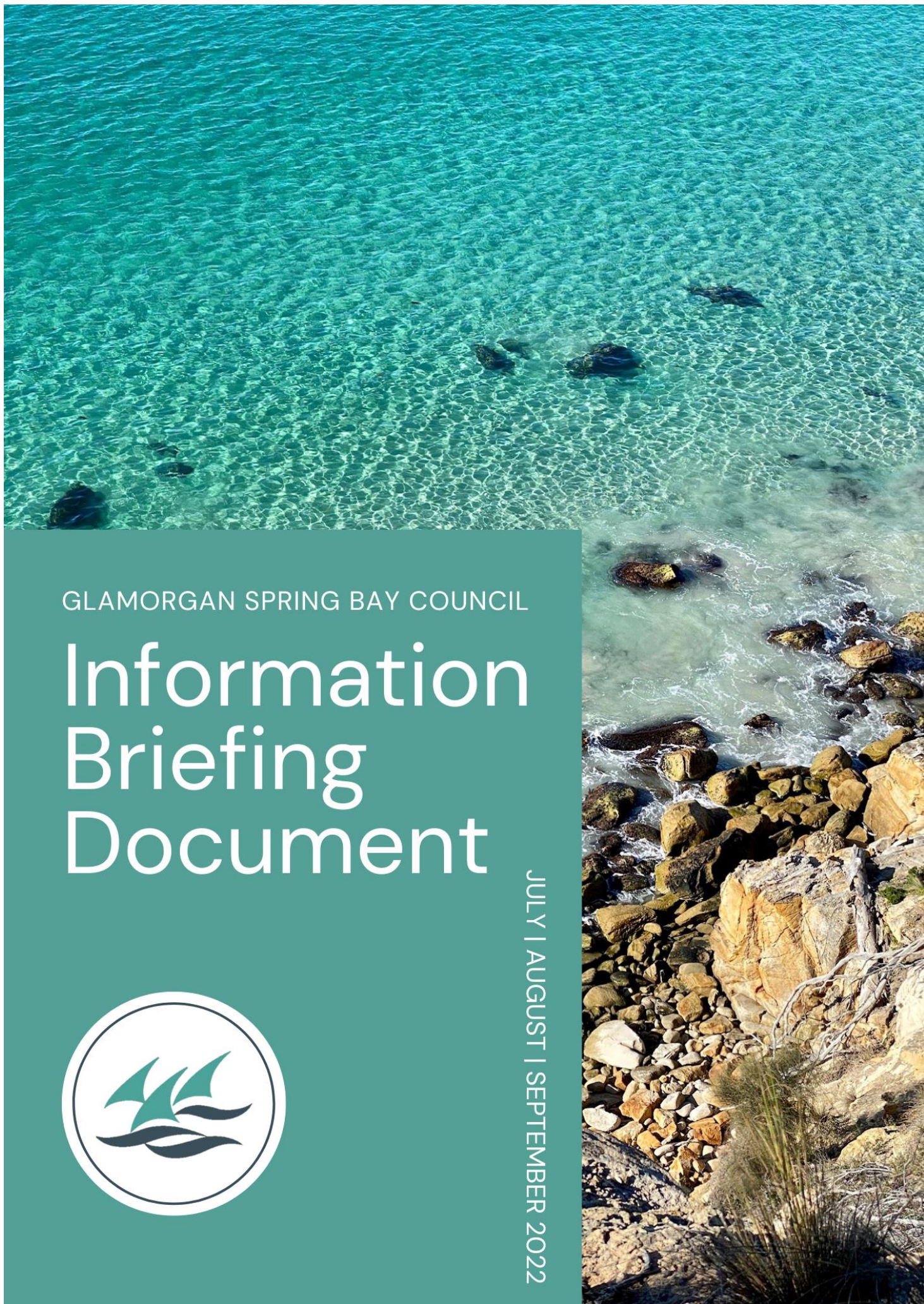


GLAMORGAN SPRING BAY COUNCIL

# Information Briefing Document



JULY | AUGUST | SEPTEMBER 2022





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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](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.

During the period July to September 2022 inclusive, there were 362 views of the audio/visually recorded Council meetings via the YouTube platform.

## MAYORAL ACTIVITIES

The Mayor attends numerous engagements each month. This is a list of the recent activities undertaken by Mayor Robert Young for July, August & September including:

- Attended LGAT Annual General Meeting in Hobart
- Attended Elected Members Professional Development
- Attended meeting with Brian Mitchell MP
- ABC radio interview with Mel Bush

## MEDICAL SERVICES – TRIABUNNA & BICHENO

Council continues to negotiate with external parties on management options for East Coast Health. It is expected that a report will be presented to Council in the first quarter of next year with different management options. The outcomes sought are a higher level of affordable, quality health care.

Council continues to lobby the State and Federal Government for more medical support for the East Coast. Meetings are being held with all levels of government to seek support in this vital area.

Negotiations with a new Doctor at Triabunna are currently taking place along with the replacement of the Practice Manager. Other positions that are required to be filled due to vacancies are a nursing role at Triabunna and a casual reception role at Bicheno.

## HUMAN RESOURCES

Our Council team and operations are recovering well from the impacts of Covid-19. We are seeing more events and more usage by the community of Council managed facilities. The medical centres and museum still are impacted to a small extent.

There are still several skilled role vacancies that have not been filled which are not helped by shortages in accommodation in the area and the changes in the employment supply dynamics in the economy. Efforts continue to recruit suitable candidates for these roles.

During the period we had 2 internal reappointments, which is a healthy reflection of opportunities being created and multiskilling for employees.

Council is addressing the risks of cyber threats by actively rolling out regular training sessions for staff to assist in detection of cyber scam activity. This education is helpful for personal identity protection as well as Council data protection.

## CORPORATE SERVICES

This has been a busy period within the annual calendar including coordination of the end of year financial reporting followed closely by the associated financial audit that is conducted by the Tasmanian Audit Office. This year saw Council as one of the first of all Tasmanian councils to complete the end of year audit with a commendable audit opinion result particularly in comparison to previous years.

As part of the local council elections, provision of significant administrative support has been provided to the electoral office in their running of the election process. This included an update of the General Managers Roll, that had not been reviewed for nearly 10 years.

