



ORDINARY COUNCIL MEETING AGENDA

TUESDAY 25 AUGUST 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 25 August 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 20 August 2026

Nick McGuire

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.

TABLE OF CONTENTS

1	OPENING OF MEETING	5
1.0	Opening of Meeting	5
1.1	Attendance and Apologies	5
1.2	Late Reports	5
1.3	Declaration of an Interest in a matter of a Councillor	5
2	CONFIRMATION OF MINUTES	6
2.1	Audit Panel Minutes - Tuesday 2 June 2026	6
2.2	Ordinary Meeting of Council - 28 July 2026	8
2.3	Date and Purpose of Workshop(s) Held	9
2.4	Special Meeting of Council - 11 August 2026	10
3	PUBLIC QUESTION TIME	11
3.1	Responses to Previous Questions on Notice Taken on Notice - Nil	11
3.2	Responses to Previous Questions Without Notice Taken on Notice - 28 July 2026	11
3.3	Questions on Notice	13
3.4	Questions Without Notice	13
4	PLANNING AUTHORITY SECTION	14
5	FINANCIAL REPORTS	15
6	SECTION 24 COMMITTEES	17
6.1	Triabunna Hall Committee Draft Minutes - AGM - 28 July 2026	17
6.2	Tasmanian Seafarers Memorial Committee Draft Minutes - 11 August 2026	19
7	INFORMATION REPORTS	22
7.1	Chief Executive Officer - Nick McGuire	22
7.3	Director Works and Infrastructure - Ron Sanderson	27
7.4	Acting Director Planning and Development - Tasha Tyler-Moore	31
7.5	Action Register - July 2026	34
8	OFFICERS' REPORT REQUIRING A DECISION	35
8.1	Drainage Easement - 8 Ryans Road, Spring Beach, Orford	35
8.2	Tasmanian Seafarers Memorial Section 24 Committee	37
8.3	West Shelly Stormwater Drainage Remedial Works	41

8.4	Audit Panel Appointment.....	45
8.5	Update of position titles for delegations register	47
8.6	Community Grants Program.....	49
9	COUNCILLOR MOTIONS WITH NOTICE.....	53
10	PETITIONS.....	54
11	COUNCILLORS QUESTION TIME	55
11.1	Questions Taken on Notice from previous meeting.....	55
11.2	Questions with Notice.....	55
11.3	Questions without Notice	55
12	CONFIDENTIAL ITEMS (CLOSED SESSION)	56
13	CLOSE.....	57

1 OPENING OF MEETING

1.0 Opening of Meeting

The Mayor to welcome Councillors and staff and declare the meeting open at [time].

Mayor's Opening Statement:

Please be advised that this meeting is being audio and visually recorded. I ask that all attendees remain respectful and considerate of others and advise that offensive, defamatory, or threatening language or behaviour to those present or listening, is not acceptable.

1.1 Attendance and Apologies

1.2 Late Reports

(Motion to receive required)

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.*

2 CONFIRMATION OF MINUTES

2.1 Audit Panel Minutes - Tuesday 2 June 2026

Author: Executive Officer (Isabelle Clarkson)

Responsible Officer: Chief Executive Officer (Nick McGuire)

ATTACHMENT/S

1. 2 June 2026 minutes - Final Draft [2.1.1 - 3 pages]

PURPOSE

For Council to receive and note the Draft Minutes of the Audit Panel Meeting that was held on Tuesday 2 June 2026.

BACKGROUND/OVERVIEW

The Glamorgan Spring Bay Council Audit Panel (*the Panel*) met on Tuesday 2 June 2026 at the Council Offices at Triabunna.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- Local Government Act 1993;
- Local Government (Audit Panels) Order 2014;
- Local Government (Audit Panels Amendment Order) 2015;
- Local Government Audit Panels A Practice Guide; and
- Glamorgan Spring Bay Council Audit Panel Charter.

BUDGET IMPLICATIONS

Nil to consider.

RISK CONSIDERATION/S

Nil to consider.

OFFICER'S RECOMMENDATION

That Council receives and notes the attached Draft Minutes of the Glamorgan Spring Bay Council Audit Panel Meeting held on Tuesday 2 June 2026.

2.2 Ordinary Meeting of Council - 28 July 2026

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Tuesday 28 July 2026 at 2:03pm be confirmed as a true and correct record.

2.3 Date and Purpose of Workshop(s) Held

11 August 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 3:30pm on 11 August 2026 at the Council Offices, Triabunna.

Present:

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

Apologies:

Deputy Mayor Michael Symons

In Attendance:

Nick McGuire, Chief Executive Officer
Ron Sanderson, Director Works and Infrastructure
Tasha Tyler-Moore, Acting Director Planning and Development
Isabelle Clarkson, Executive Officer

Guests

- John Stublely and Chris Allen – *Salvation Army*
- Mel Fazackerly, Adam Pennington and Nigel Palfreyman – *Landscape Recovery Foundation*

Agenda

- John Stublely, State Development Manager - *Salvation Army Streets to Home Project*
- Landscape Recovery Foundation Team - *Role of Natural Resource Management (NRM) and Disaster Ready Fund Project*
- Director Works & Infrastructure Ron Sanderson - *West Shelly drainage concerns*

RECOMMENDATION

That Council notes the information.

2.4 Special Meeting of Council - 11 August 2026

RECOMMENDATION

That the Minutes of the Special Meeting of Council held on Tuesday 11 August 2026 at 3:30pm be confirmed as a true and correct record.

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 - 28 July 2026

Ms Carole McQueeney

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?*

A. Council officers will undertake engagement with the community to guide the development of priority projects and use the outcomes of this engagement to assist in making recommendations to Council for consideration.

Q2. *Question relating to Triabunna Marina - 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?*

A. All decisions made by Council relating to this topic are available on Council’s website, and any future decisions will go through the process of engagement, analysis and presentation to Council for consideration taking these contributing factors into consideration.

Mr Andrew Wyminga

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?*

A. The audio recording of an open Council meeting is required to be made available on Council's website within five business days of the meeting, in accordance with Regulation 43 of the *Local Government (Meeting Procedures) Regulations 2025*.

Council recognises the importance of the live-stream function and are actively working on a solution to the technology issues.

- 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"?*

Response from Chief Executive Officer

The question is refused on the basis that, in accordance with section 33(3)(d) of the *Local Government (Meeting Procedures) Regulations 2025*, Council is of the opinion that the question "does not relate to the activities of the Council".

3.3 Questions on Notice

Mr Leon Richardson

Received - Monday, 3 August 2026

Q1 Can council confirm that they will be completing Buffer zone works and conduct fuel reduction burns BEFORE this Bushfire season as per the GMP plan for the Harold and Rita & Doris reserves that GSBC have recommended to adopt for the protection of properties, residents, and the visitors of Coles Bay. The buffer zone work is critical for a safe & maintained area for the access of TFS & Parks personnel to be able to protect properties, as currently they would be not able to get an emergency vehicle or safely be able to walk/work around these reserves. This is also to have a safe area to allow fuel reduction burns.

- A. The 2026/27 Council budget includes funding for the buffer zone fire management works for the Harold Street and Rita & Doris Reserves which will be undertaken prior to this coming bushfire season. The Parks and Wildlife Service does not permit fuel reduction burns in this area.

Q2 Can council confirm that they will MAINTAIN buffer zone areas as shown on the Ground Proof mapping plan that was requested by the GSBC General manager in 2025.(Map attached) GSBC have now said they will adopt works recommended for the protection of properties and residents of Coles Bay and this is critical that these buffer areas are to be maintained for the emergency services to have access and to be supply protection of properties and residents.

- A. Council will seek approval from the Parks and Wildlife Service to maintain these buffer zones once the current approved timeframe has expired.

