

**COUNCIL MEETING
AGENDA
MONDAY, 29 NOVEMBER 2021**



GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

The General Manager certifies 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.

A handwritten signature in blue ink, likely of Tony McMullen, the General Manager.

Tony McMullen
General Manager
24 November 2021

Hour: 6.00pm

Present (in Chambers):

Present (by video link):

**In attendance (in
Chambers):**

**In attendance (by video
link):**

Leave of Absence:

**Workshops held since
last Council Meeting**

Date: Monday, 1 November 2021

Purpose: To discuss:

- Aldermanic review of Long-term Financial Management Plan

Date: Monday, 8 November 2021

Purpose: To discuss:

- Overview of new Tasmanian Planning Scheme Glenorchy

Date: Monday, 15 November 2021

Purpose: To discuss:

- Sport, Recreation and Entertainment Hub masterplan
- Dog Management Policy Review
- Glenorchy District Football Club Lease
- Communications Strategy and Media Policy
- Major Projects update

Date: Monday, 22 November 2021

Purpose: To discuss:

- Statement of Commitment on Housing – annual update
- By-law update and process
- Governance framework
- Policy
- Playspace strategy

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council meeting held on 25 October 2021 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

James Bryan, Montrose

Q: In the 2019/20 annual report it is stated a \$5 million loan has been accessed from the State Government included in the list of projects that this loan will assist with, it states 'works which will support strategic investment in tourism, marine and defence, retail and hospitality precincts in the City.

Does this \$5M loan include the proposed initiatives in the Prince of Wales Bay area and Berriedale Peninsula, in particular the public reserve once referred to as Cameron park, if not what additional loans from the State Government have been negotiated and what is the total amount?

What works will be completed with these loans in the interest of transparency and accountability, what are the requirements in reporting to rate payers about these loans? what is the repayment schedule? What are the consequences if repayments cannot be made? How does the Glenorchy City Council plan to fund the repayment of the debt that these loans have created? Reduce services to rate payers or increased rates?

A. Prior to the outbreak of COVID-19, the Glenorchy economy was distressed, with high unemployment, low resident workforce participation and low educational attainment. While we were starting to see some improvement, our economy was not yet resilient to economic shocks. In the early days of the COVID-19 pandemic, it became apparent that Council needed to take immediate action to mitigate the impacts of lockdowns on our fragile economy. Having recently completed the *Glenorchy Economic Development Strategy*, we had a sound understanding of our economy and the actions we need to take to assist those sectors of the economy most impacted by COVID-19. Using preliminary economic modelling of the COVID-19 impact and in consultation with our stakeholders, Council developed a \$5m Economic Recovery Program to support those sectors in our economy under most strain. Projects in the Economic Recovery Program include:

- Activity City – Activity City is a website and business development program developed in 2020 to encourage residents to buy local and to support local businesses to adapt to COVID-19. Under the program, we contact our businesses and advise of support options available from governments. Activity City helps businesses promote themselves online, particularly to our local residents and to operate in the new context
- Greater Glenorchy Plan - This project has delivered a Greater Glenorchy Plan endorsed by Council in February 2021, which included precinct plans for Moonah, Glenorchy and Claremont CBDs, that are based on their identities, roles and functions. Precinct planning helps us drive recovery and growth for tourism, retail and hospitality sectors. Implementation of the Plan is now underway.
- Showcase – This project delivered an Arts and Culture Strategy, as well as an iconic placemaking program, Showcase Moonah to activate the Moonah CBD area and promote local businesses and creators. This was a huge success, with 14 activities delivered by local artists, creatives and innovators to activate, promote and celebrate Moonah in mid-2021
- Corridor of Modern Art (COMA) – This project aims to leverage Glenorchy's arts and culture reputation through a public art trail and tourism asset. It saw the installation of ten new murals along the Intercity Cycleway between Moonah and MONA, creating an exciting new arts-tourism attraction for our City
- Marine and Innovation Masterplan – The project developed a Marine and Innovation Masterplan to support growth and investment in the Prince of Wales Bay Marine and Defence Cluster. Closer collaboration between Prince of Wales Bay and Derwent Park businesses and the Tasmanian

Technopark will create positive 'spill over' as local businesses network and learn from our state's top innovators and international exporters

- Regional Sport, Recreation and Entertainment Masterplan - Glenorchy is home to regionally significant sport, recreation and entertainment facilities within walking distance of each other. This cluster has significant potential for strategic collaboration. Development of partnerships was the first stage to enable creation of a masterplan for the area, which will ensure significant investments earmarked for Hobart Showgrounds and Wilkinsons Point developments are strategically aligned and complementary
- City Scape - This project is working with developers, public and private service providers to progress the development of a Masterplan for a multifunctional civic heart for the Glenorchy CBD. This includes grants to small businesses to 'activate' their shopfronts, a weekly market, and encouraging outdoor eating
- Green-shoots in Glenorchy – This project will set up a business incubation hub to provide a centre for new and emerging businesses to seek support, interact with peers, collaborate, access business mentors and get advice. Glenorchy's large migrant community has strong entrepreneurial drive but needs support to grow into viable established businesses
- Creation of a new Cycling Hub - Relocation of the BMX Track at Berriedale Peninsula is proposed to better align land use with the Berriedale Masterplan. The BMX track at Berriedale does not meet the current requirements for racing and moving it to an alternate location would provide all year activity and better meet the Club's needs
- Making Berriedale Peninsula development ready – This project will invest in infrastructure improvements to the former caravan park site, to make the area 'shovel ready' for development. Mona will redevelop the Caravan Park on land leased from Council, including works on roads, parking, utilities, landscaping and pathways. Council will lease the site to Mona, who will develop and operate the facility.

The Tasmanian Government announced the Local Government Loans Program in April 2020. The purpose of the Local Government Loans Program was to encourage local governments to invest and employ more Tasmanians to upgrade, renovate and to do necessary maintenance to improve existing local government infrastructure. Loans were provided to local governments interest free for a three-year period for approved projects. The Local Government Loans Program is managed and administered by the Department of Treasury and Finance.

In the 2020/21 budget, Council approved a \$5m loan from the Tasmanian Government Local Government Loans Program to fund its Economic Recovery Program. The loan was drawn in December 2020 following a council resolution (at the November Council meeting) that approved the drawdown. All

borrowings are approved by Council in an open council meeting and also approved by Department of Treasury and Finance.

In May 2021, Council chose not to proceed with part of one of the projects in the Program, being Cityscape phase 1. As a result, \$1.8m of the loan funds are to be repaid to TasCorp in the first half of the 2021/22 financial year.

Biannual repayments are made on the loan debt, with the debt scheduled to be repaid within 5 years, as per Council's approved Long Term Financial Management Plan. No increase in charges nor reduction in services has been undertaken to fund the repayment of the debt.

All Economic Recovery Program projects have been reported in the 2021 Annual Report, quarterly reports to Council and annually to the Department of Treasury and Finance.

Eddy Steenbergen, Rosetta

I'll preface my question by saying that I am a frequent and regular user of Metro Tasmania bus services and look forward to a day when I and others aren't forced to own our own vehicle in order to live a full and active life in Glenorchy. So I naturally want better public transport services in Glenorchy.

In the current Glenorchy Economic Development Strategy there is a medium-term action to "advocate for improved public transport". And in the progress report received by Council in March this year, the status of that action was "commenced" and delivery was to be via the Hobart City Deal.

My questions:

Q1a. What has Council actually done to advocate for improvement in public transport?

- Council's advocacy work has, in recent years focused, on the potential for activation of the Northern Suburbs transit Corridor to bring more people in our community closer to services and transport. This has been through the City Deal and Greater Hobart Strategic Partnership (see below).
- Historically, Council has worked with Metro and the Department of State Growth on bus prioritisation measures for the high frequency public transport corridor between Glenorchy and Hobart, which is the most well-patronised route in the State. These aim to improve bus travel times and service reliability along the route which is a work in progress.
- Council is currently working with inner metro Councils and the Department of State Growth around a range of issues relating to responsibility for ownership, maintenance and Disability Discrimination Act upgrade of bus stops in Greater Hobart.
- Council is in the process of renegotiating its Memorandum of Understanding (MOU) with Metro, which defines, in a non-binding way, the respective roles and responsibilities of the two organisations towards each other. The completion of the MOU is in abeyance, pending clarification of outstanding matters relating to bus stops.

- Council's land use planning strategies seek to integrate land use and public transport and bring more people closer to services.
- The Mayor and General Manager have regular dialogue with the Chair and CEO of Metro, recognising that Metro is a contracted service provider for the Department of State Growth.

Council officers meet quarterly with Metro officers to discuss issues affecting both parties including:

- new developments that may require bus services
- upcoming council projects that may affect bus stop infrastructure
- upgrades required
- route changes

Council has recently upgraded a number of bus stops as part of wider capital works projects, including most recently the bus stop between Alcorso Drive and MONA.

Council officers are working with State Growth on identifying an appropriate location for a Bus Transit (Park and Ride) site.

Council officers have worked with State Growth in conjunction with the other metro Councils to identify a number of Active Transport options and feasible projects for future budget consideration.

Q1d. Can you tell me what Glenorchy has in fact received from the Hobart City Deal?

A: The Mayor of Glenorchy signed the Hobart City Deal, along with the Prime Minister, Premier and the Lord Mayor of Hobart and Mayors of Clarence and Kingborough on 24 February 2019.

The Hobart City Deal is a 10-year agreement between the governments and the councils to deliver a range of initiatives to benefit Greater Hobart.

The initiatives most relevant to Glenorchy are:

- establishing a reliable, sustainable and cost effective transport system including activation of the former rail corridor
- delivering a diverse range of affordable housing options
- establishing governance to support better strategic planning for the city in the form of a Greater Hobart Act, and
- investing to support Hobart as a smart, liveable and investment ready city.