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

# CORPORATE CALENDAR

| Document / Item   | LGA Act Reference or Other as Stipulated   | Statutory Y/N | Date Last Updated | Responsible Officer                         | Review Cycle        | Comments   |
|---|--|---------------|-------------------|---|---------------------|--|
| Code of Conduct   | S28E (2) c   | Yes           | Feb-19            | N/A   | 4 years             | Every new term of Council  |
| Community Strategic Plan  | S66  | Yes           | Mar-20            | General Manager                             | 4 years             | Plan to be reviewed following 2022 Local Government Elections.   |
| Long Term Financial Management Plan   | S70, S70F, S70G  | Yes           | Dec-21            | Director Corporate & Community              | Updates as required | In progress for March 2023   |
| Financial Management Strategy   | S70, S70F, S70G  | Yes           | Jul-21            | Director Corporate & Community              | 2 years             | Review as required   |
| Strategic Asset Management Plan   | S70B, S70F, S70G   | Yes           | May-21            | Director Works & Infrastructure             | 2 years             | Review as required   |
| Audit Charter   | S85, S85A, S85B  | Yes           | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Annual Plan & Budget Estimates  | S82, S70G  | Yes           | Jul-22            | Director Corporate & Community              | annual              |  |
| Rates Resolution  | S90  | Yes           | Jul-22            | Director Corporate & Community              | annual              |  |
| Fees & Charges Register   | s206   | Yes           | Jun-22            | Director Corporate & Community              | annual              |  |
| Budget  | S82  | Yes           | Jun-22            | Director Corporate & Community              | annual              |  |
| S24 Review  | S24, S70E, S70G  | No            | Oct-20            | General Manager                             | 4 years             |  |
| Annual Report   | S72  | Yes           | Sep-22            | General Manager                             | annual              |  |
| Public Land Register  | S177A (2)  | Yes           | New               | Director Planning & Development             | 4 years             | To be developed 2022/23  |
| Environmental Bylaw   | S145 LGA + Various   | Yes           | May-20            | Director Planning & Development             | 4 years             | Gazetted 23 May 2020   |
| Policy - Private Works  | S70E, S70G   | No            | Jun-20            | Director Works & Infrastructure             | 4 years             |  |
| Policy - Regulation of Stalls and Kerbside Vendors                          | S70E, S70G   | No            | Oct-19            | Director Planning & Development             | 4 years             |  |
| Car Parking Cash-In-Lieu Contribution Policy                                | S70E, S70G   | No            | Apr-21            | Director Planning & Development             | 4 years             |  |
| Policy - Council Advertising  | S70E, S70G   | No            | Jan-22            | General Manager                             | 4 years             |  |
| Policy - Dog Management 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. |
| Policy - Planning & Building Fees   | S70E, S70G, S205, S206   | Yes           | Jun-21            | Director Planning & Development             | 4 years             |  |
| Policy - Waste Management   | S70E, S70G   | No            | Jul-21            | Director Works & Infrastructure             | 4 years             |  |
| Policy - Tree Management  | S70E, S70G   | No            | Sep-16            | Director Works & Infrastructure             | 4 years             | In progress  |
| Policy - Marina and Wharf Precinct  | S70E, S70G   | No            | Jul-22            | Manager Facilities & Marina                 | 4 years             |  |
| Policy - Use of Electronic Devices  | S70E, S70G   | No            | Nov-19            | Director Corporate & Community              | 4 years             | In progress  |
| Policy - Conservation Covenant Rebate                                       | S129   | Yes           | May-19            | Director Corporate & Community              | 4 years             |  |
| Policy - Rate Relief for Community Groups                                   | S129   | Yes           | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Rate Relief for Religious Organisations                            | S129   | Yes           | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Financial Reserves   | S70E, S70G   | Yes           | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Asset Management   | S70C, S70Em S70G   | Yes           | Apr-20            | Director Works & Infrastructure             | 4 years             |  |
| Policy - Customer Service Charter   | 339F, S70E, S70G   | Yes           | Sep-19            | Director Corporate & Community              | 4 years             |  |
| Policy - Fraud Control  | S70E, S70G + Various Legislation   | Yes           | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Investment   | S70E, S70G + Various Legislation   | Yes           | Aug-15            | Director Corporate & Community              | 4 years             | In progress  |
| Financial Hardship Assistance Policy  | Part 9 (Rates & Charges), S70E, s70G   | No            | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Councillor Allowances & Expense Reimbursement Policy               | S70E, S70G, R42 LG(Gen) Regs   | Yes           | Jul-22            | General Manager / Executive Officer         | 4 years             |  |
| Policy - Recognition of continuous years of service - Councillors and Staff | S70E, S70G   | No            | Sep-19            | General Manager                             | 4 years             |  |
| Media Policy - Media statements   | S70E, S70G   | No            | Feb-19            | General Manager / Executive Officer         | 4 years             |  |
| Policy - Use of Council logo  | S70E, S70G   | No            | Sep-19            | General Manager / Executive Officer         | 4 years             |  |
| Policy - Council owned vehicles   | S70E, S70G   | No            | Sep-19            | Director Works & Infrastructure             | 4 years             |  |
| Policy - Code for tenders and contracts                                     | S333B, S70E, S70G  | Yes           | Feb-22            | Director Works & Infrastructure             | 4 years             |  |
| Policy - Volunteer Policy   | S70E, S70G + Various Legislation   | No            | Sep-19            | Director Corporate & Community              | 4 years             |  |
| Policy - Community Small Grant Fund   | S70E, S70G   | No            | Sep-10            | Director Corporate & Community              | 4 years             | In progress  |
| Policy - Corporate Credit Card  | S70E, S70G   | No            | Apr-20            | Director Corporate & Community              | 4 years             |  |
| Policy - Council Meetings - Audio/Visual Recording                          | R33 LG(MP) Regs 2015   | Yes           | Aug-20            | General Manager / Executive Officer         | 4 years             |  |
| Policy - Personal and private information                                   | S70E, S70G + Various Legislation   | Yes           | Oct-21            | General Manager                             | 4 years             | In progress  |
| Policy - Recruitment Policy   | S70E, S70G, Antidiscrimination Act   | No            | Feb-22            | General Manager                             | 4 years             |  |
| Australian Citizenship Ceremony Dress Code                                  | S70E, S70G,  | Yes           | Feb-20            | Director Corporate & Community              | 4 years             |  |
| Risk Management Policy  | S70E, S70G + Various Legislation   | Yes           | Jun-20            | Director Corporate & Community              | 4 years             |  |
| Risk Management Strategy  | S70E, S70G + Various Legislation   | Yes           | Jun-20            | Director Corporate & Community              | 2 years             |  |
| Debt Collection Procedure   | S70E, S70G + Various Legislation   | Yes           | New               | Director Corporate & Community              | 4 years             | In progress  |
| Corporate Branding Policy   | S70E, S70G   | No            | New               | General Manager                             | 4 years             | To be developed  |
| Risk Register   | Various  | Yes           | Jun-22            | General Manager                             | annual              | In progress  |
| Gifts & Benefits Policy   | S56A, S56B, 70E, 70G, LG(Gen) Regs 2015  | Yes           | Aug-21            | General Manager /Executive Officer          | 4 years             |  |
| Municipal Emergency Management Plan   | Emergency Management Act   | Yes           | Sep-20            | Director Works & Infrastructure             | 2 years             |  |
| Community RecoveryPlan  | S70E & Various   | Yes           | Feb-21            | Director Works & Infrastructure             | 4 years             |  |
| Employee Code of Conduct Policy - Staff                                     | Various  | No            | Mar-22            | General Manager                             | 4 years             |  |
| Enterprise Agreement  | Various  | Yes           | Jul-22            | General Manager / Internal Review Committee | 3 years             |  |
| Use of Council's Common Seal Policy   | S70E, S70G   | No            | Apr-20            | General Manager / Executive Officer         | 4 years             |  |
| Implementation of Records Management System                                 | S70E, S70G & State Archives Act  | Yes           | Jun-21            | Director Corporate & Community              | Complete            | Sharepoint   |
| Information Management Policy   | S70E, Archives Act & Various   | Yes           | Jul-21            | Director Corporate & Community              | 4 years             | In progress  |
| Asset Management Policy   | S70E, 70C  | Yes           | Oct-20            | General Manager                             | 4 years             |  |
| Flora & Fauna Plans   | Threatened Species Act 1995/Nature Conservation Act 2002/EPBC Act 1999/Forest Practices Regulations 2005 | Yes           | 2014              | Director Planning & Development             | 4 years             | Review placed on hold for the next financial year. The current F&F plans still remain current until the review takes place.                          |
| Weed Management Plan  | Weed Management Act 1999   | Yes           | Jan-16            | Director Works & Infrastructure             | 5 years             | In progress  |
| Business Continuity Plan  | S70E & Various   | Yes           | Mar-21            | General Manager                             | 2 years             |  |
| Pandemic Plan   | S70E & Various   | Yes           | May-20            | Director Works & Infrastructure             | 2 years             |  |
| COVID Safe Plans  | S70E & Various   | Yes           | May-22            | General Manager                             | as required         |  |
| Communications & Engagement Framework                                       | S70E   | Yes           | Apr-22            | Director Corporate & Community              | 4 years             |  |
| Public Open Space Contribution Policy                                       | Various  | No            | Feb-21            | Director Planning & Development             | 4 years             |  |
| Council Workshop Policy   | Various  | No            | Jan-22            | General Manager                             | 2 years             |  |
| Coastal Erosion & Indundation Policy  | S70E   | No            | New               | Director Planning & Development             | 4 years             | To be developed  |

## PROPERTY SETTLEMENT CERTIFICATES

|              | 2016/17    |            | 2017/18    |            | 2018/19    |            | 2019/20    |            | 2020/21      |            | 2021/22    |            | 2022/23    |           |
|--------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|------------|------------|------------|------------|-----------|
|              | 132        | 337        | 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         | 58         | 16        |
| August       | 50         | 26         | 58         | 28         | 60         | 37         | 31         | 13         | 65           | 24         | 58         | 27         | 29         | 15        |
| September    | 43         | 20         | 51         | 27         | 46         | 19         | 56         | 31         | 74           | 38         | 60         | 26         | 24         | 8         |
| 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         | 46         | 28         |            |           |
| May          | 50         | 27         | 56         | 31         | 40         | 17         | 16         | 8          | 53           | 29         | 39         | 25         |            |           |
| June         | 31         | 16         | 38         | 21         | 27         | 17         | 23         | 14         | 31           | 23         | 36         | 28         |            |           |
| <b>TOTAL</b> | <b>594</b> | <b>290</b> | <b>629</b> | <b>315</b> | <b>577</b> | <b>271</b> | <b>471</b> | <b>230</b> | <b>815</b>   | <b>407</b> | <b>634</b> | <b>329</b> | <b>111</b> | <b>39</b> |
| <b>TOTAL</b> | <b>884</b> |            | <b>944</b> |            | <b>848</b> |            | <b>664</b> |            | <b>1,222</b> |            | <b>963</b> |            | <b>150</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       |
|------------|---|-----------------|
| 07/07/2022 | Agreement of Sale – Spencer Street, Triabunna                         | General Manager |
| 12/07/2022 | Final Plan – Council Approval page – SA 2021/20                       | General Manager |
| 27/07/2022 | Amendment AM 2022/01 – Glamorgan Spring Bay Local Provisions Schedule | General Manager |
| 16/08/2022 | Part 5 Agreement – Council Approval Page – CT 82017/101               | General Manager |
| 8/09/2022  | Part 5 Agreement – Council Approval Page – SA 2020/07                 | General Manager |
| 8/09/2022  | Final Plan – Council Approval Page – SA 2021/21                       | General Manager |
| 8/09/2022  | Transfer of Land – CT 55156/62, CT 55156/63, CT 5156/64               | General Manager |
| 14/09/2022 | Final Plan – Council Approval Page – SA 2021/22                       | General Manager |
| 15/09/2022 | Deed of Variation of Swansea Main Street Paving (CDG1143)             | General Manager |

## COMMUNITY SMALL GRANTS PROGRAMME

| Name  | Amount donated \$ | Date Approved |
|---|-------------------|---------------|
| Swansea Local Events Committee                      | \$1,000           | 26/07/2022    |
| Freycinet Volunteer Marine Rescue Association       | \$1,000           | 26/07/2022    |
| Swansea Community Christmas Parade                  | \$1,000           | 23/08/2022    |
| East Coast Regional Development Organisation (ERDO) | \$1,000           | 23/08/2022    |
| Swansea Community & Men's Shed                      | \$915             | 27/09/2022    |

## EVENT SUPPORT / ASSISTANCE

| Name                         | In-kind Assistance   | Amount donated \$ | Date Approved |
|------------------------------|--|-------------------|---------------|
| Freycinet Challenge          | Provision of additional wheelie bins and kerbside collection as resources permit. Provision of toilet consumables and amenity labour as resources permit. Social media and marketing support through Council's existing channels to help promote the event. Pay for advertising and administration costs associated with the road closure. | \$509             | 26/07/2022    |
| Bicheno Food & Wine Festival | Provision of signage, amenities consumables, oval parking, road closure advertising, waste removal and bin provision.  | \$2,000           | 23/08/2022    |
| Triabunna Squid Festival     | Provision of road closure signage, social media and marketing support through Council's existing channels to promote the event.  | \$2,000           | 27/08/2022    |

## SOCIAL MEDIA STATISTICS

### FACEBOOK



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.