3.4 Questions Without Notice

Glamorgan Spring Bay Council will allow questions to be provided by written notice by 12 noon the day before the Ordinary Council Meeting by either emailing general.manager@freycinet.tas.gov.au or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

5.1 Financial Reports for July 2026

Author: Accountant (Mary Oyeyiola)

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

ATTACHMENT/S

1. Capital Works Project 2026-07 [5.1.1 - 2 pages]
2. Group Financial Statements 2026-07 [5.1.2 - 3 pages]

BACKGROUND/OVERVIEW

The financial reports for the period from 1 July 2026 until 31 July 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 2026/2027 Financial Year. This attachment details that Council has budgeted (revised budget) to spend just over \$8.8M in Capital Works for the 2026/2027 Financial Year.

The major components of the program are Roads, Footpaths and Kerbs (41%), Bridges and culvert (12%) Parks, Reserves, Walking Tracks and Cemeteries (4%), Buildings (17%) and Plant Equipment (13%) and other capital works (13%).

As at 31 July 2026, Council has spent 1% of the budget for the 2026/2027 Financial Year (\$108,157/\$8,812,660). This low percentage reflects the early stage of the financial year, with only one month of the reporting period completed.

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 31 July 2026. The Profit and Loss Statement details that the Year-to-Date Actuals are \$276k in front of the Year-to-Date Budget.

The second section is the Statement of Financial Position (Balance Sheet) as at 31 July 2026. The Statement of Financial Position details that the Net Assets are \$295M as at 31 July 2026 (\$279M as at 30 June 2026).

The final section is the Statement of Cashflows as at 31 July 2026. The statement of cashflows details a net change in cash of \$663k from 30 June 2026 (\$14.9M) to \$15.5M as at 30 June 2026. This is an increase of 4% from 30 June 2026.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

The budget implications are outlined in the body of the 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 31 July 2026.

6 SECTION 24 COMMITTEES

6.1 Triabunna Hall Committee Draft Minutes - AGM - 28 July 2026

TRIABUNNA COMMUNITY HALL
A Section 24 committee of the GSBC
3 Vicary St Triabunna Tasmania 7190
E: triabunnacomminityhall@gmail.com

AGM 2025/26
TUESDAY 28TH July 2026
TRIABUNNA COMMUNITY HALL
MINUTES

Meeting opened: 11:00 am

Present
Greg Crump – President
Cr Robert Young – GSBC Representative
Kerry Chaproniere – Treasurer
Kaylene Lee – Executive Member
Malcolm Bishop – Executive Member

Apologies
Bernadette Pogorzelski

1. Confirmation of previous Minutes
 - See attached
 - Moved that they be accepted RY. Seconded MB. PASSED

2. President Report 2025/26

- GC read and tabled report – see attached

3. Treasurer's Report

- Financial year 2025/26 report tabled by KC
- Moved that they be accepted RY. Seconded KL. PASSED

4. Confirmation of S24 Executive Members

- All S24 Committee members to retain current positions
- Vacant Executive position of Secretary remains open

Meeting Closed

RECOMMENDATION

That the Minutes of the Triabunna Hall Committee AGM held on Tuesday 28 July 2026 be confirmed as a true and correct record.

6.2 Tasmanian Seafarers Memorial Committee Draft Minutes - 11 August 2026

TASMANIAN SEAFARERS MEMORIAL COMMITTEE MINUTES Tuesday 11 August 2026



Date: Tuesday 11 August 2026, 12:00pm

Location: Meeting Room, Triabunna Council Offices

Meeting Purpose:

To determine the future direction of the Tasmanian Seafarers Memorial, service including structure, delivery model, resourcing, and external partnership opportunities.

1. PRESENT AND APOLOGIES

Chair: Cllr Neil Edwards

Attendance: Cllr Neil Edwards (Chair), Cllr Jenny Walker (Member) Jan Sweet (Member), Graeme Elphinstone (Member), Mick Desmond (Member) Scott Price (Guest) Cheryl Arnol (Guest) Bernadette Pogorzelski (Council Officer) Eliza Hazelwood (Council Officer)

Apologies: Melissa Cruse (Member), John Hall (Member)

2. CONFIRMATION OF MINUTES

2.1 Tasmanian Seafarers Memorial – 31 March 2026

Recommendation

That the minutes of the meeting held on 31 March 2026 be confirmed as a true and correct record of the meeting.

Decision

Moved Jan Sweet, seconded Neil Edwards:

That the minutes of the meeting held on 31 March 2026 be confirmed as a true and correct record of the meeting.

The motion was put and carried unanimously.

2.2 Tasmanian Seafarers Memorial – 15 April 2026

Recommendation

That the minutes of the meeting held on 15 April 2026 be confirmed as a true and correct record of the meeting.

Decision

Moved Jan Sweet, seconded Neil Edwards:

That the minutes of the meeting held on 15 April 2026 be confirmed as a true and correct record of the meeting.

The motion was put and carried unanimously.

3. DISCUSSION:

The Committee discussed the future of the Tasmanian Seafarers' Memorial service and expressed a view that the event should no longer continue in its current format. Members considered that a change in the format and delivery of the service is required to ensure its ongoing relevance and sustainability.

The Committee advised that members no longer have a strong vested interest in continuing as a dedicated Council committee and did not consider that the Tasmanian Seafarers' Memorial Committee needs to remain a formal committee of Council.

Members noted that a number of significant community commemorative events are held throughout the municipality, including ANZAC Day and Remembrance Day, which are organised and delivered by community organisations and volunteer groups. The Committee considered that, where there is a dedicated group of community volunteers willing to take responsibility for organising and delivering the Tasmanian Seafarers' Memorial service, responsibility for the event should be returned to the community rather than continuing to be managed through Council.

It was acknowledged that Council would continue to have an ongoing responsibility for the Tasmanian Seafarers' Memorial itself, including general maintenance of the memorial and surrounding area, as well as administrative responsibilities associated with memorial plaques, including the installation of plaques where appropriate.

The Committee expressed a preference for the 2026 memorial service to be organised and delivered by the local Rotary Club, with the Tasmanian Seafarers' Memorial Committee subsequently being disbanded on the basis that it is no longer considered necessary.

The Committee considered that responsibility for the annual memorial service should ultimately be returned to the community. To support the continuation of the event, the Committee suggested that Council call for Expressions of Interest for the organisation and delivery of the 2027 service and future services.

Members also considered that transitioning responsibility to a community organisation would provide an opportunity to review and potentially broaden the scope and format of the event, allowing a future organising group to develop a service that reflects the interests and involvement of the wider community.

Recommendation

1. Note and acknowledge the work of the Tasmanian Seafarers Memorial Section 24 Committee.
2. The Tasmanian Seafarers' Memorial Committee recommends that Spring Bay Rotary host the 2026 Tasmanian Seafarers' Memorial,
3. That the Committee be dissolved following the Annual Memorial to be held on 18 October 2026.
4. The Tasmanian Seafarers' Memorial Committee recommends that Council call for Expressions of Interest from community organisations to host the Tasmanian Seafarers' Memorial from 2027 onwards.

5. Note that responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial will transfer to the Glamorgan Spring Bay Council.

Decision

Jenny Walker moved, seconded Graeme Elphinstone:

1. Note and acknowledge the work of the Tasmanian Seafarers Memorial Section 24 Committee.
2. The Tasmanian Seafarers' Memorial Committee recommends that Spring Bay Rotary host the 2026 Tasmanian Seafarers' Memorial,
3. That the Tasmanian Seafarers' Committee be dissolved following the Annual Memorial to be held on 18 October 2026.
4. The Tasmanian Seafarers' Memorial Committee recommends that Council call for Expressions of Interest from community organisations to host the Tasmanian Seafarers' Memorial from 2027 onwards.
5. Note that responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial will transfer to the Glamorgan Spring Bay Council.

