member to ensure continuity of a second Independent Panel Member.	Complete



MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
22 February 2022	8.1	33/22	Community Small Grant Application - The Village (ERDO)	DCC	That Council approve the application for Small Grant funding of \$1,000 for the Triabunna Village (ERDO) to assist in supporting the 'Tasmanian Career Booklet'.	Complete
22 February 2022	8.2	34/22	Community Small Grant Application - Amos Family BiCentenary Committee Inc	DCC	That Council approve the application for Small Grant funding of \$1,000 to Amos Family BiCentenary Committee Inc.	Complete
22 February 2022	8.3	35/22	Community Small Grant - Glamorgan Suicide Awareness Network	DCC	That Council approves the application for Small Grant funding of \$1,000 for the Glamorgan Suicide Prevention Awareness Network to assist in supporting mental health and suicide prevention awareness.	Complete
22 February 2022	8.4	36/22	Glamorgan Spring Bay Council Section 24 Special Committees	DCC	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.
22 February 2022	8.5	37/22	March 2021 Storm Damage	DWI	That Council progress with the emergency repairs and allocate identified funds from the additional income sources to commence works on the outstanding repairs identified under this TRRA grant submission this financial year.	Works commenced on Rosedale Road and Bridge clearance works. Planning underway for other sites. First claim approved.
22 February 2022	8.6	38/22	Code for Tenders and Contracts Review	DWI	That Council adopt the proposed draft Code for Tenders and Contracts.	Complete. Adopted version uploaded to website - previous version removed.
22 February 2022	8.7	39/22	Coles Bay Half Request for Assistance and Road Closure	DWI	1.That Council approves the part road closure of The Esplanade, Coles Bay, between Coles Bay Road and Jetty Road between 9.00am and 3.00pm on Saturday the 5th March 2022 for the organizer, Atlas Events Pty Ltd, to conduct the Coles Bay Half Marathon event, and that Council advertise the road closure in accordance with policy. 2. That Council approve the application from Atlas Events Pty Ltd for Coles Bay Half-triathlon event assistance to the value of \$950 in the form of: a. In kind support to supply and empty wheelie bins around the course valued at \$450 and; b. In kind support to waive fees for permit application incorporating advertising for road closure valued at \$500.	Advice provided to applicant. Preparation of road closure advert. Complete
22 February 2022	8.8	40/22	Insurance for Crime and fraud protection - Premium increase	DCC	That Council agree to continuation with Crime and Fraud insurance cover through payment of the Chubb Insurance premium for the 18 month policy covering January 2022 to June 2023.	Complete
22 March 2022	8.2	53/22	Community Small Grant Application - Ten Lives Cat Centre	DCC	That Council approve the application for Community Small Grant funding of \$1,000 to Ten Lives Cat Centre for the delivery of the Edu.Cat program to the schools in Orford, Triabunna and Swansea.	Complete.
22 March 2022	8.3	57/22	Request for Support - Festival of Voices	DCC/DWI	That approve the application for event assistance of \$5,000 cash contribution and provide in-kind assistance as resources permit.	Complete
22 March 2022	8.4	58/22	East Coast Harvest Odyssey (ECHO) Festival	DWI	1.That Council provide bins for the event and an increase in servicing of public amenities in the area over the festival period. 2.That Council provides a grant of \$2000 from the Event Budget to the festival's organising body towards festival expenses.	Communications progressed with event organisers. Complete
22 March 2022	8.6	60/22	Swanwick Waste Water System Fees	DWI	1.That Council provides notice to landowners connected to the Swanwick waste water treatment plant advising of the separate rate, under s100 of the Local Government Act 1993, being considered to apply in the 2022-23 financial year budget process with advice of the order of cost of that rate to property owners. 2.That Council enter into an Agreement for Discharge and Use of Recycled Water with Cooroolina PTY LTD & Freycinet Golf Club Inc.	Letter for ratepayers prepared for mail out.