Reach – 11,588 – 9.6% increase (Since the last quarter)

Page Followers – 785

### Audience

#### Age and gender

Men 29.30%  
Women 70.70%



#### Location

Towns/cities

Countries

|                               |     |
|-------------------------------|-----|
| Triabunna, TAS, Australia     | 121 |
| Hobart, TAS, Australia        | 77  |
| Orford, TAS, Australia        | 60  |
| Swansea, TAS, Australia       | 57  |
| Bicheno, TAS, Australia       | 32  |
| Launceston, TAS, Australia    | 26  |
| Melbourne, VIC, Australia     | 23  |
| Coles Bay, TAS, Australia     | 15  |
| Buckland, TAS, Australia      | 11  |
| Dolphin Sands, TAS, Australia | 10  |

### YOUTUBE



The internet YouTube platform is used to publish live Ordinary Council meetings each month to assist those in the community to view proceedings when they cannot attend themselves. There are currently 156 Subscribers.



## PLANNING AND DEVELOPMENT STATISTICS

### PLANNING STATISTICS

|   | July – September | Total |
|---|------------------|-------|
| Development Applications Received (Total) | 118              | 118   |
| Development Applications Approved         | 62               | 62    |
| Development Applications Refused          | 0                | 0     |
| Development Applications Withdrawn        | 6                | 6     |

### BUILDING AND PLUMBING STATISTICS

|                                   | July – September | Total |
|-----------------------------------|------------------|-------|
| Building Permits Approved         | 7                | 7     |
| Plumbing Permits Approved         | 16               | 16    |
| Notifiable Building Work Approved | 42               | 42    |
| Notifiable Plumbing Work Approved | 26               | 26    |
| Low Risk Building Work            | 5                | 5     |
| Low Risk Plumbing Work            | 12               | 12    |
| Permit of Substantial Compliance  | 0                | 0     |
| Building Certificates             | 1                | 1     |

### COMPLIANCE STATISTICS

|   | July – September | Total |
|---|------------------|-------|
| Building Notices issued                   | 0                | 0     |
| Building Orders issued                    | 0                | 0     |
| Planning Complaints Received              | 10               | 10    |
| Building and Plumbing Complaints Received | 4                | 4     |
| Environmental Health Complaints Received  | 6                | 6     |
| Planning Enforcement Notices Issued       | 1                | 1     |

## ENVIRONMENTAL HEALTH STATISTICS

|   | July – September | Total |
|---|------------------|-------|
| Immunisations                                 | 0                | 0     |
| Food & Public Health Act Registrations        | 129              | 129   |
| Food & Public Health Inspections              | 25               | 25    |
| Notifiable Diseases                           | 1                | 1     |
| Sampling                                      | 2                | 2     |
| Public Health/Environmental Health Complaints | 8                | 8     |
| On-site Wastewater Assessments/Permits        | 7                | 7     |
| Form 49 & 50 Assessments/Inspections          | 0                | 0     |
| New Food Business Enquiries                   | 6                | 6     |
| Development Application Assessments           | 5                | 5     |

## ANIMAL CONTROL STATISTICS

|  | July – September | Total |
|--|------------------|-------|
| Dogs Registered                          | 952              | 952   |
| Kennel Licenses Issued/Renewed           | 0                | 0     |
| Dogs Impounded                           | 3                | 3     |
| Dog Attacks                              | 2                | 2     |
| Dogs Seized                              | 0                | 0     |
| Dogs Surrendered                         | 3                | 3     |
| Dogs Euthanized                          | 0                | 0     |
| Dogs at Large                            | 5                | 5     |
| Dogs placed with Dogs' Homes of Tasmania | 3                | 3     |
| Caution Notices Issued                   | 2                | 2     |
| Complaints                               | 8                | 8     |
| Infringements                            | 3                | 3     |
| Lost Dog calls                           | 2                | 2     |
| Other                                    | 0                | 0     |
| Fire Abatement Enquires/Complaints       | 0                | 0     |
| Cat Enquires/Complaints                  | 4                | 4     |
| Livestock Enquires/Complaints            | 0                | 0     |

## FINANCIAL REPORTING

## PROFIT AND LOSS – GROUP

| Account   | YTD Actual        | YTD Budget        | Budget Var         | Var %       | 2022/23 Budget    | Notes |
|---|-------------------|-------------------|--------------------|-------------|-------------------|-------|
| <b>Trading Income</b>                                   |                   |                   |                    |             |                   |       |
| Rate Revenue  | 11,137,638        | 11,114,746        | 22,892             | 0%          | 11,114,746        |       |
| Statutory Charges                                       | 233,761           | 205,009           | 28,752             | 14%         | 777,716           |       |
| User Charges  | 465,879           | 356,284           | 109,595            | 31%         | 999,658           | 1     |
| Grants  | 810,805           | 943,625           | (132,820)          | -14%        | 1,845,049         | 2     |
| Interest & Investment Revenue                           | 124,838           | 108,822           | 16,016             | 15%         | 518,088           |       |
| Contributions   | 122,090           | 31,443            | 90,647             | 288%        | 185,772           | 3     |
| Other Revenue   | 757,350           | 508,402           | 248,948            | 49%         | 1,198,981         | 4     |
| <b>Total Trading Income</b>                             | <b>13,652,361</b> | <b>13,268,331</b> | <b>384,030</b>     | <b>3%</b>   | <b>16,640,010</b> |       |
| <b>Gross Profit</b>                                     | <b>13,652,361</b> | <b>13,268,331</b> | <b>384,030</b>     | <b>3%</b>   | <b>16,640,010</b> |       |
| <b>Capital Grants</b>                                   |                   |                   |                    |             |                   |       |
| Grants Commonwealth Capital - Other                     | 474,036           | 1,183,883         | (709,847)          | -60%        | 5,756,383         | 5     |
| Grants Commonwealth Capital - Roads to Recovery         | 10,046            | 100,272           | (90,226)           | -90%        | 401,088           | 6     |
| Grants State Capital - Other                            | 185,981           | 49,123            | 136,858            | 279%        | 260,123           | 7     |
| <b>Total Capital Grants</b>                             | <b>670,062</b>    | <b>1,333,278</b>  | <b>(663,216)</b>   | <b>-50%</b> | <b>6,417,594</b>  |       |
| <b>Other Income</b>                                     |                   |                   |                    |             |                   |       |
| Net Gain (Loss) on Disposal of Assets                   | 11,229            | 0                 | 11,229             | 0%          | 53,000            |       |
| Other Income - PPRWS Reimbursement of Principal Loan    | 0                 | 0                 | 0                  | 0%          | 105,614           |       |
| <b>Total Other Income</b>                               | <b>11,229</b>     | <b>0</b>          | <b>11,229</b>      | <b>0%</b>   | <b>158,614</b>    |       |
| <b>Operating Expenses</b>                               |                   |                   |                    |             |                   |       |
| Employee Costs  | 1,132,059         | 1,326,274         | (194,215)          | -15%        | 5,234,096         | 8     |
| Materials & Services                                    | 2,085,527         | 3,120,790         | (1,035,263)        | -33%        | 8,289,660         | 9     |
| Depreciation  | 804,892           | 799,014           | 5,878              | 1%          | 3,196,056         |       |
| Interest  | (20,577)          | (20,942)          | 365                | -2%         | 213,820           |       |
| Other Expenses  | 40,961            | 53,169            | (12,208)           | -23%        | 212,676           |       |
| <b>Total Operating Expenses</b>                         | <b>4,042,862</b>  | <b>5,278,305</b>  | <b>(1,235,443)</b> | <b>-23%</b> | <b>17,146,308</b> |       |
| <b>Net Profit</b>                                       | <b>9,609,499</b>  | <b>7,990,026</b>  | <b>1,619,473</b>   | <b>20%</b>  | <b>(506,298)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>10,290,791</b> | <b>9,323,304</b>  | <b>967,487</b>     | <b>10%</b>  | <b>6,069,910</b>  |       |
| <b>Capital Works Program (Current Year WIP)</b>         |                   |                   |                    |             |                   |       |
| Work in Progress Capital Works - Plant Internal         | 9,660             | 0                 | 9,660              | 0%          | 0                 |       |
| Work In Progress Payroll - Salaries and Wages           | 21,543            | 0                 | 21,543             | 0%          | 0                 |       |
| Work in Progress Capital Works - On Costs               | 10,879            | 0                 | 10,879             | 0%          | 0                 |       |
| Work in Progress Capital Works - Contractor Costs       | 133,424           | 0                 | 133,424            | 0%          | 0                 |       |
| Work in Progress Capital Works - Other Costs            | 1,510             | 0                 | 1,510              | 0%          | 0                 |       |
| Work in Progress Capital Works - Materials              | 81,832            | 0                 | 81,832             | 0%          | 0                 |       |
| Work in Progress Capital Works - Consultancy            | 6,596             | 0                 | 6,596              | 0%          | 0                 |       |
| Work in Progress Capital Works - Plant Hire External    | 7,089             | 0                 | 7,089              | 0%          | 0                 |       |
| <b>Total Capital Works Program (Current Year WIP)</b>   | <b>272,534</b>    | <b>0</b>          | <b>272,534</b>     | <b>0%</b>   | <b>0</b>          |       |

### NOTES

1. User charges above budget due to payment of outstanding Ferry fees in Aug 2022.
2. Black summer bushfire recovery grant received carry over \$615k of \$811k, remaining \$195k not yet received. Carry over unspent Parks grant funds not budgeted. \$50k Development waste water project budgeted, expected to be received in October.
3. Public Open space contribution \$57k and Subdivision contribution \$31k more than than budgeted.
4. Medical income \$138k higher than estimate from high winter demand, additional locum (ie 5 doctors) on board and covid vaccinations income. Note September locum expense yet to be received, approximately \$50k. Reimbursement of incorrectly charged bank fees \$100k.
5. Carried forward unspent for Local Roads & Community Infrastructure Grant (LRCI) \$474k. Budget to date expected but not received: Black Summer Bushfire Recovery Grant for roads \$158k; LRCI road projects round 3 \$332k and round 2 \$116k, Facilities projects round 3 \$577k.
- 6 Roads to recovery grant not received.
7. Carry forward unspent grant funds, Spring bay recreation ground \$137k
8. Staff vacancies and unplanned covid leave reflecting shortfall in staff availability.
9. Black summer Bushfire Recovery Grant pass through cost unspent \$660k, contractor costs and materials \$260k and \$170k less than forecast impacted by delays in availability.



