

Minutes of the Meeting of the Glenorchy City Council held at the Council Chambers on Monday, 29 June 2020 at 6.00 p.m.



NOTE: Due to social distancing restrictions around COVID-19, the meeting was conducted by video link. Parts of the open part of the meeting were streamed live on Council's Facebook page.

Present (in Chambers): Alderman Kristie Johnston (Mayor)

Present (by video link): Aldermen Bec Thomas (Deputy Mayor), Peter Bull, Jan Dunsby, Simon Fraser, Steven King, Gaye Richardson, Angela Ryan, Melissa Carlton, Kelly Sims

In attendance (in Chambers): Tony McMullen (General Manager), Bryn Hannan (Executive Officer)

Appropriate social distancing arrangements were in place for those in attendance in Chambers

In attendance (by video link): Jenny Richardson (Director Corporate Services), David Ronaldson (Director Community and Strategy), Sam Fox (Director Development and Customer Service), Ted Ross (Director Infrastructure and Works), Tina House (Manager Finance and ICT), Alex Woodward (Manager Property, Environment and Waste), Marina Campbell (Manager Community), Tracey Ehrlich (Manager Corporate Governance), Robbie Shafe (Manager Customer Services), Kate Whitbread (Coordinator Childcare Services), Adam Muyt (Acting Environment Coordinator).

Leave of Absence:

- Workshops held since last Council Meeting**
- Date:** Monday, 1 June 2020
- Purpose:** To discuss:
- Future Waste Transfer Station - Resonance
 - Footpath Policy
 - Leasing and Licensing policy.
- Date:** Tuesday, 9 June 2020
- Purpose:** To discuss:
- 2020/21 Annual Plan
 - Budget
 - Economic Stimulus Package
 - Aldermanic training – Prevention of bullying in the workplace.
- Date:** Monday, 22 June 2020
- Purpose:** To discuss:
- Customer Service Strategy and Open for Business Review.

Due to COVID-19 restrictions, no members of the public attended the open part of the Council Meeting. The peak number of viewers for the livestream of the meeting on Council's Facebook page was 31 viewers.

Alderman Bull was absent for the beginning of the meeting due to technical issues.

The Chair acknowledged and paid respect to the Tasmanian Aboriginal Community as the original and traditional and owners and continuing custodians of the land and their elders, past, present and emerging.

1. APOLOGIES

None.

2. CONFIRMATION OF MINUTES

The Chair noted that revised set of minutes for the Special Council Meeting on 19 June 2020 had been circulated to Aldermen late on the day of the meeting, and that it was the revised minutes that were being confirmed.

Resolution:

RYAN/RICHARDSON

That the minutes of the Council Meeting held on Monday, 25 May 2020 be confirmed.

That the minutes of the Special Council Meeting held on Friday, 19 June 2020 be confirmed.

The motion was put.

FOR: Aldermen Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

3. ANNOUNCEMENTS BY THE CHAIR

None.

4. PECUNIARY INTEREST NOTIFICATION

The Chair asked if any Aldermen had, or were likely to have, a pecuniary interest or a conflict of interest in any items on the Agenda.

The General Manager declared an interest in Item 23 (General Manager's Contract of Employment).

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

6. PUBLIC QUESTION TIME (15 MINUTES)

The Chair noted that due to members of the public not being in able to attend the meeting due to the COVID-19 pandemic, public questions were instead able to be submitted in writing.

The following questions were received.

Questions on notice – Eddy Steenbergen (Received 27 May 2020)

1. Does Council take an interest in the quantity and frequency of bus services available in Glenorchy? If yes, then does Council have any written policy or guidelines that guide its decision-making regarding bus services?

- A. Council works with Metro in providing infrastructure that supports bus services, including bus stop infrastructure (shelters, seating etc.), footpath and crossings to support access to stops, and managing other traffic and road related issues. Council has quarterly meetings with Metro to discuss matters relating to public transport.