22 March 2022	8.7	61/22	RSL Triabunna Request for road closure	DWI	That Council approves and facilitates the road closure of Vicary Street Triabunna, between Melbourne Street and the RSL Clubrooms between 10.30am and 11.15am on Monday the 25th April 2022 to facilitate the Triabunna RSL club ANZAC Day march and that Council advertise the road closure in accordance with policy.	Road closure permissions commenced.



MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	STATUS
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.	Liaison with stakeholders has commenced.
22 March 2022	8.9	63/22	Orford Foreshore Masterplan	DPD	That Council: 1. Incorporate the tabled feedback from Parks & Wildlife Services and endorse the release of the Draft Orford Foreshore Masterplan (Masterplan) for public exhibition and comment for approximately four weeks. 2. That the recommended final draft Masterplan will consider community feedback provided during public engagement and would be presented to Council at a future meeting.	The consultation period will commence in May 2022 and a report will be presented to Council with feedback and final draft.
22 March 2022	8.10	64/22	South East Region Jobs Hub - Draft Incorporated Association Rules	EO	That Council resolve to: 1.Endorse the establishment of the South East Region Jobs Hub Association; 2.Adopt the draft Rules (as amended) and draft Strategic Plan; and 3.Authorise the General Manager (or SERDA delegate) to execute as necessary.	Complete. Letter sent to SERDA advising outcome.

LEGEND:	
GM = General Manager	DPD = Director Planning & Development
AGM = Acting General Manager	MB&MI = Manager Building & Marine
DWI = Director Works & Infrastructure	DCC = Director Corporate & Community
EO = Executive Officer	WM = Works Manager



ANNUAL PLAN PERFORMANCE REPORT AS AT 31 MARCH 2022

FOCUS AREA	ACTION	RESPONSIBLE OFFICER	PROGRESS
Planned asset renewal expenditure based on agreed asset management plans.	Deliver Capital Works Program for the 2021/22 financial year.	Director Works & Infrastructure	Delivery of projects generally on target. Major Projects are experiencing delays through the consultation processes largely due to land owner (Crown) consultation requirements.
Planned asset renewal expenditure based on agreed asset management plans.	Develop the Capital Works Program for the 2022/23 financial year.	Manager Buildings & Marine Infrastructure	In progress
Implement a dedicated process to ensure rates and other fees are collected in a timely manner.	Review the debt collection policy to ensure fit-for-purpose.	Director Corporate & Community	New procedure underway.
Manage cash flow tightly to ensure current liabilities can be paid from unrestricted (available) cash.	Review cash position at regular intervals to ensure adequate actions are taken to manage variations to budget.	Director Corporate & Community	Actioned. Cashflow balances are reviewed weekly. Balance sheet and cashflow statement are published monthly.
Set realistic budgets and monitor income and expenditure closely.	Set realistic budgets and monitor income and expenditure to ensure adequate actions are taken to manage variations to budget.	Director Corporate & Community	2021-22 budget complete. Income and expenditure is reported monthly notes to material variances.
Advocate and lobby effectively on behalf of the community.	Represent community interests to State and Federal Governments and Agencies.	General Manager	Ongoing. Council advocate and lobbies for funding in several areas including infrastructure, community services and medical practices.
Develop and foster a strong, supportive and respectful organisational culture.	Ensure Council's WHS system delivers continuous improvement.	Director Works & Infrastructure	Continuous improvement initiatives being collected, evaluated and implemented through Observation / Intervention / Compliance / Collaboration system. Reports being provided monthly to MANEX. WHS reports provide separate reporting on both lag and lead indicators of performance.
Develop and foster a strong, supportive and respectful organisational culture.	Develop a set of shared organisational values	General Manager	Code of Conduct training and awareness. Workplace behaviour toolkit implemented.
Support and facilitate social and community events that promote community health and wellbeing	Develop a program of community events for 2021/22.	Director Corporate & Community	Complete. An active Community events calendar has been implemented on the GSBC website that includes all known events that Council are involved with for the year. Includes Festival of voices, Seafarers Memorial festival, Swansea 200 year festival, Bicheno Food and Wine festival, Bicheno Beams, Australian of the year, Anzac day, citizenship ceremonies etc.