## PROFIT AND LOSS – GOVERNANCE

| Account   | YTD<br>Actual    | YTD<br>Budget    | Budget<br>Var   | Var<br>%    | 2022/23<br>Budget | Notes |
|---|------------------|------------------|-----------------|-------------|-------------------|-------|
| <b>Trading Income</b>                                   |                  |                  |                 |             |                   |       |
| Statutory Charges                                       | 43               | 0                | 43              | 0%          | 0                 |       |
| <b>Total Trading Income</b>                             | <b>43</b>        | <b>0</b>         | <b>43</b>       | <b>0%</b>   | <b>0</b>          |       |
| <b>Gross Profit</b>                                     | <b>43</b>        | <b>0</b>         | <b>43</b>       | <b>0%</b>   | <b>0</b>          |       |
| <b>Operating Expenses</b>                               |                  |                  |                 |             |                   |       |
| Employee Costs  | 78,525           | 94,593           | (16,068)        | -17%        | 378,372           |       |
| Materials & Services                                    | 37,875           | 38,878           | (1,003)         | -3%         | 192,542           |       |
| Depreciation  | 10,621           | 12,900           | (2,279)         | -18%        | 51,600            |       |
| Other Expenses  | 36,168           | 36,669           | (501)           | -1%         | 146,676           |       |
| <b>Total Operating Expenses</b>                         | <b>163,188</b>   | <b>183,040</b>   | <b>(19,852)</b> | <b>-11%</b> | <b>769,190</b>    |       |
| <b>Net Profit</b>                                       | <b>(163,145)</b> | <b>(183,040)</b> | <b>19,895</b>   | <b>-11%</b> | <b>(769,190)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>(163,145)</b> | <b>(183,040)</b> | <b>19,895</b>   | <b>-11%</b> | <b>(769,190)</b>  |       |

## PROFIT AND LOSS – WORKS

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

| Account   | YTD<br>Actual    | YTD<br>Budget    | Budget<br>Var      | Var<br>%     | 2022/23<br>Budget  | Notes |
|---|------------------|------------------|--------------------|--------------|--------------------|-------|
| <b>Trading Income</b>                                   |                  |                  |                    |              |                    |       |
| Rate Revenue  | 1,272,693        | 1,268,629        | 4,064              | 0%           | 1,268,629          |       |
| User Charges  | 31,994           | 72,237           | (40,243)           | -56%         | 215,585            |       |
| Grants  | 805,968          | 880,249          | (74,281)           | -8%          | 1,634,541          | 1     |
| Contributions   | 2,000            | 0                | 2,000              | 0%           | 0                  |       |
| Other Revenue   | 9,074            | 0                | 9,074              | 0%           | 0                  |       |
| <b>Total Trading Income</b>                             | <b>2,121,730</b> | <b>2,221,115</b> | <b>(99,385)</b>    | <b>-4%</b>   | <b>3,118,755</b>   |       |
| <b>Gross Profit</b>                                     | <b>2,121,730</b> | <b>2,221,115</b> | <b>(99,385)</b>    | <b>-4%</b>   | <b>3,118,755</b>   |       |
| <b>Capital Grants</b>                                   |                  |                  |                    |              |                    |       |
| Grants Commonwealth Capital - Other                     | 474,036          | 606,883          | (132,847)          | -22%         | 5,179,383          | 2     |
| Grants Commonwealth Capital - Roads to Recovery         | 10,046           | 100,272          | (90,226)           | -90%         | 401,088            | 3     |
| Grants State Capital - Other                            | 137,251          | 0                | 137,251            | 0%           | 161,000            | 4     |
| <b>Total Capital Grants</b>                             | <b>621,332</b>   | <b>707,155</b>   | <b>(85,823)</b>    | <b>-12%</b>  | <b>5,741,471</b>   |       |
| <b>Other Income</b>                                     |                  |                  |                    |              |                    |       |
| Net Gain (Loss) on Disposal of Assets                   | 11,229           | 0                | 11,229             | 0%           | 53,000             |       |
| <b>Total Other Income</b>                               | <b>11,229</b>    | <b>0</b>         | <b>11,229</b>      | <b>0%</b>    | <b>53,000</b>      |       |
| <b>Operating Expenses</b>                               |                  |                  |                    |              |                    |       |
| Employee Costs  | 433,251          | 604,222          | (170,971)          | -28%         | 2,296,888          | 5     |
| Materials & Services                                    | 551,511          | 1,621,078        | (1,069,567)        | -66%         | 4,330,320          | 6     |
| Depreciation  | 574,027          | 573,687          | 340                | 0%           | 2,294,748          |       |
| <b>Total Operating Expenses</b>                         | <b>1,558,789</b> | <b>2,798,987</b> | <b>(1,240,198)</b> | <b>-44%</b>  | <b>8,921,956</b>   |       |
| <b>Net Profit</b>                                       | <b>562,941</b>   | <b>(577,872)</b> | <b>1,140,813</b>   | <b>-197%</b> | <b>(5,803,201)</b> |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>1,195,502</b> | <b>129,283</b>   | <b>1,066,219</b>   | <b>825%</b>  | <b>(8,730)</b>     |       |

### NOTES:

- Operating grants: Federal Assistant Grant for roads received above budget \$12k for roads, \$10k for bridges. Carry over unspent Parks grant funds not budgeted \$93k. Black summer bushfire recovery grant received carry over \$615k of \$811k, remaining \$195k not yet received.
- Commonwealth capital grants: Carried forward unspent for Local Roads & Community Infrastructure Grant (LRCI) \$474k. Budget to date expected but not received: Black Summer Bushfire Recovery Grant for roads \$158k; LRCI road projects round 3 \$332k and round 2 \$116k.
- Commonwealth capital roads to recovery grant not received for roads \$100k.
- State capital grants: Carry forward unspent grant funds for Spring bay recreation ground \$137k.
- Full time staff vacancies.
- Black summer Bushfire Recovery Grant pass through cost unspent \$660k for Parks, Waste September invoice late (80k) Roads focus on resheeting capital and stormwater responses (105k) Parks timing of expenditure (77k) Town Maintenance timing of expenditure (45k)

## PROFIT AND LOSS – CORPORATE SERVICES

| Account   | YTD<br>Actual    | YTD<br>Budget    | Budget<br>Var   | Var<br>%   | 2022/23<br>Budget | Notes |
|---|------------------|------------------|-----------------|------------|-------------------|-------|
| <b>Trading Income</b>                                   |                  |                  |                 |            |                   |       |
| Rate Revenue  | 9,313,785        | 9,295,047        | 18,738          | 0%         | 9,295,047         |       |
| Statutory Charges                                       | 23,266           | 25,737           | (2,471)         | -10%       | 102,948           |       |
| Grants  | 4,836            | 13,376           | (8,540)         | -64%       | 160,508           |       |
| Interest & Investment Revenue                           | 124,731          | 108,822          | 15,909          | 15%        | 518,088           |       |
| Other Revenue   | 378,567          | 285,043          | 93,524          | 33%        | 305,545           | 1     |
| <b>Total Trading Income</b>                             | <b>9,845,186</b> | <b>9,728,025</b> | <b>117,161</b>  | <b>1%</b>  | <b>10,382,136</b> |       |
| <b>Gross Profit</b>                                     | <b>9,845,186</b> | <b>9,728,025</b> | <b>117,161</b>  | <b>1%</b>  | <b>10,382,136</b> |       |
| <b>Operating Expenses</b>                               |                  |                  |                 |            |                   |       |
| Employee Costs  | 140,725          | 206,018          | (65,293)        | -32%       | 823,072           | 2     |
| Materials & Services                                    | 855,054          | 862,137          | (7,083)         | -1%        | 1,681,429         |       |
| Depreciation  | 11,062           | 11,295           | (233)           | -2%        | 45,180            |       |
| Interest  | 3,349            | 3,300            | 49              | 1%         | 15,600            |       |
| Other Expenses  | 4,793            | 16,500           | (11,707)        | -71%       | 66,000            |       |
| <b>Total Operating Expenses</b>                         | <b>1,014,983</b> | <b>1,099,250</b> | <b>(84,267)</b> | <b>-8%</b> | <b>2,631,281</b>  |       |
| <b>Net Profit</b>                                       | <b>8,830,203</b> | <b>8,628,775</b> | <b>201,428</b>  | <b>2%</b>  | <b>7,750,855</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>8,830,203</b> | <b>8,628,775</b> | <b>201,428</b>  | <b>2%</b>  | <b>7,750,855</b>  |       |

### NOTES:

1. Reimbursement of incorrectly charged bank fees \$101k, pension remissions \$11k less than forecast.
2. Vacancies still not placed.