The motion was put and carried unanimously.

Meeting closed: 12:45pm

RECOMMENDATION

That the Minutes of the Tasmanian Seafarers Memorial Committee meeting held on 11 August 2026 be received and noted.

7 INFORMATION REPORTS

7.1 Chief Executive Officer - Nick McGuire

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

OFFICER'S COMMENTS

COMMUNICATIONS AND MEDIA

Communications and Promotion

Council's Facebook page remains the most effective channel for communicating with the community, while Council noticeboards are regularly updated throughout the municipality.

Topics promoted throughout July included:

- Red Cross Emergency REDi Sessions – Disaster Readiness Training Sessions
- Mental Health Week – 3 to 11 October 2026
- Bird flu updates
- Council meeting livestreams
- Waste management updates
- Recruitment – Principal Planner
- Dog registration reminders
- CEO media release
- Rheban Road closure – for driveway construction works
- Works – Duck Park, Swansea – fence replacement
- East Coast Nature News
- Triabunna Recreation Ground – new goal posts
- National Immunisation Program
- LGAT – Local Government Elections
- Spring Bay Community Food Hub event
- BEST Training – hospitality opportunities

Publications

The Spring edition of SeaSpeak is currently in development.

COMMUNITY ENGAGEMENT

Community Development Team – Monthly Report July 2026

Overview

Community engagement remained strong throughout July, with the team undertaking a range of stakeholder liaison, community engagement and communications activities.

A highlight for the month was supporting a student from Triabunna High School, through the Regional Education and Experience Program (REEP), to undertake a week of work experience with Council. The student gained an insight into the work undertaken across each department and thoroughly enjoyed the experience.

The Community Development Team also attended several community events, including the launch of the Three Peaks Event and the opening of the Church Hall and Housing Development at Triabunna.

The team continues to work closely with the HeartBeat Group in Coles Bay to support the review and updating of local emergency management plans and to build stronger relationships with the Coles Bay and Swanwick communities.

Recovery and Community Engagement

Staff continued to participate in regular inter-agency emergency management meetings and remained actively involved in the Dolphin Sands Recovery Coordination Group.

Megan Watts and Bernadette Pogorzelski attended Red Cross Evacuation Centre Training Levels 1 and 2 over two days. The training provided valuable knowledge and practical skills that will strengthen the team's preparedness and capacity to support the community during future emergency events.

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

Events and Community Partnerships

The Community Development Team has been working extensively on preparations for Seniors Week, with four events planned across the municipality in October, including events in Bicheno, Swansea, Orford and Triabunna.

Collaborative events and activities for Mental Health Week are also being coordinated and promoted across the municipality.

The Community Development Team attended Lunch with Friends – Christmas in July at the new Anglican Church Hall in Triabunna. Team members assisted with serving attendees and the subsequent clean-up. This is a wonderful community event and provides an excellent opportunity for the team to connect with local residents.

The coasters provided by Council to celebrate Bicheno's "Best Town" Award have now been delivered to the Bicheno Community Development Association and local businesses. The initiative has been well received by local business owners.

The team is also developing a large-scale youth project for 2027 in partnership with *Skate of Mind*. Skate of Mind is a grassroots, national touring collective of skaters, filmmakers, photographers and artists that delivers community engagement activities, workshops, music, art, digital art, projection and soundscape design in regional communities.

The proposed project would operate across the municipality and involve Council, local schools and the provider. It would include a series of workshops followed by a community event. Planning and discussions are continuing, with further details expected to be finalised in the coming months.

STAFF MOVEMENTS

Departures

- Senior Planner, casual

Recruitment

- Director Corporate and Financial Services – recruitment planning is underway
- Principal Planner – final stages of recruitment
- Senior Planner, casual – final stages of recruitment

Appointments

- CEO – recruitment complete, commencing 3 August 2026
- Director Planning and Development – Fixed-term appointment extended

WORK HEALTH AND SAFETY

Ongoing development of Council's safety culture

- We continue to build Council's safety culture, ensuring everyone is safe at work, and can return home safely to their families at the end of each day. We do this by checking in and engaging with staff, undertaking regular internal health and safety audits, providing in-house training programs, updating our Safe Work Method Statements and Safe Operating Procedures, and implementing systems that support, and provide opportunities for, continuous improvement, across all Council depots and work sites.

Bird flu (Avian Influenza)

- A Bird Flu Readiness Program has been developed, and will continue to be refined, in line with government guidelines and legislation. The program is progressively being rolled out across all council staff and will be presented to Elected Members at an upcoming workshop.

Incidents / Return to Work

- No incidents
- Two ongoing return-to-work cases

RISK CONSIDERATION/S

Nil.

RECOMMENDATION

That Council notes the information.

7.2 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 July 2026.

The following sections detail what has been undertaken in the Corporate and Financial Services Directorate from 1 July 2026 until 31 July 2026.

FINANCIAL MANAGEMENT

Work is continuing to finalise end-of-financial-year processes. The annual financial statements are expected to be completed during August, with the final audit scheduled to commence in September.

INFORMATION TECHNOLOGY

The chambers AV update is still in progress with discussions underway with providers.

RECORDS

Nothing to report for July 2026

CUSTOMER SERVICE

Nothing to report for July 2026

CORPORATE SERVICE AND RATES

July is typically one of the busiest periods for rates, with the annual rates documentation updated during the month and a higher volume of enquiries received from ratepayers. Work is currently progressing in line with the usual schedule, and enquiry volumes remain within expected levels.

RISK CONSIDERATION/S

Nothing to report for July 2026

RECOMMENDATION

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

7.3 Director 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. 4 ton of cold mix placed for July.
- Roadside weed spraying of sealed and unsealed roads – ongoing
- Maintenance grade of small Swansea roads- completed
- Maintenance grade of Springs Rd/Crossing Rd- completed
- Maintenance grade of Nugent Rd, Buckland- completed
- Maintenance grade of Cutting Grass Rd and Levendale Back Rd- underway
- Bridge #51, 17 Acre Creek, Wielangta Rd now downgraded to 5t load limit (was 10t)- current replacement kick off date Mid-September
- New footbridge at Swanwick Rd, Swanwick to replace damaged wooden bridge- completed
- Sandspit Creek overflow bridge replacement, Wielangta Rd- waiting for new guard rail installation by contractor- completed
- Rheban Rd asphalt reinstatement from storm water works- completed
- Freycinet Road, asphalting of road shoulders- completed.
- Saggy Creek bridge, Rosedale Rd, Bicheno- bridge has sustained heavy impact resulting in damage to northern wooden abutment. Inspected by third party inspector and 3ton limit implemented. Works in mid-September will lift weight limit to 10 ton.
- Repair road failure Charles St, Orford- August
- Replace damaged handrail on footbridge at Blue Waters at Orford- completed
- Gravel potholing Wielangta Rd/Earlham Rd- completed
- Swanston Rd, Little Swanport replace failed culvert in road- completed
- Footpath reinstatement, Burgess St, Bicheno- completed
- Gravel potholing of Rosedale Rd, Bicheno- completed

STORMWATER, DRAINAGE

- Ongoing cleanouts and maintenance across the municipality
- Roberts St, Triabunna, drain cleanouts and install new culvert under road - underway
- Vac truck clearing culverts/pits in Orford and Triabunna - completed