Work with health professionals to enhance the physical and mental health of ageing people.	Consult with any health professionals to identify initiatives to enhance the physical and mental health of ageing people.	Director Planning & Development	Business Process Review being investigated for East Coast Health (ECH) to look for improvements in service deliver and financial management. Dr Ayati has commenced at Triabunna practice and ongoing discussions are being held with a third party to manage the medical practices.
Advocate for reasonable access to primary, secondary and tertiary education.	Represent community interests to State and Federal Governments and Agencies.	Director Corporate & Community	Ongoing
Advocate for adequate healthcare professionals/ providers	Undertake an Expression of Interest (EOI) process for the management of the Triabunna, Swansea and Bicheno Medical Practices.	Director Planning & Development	Expression Of Interest (EOI) for the management of Health Services developed and released for submissions. Sent to over 600 organisations across Australia. Nil responses received. Following the completion of the EOI process Council were approached by a qualified third party and a proposal is currently being worked through.
Advocate for access and coordination of reasonable transport services.	Represent community interests to State Governments and Agencies.	Director Corporate & Community	Ongoing
Encourage and support the arts, cultural activities, programs and events.	Develop a program of community events for 2021/22.	Director Corporate & Community	Complete. An active Community events calendar has been implemented on the GSBC website that includes all known events that Council are involved with for the year. Includes Festival of voices, Seafarers Memorial festival, Swansea 200 year festival, Bicheno Food and Wine festival, Bicheno Beams, Australian of the year, Anzac day, citizenship ceremonies etc.
Create an informed and involved community by developing relevant and accessible communication channels.	Develop a Communication Strategy for Council.	Director Corporate & Community	In progress.
Show personal appreciation for good performance and/or positive behaviours.	Create opportunities for staff recognition.	General Manager	Formal and informal recognition is undertaken regularly. Positive feedback and long service awards. Performance Review process recognises individual exceptional performance.
Show personal appreciation for good performance and/or positive behaviours.	Ensure annual performance reviews are undertaken with staff.	General Manager	Ongoing. Performance reviews have been undertaken in 2021 and will continue to be done annually.
Define and embed a clear set of organisational Values and Behaviours.	Develop a set of shared organisational values	General Manager	Code of Conduct training and awareness. Workplace behaviour toolkit.
Create a psychologically safe environment where people feel they can share ideas and raise and resolve issues or concerns.	Implement a recognisable and transparent system for continuous improvement initiatives from staff.	General Manager	EBA strongly promoted. Managers through team meetings and one on ones.
Invest in relevant training or professional development to equip managers and staff to perform their roles.	Develop training plans for all staff which consider WHS compliance, professional development, vocational and trade development and accreditation.	Director Works & Infrastructure	Performance reviews conducted for all outdoor staff. Training being identified, scheduled and completed by staff as falls due or opportunities for delivery identified. Internal staff reviews commenced Jan 2022
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.	General Manager	Performance reviews have been undertaken and will continue to be done annually.



FOCUS AREA	ACTION	RESPONSIBLE OFFICER	PROGRESS
Carry out annual staff engagement survey and address key findings.	Carry out annual staff engagement survey and address key findings.	General Manager	Staff culture survey undertaken.
Complete all asset management plans and policies for Council infrastructure (including assessment of condition) in 2020.	Implement Asset Improvement Plans for all asset classes.	Director Works & Infrastructure	Asset Management plans consulted in forward works and maintenance programs for all asset classes. Annual plan actions incorporated into departmental plan are being delivered.
Sustain a safe and well maintained road network across the municipality.	Consult Asset Management Plans including data sets for development of asset maintenance and renewal programs.	Director Works & Infrastructure	Asset Management plans consulted in forward works and maintenance programs for all asset classes. Programs for maintenance being developed and executed. Ongoing.
Sustain a safe and well maintained road network across the municipality.	Maintain Hydraulic Infrastructure.	Director Works & Infrastructure	Ongoing. Identification program for unknown infrastructure continues with mapping of discovered assets. Hot spot flood areas identified and serviced ahead of rainfall events.
