ORDINARY COUNCIL MEETING MINUTES

TUESDAY 28 JULY 2026

2:00 PM

Council Chambers, Triabunna

ACKNOWLEDGEMENT OF COUNTRY

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

NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday 28 July 2026, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

I hereby certify that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this Agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

Dated this Thursday 23 July 2026

Dick Shaw
ACTING CHIEF EXECUTIVE OFFICER

The title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant s.61 of the Local Government Act 1993 (Tas).

IMPORTANT INFORMATION

- All Ordinary and Special Meetings of Council are to be audio/visually recorded and streamed live.
- A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

  In accordance with the *Local Government Act 1993* and Regulation 43, these video/audio files will be retained by Council for at least 2 years and made available for viewing live, as well as online within 5 business days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the video/audio recording of the meeting.

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1 OPENING OF MEETING

The Mayor welcomed Councillors, staff and members of the public and declared the meeting open at 2:03pm.

Mayor's Opening Statement:
In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2025, please be advised that this meeting is being audio and visually recorded. I ask that all attendees remain respectful and considerate of others. Offensive, defamatory, or threatening language or behaviour will not be tolerated.

1.1 Attendance and Apologies
Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Jenny Walker
Clr Robert Young

Apologies

Nil.

In Attendance
Acting Chief Executive Officer, Dick Shaw
Director Works and Infrastructure, Ron Sanderson
Acting Director Planning and Development, Tasha Tyler-Moore
Acting Director Corporate and Financial Services, Danielle Tuck - Online Via Teams
Executive Officer, Isabelle Clarkson
Information Management & Technology Officer, Shannon Mitchelmore

1.2 Late Reports

Nil.

1.3 Declaration of an Interest in a matter of a Councillor

The Mayor requests Elected Members to indicate whether they have:

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

2. *any conflict as described in The Model Code of Conduct for Councillors, in any item included in the Agenda.*

Please note that Clr Neil Edwards declared an interest in Agenda Item 8.2 application #5.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - Tuesday 23 June 2026

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 23 June 2026 at 2:03pm be confirmed as a true and correct record.

DECISION 06/26

Moved Clr Jenny Walker, seconded Clr Robert Young:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 23 June 2026 at 2:03pm be confirmed as a true and correct record.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

2.2 Date and Purpose of Workshop(s) Held

14 July 2026

In accordance with the requirement of Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*, it is reported that a Council Workshop was held from 1:30PM to 4:30pm on 14 July 2026 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Jenny Walker
Clr Robert Young

Apologies:

Nil.

In Attendance:

Dick Shaw, Acting Chief Executive Officer
Ron Sanderson, Director Works and Infrastructure
Tasha Tyler-Moore, Acting Director Planning and Development

Guests

Nil.

Agenda

- LGAT Motions received for Annual General Meeting – *GSBC position on Motions*
- cohealth - *Extension notice plus Deed of Variation*
- Land Disposal - *50 Beattie Street*
- Wood Chipper
- Draft Parking Facilities By-Law
- Draft By-Law and Regulatory Impact Statement

<u>RECOMMENDATION</u>

That Council notes the information.

DECISION 07/26

Moved Clr Robert Young, seconded Clr Jenny Walker:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

3 PUBLIC QUESTION TIME

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

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

In accordance with the *Local Government (Meeting Procedures) Regulations 2025*, Questions on Notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which a member of the public would like a question answered.

3.1 Responses to Previous Questions on Notice Taken on Notice

Nil.

3.2 Responses to Previous Questions Without Notice Taken on Notice - 23 June 2026

Mr Jim Connelly

Q1. Can council confirm that the proposed draft Dog Management Policy 2026 - 2030 (soon to be distributed for public consultation), does not apply a prohibited zone to the Northern end of Rheban Beach?

A. The draft Dog Management Policy 2026-2030 is not ‘soon to be distributed for public consultation’. When the draft Policy is put to Council next with a recommendation to go to public consultation, it will include improved rationale and justification for any changes proposed to the existing Policy.

Q2. On what legal basis does Council (page number agenda) purport to assert that Rheban Beach is private land and has a legal opinion been sought?

A. Rheban Beach is not Council owned land. Council does not need to consider the matter beyond that.

Ms Carole McQueeney

Q1. With ECTTs Blueprint having now been published, are Councillors intending to commence a meaningful community consultation – that includes both the Council agreed proposal and the Blueprint, to ensure that community and businesses beyond those with a direct financial benefit from the marina’s ferry operations are consulted ahead of any development of this community asset and possible revenue streams available to Council and community from it.

A. Council is yet to determine the next steps, but is in regular dialogue with key stakeholders. The Blueprint is not a Council document and Council is not bound by the document in any way.

3.3 Questions on Notice

Nil.

3.4 Questions Without Notice

<u>**Ms Carole McQueeney**</u>

Q1. Can Council please confirm that it will ensure that meaningful, open community consultation of its Hub Proposal and any other strategic projects, to inform Councillor's strategy setting and decision making role?

Q2. Can Council confirm what decisions Council has made, given recent online comment by a Councillor that Council had a position, can the Council's actual decisions and the Council's engagement arrangements please be published?

<u>***Mr Andrew Wyminga***</u>

Q1. Can Council confirm that this IMPORTANT live-stream is indeed working correctly today as it has utterly failed to live-stream at least five times in the last seven months and has recently even once stopped recording the full Meeting and in view of such abysmal success rate why does a recent Council Information Technology Report (May 2026 OCM Agenda) boldly states that there is nothing to report?

Q2. Could the Mayor ask each individual elected member at the table today to momentarily look deep into their heart and then answer the simple question: If they themselves would have owned a property in the Sealed Plan of Subdivision adjoining and/or benefiting from the "Reserve" or "Public Open Space" status of 50 Beattie Avenue since the subdivision was created in 1967, would they honestly now vote to sell a much appreciated and ever-appreciating asset on the basis of inaccurate, incomplete and unconfirmed information in order to fund the massive cost blowout of planned "improvements" to a playground elsewhere, always keeping in mind that golden rule: "Do not do to others as you would not want them to do to you"?

4 PLANNING AUTHORITY SECTION

Under Regulation 29 of Local Government (Meeting Procedures) Regulations 2025, the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

That Council now acts as a Planning Authority at 2:16pm

DECISION 08/26

Moved Clr Jenny Walker, seconded Clr Robert Young:

That Council now acts as a Planning Authority at 2:16pm

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

4.1 Convenience Store - 70 & 72 Kunzea Circuit, Coles Bay - DA 2025/227

Proposal:	Construction of Convenience Store (supermarket)
Applicant:	Jeremy Meadowcroft
Application Date:	16 December 2025
Statutory Date:	04 August 2026
Planning Instruments:	Tasmanian Planning Scheme
Zone:	14.0 Local Business
Codes:	C1.0 Signs, C2.0 Parking and Sustainable Transport, C3.0 Road and Railway Assets, C11.0 Coastal Inundation
Specific Area Plans:	N/A
Use:	General Retail & Hire
Development:	Convenience Store with Parking for 17 Cars and 6 Bicycles
Discretions:	14.3.3 - gross floor area; 14.4.2 front setback, 14.4.3 building facade; C1.6.1 sign size, number, C1.6.2 illumination; C2.6.8 parking location; C3.5.1 - number of vehicle movements;
Representations:	4
Attachments:	1. DA2025/227 - Exhibited Documents [**4.1.1** - 54 pages] 2. DA2025/227 - Combined and Redacted Representations [**4.1.2** - 8 pages]
Author:	{author-name}, {position}

Executive Summary

Planning approval is sought for the construction of a convenience store (supermarket). The application was advertised from 09 June to 24 June 2026. During the period, four (4) submissions were received objecting to the proposal. The report assesses the proposal against the standards of the relevant zone, codes and considers the issues raised in the representations. The Planning Authority must consider the planner's recommendations and the matters raised in the representations and make a final determination by 04 August 2026.

PART ONE

1. Statutory Requirements

The *Land Use Planning and Approvals Act 1993 (LUPAA)* requires the Planning Authority to take all reasonable steps to ensure compliance with the planning scheme.

The planning scheme provides the overriding considerations for this application. Matters of policy and strategy are primarily a matter for preparing or amending the planning scheme.

The initial assessment of this application identified where the proposal met the relevant Acceptable Solutions under the planning scheme, and where a discretion was triggered. This report addresses only the discretions and the representations and makes a final recommendation for the proposed development.

The Planning Authority must consider the report but is not bound to it. It may:

1. Adopt the recommendation.
2. Vary the recommendation.
3. Replace an approval with a refusal (or vice versa).

The *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015* require a full statement of reasons if an alternative decision to the recommendation is made.

2. Approving applications under the planning scheme

A Development Application must meet every relevant standard in the planning scheme to be approved. In most cases, the standards can be met in one of two ways:

1. By Acceptable Solution, or if it cannot do this,
2. By Performance Criteria.

If a proposal meets an Acceptable Solution, it does not need to satisfy the Performance Criteria.

In assessing this application, the Planning Authority must exercise sound judgement to determine whether the proposal meets the relevant Performance Criterion and must consider the issues raised in the representations.

3. The Proposal

The proposal is for a convenience store/supermarket located in the Local Business Zone selling grocery items, including frozen food, dairy, meat fresh produce and bakery items. The building includes a stock room, office and staff amenities. On-site parking is provided for 17 cars, including one accessible space and 6 bicycle spaces.

The proposal is over two lots and will require consolidation of the lots into one.

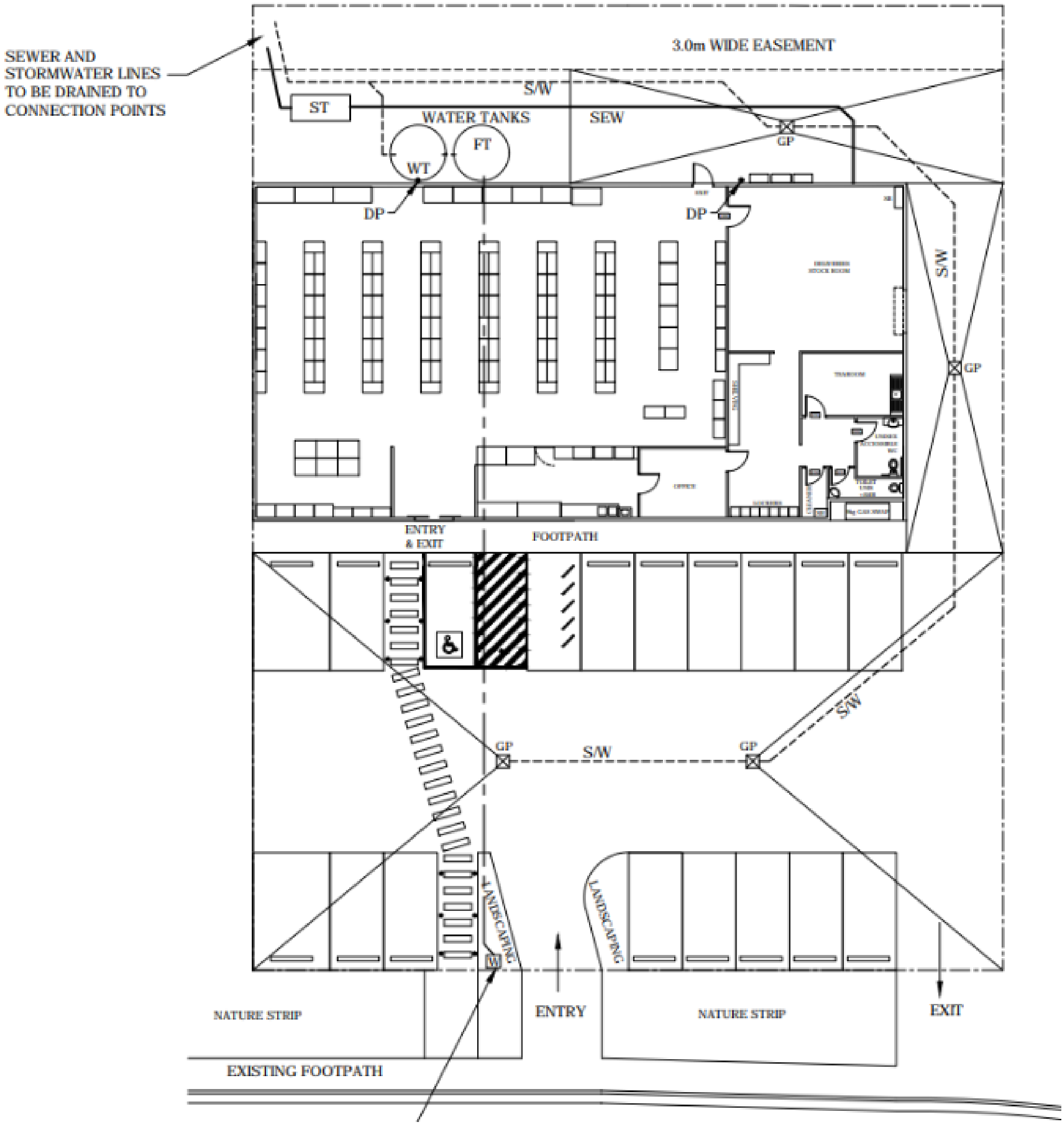


Figure 1 – Site Plan

4. Risk and implications

Approval or refusal of this application should have no direct financial risk for Council, in relation to planning matters, other than should an appeal against the Authority's decision be lodged or should the Planning Authority fail to determine the application within the statutory timeframe.