WASTE MANAGEMENT

- All Waste Transfer Stations (WTS) are currently operating under winter hours.
- Installation of new boundary fence at Coles Bay WTS- materials received
- Expansion of Swansea WTS drum muster facility - The Drum muster has 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
- New barrier/fence along Duck Park/Esplanade, Swansea - completed
- Annual third-party playground inspections & report- completed
- Gulch Bicheno- repair/fill foreshore erosion near boat ramp- completed
- Soccer nets for Swanwick Rec Ground, Coles Bay - received, waiting to install
- New exercise equipment for Our Park, Orford - completed
- New playground see/saw for Our Park, Orford - completed
- Spring Beach, Orford Reserve new concrete slab and table- completed
- Swansea football oval - complete works before promotional football game - completed
- Swanwick, Coles Bay Rec Ground maintenance - completed

EMERGENCY MANAGEMENT

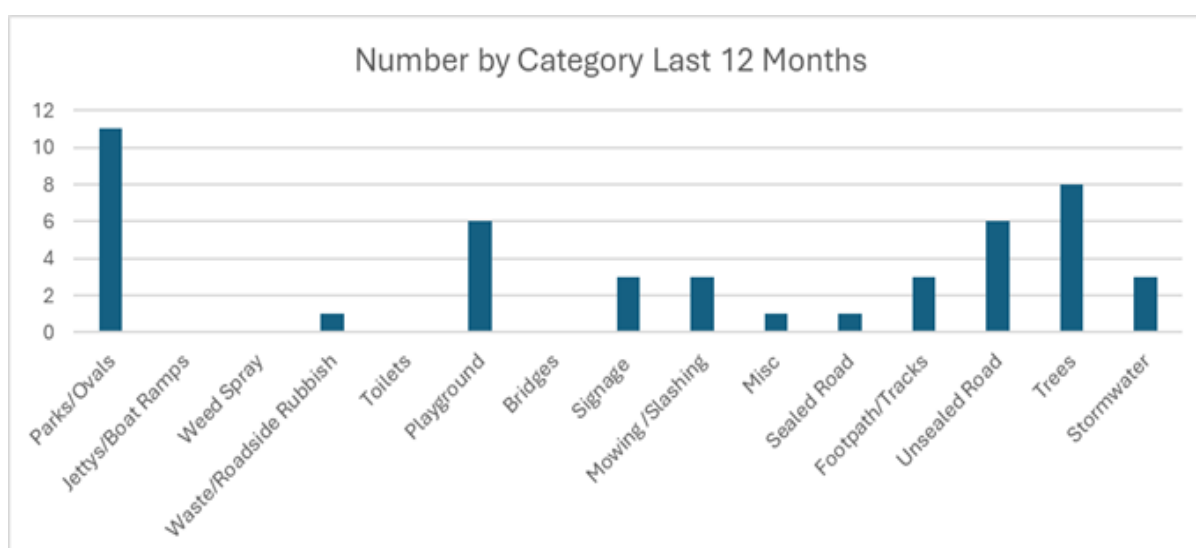
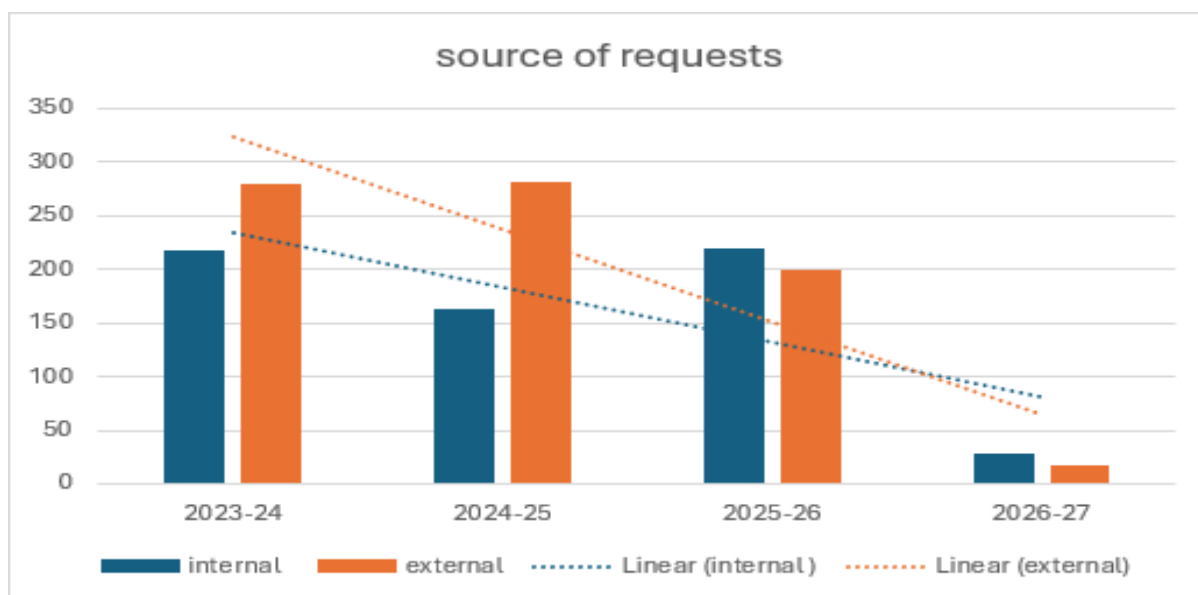
- After hours rostering carried out as scheduled.
- Review of Glamorgan Spring Bay Municipal Emergency Management Plan – underway currently with MEMC members for approval
- Review of Dolphin Sands Associate Emergency Management Plan - underway
- Review of Coles Bay Associate Emergency Management Plan - underway

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.

	Received	Completed	Internal	External
Jul-26	46	29	29	17
Aug-26				
Sep-26				

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

- Playground renewal and upgrades - New exercise equipment for Our Park. Orford-completed.
- Duck Park, Swansea pedestrian bridge replacement - due to start 24th August.
- New playground, Lion Park, Bicheno- Proposed to start late August, old playground to be removed mid-August for safety reasons.
- Reseal/Reclaiming/Stabilising for 26/27 FY- currently out to tender, closes 14th August.
- Corrosion protection repairs on Vicary's Rivulet bridge, Triabunna- due to start mid-August.
- Triabunna Streetscape project (Vicary St)- 40% completed
- Re-asphalting of Triabunna Marina carpark- currently out to quote.

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- completed and in service
- Triabunna Tomorrow Vicary St Upgrade- approx. 40% completed

PLANT AND VEHICLES

- Replace Triabunna small Isuzu tip truck- out to tender
- Replace 2 mowers- out to tender
- New portaloo Orford WTS- ordered
- Swansea depot pressure washer- received and in service
- Chipper replacement- ordered
- Replace four outdoor utes- ordered
- Replace plumbing inspectors' vehicle- ordered
- New Bicheno Depot security fence- underway

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 July
- GSBC Development Engineer assisting Southern Midlands Council one day per fortnight- ongoing
- Development Engineer- New subdivision and new driveway inspection- ongoing
- Numerous cases of vandalism at Swansea/Bicheno public toilets during July.

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- completed
- Orford Winter Challenge- 16th August

RECOMMENDATION

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

7.4 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:

In accordance with the *Dog Control Act 2000* (the Act), kennel license renewal invoices were issued for the new financial year.

A significant number of dogs remain unregistered for the current registration period. Correspondence will be issued shortly to the owners of these dogs, reminding them of their obligations under the Act and the requirement to ensure their dogs are registered. This information has already been communicated to the public via Council's Facebook page.

For the reporting period, 635 dogs were registered.

Building and Plumbing:

For the reporting period, 0 Building Permits, 9 Approvals for Notifiable Building Works, 0 Low Risk Building Approvals, 1 Permit of Substantial Compliance, 0 Temporary Occupancy Permit.