## PROFIT AND LOSS – DEVELOPMENT

| Account   | YTD<br>Actual  | YTD<br>Budget    | Budget<br>Var   | Var<br>%     | 2022/23<br>Budget | Notes |
|---|----------------|------------------|-----------------|--------------|-------------------|-------|
| <b>Trading Income</b>                                   |                |                  |                 |              |                   |       |
| Statutory Charges                                       | 208,704        | 179,272          | 29,432          | 16%          | 674,768           |       |
| User Charges  | 20,194         | 18,493           | 1,701           | 9%           | 20,014            |       |
| Grants  | 0              | 50,000           | (50,000)        | -100%        | 50,000            | 1     |
| Contributions   | 120,090        | 31,443           | 88,647          | 282%         | 185,772           | 2     |
| Other Revenue   | 470            | 450              | 20              | 4%           | 1,800             |       |
| <b>Total Trading Income</b>                             | <b>349,459</b> | <b>279,658</b>   | <b>69,801</b>   | <b>25%</b>   | <b>932,354</b>    |       |
| <b>Gross Profit</b>                                     | <b>349,459</b> | <b>279,658</b>   | <b>69,801</b>   | <b>25%</b>   | <b>932,354</b>    |       |
| <b>Operating Expenses</b>                               |                |                  |                 |              |                   |       |
| Employee Costs  | 180,675        | 231,645          | (50,970)        | -22%         | 926,580           | 3     |
| Materials & Services                                    | 151,127        | 180,342          | (29,215)        | -16%         | 631,368           |       |
| Depreciation  | 5,925          | 6,483            | (558)           | -9%          | 25,932            |       |
| <b>Total Operating Expenses</b>                         | <b>337,727</b> | <b>418,470</b>   | <b>(80,743)</b> | <b>-19%</b>  | <b>1,583,880</b>  |       |
| <b>Net Profit</b>                                       | <b>11,732</b>  | <b>(138,812)</b> | <b>150,544</b>  | <b>-108%</b> | <b>(651,526)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>11,732</b>  | <b>(138,812)</b> | <b>150,544</b>  | <b>-108%</b> | <b>(651,526)</b>  |       |

### NOTES:

1. \$50k Development waste water project budgeted, expected to be received in October.
2. Public Open space contribution \$57k and Subdivision contribution \$31k more than budgeted.
3. Vacancies still not placed.



## PROFIT AND LOSS – TOURISM AND ECONOMIC DEVELOPMENT

| Account   | YTD<br>Actual   | YTD<br>Budget   | Budget<br>Var | Var<br>%  | 2022/23<br>Budget | Notes |
|---|-----------------|-----------------|---------------|-----------|-------------------|-------|
| <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                                    | 60,000          | 60,000          | 0             | 0%        | 72,500            |       |
| <b>Total Operating Expenses</b>                         | <b>60,000</b>   | <b>60,000</b>   | <b>0</b>      | <b>0%</b> | <b>72,500</b>     |       |
| <b>Net Profit</b>                                       | <b>(60,000)</b> | <b>(60,000)</b> | <b>0</b>      | <b>0%</b> | <b>(72,500)</b>   |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>(60,000)</b> | <b>(60,000)</b> | <b>0</b>      | <b>0%</b> | <b>(72,500)</b>   |       |

## PROFIT AND LOSS – COMMUNITY DEVELOPMENT

| Account   | YTD<br>Actual   | YTD<br>Budget   | Budget<br>Var   | Var<br>%         | 2022/23<br>Budget | Notes |
|---|-----------------|-----------------|-----------------|------------------|-------------------|-------|
| <b>Trading Income</b>                                   |                 |                 |                 |                  |                   |       |
| Interest & Investment Revenue                           | 107             | 0               | 107             | 0%               | 0                 |       |
| Other Revenue   | 8,485           | 8,385           | 100             | 1%               | 33,540            |       |
| <b>Total Trading Income</b>                             | <b>8,592</b>    | <b>8,385</b>    | <b>207</b>      | <b>2%</b>        | <b>33,540</b>     |       |
| <b>Gross Profit</b>                                     | <b>8,592</b>    | <b>8,385</b>    | <b>207</b>      | <b>2%</b>        | <b>33,540</b>     |       |
| <b>Operating Expenses</b>                               |                 |                 |                 |                  |                   |       |
| Employee Costs  | 25,884          | 37,617          | (11,733)        | -<br>31%         | 150,468           |       |
| Materials & Services                                    | 12,851          | 16,709          | (3,858)         | -<br>23%         | 66,136            |       |
| Depreciation  | 10,940          | 12,723          | (1,783)         | -<br>14%         | 50,892            |       |
| <b>Total Operating Expenses</b>                         | <b>49,676</b>   | <b>67,049</b>   | <b>(17,374)</b> | <b>-<br/>26%</b> | <b>267,496</b>    |       |
| <b>Net Profit</b>                                       | <b>(41,084)</b> | <b>(58,664)</b> | <b>17,580</b>   | <b>-<br/>30%</b> | <b>(233,956)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>(41,084)</b> | <b>(58,664)</b> | <b>17,580</b>   | <b>-<br/>30%</b> | <b>(233,956)</b>  |       |

## PROFIT AND LOSS – BUILDINGS AND FACILITIES

| Account   | YTD<br>Actual    | YTD<br>Budget    | Budget<br>Var    | Var<br>%          | 2022/23<br>Budget | Notes |
|---|------------------|------------------|------------------|-------------------|-------------------|-------|
| <b>Trading Income</b>                                   |                  |                  |                  |                   |                   |       |
| Other Revenue   | 10,227           | 4,524            | 5,703            | 126%              | 18,096            |       |
| <b>Total Trading Income</b>                             | <b>10,227</b>    | <b>4,524</b>     | <b>5,703</b>     | <b>126%</b>       | <b>18,096</b>     |       |
| <b>Gross Profit</b>                                     | <b>10,227</b>    | <b>4,524</b>     | <b>5,703</b>     | <b>126%</b>       | <b>18,096</b>     |       |
| <b>Capital Grants</b>                                   |                  |                  |                  |                   |                   |       |
| Grants Commonwealth Capital - Other                     | 0                | 577,000          | (577,000)        | -<br>100%         | 577,000           | 1     |
| Grants State Capital - Other                            | 48,730           | 49,123           | (393)            | -1%               | 99,123            |       |
| <b>Total Capital Grants</b>                             | <b>48,730</b>    | <b>626,123</b>   | <b>(577,393)</b> | <b>-92%</b>       | <b>676,123</b>    |       |
| <b>Operating Expenses</b>                               |                  |                  |                  |                   |                   |       |
| Employee Costs  | 11,468           | 16,173           | (4,705)          | -29%              | 64,692            |       |
| Materials & Services                                    | 59,733           | 63,930           | (4,197)          | -7%               | 255,720           |       |
| Depreciation  | 114,935          | 104,694          | 10,241           | 10%               | 418,776           |       |
| Interest  | 0                | 150              | (150)            | -<br>100%         | 600               |       |
| <b>Total Operating Expenses</b>                         | <b>186,137</b>   | <b>184,947</b>   | <b>1,190</b>     | <b>1%</b>         | <b>739,788</b>    |       |
| <b>Net Profit</b>                                       | <b>(175,910)</b> | <b>(180,423)</b> | <b>4,513</b>     | <b>-3%</b>        | <b>(721,692)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>(127,180)</b> | <b>445,700</b>   | <b>(572,880)</b> | <b>-<br/>129%</b> | <b>(45,569)</b>   |       |

### NOTES:

1. Budgeted but not received Local Roads & Community Infrastructure Grant round 3 Courthouse amenities, Coles Bay Annexe, Swansea Cricket nets, Spring Bay toilets, saltworks toilet \$455k, Triabunna Marine shelter \$15k; Black summer Helipad \$107k.

## PROFIT AND LOSS – MARINA AND WHARF

| Account   | YTD<br>Actual  | YTD<br>Budget  | Budget<br>Var  | Var<br>%   | 2022/23<br>Budget | Notes |
|---|----------------|----------------|----------------|------------|-------------------|-------|
| <b>Trading Income</b>                                   |                |                |                |            |                   |       |
| User Charges  | 335,332        | 250,742        | 84,590         | 34%        | 484,611           | 1     |
| <b>Total Trading Income</b>                             | <b>335,332</b> | <b>250,742</b> | <b>84,590</b>  | <b>34%</b> | <b>484,611</b>    |       |
| <b>Gross Profit</b>                                     | <b>335,332</b> | <b>250,742</b> | <b>84,590</b>  | <b>34%</b> | <b>484,611</b>    |       |
| <b>Operating Expenses</b>                               |                |                |                |            |                   |       |
| Employee Costs  | 5,697          | 10,785         | (5,088)        | -<br>47%   | 43,140            |       |
| Materials & Services                                    | 37,794         | 34,590         | 3,204          | 9%         | 85,080            |       |
| Depreciation  | 31,467         | 31,599         | (132)          | 0%         | 126,396           |       |
| Interest  | (9,446)        | (9,445)        | (1)            | 0%         | 71,993            |       |
| <b>Total Operating Expenses</b>                         | <b>65,512</b>  | <b>67,529</b>  | <b>(2,017)</b> | <b>-3%</b> | <b>326,609</b>    |       |
| <b>Net Profit</b>                                       | <b>269,820</b> | <b>183,213</b> | <b>86,607</b>  | <b>47%</b> | <b>158,002</b>    |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>269,820</b> | <b>183,213</b> | <b>86,607</b>  | <b>47%</b> | <b>158,002</b>    |       |