5. Background and past applications

A commercial building was previously approved at 70 Kunzea Circuit (DA2020/230), however this permit was not acted upon and would have since lapsed.

6. Site Description

The site, comprising 70 and 72 Kunzea Circuit, is cleared of vegetation, is relatively level and currently contains some shipping containers used for storage.

The adjoining local business lots to the north and northwest are developed with self-storage units and the immediate lot to the west is developed with an office and storage building and the lot to the east has a builders workshop and office.

The lot to the southeast on the opposite side of Kunzea Circuit is zoned low density residential and this lot is currently vacant. The land to the south is zoned open space and is used a dog park, recreation ground and community garden.

Figure 2 – Site Location   Source: Google maps

7. Planning Instruments

Tasmanian Planning Scheme

8. Easements and Services

A drainage easement is located along the rear boundary of both lots. Stormwater and sewer is proposed to be directed to the easement. The development is able to connect into Council's maintained reticulated sewer system.
The development does not have access to reticulated water.

9. Covenants

There are three covenants on title of which only one relates to the proposal. It requires connection into the reticulated sewerage system, which is proposed.

PART TWO

10. Meeting the Standards via Acceptable Solution

The proposal has been assessed against the Acceptable Solutions provided in:

- 14.0 Local Business Zone
- C1.0 Signs Code
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code
- C11.0 Coastal Inundation Code

All standards were met by acceptable solution excepting those identified below which were assessed against the applicable performance criteria.

11. Meeting the Standards via Performance Criteria

The standards below could not meet the Acceptable Solution criteria and have been assessed against the relevant Performance Criteria.

- 14.0 Local Business Zone
    - 14.3.3 gross floor area;
    - 14.4.2 front setback,
    - 14.4.3 building facade;

- C1.0 Signs Code
    - C1.6.1 A1 & A3 sign size and number;
    - C1.6.2 illumination

- C2.0 Parking and Sustainable Transport Code
    - C2.6.8 parking location

- C3.0 Road and Railway Assets Code
    - C3.5.1 – A1.4 number of vehicle movements

PART THREE

12. Assessing the Proposal against the Performance Criteria

14.0 Local Business Zone

14.3.3 A1 – The acceptable solution is that a General Retail and Hire use must not have a gross floor area greater than $250m^2$. The proposed gross floor area is $477m^2$ and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P1 Bulky Goods Sales and General Retail and Hire uses must not compromise or distort the activity centre hierarchy, having regard to: (a) the degree to which the proposed use improves and broadens the commercial or retail choice with the area; (b) the extent that the proposed use impacts on other activity centres; and (c) any relevant local area objectives contained within the relevant Local Provisions Schedule	The activity centre hierarchy is identified in the Southern Regional Land Use Strategy 2010-2035. The Swanwick/Coles Bay area is considered to be a local centre in the hierarchy where the focus is on providing shops for day-to-day life in the urban community. The commercial offering should be at least one grocery/convenience store within cycling or walking distance from the surrounding area. The closest grocery store to Swanwick is located approximately 6km away from Coles Bay. The provision of a convenience/grocery store in Swanwick will improve and broaden the retail choice for people in Swanwick and the broader area.

14.0 Local Business Zone

14.4.2 A1 – The acceptable solution is that buildings must be built to the frontage or setback no more or less than buildings on adjoining properties. The building is setback 21m from the frontage which is greater than buildings on adjoining properties and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P1 Buildings must have a setback from a frontage that is compatible with the streetscape and minimises opportunities for crime and anti-social behaviour, having regard to: (a) providing small variations in building alignment to break up long building façades;	The building has been setback to provide an easily visible and accessible carpark in the front area with a pedestrian footpath provided to the shop entrance. The setback allows for passive surveillance of the parking area from the building and adjoining lots and reduces concealment spaces. There are minimal buildings currently in this area with a variety of setbacks with the buildings on the adjoining lots setback from the frontage by 9m and

Performance Criteria	Planner's Response
(b) providing variations in building alignment to provide a forecourt space for public use, such as outdoor dining or landscaping; (c) the avoidance of concealment spaces; (d) the ability to achieve passive surveillance; and (e) the availability of lighting.	1m. It is considered that the setback is compatible with the streetscape which has a variety of setbacks from the frontage.

14.0 Local Business Zone
14.4.3 A2 – The acceptable solution is that no less than 40% of the building façade is to be windows or doorways. The building has less than 40% and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P2 New buildings or alterations to an existing façade must be designed to be compatible with the streetscape, having regard to: (a) how the main pedestrian access to the building addresses the street or other public places; (b) windows on the façade facing the frontage for visual interest and passive surveillance of public spaces; (c) providing architectural detail or public art on large expanses of blank walls on the façade facing the frontage and other public spaces so as to contribute positively to the streetscape and public spaces; (d) installing security shutters or grilles over windows or doors on a façade facing the frontage or other public	The entrance to the building is prominent with automatic glass sliding doors that addresses the street and clearly identifies the public access to the building. The facade provides a number of windows at different heights that break up the façade and provide some visual interest to the building and allow for passive surveillance of the carpark and building entrance from the office and staff areas. The different heights of the windows in the façade allows areas for advertising while not resulting in large areas of blank walls. Plans do not show security shutters and an awning is provided over the entrance and front façade.

Performance Criteria	Planner's Response
spaces only if essential for the security of the premises and any other alternatives are not practical; and (e) the need for provision of awnings over a public footpath.	

C1.0 Signs Code

C1.6.1 A1 – The acceptable solution is that the wall signs must not be larger than 4.5m^2. There is one wall sign that is 15m^2 and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P1.1 A sign must: (a) be located within an applicable zone for the relevant sign means a device, structure, depiction, or the like, that is intended to give information, advertise or attract attention to a place, product, service or event. type as set out in Table C1.6; and (b) be compatible with the streetscape or landscape, having regard to: (i) the size and dimensions of the sign ; (ii) the size and scale of the building upon which the sign is proposed; (iii) the amenity of surrounding properties; (iv) the repetition of messages or information; (v) the number and density of signs on the site and	The wall sign meets the requirements of signs in Table C1.6 in the Local Business zone apart from the size. One wall sign which measures 1.1m x 13.8m exceeds the acceptable solution. The sign is located above the windows just under the façade awning. The sign is considered to compatible to the streetscape in regard to the size and dimensions of the sign in relation to the size and scale of the building. The wall sign is setback 21m from the frontage and is considered to be compatible with the streetscape in regard to signage on adjoining properties, repetition of messages and pedestrian safety.

Performance Criteria	Planner’s Response
on adjacent properties; and (vi) the impact on the safe and efficient movement of vehicles and pedestrians.	

C1.0 Signs Code
C1.6.1 A3 – The acceptable solution is that number of signs on a road frontage of a building must not exceed one sign of each type. There are three wall signs on the building façade and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner’s Response
P3 The number of signs for each business or tenancy on a street frontage must: (a) not unreasonably increase in the existing level of visual clutter in the streetscape, and where possible, reduce any existing visual clutter in the streetscape by replacing existing signs with fewer, more effective signs; and (b) not involve the repetition of messages or information.	The 3 signs are not excessive considering the size of the frontage and will not unreasonably increase the existing visual clutter in the streetscape. There are minimal advertising signs on adjoining properties and none currently existing on the subject lot.

C1.0 Signs Code
C1.6.2 A1 – The entrance sign to the parking area is proposed to be illuminated. There is no acceptable solution for illuminated signs and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner’s Response
P1 An illuminated sign must not cause an unreasonable loss of amenity to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of a road, and must be compatible with the streetscape, having regard to:	The illuminated entrance sign will only be illuminated during opening hours. The sign is located at the driveway entrance which is opposite a residential lot which is currently vacant.

Performance Criteria	Planner's Response
(a) the location of the sign; (b) the size of the sign; (c) the intensity of the lighting; (d) the hours of operation of the sign; (e) the purpose of the sign; (f) the sensitivity of the area in terms of view corridors, the natural environment and adjacent residential amenity; (g) the intended purpose of the changing message of the sign; (h) the percentage of the sign that is illuminated with changing messages; (i) proposed dwell time; and (j) whether the sign is visible from the road and if so the proximity to and impact on an electronic traffic control device.	The purpose of the sign is to advertise the store and by being illuminated will identify that it is open for trading. The sign size is 3m x 1.5m with a sign face area of 4.5m^2 on each side and is 2m off the ground. It is unlikely to have an unreasonable effect on the safety and efficiency of the road considering its size, location and the volume of traffic on the road. It is recommended that conditions are imposed in any permit to restrict its operation to opening hours of the supermarket, be baffled to reduce light spill and not contain any flashing, animation or movement.

C2.0 Parking and Sustainable Transport Code
C2.6.8 A1 – The acceptable solution is that parking spaces are located behind the building line, unless a parking area is already provided in front of the building line. The parking area is located in front of the building line and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P1 Within a Local Business Zone parking spaces and vehicle turning areas, including garages or covered parking areas, may be located in front of the building line where this is the only practical solution and does not cause an unreasonable loss of amenity to adjoining properties, having regard to:	The parking area will not cause an unreasonable loss of amenity to adjoining properties taking into consideration the relevant performance criteria. The carparking area provides a highly visible parking area for patrons with easy access and identification of available spaces. It is consistent with the streetscape in the Local Business Zone as parking areas on the adjoining lots both have parking areas in front of the building line.

Performance Criteria	Planner's Response
(a) topographical or other site constraints; (b) availability of space behind the building line; (c) availability of space for vehicle access to the side or rear of the property; (d) the gradient between the front and the rear of existing or proposed buildings; (e) the length of access or shared access required to service the car parking; (f) the location of the access driveway at least 2.5m from a window of a habitable room of a dwelling; (g) the visual impact of the vehicle parking and access on the site; (h) the streetscape character and amenity; (i) the nature of the zone in which the site is located and its preferred uses; and (j) opportunities for passive surveillance of the road.	Service vehicles can access the side and rear of the building for maintenance. The parking area allows for passive surveillance of the street. To improve the visual amenity from the street it is recommended that a landscaped garden bed of approximately 1m width is provided between the front boundary and the parking spaces. This will require an adjustment of the plans to allow for this to occur.

C3.0 Road and Railway Assets Code

C3.5.1 A1.4 – The acceptable solution is that vehicular traffic to and from the site using an existing crossing will not exceed 20% or 40 vehicle movements per day. The Traffic Impact Assessment estimates the vehicular movements to be up to 952 vehicles per day and therefore the proposal must be assessed against the performance criteria.

Performance Criteria	Planner's Response
P1 Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle	The potential number of vehicles accessing the development has been calculated in accordance with the NSW Guide to Traffic Impact Assessment for a 477m^2 GFA convenience store. It is noted that the NSW

Performance Criteria	Planner's Response
crossing or level crossing or safety or efficiency of the road or rail network, having regard to: (a) any increase in traffic caused by the use; (b) the nature of the traffic generated by the use; (c) the nature of the road; (d) the speed limit and traffic flow of the road; (e) any alternative access to a road; (f) the need for the use; (g) any traffic impact assessment; and (h) any advice received from the rail or road authority.	guidelines are used as there is not a Tasmanian equivalent. The nature of the traffic will be light vehicles, i.e. cars, and the design of Kunzea Circuit as a local road is suitable to accommodate the estimated increased traffic. It is noted that the original subdivision included a number of commercially zoned lots and there is no alternate access to the site. Council's Infrastructure and Works Directorate have assessed the application and submitted Traffic Impact Assessment (TIA) and have advised that: • The submitted TIA demonstrates that the development incorporates separate entry and exit crossovers, allowing trucks to enter and leave the site in a forward direction. This arrangement is consistent with good traffic engineering practice and reduces vehicle conflict within the site. • The approved commercial subdivision established the access arrangements for the lots; • The separate entry and exit configuration enables trucks to approach and depart the site in a controlled manner; • Trucks exiting the site generally have a higher driver eye position than passenger vehicles, providing improved visibility; and • The recommendation of the TIA to restrict a fence height on a nearby property is not required. Traffic management measures, if considered necessary by Council, may include advisory warning signage such as "Trucks Turning" or a reduced operating speed environment.

13. Referrals

The application was referred to TasWater and Council's Infrastructure and Works Directorate. Taswater advised that a submission was not required as the proposed development did not impact on their water or sewerage network. Council's engineers provided advice and recommended conditions.

14. Representations

During the advertising period four (4) submissions were received objecting to the proposal. A summary of concerns raised related to planning matters and responses are included in the table below. The complete submissions are included in the attachments to the report with personal details redacted for privacy reasons.