More information is provided on the Hobart City Deal website: <https://www.hobartcitydeal.com.au/home>

Key achievements under the City Deal for Glenorchy to date have been:

- Work to investigate future use of the Northern Suburbs Transit Corridor for which there is a commitment to activate the corridor within 5 to 10 years.
- This has included development of a Transit Mode Analysis which shortlisted the preferred modes to light rail and bus rapid transit, input into how \$25M in Federal Congestion funding is to be allocated to the corridor and a Growth Strategy currently under development to identify the objectives and opportunities for development along the Corridor.
- Development of Affordable Housing in Glenorchy by the State and Federal Governments, including 101 social housing units directly funded under the Hobart City Deal (77 of these are now complete), and a further 219 new lots and homes including:
 - 57 lots of land
 - 83 social housing dwellings
 - 18 homelessness accommodation
 - 34 supported accommodation,
 - 27 home ownership,

funded under Tasmanian Government initiatives.

In addition, the Federal government in partnership with community housing providers has delivered the following additional social housing in the city:-

Provider	No of dwellings	Type	Location
CCT	4	Social	Glenorchy
	49	Social	Claremont
HCT	26	Social	Rosetta
	6	Social	Granton
SAAT	3	Supported (disability)	Glenorchy
	3		Berriedale
Total	91		

- \$83.5M of committed State government investment in the MyState Bank Arena precinct including the future indoor sports facility next door.
- Development of a Greater Glenorchy Plan.
- Development of a Greater Hobart Act which establishes a Greater Hobart Committee to enable joint co-operation of the State Government and the 4 inner metropolitan Councils on infrastructure and strategic planning initiatives for Greater Hobart. These currently include the development of a Greater Hobart Vision, significant work towards a MetroPlan for Greater Hobart to assist metropolitan strategic planning around settlement patterns,

infrastructure and economic development and the development of a workplan for Greater Hobart.

Here is the link to the Greater Hobart Committee website:

<https://www.greaterhobart.tas.gov.au/home>

The City Deal's next Implementation Plan is expected to be released in the first quarter of 2022, with negotiation of the next three years of the rolling plan to be undertaken after that.

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

- the Council Meeting is a formal meeting of the Aldermen elected by the Glenorchy community. It is chaired by the Mayor
- public question time is an opportunity in the formal meeting for the public to ask questions of their elected Council representatives about the matters that affect ratepayers and citizens
- question time is for asking questions and not making statements (brief explanations of the background to questions may be given for context but comments or statements about Council's activities are otherwise not permitted)
- the Chair may permit follow-up questions at the Chair's discretion, however answers to questions are not to be debated with Council
- the Chair may refuse to answer a question, or may direct a person to stop speaking if the Chair decides that the question is not appropriate or not in accordance with the above rules
- the Chair has the discretion to extend public question time if necessary.

Questions on notice – Eddy Steenbergen, (received 31 October 2021)

I'm interested in the Glenorchy Planning Authority (GPA) and how it works. The GPA is a council committee with terms of reference (TOR). The copy provided to me by Council is dated October 2015. It is a surprisingly brief and rudimentary document for such an important function and doesn't conform to the standard layout specified in the Committees Policy.

My first group of questions relate to the TOR.

Q1. Has the TOR been reviewed since October 2015? If so, can I have a copy of the report arising from the most recent review?

A. A review of our meeting records suggest the Terms of Reference have not been reviewed since 2015. Membership and other issues have been updated. The frequency of reviews of Terms of Reference is a matter for the Council to determine.

However, it should be noted that:

- The GPA has a wide delegation from Council to determine planning matters. Its TORs record that it has:

Delegated power to determine those statutory land use planning matters listed on the Glenorchy Planning Authority Agenda

- When Council is acting as a planning authority, which it does at all meetings of the GPA (by making an express declaration, as it is required to), it is required by law to operate in accordance with the *Land Use Planning and Approvals Act 1993* and any other applicable legislation. Accordingly, while the terms of reference of the GPA are brief, there is no need for them to be detailed, given the extensive regulations around the powers of planning authorities contained in the legislation.
- the GPA is also a Council committee established under section 24 of the Act, meaning that all of its meeting procedures must, by law, be governed by the *Local Government (Meeting Procedures) Act 2015*. Its members are also subject to the provisions of the *Local Government Act* (for example, around requirements to declare pecuniary interests). Meeting procedures may be included in some terms of reference for committees, but there is no need to include them in the TOR for the GPA because they are set out in an Act of Parliament.

Q2. When is the next review of the TOR due?

- A. Council has previously reviewed Terms of Reference such as these after elections, including to update membership. Legislation requires Council only to review the meeting times, which are routinely updated. The establishment of a new GPA (after the next Council elections in October 2022) would be the next appropriate point to review the Terms of Reference.

Q3. Given the central role of the GPA in Council operations, will the public be provided with a mechanism to contribute to that review? If not, why not?

No. The GPA is obliged by law to operate in accordance with planning legislation as a planning authority and to uphold the current planning scheme. The GPA's role is not to exercise the Council's general powers (and it has no delegation to do so).

It does not make decisions in accordance with the usual consultative frameworks. The GPA is required by law to operate with a high degree of independence and to decide applications within very restrictive timeframes.

Q4. When will the TOR be reformatted to conform to the standard layout? I also have some questions about operation of the GPA

- A. Given the Terms of Reference are not affected by its formatting, the most appropriate time to re-format into the new template will be when they are next reviewed.

Q5. Does the GPA have any procedural mechanism to refer a matter to a full Council meeting?

For example, suppose the GPA were to come to the view that Council should more actively pursue increased Metro Tasmania services in a specific area. Does the GPA have any way to inform full Council of that view?

The GPA's role is to determine statutory land use planning matters in accordance with legislation. It is not a policy review or advisory body.

If GPA members identify broader issues of policy, they can convey these issues to Council through the usual processes (for example, by moving a motion at an ordinary Council meeting).

Q6. Does the GPA have a procedural mechanism for requesting action from Council?

A. Refer to the answer to question 5, above.

Q7. Over 40% of GPA meetings in this Council term have not had the full panel of five Aldermen in attendance. Has Council reflected on this problem, and what options has it considered to address it?

A. There may be many reasons for the non-attendance of an Alderman. The TORs for the GPA provide that proxy positions are to be rotated among remaining Aldermen. This is intended to reduce the likelihood of less than 5 members attending. While every attempt is made to replace members unable to attend the GPA, this is not always possible, particularly at short notice.

Attendance records of Alderman are reported to the public in the Annual Report and the public can discuss this with Aldermen.

Q8. Four meetings of the GPA have had only three members present (a bare quorum). In that situation, it appears that a DA can be decided by only two members of the GPA - less than half the authority. That seems to me undemocratic. Does Council agree? If not, why not?

The legislation determines matters such as an acceptable quorum. The Council has discretion to decide how many Alderman are members of a Council committee and a quorum is the minimum acceptable participation for decision making purposes. Therefore, there is no conceptual 'bare quorum' in law. A quorum is either met or it is not. As noted in the answer to question 3, the GPA is obliged by law to uphold the current planning scheme.

There is no suggestion that the effectiveness of the GPA is restricted by the size of its membership, as long as the quorum (whatever that may be) is reached. Council has reviewed its members membership of the GPA three times during the current Council term (once at the beginning and following the resignations of Aldermen Stevenson and Johnston) and has not sought to change the present number of members.

Q9. Does the GPA have a procedural mechanism to report to Council on an ad hoc basis?

A. The records of meetings are accessible to Alderman and are also publicly available. As the members are Alderman, they can refer any strategic questions to the full Council if they so choose.

Q10. Why do the quarterly performance reports mentioned in the TOR go directly to Aldermen, not to Council?

- A. Performance reports on the number of development applications received are provided to Council on a quarterly basis and are published as key performance indicators in Council's quarterly report. These include the number of applications received and the percentage of those applications that are assessed within the defined statutory timeframes. A supplementary list of all applications decided is provided to all Aldermen on a quarterly basis for their information.

Q11. Why doesn't the GPA provide an annual report to Council as some other committees do?

GPA meetings are held publicly, and all the reports, agendas, minutes and other documents are easily available to all Aldermen through the same channels as they receive Council papers. The Mayor chairs the GPA and it consists of 5 Aldermen elected to positions on it with others regularly in attendance as proxies.

This contrasts with various other committees or reference groups of Council for which the minutes and other documents are not as readily available, are not normally held publicly and are usually attended by no more than one Alderman (if any). For those committees, it is logical to provide an annual report so that the elected Council can have vision and oversight of their activities to determine, strategically, whether Council resources are being well utilised to facilitate them. This is not the case with the GPA, whose operations and decisions are much more visible.

7. PETITIONS/DEPUTATIONS

COMMUNITY

Community Goal: “Making Lives Better”

8. ANNOUNCEMENTS BY THE MAYOR

Author: Mayor (Ald. Bec Thomas)
Qualified Person: General Manager (Tony McMullen)
ECM File Reference: Mayoral Announcements

Community Plan Reference:

Under the City of *Glenorchy Community Plan 2015 – 2040*, the Community has prioritised ‘transparent and accountable government’.

Strategic or Annual Plan Reference:

Objective 4.1 Govern in the best interests of the community
Strategy 4.1.1 Manage Council for maximum efficiency, accountability, and transparency

Reporting Brief:

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

Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period Tuesday, 19 October to Friday, 19 November 2021.

