GLAMORGAN SPRING BAY COUNCIL

ORDINARY COUNCIL MEETING AGENDA

TUESDAY 25 FEBRUARY 2025

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 February 2025, 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 February 2025



Peter Porch
ACTING GENERAL MANAGER

IMPORTANT INFORMATION

- As determined by Glamorgan Spring Bay Council in April 2017, 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 33, these video/audio files will be retained by Council for at least 6 months and made available for viewing live, as well as online within 5 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 to welcome Councillors and staff and declare the meeting open at [time].

1.1 Present

1.2 Apologies and Leave of Absence

Leave of Absence

In accordance with r.39 of the Local Government (Meeting Procedures) Regulations 2015, the Chairperson hereby requests Leave of Absence for Clr Carole McQueeney for this meeting of Council, for personal reasons.

RECOMMENDATION

That Council grant Clr Carole McQueeney leave of absence for the meeting of Council held on Tuesday 25 February 2025.

1.3 In Attendance

1.4 Late Reports

(Motion to receive required)

1.5 Declaration of Interest or Conflict

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 Ordinary Meeting of Council - 28 January 2025

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 28 January 2025 at 2:00pm be confirmed as a true and correct record.

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 11 FEBRUARY 2025

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1.30pm to 5.00pm on Tuesday 11 February2025 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Deputy Mayor Michael Symons (via remote video conference)
Clr Neil Edwards
Clr Kenneth Gregson (via remote video conference)
Clr Carole McQueeney
Clr Robert Young

Apologies:

Clr Rob Churchill
Clr Jenny Walker

In Attendance:

Peter Porch, Acting General Manager
James Bonner, Acting Director Planning and Development

Guests

- Michael Mogridge
- Mathew Healey
- Joanne Curran

Agenda

- Community Survey / Pop-up sessions
- Presentation and discussion from the Office of Local Government RE: Boundary Reform
- Risk Register Workshop – Presentation by WLF

TUESDAY 18 FEBRUARY 2025

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1.30pm to 4.18pm on Tuesday 18 February 2025 at the Council Offices, Triabunna.

Present:

Mayor Cheryl Arnol
Clr Neil Edwards
Clr Kenneth Gregson (via remote video conference)
Clr Carole McQueeney
Clr Jenny Walker
Clr Robert Young

Apologies:

Deputy Mayor Michael Symons
Clr Rob Churchill

In Attendance:

Peter Porch, Acting General Manager
James Bonner, Acting Director Planning and Development

Guests

- Cheryl Norris
- Danielle Poirier
- Donna Stanley

Agenda

- Presentation by Parks and Wildlife Service – Freycinet Gateway update
- Discussion RE Men's shed relocation to Orford Recreation Ground
- Risk Statement Review

RECOMMENDATION

That Council notes the information.

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 2015*, 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 Without Notice Taken on Notice - 28 January 2025

Robert Bonde

I*t's reported in The Mercury Newspaper 25th January 2025 that Tas Water advises the East Coast towns of Orford and Triabunna are facing water restrictions (again) as concerns increase about the adequacy of our water supply to service the towns.*

We were the first towns in the State to enter water restrictions last year and history reflects that in previous years we entered water restrictions roughly about the same time. Despite the issue of adequacy of water supply to the townships and commercial operations, I understand that new residential sub-divisions have been and continue to be approved by the Glamorgan Spring Bay Council (GSBC) within the townships.

I question the appropriateness of approval of new residential sub-divisions, or any other developments, within the community when clearly the water supply to existing residents and commercial properties is at risk of falling below an adequate and sustainable level.

It's my understanding that in consideration of each development application, the GSBC relies on advice from Tas Water as to whether the water supply is sustainable. I understand that Tas Water has done and continues to provide assurances that the water supply is sustainable, and on that basis, the GSBC (subject to any other development impediments) has no option other than approve the proposed developments.

In the past, Tas Water has reportedly blamed low rainfall, but I feel the rainfall is average for the past several years. Low rainfall seems to be the new average rainfall and Tas Water must keep this in mind. It is not sufficient to blame the influx of tourists and 'shackies' in the towns as this is part and parcel of the infrastructure and makeup of the community and has been for many years.

Clearly an adequate water supply is not sustainable for a growing community, including consideration of the influx of people during holiday periods, without water restrictions. I feel that Tas Water considers the revenue raised the provision of water supply services to the proposed developments outweighs the real risk and consequence of water shortages and restrictions. In my view, in relation to new or proposed developments it's irresponsible of Tas Water to assure the GSBC (and therefore the community) that the water supply is adequate

to absorb further residential and/or commercial growth. The term 'greed above risk' springs to mind in relation to Tas Water.

Considering the matters raised, I hold the strong view that the GSBC should strongly question and challenge any continued assurance by Tas Water that the current water supply is adequate to accommodate the proposed development.

I ask that the Council please explain the following in consideration of proposed residential and commercial developments:

1. *The GBSC views on the issue of water supply to the proposed developments*

Response from Acting General Manager, Peter Porch

At meetings with TasWater management, Council has consistently raised concerns about the capacity of Orford and Triabunna Water storages to provide adequate supply to new developments, given the frequency of water restrictions for existing supply. TasWater acknowledges that upgrades are required to meet the customer expectations regarding frequency and duration of restrictions. Water restrictions are used to ensure that TasWater can maintain a supply of water for customers to meet their essential needs. TasWater is investigating ways to reduce the frequency and duration of water restrictions in the future, while meeting the growing needs of the community.

2. *The process of approval as it relates to the issue of water supply*

Response from Acting General Manager, Peter Porch

All new developments are referred to TasWater for assessment and conditioning. Council has no power under the Planning Act to refuse a development for water supply, where TasWater is the responsible authority. TasWater assesses new developments based on the system's capacity to service new connections under normal circumstances, and do not reject applications of new dwellings for potential restrictions that might impact residents' non-essential needs over low rainfall/dry periods. In the meantime, TasWater is looking at options to improve the water supply reliability at Orford/Triabunna, which are expected to come at a significant investment and need to insure a value-for-money spend for our community.

3. *Approaches to, and any assurances provided by, Tas Water in the consideration of approval of new developments*

Response from Acting General Manager, Peter Porch

TasWater is a state authority required to give consideration to water supply to all serviced areas within Tasmania. Its decisions for upgrading water supply are in part based on providing the greatest benefit to the most people. Orford and Triabunna reticulation systems lose a considerable amount of treated water before it gets to residential properties and TasWater has made commitments to reduce the significant leakage within the system, making what water is produced go much further. Other improvements such as storage upgrades will be assessed against other priority areas in Tasmania.

4. *The GSBC strategy for addressing the issue of water supply to the community now and into the future.*

Response from Acting General Manager, Peter Porch

Council will continue to advocate for greater water surety for the area. Until demand is considerably more, water storage increase is a lower priority for the area than other Tasmanian localities. Paradoxically, while committing more of the existing water volume, approved developments will lift the priority of water storage increase. TasWater is in the process of finalising the East Coast Master Plan, which will provide a clear long-term strategic direction for all water systems. Further investigation is also currently being undertaken to address water supply deficits in Orford/Triabunna.

3.2 Questions on Notice

Nil.

3.3 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 January 2025

Author: Accountant (Mary Oyeyiola)

Responsible Officer: Director Corporate and Community (Elysse Blain)

ATTACHMENT/S

1. Group Financial Statements 2025-01 [**5.1.1** - 3 pages]
2. Capital Works Project 2025-01 [**5.1.2** - 2 pages]

BACKGROUND/OVERVIEW

The financial reports for the period ended January 2025 as attached to this report are presented for the information of Council.