Incompatible with zone and locality	Response
• The zone objective is to support small-scale uses that serve the local community without impacting on local character. The floor area, bulk and commercial nature mimics a major regional supermarket rather than a boutique village store. • The building at $477m^2$ is in substance a small supermarket rather than a local convenience kiosk. Coles Bay is a small settlement that is already serviced by grocery retail. • There is not sufficient population in Swanwick/Coles Bay to service three convenience stores. An additional store could affect the viability of all the stores.	The proposal is considered to be consistent with the zone purpose of providing retail which meet the needs of the local area, and is of a type and scale that does not distort the activity centre hierarchy. The planning scheme does consider the economic viability of a proposal other than the potential impact on the activity centre hierarchy, which has been considered. See assessment of 14.3.3 above.
Traffic Impacts	**Response**
The proposal fails the traffic test. The Traffic Impact Assessment (TIA) estimates that store will add about 952 vehicles per day. The introduction of articulated delivery vehicles and high frequency customer turn-ins will create severe traffic conflicts, block local access with cars already parking on the street. It will pose an unacceptable safety risk to pedestrians using the dog park and recreation ground. The TIA proposes restricting the fence height of a residential property on Kunzea Circuit to achieve sight distance requirements.	Council's Infrastructure and Works Directorate have reviewed the proposal and TIA and are satisfied the local road network has sufficient capacity to manage the additional traffic load. See assessment above to C3.5.1
Effluent Management and Water Supply	**Response**
Effluent management and water supply for a food premises will rely on a septic tank and rainwater tanks.	The plans show the development is to connect into the reticulated sewerage system that is managed by Council.

The adequacy of on-site disposal and tank-based potable water supply is a serious question that should be substantiated by Council's environmental health unit and TasWater.	The final design for effluent management and water supply for the shop are matters that are addressed at the building and plumbing approval and a food business licencing stages.
Stormwater	**Response**
The consolidated site is proposed to be covered by a 498m^2 roof and a sealed carpark, creating a substantial impervious area draining to the public stormwater system. The capacity of the local stormwater network to accept the additional runoff should be demonstrated before approval.	Council's Infrastructure and Works Directorate have reviewed the documents and conducted their own assessment of the additional load on the stormwater network. They concluded that the existing Kunzea Circuit drainage network performs satisfactorily under the current 5% AEP design event. Under the 5% AEP climate change scenario, the Kunzea Circuit drainage system operates close to its design capacity but does not surcharge. Localised surcharging occurs within the Hazards View Drive drainage system; however, the modelling indicates this is due to existing capacity limitations within that section of the network rather than additional flows generated by the proposed development.
Amenity Impacts	**Response**
The subject lot directly interfaces with residential spaces and low-density areas. The application introduces unacceptable amenity impacts including continuous low-frequency noise from large scale refrigeration plants and heating a cooling plants, heavy vehicle deliveries outside of standard business hours and light spill from prominent commercial signage and safety lighting.	The proposed hours of operation are within the hours allowed for in the planning scheme for a use within 50m of a residential zone. Delivery vehicle movements can occur within those same hours of 7am to 9pm Monday to Saturday and 8am to 9pm Sundays and Public Holidays. External lighting, excepting security lighting, is to be in accordance with the hours operation. The location of refrigeration and heating and cooling systems on the building will meet the acceptable solution separation requirements of the planning scheme.

15. Conclusion

The assessment of the application taken in association with the representations received has identified that the proposal satisfies the relevant provisions of the Tasmanian Planning Scheme and therefore the application is recommended to be approved subject to the recommended conditions.

16. Recommendation

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme, DA2025/227 at 70 & 72 Kunzea Circuit, Coles Bay (CT179042/4 & CT179042/5) for a convenience store (supermarket) be approved with the following conditions.

Endorsed Plans and Documents

1. Use and development must be substantially in accordance with the endorsed plans and documents unless modified by a condition of this permit.

   Advice: any changes may either be deemed as substantially in accordance with the permit or may first require a formal amendment to this permit or a new permit to be issued.

Amendment to Endorsed Plan.

2. Prior to the issue of the building approval, the plans are to be amended to provide a minimum 1m wide landscaped garden bed along the full frontage of the site.

   Reason: To improve the amenity of the development by providing a landscaped garden bed on the frontage.

Landscaping

3. The landscaped bed required by the above condition is to be:

   a) landscaped with a variety of groundcover plants and shrubs suitable to the area that a have a minimum height of 1.5m when fully grown,

   b) provided with an irrigation watering system, and

   c) maintained for the life of the development.

Hours of Operation

4. The permitted hours of operation, including the delivery of goods, are:

   - 7:00am – 9:00pm Monday – Saturday and
   - 8:00am – 9:00pm Sundays and Public Holidays.

External Lighting

5. External lighting of the building is restricted to the permitted hours of operation, except for any security lighting which must be baffled so direct light does not to extend into the adjoining residential zone.

Advertising Signs

6. Advertising signage is restricted to the areas shown on the endorsed plans and is not approved to be illuminated other than the entrance sign.

   Advice: A separate approval is required for any additional signage or the illumination of signage.

7. The illuminated entrance sign must:

   a) advertise the business only;

   b) only be illuminated during permitted hours of operation;

   c) be baffled to prevent light spill into residential lots;

   d) not create the effect of flashing, animation or movement.

Engineering

8. Surface water runoff from the internal driveway and vehicle parking and turning areas must be controlled and drained to avoid unreasonable impact to adjoining land.

9. Prior to the use commencing, the internal driveway must have a sealed surface of concrete, asphalt, pavers or equivalent approved by the Council and be drained to an approved stormwater drainage system.

10. The access arrangements must be designed and constructed to accommodate the design service vehicle nominated within the approved Traffic Impact Assessment and enable all vehicles, including delivery trucks and waste collection vehicles, to enter, manoeuvre within and exit the site in a forward direction at all times.

11. Vehicle access to and from the site must be constructed generally in accordance with the endorsed plans, incorporating separate entry and exit crossovers including appropriate signages and ground markings.

12. The footpath connecting the site to the existing public footpath must be constructed to a concrete standard approved by Council.

    Advice: Standard drawings are available at www.lgat.tas.gov.au/

    Advice: Prior to commence of any works, the developer must obtain a Works in Road Reserve Permit (2026-Work-Within-Road-Reserve-Permit.pdf) for any works within the road reserve and for the connection into a Council stormwater network.

Traffic Management and Road Safety

13. Prior to occupation or commencement of use, the permit holder must prepare a Traffic Signage Plan prepared by a suitably qualified traffic engineer and submit it to Council for approval.

14. The Traffic Signage Plan must include the installation of:

a) an approved "Trucks Turning" warning sign; and

b) an advisory speed sign or advisory speed treatment associated with the horizontal curve approaching the convenience store,

at locations determined by Traffic management designer to the satisfaction of Council.

15. All signage must:

    a) Comply with Austroads Guide to Traffic Management;

    b) Be installed prior to occupation or commencement of use; and

    c) Be maintained thereafter to the satisfaction of Council.

16. All costs associated with the design, approval, supply, installation and ongoing implementation of the traffic signage and associated road safety measures must be borne solely by the developer.

Stormwater Management

17. Prior to the commencement of any building works, detailed civil engineering drawings and stormwater drainage calculations must be prepared by a suitably qualified and experienced civil engineer and submitted to Council for approval in accordance with Council's adopted Stormwater Policy for New Developments – Version 1.

18. All stormwater generated by the development, including roof water, pavement runoff and other impervious surface runoff, must be collected and discharged via a lawful connection to Council's underground stormwater drainage pipeline within Kunzea Circuit, being the approved point of discharge, to the satisfaction of Council.

19. No stormwater generated by the development must be directed, concentrated or discharged onto adjoining land or the road reservation other than via the approved drainage system.

Environmental Management

20. Plans submitted for building approval must include a Soil and Water Management Plan (SWMP) and this must be implemented to ensure soil and sediment does not leave the site during the construction process.

    Advice: a series of Fact Sheets on Soil and Water Management on Building Sites and how to develop a SWMP is available on the Environment Protection Authority website.

21. Through the construction process to the satisfaction of Council, and unless otherwise noted on the endorsed plans or approved in writing by Council, the developer must:

    a) ensure soil, building waste and debris does not leave the site other than in an orderly fashion and disposed of at an approved facility;

    b) not burn debris or waste on site;

    c) ensure public land, footpaths and roads are not unreasonably obstructed by vehicles, machinery or materials or used for storage;

    d) pay the costs associated with any alteration, extension, reinstatement and repair or cleaning of Council infrastructure or public land.

22. The developer must provide a commercial skip (or similar) for the storage of builders waste on site and arrange for the removal and disposal of the waste to an approved landfill site by private contract.

    Advice: Builders waste, other than of a quantity and size able to be enclosed within a standard 140-litre mobile garbage bin, will not be accepted at Council's Waste Management Centres.

The following advice is provided for information and assistance only

a. Please read all conditions of this permit and contact the planner for clarification if required.

b. All costs associated with acting on this permit are borne by the person(s) acting on it.

c. Further and separate approval or consent may be required for the following:

    i. Building and plumbing approval from Council under the *Building Act 2016*

d. The permit does not take effect until 15 days after the date it was served on you the applicant and the representor provided no appeal is lodged, as provided by s.53 of the *Land Use Planning and Approvals Act 1993*.

e. This permit is valid for two years from the date of approval and shall lapse unless it has been substantially commenced to the satisfaction of Council, or otherwise extended by written consent.

f. The permit and conditions on it are based on the information submitted in the endorsed plans and documents. The Planning Authority is not responsible or liable for any errors or omissions. I encourage you to engage a land surveyor to accurately set out the location of buildings and works.

g. The granting of this permit takes in no account of any civil covenants applicable to the land. The developer should make their own enquiries as to whether the proposed development is restricted or prohibited by any such covenant and what consequences may apply.

h. In the event that any suspected Aboriginal cultural material is inadvertently encountered during surface or sub surface disturbance, please consult the Unanticipated Discovery Plan at http://www.aboriginalheritage.tas.gov.au/Documents/UDP.pdf

DECISION 09/26

Moved Clr Rob Churchill, seconded Clr Robert Young:

That:

Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme, DA2025/227 at 70 & 72 Kunzea Circuit, Coles Bay (CT179042/4 & CT179042/5) for a convenience store (supermarket) be approved with the following conditions.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

Under Regulation 29 of Local Government (Meeting Procedures) Regulations 2025, the Chairperson hereby declares that the Council is no longer acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 4 of the Agenda.

RECOMMENDATION

That Council no longer acts as a Planning Authority at 2:25pm

DECISION 10/26

Moved Clr Jenny Walker, seconded Clr Kenneth Gregson:

That Council no longer acts as a Planning Authority at 2:25pm

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

5 FINANCIAL REPORTS

5.1 Financial Reports for June 2026

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Acting Director Corporate and Communications (Danielle Tuck)

ATTACHMENT/S

1. Capital Works Project 2026-06 [**5.1.1** - 2 pages]
2. Group Financial Statements 2026-06 [**5.1.2** - 3 pages]
3. P& L Briefing Papers 2026-06 [**5.1.3** - 12 pages]

BACKGROUND/OVERVIEW

The financial reports for the period from 1 July 2025 until 30 June 2026 (of which is attached to this report) are presented for the information of Council.

The first of the attachments is the Capital Works Program (***CAPEX***) for the 2025/2026 Financial Year. This attachment details that Council has budgeted (revised budget) to spend just over $9M in Capital Works for the 2025/2026 Financial Year.

The major components of the program are Roads, Footpaths and Kerbs (38%), Parks, Reserves, Walking Tracks and Cemeteries (17%), Buildings (15%) and Plant Equipment (14%) and other capital works (16%).

As at 30 June 2026, Council has spent 59% of the revised budget for the 2025/2026 Financial Year ($5,425,652/$9,151,947). There is therefore 41% of the revised budget left unspent as at 30 June 2026. Council has not expended the total revised budget for this Financial Year ($9,151,947).

The second attachment is the Group Financial Statements. Included within these statements are the following sections.

The first section in the Group Financial Statements is the Profit and Loss Statement as at 30 June 2026. The Profit and Loss Statement details that the Year-to-Date Actuals are $1.9M in front of the Year-to-Date Budget.

The second section is the Statement of Financial Position (Balance Sheet) as at 30 June 2026. The Statement of Financial Position details that the Net Assets are $263M as at 30 June 2026 ($262M as at 30 June 2025).

The final section is the Statement of Cashflows as at 30 June 2026. The statement of cashflows details a net change in cash of $1.7M from 30 June 2025 ($12.7M) to $14.4M as at 30 June 2026. This is an increase of 13.56% from 30 June 2025.

The last attachment is the profit and loss briefing papers for the last quarter of 2026. This is to show the financial performance for each department.

These are interim statements and are subject to adjusting transactions that occur at the end of each financial year.

STATUTORY IMPLICATIONS

- Australian Accounting Standards Board (AASB).
- International Financial Reporting Standards (IFRS).

BUDGET IMPLICATIONS

There are no budget implications regarding this report as it is an information report.