### NOTES:

1. User charges above budget due to payment of outstanding Ferry fees in Aug 2022.



## PROFIT AND LOSS – ANIMAL CONTROL

| Account   | YTD<br>Actual  | YTD<br>Budget  | Budget<br>Var  | Var<br>%    | 2022/23<br>Budget | Notes |
|---|----------------|----------------|----------------|-------------|-------------------|-------|
| <b>Trading Income</b>                                   |                |                |                |             |                   |       |
| Statutory Charges                                       | 1,748          | 0              | 1,748          | 0%          | 0                 |       |
| User Charges  | 13,994         | 14,812         | (818)          | -6%         | 16,928            |       |
| <b>Total Trading Income</b>                             | <b>15,742</b>  | <b>14,812</b>  | <b>930</b>     | <b>6%</b>   | <b>16,928</b>     |       |
| <b>Gross Profit</b>                                     | <b>15,742</b>  | <b>14,812</b>  | <b>930</b>     | <b>6%</b>   | <b>16,928</b>     |       |
| <b>Operating Expenses</b>                               |                |                |                |             |                   |       |
| Employee Costs  | 14,987         | 19,437         | (4,450)        | -23%        | 77,748            |       |
| Materials & Services                                    | 876            | 1,032          | (156)          | -15%        | 9,600             |       |
| Depreciation  | 1,989          | 3,900          | (1,911)        | -49%        | 15,600            |       |
| <b>Total Operating Expenses</b>                         | <b>17,853</b>  | <b>24,369</b>  | <b>(6,516)</b> | <b>-27%</b> | <b>102,948</b>    |       |
| <b>Net Profit</b>                                       | <b>(2,111)</b> | <b>(9,557)</b> | <b>7,446</b>   | <b>-78%</b> | <b>(86,020)</b>   |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>(2,111)</b> | <b>(9,557)</b> | <b>7,446</b>   | <b>-78%</b> | <b>(86,020)</b>   |       |

## PROFIT AND LOSS – MEDICAL CENTRES

| Account   | YTD<br>Actual  | YTD<br>Budget  | Budget Var     | Var<br>%   | 2022/23<br>Budget | Notes |
|---|----------------|----------------|----------------|------------|-------------------|-------|
| <b>Trading Income</b>                                   |                |                |                |            |                   |       |
| Rate Revenue  | 551,160        | 551,070        | 90             | 0%         | 551,070           |       |
| User Charges  | 0              | 0              | 0              | 0%         | 56,000            |       |
| Other Revenue   | 348,636        | 210,000        | 138,636        | 66%        | 840,000           | 1     |
| <b>Total Trading Income</b>                             | <b>899,796</b> | <b>761,070</b> | <b>138,726</b> | <b>18%</b> | <b>1,447,070</b>  |       |
| <b>Gross Profit</b>                                     | <b>899,796</b> | <b>761,070</b> | <b>138,726</b> | <b>18%</b> | <b>1,447,070</b>  |       |
| <b>Operating Expenses</b>                               |                |                |                |            |                   |       |
| Employee Costs  | 89,279         | 118,898        | (29,619)       | -25%       | 475,592           |       |
| Materials & Services                                    | 317,776        | 223,122        | 94,654         | 42%        | 891,813           | 2     |
| Depreciation  | 16,951         | 14,790         | 2,161          | 15%        | 59,160            |       |
| <b>Total Operating Expenses</b>                         | <b>424,006</b> | <b>356,810</b> | <b>67,196</b>  | <b>19%</b> | <b>1,426,565</b>  |       |
| <b>Net Profit</b>                                       | <b>475,790</b> | <b>404,260</b> | <b>71,530</b>  | <b>18%</b> | <b>20,505</b>     |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>475,790</b> | <b>404,260</b> | <b>71,530</b>  | <b>18%</b> | <b>20,505</b>     |       |

### NOTES:

1. Medical income \$138k higher than estimate from high winter demand, additional locum (ie 5 doctors) on board and covid vaccinations income. Note September locum expense yet to be received, approximately \$50k.
2. Locum expenditure above budget \$80k, Contractor expenses \$11k over budget.

## PROFIT AND LOSS – PROSSER PLAINS RAW WATER SCHEME

| Account   | YTD<br>Actual | YTD<br>Budget   | Budget<br>Var  | Var<br>%                | 2022/23<br>Budget | Notes |
|---|---------------|-----------------|----------------|-------------------------|-------------------|-------|
| <b>Trading Income</b>                                   |               |                 |                |                         |                   |       |
| User Charges  | 64,364        | 0               | 64,364         | 0%                      | 206,520           |       |
| <b>Total Trading Income</b>                             | <b>64,364</b> | <b>0</b>        | <b>64,364</b>  | <b>0%</b>               | <b>206,520</b>    |       |
| <b>Gross Profit</b>                                     | <b>64,364</b> | <b>0</b>        | <b>64,364</b>  | <b>0%</b>               | <b>206,520</b>    |       |
| <b>Other Income</b>                                     |               |                 |                |                         |                   |       |
| Other Income - PPRWS Reimbursement of Principal Loan    | 0             | 0               | 0              | 0%                      | 105,614           |       |
| <b>Total Other Income</b>                               | <b>0</b>      | <b>0</b>        | <b>0</b>       | <b>0%</b>               | <b>105,614</b>    |       |
| <b>Operating Expenses</b>                               |               |                 |                |                         |                   |       |
| Employee Costs  | 464           | 1,698           | (1,234)        | -73%                    | 6,792             |       |
| Materials & Services                                    | 12,960        | 18,978          | (6,018)        | -32%                    | 73,172            |       |
| Depreciation  | 27,015        | 26,943          | 72             | 0%                      | 107,772           |       |
| Interest  | (14,481)      | (14,947)        | 466            | -3%                     | 125,627           |       |
| <b>Total Operating Expenses</b>                         | <b>25,959</b> | <b>32,672</b>   | <b>(6,713)</b> | <b>-21%</b>             | <b>313,363</b>    |       |
| <b>Net Profit</b>                                       | <b>38,405</b> | <b>(32,672)</b> | <b>71,077</b>  | <b>-</b><br><b>218%</b> | <b>(106,843)</b>  |       |
| <b>Total Comprehensive Result (incl Capital Income)</b> | <b>38,405</b> | <b>(32,672)</b> | <b>71,077</b>  | <b>-</b><br><b>218%</b> | <b>(1,229)</b>    |       |

### NOTES:

1. More water consumption earlier in the year than budgeted due to high rainfall.

# COUNCIL MOTION TRACKING DOCUMENT

AS AT 30 SEPTEMBER 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. Culvert upgrade underway. Works in private land to follow on in consultation with land owners.   |
| 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 <sup>th</sup> 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: 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.   | 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. |
| 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:<br><br>1. Confirmation of the appropriateness of the Council Kerbside Vendor Policy has been provided by the General Manager.<br><br>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.<br><br>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 will commence after the new Council is sworn in.   |
| 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:<br><br>(i)allow preparation of a Stormwater Management Plan in accordance with the Urban Drainage Act 2013 (for the defined Urban areas).<br><br>allow onsite inspections that may identify simple or low cost solutions for inclusion on an immediate action plan.<br><br>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 | In progress.<br><br>Affected residents advised of Council's decision via correspondence.<br><br>Respective engagement made.<br><br>Residents contacted by consultant engineer and areas and extent of inundation identified.                      |



| MEETING DATE      | ITEM NO. | DECISION NO. | TITLE   | ACTION OFFICER | DECISION   | STATUS   |
|-------------------|----------|--------------|---|----------------|--|--|
|                   |          |              |   |                | <p>prioritisation and inclusion into a long-term stormwater improvement plan (as part of the Stormwater Management Plan mentioned above).</p> <p>implement the immediate action plan.</p> <p>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.</p> <p>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.</p>   | <p>Flood maps being developed and solutions being devised for review.</p> <p>Additional projects approved by council to progress the plans.</p> <p>June 2021: Resolution effectively actioned and complete with items included in capital works program for 2021–22. Refer to Capital works for further update.</p> <p>Complete.</p> |
| 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: Asset renewal projects; Asset upgrades and new assets that address community safety needs; and That this position be reviewed in 12 months’ time.   | Ongoing.   |
| 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    | 4.3      | 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> <p>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</p> <p>Page 74 – include additional reference: SGS Economics and Planning 2021, Orford Residential Capacity and Demand Analysis, final, January 2021</p> <p>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</p> <p>Page iii – include Attachment 1 Statement and <i>Orford Residential Capacity and Demand Analysis, final</i>, January 2021, SGS Economics and Planning;</p> <p>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</p> | Work is ongoing. Notifications have been sent to other planning authorities and stakeholders.  |
| 28 September 2021 | 8.3      | 167/21       | Swanwick Foreshore Erosion  | MB&MI          | <p>that Council:</p> <p>1. Ceases any further involvement in coastal erosion mitigation at the Swanwick Drive vicinity, and elsewhere in the municipality and;</p> <p>2. Develops a Policy on coastal erosion and inundation.</p>  | 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   | December 2021: Advice provided to Federal Grant provider – staff await confirmation of projects.   |