For the reporting period, 1 Plumbing Permit, 5 Approvals for Notifiable Plumbing Works, 3 Low Risk Plumbing approvals, 0 Building & Plumbing Notices were issued, 0 Building & 0 Plumbing Orders were issued.

Environmental Health:

As required under the *Food Act 2003*, Council's food business registration renewal process for the 2026-27 financial year is well underway. Around 75% of food businesses across the municipality have now submitted their renewal forms and annual fees. Reminders have been sent to the remaining businesses advising of their obligation to provide this information and payment. This process ensures Council has accurate details of each registered food business and in particular the relevant contact details and the types/risk level of food prepared/handled.

Renewal processes have also been undertaken for regulated systems (cooling towers) and water carriers in accordance with the *Public Health Act 1997*.

Data is currently being collated for Councils' Environmental Health Local Government Report to the Director of Public Health on activities conducted under the Food Act and Public Health Act. This includes details of Council's environmental health resources (FTE), the number and types of premises registered, inspections conducted, sampling and enforcement actions taken as applies to food business, water carriers, cooling towers and water quality monitoring across beaches, and public swimming pools and spas.

Several investigations into potentially failing onsite wastewater systems are also underway and ongoing, noting a cluster of problematic systems in Cruttenden Street, Buckland.

Natural Resource Management:

For the reporting period, some of the key work, in addition to the day-to-day functions, that have been undertaken include:

- Coordination of the Aboriginal heritage assessment and review of conditions from NRE/Parks on the Swansea Duck Park Pedestrian Bridge project.
- Liaised with Department of Natural Resources and Environment (NRE) including Biosecurity Tasmania, on the management and control of invasive species; Games Services Tasmania, on Fallow Deer Management in the municipality.
- Review Landcare weed management works occurring along Bicheno foreshore.
- Follow up on biosecurity directives that have been issues regarding serrated tussock in the Swansea area.

Planning:

For the reporting period Council approved 25 development applications and 1 subdivision application.

For the reporting period 1 permit was issued under General Manager's delegation, where more than two representations were received.

There is currently one active planning appeal. There was a second planning appeal, however the appeal was withdrawn by the applicant.

Property:

A building use matter is being managed at a Council property in Swansea, with resolution expected shortly.

Several routine leasing and property matters are progressing as part of Council's standard property management activities. A review of the "Leasing and Licensing of Council Owned and Managed Property Policy" is underway.

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.

7.5 Action Register - July 2026

Author: Executive Officer (Isabelle Clarkson)

Responsible Officer: Chief Executive Officer (Nick McGuire)

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

ATTACHMENTS

1. Action Register - July 2026 [7.5.1 - 2 pages]

PURPOSE

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

OFFICER'S COMMENTS

There are three items on the Action Register that are still in progress and updates have been provided in the Action Register to reflect the status of these items.

RECOMMENDATION

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

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Drainage Easement - 8 Ryans Road, Spring Beach, Orford

Author: Director Works and Infrastructure (Ron Sanderson)

Responsible Officer: Director Works and Infrastructure (Ron Sanderson)

ATTACHMENT/S

1. Certificate of Title - 8 Ryans Road, Orford [8.1.1 - 3 pages]

PURPOSE

To consider the removal of a drainage easement on the property 8 Ryans Road, Spring Beach.

BACKGROUND/OVERVIEW

At its 24 March 2026 meeting council approved drainage works to be undertaken on Ryans Road to bypass the easement through the property at 8 Ryans Road.

These works have been completed and the pipes within the easement have been cut off from the road drainage system and are no longer functional.

The owner has requested that the easement be removed from the property.

STRATEGIC PLAN REFERENCE

Key Foundations

3. Infrastructure and Services

This means

- Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets. Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets.

STATUTORY IMPLICATIONS

None

BUDGET IMPLICATIONS

None. All costs associated with the easement removal from the title will be paid by the property owner.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		
Property and Infrastructure		
Reputation		

OFFICER'S COMMENTS

The owner has been advised that Council would only proceed with this removal on the condition that they pay costs (legal fees, land titles office fees and any other reasonable costs incurred in that process).

Given that the easement no longer serves any Council purpose and its removal would only offer any benefit to the property owner it is reasonable to expect that Council's costs should be covered.

The alternative is that the easement is simply left on the property title unused. This achieves the same practical result in that there will be no functioning drainage system running through the easement. This option would avoid any further costs.

OFFICER'S RECOMMENDATION

That Council approves the removal of the drainage easement on the property 8 Ryans Road, Spring Beach with all associated costs to be borne by the property owner and authorises the Chief Executive Officer to negotiate the removal of the easement.

8.2 Tasmanian Seafarers Memorial Section 24 Committee

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Chief Executive Officer (Nick McGuire)

ATTACHMENT/S

1. Tasmanian Seafarers Memorial Committee Meeting Minutes - 11 August 2026 [**8.2.1** - 3 pages]

PURPOSE

To recommend that the Tasmanian Seafarers Memorial Section 24 Committee is dissolved.

BACKGROUND/OVERVIEW

The Tasmanian Seafarers' Memorial Committee (the Committee) is a Special Committee of Glamorgan Spring Bay Council, established under Section 24 of the *Local Government Act 1993*. Councillor Neil Edwards is currently appointed as the Council representative and Chair of the Committee.

The Committee was established by Glamorgan Spring Bay Council in 1996 following community interest in establishing a permanent memorial to honour Tasmanian seafarers and all those who have lost their lives at sea in Tasmanian waters.

The Committee played a key role in the planning, fundraising and establishment of the Tasmanian Seafarers' Memorial, which was officially dedicated on 26 October 1997 on the Triabunna foreshore. Since its establishment, the Memorial has become a significant place of remembrance for families, the maritime industry and the broader community, recognising Tasmania's strong connection to the sea and the contribution of those who work within the maritime sector.

Over time, additional commemorative elements have been incorporated into the site, including the Spring Bay Professional Fishermen's Memorial and the Tasmanian Merchant Navy Memorial and Flagstaff, further recognising the contribution and sacrifice of members of the maritime community.

Following the completion of the Memorial, the role of the Committee transitioned from overseeing the establishment of the site to supporting its ongoing recognition and community significance. The Committee has worked in partnership with Glamorgan Spring Bay Council to support the annual Tasmanian Seafarers' Memorial Service and Blessing of the Fleet, facilitate commemorative plaque requests, liaise with families and maritime representatives, and promote awareness of Tasmania's maritime history.

The annual Tasmanian Seafarers' Memorial Service and Blessing of the Fleet has become an important community tradition, providing an opportunity for families, maritime representatives, community members and visitors to gather and remember those who have

lost their lives at sea, while acknowledging those who continue to work within the maritime industry.

The 2026 event marked the 29th annual Tasmanian Seafarers' Memorial Service and Blessing of the Fleet, recognising almost three decades of commitment by the Committee and Council in maintaining this important community commemoration.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

Support and facilitation of social activities that promote community wellbeing.

STATUTORY IMPLICATIONS

Under Section 24 of the Local Government Act 1993, Council may establish on such terms and for such purposes as it thinks fit, special committees. As such it also has the delegated authority to disband them

RISK IMPLICATIONS

The proposed dissolution of the Tasmanian Seafarers' Memorial Section 24 Committee presents a low level of risk. The primary risk is the loss of community oversight and historical knowledge associated with the Committee.

This risk can be mitigated through the transfer of responsibility for the Memorial to Council and by documenting relevant processes, records and historical information held by the Committee. Any future arrangements for the annual Memorial Service and management of commemorative plaques can be considered by Council as required.

BUDGET IMPLICATIONS

There are no budgetary implications regarding this recommendation.