Saturday 23 October 2021

- Attended the Claremont RSL Health and Wellbeing Expo

Monday 25 October 2021

- Attended the Greater Hobart Mayors’ Forum
- Visited Incat and met with Craig Clifford, Managing Director
- Chaired pre-meeting Q&A session with Aldermen
- Chaired a Council meeting

Tuesday 26 October 2021

- Met with Brendan Wilson and Tony Wade to discuss the Grassroots Community Development sporting hub model and the BGH Breakers example
- Visited the Recovery Shop (Glenorchy Tip Shop)

Wednesday 27 October 2021

- Attended a breakfast at the Works Centre to celebrate the completion of the CBD revitalisation, the Works Centre 26TEN library and Mental Health month

Friday 29 October 2021

- Met with Shane Alderton and Marty Watkins regarding a proposed Community Forum
- Met with Bob Gordon, President and Matt Bulkeley, CEO of Football Tasmania regarding KGV and North Chigwell projects
- Attended the Australian of the Year Awards for Tasmania
- Attended the GMC meeting with Minister Roger Jaensch to discuss local government reform process

Sunday 31 October 2021

- Attended the Collinsvale Fire Brigade Open Day and the Collinsvale Market

Monday 1 November 2021

- Chaired the Council Workshop.

Wednesday 3 November 2021

- Visited the Downer Group and met with their CEO, Marcus Stephens

Thursday 4 November 2021

- Attended the Local Government Association of Tasmania Special General Meeting

Monday 8 November 2021

- Attended the unveiling of the Luke Mayes memorial plaque and chair at the Chapel Street Dog Park
- Chaired the Council Workshop
- Chaired the Glenorchy Planning Authority meeting

Tuesday 9 November 2021

- Met with the Minister for Sport and Recreation Jane Howlett to update her on sport and recreation projects in Glenorchy
- Chaired the Jobs Hub Steering Committee meeting

Wednesday 10 November 2021

- Attended the TasWater Owners' Representatives Group General Meeting in Launceston

Saturday 13 November 2021

- Attended the Jack Jumpers Jersey presentation at the MyState Bank Arena Emerald Lounge
- Attended the Claremont RSL Annual Dinner

Sunday 14 November 2021

- Attended the Official Opening of MyState Bank Arena
- Attended the Glenorchy Rotary Race Day

Monday 15 November 2021

- Met with Kristie Johnston MP to co-sign her Glenorchy Jobs Hub Pledge
- Met with the Glenorchy Police to discuss anti-social behaviour in Glenorchy
- Chaired the Council Workshop

Tuesday 16 November 2021

- Met with Ella Haddad MP to co-sign her Glenorchy Jobs Hub Pledge
- Attended the launch of the expanded Glenorchy RACT branch
- Attended the Greater Hobart Mayors Forum
- Attended the Healthy Communities Reference Group meeting
- Hosted a Citizenship Ceremony at KGV

Wednesday 17 November 2021

- Spoke at the Tasmanian State Service Women in Leadership Forum

Thursday 18 November 2021

- Meet with the representatives from the Hobart Women's Shelter
- Attended the Waste truck unveiling at Bowen Road Primary School
- Met with a local taxi driver regarding the anti-social behaviour in Glenorchy CBD

Friday 19 November 2021

- Welcomed the Migrant Resource Centre Friday Village Group to Council
- Met with Eddy Steenbergen

In addition to the above meetings and events, the Mayor attended numerous internal meetings and performed other administrative duties.

Consultations:

Nil.

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

RECEIVE the announcements about the activities of Mayor Thomas during the period from Tuesday, 19 October to Friday, 19 November 2021.

Attachments/Annexures

Nil.

9. DISPOSAL OF COUNCIL LAND (LONG TERM LEASE) 4 AND 8 ALCORSO DRIVE, BERRIEDALE

Author: Acting Open Space Coordinator (Jasmine Young)

Qualified Person: Director of Infrastructure and Works (Emilio Reale)

ECM File Reference: Disposal of Council Land 2021

Community Plan Reference:

Leading Our Community

We will be a progressive, positive community with strong council leadership, striving to make Our Community's Vision a reality.

The communities of Glenorchy will be confident that the Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Leading Our Community

- | | |
|----------------|---|
| Objective 4.1 | Govern in the best interests of our community |
| Strategy 4.1.1 | Manage Council for maximum efficiency, accountability and transparency |
| Strategy 4.1.2 | Manage the City's assets soundly for the long-term benefit of the community |
| Objective 4.2 | Prioritise resources to achieve our communities' goals |
| Strategy 4.2.1 | Deploy the Council's resources effectively to deliver value |

Reporting Brief:

To present the results of the public consultation and notification process carried out under section 178 of the *Local Government Act 1993* (**the Act**) and recommend that, after considering all objections, Council resolves to extend the lease period and negotiate appropriate lease terms for Council owned land at 4 and 8 Alcorso Drive, Berriedale.

Proposal in Detail:

At its meeting on 27 September 2021, Council made the following resolution:

That Council:

1. *FORM an intention under section 178 of the Local Government Act 1993 to dispose of (by long-term lease) public land contained in title reference 139511/1, also known as 4 and 8 Alcorso Drive, Berriedale (the Land), and respectively occupied by the Glenorchy City Bowls Club and Glenorchy City Tennis Club.*

2. *AUTHORISE the General Manager to take all actions necessary to complete public notification of Council's intent to dispose the Land (by long-term lease) in accordance with section 178 of the Act and Council's Disposal of Council Land Policy, and*
3. *AUTHORISE the General Manager to consider and acknowledge any objection received pursuant to section 178(6) of the Act and report to a future Council meeting.*

*Alderman Fraser remained in the meeting but did not participate in the debate or vote on the item.
The motion was put.*

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

AGAINST:

*ABSTAINED: Alderman Fraser
The motion was CARRIED.*

Section 178 of the *Local Government Act 1993* (**the Act**) sets out the process by which Council can sell, lease, donate, exchange or otherwise dispose of public land that Council owns.

This report recommends that Council considers all representations received and approves the disposal, by way of long-term lease, of Council properties at 4 and 8 Alcorso Drive, Berriedale in accordance with section 178 of the Act and Council's Disposal of Council Land Policy (**the Policy**).

The Land

This report proposes that Council proceeds with the potential disposal (by long-term lease) of Council land at the following locations:

- 4 Alcorso Drive, Berriedale (Glenorchy City Bowls Club) (PID: 1450257), and
- 8 Alcorso Drive, Berriedale (Glenorchy City Tennis Club) (PID: 1450329).

For the purposes of this report, the two properties will be jointly referred to as **the Land**.

Some important points to note about the Land are as follows:

- the two parcels are part of a single larger title (title ref: 139511) which is part of 671 Main Road, Berriedale. However, each has its own unique Property Identifier (PID)
- 4 Alcorso Drive currently has a facility building and bowling green playing surface, as well as a petanque piste. This parcel is 5,140m² in size

- 8 Alcorso Drive, Berriedale currently has a facility building, six playing surfaces and newly installed lights situated on it. This parcel is 5,750m² in size
- Council currently has a holding-over lease agreement with Glenorchy City Bowls Club (**Bowls Club**) over 4 Alcorso Drive, which is currently being used as a lawn bowls facility
- Council currently has a holding-over lease agreement with Glenorchy City Tennis Club (**Tennis Club**) over 8 Alcorso Drive, which is currently being used as a tennis facility.

The indicative location of the lease areas are the areas highlighted in yellow in the below image and are imbedded within the Berriedale Foreshore Reserve. The Berriedale Foreshore Reserve is a parcel of land owned by Council at 671 Main Road Berriedale. It sits on the Berriedale Peninsula adjacent to the Moorilla Estate and Cameron Bay Sewerage Treatment Plant with a total area of 8.1 hectares.



Figure 1. Area of **the land** advertised for investigation into the disposal (long term lease)

Glenorchy City Bowls Club

The Bowls Club was founded in 1970 as the Berriedale Bowls Club and played under that name for many years.

In 2014, there were four bowls clubs located within the City of Glenorchy and the clubs agreed to establish a world class lawn bowls facility within the City of Glenorchy. After examining various options, it was agreed to locate this facility on the current site at 4 Alcorso Drive. As a result, the club's members agreed to change its name to the Glenorchy City Bowls Club to reflect its new status.

Facilities include well-equipped clubrooms, a synthetic outdoor bowls green and a competitive pennant. Outdoor and indoor carpet bowls is offered for both male and female players of all ages, as well as social bowls throughout the year. The clubrooms have a licensed bar and can be made available for private functions and the club is open to visitors accessing the green.

Glenorchy City Tennis Club

The Tennis Club comprises six synthetic tennis courts, as well as clubrooms and other facilities.

A full upgrade to the sports lighting system at the Tennis Club to cover all six synthetic courts was undertaken in 2020 and officially opened in February 2021. The upgrade included contemporary control systems that provide remote activation and monitoring, as well as LED luminaires that provide uniform lighting of 250 lumens to all courts.

Council promoted the project through various different media channels and feedback from stakeholders, community members and club members were positive, with the upgraded lights playing a major part in an increase in general court hire to the public and an increase in club memberships.

Process under section 178 of the Act

Section 178 of the Act sets out the process that must be followed by a Council which intends to dispose of public land. In addition, the Policy deems all land owned by Council to be 'public land' for the purposes of the Act.

Council has completed the public notification of its intent to dispose of the two parcels public land and the public's right to object in accordance with the requirements of section 178. Following the completion of the notification, Council is now required to consider any objections lodged and decide whether to take any action regarding the objection.

After making a decision, Council must then write to any objector within seven days to notify them of Council's decision and advise them of their right to appeal against the Council decision under section 178A.

A person's right to appeal a Council decision regarding an objection

Under section 178A of the Act, a person who lodged an objection regarding Council's intention to sell public land (under section 178) can appeal to the Resource Management and Planning Appeal Tribunal (**RMPAT**) against Council's decision.

Appeals must be made to the RMPAT within 14 days after receiving written notification of the Council's decision and must be made in accordance with the *Resource Management and Planning Appeal Tribunal Act 1993*.

An appeal under section 178A can only be made on the grounds that the decision of the Council is not in the public interest in that:

- the community may suffer undue hardship due to the loss of access to, and the use of, the public land, or

- there is no similar facility available to the users of that facility.