| MEETING DATE     | ITEM NO. | DECISION NO. | TITLE  | ACTION OFFICER | DECISION   | STATUS   |
|------------------|----------|--------------|--|----------------|--|--|
|                  |          |              |  |                | allocation for Swansea Courthouse to \$75,000 and decreases the allocation for Saltworks to fund a toilet block for \$100,000.   | Forwarded to capital program reporting.<br><br>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.  |
| 22 February 2022 | 8.4      | 36/22        | Glamorgan Spring Bay Council Section 24 Special Committees           | GM             | That Council:<br><br>1. Endorses a review of the Guidelines for Section 24 Special Committees of Council.<br><br>2. Endorses a review process for each individual Section 24 Special Committee.  | In progress. Committees have been advised of the Council decision and that a Council Officer will be in contact in due course to work collaboratively with the Committee on the review.  |
| 22 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.<br><br>First claim approved.<br><br>Projects endorsed for 2022-23 capital program and being programmed and planned for construction. |
| 22 March 2022    | 8.8      | 62/22        | Swansea Helipad Proposal   | DWI            | That Council endorse the proposal to develop land, within planning and statutory confinements and in conjunction with other emergency management stakeholder agencies at 76 Maria Street Swansea for emergency preparedness and response purposes; that being the development of helicopter staging infrastructure through grant funding and inter-agency cooperation.   | Ongoing liaison for the planning of the project through June. Propose to commence design in July 2022.<br><br>Design process commenced to inform DA.   |
| 22 March 2022    | 8.9      | 63/22        | Orford Foreshore Masterplan  | DPD            | That Council:<br><br>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.<br><br>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 Final Draft Masterplan is to be considered at the October meeting.   |
| 26 April 2022    | 8.7      | 82/22        | Buckland Footpaths request   | DWI            | That the project be referred for consideration of inclusion in future capital works programs and grant funding opportunities for works of a kind, where councils strategic risk considerations can inform prioritisation of projects.  | Project added to ten year capital program.<br><br>Correspondent provided with a copy of councils resolution.   |
| 26 April 2022    | 8.8      | 83/22        | Bicheno Triangle Final Design for Tender                             | DWI            | That council endorse the proposed design and authorise officers to proceed to tendering with a view to construction.   | Tender documentation being developed. Project will be tendered with a further report to come to council when the tender evaluation is complete with a view to appointing a preferred contractor.                                     |
| 26 April 2022    | 8.10     | 85/22        | Community Small Grant Application – Friends of Orford Bird Sanctuary | DCC            | That Council approve the application for Community Small Grant funding to the Friends of Orford Bird Sanctuary for \$1,000 for two (2) representatives to attend the BirdLife Australia's National Beach-nesting Birds Conference in Moonta, South Australia from 13th-15th of May 2022.   | Community Small Grant Acceptance Letter sent to the applicant requesting bank details.   |
| 26 April 2022    | 9.1      | 86/22        | Notice of Motion – Cllr Michael Symons                               | DWI            | That Council write to Tas Water and have them acknowledge that there are sewerage overflow problems on the northern end of the foreshore track between Murray Street and Allen Street Bicheno, and request answers to the following questions:<br><br>•What is the issue causing the overflows?<br><br>•What process is in place to upgrade the system?  | Commenced enquiries with TasWater.   |

| MEETING DATE | ITEM NO. | DECISION NO. | TITLE   | ACTION OFFICER | DECISION   | STATUS  |
|--------------|----------|--------------|---|----------------|--|---|
|              |          |              |   |                | •What is the timeline for any proposed action on making upgrades?  |   |
| 24 May 2022  | 8.5      | 106/22       | Swansea Street Upgrade  | DWI            | That council adopt the design for the Swansea Main Street Paving Project for tendering purposes and seek a further report from officers at the close of tenders with a view to proceeding to contract with the preferred tenderer.   | Tenders called and closed. Evaluation of tenders and negotiation to scope within budget underway.<br><br>Contractor appointed – project construction underway.<br><br>Complete. |
| 24 May 2022  | 8.7      | 108/22       | Memorial Seat requests Triabunna  | DWI            | That:<br><br>1.Council approves the separate requests for a total of two memorial bench seats at the grass area behind the Marina car park with costs for the installations to be borne by the proposer. Installations are to consist of a bench seat matching those adjacent and a concrete slab base to assist mowing activity.<br><br>2.Council requests the General Manager to develop a draft policy designed to provide governance associated with public memorials and other sundry installations and Objet-D'art on council managed land for the consideration of adoption by council.   | In progress.<br><br><br><br><br><br><br><br><br><br>Policy developed and adopted.   |
| 26 July 2022 | 8.1      | 148/22       | Request for Support – Freycinet Challenge 2022  | DWI            | 1.That Council approves the application for Community Event assistance from Jamset Pty Ltd for the Freycinet Challenge 2022 by the way of:<br><br>•Provision of additional wheelie bins and kerbside collection as resources permit;<br><br>•Provision of toilet consumables and amenity labour as resources permit;<br><br>•Social media and marketing support through Council's existing channels to help promote the event;<br><br>•Cash contribution of \$509 towards road traffic signs procurement<br><br>•Seek for Freycinet Challenge to include Council as a sponsor on the Freycinet Challenge website.<br><br>2.That Council approves the road closure of Esplanade, Coles Bay, between Coles Bay Road and No 39 Esplanade, between 07:30 and 16:30 on Saturday the 8th October and between 07:30 and 16:30 on Sunday the 9th October 2022 for the organizer, Freycinet Challenge Organising Committee, to conduct the Freycinet Challenge event, and that Council advertise the road closure in accordance with policy.<br><br>3.That Council approves to pay for advertising and administration costs associated with the road closure. | Complete  |
| 26 July 2022 | 8.2      | 149/22       | Community Small Grant – Swansea Local Events Committee                                | DCC            | That Council approve the application for Small Grant funding of \$1,000 to 'Swansea Local Events Committee' to support their Car Show and Movie night.   | Complete.   |
| 26 July 2022 | 8.3      | 150/22       | Community Small Grant Application – Freycinet Volunteer Marine Rescue Association Inc | DCC            | That Council approve the application for Small Grant funding of \$839 to The Freycinet Volunteer Marine Rescue Association Inc. for purchase of lifejacket servicing and a set of binoculars.  | Complete.   |
| 26 July 2022 | 8.6      | 153/22       | Memorandum Of Understanding – Landscape Recovery Foundation                           | DPD            | That COUNCIL:<br><br>1.AUTHORISE the General Manager to sign the Memorandum of Understanding with the Landscape Recovery Foundation.<br><br>2.ENDORSE that the existing Section 24 Natural Resource Management Committee Members be offered a transition to the role of the East Coast Catchments Steering Committee for the first 12 months.<br><br>3.AUTHORISE that the Section 24 Natural Resource Management Committee be dissolved following this transition.<br><br>4.AUTHORISE the General Manager to write to current members of the Section 24 Natural Resource Management Committee to thank them for their outstanding contribution to the field of NRM in the Glamorgan Spring Bay area.   | Complete.   |

| MEETING DATE      | ITEM NO. | DECISION NO. | TITLE  | ACTION OFFICER | DECISION  | STATUS  |
|-------------------|----------|--------------|--|----------------|---|---|
| 26 July 2022      | 8.7      | 154/22       | Esplanade West Triabunna One Way Section Proposal                                    | DWI            | That Council resolves that advertising and a subsequent application is carried out in accordance with the requirements of the Local Government (Highways) Act 1982 for implementing a one-way traffic system on Esplanade West Triabunna, between the RSL Club carpark and Melbourne Street with traffic flowing from East to West.                           | Actions completed. Awaiting response from Transport Commission.       |
| 26 July 2022      | 8.8      | 155/22       | Bicheno Electric Vehicle Charging Station  | DWI            | That Council resolves to establish an Electric vehicle charging station within the car park on the southwest corner of the intersection of Burgess and Foster Streets Bicheno.  | Commenced.  |
| 23 August 2022    | 8.1      | 175/22       | Bicheno Food and Wine Festival   | DCC            | That Council approve the application for event assistance of \$2,000 and provide in-kind assistance for signage, amenities consumables, oval parking, road closure advertising and administration, waste removal and bin provision as requested and within available resources and notes the road closure.  | Acceptance letter sent to applicant, requesting bank account details  |
| 23 August 2022    | 8.5      | 1790/22      | Community Small Grant – Swansea Community Christmas                                  | DCC            | That Council approve the application for Community Small Grant funding of \$1,000 to ‘Swansea Community Events Committee’ to support the Swansea Christmas Parade and Festivities for 2022.   | Acceptance letter sent to applicant, requesting bank account details  |
| 23 August 2022    | 8.6      | 180/22       | Community Small Grant Application – Eastcoast Regional Development Organisation Inc. | DCC            | That Council approve the application for Community Small Grant funding of \$1,000 to East Coast Regional Development Organisation Inc to support the Gardening Together Project at the Village Triabunna that will create compacted gravel walkways suitable for wheelchairs and other mobility aids to enable access to the raised community vegetable beds. | Acceptance letter sent to applicant, requesting bank account details. |
| 27 September 2022 | 8.1      | 201/22       | Public Art and Memorials Policy  | DWI            | That Council adopts the Public Art and Memorial Policy as attached to this report item effective 27/09/2022.  | Complete.   |
| 27 September 2022 | 8.3      | 203/22       | Tree Policy Update   | DWI            | That Council adopts the Tree Management Policy as attached to this report item effective 27th September 2022.   | Complete  |
| 27 September 2022 | 8.4      | 204/22       | Car Parking Cash-In-Lieu Contribution Policy   | DPD            | That Council adopts the Car Parking Cash-In-Lieu Contribution Policy as attached to this report item effective 27 September 2022  | Complete  |
| 27 September 2022 | 8.6      | 206/22       | Community Small Grant Application – Swansea Community & Men's Shed Inc.              | DCC            | That Council approve the application for Community Small Grant funding of \$915 to ‘Swansea Community & Men's Shed’ for a defibrillator.  | Acceptance letter sent to applicant, requesting bank account details. |
| 27 September 2022 | 8.7      | 207/22       | Road Closure Triabunna – Tasmanian Seafarers Memorial 2022                           | DWI            | That Council notes the road closure, in accordance with Section 19, 1, (a) of the Local Government Act 1982, Henry Street between Vicary Street and Esplanade West and on Esplanade West between Henry Street and Charles Street, Triabunna, from 10:00am to 12:30pm on Sunday 16 October 2022.   | Complete.   |
| 27 September 2022 | 8.8      | 208/22       | Squid Festival 2022 (Spring Bay Mill)  | DCC            | That Council approve the application for event assistance of \$2000 and provide in-kind assistance as resources permit to the Spring Bay Squid Festival event.  | Acceptance letter sent to applicant, requesting bank account details. |
| 27 September 2022 | 9.1      | 209/22       | Notice of Motion – Deputy Mayor Jenny Woods  | DWI            | That council write to the Department of State Growth requesting the installation of a barrier that will prevent pedestrians from falling into traffic on the Orford and Buckland, Tasman Highway Bridges.   | Complete.   |
| 27 September 2022 | 9.2      | 210/22       | Notice of Motion – Deputy Mayor Jenny Woods  | DWI            | That council seek a report from officers providing information on the mechanisms for developing a road to an acceptable standard and the impacts for council and property owners of those processes.  | Agenda item October 2022.<br>Complete                                 |