STATUTORY IMPLICATIONS

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

BUDGET IMPLICATIONS

There are no budget implications recognised in the receipt and noting of these reports by Council.

RISK CONSIDERATIONS

Risk	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation There are no material risks from adopting this recommendation.				
Do not adopt the recommendation 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.	Likely	Likely	High	By not adopting the recommendation Council is not endorsing the financial reports for the period ending January 2025. Council needs to endorse.

OFFICER'S RECOMMENDATION

That Council receives and notes the Financial Reports as attached to this report for the period ended January 2025.

6 SECTION 24 COMMITTEES

6.1 Triabunna Recreation Ground Advisory Committee - Wednesday 13th November 2024

GLAMORGAN SPRING BAY COUNCIL

Section 24 Advisory Committee Meeting
Triabunna Recreation Ground

MINUTES

MEETING HELD – *Wednesday 13th November, 2024 - Recreation Room*

MEETING OPENED: 6.15 pm

PRESENT: Mandy Raspin, Councillor Neil Edwards, Nerissa Alomes, Jan Sweet

APOLOGIES: Geoff Gadd, Councillor Jenny Woods, Steve Davies

ABSENT:

CONFIRMATION OF LAST MINUTES: (4th June, 2024)

Moved: Mandy Raspin Seconded: Nerissa Alomes Carried

CORRESPONDENCE IN:

- Email from Dan Herman re: update on security cameras
- Email from Rotary Club re: use of ground for Relay for Life 2025 (1st or 8th March, or 12th April, 2025
- Quote from Rapid Clean re: floor scrubbers
- Request from Nick Taylor re: kids soccer clinic on Sunday 24th Nov from 9-12 noon.
- Email requesting use of recreation ground for Christmas Parade on 13th December, 2025.

CORRESPONDENCE OUT:

- Terms of Reference emailed to all committee members on 5th June for updating

- Email from Chairperson Mandy Raspin to General Manager re: meeting with Peter Porch, Darren Smith & Dan Herman to discuss maintenance/repairs to facility.

MATTERS ARISING FROM PREVIOUS MINUTES

- Terms of Reference still to be discussed and updated
- Those present at meeting agreed for Nerissa Alomes / Councillor Neil Edwards to purchase smaller replacement coffee machine. Steve Davies to arrange disconnection and disposal of old machine.
- Approval has been given to remove large tree at entrance of recreation ground.
- Chairperson Mandy Raspin and Jan Sweet to meet with Graeme Elphinstone to view and discuss plans he has designed for entrance to facility.

TREASURERS REPORT

Working Financial

Opening Balance	$	9,479.52
Income	$	0.00
Expenditure	$	4,567.90
Closing Balance	**$**	**4,911.62**

Moved: Chairperson Mandy Raspin Seconded: Neil Edwards Carried

NEW BUSINESS

- Jan Sweet to obtain quote from Fair Dinkum Builds for 4 bay lock up storage shed for individual club's equipment. Power and concrete slab to be included in pricing for storage unit. Councillor Neil Edwards to approach local politicians for possible donation once quotes received. Possibly sound proofing cost to be included in donation.
- It was passed unanimously by those present that Senior & Junior football club and cricket club contribute $1,250.00 on 1st January each year commencing 2025 to assist with maintaining & improving the facility.

NEXT MEETING: TBA

There being no further business, the meeting was declared closed at 7.30pm

RECOMMENDATION

That the Minutes of the Triabunna Recreation Ground Advisory Committee meeting held on Wednesday 13th November 2024 be received and noted.

6.2 Bicheno Hall Committee Minutes - 28th November 2024

ATTACHMENT/S

1. Bicheno Hall Committee - Jan Jenkinson Committee Nomination Redacted [**6.2.1** - 2 pages]

BICHENO MEMORIAL HALL COMMITTEE

28th of November, 2024

5:30 – 7:00 pm

Attendance: Anna King (remote online) Mick Symons, Kathleen Davis (Secretary), Nic Wardlaw, Phil Harvey,

Apologies:

The closed committee meeting opened at 5:30 pm

Item	Discussion and outcome	Moved/ Seconded	Action
Welcome and Introduction	Welcome to Jan Jenkinson who has been working as the committee bookkeeper for the past year and would like to nominate to be a committee member. Unanimously endorsed by the committee. Phil Harvey has also accepted the position of treasurer which has been unfilled. Thank you to Jan and Phil for their work and for electing to take on a larger role within the committee.	Anna/ Kathleen	Complete documentation and forward with the next set of minutes.

	Also, a large thank you to Nick Wardlaw for helping the council set up the audio and remove the old piano. Unfortunately, the piano could not be given away, so it went to the tip and is now at rest on an old mattress.		
Previous minutes	The minutes passed as correct. **Business arising = none**	Anna/Nick	
Chairperson's Report	Cleaning Costs and Council The Glamorgan Spring Bay Council is now paying the regular cleaning cost of the hall. Additional cleaning costs will be provided by the hall hirer. We thank the General Manager and Deputy Mayor for their support in negotiating this outcome and the Bicheno Hall Committee would like a formal agreement with the council around the regular cleaning costs and their support.	Anna/Kathleen	
Treasurer's Report	There has been a slight increase in hall bookings and since the council is now paying the regular cleaning fees there is a slight increase in the budget and are no longer in fear of a deficit balance.	Anna/Phil	
General Business	<u>Cancellation Policy:</u> Discussion around having two policies one for event hall hirers and another for the members. Membership scheme often has cancellations as retrospective and can be difficult, so they are given credit for the next invoice. Members must give notice at least two weeks before the next invoice is issued to claim a refund. If there are personal reasons for changing the booking and asking for a refund this will be at the discretion of the committee. Regular event bookings will have a sliding scale. Notice of one month or more, a full refund will be issued. 48hours to one month, a 50% refund Notice of 48 hours or less no refund <u>Auditorium Lights</u>: installation has been completed. The hall now has dimmable and sectional lighting in the main hall. The light switch has moved to be more accessible inside the main doorway. <u>Stage Lighting</u>: (report from Nick Wardlaw) There are not many businesses in the industry to do the job but Nick has spoken with two companies who are prepared to quote. The quotes will be to remove the existing light bar backwards and install a new bar with 4-6 lights and coloured spotlights	Kathleen/Mike	Anna will add details to the hire agreement and circulate new requirements to members.

<table>
<tr>
<td></td>
<td>with two access points and plug-in mixing boards. Vjam is a national supplier that has ongoing training and support. The quote for $22000 from V Jam will be circulated to the committee members. Currently, we are waiting on the second quote from a local company and hopefully will have the stage lighting completed by the second of June.

Website upgrade: Catherine Charles-Brown, Redbill Media a professional web designer has checked our website and is prepared to upgrade the site. It needs updated language, content and photos, also, an online booking and hiring system is needed. An update of the account should allow mobile phone use of the site and give members the capacity to have their own logins and calendars. There will be an increased cost from our website provider to use a more interactive platform of about $33 per month. Catherine will be invited to the next meeting discuss our requirements as she would like us to be specific about what is needed on the website.