Possible outcomes of RMPAT appeal

Under section 178B of the Act, upon hearing an appeal against a decision of a Council regarding a public objection to a Council's intent to dispose of public land, the RMPAT may:

- confirm the Council's decision
- set aside the Council's decision
- set aside the Council's decision, and
 - substitute it for another decision, or
 - remit the matter to the council for reconsideration.

Under subsection 178A(5), a decision of the RMPAT on hearing an appeal is final.

Compliance with Council's Disposal of Public Land Policy

Council's Disposal of Public Land policy requires that, following the completion of the statutory twenty-one (21) day advertising period, a report is to be presented to Council which is to contain the following information:

1. The current use and history of the Council Land

Both clubs have occupied current lease areas for over 40 years each.

Council currently has a holding-over lease agreement with the Bowls Club over 4 Alcorso Drive, which is currently being used as a lawn bowls and petanque facility. 4 Alcorso Drive currently has a clubroom facility building and bowling green playing surface, as well as a petanque piste. This parcel is 5,140m² in size.

Council currently has a holding-over lease agreement with the Tennis Club over 8 Alcorso Drive, which is currently being used as a tennis facility. 8 Alcorso Drive, Berriedale currently has a facility building, six playing surfaces and newly installed lights situated on it. This parcel is 5,750m² in size.

2. Details of the cultural heritage, environmental, recreation, landscape values of the Council Land.

Heritage	Environmental	Recreation	Landscape
No records	No records	Zoned Recreation	No scenic protection code applies.

Berriedale Master Plan

As outlined in previous reports, the Berriedale Peninsula Master Plan recognises the importance of these two recreational facilities for the community and includes future intentions to upgrade them.

Council initiated the preparation of a comprehensive Master Plan for the whole of the Berriedale Peninsula in 2020. The Peninsula includes Berriedale Reserve and associated sports and recreation facilities, the former caravan park site, TasWater waste treatment site and the cultural tourism attraction of Mona.

The purpose of the Master Plan was to ensure the Peninsula is developed in such a way that balances the community's need for open space, recreation and public amenity, with the broader economic and cultural opportunities afforded through the site's proximity to Mona and its patrons.

The Master Plan looks at the situation now in terms of land tenure, the planning framework governing future use and development, and the known natural and cultural values on the Peninsula. The plan was prepared with input from community and stakeholder engagement about the issues and opportunities for the Peninsula and has been updated following further community review and comment.

Sport and recreation values at the Berriedale Reserve are important to the community, as indicated by it being the location of both the Tennis Club and the Bowls Club. The Tennis Club and Bowls Club have steady club memberships and compete in regional level competitions.

The Master Plan allows for development opportunities that might arise and presents the potential for upgrading these sporting facilities. It has scope to add an indoor bowls centre over the existing grassed green, building a covered walkway from the new car park to link the club facilities and provision for expansion of the building in future years. The Master Plan also shows the potential for future development of 'hot shot' courts at the Tennis Club.

3. The results of the valuation of the Council Land (obtained under 4.2)

Because the proposed disposal would be an extension to existing leases for both 4 and 8 Alcorso Drive, an updated valuation has not been requested.

Lease fees would be determined and applied in accordance with Council's Leasing and Licensing of Council Owned and Managed Property policy (2020).

4. Any statutory or legal considerations

Any negotiations of a legal nature would be undertaken in-house by Council's legal services section.

5. The consultation process undertaken and consideration and response to every objection lodged

In August 2021, Council undertook initial informal consultation with the whole community regarding potential disposals by way of long-term lease. The feedback was presented to Council at its open meeting on 27 September 2021. At that meeting, Council resolved to form an intention to dispose the Land and to commence the community consultation process set out in section 178 of the Act, together with the additional requirements set out in the Policy.

Council's intention to dispose the land was advertised on two occasions in The Mercury and a copy of the notice was displayed on each property boundary notifying the public that objection to the proposal could be made to the General Manager within 21 days of the date of the first publication.

In accordance with the Policy, a plan, along with relevant property information, was displayed on the community noticeboard in Council's chambers (near the chambers' rear public entrance). A notice was also placed on Council's website and Let's Talk Glenorchy engagement platform.

Two objections were received in response to the public consultation and the matter raised were consider by Council officers. The first objection (Attachment 1) raised concerns with gambling within sporting facilities and the future intentions of the sporting clubs. The second objection (Attachment 2) appeared to misunderstand the nature of the disposal (i.e. that it was by leasehold, not for the sale of the property). It also referenced concerns with MONA which is outside the scope of this investigation.

Copies of the objections received during the 21-day timeframe are provided in Attachment 1 and 2. Officers reviewed the two objections in accordance with section 178 and section 178A (3) of the Act, which provides:

- "(3) An appeal may only be made on the ground that the decision of the council is not in the public interest in that –*
- (a) the community may suffer undue hardship due to the loss of access to, and the use of, the public land; or*
 - (b) there is no similar facility available to the users of that facility."*

With regards to potential appeal grounds, it is considered that neither demonstrated that the community would suffer undue hardship as a result of to the loss of access/use of the public land through the extension of the existing leases to the clubs in term of s. 178(3)(a) of the Act.

It was also determined that as the proposal is to continue providing public access to the facilities through lease extensions, the objections could not justify that section 178A (3)(b) was relevant in this case.

In conclusion, Council officers consider that neither of the objections on gambling promotion or public land alienation grounds warrant determining weight and recommend the negotiation of new leases with the existing clubs.

6. The rationale for the recommended disposal, including details of any internal referrals

Council was approached by the Bowls Club and the Tennis Club, both of which expressed an interest in extending and securing a long-term lease on their respective sites.

Council's Property Assets Coordinator and Open Space Coordinator were consulted during the section 178 process. Those consultations did not identify any issues with the long-term leases of the land.

7. The recommended method of disposal

If Council were to agree to the disposal, it would be recommended that Council enter into 10-year leases with both clubs.

8. The recommended sale price range

This criteria is not applicable, because the proposal is for a long term lease and not the sale of either property.

9. Any encumbrances on the Council Land (easements, mortgages etc)

Both properties have:

- multiple stormwater pipes
- caveat by Tasmanian Water and Sewerage Corporation, and
- a burdening wayleave easement with the benefit of a registration as to user of land in favour of Aurora Energy.

10. The estimated timeframe for the disposal

Depending on whether any appeals against the decision to dispose of the land are lodged, Council would aim to complete the negotiation of both long-term leases of the land within six months after a decision by Council to dispose.

11. Any other relevant matters in the circumstances

There are no other material matters for consideration by Council.

12. The recommended course of action.

It is recommended that Council agrees to dispose of the land by way of long-term lease to the Bowls Club and Tennis Club individually and extend each of the existing leases by 10 years.

Any negotiation process must not commence until the relevant appeal period has lapsed or, in the event of appeal, unless a favourable appeal outcome is achieved.

Consultations:

Director Infrastructure and Works
Manager Property, Environment and Waste
Property Assets Coordinator
Open Space Coordinator
Property Officer

Human Resource / Financial and Risk Management Implications:Financial

There would be no additional cost to Council in entering into these two leases, as the lessees would be required to bear costs associated with the preparation of the lease.

Human resources

Council staff would facilitate the disposal processes as part of their normal duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Council does not achieve best value for the community on disposal (long-term lease) of the land.	Minor (C2)	Unlikely (L2)	Low	Council's Leasing and Licensing of Council Owned and Managed Property Policy would be followed and income from the rental would be negotiated as per the policy.
Do not adopt the recommendation Reduced social and community outcomes such as ability to apply for grant funding or invest in improvements through reduced security and capacity of the Bowls Club and Tennis Club to delivery their services and programs.	Moderate (C3)	Almost Certain (L5)	High	Continue to communicate with the Bowls Club and Tennis Club to consider options.

Community Consultation and Public Relations Implications:Community consultation

Two forms of public consultation have taken place:

- a two-week advertisement on Council's website and Let's Talk Glenorchy page as part of a preliminary investigation into whether there were any significant concerns about the proposed disposal
- the 21-day consultation period required by section 178 of the Act.

During the consultation process two objections were received as detailed in the body of this report.

Public relations

There are no material public relations implications.

Recommendation:

That Council:

1. RESOLVE under section 178 of the *Local Government Act 1993* to dispose of the following Council owned land by way of long-term leases for a term of 10 years from the expiry of the current lease terms:
 - a) 4 Alcorso Drive, Berriedale (PID: 1450257) to its current tenant, the Glenorchy City Bowls Club, and
 - b) 8 Alcorso Drive, Berriedale (PID: 1450329) to its current tenant, the Glenorchy City Tennis Club
2. AUTHORISE the General Manager to negotiate and finalise the terms of the respective leases.

Attachments/Annexures

1 Objection 1



2 Objection 2



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10. CLOSURE OF INVESTIGATION INTO THE DISPOSAL OF COUNCIL LAND AT 137 HOWARD ROAD, GOODWOOD (GOODWOOD PARK)

Author: Acting Open Space Coordinator (Jasmine Young)

Qualified Person: Director of Infrastructure and Works (Emilio Reale)

ECM File Reference: Disposal of Council Land 2021

Community Plan Reference:

Leading Our Community

We will be a progressive, positive community with strong council leadership, striving to make Our Community's Vision a reality.

The communities of Glenorchy will be confident that the Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Leading our community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

Strategy 4.1.2 Manage the City's assets soundly for the long-term benefit of the community

Objective 4.2 Prioritise resources to achieve our communities' goals

Strategy 4.2.1 Deploy the Council's resources effectively to deliver value

Reporting Brief:

To inform Council that Ambulance Tasmania has withdrawn its expression of interest into the potential acquisition of Council owned land at 137 Howard Road, Goodwood.