RISK CONSIDERATION/S

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

RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ending 30 June 2026.

DECISION 11/26

Moved Clr Robert Young, seconded Deputy Mayor Michael Symons:

That Council receives and notes the Financial Reports as attached to this report for the period ending 30 June 2026.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

6 SECTION 24 COMMITTEES

6.1 Coles Bay Hall Committee Minutes 2 June 2026

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENTS

Nil.

DRAFT MINUTES OF MEETING OF
COLES BAY COMMUNITY HALL COMMITTEE
TUESDAY, 2 JUNE 2026.

MEETING OPENED: 5.10pm

PRESENT: Nigel Carins (Chair), Kathryn Whitchurch (by phone), Liz Swain, Nola Cooke, Ward Totham (Visitor)

APOLOGIES: Diana Carins, Kristin Hoerlein, Rob Churchill

ACCEPTANCE OF PREVIOUS MINUTES: As circulated. Proposed: Kathryn
Seconded: Liz . CARRIED

TREASURER'S REPORT: As attached
Liz has suggested we move $4 000 to term deposit as we expect more income and less outgoings in the next quarter with membership fees coming in, Liz moved that Treasurer's Report be accepted and $4k be moved to term deposit,. Seconded Kathryn. MOVED.

BUSINESS ARISING FROM PREVIOUS MINUTES:

Banking - Liz enquired at bank for a debit card but we only need a deposit card so we can bank at Post Office ACTION: Liz to find out about a deposit card.
New signatories to be updated at AGM later in the year

New Booking Officer – Nola Cooke has accepted the role. Nigel Carins, Kathryn Whitchurch and Liz Swain will continue as Chairman, Secretary and Treasurer respectively.

Hiring Fees and Annual Membership – Resident children will not be charged for Pickleball. Children must be supervised by an adult. It is hoped that holiday users will continue to donate for casual usage. Booking officer will advise bookers as necessary.
It was agreed to purchase an acrylic A4 brochure holder to affix near notice board to hold blank membership forms.

Cleaning – need to clarify when cleaning is charged as some bookings are charged cleaning and others are not. At Nola's discretion as to who pays and how much depending on what is used. Kathryn asked Leave it to Me to clean all the toilets, vacuum and wash all floors and to clean kitchen as necessary each month. We all agreed this is adequate.

Open Day Wrap Up – There was a general consensus that it was a great day and enjoyed by all. Do we need to have an annual community event? Members to consult casually with community and think about some new activities. All food and beverage suppliers have indicated they are happy to return. FCA are willing to kick in $1000. Kathryn suggested we run a Piickleball Tournament in January but it was decided this should be run by Pickleball participants.

Outdoor furniture – Some tables and chairs are needed for the undercover area. ACTION: Liz to research suitable furniture.

Bike Rack – Has not been returned by Council. The walls in the foyer of the hall are getting quite marked where bikes are being parked. ACTION: Kathryn to contact Dan to find out and discuss new location.

Library – Anne Melrose has expressed her delight in the naming of the Melrose Room. She advised she and two volunteers will be reorganizing the library and attending to the reshelving. No new shelving needed for other side of room. ACTION: Kathryn to do a sign for a small table for book return

NEW BUSINESS:

Job descriptions – These are covered in the Section 24 Guidelines for Hall Committees.
ACTION: All office bearers define their specific duties not covered in Guideliones and circulate. Kathryn to collate and ensure no overlap of duties.

Equipment needed – Nola to buy a new hose and some new pickleball bats.

Commercial use of Hall –

Child Car Centre – Ward talked to executive team at Thrive and put a proposal to them to run a school holiday program on a casual basis which would be acceptable under the lease. Unfortunately, the red tape dictates that an assessment of the venue for suitability and OHS would need to be done every time. This would be prohibitive and therefore will not go ahead. Would need to get a change of lease or ownership of the land for vacation care to be workable. Thrive are working on a family day care model for Queenstown using Council land and a demountable building and if successful could approach our Council for some land at Swanwick.

Kathryn met with Katie from Cohealth and Jen Hackett on Monday night. Katie is keen to have a Nurse Practitioner provide a community health service. Cohealth are a registered charity and not for profit organization. ACTION: Kathryn to write to Council to see if this would be acceptable under the lease.

SES Hiring – Liz believes we need an ABN so we can invoice SES. Dept of Emergency Services need an ABN. She has been in contact with Council who have advised an ABN should not be needed. Dick Shaw of Council is to seek legal advice and Liz is awaiting outcome.

It was agreed that after this year's Freycinet Challenge, the Secretary will write to Freycinet challenge organizers to advise there will be hiring and cleaning charges from 2027.

COUNCIL UPDATES: Nil

FCA REPORT: For information only. FCA are configuring their brochure (30 000 distributed this year) to better promote the use of QR codes, aiming to eventually move our visitors to our website which is always up to date, as opposed to a brochures which is quickly out of date once printed. Over 100 000 hits on the website.

NEXT MEETING: Monday 7 September, 5pm. Venue to be advised.

MEETING CLOSED: 6.30pm

<u>RECOMMENDATION</u>

That the Minutes of the Coles Bay Hall Committee meeting held on 2 June 2026 be received and noted.

<u>DECISION 12/26</u>

Moved Clr Neil Edwards, seconded Clr Rob Churchill:

That the Minutes of the Coles Bay Hall Committee meeting held on 2 June 2026 be received and noted.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

6.2 Tasmanian Seafarers Committee Minutes - 31 March 2026

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENT/S

Nil.

TASMANIAN SEAFARERS MEMORIAL COMMITTEE
MINUTES – 31 MARCH 2026

Tasmanian Seafarers Memorial Committee – Meeting Minutes
Date: Tuesday 31 March 2026, 9:00am

Location: Meeting Room, Triabunna Council Offices

Meeting Purpose:

To discuss the future direction of the Tasmanian Seafarers Memorial and the annual memorial event, including Committee structure, sustainability, Council support, and opportunities to increase participation.

Chair: Clr Neil Edwards

Attendance: Clr Neil Edwards (Chair), Jan Sweet (Member), Melissa Cruse (Member/Guest), Dick Shaw (Council Officer), Eliza Hazelwood (Council Officer)

Apologies: Graeme Elphinstone (Member), Clr Jenny Walker (Member), John Hall (Member)

1. Current Position of the Memorial & Event

The Committee discussed the current structure of the Tasmanian Seafarers Memorial and the annual event. Key points included:

The role and function of the Committee as a Section 24 Committee.

Recognition that the Committee has delivered the event successfully, with support previously provided by a dedicated Committee member and Council administrative staff. Moving forward, the event would require similar support; however, the dedicated Committee member is no longer available, and Council's capacity to provide support is limited.

Acknowledgement that the Committee's structure and Terms of Reference would be reviewed as part of Council's broader review of all Section 24 Committees and their functions.

2. Committee Interest & Capacity

Discussion focused on whether the Committee wishes to continue managing the event in its current form.

Points raised:

Despite the event's success, there were more dignitaries on stage than attendees in the audience, raising concerns that the event may have lost its original purpose.

Some Committee members joined without fully understanding their roles and responsibilities. While happy to assist on the day, they are not heavily invested in the event.

Attendance from local families is low, and the event's focus has shifted from a community "Blessing of the Fleet" to a formal memorial for all Tasmanians lost at sea.

Administrative tasks, such as ordering plaques and liaising with families, are time-consuming, and some tasks may need delegation.

The Committee discussed separating the memorial and Blessing of the Fleet into two events to better suit community participation and differing fishing schedules.

3. Council Support & Resourcing

The Committee discussed the level and type of support required from Council.

Points raised:

Council currently can provide limited administrative and logistical support due to resource constraints.

If the Committee continues to manage the event in its current form, they would need to take on additional responsibilities, as the dedicated Committee member is no longer available and Council's capacity is limited.

4. Increasing Participation & Engagement

Discussion centred on improving attendance and community interest.

Ideas raised:

Consider creating separate events for the Blessing of the Fleet and the memorial to attract different audiences.

Explore community-focused activities to engage younger generations and local families.

5. Refreshing / Adapting the Event

Ideas explored for refreshing the event and engaging younger generations:

Incorporate interactive or family-friendly activities around the Blessing of the Fleet.

Explore ways to reduce administrative workload and streamline plaque management.

Agreed actions:

Committee to consider options and make a recommendation on the future of the event for endorsement at the next meeting

6. External Support Opportunities

Discussion regarding potential involvement from State Government and maritime organisations.

Organisations mentioned:

Tasmanian Government, including the Minister for Fisheries.

Muirs Fish Festival organisers as a potential partner for a community-focused Blessing of the Fleet event.

Follow-up actions:

Council to consider approaching the Minister and relevant organisations for support or collaboration.

7. Other Business / General Discussion

Committee acknowledged the historical context of the event, including its evolution from a local blessing to a formal memorial and the importance of preserving the memorial.

Consideration that the Spring Bay Boat Club may be interested in taking over the event, potentially applying for an annual grant through Council to host the memorial.

Importance of balancing the event's significance with practical resources and community interest.

8. Next Steps & Meeting Close

Actions to be completed:

Committee to make a formal decision on the future of the event.

Notify past attendees if the ceremony will not proceed in its current form this year.

Council to write to Will Muir to determine interest in taking on the event and subsequently write to the Minister.

Meeting closed at: 10:30am

Next Meeting: Wednesday, 15 April at 9:00 a.m., Council Meeting Room

RECOMMENDATION

That the Minutes of the Tasmanian Seafarers Memorial Committee meeting held on 31 March 2026 be received and noted.

DECISION 13/26

Moved Clr Neil Edwards, seconded Clr Jenny Walker:

That the Minutes of the Tasmanian Seafarers Memorial Committee meeting held on 31 March 2026 be received and noted.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

7 INFORMATION REPORTS

7.1 Acting Chief Executive Officer - Dick Shaw

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENTS

Nil

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Governance, Human Resources, Work Health and Safety, Economic Development, Community Development.

OFFICER'S COMMENTS

COMMUNICATIONS AND MEDIA

Key Activities and Highlights

Communications and Promotion

Council's Facebook page remains the most effective channel for community communication and the noticeboards are updated frequently throughout the municipality. Topics featured throughout June included:

- Mission Australia Book Launch
- Waste Collection
- GSBC "Update your details"
  - Dog Registration
  - New Beach Access Ramp at Swansea
  - Council Meeting Live Stream
  - Rates reminder
- Taswater Water Restrictions
  - Service Interruptions
- Department of Climate Change – Community Grants
- Spring Bay Community Food Hub
- Aussie Hoops – Bicheno Primary School
- Festival of Voices
- Citizenship Ceremony
- MAST – Infrastructure update Prosser River
- BEST Hospitality Training
- Royal Flying Doctors – Men's Health week visit to Swansea

Publications

- The Winter edition of SeaSpeak has been released.

COMMUNITY ENGAGEMENT

Community Development Team – Monthly Report

Overview

Community engagement remained strong throughout June, with the team undertaking a range of stakeholder liaison and communication activities. A highlight for the month was the successful delivery of a Citizenship Ceremony, welcoming seven new citizens to the municipality.

The Community Development Team has commenced a regular presence in Bicheno each Tuesday. This initiative is expected to enhance Council visibility and strengthen engagement with local community members and key stakeholders.

The team is also continuing to work closely with the *HeartBeat Group* in Coles Bay to support updates to local emergency management plans and to build stronger relationships with the Coles Bay and Swanwick communities.

A significant portion of June was dedicated to the preparation and development of a grant application for the Commonwealth Disaster Ready Fund.

Ongoing collaboration with Recovery and Resilience Tasmania remains a key operational priority.

Recovery and Community Engagement

Staff actively participated in regular inter-agency emergency management meetings and continued involvement the Dolphin Sands Recovery Coordination Group.

A consistent on-ground presence in Swansea has been maintained, providing regular opportunities for community members to engage directly with Council staff.

Outreach activities, including door-knocking in partnership with Red Cross, were conducted on 12 and 13 June. A total of 35 properties were visited, with 13 households engaging directly with staff.

Feedback from residents was positive, with many expressing appreciation for the follow-up contact and opportunity to provide input.

The Dolphin Sands Recovery Project is now shifting towards a preparedness focus. In response, staff have coordinated a series of educational workshops in partnership with Red Cross and the Tasmanian Fire Service, to be delivered across the municipality in the coming months.

Events and Community Partnerships

The Community Development Team continues to strengthen partnerships with local organisations, including the Bicheno Community Development Association, Swansea Men's Shed, Regional Education and Experience Program, and a range of youth-focused initiatives such as the Tasmanian Youth Forum, Lifeline, and the Skate of Mind Project.

Preparation has commenced for a series of events to be delivered across the municipality in collaboration with community members for Mental Health Week and Seniors Week, both scheduled for October.

These partnerships are expected to support the delivery of future community initiatives and foster greater collaboration across the municipality.

STAFF MOVEMENTS

Departures

- Nil

Recruitment

- Senior Planner – renamed 'Principal Planner' - readvertised

Appointments

- Plumbing Inspector

RECOMMENDATION

That Council notes the information.