Meeting times for 2025

<table>
<tr><td>Date</td><td>Purpose</td></tr>
<tr><td>10th April</td><td>Planning and Website Upgrade</td></tr>
<tr><td>29th May</td><td>Planning and Stage lighting</td></tr>
<tr><td>21st August</td><td>Membership Plan</td></tr>
<tr><td>16th October</td><td></td></tr>
<tr><td>27th November</td><td>Evaluation</td></tr>
</table>

Congratulations to Anna for the Bicheno Forward entries.</td>
<td></td>
<td>Nick to pursue and circulate quotes.

Committee members to view the website in preparation to make comments to assist the upgrade.</td>
</tr>
</table>

Meeting Closed 6:25pm

Next meeting: 10th of April 2025

RECOMMENDATION

1. That the Minutes of the Bicheno Hall Committee meeting held on 28th November 2024 be received and noted. and;
2. That the recommendation contained therein for the appointment of Jan Jenkinson be approved.

7 INFORMATION REPORTS

7.1 Acting General Manager - Peter Porch

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

ATTACHMENTS

Garage Sale Trail Impact Report

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; Parks, Buildings and Marine Infrastructure, Reserves and Walking Tracks; and Cemeteries.

OFFICER'S COMMENTS

ASSET MANAGEMENT

Asset Management practice is the strategic driver for the activities of the Department and is partnered by works that operate to maintain essential services to the community.

Investigation of information technology solutions to assist in works to manage assets efficiently is an ongoing activity.

CONSULTANT SERVICES

Consultant services are required to deliver specialised services to Council for a range of generally short-term requirements. Current consultant activities comprise:

- Assistance to Acting roles
- Project Management

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- 10 unsealed road inspections for January
- Wielangta Rd maintenance grade before Xmas- 95% completed
- Roadside weed spraying of sealed and unsealed roads- ongoing
- Street sign survey of Swansea and surrounding areas- survey completed, new signs due 13th Feb 2025
- Bresnehans Rd, Little Swanport road repairs- completed

- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 2 ton of cold mix placed for January.
- Seventeen Acre Creek bridge (Wielangta Rd) 10t GVM load limit- signs erected April 2024.
- Rosedale Rd bridge, Bicheno- remove debris and rock build up around bridge - completed
- Rehab of fire breaks at end of McNeill's Rd, Swansea from 2019 bushfires - completed

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance- ongoing across municipality including Bresnehans Rd & Swanston Rd, Little Swanport
- Rosedale Rd, Bicheno - drain cleanouts completed

WASTE MANAGEMENT

- Participation in activities of TasWaste South
- Council participated in the national program for garage sale trails run over two weekends late in the calendar year. Numbers of residents and stall holders in the municipality participated through registration of their sale and reporting on data associated with their sales. Garage Sale Trail Impact report received and attached for information.

PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- Dangerous tree removed from Our Park promptly. The tree had developed significant splitting of the trunk at the base of the tree and was at immediate risk of failure.
- New weekly park/reserve inspection document to further improve services- receiving good information with these inspection sheets
- Large dangerous tree in Our Park, Orford- removed/completed
- Bradley Drive, Coles Bay- dangerous split tree- removed/completed
- Contract arborist tree trimming in high-risk locations (parks and public spaces) across municipality- Esplanade East, Triabunna, Triabunna Cemetery, Cross St, Orford

BUILDINGS AND MARINE INFRASTRUCTURE

- Power board audit of all buildings continues
- Cleaning maintenance of underside of floating pontoons commenced – removal of marine growth
- Waiting on painter availability for works at Bicheno Hall. Cover for fire door installed.
- Swansea Rec Ground buildings ongoing minor maintenance as per committee list and inspection results.
- Merchant Navy Memorial in Bicheno – repairs and tidy up in conjunction with Merchant Navy representatives.
- Insect spray for all buildings commenced. Swansea area to be completed.

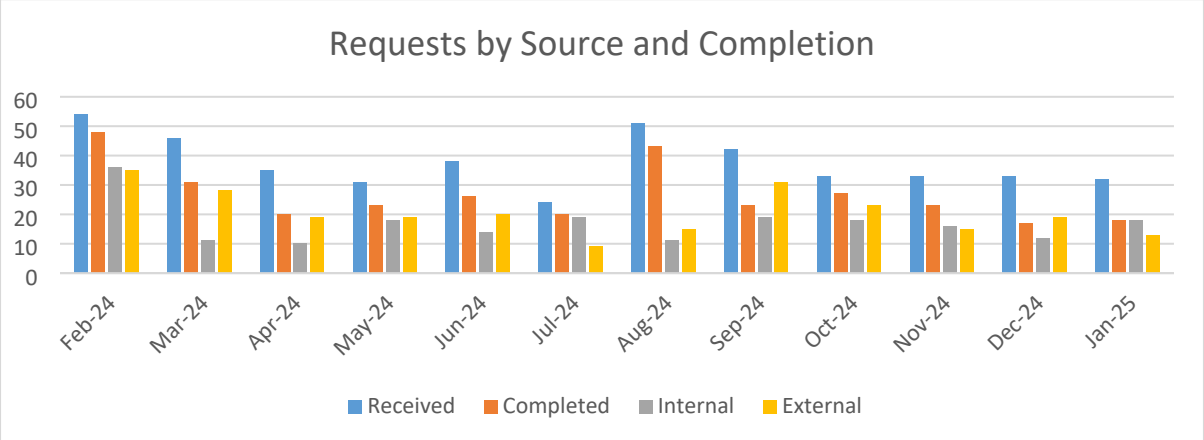
- Preparing quotes for proposed 2025-26 capital program projects.
- Buckland amenities blockages – area of grass fenced to receive sprinkler dissemination of waste water.
- East Shelly Beach and Prosser River Jetties maintenance works complete.
- Roller door installed at Orford Cricket Club.
- Advice received of MAST grant funding for installation of new lighting for the Bicheno Gulch boat ramp for the 2025-26 capital works program.

EMERGENCY MANAGEMENT

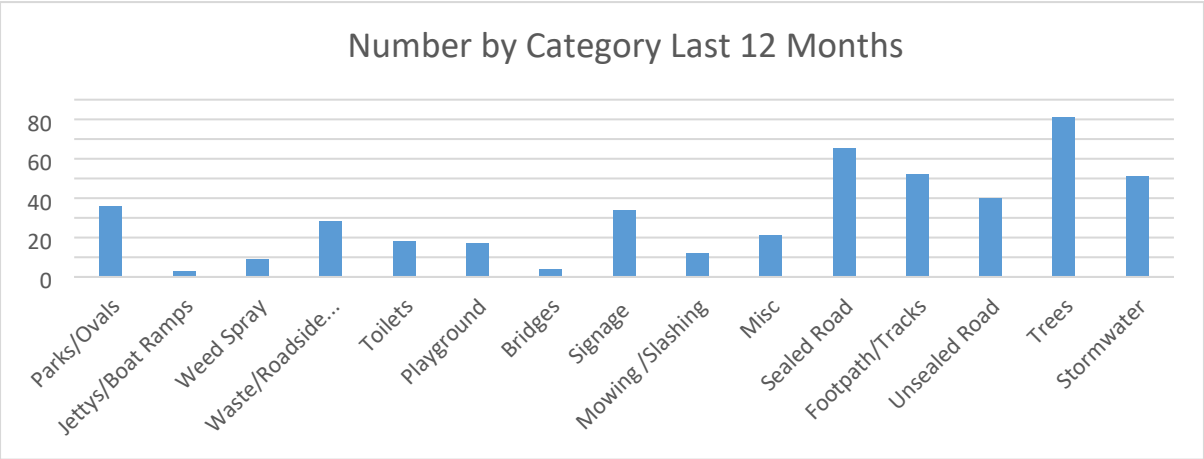
- After hours rostering carried out as scheduled.
- Stand by during Snug Tiers fire in case of resource sharing request
- Various stand-by alerts issued from SES covering fire, wind, flood and lightning weather event situations
- LGAT sponsored Emergency Management legislation compliance Audit report received. Report to be workshopped with council in March.