Proposal in Detail:

At its meeting on 26 July 2021, Council made the following resolution:

That Council:

1. *ENDORSE the commencement of initial investigations into the potential disposal of 137 Howard Road, Goodwood (Title Ref: 133497/1) (the Land) and direct the General Manager to undertake a community engagement process, and*
2. *DIRECT the General Manager to provide a further report to Council summarising the results of the community consultation process and*

identifying any specific concerns about the disposal of the Land and recommending whether or not to commence the formal disposal of public land process under s. 178 of the Local Government Act 1993.

The Council report pursuant to which the resolution was made was triggered by an approach from the Department of Health and Human Services (**DHHS**), which had expressed an interest in potentially developing its new Ambulance Station for the northern suburbs on the western portion of the land in question, namely 137 Howard Road, Goodwood (see Figure 1) (**the Land**).

The proposal from DHHS was that the Ambulance station would occupy the western part of the reserve currently occupied by the Model Makers and Collectors Club (**the Club**). DHHS would facilitate the relocation of the Club's facilities, including the sealed track, to the remainder of the reserve on the eastern side abutting Innovation Drive, as indicated below in Figure 1.

Representatives from DHHS met with Council officers and the Club to outline the proposal. The Club was given an opportunity as part of that consultation process to provide an overview of its future needs.



Figure 1. Proposal from Ambulance Tasmania

DHHS undertook independent site assessments of the land and has since withdrawn its expression of interest. As the land was historically used as a landfill, it has been deemed as unsuitable for the proposed development.

As these independent site assessments took place prior to the community consultation commencing, DHHS' interest was withdrawn prior to the community having an opportunity to comment.

The future use of this land will be considered in-line with Council's open space strategy, however this would be at a later date and undertaken as a new and separate process.

Consultations:

Director Infrastructure and Works
Manager Property, Environment and Waste
Open Space Coordinator
Property Assets Coordinator
Director Programming and Delivery - Department of Health and Human Services
Project Manager - Department of Health and Human Services
Model Makers and Collectors Club

Human Resource / Financial and Risk Management Implications:

Financial

There are no material financial implications.

Human resources

There are no material human resources implications.

Risk management

There are no risk management implications as this report is provided for information only purposes and does not make any recommendations.

Community Consultation and Public Relations Implications:

Community consultation and public relations

DHHS has engaged Pitt and Sherry to assist it in managing stakeholder engagement. Council officers worked closely with Pitt and Sherry to ensure the communication plans from both DHHS and Council provided accurate, clear and consistent messaging. Community consultation was ultimately not undertaken as the expression of interest and proposal from DHHS was withdrawn prior to launching any consultation activities.

Recommendation:

That Council:

NOTE the closure of investigations into the potential disposal of 137 Howard Road, Goodwood (Title Ref: 133497/1) owing to the withdrawal of Ambulance Tasmania's expression of interest in relation to this land.

Attachments/Annexures

Nil.

11. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT PROGRAM

Author: Director Infrastructure and Works (Emilio Reale)
 Qualified Person: Director Infrastructure and Works (Emilio Reale)
 ECM File Reference: Local Roads and Community Infrastructure Program

Community Plan Reference:

Making Lives Better

We continue to be a safe, inclusive, active, healthy and vibrant community.

Community facilities and services are important to us; especially meeting places, parks and playgrounds.

Our lives will be enhanced by using good design to create safer, more welcoming public spaces. Community facilities and services are important to us; especially meeting places, parks, and playgrounds.

Valuing Our Environment

We will improve the amenity of our public spaces through public art and quality landscaping, promote walking and bike access and encourage high standard contemporary design for new buildings alongside creative reuse of our heritage buildings.

Leading Our Community

Community and business leaders will be a key part of decision making, enabling the vision to become a reality.

Strategic or Annual Plan Reference:

Making lives better

Objective 1.1	Know our communities and what they value
Strategy 1.1.1	Guide decision making through continued community engagement based on our Community Plan
Objective 1.3	Facilitate and/or deliver services to our communities
Strategy 1.3.2	Identify and engage in partnerships that can more effectively deliver defined service levels to our communities

Open for Business

Objective 2.1	Stimulate a prosperous economy
Strategy 2.1.1	Foster an environment that encourages investment and jobs

Valuing Our Environment

Objective 3.1	Create a liveable and desirable City
Strategy 3.1.1	Revitalise our CBD areas through infrastructure improvements
Strategy 3.1.2	Enhance our parks and public spaces with public art and contemporary design

Leading Our Community

Objective 4.1	Govern in the best interests of our community
Strategy 4.1.2	Manage the City's assets soundly for the long-term benefit of the community

Reporting Brief:

To advise Council of the allocation to Glenorchy City of funds under the third phase of the Australian Government Local Roads and Community Infrastructure Program.

Proposal in Detail:

The Australian Government, through the National Local Roads and Community Infrastructure (LRCI) Program, provides funding to local government to help stimulate the economy because of the impacts of COVID 19.

The funding is available for a wide range of projects and could be used to fund works deferred by the Council due to the COVID-19 pandemic's effect on the City's financial position.

On 20 October 2021, the Deputy Prime Minister approved the Program Guidelines for Phase 3 of the Local Roads and Community Infrastructure (**LRCI**) Program. On 21 October 2021, the Department sent Council an email attaching the approved Phase 3 Program Guidelines, together with the Work Schedule Project Nomination Template.

The phase 3 LRCI projects need to be completed by 30 December 2023. Most of the construction activity on eligible projects must be undertaken between 1 January 2022 and 30 June 2023. Other costs associated with Eligible Projects may continue until 31 December 2023. The total amount of the grant to Glenorchy City Council is \$1,157,806.

To determine the projects that could be completed under this scheme, the Director Infrastructure and Works presented the introduction of the phase 3 Local Roads and Community Infrastructure Grant Program, together with the guidelines, to Council's Executive Leadership and Management teams and sought feedback on potential projects. Any projects nominated were then scored against the following criteria:

1. Does the project come from a Strategy or Plan? If so, which one?
2. Is it a replacement, upgrade or new capital project?
3. What is the project's Community Plan Priority Score?

4. What is the project's Strategic Risk Score?
5. What is the project's Annual Plan Priority Score?

Through this process and the subsequent ranking of the nominated projects, it was determined that the third phase of funding provided to Glenorchy under the LRCI should be utilised for the following projects:

- **Montrose Bay Foreshore skate park (gap funding) - \$120,000**

This project has 2 phases, one for design and the second for the construction phase. The additional funds would be for the construction phase for a project.

Most of the project is already grant funded, but a shortfall has been created by COVID cost escalations and a poor sub-base at the proposed location.

The total cost of this project is \$620,000.

- **Shoobridge Park sports ground lighting - \$282,806**

The installation of lighting would increase ground usage and satisfy part of the increasing demand for outdoor playing fields, improve night game safety and satisfy the need for an alternative ground during the Metro soccer ground redevelopment, when the main pitch will not be available.

- **Audio-Visual System replacement at KGV stadium function room - \$130,000**

This project is to upgrade the audio-visual system that was installed at KGV when it was first redeveloped.

The KGV function room is being utilised as a community function room, and is used frequently by Council for functions such as citizenship ceremonies, community engagement sessions, or community budget briefings.

Upgrading the AV system would also create a saving for Council by eliminating the need for Council to supply its own PA system at the function room for each event/function. It would also help fulfil the Council's vision of having the venue as a community hub and would allow various community groups to use the facility with adequate AV equipment.

- **Tolosa Park dam reintegration works - \$625,000**

This project is a joint venture between TasWater and Council.

It is anticipated that a significant portion of the dam redevelopment works are to be funded by TasWater, however neither the final cost nor the TasWater contribution have been confirmed. This project is regarded as regionally significant. The additional funds would be used to part-fund the cost of Council facilities such as power supply, irrigation and safety fencing that will need to be undertaken during the dam reintegration works, and which would not be covered by the funds to be allocated by TasWater (i.e. would need to be funded by Council).

Should any of the LRCI Program projects achieve savings against year budget, those savings will be directed to other existing capital work improvements that comply with the program guidelines.

Consultations:

General Manager

All Directors

All Managers

Human Resource / Financial and Risk Management Implications:Financial

Funding these projects from the LRCI program would not have an impact on the current year operating result. However, it would have a financial impact on future years' operating results.

The 2021/22 and the 2022/23 capital works program would achieve additional deliverables without having an impact on the Council's capital works allocations. This funding could also be used to cover the shortfall in the Montrose Bay skate park and enable the project to be completed without a further Council co-contribution.

Grant funding of \$1,157,806 has been approved by the Federal Government for Glenorchy as part of third phase of the LRCI Program and would be allocated as follows.

- Montrose Bay Foreshore skate park (gap funding) - \$120,000
- Shoobridge Park sports ground lighting - \$282,806
- Audio-Visual System replacement at KGV stadium function room - \$130,000
- Tolosa Park dam reintegration works - \$625,000

Impact on Future Years' Financial Operating Results

The nominated projects are all CAPEX related projects.

The completion of the projects detailed in the report would require an increased allocation of depreciation and maintenance funding in the order of \$60k in the 2022/23 budget (which is a proportionate amount based on the fact that this is only partial funding for some of these projects).

Asset Related Implications

The projects will improve public infrastructure, activation and services in their respective areas.

Existing assets (namely the AV system at KGV) would be replaced. The Montrose Bay Foreshore skate park, Shoobridge Park sports ground lighting and Tolosa Park dam reintegration works would be new assets.

Human resources

Council staff play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance.

The implementation of actions would be a collective effort and Council's staff involvement would vary from providing information only through to full responsibility for delivery. Council makes a significant investment every year in the infrastructure that underpins the municipal area through its capital works program. Council will manage its assets with appropriate frameworks and staff would deliver these projects through robust project management.

Council owns and manages infrastructure, facilities, reserves, resources, and natural areas. In fulfilling its role as custodian, Council staff would be mindful of the community, the economy, the environment, and good governance.