OFFICER'S COMMENTS

The Tasmanian Seafarers' Memorial Committee has made a significant contribution to the Glamorgan Spring Bay community through the establishment and ongoing stewardship of the Tasmanian Seafarers' Memorial. Officers acknowledge the dedication, commitment and generosity of past and present Committee members who have supported the Memorial and the annual commemorative service for almost three decades.

Officers acknowledge the outstanding contribution of Kath Fergusson, who has been the driving force behind the annual event for many years. Kath has managed the event logistics, protocol requirements and coordination of stakeholders with professionalism, dedication and an extraordinary commitment of time. Her leadership has been instrumental in the ongoing success of both the Tasmanian Seafarers' Memorial Service and the Blessing of the Fleet.

Following Kath's recent retirement from the Committee, members identified that the key coordinating role she fulfilled is now vacant. Despite efforts to identify an alternative committee member to undertake this substantial responsibility, no suitable successor has been found. This has prompted broader discussions regarding the future operation and governance of the Committee and the annual event.

As part of these discussions, Committee members reflected on the changing nature of the annual Tasmanian Seafarers' Memorial Service and Blessing of the Fleet. Members noted that attendance patterns have evolved over time, with fewer family members of those commemorated attending the event and a greater proportion of attendees now comprising dignitaries, elected members, and invited guests.

Committee members also discussed the changing nature of the local fishing industry and acknowledged that the industry has evolved considerably since the establishment of the Memorial and annual service. Members noted that many local commercial fishers no longer operate from the area and that fishing practices and seasonal operations have changed significantly. Fishing seasons now open and close at different times throughout the year compared to previous arrangements, reducing the connection between the event, the local fishing community and the original purpose for which the service was established.

Members acknowledged that there may be value in reviewing the future vision, format and purpose of the annual event to ensure it remains meaningful and aligned with its original intent of remembering those lost at sea and supporting affected families. However, members advised that they do not wish to undertake this review as the current Committee and consider that any future review or refreshed vision would be better undertaken through an alternative governance arrangement.

Officers consider that the Committee has successfully fulfilled its original purpose of establishing and supporting the Tasmanian Seafarers' Memorial. Given the maturity of the Memorial and the changing circumstances surrounding the annual event, the committee believe the ongoing functions associated with the Memorial no longer require oversight through a formal Section 24 Committee structure.

Should Council resolve to disband the Committee, responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial would transfer to Council. This would provide a clear governance framework and ensure consistency in the management and preservation of this important community asset.

Council responsibilities would include:

- Administration and assessment of commemorative plaque requests in accordance with Council's existing processes.
- Maintaining records relating to the Memorial and commemorative plaques.
- Coordinating future plaque installations and additions to the Memorial in accordance with Council's existing processes.
- Maintaining the Memorial site through Council's existing maintenance arrangements.
- Supporting and coordinating future annual commemorative services and related activities, as determined by Council.

The proposed disbandment of the Committee does not diminish Council's recognition of the importance of the Tasmanian Seafarers' Memorial or its commitment to supporting the annual Memorial Service and Blessing of the Fleet. Rather, it represents a transition in governance arrangements following the successful completion of the Committee's original purpose and recognises the significant legacy created through the efforts of dedicated community volunteers over many years.

OFFICER'S RECOMMENDATION

That Council adopts the following recommendations as proposed by the the Tasmanian Seafarers Memorial Committee:

1. Note and acknowledge the work of the Tasmanian Seafarers Memorial Section 24 Committee.
2. That Spring Bay Rotary host the 2026 Tasmanian Seafarers' Memorial.
3. That the Tasmanian Seafarers' Committee be dissolved following the Annual Memorial to be held on 18 October 2026.
4. That Council call for Expressions of Interest from community organisations to host the Tasmanian Seafarers' Memorial from 2027 onwards.
5. Note that responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial will transfer to the Glamorgan Spring Bay Council.

8.3 West Shelly Stormwater Drainage Remedial Works

Author: Director Works and Infrastructure (Ron Sanderson)

Responsible Officer: Director Works and Infrastructure (Ron Sanderson)

ATTACHMENT/S

1. Visualisation of landscaped drain [8.3.1 - 1 page]

PURPOSE

To consider resident concerns about the stormwater discharge system at West Shelly, Orford, and approve remediation works to this system.

BACKGROUND/OVERVIEW

Council approved a 14-lot subdivision at 49 Rheban Road, Orford. The outfall stormwater drain for the subdivision was designed to include capacity for natural runoff from the catchment area above this site. Localised flooding occurred in past large rainfall events because of uncontrolled drainage from this area to the ocean. Council committed \$200,000 towards the cost of the expanded stormwater drainage system which includes piping from the large catchment area on the southern side of Rheban Road.

Part of the stormwater design included two rock lined open drains, one between the subdivision and West Shelly Road and the other between West Shelly Road and the walkway above the beach.

After the rock lined swale drain between the road and walkway was constructed, council was contacted by residents expressing concerns about the drainage system and in particular the open rock line drains:

- Loss of amenity
- Safety; slip risks, fall risks and confined space dangers
- Environmental damage from the 4-5 metre outfall drop on to the beach

Due to these concerns the author advised residents that the construction of the open drain between the road and the subdivision was delayed while council considered the possibility of replacing it with a piped system. The developer piped the section before council had approved this change. An engineering report commissioned by council confirmed that the DN900 pipe was an acceptable replacement for this open channel.

While happy that the one section has been piped, residents are insistent that the other open drain section be piped as well. This section has been constructed in accordance with the approved engineering drawings for the subdivision and includes the swale drain lined with rocks.

There are three options to address concerns of the residents: (resident representatives were advised of these options)

1. Do nothing, leaving the rock lined drain as constructed.
2. Undertake remediation works to modify the drain with less rock lining and native grass planting on the drain walls to lessen the visual impact of the drain (see the attached visualisation)
3. Replace the drain with a 900DN pipe.

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community
3. Infrastructure and Services

This means

- Implementing community consultation to inform critical Council decisions.
- Continuation of our asset management journey to maturity of processes and policy conformance across all Council assets.

STATUTORY IMPLICATIONS

It was recently brought to Council's attention that the statutory advertising process during the consideration of the planning application for the subdivision was not completed in accordance with the Act.

Whilst many of the adjoining residents to the subject site were notified by direct letter there were some at the beach end of the subject open swale stormwater drain that did not receive direct notification. During the advertising period there was also notification in the newspaper (public notice section) and a sign placed on site.

BUDGET IMPLICATIONS

Costs of the recommended works are not included in the approved budget. Estimated costs are \$230,000 to replace the swale drain with a 900DN pipe and \$20,000 for works on the swale drain downstream from the walkway and to construct a tapered, step discharge channel at the outfall to the beach.

If the recommendation is approved a tender process will be undertaken for the proposed works. A report to council to approve a successful tenderer will include a new budget allocation to fund the works.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Political and Governance		

Professional Indemnity	
Property and Infrastructure	
Reputation	

OFFICER'S COMMENTS

The original design alignment of the outfall drain provided a very short section of drain downstream from the location of the walkway box culvert. The alignment of the outfall drain was changed during construction due to the proximity of an Aboriginal Heritage Site. The new drain alignment also required realignment of the walking path. These realignments allowed the walking path box culvert to be located further upstream from the outfall.

The relocation of the walkway box culvert has provided a rock lined outfall drain of 20+ metres in length. With the longer outfall drain length, it is now feasible to pipe the section of open drain between the box culvert and West Shelly Road.

Following are comments regarding the pipe replacement of the open drain:

Pros:

- The remaining exposed rock-lined open drain below West Shelly Road, which is the subject of community concern, would be removed and replaced with a piped section. The existing grassed area would be restored.
- The as-constructed rock-lined outfall of 20+ m provides sufficient armoured length downstream of the box culvert to support full piping of the upstream section.
- A piped section is lower-maintenance than an open rock-lined channel over the longer term.