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

- Loo with a view fit-out materials on order. Footing diagram to be provided shortly.
- Pit and Pipe replacement:
    1. Bradley Drive, Coles Bay- 4 X pit/grate replacements and upgrades- Underway
    2. St Margarets Crt, Swansea- 1 pit upgrade/install V new V grate and concrete V drain- planned for Feb 25
    3. 284 Rheban Rd- Manhole upgrade and pipe modifications- Feb 25
- Re-Seal/Pavement Rehab Campaign for 2024/2025- Underway- 95% completed
- Fencing of Orford WTS- completed
- Gross Pollutant Trap install, West Shelly boat ramp, Orford- currently scoping and planning project
- Lion Park, Bicheno playground replacement- currently requesting quotes from suppliers

Grant funded

Generally the grant funded projects are experiencing delays as consultation with major stakeholders is slower to progress than anticipated:

- Coles Bay Hall annex – Progressing with internal fit-out, Fire evacuation plan submitted to TasFire. Completion expected in March
- Swanwick Road footpath extension- currently scheduling the project for Feb 2025
- Bicheno Triangle works programmed to commence after Coles Bay Hall annex completion

PLANT AND VEHICLES

- Liaison with Dolphin Sands Association for grant funds for the chipper continues.

GENERAL

- BSBR 10,000 litre fire water tank installs x 31 - Last 10 tanks to be delivered on 18th Feb- total of 32 tanks will be installed

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:

- Nil for January

RECOMMENDATION

That Council notes the information.

7.2 Acting Director Planning and Development - James Bonner

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

ATTACHMENT/S

1. Bi-monthly Representations Report [**7.2.1** - 1 page]

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:

Staff are continuing to follow up on unregistered dogs for the 2024/2025 period and a number of infringement notices having been issued to non-compliant dog owners.

Council's Compliance officer has been undertaking patrols of the Municipality for non-compliant dog owners with minimal enforcement action required during this time.

Council's review of the DRAFT Dog Management Policy 2024-2029 is progressing, we are currently awaiting approval from the Deputy Secretary of Tasmania Parks and Wildlife Service (PWS), before we can advance to the next stage of gaining Council's approval to take the document out to community consultation.

Council's Compliance Coordinator is a member of the Southern Region Cat Management Working Group and attended their meeting in November. She met with Ten Lives and the Regional Cat Management Coordinator prior to this meeting to discuss local cat management issues within the Municipality.

A cat trapping program was undertaken by the 'Friends of the Orford Bird Sanctuary' (FOBS) at the Orford Bird Sanctuary from 29 November until 13 December 2024, in accordance with the *Cat Management Act 2009*. A Cat Management Plan was developed by FOBS, with a one-time approval being granted by NRE and Council's Acting General Manager for trapping to be undertaken in accordance with the management plan on the Crown land lease area of the Orford Bird Sanctuary. Council assisted FOBS in the mailout to residents in the immediate area of their intention to trap. Two cats were trapped during this period and transported to Ten Lives by FOBS. Both cats were deemed as being feral and were euthanised by Ten Lives in accordance with the *Act*.

Building and Plumbing:

Council Permit Authorities continue to process all applications and issue approvals within the statutory timeframes. Where applications are non-compliant the property-owners are

assisted through the process on a case-by-case basis and in accordance with the *Building Act 2016*.

Environmental Health:

Council's monthly recreational water sampling program commenced in December, with the monthly samples being taken on the 11 December 2024, at Muirs Beach, Coles Bay, Richardsons Beach, Coles Bay, Waubs Beach, Bicheno, Jubilee Beach, Swansea, Raspins Beach, Orford, Shelly Beach, Orford and Spring Beach, Orford with all sites recording compliant results.
An additional site was recognised at Schouten Beach, Swansea and sampled on the 16 December 2024; this too recorded a compliant result. This site will now be included in the routine program.
Sampling of Recreational Water is required under the provisions of the Recreational Water Quality Guidelines as prescribed by the *Public Health Act 1997*. The Australian Guidelines for Recreational Use of Water provide for the procedures and prescribed limits for the different uses for the water. Consideration has only been given to the highest class of use, Primary contact.
The Recreational Water Quality Guidelines 2007 (*Public Health Act 1997*) sets the base limit for microbiological standards for investigation as greater than 140 enterococci/100ml.

Natural Resource Management:

Following the resignation of Council's NRM Officer in November 2024, 'Landscape Recovery Foundation' (LRF) have been engaged on a 6-month contract to undertake NRM work. LRF are investigating opportunities for weed officer training through BioSecurity Tasmania.

Planning:

The planning department has continued to receive a steady number of applications over the November-January period. For the reporting period, 67 Development Applications (including subdivisions) have been approved with a total value of $24,736,349. Council provided delegation to the General Manager to approve an application, with or without conditions, where no more than two representations are lodged against the application. A report on these approvals is provided in Attachment 1. There are no outstanding appeals, and as such a report is not attached to this agenda item.

Property:

The sale of property at Spencer Street, Triabunna remains on the market. Officers have been meeting with the agent to obtain updates.

The Customer Request Module (CRM) is now live for internal use with staff training undertaken. A total of 200 calls have been recorded in CRM, with 158 being acted on and closed. The Department summary shows that Building and Plumbing have received the most queries, followed by Works and Infrastructure. It is too early to draw any information from the data, as we are still fine tuning the system and integrating it into current work flows.

Open Space Project:

The open space project is progressing well with site inspections undertaken of 98% of the Council reserves and open spaces in the municipality. The next steps are to undertake a gap analysis of the open space network and prepare for community consultation with various users and groups.

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.

7.3 Swansea Courthouse Management Committee Inc 2024 Annual Report

Author:	Acting General Manager (Peter Porch)
Responsible Officer:	Acting General Manager (Peter Porch)

ATTACHMENT/S

1. V 2 SCMC 2024 ANNUAL REPORT [**7.3.1** - 5 pages]
2. Terms of Reference-Swansea Courthouse Management Committee [**7.3.2** - 4 pages]

PURPOSE

The purpose of this report is to present the Swansea Courthouse Management Committee's (SCMC) 2024 Annual Report to Council for consideration and noting.

BACKGROUND/OVERVIEW

As per the Swansea Courthouse Management Committee's Terms of Reference (see attached), the SCMC are required to provide their Annual Report to Council.

The SCMC are also responsible for the following:

- the regular review of the business plan; hiring out of the Courthouse facilities; supervising the preparation of a Heritage Conservation Plan; applying for building permits; applying for funding assistance; overseeing conservation and improvement works.
- ensuring community commitment to support the on-going use of an upgraded building for community activities and events.
- working in partnership with Council to obtain funds for the Heritage Conservation Plan and for building works.
- Applying for incorporation and to that end voting on and accepting a constitution.