However, Council does not provide input into the operational aspects of Metro services (e.g. bus routes, frequency etc.)

2. Has Council ever undertaken any consultation with Glenorchy residents regarding their bus services? If so, can I see the resulting report?

- A. Council engaged with the community as part of the development of the Council's Community Plan that includes references to the importance of transport connections including public transport. Under our banner of Making Lives Better, there are references to the provision of a range of transport choices, including public transport.

3. Do Council staff ever routinely consult with Metro Tasmania when assessing applications for planning permits? If so, in what circumstances and on what types of matters?

- A. Council refers major developments, such as the Whitestone Points subdivision, to Metro seeking comments on planning applications. Planning Scheme Amendments that propose to re-zone large areas of land for residential use, or have potential impacts on the transport network, are also referred to Metro.

4. I understand Council and Metro Tasmania have signed a Memorandum Of Understanding that guides their interactions. May I have a copy? If not, why not?

- A. It is correct that Council has a Memorandum of Understanding with Metro. The MoU sets out how Council and Metro will work together to deliver bus services to the community. It is an internal document that sets out the commitment of each party, and as such we are not prepared to release it publicly.

5. **I'm informed by someone at Metro Tasmania that Council has never discussed the public transport implications of any major subdivision with them. Is that true? If not, can you provide an example?**
- A. As noted above, Council routinely refers significant developments to Metro for comment. We can't comment on why any development may or may not have been referred to Metro without knowing which development is being referred to.
6. **How many aldermen have travelled on Metro Tasmania buses in the past 12 months?**
- A. 8 of Council's 10 Aldermen have travelled on Metro Tasmania buses in the past 12 months.

Questions on notice – Robert Holderness-Roddam (Received 23 June 2020)

1. **For the last year, since 1st July 2019, how many complaints has the Glenorchy Council received regarding smoke produced by wood heaters in homes?**
- A. Between 1 July 2019 and 23 June 2020, Glenorchy City Council received 14 complaints about smoke produced by wood heaters.
2. **What actions were taken to investigate these complaints?**
- A. Actions taken to investigate these complaints involve an initial letter being sent, and providing information and documentation from the Environment Protection Authority's 'Burn Brighter this Winter' program that runs during the winter months each year.
- Council Officers also undertake site visits to verify the smoke nuisance and speak to property owners when possible to discuss ways to improve their wood heater use.
- Council has previously had information available in the Council Chambers, along with a static display in Northgate Shopping Centre to advise the public on best practice when operating a wood heater.
- Each year, the Environment Protection Authority advertises in local newspapers, Statewide newspapers and on social media to remind the public of ways they can reduce their smoke emissions and be compliant with the legislation.
3. **What action, if any, was taken to monitor non-compliant households to ensure wood smoke emissions had been reduced to the level required under the regulations (i.e. *Environmental Management and Pollution Control (Smoke) Regulations 2019*)?**
- A. Council officers undertake site visits to verify the smoke nuisance to determine compliance with the *Environmental Management and Pollution Control (Smoke) Regulations 2019*. Council officers, where possible, speak to property owners to

discuss ways to improve their wood heater use, discuss where their wood supply is sourced etc.

Officers also rely on complainants notifying Council that the issue is still causing concern, so that we can take further action if necessary.

4. Do Council staff actively monitor wood heater smoke pollution by visiting areas during early mornings, evenings and at weekends?

- A. Council Officers do not actively monitor wood heater smoke as we do not have the resources to monitor early in the morning, in the evenings or on a weekend.

However, during routine daily tasks in the community, Council Officers regularly monitor for problem wood heaters and make contact with residents where a potential nuisance is identified.

7. PETITIONS/DEPUTATIONS

None

COMMUNITY

Community Goal: "Making Lives Better"

8. ANNOUNCEMENTS BY THE MAYOR

File Reference: Mayoral Announcements

Reporting Brief:

To receive an update on the recent activities undertaken by the Mayor.