DECISION 14/26

Moved Clr Robert Young, seconded Clr Jenny Walker:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

Director of Works and Infrastructure- Ron Sanderson

Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Buildings and Marine Infrastructure, Parks, Reserves and Walking Tracks; Cemeteries

ATTACHMENTS

Nil

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Buildings and Marine Infrastructure, Parks, Reserves and Walking Tracks; and Cemeteries.

OFFICER'S COMMENTS

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Cold mixing of potholes across the municipality - Ongoing across municipality approx. 5 ton of cold mix placed for June.
- Roadside weed spraying of sealed and unsealed roads – ongoing
- Maintenance grade of Old Coach Rd, Cranbrook- completed
- Maintenance grade of Springs Rd/Crossing Rd- underway
- Bridge #51, 17 Acre Creek, Wielangta Rd now downgraded to 5t load limit (was 10t)- current replacement kick off date 24th August
- New footbridge at Swanwick Rd, Swanwick to replace damaged wooden bridge- new concrete abutments installed, bridge delivery week of 20th July
- Nugent Rd (Buckland) pavement failures (8 of), box out and re-asphalt- completed
- Sally Peak Rd (Buckland) full road width pavement failure, box out and re-asphalt- completed
- Sandspit Creek overflow bridge replacement, Wielangta Rd- completed, waiting for new guard rail installation by contractor.
- Rheban Rd asphalt reinstatement from storm water works- planned for 20th July
- Old Coach Rd culvert extension- completed
- Freycinet Road, asphalting of road shoulders- planned for 15th July.

STORMWATER, DRAINAGE

- Ongoing cleanouts and maintenance across the municipality
- Rheban Rd, Spring Beach open drain upgrade and rock lining- completed

WASTE MANAGEMENT

- All WTS's to return to Winter operating hours on 13th April
- New security fence and gates at Bicheno WTS- completed
- Installation of new boundary fence at Coles Bay WTS- materials received
- Expansion of Swansea WTS drum muster facility- Drum muster have received a grant to pay for the cage extension to increase capacity- had meeting with drum muster onsite on 9th July.
- Swansea SES to utilise part of Swansea WTS for training in coming weeks.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

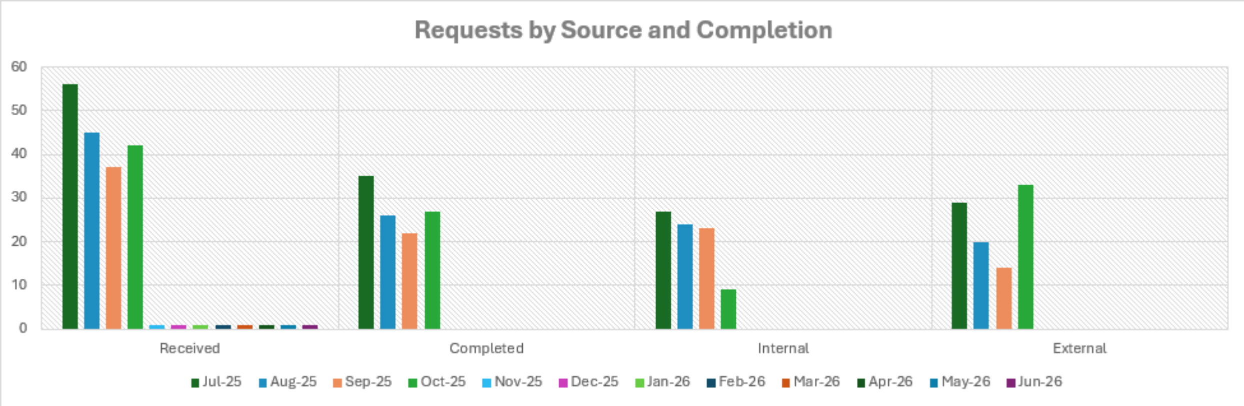
- Ongoing general maintenance & inspections across the municipality
- Replenishing soft fall in numerous playgrounds across municipality- ongoing
- Mulching and trimming of public gardens across Orford/Triabunna/Spring Beach- completed
- Swansea footpath pressure cleaning- completed
- New barrier/fence along Duck Park/Esplanade- July planned
- Grounds preparation at Lion Park for BEAMS- completed
- Annual third-party playground inspections & report- booked for July
- Culvert upgrade on East Shelly walking track- completed
- Gulch Bicheno- repair/fil foreshore erosion near boat ramp- approved by PWS
- Soccer nets for Swanwick Rec Ground- getting prices

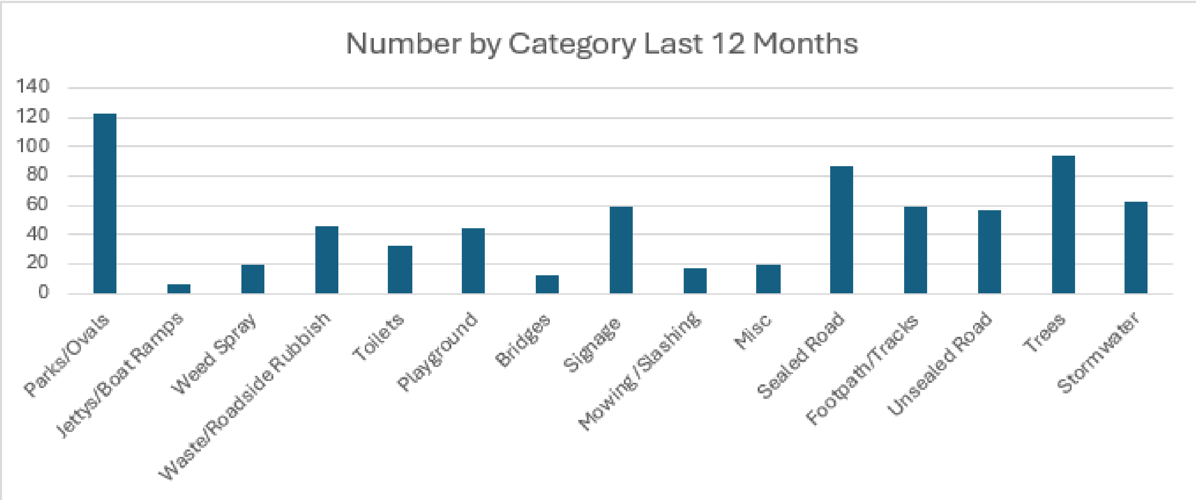
EMERGENCY MANAGEMENT

- After hours rostering carried out as scheduled.
- Review of Glamorgan Spring Bay Municipal Emergency Management Plan- underway
- Review of Dolphin Sands Associate Emergency Management Plan- underway
- Review of Coles Bay Associate Emergency Management Plan- underway, met with Heart- Beat community group to review at Coles Bay
- Appointment of Darren Smith to Municipal Coordinator (formerly Deputy Coordinator) and Hayden Arnol as Deputy Coordinator- completed

CUSTOMER REQUESTS

The chart below summarises the requests received year to date by the total numbers received; the number completed; those generated by the public and those generated by officers.





The requests are sorted into categories to provide an overview of the areas showing the most interest or greatest need for attention as per the bar chart below:

CAPITAL WORKS

- Wielangta Rd Bridge (Sandspit Overflow) #55 upgrade – completed
- New BBQ/shelter installation at Spring Beach, including new underground power supply- completed except for removal of second old BBQ, this will be completed in 4 weeks- completed
- Playground renewal and upgrades
  1. New exercise equipment for Our Park. Orford- due week of 20th July
  2. New side fence (Victoria St side) for Triabunna Rec Ground playground- completed
- Duck Park, Swansea pedestrian bridge replacement- awaiting PWS permit to proceed
- Installation of goal net at Triabunna Rec ground- completed
- New playground, Lion Park, Bicheno- Materials ordered
- Ryans Rd, Spring Beach stormwater upgrade- completed
- Reseal/Reclaiming/Stabilising for 26/27 FY- working on scope- tender going out week of 14th July

- Corrosion protection repairs on Vicary's Rivulet bridge, Triabunna- starting 29th July.

Grant funded

- Disaster Ready Fund - Round 3- project DRFR300037 Building Flood Resilience in key areas of Glamorgan Spring Bay, Tasmania has been successful for funding through the Australian Government's Disaster Ready Fund (DRF) Round Three- Implementation Plan now approved.
- Coles Bay Black Water Station, Harold St Reserve- completed awaiting plumbing inspector sign off
- Triabunna Tomorrow Vicary St Upgrade- approx. 20% completed

PLANT AND VEHICLES

- Purchase four new outdoor utes- quotes received and POs issued.

GENERAL

- Removal of real-estate signs on council nature strips- underway, a very large quantity has been removed from Orford/Triabunna nature strips- ongoing
- Reach/deck slashing- Nil for June
- Balga Crt, Spring Beach tree trimming- completed
- Concrete slab at water fill point in Walpole St, Orford- completed
- GSBC Development Engineer assisting Southern Midlands Council one day per fortnight- ongoing
- Development Engineer- New subdivision and new driveway inspection- ongoing
- Re-line marking public disabled parking spots in Triabunna/Orford- completed

RESERVE BOOKINGS AND ROAD CLOSURES

Road closures for the events noted will be carried out under section 19.1(a) of the *Local Government Highways Act 1982* requiring consultation with the Commissioner of Police:

- Bicheno BEAMS- underway

<u>RECOMMENDATION</u>

That the Director Works and Infrastructure's report be received and noted.

DECISION 15/26

Moved Clr Jenny Walker, seconded Deputy Mayor Michael Symons:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

7.3 Acting Director Planning and Development - Tasha Tyler-Moore

Animal Control and Compliance; Building and Plumbing; Environmental Health; Natural Resource Management; *Planning and Property*

ATTACHMENT/S

Nil

PURPOSE

The purpose of this report is to provide an update on the activities on the Planning and Development Directorate and to specifically report on the development approvals issued under delegation.

BACKGROUND/OVERVIEW

Animal Control and Compliance:

The draft Dog Management Policy 2026–2031 (DMP) was presented at the June Council meeting for endorsement by Council to proceed to the public consultation phase, as required by *Section 7(3) of the Dog Control Act 2000*. This motion was not supported by Council and as a result, the draft DMP did not proceed to the public consultation phase. Council instead resolved to refer the Draft DMP to a Council workshop for further discussion within the next 60 days.

As the draft DMP did not progress to public consultation, any written correspondence received by the Council for comment cannot be considered. Consistent advice has been provided in response to all correspondence received on this matter.

For the reporting period, 474 dogs were registered.

Kennel license renewals will be sent during July. A person keeping more than two dogs (other working dogs) over the age of six months; or, keeping more than four working dogs over the age of six months must apply for, and hold, a kennel license. Information regarding license applications is available on the Council website.

Building and Plumbing:

For the reporting period, 1 Building Permit, 3 Approvals for Notifiable Building Works,
0 Low Risk Building Approvals, 0 Permits of Substantial Compliance, 0 Temporary Occupancy Permits, 2 Plumbing Permits, 3 Approvals for Notifiable Plumbing Works, 0 Low Risk Plumbing approvals, 0 Building & Plumbing Notices were issued, 1 Building Order &
0 Plumbing Orders were issued.

Environmental Health:

Annual renewal processes are well underway for registered food businesses, water carriers and cooling towers. Reminders will be sent out in the following weeks as applies to outstanding applications and fees.
The school-based immunisation program was undertaken in late June with Grade 7 and 10 students vaccinated where parental/guardian consent was provided. Grade 7 students were vaccinated against Human papillomavirus (HPV) and Diptheria/tetanus/pertussis (dTpa) and grade 10 students vaccinated against Meningococcal ACWY (MenACWY). In total, 25 students were vaccinated.

Natural Resource Management:

As many people would be aware, Australia is facing a real risk of the impacts of the H5 Bird Flu, and Glamorgan Spring Bay is no exception. Whilst the monitoring and management at the stage is being conducted by the State Government, specifically the Department of Natural Resources Tasmania, officers remain vigilant about any developments in Tasmania. Glamorgan Spring Bay Council has also posted information on the social media sites which provides links to DNRE information and what people should do if they observe wildlife that may be affected and how to report it.

Planning:

For the June period Council received 24 development and subdivision applications and 24 applications were approved.

No permits were issued under General Manager delegation where more than two representations were received since the last reporting period.

There is one (1) active planning appeal.

Tasmanian Planning Policies
Tasmanian Planning Policies came into effect on 1 July 2026.

- After the State Policies, the TPPs are the highest level of land use planning policy.
- They guide the regional land use strategies (RLUSs) and inform the State Planning Provisions (SPPs) and amendments to Local Provisions Schedules (LPS).
- The TPPs provide a common policy framework for the land use planning system, mainly by informing the regional land use strategies and the content and scope of the Tasmanian Planning Scheme.
- The TPPs do not apply to development applications other than through the major projects process.
- The current reviews of the regional land use strategies give effect to the TPPs.
- While the first LPS made does not have to be consistent with the TPPs, each subsequent LPS or amendment to an LPS needs to be consistent with the TPPs.
- The SPPs will also be reviewed to be consistent with the TPPs.