The SCMC have submitted their Annual Report to Council for consideration and have detailed the SCMC activities for 2024, noting the key achievements, current financial position and alignment to SCMC business plan.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance

This means
Advocating and lobbying effectively on behalf of the community.

STATUTORY IMPLICATIONS

N/A

BUDGET IMPLICATIONS

N/A

RISK CONSIDERATION/S

N/A

OFFICER'S RECOMMENDATION

That Council receives and notes the Swansea Courthouse Management Committee's 2024 Annual Report.

8 OFFICERS' REPORT REQUIRING A DECISION

8.1 Director of Local Government Involvement request - response

Author:	Acting General Manager (Peter Porch)
Responsible Officer:	Acting General Manager (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

The purpose of this report is to provide a response to council resolution 4/25 in the January 28th meeting apprising council of the Office of Local Government's response.

BACKGROUND/OVERVIEW

A motion was moved and resolved at the January council meeting which suggested the operation of council was unstable and that the Officer of Local Government should be involved to ensure stability.

STATUTORY IMPLICATIONS

Local Government (Meeting Procedures) Regulations 2015

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 COMMENTS

The Acting General Manager wrote to the Acting Director of Local Government as requested, conveying the motion and the mover's comments in support of the motion. The council meeting was viewed online by the Office of Local Government for further clarity.

The Acting Director has provided a response, circulated to councillors. In summary, the advice suggests it appropriate for councillors to first provide the Acting General Manager with an opportunity to advise on the status of the operational matters before seeking advice from the Office of Local Government.

Further advice is that it may be beneficial for council to seek external objective governance support in council governance, meeting processes and procedures, management of conflicts,

clarifying roles and functions of councillors as strategic and the General Manager as operational and facilitating constructive debate.

OFFICER'S RECOMMENDATION

That Council notes the information and discusses the response from the Office of Local Government.

8.2 Future of Local Government Reform - Boundary Adjustment Investigation

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

Nil

PURPOSE

To note progress and councils ongoing interest in continuing enquiries into the potential benefits of boundary reform for the service of the Glamorgan Spring Bay population.

BACKGROUND/OVERVIEW

The State Government has published its reform agenda which includes boundary reform discussion for some councils. Glamorgan Spring Bay, Sorell and Break-O-Day councils have all indicated support for further investigation into the potential benefits and are continuing discussion with the Office of Local Government about next steps.

Council met with representatives of the Office of Local Government at a workshop on Tuesday the 11th February to discuss the considerations important to potential boundary reform.

It is agreed that the collection of the right type of data/information is very important to the process. This includes demographic information about the three present local government areas involved. Financial information, asset condition and debt levels are important elements to be assessed.

Capacity building for the local government entities is a consideration as all struggle with recruitment, retention and increasing responsibilities handed from state to local government.

The community voice for local matters and regional resourcing is another vital part of the picture as consideration is given to provision of services to areas designated as remote with populations of aging residents.

Glamorgan Spring Bay Council recognises the difficulty of drawing equivalent services to this municipality and the challenge of effecting change to policy or systems at State and Federal levels which cause disadvantage to our residents.

Wherever there may be a benefit to our population, council is willing to be involved in further enquiry with neighbouring councils and the Office of Local Government to determine how boundary reform may improve the outcomes across medical, industry and tourism, education, access to services, attraction and retention of key personnel for service delivery and other relevant matters for the future servicing of our population.

STRATEGIC PLAN REFERENCE

Key Foundations
2. Our Community

This means
The engagement of Local Government Reform initiatives to navigate the future shape of local government across our area of influence.

STATUTORY IMPLICATIONS

There are no statutory requirements however the review of the Local Government Act and its new requirements is a key consideration in considering the potential impacts of boundary reform.

BUDGET IMPLICATIONS

There are no present budget implications in continuing to support the enquiry and investigation.

RISK CONSIDERATION/S

There are consequences for the population of Glamorgan Spring Bay associated with retaining the status quo as there are with boundary reform. Further enquiry is considered important to an evaluation of the risks to determine where the greatest positive consequences may be obtained for the greatest number of the population council represents.

OFFICER'S COMMENTS

Meetings have taken place at intervals between the General Managers of the three municipalities of Glamorgan Spring Bay, Sorell and Break-O-Day and the Office of Local Government to discuss principles that should be applied to the process of investigation.

Councils workshop with the Office of Local Government provided an opportunity to discuss aspects of the boundary reform investigation process and how previous processes have ended. Lessons from the past are helping to inform the process being developed.

OFFICER'S RECOMMENDATION

That council notes the progress of the State Governments reform agenda to date and confirms its continuing interest in seeking benefits to the municipality's population through engagement in the reform process.

8.3 Revised Budget 2024/25

Author: Business Consultant (Marissa Walters)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Capital Works Budget Review - DRAFT 20250214 [**8.3.1** - 2 pages]

PURPOSE

To recommend that Council adopts the Revised Budget 2024/25.

BACKGROUND/OVERVIEW

The main purpose of this budget review is to update the budget for any significant changes that have occurred as the year has progressed. In this case the significant items identified were to amend some grant funding allocations now further clarity has been provided; capture council commitments to funding that carry forward from last financial year, adjust projects with unsuccessful grants, allocate POS contributions committed to by council.

It is not the intent of this review to revise the whole budget as it is still the intent to manage operational activities within the original budget approved by Council. The changes included are high level in nature.

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

BUDGET IMPLICATIONS

The following activities make up the budget revision items:

1. Increase Kerb & Channel Renewal by $70,559, by reallocating $24,000 from the reseal RTR funded program. Reassign carry forward funds of $20,559 from Pit and Pipe program to Kerb and Channel renewal and adding an additional $50,000.
2. Remove the carry forward for Storm Damage Projects 2022 of $160,051, as the project is complete.
3. Reseal Program reduced by $24,000, reallocated to Kerb & Channel Renewal (see note 2 above).

4. Triabunna Tomorrow grant funding increase to $855,500. With $50,000 of this allocated to Triabunna Tomorrow New Amenities.
5. Allocate an additional $5,000 to Design works.
6. Remove $40,000 contingency sum.
7. Emergency Management Funding from Wielangta Road Bridge grant funds increased from $187,500 to $465,440
8. Increased budget allocation for Ferndale Road Bridge from $150,000 to $275,000.
9. Allocate funds from Public Open Space contributions for the Bicheno Triangle $181,000.
10. Coles Bay Foreshore (walking trail), $147,000 additional Council contribution required to finalise the project to be funded from Pubic Open Space Reserve.
11. Remove Swansea Helipad due to grant funding not forthcoming of $103,245.
12. Public Amenities allocation increase funds by $3,674 overall and split between Harold St Coles Bay Waste-Water Facilities $43,674, Loo with a view $60,000.
13. Remove Council allocation of $15,000 from Raspins Beach Orford Foreshore Master Plan (grant funds not successful).

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation	Negligible	Unlikely	Low	Nil
1. Account for unplanned income and reallocate capital program to highest priority with funding available.				
Do not adopt the recommendation	Moderate	Possible	High	To mitigate these risks, it is recommended that Council adopted the Revised Budget 2024/25 as presented.
1. Available funding is not allocated effectively to priority activities. 2. Risk that allocated funding is unspent where projects are no longer proceeding				

OFFICER'S COMMENTS

The overall Capital Works Budget is a net decrease of $210,683, with a decrease from grant funding of $670,805.

The impact on the Cash position is an increase in Council funding of $460,122, with $328,000 funded from Public Open Space Reserve.