Risk management

Project risks will be mitigated through the systematic application of internal project management systems. Project management would be the responsibility of Council officers, supported by officers from finance, procurement, and communications.

The project managers would be responsible for ensuring all conditions of the funding agreement are met.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor (C2)	Unlikely (L2)	Low	Council ensures the reasons for proceeding with these projects are properly explained to the community.
Adverse public reaction of decision to select these projects.				
Council does not receive approval from the Commonwealth to Fund the recommended projects.	Minor (C2)	Unlikely (L2)	Low	Approach Federal Members to provide support for the projects in the best interests of the Glenorchy Community.
Delays in construction, closed off construction sites, delays in sub-contractors will create negative responses in the community.	Minor (C2)	Likely (L3)	Medium	Make project timeframes and work schedule available on demand and provide regular status update reports to key internal Council stakeholders and the general public.

Do not adopt the recommendation				Provide options to the Commonwealth to still deliver a Community benefit with this funding.
Council is not able to deliver the current proposals and the Funding is withdrawn by the Commonwealth.	Minor (C2)	Likely (L3)	Medium	

Community Consultation and Public Relations Implications:

Community consultation

This project list has not been subject to community consultation collectively, however, the Montrose Bay Foreshore Skate Park and Tolosa Park Dam reintegration works have been subject of specific community engagement processes.

The proposed Shoobridge Park sports ground lighting and KGV Audio-Visual system replacement are projects that have been the subject of consultation through the relevant stakeholder groups but have not been through a broad community engagement process.

These projects align with key themes and goals from Council's Community, Strategic and Annual Plans.

Public relations

Council's communications team would be consulted in relation to addressing any potential public relations opportunities. In particular, it is expected that there would be significant interest in the implementation of the Tolosa Park Dam reintegration and the Montrose Bay skate park projects.

Recommendation:

That Council:

1. RECEIVE and NOTE the attached report on phase 3 of the Local Roads and Community Infrastructure Grant Program, and
2. APPROVE allocation of funding for the nominated projects within the Grant funding of \$1.157,806M as approved by the Federal Government for Glenorchy City Council as follows:
 - Montrose Bay Foreshore skate park (gap funding): \$120,000
 - Shoobridge Park sports ground lighting: \$282,806
 - Audio-Visual System replacement at KGV stadium function room: \$130,000
 - Tolosa Park dam reintegration works: \$625,000
3. AUTHORISE the General Manager to take the necessary steps to execute the grant approval documents.

Attachments/Annexures

- 1** Joint Letter regarding Phase 3 LRCI Grant Program



- 2** LRCI Grant Guidelines



- 3** LRCI Project Nomination Form



12. THREE EXTERNAL GRANT REQUESTS ON COUNCIL LAND

Author: Manager Property Environment and Waste (Luke Chiu)

Qualified Person: Director Infrastructure and Works (Emilio Reale)

ECM File Reference: TBC

Community Plan Reference:

Making Lives Better

We continue to be a safe, inclusive, active, healthy and vibrant community. We will focus on developing a hub of multiculturalism, arts and culture.

Our ageing population, people with disabilities, and parents with young families will be able to easily access all public areas, and have public facilities to support them. There will be community services and programs for people of all ages and abilities to connect, support and make lives better.

Community facilities and services are important to us; especially meeting places, parks and playgrounds.

Strategic or Annual Plan Reference:

Making Lives Better

Objective 1.2 Support our communities to pursue and achieve their goals.

Strategy 1.2.1 Encourage and support communities to express and achieve their aspirations.

Action 1.2.1.04 Provide and maintain a range of community and recreation facilities.

Reporting Brief:

To inform Council of three external grant applications that Council has been requested to support or apply for, and recommend that Council:

- support the application for the installation of accessible toilets and access at the Glenorchy City Bowls Club.
- not support the request that Council applies for a public jetty at New Town Bay.
- support the application for the stage 1 development/expansion of the Mitchell shooting range to facilitate the Sporting Shooters Association of Australia relocation.

Proposal in Detail:

In June 2021, Council developed a Grants Guidelines Directive to guide officers seeking to attract external grant funds to Council (Attachment 1).

The guideline requires careful consideration of whether Council wishes to seek or receive grant funding that:

- contributes to operational funding of a new Council activity
- contributes to capital funding of an upgraded or new capital asset that is not planned in its Strategic Asset Management Plan, or
- has been applied for and received by an external organisation, but has material impacts on Council's operations or assets.

The guidelines specify that in considering opportunities and applications, Council will take into account:

- (a) The cost in human and financial resources in seeking the funding;
- (b) The conditions upon which the funding is provided e.g. degree of matched funding or in-kind contribution required, timing of grant payments relative to project expenditure, cost of administering the grant including reporting and audit requirements;
- (c) Council's capacity to deliver the grant given competing projects and priorities;
- (d) The immediate cost to Council to manage and deliver the funded project;
- (e) The total value of the grant to Council; and
- (f) The longer-term impacts of the funding in relation to future asset upgrades or replacement obligations, depreciation, maintenance, and other operating costs.

Any applications for, or acceptance of, non-recurrent grants or external funding above \$100,000 are subject to prior consideration against these guidelines and approval by Council.

Three applications for external funding, each over \$100,000, have been promoted to Council by external organisations. These would have material impacts on Council's operations or assets if accepted. Each of the proposals is presented for Council's consideration below.

Glenorchy City Bowls Club – access improvements

The proposed project is for the development of an accessible ramp and deck to provide Disability Discrimination Act (DDA) compliant entry/egress to the facility, and the development of a DDA compliant, unisex, accessible toilet within an existing storeroom. The front entry door to the club would also be modified to ensure appropriate accessibility. Attachment 2 sets out the site location and images. Attachment 3 contains the assessment undertaken under Council's Grants Directive.

The project would enable existing participants to continue using the facility as well provide additional opportunities for those with accessibility requirements.

The total project cost is estimated at \$171,250, with the grant application for \$141,650 and club contribution of \$22,000. Council has been asked to provide in-kind support in the form of project management at a cost of \$3,600 and building surveyor costs of \$4,000. Ongoing depreciation of the upgraded facility is estimated at \$3,425 p/a, and maintenance is estimated at \$1,715 p/a (club's responsibility). The proposal includes costed quotes for the development.

The project is for an upgrade to Council's existing facility on Council owned land. The club is responsible for maintenance of the facility under its lease.

While the upgrade project is not specifically referenced in Council's plans, it does align with Council's Community Plan, Strategic Plan, Access and Inclusion Report, Healthy Communities Plan and The Berriedale Peninsula Masterplan (where the Glenorchy Bowls Club is located).

Given the above benefits and the minimal obligations to Council it is recommended that Council supports this application being submitted.

New Public Jetty at New Town Bay

The proposal is for a public ramp and jetty adjacent to the Friends School facility in New Town Bay. Attachment 2 sets out the site location and images. Attachment 4 for contains the Grants Directive assessment of the proposal.

Representatives of the Friends School have requested Council apply for this grant and undertake the project so that the public ceases accessing the adjacent Friends School's rowing club jetties, which reportedly occurs for recreational fishing and boat access.

The nearest Council facilities are to the north at Prince of Wales Bay where there is a public boat ramp and jetty. It is not clear whether the proposed project would alleviate the issue of members of the public using Friends School jetty.

The Friends School has sought a quote for the construction of the jetty and advised a cost of \$100,000. However, this estimate does not include approval costs or any on-land support works that may be required. Once these costs are considered Council estimates the full project cost would be approximately \$185,500. The proposed grant application is for \$120,000, with Council to provide the remainder. It is noted that public amenity works, such as car park upgrades that would likely be required, are not eligible to be included in the grant funding application.

Depreciation is estimated at \$1,001,000 over the life of the asset (20-years). Ongoing expenses are estimated at \$40,775 per annum. It is noted that marine facilities have a high maintenance requirement, need regular inspections and have a shorter life due to the saltwater environment.

This proposal is for a new facility on Council-owned land and attached to land that is leased to the Friends School. The expectation is that Council would be the asset owner

and therefore responsible for the maintenance. It is also noted that no club is proposing to apply for the grant. Rather, the request from Friends School is that Council applies for the grant.

The proposed new facility is not identified as required in Council's Open Space Strategy, Draft Sport and Recreation Strategy or in Council's Strategic Asset Management Plan. The project does however potentially align with the Council's Community Plan and Strategic Plan.

This project is for a new facility that is not identified as a priority and would have significant ongoing financial implications for Council, it is therefore recommended that Council does not support the proposal or apply for this grant. In addition, public jetty facilities are available in the adjacent Prince of Wales Bay.

Sporting Shooters Association - stage 1 development/expansion of the Mitchell shooting range

The proposed project is to support the relocation of the Sporting Shooters Association of Australia (SSAA) from its existing primary site behind Tolosa Park, to its nearby secondary range below Lime Kiln Dam (the Mitchell Shooting Range).

The proposed stage 1 project consists of the following:

- access and parking improvements
- site services (water and power)
- development of three new shooting ranges.

Attachment 2 contains details of the site location and images. Attachment 5 contains the Grants Directive assessment.

Future stages of the project hope to develop clubroom facilities. The project is a first step in facilitating a move of the SSAA away from their existing facility behind Tolosa Park at Glenorchy's main entrance to Wellington Park. This relocation has been identified as a strategic priority of Council with Council plans to develop this area into a key Wellington Park access area and walking and mountain biking hub in the future.

SSAA has received quotes for the stage 1 works with an anticipated cost of \$500,000. The club is intending to contribute \$75,000 to the project and apply for the remaining \$425,000 through a Communities Sport and Recreation grant. The club has not requested any assistance or contribution from Council beyond the provision of officer advice and the waiver of any planning lodgement fee.

The club is also intending to take full responsibility for the facility, including all maintenance and depreciation costs, as has been the case at their existing facility behind Tolosa Park. As such, there would be no upfront or ongoing costs to Council associated with this proposal.