Property and Projects:

Works in Property and Projects over the last month have included: Progressing the disposal of 50 Beattie Avenue Bicheno; managing ongoing council property leases and tenancies (including Childcare Centre Swansea, Co Health); engaging building surveyor for some Council buildings; and continuing to manage the project for the new council website.

STATUTORY IMPLICATIONS

Given this report is for information only, there are no statutory implications.

BUDGET IMPLICATIONS

Given this report is for information only, there are no budgetary implications.

RISK CONSIDERATION/S

No risk associated with receiving an information report

OFFICER'S RECOMMENDATION

That Council receives and notes the report on the activities on the Planning and Development Directorate.

DECISION 16/26

Moved Deputy Mayor Michael Symons, seconded Clr Neil Edwards:

That Council receives and notes the report on the activities on the Planning and Development Directorate.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

7.4 Acting Director Corporate and Financial Services - Danielle Tuck

Financial Management, Information Technology, Customer Service, Risk Management, Records, Corporate Service and Rates.

ATTACHMENTS

Nil.

PURPOSE

This report is an information report that provides information on a monthly basis of what is being undertaken in the Directorate of Corporate and Financial Services.

OFFICER'S COMMENTS

This current information report is for the month of June 2026.

The following sections detail what has been undertaken in the Corporate and Financial Services Directorate from 1 June 2026 until 30 June 2026.

FINANCIAL MANAGEMENT

The 2026–27 Budget was adopted by Council in June and is now in place for the new financial year. The interim financial audit has been finalised, with the final audit scheduled for September. The financial services team continues to support year-end requirements and maintain compliance across Council's financial management responsibilities.

INFORMATION TECHNOLOGY

Information Technology remains an evolving area for Council, with ongoing review of policies, procedures and emerging changes that may affect operations. Work is also progressing to assess options for an upgrade to the Chambers AV system.

RECORDS

Planning has commenced for the staged digitisation of Council's archived records, with the project intended to support long-term record integrity, accessibility and preservation.

CUSTOMER SERVICE

Customer Service continues to manage elevated enquiry volumes associated with this time of year.

CORPORATE SERVICE AND RATES

Following adoption of the rates at the June Council meeting, rates notices have since been issued and we continue working through the many tasks required at this time of the year.

RISK CONSIDERATION/S

Nothing to report for June 2026

RECOMMENDATION

That the Director Corporate and Financial Services's report for the month of June 2026 be received and noted.

DECISION 17/26

Moved Clr Robert Young, seconded Clr Kenneth Gregson:

That the Director Corporate and Financial Services's report for the month of June 2026 be received and noted.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young

Against: Nil

Abstention: Nil

7.5 Action Register - June 2026

Author:	Executive Officer (Isabelle Clarkson)
Responsible Officer:	Acting Chief Executive Officer (Dick Shaw)

Governance, Human Resources, Work Health and Safety, Economic Development, Community Development

ATTACHMENTS

1. Action Register - June 2026 [**7.5.1** - 1 page]

PURPOSE

To document and track the status of actions arising from each Ordinary Council Meeting.

OFFICER'S COMMENTS

Three Actions remain in progress.

1. Sale of Beattie Avenue, Bicheno.
2. Drafting of the Councillor Expenses Reimbursement and Provision of Facilities Policy continues.
3. Drafting of the Dog Management Policy - the matter will return to full council for decision to advertise the draft policy in the August 2026 meeting.

RECOMMENDATION

That Council receives and notes the Action Register report for June 2026.

DECISION 18/26

Moved Clr Robert Young, seconded Clr Neil Edwards:

That Council receives and notes the Action Register report for June 2026.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Sale of Beattie Avenue Land

Author:	Property and Projects Officer (Sam Ahmed)
Responsible Officer:	Tasha Tyler-Moore - Director – Planning and Development

ATTACHMENT/S

1. Representation Summary (1) [**8.1.1** - 3 pages]
2. Combined Objections (1) [**8.1.2** - 21 pages]
3. Independant Report - Public Land 50 Beattie Avenue Bicheno 260511 [**8.1.3** - 12 pages]
4. The Folio Plan-62307-50 [**8.1.4** - 1 page]
5. The Folio Title-62307-50 [**8.1.5** - 1 page]

PURPOSE

To provide Council with a report on the outcomes of the public notification process, following on from Council's previous endorsement to proceed to public notification for the proposed disposal of public land at 50 Beattie Avenue, Bicheno (CT62307/50).

The report includes a summary of the representations received and presents an officer recommendation for Council's decision in accordance with section 178 of the *Local Government Act 1993* (the Act).

The Council decision making is supported by the findings of an Independent Open Space Assessment commissioned by Council.

STRATEGIC PLAN REFERENCE

Key Foundations
Infrastructure and Services

This means

- Planned asset renewal expenditure based on agreed asset management plans.
- Cash flow managed to ensure current liabilities can be paid from unrestricted (available) cash.
- Developing and implementing infrastructure provision strategies and plans that consider whole-of-municipality service priorities.

STATUTORY REQUIREMENTS

The statutory regulations for the sale or disposal of public land sits within the Local Government Act 1993. The relevant section of the Act, provided below, outlines the requirements to be met to sell land, including advertising to the public Council's intent; consideration of representations; and decision notifications.

There are no restrictions on the title of the site that prevents Council's ability to sell the land.

Local Government Act 1993

178. Sale, exchange and disposal of public land

(1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.

(2) Public land that is leased for any period by a council remains public land during that period.

(3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.

(4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–

(a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and

(ab) display a copy of the notice on any boundary of the public land that abuts a highway; and

(b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.

(5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A , the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4) .

(6) The council must –

(a) consider any objection lodged; and

(b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –

(i) that decision; and

(ii) the right to appeal against that decision under section 178A .

(7) The council must not decide to take any action under this section in respect of land if –

(a) any objection lodged under this section in respect of the land is being considered; or

(b) an appeal made under section 178A , in respect of the land, has not yet been determined; or

(c) the action is in contravention of a determination made in respect of an appeal under section 178A in respect of the land.

BACKGROUND/OVERVIEW

50 Beattie Avenue, Bicheno is a 1,824m² parcel of Council-owned land. It is an internal, battle-axe-configured lot with a narrow access handle (approximately 6 metres wide). The site is enclosed on all sides by residential properties and there are no assets or improvements on the site. The parcel was first created in 1967 as part of a broader subdivision.

- **2010:** The site was transferred from the Crown to Council. The transfer occurred at Council's request because during that year it was discovered that its transfer did not occur as it should have in 1967, when the subdivision occurred.

- **2014 and 2016**: Council resolved to sell the site; but the process did not proceed on either occasion.
- **2017**: Council resolved *not* to sell the site.
- **24 October 2023**: Council resolved to form a fresh intention under section 178 of the *Local Government Act 1993* to dispose of, exchange, or lease the site, and delegated the General Manager to commence advertising.
- **2023**: Notice of intention to sell the land was advertised in the Mercury and the Examiner, however there was an error in the advertising process.
- **September 2025**: The matter was revisited at the Council meeting, where a fresh intention to dispose of the site was resolved.
- **10 and 15 April 2026**: Notice of intention to dispose of the site was readvertised in the Examiner, with a corresponding notice displayed on site.
- **6 May 2026**: The statutory 21-day objection period under section 178(4) closed.
- **2026:** To assist the decision-making process, an Independent Open Space Assessment was commissioned with an Independent Planner (attached), their recommendations and responses to representations have been taken into consideration as part of the assessment.

<u>OFFICER'S COMMENTS</u>

The officer's consideration of the proposal to dispose of the land considers the statutory process, including the representations that have been received. In addition, the Independent Open Space Assessment was taken into consideration in the assessment of the appropriateness of disposing of the land.

<u>Summary of Representations</u>

Following the statutory advertising of the intent to dispose of the land, 18 representations were received. Below is a summary of the representations and Council Officer consideration of the matters in each.

No.	Summary of Objection	Council's Consideration
1	Objects on the basis of historical distress caused by repeated past sale attempts (2014, 2016–17); references a deceased community member's opposition; proposes retaining the land and naming it in her memory.	Council acknowledges the time taken to reach this point, however it is not a reason considered to prevent the sale of the site.
2	Objects on belief that the land cannot be sold as it is noted as open space; should be retained for recreational purposes for the community; it is an alternative play space to the beach (and is fenced); belief that it cannot be sold	There is no legislative reason preventing the sale of land with that notation. In the event that the sale of the land is supported, the notation would be removed prior to placing it for sale. The land was not gifted by the Crown, its transfer was a requirement of the 1967 subdivision.

	because it was gifted by the crown to Council.	Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.
3	Objects on the basis of prior Council advice that the land was a reserve and that influenced their purchase of private land; concerns about impacts of future development on amenity; and potential property devaluation.	It is correct that the land is currently a reserve; the current use does not prevent Council considering its sale (as per the Act). Matters of protecting the amenity for neighbouring residents arising for potential development would be addressed as part of the planning approval, in accordance with the requirements of the Planning Scheme. There is no evidence that properties would be devalued as a result of the sale of the site.
4	Content of objection the same as objection 2.	As per Council's consideration of Objection 2.
5	Objects on the basis of long-standing personal and peer use of the land for recreation.	Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.
6	Objects on grounds of detrimental reliance – purchased adjoining land over 40 years ago on the basis of representations that the land would remain open space; concern of losing views if the site is developed.	Council notes the submission, however reasons for property purchase are not a strong consideration when consideration broader benefits to the greater community where proceeds can be invested in areas that offer more diverse uses to a greater number of residents.
7	Objects on the belief that the land was gifted to Council for residents to use as open space; concerns about the maintenance of sewerage main through the site.	Council notes the objection. The sewerage easement referenced will be preserved regardless of disposal outcome, as easements survive a change in land ownership.
8	Objects on current recreational uses (children's play, off-leash dog exercise).	Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.

9	Objects on planning, equity and reliance grounds – purchased adjoining property partly on the basis of the land's open space status; disputes the public benefit case for sale.	Council notes the submission, including the reliance argument raised. The land's planning function has been independently assessed (see Independent Open Space Assessment).
10	Materially the same as objections 2 and 4	As per Council's consideration of Objection 2.
11	Objects on current and past recreational uses.	Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.
12	Objects on belief that the land was gifted to Council for open space; concerns about the advertising process; Extensive objection detailing the disposal history of the land since 2010; disputes the accuracy of information previously put to Council regarding the title notation; disputes the stated budget rationale for sale; requests full and transparent publication of his submission.	The land was not gifted by the Crown, its transfer was a requirement of the 1967 subdivision. There is no legislative reasons preventing Council disposing of the site, regardless of notation on title. All submissions have been read and considered as part of the process.
13	Objects on belief that the land was gifted to Council for open space; existing and future recreational use of the area.	The land was not gifted by the Crown, its transfer was a requirement of the 1967 subdivision. Maintenance cost was not the stated rationale for disposal.
14	Materially the same as objections 2, 4 and 10.	Council notes the submission. Advertising undertaken for this process is addressed in Consultation.
15	Objects on amenity and environmental grounds (recreational use, habitat value for local fauna); belief that the land was gifted to Council.	Council acknowledges the environmental and recreational matters raised, which have been considered in the Independent Open Space Assessment.
16	Objects on belief that the land was gifted to Council for open space; local recreational use.	The land was not gifted by the Crown, its transfer was a requirement of the 1967 subdivision.

		Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.
17	Objects on amenity, safety and reliance grounds – purchased property partly on the basis of the land's availability as open space.	Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.
18	Objects on the basis of the land's bushfire firebreak function, easement access requirements, and community recreational use.	Council notes the submission regarding the fire risk mitigation function; however there is no evidence to suggest that it is an effective firebreak. The existing easement access will be preserved regardless of disposal outcome. Council acknowledges the recreational use described and has had regard to current community use patterns as part of its assessment. Council must consider the value of open space to the broader community and consider investing in land that reaches the benefit of many people.

Findings of the Independent Open Space Assessment

Downtown Planning's Independent Open Space Assessment assessed the Land against standard open space planning criteria:

- accessibility and visibility;
- safety and passive surveillance;
- size, configuration and functionality;
- relationship to the existing open space network;
- strategic alignment;
- environmental and landscape values;
- amenity impacts; and
- asset management implications.

It is important to consider the report in its entirety, (see attachment), however below is a summary of the key findings.

Key findings:

- The Land is an internal battle-axe lot with no street frontage, limited visibility and poor legibility as public land.
- The surrounding area is already well serviced by higher-quality, accessible open space, including Lions Park (approximately 500 metres away) and the township foreshore reserve network.

- The Land has low environmental and landscape value and does not form part of a connected open space corridor or strategic network.
- Formalising the site for public use would likely erode surrounding residential amenity (noise, overlooking, safety/perception issues, parking pressure) without a commensurate community benefit.
- Ongoing Council maintenance costs are considered disproportionate to the Land's limited public benefit.
- No title encumbrances or statutory constraints preventing disposal were identified by the assessment; however, the report notes that any subsequent disposal process should be supported by statutory due diligence, servicing and access investigations, and community consultation.