Other substantial items that will impact the forecast position at 30 June 2025, included the receipt of an additional $277,940 from the State Government this financial year for the additional storm damage repairs completed last financial year on Wielangta Road.

RECOMMENDATION

That Council approves the Revised Capital Works Budget for 2024/2025 as presented in the attached report.

8.4 Rates Remission - Kent Street, Buckland (PID 7348683)

Author: Rates Officer (Andrea Marshall)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Property Rates Transactions 6 2500 040 as at 05 02 2025 [**8.4.1** - 3 pages]
2. Notice of Change of Use - Cancellation of Lease [**8.4.2** - 1 page]

PURPOSE

To recommend that Council consider remitting rates and interest for Kent Street, Buckland (PID 7348683) owned by Department of Primary Industries, Parks, Water & Environment, leased to C P Bakker, M K Larsen (Estates of) up until 21/02/2021.

BACKGROUND/OVERVIEW

C P Bakker, M K Larsen were owners of the Buckland Inn and at the same time leased from Crown Land the portion of land at Kent Street, Buckland (PID 7348683). Both Bakker and Larsen have since passed away. The Buckland Inn was sold in January 2020, but the new owners of the Buckland Inn did not require the Crown Lease held by the deceased.

After the sale, the Executors of Bakker and Larsen's estates became aware of the existing lease agreement and subsequently applied to the Department of Primary Industries, Parks, Water & Environment (DPIPWE) for the cancellation of the lease, as required by the Department's procedures.

Unfortunately, the processing of the lease cancellation has been delayed for over three and a half years. However, it has now been finalised and returned to DPIPWE. The solicitors for the deceased have informed us that the estate has now been closed, and no funds are available for any further payments related to the lease.

The Outstanding Balance as of 4 February 2025 on the leased portion of land at Kent Street, Buckland (PID 7348683) is as follows, noting that this outstanding balance spans over four financial years.

Outstanding Balance as of 4 February 2025	
Description	**Amount**
Rates	$4,317.46
Interest	$1,017.99
TOTAL	$5,335.45
Rates Owed by DPIPWE:	$2,799.55
Rates to be remitted:	**$1,517.91**
Interest to be remitted:	**$1,017.99**
TOTAL REMISSION REQUESTED:	**$2,535.90**

Based on the financial circumstances of the estate, it is requested that Council consider remitting the outstanding rates and associated interest, as the estate is unable to fulfill this obligation. The legal representatives have submitted documentation confirming the estate's insolvency, and after careful review of the financial situation, it has been determined that remittance is the most appropriate course of action.

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
129. Remission of rates
(1) A ratepayer may apply to the council for remission of all or part of any rates paid or payable by the ratepayer or any penalty imposed or interest charged under section 128 .
(2) An application is to be –
(a) made in writing; and
(b) lodged with the general manager.
(3) A council, by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer.
(4) A council, by absolute majority, may grant a remission of any rates, penalty or interest paid or payable by a class of ratepayers.
(5) The general manager is to keep a record of the details of any remission granted under this section.

BUDGET IMPLICATIONS

Given that the rates and interest in question are unlikely to be collected, the remittance of the outstanding amounts will not impact the financial position of the Council in a significant way. However, the financial impact should be considered in future budget forecasting to ensure proper management of uncollected rates in similar cases.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Remitting the rates and interest will result in a reduction in Council's expected revenue. While the amount requested for remission is relatively small, repeated cases like this could have a cumulative impact on Council's financial standing.	Possible	Moderate	Moderate	Monitor and track similar cases in the future to identify trends and assess the long-term financial impact.
Do not adopt the recommendation The outstanding rates may remain uncollected, causing unnecessary financial strain on the estate's administration.	Possible	Moderate	Moderate	Review and present to Council at a future Council Meeting.

OFFICER'S COMMENTS

Based on the legal advice received from the estate's administrators, it is evident that the estate has no funds available to meet its obligations. Therefore, it is recommended that the Council approve the remittance of the outstanding rates and interest for the estate of C P Bakker, M K Larsen concerning PID 7348683.

OFFICER'S RECOMMENDATION

That Council approves a remission of rates and interest of $2,535.90 in total for property at Kent Street, Buckland (PID 7348683) leased to C P Bakker, M K Larsen.

8.5 Request for Event Support - East Coast Harvest Odyssey (ECHO)

Author:	Community Development Coordinator (Bernadette Pogorzelski)
Responsible Officer:	Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Event Support Grant Application - ECHO Festival 2025 [**8.5.1** - 27 pages]
2. Not for Profit [**8.5.2** - 3 pages]

PURPOSE

To provide information on a request for assistance from an event organiser and seek a level of support from Council for the East Coast Harvest Odyssey Festival (ECHO).

BACKGROUND/OVERVIEW

Council periodically provides a level of financial and in-kind assistance to community events that aim to involve, engage and provide benefit to community groups within the Glamorgan Spring Bay municipality. Events supported by Glamorgan Spring Bay Council celebrate and engage local communities and promote tourism to our region. Councils ongoing support to organisations and groups assists in the delivery of events in the Glamorgan Spring Bay municipal area that have creative, community and economic outcomes.

Council has received a funding request from Angela Boxall the event manager for support from Council for the East Coast Harvest Odyssey Festival (ECHO).

The East Coast Harvest Odyssey, known as ECHO, is a boutique 'Festival of the Senses, celebrating the lifestyle of Tasmania's East Coast. This upcoming event is the festival's sixth year following the first festival held in 2019. The event will take place over three days on private land at Red Banks in Swansea from March 14th to 16th, 2025.

In 2022, ECHO became a Company Limited by Guarantee under the umbrella title 'East Coast Arts and Events Tasmania', and has not-for-profit status.

ECHO weaves together immersive sensory experiences around the traditions of harvest, old and new. It guides guests on a journey of exploration that encompasses all the senses – taste, smell, sight, sound, and touch. ECHO nurtures the sharing of Tasmanian Aboriginal stories, knowledge, and culture. It brings together foodies, winemakers, and producers along with artists, musicians, storytellers, scientists, entrepreneurs, and thought leaders.

Each year ECHO chooses a theme in connection to our coastal environment.
Themes across the years have included invasive long-spined sea urchin, endangered giant kelp, and protected waterbirds.
Swansea is a coastal town overlooking Great Oyster Bay in the east of the island, blessed with some of the coast's longest and prettiest beaches. Our tides play a significant role in in our lives, affecting navigation and fishing. Tidal mixing removes pollutants and recirculates

nutrients. Tidal currents move floating plants and animals to and from breeding areas, creating tidal flats and saltmarshes are productive habitats that provide food and shelter for many species. Tide-gauge data is used to estimate the effect of future level rise on high sea-level extremes.

TICKET PRICES	Price
General Admission (Saturday all-day) 18+	$85
ECHO Express General Admission (Saturday NIGHT ONLY) 18+	$55
GA + Native Bounty Feast (inc. Friday and Saturday all-day) 18+	$235
Blacksmithing (13 sessions)	$60
Gin Masterclass (2 sessions)	$30
'Wine Masterclass'	$30
Whisky Masterclass' (2 time slots)	$30
Friday + Saturday Night CAR/VAN Camping on-site (per person) 18+	$25
Saturday Night CAR/VAN Camping on-site (per person) 18+	$20
Friday + Saturday Night TENT Camping on-site (per person) 18+	$25
Saturday Night Camping on-site (per person) 18+	$20
Woodworking Workshop (5 sessions)	$45
Yoga + Watercolours (2 sessions)	$30
Yoga + Clay Play	$30

Request for support from Council:
The festival organiser's request for assistance as follows;

Financial Contribution

- $5,000 cash to contribute to ticket subsidy of reduced general admission and evening ticket prices. Production cost to include road signage and traffic management, on-site safety equipment, and cleaning services.