Resolution:

THOMAS/RYAN

That Council:

RECEIVE the announcements about the activities of the Mayor during the period from Tuesday, 19 May to Monday, 22 June 2020.

The motion was put.

FOR: Aldermen Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

The meeting was adjourned for due to technical issues with the live feed at 6:31 pm

The meeting resumed at 6:43 pm

Alderman Bull was present at the meeting when it resumed, having joined the video conference at 6:35 pm.

9. DRAFT CUSTOMER SERVICE STRATEGY 2020-25

File Reference: Customer Service Strategy

Reporting Brief:

To present the draft *Glenorchy City Council Customer Service Strategy 2020 – 2025* to Council and seek Council's approval to release the draft strategy for public consultation and comment.

Resolution:

RICHARDSON/THOMAS

That Council:

1. RECEIVE and NOTE the *draft Glenorchy City Council Customer Service Strategy 2020–2025 (Strategy)* in the form of Attachment 1
2. APPROVE the release the draft Strategy for public consultation and comment, and
3. NOTE that the draft Strategy will be returned to Council at a future meeting following community consultation for final adoption.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

10. EADY ST (GLENORCHY RECREATION RESERVE) NEW AMENITY BUILDING PLANS

File Reference: Capital Works

Reporting Brief:

To present the final design concept for the new Eady Street (Glenorchy Recreation Reserve) amenity building to Council and seek Council's endorsement of the design prior to presenting it to the Australian Government as part of the project's funding requirements.

Resolution:

THOMAS/RICHARDSON

That Council:

1. ENDORSE the proposed Eady Street Amenity Building Plan in the form of Attachment 1, and
2. NOTE that Council officers will continue to work closely with the three resident sports clubs in delivering the outcomes of this project.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

11. CHILD CARE CONNECTIONS POLICY AND PROCEDURES REVIEW

File Reference: Child Care Connections

Reporting Brief:

To recommend that Council adopts five (5) updated and one (1) new Child Care Connections policies and procedures.

Resolution:

DUNSBY/RYAN

That Council:

1. ADOPT the following newly developed and revised Child Care Connections policies and procedures:
 - (a) COVID-19 Dealing with Coronavirus in the Workplace Policy 2020 in the form of Attachment 1
 - (b) Incident Injury and Trauma Policy 2020 in the form of Attachment 2
 - (c) Media Policy 2020 in the form of Attachment 3
 - (d) Infectious Diseases and Illness Policy 2020 in the form of Attachment 4
 - (e) Lost Child Policy 2020 in the form of Attachment 5, and
 - (f) Medical Conditions Policy 2020 in the form of Attachment 6.
2. NOTE that the changed policies will be appropriately communicated to all relevant parents and carers as required under regulation 172 of the *Education and Care Services National Regulations*.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

12. CBD REVITALISATION PROJECT - STAGE 3B COMPLETION REPORT

File Reference: CBD Revitalisation Project - ID: 2847238

Reporting Brief:

To report on the completion of Stage 3B of the CBD Revitalisation Project.

Resolution:

FRASER/BULL

That Council:

1. RECEIVE and NOTE the CBD Revitalisation Project Stage 3B Completion Report for the period of July 2019 to May 2020.
2. NOTE that the CBD Revitalisation Project Stage 3B, which included a short relocation of the Glenorchy bus mall to install a raised-table intersection of major roads (Tolosa Street and Main Road), was completed on budget and inside the projected timeframe.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

ENVIRONMENT

Community Goal: “Valuing our Environment”

13. DRAFT GLENORCHY MOUNTAIN BIKE MASTERPLAN

File Reference: Mountain Bike Masterplan

Reporting Brief:

To provide Council with a report on the development of the draft Masterplan for the Glenorchy Mountain Bike Park and seek Council’s approval for the Masterplan to be released for public exhibition and comment.