The report's recommendations are:

1. That Council notes the Independent Open Space Assessment and it's finding that the Land does not perform a meaningful public open space function.

2. That Council considers disposal or alternative use of the Land, subject to statutory requirements, due diligence, and community consultation.

3. That, if disposal proceeds, Council considers allocating proceeds (where approved) to upgrades of higher-value, strategically located open space assets within Bicheno.

Budget Implications

The sale of the land will not have negative budget implications. Consistent with previous decision made by council, the proceeds from the sale will be reinvested locally in the nearby Lions Park.

Risk Considerations

Risk rating colour code:	Low	Medium	High	Extreme

Area of Risk	Rating	Officer Comments
Political and Governance		Proposed land sales must be undertaken in accord with legislation

Conclusion

In accordance with section 178 of the *Local Government Act 1993*, Council has considered each of the 18 representations received in relation to the proposed disposal. Council has weighed these representations against the strategic context outlined in the independent report with respect to provision of open space for the community. While Council acknowledges the matters and passion raised in the representations, primarily by those who has property that direct abuts the site, Council considers that the disposal remains the most viable option.

The Independent Open Space Assessment provides a strategic planning basis to support Council's consideration of disposal, finding the site to be of low functional and strategic open space value relative to Lions Park and the foreshore reserve network, where the proceeds of the sale can be invested in that public area that is used by a much higher number of residents and serves for a diversity of uses. The views of the independent report are shared by Council officers.

In conclusion, it is considered that the site at 50 Beattie Avenue, Bicheno should be disposed of by way of private sale and that the revenue raised be used to invest in higher priority and higher value community assets.

Should Council resolve to proceed with disposal, it must, in accordance with section 178(6), give written notice within 7 days of its decision to each of the 18 objectors, advising them of the decision and of their right of appeal under section 178A.

OFFICER'S RECOMMENDATION

That Council

1. Having considered the objections lodged following public notification of its intention to dispose of the land at 50 Beattie Avenue, Bicheno (CT62307/50) resolve under section 178 of the *Local Government Act 1993* to proceed with the disposal of the land after, either:

   a) no appeal is instituted during the period available to the objectors for making appeals; or
   b) if an appeal is instituted, the discontinuation or dismissal of that appeal.

2. Serve notice in writing of its decision and applicable appeal rights upon all objectors within 7 days after its decision.

DECISION 19/26

Moved Clr Jenny Walker, seconded Clr Neil Edwards:

That Council

1. Having considered the objections lodged following public notification of its intention to dispose of the land at 50 Beattie Avenue, Bicheno (CT62307/50) resolve under section 178 of the *Local Government Act 1993* to proceed with the disposal of the land after, either:

   a) no appeal is instituted during the period available to the objectors for making appeals; or
   b) if an appeal is instituted, the discontinuation or dismissal of that appeal.

2. Serve notice in writing of its decision and applicable appeal rights upon all objectors within 7 days after its decision.

THE MOTION WAS LOST 3/4

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Neil Edwards and Clr Jenny Walker
Against:	Clr Rob Churchill, Clr Kenneth Gregson and Clr Robert Young
Abstention:	Nil

The Motion was lost for a want of an absolute majority.

Clr Young raised a point of order which the mayor did not accept.

8.2 Community Grants Program

Author:	Community and Communications Officer (Eliza Hazelwood)
Responsible Officer:	Community Development Coordinator (Bernadette Pogorzelski)

ATTACHMENT/S

1. Community Small Grant - Spring Bay Suicide Prevention Network (Better Together - Mental Health) [**8.2.1** - 6 pages]
2. Community Small Grant - Bicheno Crays Youth Club [**8.2.2** - 4 pages]
3. Community Small Grant - Bicheno Community Mens Shed [**8.2.3** - 3 pages]
4. Community Small Grant - Spring Bay Community Food Hub [**8.2.4** - 4 pages]
5. Event Support Request Application - Winter Challenge [**8.2.5** - 6 pages]

PURPOSE

To consider the attached Community Grant applications.

BACKGROUND/OVERVIEW

The application(s) submitted by the applicant(s) are provided as attachments to this report for Council's consideration.

Council received the following grant applications for consideration.

Applicant	**Project/Purpose**	**Amount Requested**	**In-kind Assistance**
Spring Bay Suicide Prevention Network	East Coast Scarecrow Trail – Mental Health Week	$467.50	
Bicheno Crays Youth Club	Public Liability Insurance	$784.20	
Bicheno Community Men’s Shed	Public Liability Insurance	$1,000	
Spring Bay Community Food Hub	Public Liability Insurance	$1,000	
Winter Challenge	Multi-sport event	$2,000	Provision of Wheelie Bins

STRATEGIC PLAN REFERENCE

Key Foundations
2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

Section 77 of the Local Government Act 1993.

BUDGET IMPLICATIONS

Applications for funding are accepted throughout the financial year and are considered by Council on an ongoing basis until the available budget has been fully allocated.
The 2026/27 budget includes $50,000 for the Event Support Grants Program and $30,000 for the Community Small Grants Program.

To date, $0.00 has been allocated through the Event Support Grants Program, leaving a balance of $50,000 available for further applications.
To date, **$0.00** has been allocated through the Community Small Grants Program, leaving a balance of **$25,000** available for further applications.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme

Area of Risk	Rating	Officer Comments
Environmental and Public Health		Food handling, waste management, and public and environmental health matters must meet Council and health regulations.
Property and Infrastructure		Use of council assets (e.g. parks, stages, utilities) may require maintenance or restoration of post-event.
Public Liability		Essential to ensure appropriate insurance is in place to cover injuries or damage.
Reputation		May result in missed opportunities for community development.

OFFICERS COMMENTS

Council officers have reviewed each application in accordance with the Community Grants Policy. The applications are consistent with the intent of the policy and align with previous funding approved by Council.

OFFICER'S RECOMMENDATION

That Council:

1. Approve a Community Small Grant of $467.50 to the Spring Bay Suicide Prevention Network for the East Coast Scarecrow Trail – Mental Health Week project.
2. Approve a Community Small Grant of $784.20 to the Bicheno Crays Youth Club towards Public Liability Insurance.
3. Approve a Community Small Grant of $1,000.00 to the Bicheno Community Men's Shed towards Public Liability Insurance.
4. Approve a Community Small Grant of $1,000.00 to the Spring Bay Community Food Hub towards Public Liability Insurance.

5. Approve Event Support Funding of $2,000.00 to the Winter Challenge for the Multi-sport Event, together with the provision of wheelie bins as in-kind support.

Clr Robert Young left the meeting at 3:24 pm and returned at 3:25 pm.

DECISION 20/26

Moved Clr Jenny Walker, seconded Clr Neil Edwards:

That Council:

1. Approve a Community Small Grant of $467.50 to the Spring Bay Suicide Prevention Network for the East Coast Scarecrow Trail – Mental Health Week project.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

DECISION 21/26

Moved Deputy Mayor Michael Symons, seconded Clr Robert Young:

2. Approve a Community Small Grant of $784.20 to the Bicheno Crays Youth Club towards Public Liability Insurance.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

DECISION 22/26

Moved Clr Jenny Walker, seconded Clr Robert Young:

3. Approve a Community Small Grant of $1,000.00 to the Bicheno Community Men's Shed towards Public Liability Insurance.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

DECISION 23/26

Moved Clr Jenny Walker, seconded Deputy Mayor Michael Symons:
Clr Neil Edwards left the meeting at 12:55 pm.

4. Approve a Community Small Grant of $1,000.00 to the Spring Bay Community Food Hub towards Public Liability Insurance.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 6/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson and Clr Jenny Walker
Against:	Nil
Abstention:	Nil

Clr Neil Edwards left the meeting at 3:33 pm.

DECISION 24/26

Moved Deputy Mayor Michael Symons, seconded Clr Rob Churchill:

5. Approve Event Support Funding of $2,000.00 to the Winter Challenge for the Multi-sport Event, together with the provision of wheelie bins as in-kind support.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 5/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Kenneth Gregson and Clr Jenny Walker
Against:	Nil
Abstention:	Nil

8.3 Draft Parking Facilities By-Law

Author: Director Works and Infrastructure (Ron Sanderson)

Responsible Officer: Director Works and Infrastructure (Ron Sanderson)

ATTACHMENT/S

Draft Parking Facilities By-Law No.1 of 2026

PURPOSE

To consider adopting the attached by-law to allow council to regulate vehicle parking in towns and designated parking areas.

BACKGROUND/OVERVIEW

For many years Council has received complaints from residents and businesses about vehicles parking on streets for long periods of time restricting access for residents/customers to those businesses. These are mainly during summer months with large numbers of tourists and shack owners visiting the coastal towns.

This is a major concern in Triabunna where parking for the Maria Island Ferry customers is very limited. This forces customers to park in the nearby streets adjacent to businesses in the centre of the town. Overnight visitors to the island leave cars and caravans parked for several days without moving.

Having no by-law means that council does not have the authority to prohibit, restrict or control the parking of vehicles in towns and public areas.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance
2. Our Community
3. Infrastructure and Services

This means
Advocating and lobbying effectively on behalf of the community.
Improvement of access for all abilities across internal and external environments.
Developing and implementing infrastructure provision strategies and plans that consider whole of municipality service priorities.

STATUTORY IMPLICATIONS

Provisions of the Local Government Act 1993 Part 11 – By-laws

BUDGET IMPLICATIONS

Minor expenses of a council officer occasionally issuing infringement notices which would be offset by revenue from the payment of fines.

RISK CONSIDERATION/S

Not Applicable

OFFICER'S COMMENTS

Once council has determined to proceed with implementing a by-law it must prepare a regulatory impact statement to be submitted to the Director of Local Government.

On receipt of the regulatory impact statement, if satisfied as to the statement, the Director is to issue to the council a certificate –

(a) certifying that the statement is satisfactory; and
(b) stating that the council may commence the public consultation process.

Following certification public consultation will occur. The council is to publish a notice of the proposed by-law with a period of 21 days for the receipt of public submissions in respect of the making of the by-law.

Council will then consider any submissions received and formally make the by-law.

The by-law will then be submitted to a legal practitioner for certification and signed by the Chief Executive Officer.

The motion to make a by-law is to pass by an absolute majority.

OFFICER'S RECOMMENDATION

That Council resolves to make the proposed Parking Facilities By-law No.1 0f 2026 as attached in accordance with Section 156 of the Local Government Act 1993.

DECISION 25/26

Moved Clr Jenny Walker, seconded Clr Robert Young:

That Council resolves to make the proposed Parking Facilities By-law No.1 0f 2026 as attached in accordance with Section 156 of the Local Government Act 1993.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

8.4 Draft By-Law Regulatory Impact Statement

Author: Director Works and Infrastructure (Ron Sanderson)

Responsible Officer: Director Works and Infrastructure (Ron Sanderson)

ATTACHMENT/S

Draft Regulatory Impact Statement – Parking Facilities By-Law No. 1 of 2026

PURPOSE

To consider adopting the attached regulatory impact statement to address the requirements of the Local Government Act 1993 to make the proposed Parking Facilities By-Law No 1 of 2026.

BACKGROUND/OVERVIEW

Council has resolved to make the Parking Facilities By-law No.1 of 2026 in accordance with Section 156 of the Local Government Act 1993.

Once council has determined to proceed with implementing a by-law it must prepare a regulatory impact statement to be submitted to the Director of Local Government.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance

This means
Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Provisions of the Local Government Act 1993 Part 11 – By-laws

BUDGET IMPLICATIONS

None

RISK CONSIDERATION/S

Not Applicable

OFFICER'S COMMENTS

A regulatory impact statement is to include the following:

(a) the objectives of the by-law and the means by which the by-law is intended to achieve them;
(b) the nature of any restriction on competition;
(c) an assessment of the costs and benefits of –
(i) any restriction on competition; or
(ii) any impact on the conduct of business;
(d) any alternative option considered by the council;
(e) an assessment of the greatest net benefit or least net cost to the community;
(f) an assessment of the direct and indirect economic, social and environmental impact of the by-law;
(g) details of the proposed public consultation process.

The attached draft Regulatory Impact Statement has addressed the above requirements.

OFFICER'S RECOMMENDATION

That Council authorises the submission of the proposed regulatory impact statement to the Director of Local Government.

DECISION 26/26

Moved Deputy Mayor Michael Symons, seconded Clr Neil Edwards:

That Council authorises the submission of the proposed regulatory impact statement to the Director of Local Government.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil
Abstention:	Nil

8.5 Council Policy - Request to repeal

Author: Acting Director Planning and Development (Tasha Tyler-Moore)

Responsible Officer: Acting Chief Executive Officer (Dick Shaw)

ATTACHMENT/S

Nil

PURPOSE

To repeal Council Policies 'Council Advertising Policy' and 'Use of Electronic Devices Policy' and convert them to Internal Policies.

BACKGROUND/OVERVIEW

Council Advertising Policy

The 'Council Advertising Policy' (v4) was approved on 22 January 2022 (minute ref:08/22). The policy has a review date for January 2026.