Maintain public amenities and recreational facilities.	Establish a program for parks maintenance works.	Director Works & Infrastructure	Ongoing - Information being gathered to inform plans. Information being used to inform service level development and budget.
Maintain public amenities and recreational facilities.	Establish a program for town maintenance activities.	Director Works & Infrastructure	Ongoing - Information being gathered to inform plans. Information being used to inform service level development and budget.
Maintain public amenities and recreational facilities.	Develop a Walking and Cycling Strategy.	Director Works & Infrastructure	Ongoing - Opportunities for funding being investigated and grant opportunities explored.
Maintain public amenities and recreational facilities.	Develop Bicheno skate park	Director Works & Infrastructure	Liaison with BCDA ongoing. Grant funds approved for skate bowl through Tas Community Fund by BCDA. Location approved by council. Detailed design completed. Progressing planning application requirements through application for approval through Parks.
Advocate for improved access and speeds of telecommunications services.	Engage with relevant stakeholders	Director Works & Infrastructure	Telecommunications provider liaison ongoing. Inclusion of improved service included in successful grant for Black Summer Bushfires.
Advocate for improved access and speeds of telecommunications services.	Continue to advocate for improved telecommunication services.	Director Works & Infrastructure	Telecommunications provider liaison ongoing. Funding for repeater station at Devil's corner secured.
Address and update complaints management system in 2020.	Upgrade Council's management platform and complaints management system to ensure that complaints are actioned in accordance with Council's Customer Service Charter	Director Corporate & Community	In progress.
Set clear annual budget priorities to meet needs and community expectations in consultation with the community.	Conduct biennial community survey.	General Manager	Community survey will be undertaken in 2022.
Apply for relevant grant applications and aim to achieve at least 50% success rate.	Make relevant grant applications to secure and deliver key projects for the community	General Manager	Ongoing.
Inspect all Council owned buildings annually.	Complete regular inspections of Council's buildings & facilities	Manager Buildings & Marine Infrastructure	Ongoing
Develop plans, policies and guidelines for built assets.	Review existing plans guidelines and policies for built assets.	Director Corporate & Community	Review of governance systems and documents to identify gaps commenced. Improvement Actions within Asset management plans for built infrastructure are being referenced and acted on. As it occurs, Legislative change is being assessed and incorporated into the review of policies and procedures where built assets are impacted. Review of mechanisms for management of council's built assets has commenced.
Review and update existing Council strategies and plans	Update the Dog Management Policy.	Director Planning & Development	Initial key stakeholder consultation has occurred via a brief survey. Officers have engaged with BirdLife Tasmania to review current data. Parks & Wildlife Tasmania will be meeting with Officers to review the Policy and make recommendations. Further consultation will occur following the completion of the Orford Foreshore Masterplan as this is a key area in the Dog Management Policy.
Review and update existing Council strategies and plans	Review GSBC Weed Management Plan	Director Works & Infrastructure	Review progressing.
Review and update existing Council strategies and plans	Support the Southern Tasmania Regional Cat Management Strategy	Director Planning & Development	Officers continue to attend regular meetings and provide relevant information through communication channels. Council endorsed the support the of the strategy at a meeting in 2021.
Involve, engage and equip groups and individuals in Natural Resource Management.	Encourage access to and appreciation of natural areas through the engagement of community groups in our municipal area	Director Works & Infrastructure	Numerous activities conducted with Friends of and other community groups at various locations throughout the district. Site inspections and familiarizations undertaken. Ongoing.
Involve, engage and equip groups and individuals in Natural Resource Management.	Support community groups and other stakeholders in rewilding initiatives in the municipal area	Director Works & Infrastructure	Numerous activities conducted by staff with "Friends of" and other community groups at various locations throughout the district. Ongoing.
Invest in external expertise and capacity to complement GSBC resources.	Work with Parks and Wildlife Services to develop a Masterplan for the Prosser River Estuary and associated foreshore	Director Planning & Development	A Draft Orford Foreshore masterplan has been developed and endorsed by Council to be released for community consultation. Once the community consultation has been undertaken, feedback will be considered and a Final Draft will be presented to Council for endorsement in mid 2022.