Cons:

- Demolition of the newly constructed table drain.
- Piping removes the energy dissipation currently provided by the open drain and is expected to increase the discharge velocity at the box culvert outlet, raising the risk of scour at the outfall.
- The tie-in to the box culvert is the more complex and costly, owing to the long diagonal apron slab constructed over the sewer rising main.

Scope of works:

- The newly constructed table drain is to be demolished and disposed of offsite.
- The channel is to be backfilled to natural surface level.
- A DN900 pipe is to be supplied and laid to a custom structure tied into the existing headwall.
- The outlet is to be widened to disperse the discharge and rock-lined for scour protection.
- All work areas are to be reinstated with topsoil and seed/landscaping.

While the piping of the open drain was not part of the subdivision approval, the very strong objections to this open drain by residents has prompted a review and subsequent engineering assessment of its replacement with a piped section.

It is recommended that the swale drain be replaced with a 900DN pipe between the road and walkway to alleviate the legitimate concerns of residents about the open rock lined drain.

OFFICER'S RECOMMENDATION

That Council:

1. Approves the replacement of the swale drain between West Shelly Road and the walkway with a 900DN pipe, and
2. Approves work on the swale drain downstream from the walkway and construction of a tapered, step discharge channel at the outfall to the beach, and

8.4 Audit Panel Appointment

Author: Acting Director Corporate and Financial Services (Danielle Tuck)

Responsible Officer: Chief Executive Officer (Nick McGuire)

ATTACHMENT/S

1. Audit- Panel- Charter- Adopted- June-2024 [8.4.1 - 7 pages]

PURPOSE

To reappoint Mr Ric De Santi as an Audit Panel board member effective 01 January 2026.

BACKGROUND/OVERVIEW

The audit panel (the Panel) plays a vital role in assisting Council to fulfill responsibilities relating to the review of the Council's performance and effectiveness as well as also safeguarding its long-term financial position.

The Panel acts as an advisory committee to Council, rigorously reviewing and assessing Council performance, making recommendations to Council on strategic and operational matters, ensuring that the Annual Financial Statements of Council accurately represent the operations and state of affairs of Council and ensuring Council is complying with the provisions of applicable legislation.

Mr Ric De Santi was originally appointed as an Audit Panel member on 25th October 2022 and he has been a valuable member of the Audit Panel since.

The current contract for Mr De Santi expired on 31 December 2025, so it is requested that he be reappointed from 01 January 2026 for a period of (12) months.

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

- Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

The reappointment of Mr Ric De Santi supports Council's continued compliance with the requirements of its adopted Audit Panel Charter. Failure to maintain the required independent membership of the Audit Panel may result in non-compliance with the Charter.

Notification of the extension of Mr De Santis appointment needs to be provided to the Director of Local Government.

BUDGET IMPLICATIONS

Remuneration for independent Audit Panel members is provided for in accordance with section 1.6 of the Audit Panel Charter. The associated costs have been included within the adopted budget, and no additional budget allocation is required as a result of this recommendation.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Political and Governance		Risk of non-compliance with the Audit Charter

OFFICER'S COMMENTS

In accordance with section 3, "Membership", of the Glamorgan Spring Bay Council Audit Panel Charter, members of the Audit Panel may be appointed for a period of not less than one year and not more than four years.

It was determined that Mr De Santi's previous appointment as an audit panel member had expired on 31 December 2025. Legal advice was subsequently sought regarding whether the appointment could be backdated to the expiry date. Based on that advice, it was determined that Council should formally consider the reappointment be backdated by resolution, and accordingly this report has been presented to Council for consideration. It is recommended that his reappointment be extended by 12 months this then allowing the appropriate re-appointment process to occur in January 2027. His continued membership will support continuity on the Audit Panel, particularly noting the upcoming Council election and the anticipated appointment of a new Councillor representative to the Panel.

It is therefore recommended that Council reappoint Mr Ric De Santi as an independent member of the Glamorgan Spring Bay Council Audit Panel for a period of twelve (12) months, effective 1 January 2026.

OFFICER'S RECOMMENDATION

That Council appoints Mr Ric De Santi as an independent member to sit on the Glamorgan Spring Bay Council Audit Panel effective January 1, 2026, for a period of twelve (12) months.

8.5 Update of position titles for delegations register

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

Responsible Officer: Chief Executive Officer (Nick McGuire)

ATTACHMENT/S

1. DRAFT - Delegations Register with TRACK CHANGES [8.5.1 - 103 pages]

PURPOSE

The purpose of the report is to gain approval to correct position titles that appear in Council's Delegations Register; and to include additional positions to already delegated functions of some Acts, as listed in the Delegations Register.

BACKGROUND/OVERVIEW

Under section 22 of the *Local Government Act 1993*, Council's are able to delegate, with or without conditions to the general manager, controlling authority, a council committee or special committee any of its functions or powers under that, or any other Act that Council has jurisdiction over (there are some limitation to that included in the Act). It is a requirement that the Chief Executive Officer must keep a register of any delegation.

Under section 64 of the *Local Government Act 1993*, the Chief Executive Officer may, in writing delegate to an employee of Council function or powers under that or any other Act. It is a requirement that the Chief Executive Officer must keep a register of any delegation.

There is an existing Delegations Register, which was most recently considered and approved by Council on 26 August 2025 (minute No. 179/25).

STRATEGIC PLAN REFERENCE

Key Foundations

1. Our Governance and Finance

This means

Best practice governance, risk, and financial management.

STATUTORY IMPLICATIONS

- *Local Government Act 1993*, in particular Sections 22 and 64
- Various Acts as outlined within the Delegation Register

BUDGET IMPLICATIONS

There are no budgetary implications associated with this recommendation.

RISK CONSIDERATION/S

Risk rating colour code:	Low	Medium	High	Extreme
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Area of Risk	Rating	Officer Comments
Contractual and Legal		Delegations need to be precise to manage the risks of acting on a range of contractual, financial, property and compliance matters.
Financial		Delegations provide appropriate authority for responsibilities of officers in purchasing and approval of invoices.
Political and Governance		Delegations provided to appropriate staff to levels of authority suitable to roles and responsibilities for appropriate governance.

OFFICER'S COMMENTS

1. Correction of Officer Position Titles

Since the time of the last approval of the Delegations Register, several of the officer position titles have changed, therefore the register does not correctly reflect the right titles. The change to the titles does not affect the powers vested to them under previous approval.

The table below summarises the positions titles to be updated; for completeness, all position titles that appear in the Delegations Register have been included.

Position title described in current Delegations Register	Current title of same position (contrary to delegation register)
Director of Corporate & Communication	Change has occurred: Director Corporate and Financial Services
Plumbing Surveyor	Change has occurred: Plumbing Inspector
Records Officer	Change has occurred: Information Management and Technology Officer
Rates Officer	Change has occurred: Rates and Administration Officer
Technical Officer Development Services	Change has occurred: Planning and Development Administration Officer – Permit Authority.
Accounts Payable Officer	Change has occurred: Corporate Services Officer
Senior Planner	Soon to change: to 'Principal Planner'
Works Supervisor; Works Operations Manager; and, Waste Transfer Station operator	Delete reference to these positions, as they no longer exist. There are several other positions with the same delegation, so there is no need add additional position to the delegation.
Chief Executive Officer	No name change

Director of Planning & Development	No name change
Director of Works & Infrastructure	No name change
Compliance Coordinator	No name change
Compliance Officer	No name change
Environmental Health Officer	No name change
Senior Environmental Health Officer	No name change
Customer Services Officer	No name change
Works Manager	No name change
Natural Resource Management Officer	No name change
Executive Officer	No name change
Team Leader – Bicheno	No name change
Team Leader – Swansea	No name change
Team Leader – Triabunna	No name change
Development Engineer	No name change

2. Request to include additional positions to already delegated functions within the delegations register.

These changes are to reflect the changes in positions and titles at Council.