Resolution:

SIMS/CARLTON

That Council:

1. ENDORSE the release of the draft Masterplan for the Glenorchy Mountain Bike Park (**Masterplan**) for public exhibition and comment for approximately four weeks, commencing in late July 2020 (subject to the resolution in paragraph 2, below)
2. NOTE the draft Masterplan presented to Council mistakenly included part of the land leased to the Sporting Shooters Association of Australia, Glenorchy Branch, in the study area and that this will be rectified in the version released for exhibition and comment, and
3. NOTE that the recommended final Masterplan would incorporate community feedback provided during public engagement and would be presented to Council at a future meeting.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

14. WASTE MANAGEMENT STRATEGY - REPORT ON ACTION PLAN

File Reference: Waste Services

Reporting Brief:

To provide an update to Council on the progress of delivering the Waste Management Strategy Action Plan.

Resolution:

RICHARDSON/DUNSBY

That Council:

1. RECEIVE and NOTE this update on the Waste Management Strategy Action Plan
2. ENDORSE the revised actions and targets of the Waste Management Strategy as identified in Attachment 1, and
3. INCORPORATE a reference to addressing the use of single use plastics in the Waste Management Strategy Action Plan.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

GOVERNANCE

Community Goal: “Leading our Community”

15. LEASING AND LICENSING OF COUNCIL OWNED AND MANAGED PROPERTY POLICY

File Reference: Council Policies

Reporting Brief:

To recommend that Council adopts the Leasing and Licensing of Council Owned and Managed Property Policy.

Resolution:

RICHARDSON/THOMAS

That Council:

APPROVE the Leasing and Licensing of Council Owned and Managed Property Policy in the form of Attachment 1.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

16. MINISTERIAL DIRECTIONS - ANNUAL REPORTING REQUIREMENT

File Reference: Ministerial Directions

Reporting Brief:

To inform Council of the progress in completing the Ministerial Directions requirement to provide annual reports to the Minister for Local Government.

Resolution:

DUNSBY/BULL

That Council:

1. RECEIVE and NOTE the report updating Council on the progress of satisfying the Ministerial Directions as at 18 June 2020, and particularly in relation to ongoing reporting
2. NOTE that officers from the Local Government Division are satisfied with Council's ongoing progress in implementing the Ministerial Directions, and
3. NOTE that Audit Panel Chair's annual reports for the 2019/20, 2020/21 and 2021/22 financial years will be provided to the Minister and that this will satisfy ongoing reporting requirements under the Ministerial Directions.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

17. PROCUREMENT AND CONTRACTS - MONTHLY REPORT

File Reference: Procurement

Reporting Brief:

To inform Council of exemptions that have been applied to procurements under Council's Code for Tenders and Contracts for the period 13 May to 16 June 2020 and to provide updates on other relevant procurement matters.

Resolution:

THOMAS/RICHARDSON

That Council:

RECEIVE and NOTE the Procurement and Contracts Monthly Report for the period from 13 May to 16 June 2020.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

18. FINANCIAL PERFORMANCE REPORT TO 31 MAY 2020

File Reference: Corporate and Financial Reporting

Reporting Brief:

To provide the monthly Financial Performance Report to Council for the period ending 31 May 2020.

Resolution:

BULL/THOMAS

That Council:

RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 31 May 2020 in the form of Attachment 1.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

19. NOTICES OF MOTIONS – QUESTIONS ON NOTICE / WITHOUT NOTICE

Question on Notice – Alderman Fraser

Q. A member of the public has contacted me with concerns about people walking their dogs in the restricted areas along the Montrose foreshore, boardwalk and other restricted areas around the Derwent foreshore. What is Council doing to manage this practice?

A. (Director Infrastructure and Works) We have been continuing to monitor the situation with people walking dogs in restricted zones in this general area, particularly as plans for the new Montrose Bay Playspace progress. At some point we may need to introduce new regulations to control this practice, or come up with another solution such as creating a dog park.

At this stage we are continuing to monitor it and respond as necessary

Q. I am advised that some cafes in the Moonah CBD are trying to introduce outdoor seating but are experiencing difficulties. What is preventing cafés from implementing outdoor dining in the Glenorchy CBD?