In June 2021, Council resolved to provide the club with a 20-year lease for this site in order to support Council's strategic goals of developing the site behind Tolosa Park which requires the SSAA relocation. The SSAA is aware that if the lease ends or is

terminated that they would lose access to the site and any potential improvements that they have made.

The relocation of the SSAA project is specifically referenced in the Glenorchy Mountain Bike Master Plan that was adopted by Council in October 2020. The project broadly aligns with Council's Community Plan, Strategic Plan, and Healthy Communities Plan.

Given the above benefits, without financial obligations to Council, it is recommended that Council supports the submission of the grant application by the SSAA.

Consultations:

Executive Leadership Team
Open Space Coordinator
Property Assets Coordinator
Glenorchy City Bowls Club
Friends School
Marine and Safety Tasmania
Sporting Shooters Association of Australia

Human Resource / Financial and Risk Management Implications:

Financial

The financial implications for each project are outlined above and in summary are:

Glenorchy City Bowls Club – access improvements

The total project cost is estimated at \$171,250, with the grant application for \$141,650 and club contribution of \$22,000. Councils' contribution is requested to be in-kind support for the project management to a cost of \$3,600 and building surveyor costs of \$4,000. Depreciation is estimated at \$3,425 p/a, and maintenance is estimated at \$1,715 p/a.

The project is for an upgrade to Council's existing facility on Council owned land. The club is responsible for maintenance under its existing lease.

New Public Jetty at New Town Bay

The Friends School has sought a quote for the construction of the jetty and advised a cost of \$100,000. However, this estimate does not include approval costs or any on-land support works that may be required. Once these costs are considered Council estimates the full project would cost approximately \$185,500. The proposed grant application is \$120,000 with Council to provide the remainder. It is noted that public amenity works, such as car park upgrades that would likely be required, are not eligible to be included in the grant funding application.

Depreciation is estimated at \$1,001,000 over the life of the asset (20-year life span applied). Ongoing expenses are estimated at \$40,775 p/a. It is noted that marine facilities have a high maintenance requirement, need regular inspections and have a shorter life due to the saltwater environment.

This proposal is for a new facility on Council owned land and attached to land that is leased to the Friends School. The expectation is that Council would be the asset owner and responsible for all maintenance.

Sporting Shooters Association - stage 1 development/expansion of the Mitchell shooting range

SSAA has received quotes for the stage 1 works with the anticipated costs to be \$500,000. The club is intending to contribute \$75,000 to the project and applying for \$425,000 through a Communities Sport and Recreation grant. The club is not requiring any assistance or contribution from Council beyond officer advice and planning lodgement fee waiver. The club is also intending to take full responsibility of the facility including all maintenance and depreciation costs, as has been the case at their existing facility behind Tolosa Park. As such there are no upfront or ongoing costs to Council associated with this proposal.

Human resources

The two projects it is recommended that Council supports (Bowls Club and SSAA grant applications) require minimal Council involvement or resources.

The Glenorchy City Bowls Club requests Council in-kind support for the project management to a cost of \$3,600. Officers are confident this can be accommodated with existing human resources. The SSAA project is only requesting some Council assistance through the provision of advice, which could be similarly accommodated with existing human resources.

The New Town Jetty proposal (which it is recommended Council does not support) requests Council to be the grant applicant and responsible for the development and ongoing maintenance. This would require significant human resourcing that could not be accommodated within existing budgets.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor	Possible	Medium	Financial implications and rationale are explained in the report and are publicly available.
Adverse Friends School or public reaction of decision to not support the grant application for a public jetty at New Town Bay.				
Adverse public reaction of decision to support the Bowls Club and SSAA grant applications.	Minor	Unlikely	Low	The supporting strategic rational and negligible costs to Council are explained in the report and are publicly available.
Do not adopt the recommendation	M	P	M	

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adverse public reaction of decision to support the grant application which is not recommended (public jetty).				Update annual plan to include provision of the project and outline their priority to the community.
Unsustainable financial position of Council by supporting the public jetty application.	Moderate	Likely	High	Update long term financial plan to include provision of these projects and account for the ongoing maintenance and depreciation expenses. Would require removal or reprioritisation of existing projects and/or additional revenue sources to remove the corresponding funding deficit.
Adverse club or public reaction of decision to not support the Bowls Club and SSAA grant applications.	Moderate	Likely	High	Identify other funding sources or locations for the SSAA relocation, and for the Bowls Club accessibility improvements. Reconsider Glenorchy Mountain Bike Master Plan and proposed Wellington Park trail hub.

Community Consultation and Public Relations Implications:

Community consultation

There has been no broader community consultation undertaken on the proposed grant applications. If Council is to pursue the jetty project (not recommended), then some level of community consultation would be required.

Public relations

Council officers will discuss the decisions with the relevant clubs/organisations. The rationale for the decisions are transparently explained within the report if the recommendations are adopted.

Recommendation:

That Council:

1. SUPPORT the making of a grant application for the Glenorchy City Bowls Club for access improvements and an accessible toilet
2. DOES NOT SUPPORT the request from the Friends School that Council apply for a grant for a new Public Jetty at New Town Bay, and
3. SUPPORT the making of a grant application by the Sporting Shooters Association of Australia for the stage 1 expansion/development of the Mitchell Shooting Range.

Attachments/Annexures

- 1** Glenorchy City Council Grant Guidelines Directive
[!\[\]\(a88007b249b36c75dcbde101f514cec3_img.jpg\)](#)
- 2** Site Locations and Images
[!\[\]\(800628c068083563f747129d8b339031_img.jpg\)](#)
- 3** Glenorchy City Bowls Club Grants Directive Assessment
[!\[\]\(01f5879e654468630e790d983a473ee0_img.jpg\)](#)
- 4** New Town Jetty Grants Directive Assessment
[!\[\]\(ce8b778f402aca455ccdfd070a33a08d_img.jpg\)](#)
- 5** Sporting Shooters Association Grants Directive Assessment
[!\[\]\(c4a503502fa8c84efaf3849039d81824_img.jpg\)](#)

ECONOMIC

Community goal: “Open for Business”

13. REGIONAL SPORT, RECREATION AND ENTERTAINMENT HUB MASTERPLAN

Author: Senior Advisor Precinct Design (Jennifer Lawley)

Qualified Person: Director Strategy and Development (Sam Fox)

ECM File Reference: Regional Sport and Rec Hub

Community Plan Reference:

Building Image and Pride

Our streets are clean and attractive. The entrances to our city are striking and welcome people to the city of arts, opportunity, and partnerships. Our commercial hubs are vibrant. We are proud to live here and proud to share our wonderful community.

Making Lives Better

Our lives will be enhanced by using good design to create safer, more welcoming public spaces. Community facilities and services are important to us; especially meeting places, parks, and playgrounds. The city is well-connected by extensive and well-maintained walking and bike paths, public transport and road networks.

Open for Business

Our City will be recognised for its economic opportunities and strengths; a place where it is easy to do business. The revitalised CBD areas, open spaces and entertainment areas will create opportunities for restaurants, cafés, nightlife, markets, and events, drawing local people and visitors from further afield.

Valuing Our Environment

We will improve the amenity of our public spaces through public art and quality landscaping, promote walking and bike access and encourage high standard contemporary design for new buildings alongside creative reuse of our heritage buildings.

We will work actively to clean up and enhance the River Derwent and foreshore so that we can enjoy it for recreation, hospitality, arts and tourism. Our city will celebrate its foreshore, sharing it with locals and visitors alike.

Leading Our Community

Community and business leaders will be a key part of decision making, enabling the vision to become a reality. The community will be strongly engaged to play an active part in designing our future.

Strategic or Annual Plan Reference:

Making Lives Better

- | | |
|----------------|--|
| Objective 1.1 | Knowing our communities and what they value |
| Strategy 1.1.1 | Guide decision making through continued community engagement based on our Community Plan |

Open for Business

- | | |
|-----------------|--|
| Objective 2.1 | Stimulate a prosperous economy |
| Strategy 2.1.1 | Foster an environment that encourages investment and jobs |
| Strategy 2.1.12 | Build relationships with government and the private sector that create job opportunities for our communities |
| Action 2.1.2.01 | Implement the Economic Development Strategy and Economic Recovery Plan |
| Objective 2.2 | Identify and support priority growth sectors |
| Strategy 2.2.1 | Target growth sectors based on our understanding of the City's competitive advantages. |

Valuing Our Environment

- | | |
|----------------|---|
| Objective 3.1 | Create a liveable and desirable City |
| Strategy 3.1.1 | Revitalise our CBD areas through infrastructure improvements |
| Strategy 3.1.2 | Enhance our parks and public spaces with public art and contemporary design |

Leading Our Community

- | | |
|----------------|---|
| Objective 4.1 | Govern in the best interests of our community |
| Strategy 4.1.2 | Manage the City's assets soundly for the long-term benefit of the community |

Reporting Brief:

To seek Council's approval for the draft Regional Sport, Recreation and Entertainment Hub Masterplan to be released for public exhibition and comment.

Proposal in Detail:

At Council's meeting on 24 February 2020, Council endorsed the Glenorchy Economic Development Strategy. The Strategy articulates the objectives and actions of Council and its stakeholders may undertake to ensure Glenorchy is 'Open for Business' over the five years from 2020.

In June 2020, in response to the COVID-19 pandemic, Council agreed to bring forward ten projects from the Economic Development Strategy to stimulate jobs and growth

in the sectors of the economy hardest hit by the pandemic. One of these projects was development of the Regional Sport, Recreation and Entertainment Hub Masterplan.

‘Glenorchy Park’ Cluster

Glenorchy is home to regionally significant sport, recreation and entertainment facilities within walking distance of each other. This cluster of facilities has significant potential for strategic collaboration and identification as a major sporting/entertainment precinct. The prime location of the precinct, adjacent to the Glenorchy CBD and Derwent River foreshore, has contributed to each of the facilities’ primacy and economic importance.