Much of the policy refers to the public notice methods (which publications to publish public notices) for Planning, but it also refers to other Council advertising.

Use of Electronic Devices Policy

The 'Use of Electronic Devices Policy' (v3) was first approved in 2015 and most recently updated on 26 November 2019 (minute ref:217/19). The policy has a review date for November 2022.

The policy covers matters of access and use of computer equipment and software; access to and distribution of information; and, use of email and internet for work purposes and Council Business. The policy applies to staff, contractors, service providers and elected members.

As part of the review process, it has been determined that both policies are better defined as Internal Policies because they are operational nature.

To assist in understanding the difference between Policies, Internal Policies, Guidelines and Procedures, please refer to the table below.

Document type	***General explanation***	***Status/Application***
Policy	A policy is a formal, high-level statement that sets council's position, intent, principles, and decision-making direction on a particular issue. Policies at this level are typically of public interest or have	They guide consistent decisions, support governance and compliance, and align with legislation and strategic objectives. Where relevant, there may be an accompanying Strategy.

	implications on Council decisions that affect the Council are or constituents broadly. *Eg:* - *Customer Service Charter Policy* - *Risk Management Policy* - *Dog Management Policy*	
Internal policy	An internal policy is one that applies mainly within the organisation and is operational. It sets expectations, controls, or principles for staff, or internal operations and decision making. *Eg:* - *Disciplinary Policy* - *Higher Grade Duties Policy*	In a council setting, internal policies often cover matters such as staff conduct, procurement, records management, workplace behaviour, risk, information security, or internal delegations. They support day-to-day governance and administration rather than directly guiding the public.

Guideline	*A guideline is a practical document that provides recommended approaches, advice, or direction on how to apply a policy or handle a task. It is usually more flexible than a policy.* *Eg.* - *How to prepare a policy*	*Guidelines help staff or decision-makers interpret and apply policy consistently. They may outline preferred practice, assessment considerations, or operational advice, but usually do not set the council's formal position in the way a policy does.*
Procedure	A procedure is a detailed, step-by-step document that explains how a task, process, or requirement must be carried out in practice. *Eg.* - *Entering and submitting timesheets*	Procedures are commonly used by staff to implement policies and legislative or operational requirements consistently. They often set out responsibilities, process steps, required forms or records, and internal controls for routine council activities.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance
This means
Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Division 2 of the *Local Government Act 1993* relates to 'Plans and Report'. This section of the Act lists plans and strategies that are a statutory requirement of Council. They primarily relate to the Council strategic plan, financial plans and asset management plans and policy.

The Act also provides for Councils to adopt additional plans, policies and strategies on matters that are not prescribed by legislation. As these documents are discretionary, it is for the Council to determine which should be formally endorsed at a Council meeting and, in accordance with section 70G of the *Local Government Act 1993*, published on the Council's website.
To support good governance, documents endorsed by the elected Council as policies should clearly meet the definition of a *policy*. Operational guidelines, procedures and internal administrative documents should generally not be presented as Council policies, as outlined in the background section of this report.

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Nil.

OFFICER'S COMMENTS

Reviewing the Policies, their purpose and content, it is considered that the *Council Advertising Policy* and the *Electronic Devices Policy* are not 'Policies'. Instead, they are either an 'Internal Policy' or a 'Guideline'.

The reasons for that assertion are:

Council Advertising Policy

- It does not meet the definition of Policy: *A policy is a formal, high-level statement that sets council's position, intent, principles, and decision-making direction on a particular issue.*
- The content provides operational direction (in which publications to place public notices)
- For many public notices, there are Acts or Regulations that exist that dictate the requirements for their placement.

Electronic Devices Policy

- It does not meet the definition of Policy: *A policy is a formal, high-level statement that sets council's position, intent, principles, and decision-making direction on a particular issue.*
- The content provides operational direction.

If the Policies are reclassified as Internal Policies, the following steps would be undertaken:

- The Internal Policy would be reviewed by relevant officers with a draft version and supporting report provided to the Executive Team for consideration;
- If amended version is supported by the Executive Team, it proceeds to the Chief Executive Officer for final approval;
- The updated policy be placed on the intranet and its update communicated to the staff;
- The requirements of the policy be implemented from the date of approval; and
- All internal policies are to be captured on an internal policy list and maintain the requirement for regular review.

OFFICER'S RECOMMENDATION

That:

b) Policy 'Council Advertising Policy' (v4) and 'Use of Electronic Devices' (v3) be repealed.
b) The repealed policy be reclassified as an Internal Policy and proceed to the review and approval process outlined in the Officer's Comments above.

Clr Robert Young left the meeting at 3:50 pm.

DECISION 27/26

Moved Deputy Mayor Michael Symons, seconded Clr Jenny Walker:

That:

b Policy 'Council Advertising Policy' (v4) and 'Use of Electronic Devices' (v3) be repealed.
b The repealed policy be reclassified as an Internal Policy and proceed to the review and approval process outlined in the Officer's Comments above.

THE MOTION WAS PUT AND CARRIED 5/1

For: Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards and Clr Jenny Walker

Against: Clr Kenneth Gregson

Abstention: Nil

8.6 Nomination for Licenced Persons

Author: Acting Director Planning and Development (Tasha Tyler-Moore)

Responsible Officer: Acting Director Planning and Development (Tasha Tyler-Moore)

ATTACHMENT/S

Nil

PURPOSE

The purpose of this report is for Council, in its capacity as a licensed entity pursuant to the *Occupational Licensing Act 2005*, to nominate the following Council Officers to perform the functions or powers of the Permit Authority within the municipal area in accordance s.24(2)(b)(i) of the *Building Act 2016* (the Act):

> **THOMAS DALWOOD** (Plumbing Surveyor) – Assessment of applications for plumbing work, inspection of plumbing work and technical advisor for investigations into illegal plumbing work.
>
> **MEAGHAN HEALD** (Planning and Development Administration Officer) – Administration and Permit Authority tasks supporting Building and Plumbing.
>
> **HAYLEE BISHOP** (Planning and Development Administration Officer) – Administration and Permit Authority tasks supporting Building and Plumbing.

Each one of the above Council Officers carry out elements of the Permit Authority functions as part of their positions at Council and are required to hold the relevant Permit Authority licence to conduct their duties.

BACKGROUND/OVERVIEW

Council is a licensed entity under the *Occupational Licensing Act 2005* (Entity number LGA13).

In accordance with the Act, Council is the Permit Authority for the municipal area and has statutory functions in respect of building work, plumbing work or demolition work.

Pursuant to s.24 of the Act, Council must ensure (subject to other matters) that a function or power of the Permit Authority is only performed or exercised by a licensed person (holder of a Permit Authority license) who has been nominated by Council.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance

This means
Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

Section 25 of the Act sets out functions of Permit Authorities. These functions are varied but as summarised include:

- Acceptance and consideration of applications and documents submitted.
- That permits are issued / refused in accordance with the Act.
- That work performed under a permit is performed appropriately.
- To educate the public concerning building and plumbing requirements, including their duties as owners of properties applicable to the Act.
- Make itself aware of building work, plumbing work or demolition work being performed in the municipal area including the use and occupation of buildings.
- If applicable, ensure that proceedings are instituted against any person or body failing to comply with this Act; and
- Enforce orders etc. and if applicable, ensure that proceedings are instituted.

Section 24 of the Act sets out who is a Permit Authority. S.24(2)(b)(i) states "*a function or power of the permit authority for the municipal area is only performed or exercised in respect of the municipal area by the licensed person, within the meaning of the Occupational Licensing Act 2005, nominated by the council*"

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Nil.

OFFICER'S COMMENTS

On or around August 2024 the Act was amended to require that a function or power of the Permit Authority may only be performed by a person nominated by Council.

On review of the *Occupational Licensing (Building Services Work) Determination*, it is confirmed that Thomas Dalwood, Meaghan Heald and Haylee Bishop hold the minimum requirements for a new application under the category '*Permit Authority (Individual)'*.

Thomas Dalwood, Meaghan Heald and Haylee Bishop have applied (or about to) to Consumer, Building and Occupational Services (Justice Department) to be a licenced person within the meaning of the *Occupational Licensing Act 2005*, and it is likely if the recommendation is supported, they will be contemporaneously issued a building services licence and deemed a licenced person by the Justice Department, in accordance with the *Occupational Licensing Act 2005*.

It is relevant to note that the nomination is specific to a person and not a position within Council.

Thomas Dalwood, Meaghan Heald and Haylee Bishop are recommended for nomination due to the Permit Authority functions that they perform as part of their Council roles.

OFFICER'S RECOMMENDATION

That upon being issued a building services licence and deemed a licenced person in accordance with the *Occupational Licensing Act 2005*, Council nominates Thomas Dalwood, Meaghan Heald and Haylee Bishop, pursuant to section 24(2)(b)(i) of the Act, to perform the functions or powers of the Permit Authority within the Glamorgan Spring Bay Council municipal area.

DECISION 28/26

Moved Deputy Mayor Michael Symons, seconded Clr Neil Edwards:

That upon being issued a building services licence and deemed a licenced person in accordance with the *Occupational Licensing Act 2005*, Council nominates Thomas Dalwood, Meaghan Heald and Haylee Bishop, pursuant to section 24(2)(b)(i) of the Act, to perform the functions or powers of the Permit Authority within the Glamorgan Spring Bay Council municipal area.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 6/0

For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson and Clr Jenny Walker
Against:	Nil
Abstention:	Nil

9 COUNCILLOR MOTIONS WITH NOTICE

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS QUESTION TIME

11.1 Questions Taken on Notice from previous meeting

11.3 Questions without Notice

ITEM 5

Q. Clr Rob Churchill noted the line items which say 'Not started', asked what has happened to those items.

A. Danielle Tuck took the question on notice.

ITEM 7.2

Q. Clr Kenneth Gregson asked if the Corner Franklin and Maria Streets in Swansea that are hazardous and have no borderline on footpath could be investigated.

A. The footpath on Franklin Street is not hazardous and there is no footpath on Maria Street which has a driveway to the service station.

ITEM 7.5

Q. Clr Neil Edwards asked has there been any progress on the blocks that were being progressed for sale in Triabunna?

A. The Question was taken on notice.

ITEM 7.5 - 23 June 2026

Q. Clr Neil Edwards asked has there been any progress on the blocks that were being progressed for sale in Triabunna?

A. The Question was taken on notice.

11.2 Questions with Notice

Nil.

11.3 Questions without Notice

Clr Robert Young returned to the meeting at 3:56 pm.

Clr Kenneth Gregson asked about The Daniel Wilsmore report regarding open space and walking strategy when will that be available?

Acting Chief Executive Officer responded that the Question will be taken on Notice.

Clr Kenneth Gregson asked whether Saltwater Creek Swansea and near the Tasman highway where the water is backing up will this be addressed with the disaster ready fund?

Acting Chief Executive Officer responded that area is included as part of the Grant and an update will be provided at the August Workshop.

Clr Kenneth Gregson asked could Swansea have the more formal bins with the steel dome top instead of the standard bins?

Acting Chief Executive Officer responded that it will be considered on notice.

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2025*, the Mayor is to declare the meeting closed to the public in order to discuss the following matter/s:

Item 1.1	**Requests for Leave of Absence** As per the provisions of Regulation 17 (2) (i) of the *Local Government (Meeting Procedures) Regulations 2025.*	
Item 1.2	**Notification of Leave of Absence for parental leave** As per the provisions of Regulation 17 (2) (j) of the *Local Government (Meeting Procedures) Regulations 2025.*	
Item 2.1:	**Minutes of Closed Session – Ordinary Council Meeting held on 23 June 2026** As per the provisions of regulation 39 of the *Local Government (Meeting Procedures) Regulations 2025.*	
Item 2.2:	**Minutes of Closed Session – Ordinary Council Meeting held on 16 July 2026** As per the provisions of regulation 39 of the *Local Government (Meeting Procedures) Regulations 2025.*	
Item 3:	**The Woodchipper purchase** As per the provisions of Regulation 17 (2) (c) of the Local Government (Meeting Procedures) Regulations 2025.	
Item 3.1:	**cohealth - Extension notice plus Deed of Variation** As per the provisions of Regulation 17 (2) (e) of the Local Government (Meeting Procedures) Regulations 2025.	

RECOMMENDATION

That Council moves into Closed Session at 3:59pm

DECISION 29/26

Moved Clr Jenny Walker, seconded Clr Robert Young,

That Council moves into Closed Session at 3:59pm

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

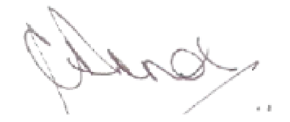
For:	Mayor Cheryl Arnol, Deputy Mayor Michael Symons, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson, Clr Jenny Walker and Clr Robert Young
Against:	Nil

The Mayor confirmed that the recording had been terminated.

13 CLOSE

The Mayor declared the meeting closed at 5:05pm

CONFIRMED as a true and correct record.



Date: **Mayor Cheryl Arnol**