In-kind Assistance

- Waste management and assist in improving sustainability.

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 outlines the statutory requirements in relation to grants.

77. Grants and benefits

(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.

(1A) A benefit provided under subsection (1) may include –

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

(2) The details of any grant made or benefit provided are to be included in the annual report of the council.

BUDGET IMPLICATIONS

The Council has allocated $27,000 in the 2024/25 budget for events and programs. Of this total $5,000 has been quarantined for Council run events with the remainder available for external event support.
To date $17,000 has been distributed to external events and consequently there is $5,000 remaining for this event application.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Nil	Nil	Nil	Nil	Nil
Do not adopt the recommendation Not approving this may result in missed opportunities for community development.	Possible	Moderate	Moderate	Council offers an explanation for the non-approval of the request.

OFFICER'S COMMENTS

Festivals bring many benefits to our communities, such as boosting the local economy and attracting more tourists. Retail and tourism businesses can benefit from the increased visitor numbers. This event may have a positive economic effect for the area.

The ECHO Festival organisers have asked for a high level of support from Council compared to other events. Council is prepared to offer limited services of support that are within the usual range of operational works and budget.

Council has been involved with supporting the ECHO Festival for several years.
2024 - $2000 and in-kind assistance
2023 - $1000 and in-kind assistance.
2022 - $2200 and in-kind assistance.

In the interest of promoting equitable treatment for all event organizers, the Council officers recommend considering the following options:

- Provision of Waste Management services as resources permit.
- Provide a financial contribution of $2,000 towards expenses of the event.

The event organiser will be required to supply photographs to the Council and grant permission for their use, place Council logo on the event website and the event's Electronic Direct Mail (EDM's) and social media posts.

Integrity Assessment:
The **East Coast Arts and Events Tasmania LTD** are registered Australian Public Company
ACN: 663 729 299 ABN: 97 663 729 299

OFFICER'S RECOMMENDATION

That Council approve the application for event support from East Coast Arts and Events Tasmania LTD (ECHO Festival) in the form of $2,000 cash contribution and in-kind support to deliver 12 bins for waste management as resources permit.

8.6 Community Small Grant Application - The Swansea Makers Market (Auspiced by Glamorgan Spring Bay Historical Society Inc)

Author: Community Development Coordinator (Bernadette Pogorzelski)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Community Small Grants Application - Swansea Makers Market (Auspiced by Glamorgan Spring Bay Histor [**8.6.1** - 3 pages]
2. Auspice Letter - Glamorgan Spring Bay Historical Society [**8.6.2** - 1 page]

PURPOSE

Recommendation for Council to approve a Small Grant application for $1,000 to the Swansea Makers Market. This funding will support advertising, venue hire, website maintenance, and local entertainment for the market to be held in April 2025.

BACKGROUND/OVERVIEW

Small Grant funding is available to assist the undertaking of programs and activities within the Glamorgan Spring Bay municipal area. The assessment criteria is outlined in the Community Small Grants Fund policy, including:

- Grants are restricted to $1,000, with exceptions up to $1,500 at Councils discretion.
- Grants are available to not for profit individuals, community organisations and groups.
- Grants are intended to assist projects that (1) address relevant community issues of significance (2) are initiated within the community and actively involve local people and (3) improve access and encourage wider use of facilities.

The Swansea Makers Market is not an incorporated body. The Glamorgan Historical Society Incorporated have agreed to auspice funding on behalf of this community group.

The Swansea Makers Market was first held in November 2023 in the Swansea Courthouse. The event was a success, drawing over 700 people and receiving positive feedback from both stallholders and attendees. The market organisers are planning to host another Makers Market over the Easter weekend in April 2025.

The Swansea Makers Market celebrates local craftsmanship, supports the region’s creative economy by providing a platform for artisans to showcase and sell their work, and offers a family-friendly event for the community to enjoy. It also aims to attract visitors to Swansea, boosting tourism and increasing foot traffic for local businesses.

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 outlines the statutory requirements in relation to grants.

77. Grants and benefits

(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.

(1A) A benefit provided under subsection (1) may include –

a. in-kind assistance; and

b. fully or partially reduced fees, rates or charges; and

c. remission of rates or charges under Part 9.

(2) The details of any grant made or benefit provided are to be included in the annual report of the council.

BUDGET IMPLICATIONS

Applications for funding are considered throughout the financial year until such time as the available funds are exhausted. There is a $15,000 Community Small Grants Program provision in the 2024/25 budget. As at 31 January 2025 there is $2,768.17 of the budget available to support this application.

Approved Community Small Grants year to date:

Bicheno Community Development Association	$1,000
Spring Bay Suicide Prevention Network	$1,000
Spring Bay Community Food Hub	$1,430.92
Swansea Community Christmas	$1,000
Swansea Courhouse Arts Inc	$710
Bicheno Men's Shed	$890.91
Triabunna Tivoli Thetre	$1,000
East Coast Anglican	$1,000
Spring Bay RSL Sub-Branch	$1,000
National Representative	$500
Freycinet Volunteer Marine Rescue Assoication Inc	$1,000
Friends of Buckland Church	$700
Swansea Chamber of Commerce (Swansea Local Events Sub Committee) Auspiced by Swansea Community Men's Shed	$1,000
YTD Total	**$12,231.83**

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Nil				Nil.
Do not adopt the recommendation Not approving the recommended grant may result in missed opportunities for community development	Possible	Moderate	Moderate	Council reviews the application and reasons for not adopting the recommendation and provide support for alternative fund raising.

OFFICER'S COMMENTS

This application satisfies the necessary criteria of the relevant policy.
This event is a great initiative that brings the community together while supporting local businesses and activities.

Integrity Assessment:
The **Swansea Makers Market** are not a registered incorporated association. **The Glamorgan Historical Society Incorporated** have agreed to auspice the funding on behalf of the group. **Registration Number: #** IA09985

Criteria Assessment:

Funding value is within the acceptable allowance	Yes
Applicant is a not-for-profit community organisations and groups or individual	Yes
Grant is to assist projects that: 1. address relevant community issues of significance – 2. are initiated within the community and actively involve local people (3) improve access and encourage wider use of facilities	Yes

OFFICER'S RECOMMENDATION

That Council approve the application for Community Small Grant funding of $1,000 to **The Swansea Makers Market (auspiced by Glamorgan Historical Society Inc)** for advertising, venue hire, website maintenance, and local entertainment for the market to be held in April 2025.

8.7 Memorial Policy - Seat Request

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. Application Form [**8.7.1** - 13 pages]

PURPOSE

To present a memorial request for council consideration.

BACKGROUND/OVERVIEW

Council has received a request from a member of the public for a memorial to be placed on a new seat overlooking the Marina. The memorial is proposed for a member of the community who had significant involvement in the marina establishment and provision of marine and building infrastructure for council.

The proponent has submitted the relevant application with accompanying referees to the character of the subject of the memorial.

STRATEGIC PLAN REFERENCE

Key Foundations
3. Infrastructure and Services

This means
Developing our facilities to be accessible and inclusive for all.