| LEGEND                                       |  |
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| <b>GM</b> = General Manager                  | <b>DPD</b> = Director Planning & Development |
| <b>AGM</b> = Acting General Manager          | <b>MB&amp;MI</b> = Manager Building & Marine |
| <b>DWI</b> = Director Works & Infrastructure | <b>DCC</b> = Director Corporate & Community  |
| <b>EO</b> = Executive Officer                | <b>WM</b> = Works Manager                    |

# ANNUAL PLAN PERFORMANCE REPORT

AS AT 30 SEPTEMBER 2022

| FOCUS AREA   | ACTION   | RESPONSIBLE OFFICER             | PROGRESS  |
|--|--|---------------------------------|---|
| Implement a dedicated process to ensure rates and other fees are collected in a timely manner.         | Review the debt collection processes to ensure fit-for-purpose.  | Director Corporate & Community  | Actioned. Debtors are reviewed regularly as part of each end of month process. Also presented to Audit Panel quarterly.   |
| 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 is reviewed weekly. Balance sheet and cashflow statement is published monthly.   |
| Set realistic budgets and monitor income and expenditure closely.                                      | Produce regular income and expenditure reporting for review to ensure adequate actions are taken to manage variations to budget.     | Director Corporate & Community  | Complete.   |
| Advocate and lobby effectively on behalf of the community.   | Represent community interests to State and Federal Governments and Agencies.   | General Manager                 | Ongoing important aspect of the General Manager and Councils role. Example: <ul style="list-style-type: none"> <li>- State Grants Commission</li> <li>- Major Projects</li> <li>- Roads to Recovery</li> </ul>  |
| Develop and foster a strong, supportive and respectful organisational culture.                         | Develop Benchmarks for measuring Councils WHS performance.   | Director Works & Infrastructure | Statistics being gathered to establish benchmarks   |
|  | Lead by example in promoting Organisation values.  | General Manager                 | Ongoing. Staff culture survey undertaken in 2022 with another planned for 2023.   |
| Support and facilitate social and community events that promote community health and wellbeing         | Promote awareness of funding opportunities provided by Council for community health and wellbeing activities.                        | Director Corporate & Community  | Done. Provision of online Community events calendar on GSBC website for the coming year, updated regularly. Includes activities to encourage community engagement for education , recreation and enjoyment, such as visiting events and local festivals, national ceremonies etc. |
| 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 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.                              | Create and promote an online date-book for cultural activities, programs and events to advertise what is occurring in the community. | Director Corporate & Community  | Ongoing. Continually facilitating new events and alliances, utilising GSBC network and media channels.  |

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| Create an informed and involved community by developing relevant and accessible communication channels.                       | Conduct a community survey to determine what communication channels are relevant and preferred.   | Director Corporate & Community            | Regular engagement via GSBC website, facebook, media, community discussions, forums, workshops.   |
| Address and update complaints management system.  | Review and upgrade Council's complaints management process to ensure that complaints are actioned in accordance with Council's Customer Service Charter       | Director Corporate & Community            | Ongoing. There are ongoing efforts from administration to improve Councils complaints management process recognising the fact that this is a very important aspect of our remit.  |
| 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           | <p>A grant has been applied for a Rural Primary Healthcare Practitioner- Complex care support and Community In-reach role. The aim of this role is to:</p> <ol style="list-style-type: none"> <li>1. enhance the local capacity for complex care management, thereby reducing workload pressures on GPs;</li> <li>2. regional health needs identification to guide service planning and linkage; and</li> </ol> <p>the provision of targeted health promotion activities to increase community health literacy and health system awareness.</p> |
| Advocate for adequate healthcare professionals/ providers   | Explore opportunities with third parties to improve medical services in the area.   | Director Planning & Development           | Officers are currently in discussions with external parties with extensive health management experience to look at the ongoing management of Medical Centres in Glamorgan Spring Bay. A report will be presented to Council in the first quarter of 2023.   |
| 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 annually across all departments.   |
| Invest in external expertise and capacity to complement GSBC resources.   | Work with other organisations to develop grant and funding submissions for the development of a Walking and Cycling Strategy.                                 | Director Planning & Development           | Officers continue to look for grant opportunities for this project. At this stage, grant opportunities have been limited to capital investment.   |
| Planned asset renewal expenditure based on agreed asset management plans.   | Deliver Capital Works Program for the 2022/23 financial year.   | Director Works & Infrastructure           | Program commenced. Resheeting program complete. Other tenders being developed. Swansea street scape commenced.  |
|   | Develop the Capital Works Program for the 2023/24 financial year.   | Manager Buildings & Marine Infrastructure | Will be developed during the budget process, February to April 2023   |
| Invest in relevant training or professional development to equip managers and staff to perform their roles.                   | Develop and deliver training plans for all staff which consider WHS compliance, professional development, vocational and trade development and accreditation. | Director Works & Infrastructure           | Performance reviews being programmed and conducted.   |
| 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           | Improvement plans in progress   |
| Sustain a safe and well maintained road network across the municipality.  | Consult Asset Management Plans including data sets for development and review of asset maintenance and renewal programs.                                      | Director Works & Infrastructure           | AMP's being consulted for plan and program development.   |
|   | Maintain Hydraulic Infrastructure. Develop and implement reseal and resheet programs for roads.   |   | Infrastructure maintained. Programs developed and implemented or in the process.  |

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| Advocate for improved access and speeds of telecommunications services.  | Engage with relevant stakeholders to identify opportunities for improvement to services                                | Director Works & Infrastructure | Networking opportunities taken as they present.   |
|  | Continue to advocate with levels of Government for improved telecommunication services.                                |                                 |   |
| Maintain public amenities and recreational facilities.   | Develop documented service levels for parks and reserves operational works   | Director Works & Infrastructure | In progress.  |
|  | Develop documented service levels for town maintenance operational works   |                                 |   |
|  | Develop a Walking and Cycling Strategy   |                                 |   |
| Develop plans, policies and guidelines for built assets.   | Review existing plans guidelines and policies for built assets.  | Director Works & Infrastructure | In progress.  |
| Review and update existing Council strategies and plans.   | Integrate appropriate Natural Resources activities into parks and reserves operational schedules and plans             | Director Works & Infrastructure | Reports provided to council – initiatives implemented.  |
|  | Update the Dog Management Policy.  | Director Planning & Development | Work will commence following the decision on the Orford Foreshore Masterplan                            |
|  | Update Council's Environmental Health By-Law   | Director Planning & Development | Work will commence with the newly appointed Council.  |
| 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 | Integration of activities continues.  |
|  | Support community groups and other stakeholders in rewilding initiatives in the municipal area                         | Director Planning & Development | Support for Local community NR groups continued.  |
| Show personal appreciation for good performance and/or positive behaviours.  | Create opportunities for staff recognition.  | General Manager                 | Ongoing.  |
|  | Create opportunities for training and career programs  |                                 | Glamorgan Spring Bay Council provides opportunities for career development.                             |
|  | Ensure annual performance reviews are undertaken with staff.   |                                 | Ongoing process with all departments.   |
| Define and embed a clear set of organisational Values and Behaviours.  | Develop a set of shared organisational values  | General Manager                 | Ongoing.  |
| 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                 | A continuous improvement culture is fostered within the organisation championed by the General Manager. |
| Carry out annual staff engagement survey and address key findings.   | Carry out annual staff engagement survey and address key findings.   | General Manager                 | Staff cultural survey completed in May 2022.  |



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| Set clear annual budget priorities to meet needs and community expectations in consultation with the community. | Conduct biennial community survey.  | General Manager                           | A community survey will be undertaken in 2023   |
| 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                           | Council has successfully applied for several grants and will continue to do so recognising the importance of external funding assistance for our community. Coles Bay Walk, Bicheno Triangle, Bicheno Gulch, Swansea Main Street enhancement are examples of the more significant grants. |
| Inspect all Council owned buildings annually.   | Complete regular inspections of Council's buildings & facilities                      | Manager Buildings & Marine Infrastructure | Ongoing.  |



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