1	Director of Works & Infrastructure and Works Manager	S47A <i>Roads and Jetties Act 1935</i> – related to warning gantries. S48 <i>Road and Jetties Act 1935</i> - to permit tramway or railway along or across road.
2	Technical Officer – Works and Infrastructure	s12 of the <i>Urban Drainage Act 2013</i> – maintain maps.
3	Works Officer	Environmental Health By-Law No.1 of 2019; Section 3(1) Authorised Officer; Appointed as an authorised officer for the purposes of the by-law.
4	Community Development Coordinator	‘Miscellaneous Powers and Functions to the General Manager and an Officer/Employee’ (item 5): To issue or publish or cause to be issued or published statements of fact relating to Council’s activities or policies.

OFFICER’S RECOMMENDATION

That Council endorses the revised Delegations Register as attached to this report item effective 26 August 2026, and notes that for the avoidance of doubt, Chief Executive Officer means the General Manager (as defined in the Act).

8.6 Community Grants Program

Author: Community and Communications Officer (Eliza Hazelwood)

Responsible Officer: Chief Executive Officer (Nick McGuire)

ATTACHMENT/S

1. Event Support Grant Application Form - Spring Bay Arts Group Inc (Art Exhibition) [8.6.1 - 6 pages]
2. Community Small Grant Application - Freycinet Coast Association [8.6.2 - 8 pages]
3. Community Small Grant - Spring Bay Men's Shed [8.6.3 - 9 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	Grant Type	Project/Purpose	Amount Requested	In-kind Assistance
Freycinet Coast Association Inc.	Community Small Grant	Funding towards the production and distribution of 15,000 annual tourism brochures promoting the Freycinet region, including updates to the website and local information boards to ensure visitor information remains current and accessible.	\$5,000 <i>(above the policy amount)</i>	Nil.
Spring Bay Arts Group Inc	Event Grant	Funding towards the purchase of exhibition display panels and marketing costs, including signage and social media promotion, for the Annual Art Exhibition in Triabunna.	\$1,500	Nil.
Spring Bay Men's Shed	Community Small Grant	Funding to purchase and install a 25L hot water cylinder connected to the existing basin and kitchen, providing warm water for handwashing and improved amenities for Spring Bay Men's Shed members.	\$1,000	Nil

STRATEGIC PLAN REFERENCE

Key Foundations

2. Our Community

This means

- Support and facilitation of social activities that promote community wellbeing. Support for the arts, cultural activities, programs and events.

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 \$30,000 for the Event Support Grants Program and \$30,000 for the Community Small Grants Program.

To date, \$2,000 has been allocated through the Event Support Grants Program, leaving a balance of \$28,000 available for further applications.

To date, \$3,251.7 has been allocated through the Community Small Grants Program, leaving a balance of \$26,748.30 available for further applications.

RISK CONSIDERATION/S

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

OFFICERS COMMENTS

Council officers have reviewed each application in accordance with the relevant grant guidelines and previous Council funding decisions. The Spring Bay Arts Group application is consistent with the intent of the Event Support Grant guidelines and is in line with the level and type of funding previously approved by Council for similar events.

The Spring Bay Men's Shed application is consistent with the intent of the Community Grants Policy and aligns with previous funding provided to community organisations for projects that benefit local members and the broader community.

The Freycinet Coast Association application seeks \$5,000, which exceeds the maximum grant amount generally provided under the Community Small Grants Policy. The policy provides that grants are usually limited to \$1,000, with Council able to approve grants of up to \$1,500 in exceptional circumstances at its discretion.

Given the significant amount requested, Council should consider the Freycinet Coast Association application in the context of the policy and previous Council funding decisions, ensuring a consistent and equitable approach to funding similar community organisations.

OFFICER'S RECOMMENDATION

That Council:

1. Approve a Community Small Grant of \$1,000 to the Freycinet Coast Association towards the production and distribution of 15,000 tourism brochures promoting the Freycinet region.
2. Approve an Event Grant of \$1,500 to the Spring Bay Arts Group Inc. towards the purchase of exhibition display panels and event marketing, including signage and social media promotion, for the Annual Art Exhibition.
3. Approve a Community Small Grant of \$1,000 to the Spring Bay Men's Shed towards the purchase and installation of a 25L hot water cylinder connected to the existing basin and kitchen facilities.

9 COUNCILLOR MOTIONS WITH NOTICE

Motion on Notice – Clr Neil Edwards received on Monday 17 August 2026

That in accordance with Regulation 22 of the Local Government (Meeting Procedures) Regulations 2025 the Council overturns the DECISION 19/26 of the 28 July 2026 Council meeting to not approve the sale of the land at 50 Beattie Avenue, Bicheno.

Reasons for the Motion

There are two major reasons that the motion should be overturned:

An approved budget item that requires funding from the sale of this land:

- The capital budget item for the Bicheno Lions Park Playground upgrade was approved on the basis that *“Funds to be allocated from Sale of Council Land at Beattie Avenue.”*
- In accordance with this budget approval council awarded a contract for the upgrade and works are scheduled to be completed by late October.
- If this motion is not overturned and the sale of the land proceeds, funding will have to be reallocated from another capital project.

No consideration was made for the potential costs of using the property as a public reserve rather than leaving it as a vacant land in Bicheno:

- For any potential use of the site, new works would include the provision of an asphalt driveway, small car park, stormwater drainage, seats and shelters for an estimated cost of \$100,000.
- The site could be used as a dog exercise area which could cost an additional \$65,000
- The site could be fitted with exercise equipment which could cost an additional \$185,000

Response from Chief Executive Officer

Under the Local Government (Meeting Procedures) Regulations 2025 if the General Manager (CEO) receives a proposed motion to overturn a decision of the Council, the CEO is to provide advice as to whether action has been taken in relation to the previous decision. As there was no further action required from the previous Council decision, no further action has been taken.

Motion on Notice - Clr Neil Edwards received on Monday 17 August 2026

That Council resolves to form a fresh intention under Section 178 of the Local Government Act 1993 to dispose of the property located at 50 Beattie Avenue, Bicheno and delegate the Chief Executive Officer to commence the advertising process.

Reason for the Motion

This motion will be put if the motion to overturn the Decision 19/26 of the 28 July 2026 council meeting was passed with an absolute majority. The passing of this motion would enable the

use of funds from the potential sale of the property to upgrade the Lions Park Playground in Bicheno.

10 PETITIONS

Nil.

11 COUNCILLORS QUESTION TIME

11.1 Questions Taken on Notice from previous meeting

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

- A. There is not a specific date that can be provided, as the project has been delayed due to the competing workload. It is expected that review of the draft and recommendations will continue, with an update coming to Council in the next couple of months.

Q. Cllr 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?

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

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

- A. Based on quotes received for the Triabunna Vicary Street project, such bins would cost \$36,250 to replace the existing bins in Swansea. There is no approved budget for this purchase.

11.2 Questions with Notice

11.3 Questions without 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 28 July 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 11 August 2026

As per the provisions of regulation 39 of the *Local Government (Meeting Procedures) Regulations 2025*.

Item 3.1: Reseal and Reclaim Capital Works Tenders 2026/2027

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 [time].

The Mayor to confirm that the recording has been terminated.

13 CLOSE

The Mayor to declare the meeting closed at [time].

CONFIRMED as a true and correct record.

Date: **Mayor Cheryl Arnol**