A. The question was taken on notice.

Question without Notice – Alderman Dunsby

Q. Given that social distancing restrictions are now easing, when can we return to having Council meetings with members of the public in attendance back in Chambers?

A. (Mayor) While the COVID-29 situation is improving, we still need to be mindful of the number of people that can meet in chambers. At present, with the current 2 metre rule, we can only currently accommodate the ten Aldermen plus, the General Manager, four Directors and Executive Officer in Chambers, with limited members of the public confined to the upstairs gallery.

Under the relevant legislation, we have 60 days after the end of the COVID-19 emergency period to reinstitute public Council meetings. We don't want to rush this process and need to ensure that we continue to make the health and safety of everyone visiting Council Chambers our priority.

Resolution:

DUNSBY/BULL

That the meeting be closed to the public to allow discussion of matters that are described in Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

The Chair advised that although the meeting was not able to be streamed live due to technical issues, the full video of the meeting would be uploaded to Council's Facebook page as soon as possible so that members of the public could observe proceedings.

The meeting was adjourned for a short break at 8:29 pm

CLOSED TO MEMBERS OF THE PUBLIC

The meeting resumed at 8:35 pm

Resolution:

RYAN/CARLTON

That the agenda be reordered so that item 24 (Notices of Motion/Questions on Notice and Without Notice) is dealt with before Item 23 (General Manager's Contract of Employment).

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

20. CONFIRMATION OF MINUTES (CLOSED MEETING)

The Chair noted that revised set of minutes for the Special Council Meeting on 19 June 2020 had been circulated to Aldermen late on the day of the meeting, and that it was the closed portion of these revised minutes that was being confirmed.

Resolution:

RYAN/RICHARDSON

That the minutes of the Council meeting (closed session) held on Monday, 25 May 2020 be confirmed.

That the minutes of the Special Council meeting (closed session) held on Friday, 19 June 2020 be confirmed.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson, Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

21. APPLICATIONS FOR LEAVE OF ABSENCE

None

GOVERNANCE

Community Goal: “Leading our Community”

23. GENERAL MANAGER'S CONTRACT OF EMPLOYMENT

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(a) (Personnel matters, including complaints against an employee of the Council and industrial relations matters) and (2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

24. NOTICES OF MOTIONS – QUESTIONS ON NOTICE / WITHOUT NOTICE (CLOSED)

None.

The General Manager and all staff left the meeting at 8:55 pm

23. GENERAL MANAGER'S CONTRACT OF EMPLOYMENT

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(a) (Personnel matters, including complaints against an employee of the Council and industrial relations matters) and (2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

File Reference: GMPRC

Reporting Brief:

To consider the proposed Contract of Employment for the reappointment of the General Manager.

Resolution:

RICHARDSON/ THOMAS

That Council:

1. APPROVE the proposed Contract of Employment with Tony McMullen, Council's General Manager in the form of Attachment 1 (Contract)
2. AUTHORISE the Mayor to execute the Contract of Employment on behalf of Council
3. AUTHORISE the Mayor to exercise all necessary discretions under the Contract of Employment in relation to expenses and leave entitlements during the term of the Contract, and
4. After considering privacy and confidentiality issues, RESOLVE that the information contained in this report, decisions, discussions and documents:
 - (a) may be used and communicated by Council officers in the performance of their duties
 - (b) may be disclosed by the Mayor as the spokesperson of Council, and
 - (c) may not be disclosed by Aldermen.

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson and Carlton

AGAINST: Aldermen Fraser and Sims

The motion was CARRIED.

BULL/DUNSBY

That Council move back into open Council:

The motion was put.

FOR: Aldermen Bull, Ryan, Dunsby, King, Thomas, Johnston, Richardson,
Fraser, Carlton and Sims

AGAINST:

The motion was CARRIED.

The meeting closed at 9:09 pm.

Confirmed,

CHAIR