STATUTORY IMPLICATIONS

Council Policy

BUDGET IMPLICATIONS

Costs in the order of $3,000 for seat and plaque.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation Policy requirements met.	Possible	Negligible	Low	Policy is developed to mitigate risks
Do not adopt the recommendation Reasons for not following policy need to be articulated.	Possible	Moderate	Moderate	Define reasons for not following policy.

OFFICER'S COMMENTS

Council has a policy for managing memorial requests. The process is being followed to provide a recommendation to council.

OFFICER'S RECOMMENDATION

That Council approves the request for the memorial and proceeds with the installation.

8.8 Recognition of Continuous Years of Service Policy Review

Author: Acting General Manager (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch))

ATTACHMENT/S

1. REVIEW 2024 Recognition of Continuous Years of Service Councillors Staff Polic [**8.8.1** - 5 pages]

PURPOSE

To recommend that Council adopts the draft Recognition of Continuous Years of Service Councillors & Staff as attached to this agenda item.

BACKGROUND/OVERVIEW

Following the lost motion at the Ordinary Council Meeting on 28 January 2025, the Recognition of Continuous Years of Service Councillors & Staff Policy has been reviewed in line with the relevant legislation and feedback from Councillors.

The purpose of this policy is to acknowledge the continuous years of service for Councillors and staff.

The Policy applies to all duly elected Councillors under the provisions of The Local Government Act 1993 and to staff members and addresses the following key elements:

- The ways in which staff and councillors will be formally recognised for continuous service to the community through council.

The draft Recognition of Continuous Years of Service Councillors & Staff was presented to Council at a Workshop held on 10th December 2024. If adopted by Council, the Policy will be made available on Council's website and staff and Councillor intranet.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance

This means
Reviewing and updating existing Council strategies and plans.

STATUTORY IMPLICATIONS

Fair Work Act 2009

BUDGET IMPLICATIONS

No new budget implications

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation No material risk associated with adopting the recommendation.				Nil.
Do not adopt the recommendation Policy review date overdue.	Low	Low	Low	Review and amend Policy for presentation at a future Council Meeting.

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommended for adoption.
Additionally, clauses relating to continuous service have been reviewed to ensure compliance with the Fair Work Act 2009.

OFFICER'S RECOMMENDATION

That Council adopts the Recognition of Continuous Years of Service Councillors & Staff as attached to this report item effective 25th February 2025

8.9 Work Health and Safety Policy Review

Author: Director Works and Infrastructure (Peter Porch)

Responsible Officer: Acting General Manager (Peter Porch)

ATTACHMENT/S

1. 2025 Policy Review - Work Health Safety Policy Draft 2024 (003) [**8.9.1** - 9 pages]

PURPOSE

To recommend that Council adopts the revised Work Health and Safety Policy as attached to this agenda item.

BACKGROUND/OVERVIEW

To support and enhance good governance at Glamorgan Spring Bay Council, the Work Health and Safety Policy has been reviewed.

This Policy reflects the Council's commitment to fulfilling its primary duty of care under the Work Health & Safety Act 2012 (TAS).

The Policy applies to all workers and other individuals at the workplace, addressing all matters related to work, health, and safety.

The revised Work Health and Safety Policy was initially presented at a Council Workshop on 12 November 2024. It was subsequently reviewed by the Council Work Health and Safety Committee for further endorsement before being brought to Council for final adoption. If adopted, the Policy will be accessible on the Council's website and available to staff and Councillors through the intranet.

STRATEGIC PLAN REFERENCE

Key Foundations
1. Our Governance and Finance

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

STATUTORY IMPLICATIONS

- *Australian Human Rights Commission Act 1986 (Cth)* •
- *Fair Work Act 2009 (Cth)*
- *Local Government Act 1993 (TAS)*
- *Work Health & Safety Act 2012 (TAS)*
- *Work Health and Safety Regulations 2022*
- *Workers Rehabilitation & Compensation Act 1988 (TAS)*
- *Child and Youth Safe Organisations Act 2023*

- *Fair Work Act 2009*
- *Fair Work Regulations 2009*
- *Family Violence Act 2004*
- *Relationship Act 2003*

BUDGET IMPLICATIONS

Nil.

RISK CONSIDERATION/S

Risk	Likelihood	Consequence	Rating	Risk Mitigation Treatment
Adopt the recommendation No material risk associated with adopting the recommendation.	Possible	Negligible	Low	Nil.
Do not adopt the recommendation Policy review date overdue.	Possible	Moderate	Moderate	Review and amend Policy for presentation at a future Council Meeting.

OFFICER'S COMMENTS

The draft Policy has been reviewed in accordance with Council's Corporate Calendar and is recommend for adoption.

OFFICER'S RECOMMENDATION

That Council adopts the Work Health and Safety Policy as attached to this report item effective 25 February 2025.

9 NOTICES OF MOTION

9.1 Notice of Motion - Clr Neil Edwards

ATTACHMENT/S

1. Spoke Motorbike Festival - Feburary 2024 Council Report (Wildlife on Mayfield Beach) [**9.1.1** - 5 pages]
2. Event Support Grant Application Form 2024 Spoke Motorcycle Festival [**9.1.2** - 6 pages]

PURPOSE

To request Council to provide event support to Swansea Motorcycle Association Ltd for the Spoke Motorcycle Festival 2025.

BACKGROUND/OVERVIEW

At the previous council meeting no decision was reached to provide support to this event. The event seems to have support for the positive impact on the community and economy and so I have requested support for the festival be further considered.

Request for support from Council:
The festival organiser's request for assistance is as follows;

- Financial Contribution
    - $2,000 to be used for delivery and removal of general waste skip bins.
    - Delivery and storage of on-site drinking water
    - Site Safety signage.
- Waste Management
    - Provision, delivery and pick up of empty general waste bins (red) as resources permit.

GENERAL MANAGER'S COMMENTS

Festivals bring many benefits to our communities, such as boosting the local economy and attracting more tourists. Retail and tourism businesses can benefit from the increased visitor numbers. This event will have a positive economic effect for the area.

The Spoke Motorcycle Festival organisers have asked for a medium level of support from Council similar to other events in the municipality.

In the interest of promoting equitable treatment for all event organizers, the Council officers recommend considering the following options:

- Council will supply, deliver and collect bins as resources permit. Council will provide a supply of bin liners to be used for each bin, with any unused bin liners returned to the Council at the end of the event. The bins must be emptied regularly by the event

organisers and returned in the same condition they were provided. Damaged bins are to be repaired/replaced at the cost to the organiser.

- Provide a financial contribution of $2,000 towards expenses of the event.
- The event organiser will be required to supply photographs to the Council and grant permission for their use.

MOTION

MOVED Clr Edwards, SECONDED

That Council approves the event support application from Swansea Motorcycle Association Ltd for the **Spoke Motorcycle Festival 2025,** providing a cash contribution of $2,000 and in-kind support, subject to available resources.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Mayor is to declare the meeting closed to the public in order to discuss the following matter/s:

Item 1: **Minutes of Closed Session – Ordinary Council Meeting held on 28 January 2025**
As per the provisions of regulation 34 of the *Local Government (Meeting Procedures) Regulations 2015.*

Item 2: **Sale of land for unpaid rates**
As per the provisions of Regulation 15 (2) (f) of the *Local Government (Meeting Procedures) Regulations 2015.*

Item 3: **Personnel Matter**
As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015.*

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**