As Glenorchy continues to grow, and in light of the cluster’s key position within the growth corridor (as identified in the Greater Glenorchy Plan), there is a need for cohesive visioning to ensure the cluster’s sustainability and primacy as a key regional sport, recreation and entertainment precinct, and that it can meet both local and regional future demand.

Like other major sporting and entertainment precincts around Australia, this precinct needs an easily identifiable name. The interim name proposed is ‘Glenorchy Park’ which has been used in the draft Masterplan, Council report and associated documents.

Project Objectives and Outcomes

The purpose of this project is to deliver an engaging Masterplan for the Glenorchy Park precinct that highlights the strategic importance of the cluster and that will outline, advocate and seek to achieve the following:

- ensure that the cluster maintains its competitive edge and ability to attract sporting, recreational and entertainment investment
- grow economic activity in the precinct and support its unique regional sporting, recreation and entertainment advantage
- align private sector investment and government funded projects
- attract more regular sport, recreation and entertainment events to Glenorchy
- identify the precinct’s geographical footprint and deliver appropriate transport connections
- improve business-to-business networking
- reduce red tape

The Masterplan will contribute to Glenorchy’s community and economic goals in the following ways:

1. Open for business – The Masterplan will ensure the precinct maintains its competitive edge, promote and facilitate economic growth opportunities of

the precinct and ability to attract sport, recreational and entertainment investment.

2. Making lives better – The Masterplan will support provision of high-quality sport, recreation and entertainment facilities for the use and enjoyment of our residents. It will also encourage improved transport and accessibility to the precinct, whether by walking, cycling, public transport or by car.
3. Valuing our environment – The Masterplan will consider how facilities can contribute to the long-term environmental sustainability of the precinct.
4. Building image and pride – The Masterplan will encourage the recognition of the precinct's uniqueness and cultural importance to Glenorchy's identity.

The Masterplan will define the connections between the existing cluster, Glenorchy CBD and the surrounding areas. It will also examine supporting infrastructure, relationship of facilities, transport planning / parking impacts and develop an overall urban design vision for the precinct.

By articulating the vision and connectivity, the Masterplan will promote investment in our City's region-defining recreational facilities.

Stakeholder Engagement

The process to develop the draft Masterplan was informed by an energised engagement program which included major stakeholders within the precinct.

The intention of the engagement was to allow for strategic and targeted participation by key stakeholders to understand the future directions and vision for each facility and sub-precinct and help to inform the strategies and key actions for the entire precinct, articulated in the Masterplan.

The Moonah Sports Centre and Mona are located outside the Masterplan area, however, given their importance, have been considered in developing the Masterplan.

The Moonah Sports Centre, while an important facility for the community, is not economically significant facility for the region. Mona, however, is a nationally and internationally significant tourism attraction, with the potential to be highly influential on future activation of the facilities within the Masterplan area.

Key stakeholders directly consulted throughout the master planning process included:

- Glenorchy City Council
- Department of State Growth
- Communities Tasmania
- LK Group
- Glenorchy District Football Club
- Glenorchy Cricket Club

- The Royal Agricultural Society of Tasmania
- TasRacing
- Tasmanian Racing Club
- YMCA of Hobart Inc
- Mona
- Football Tasmania
- Glenorchy Knights Football Club
- Montrose Bay Water Sports Precinct.

The common themes identified from the stakeholder engagement process included:

- sub-optimal movement and accessibility options throughout the precinct
- lack of coordination between facilities
- lack of activity before and after events
- lack of support from the planning system/ framework
- lack of cohesion from a public domain and infrastructure perspective
- limited sustainability focus.

Draft Masterplan

To set the future vision and direction for the precinct, the following approach was undertaken by the project team to develop the Masterplan:

- a review of previous initiatives, strategic documents and masterplans provided an understanding of the operational considerations and key challenges of the broader precinct
- Stakeholder engagement with key groups provided insight into key strategies and future visions for each sub precinct
- Movement around the precinct was identified through field investigations, the use of Human Movement Data (mobile phone data) as well as a study prepared by Pitt & Sherry traffic engineers to understand the connectivity and movement across the precinct ([Attachment 3](#))
- Strategic objectives and key actions were then developed based on the key issues and opportunities identified. This provided the basis for the framework for the Masterplan
- Finally, a draft Masterplan was developed to respond to the future vision of the precinct.

The draft Masterplan is [Attachment 1](#) to this report.

To ensure that the precinct remains a cohesive hub of activity into the future, six overarching Strategic Directions were identified.

1. Enhance Movement

Improve the operation and management of movement including parking, pedestrians and public transport to deliver a range of coordinated, safe and accessible transport modes across the precinct and Greater Hobart.

2. Precinct Coordination

Collaborate as a coordinated precinct to enhance the competitiveness and deliver premier events and activities. Ensure investment within the precinct is complementary, efficient and distinctive, to solidify the identity of the precinct and reinforce its competitiveness.

3. Extend activity

Support activities that create vibrant welcoming places to extend activities and offerings in the precinct before, during and after events.

4. Planning framework

Provide a planning framework that supports growth and uplift in the precinct.

5. Public domain strategy

Deliver a unique and overarching precinct public domain strategy. This should encourage investment in precinct infrastructure to enhance the user experience.

6. Sustainability

Lead and support environmental practices at facilities that will decrease water and energy consumption and reduce waste generation.

Draft key actions to address the objectives of the strategic directions have been detailed in the draft Masterplan and will be further developed and investigated in the implementation phase of the Masterplan.

A summary table of actions has been included on pages 72-73 of the draft Masterplan (see [Attachment 1](#)).

The implementation plan will also consider dependencies between different strategies and Council projects. The stakeholders identified for each action may not necessarily deliver the actions. Each action will also require further investigation, community input, planning and investment.

What has been delivered is a draft Masterplan that is based on the unique role and function of the precinct, that will guide and attract future development, place-making, cohesive transport solutions and ensure the precinct maintains its competitive edge and ability to attract, communicate and advocate for major sport, recreation and entertainment investment.

Next Steps

Council's agreement is sought to release the draft Masterplan for public consultation. Feedback would be gathered from the community and stakeholders about the draft

Masterplan and the strategic directions included. Through this engagement process, it is expected that priorities will be established, and any missed opportunities identified.

Any required amendments would then be made prior to the finalised Masterplan being presented to Council for endorsement early in 2022.

Following adoption of the Masterplan, funding opportunities, future development opportunities and infrastructure needs would be identified. The development of a Special Area Plan for the precinct would also be considered at a later date.

Consultations (to date):

Economic Recovery Steering Committee

Mayor
Director Strategy and Development
Manager City Strategy and Economic Development
Coordinator Economic Development
Senior Communications Advisor
Director Community and Customer Services
Manager Property, Environment and Waste

Executive Leadership Team

General Manager
Director Community and Customer Services
Director Strategy and Development
Director Corporate Services
Director Infrastructure and Works
Executive Officer

Project Working Group

Manager Property, Environment and Waste
Manager Community
Manager Infrastructure, Engineering and Design
Open Space Coordinator
Planning Services Coordinator
Strategic Planner
Economic Development Coordinator
Business Engagement Officer
Projects Officer
Manager Property, Waste and Environment
Manager City Strategy and Economic Development

Human Resource / Financial and Risk Management Implications:

Financial

The development of the Regional Sport, Recreation and Entertainment Masterplan is one of ten projects funded as part of the Economic Recovery Plan using a \$3.5 million, no-interest loan from the Tasmanian Government.

Implementation of the Masterplan, strategic directions and identified actions are not funded at this stage. Implementation will occur as soon as possible, with funds sought from the Australian and Tasmanian Governments. Council will align its infrastructure and maintenance programs with the Masterplan. The Masterplan will also encourage investment by private developers.

Human resources

There are no material human resource implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
The draft Masterplan is endorsed for public exhibition, creating an expectation that Council will deliver all actions identified in the short-term.	Minor	Possible	Medium	Ensure clear messaging regarding timelines and implementation during the engagement phase. The Community Engagement Officer will work closely with Council's Senior Communications Advisor to ensure that clear messaging is developed to mitigate this risk.
Management of community expectations that the approval of the Masterplan indicates that funding for its development has or will be approved, when it is still to be sought.	Moderate	Possible	Medium	The Community Engagement Officer will work closely with Council's Senior Communications Advisor to ensure that clear messaging is developed to mitigate this risk.
Do not adopt the recommendation				
The draft Masterplan is not endorsed, creating uncertainty in the business and investment community, as well as the general community as to Council's vision for the future of the 'Glenorchy Park' Precinct.	Major	Likely	High	Continue to provide general investment and economic information to stakeholders or investors in an ad-hoc manner. Continue to inform the community on an ad-hoc basis and refer to existing strategies.
Opportunities to upgrade the 'Glenorchy Park' Precinct and Australian Government grants missed due to a lack of a plan for the Precinct.	Major	Likely	High	Continue to apply for grants on an ad-hoc basis and refer to existing strategies.
Reputational impact over time due to a lack of cohesive vision for the 'Glenorchy Park' Precinct.	Major	Likely	High	Continue to provide general investment and economic information to stakeholders or investors in an ad-hoc manner.

Community Consultation and Public Relations Implications:

Significant consultation with key stakeholders has already occurred in development of the draft Masterplan.

Attachment 2 is a copy of the proposed Community Engagement Plan. Community consultation on the draft Masterplan would be expected to commence early December 2021 and be completed in late January 2022.

Consultation activities would include:

- communication via Council website, social media, and the Glenorchy Gazette
- public submissions would be open for seven weeks
- a public survey would be open for seven weeks
- a display would be set up in Council Chambers
- a display would be set up on Council's communication board at Northgate Shopping Centre




Any media opportunities would be managed through Council's communications team.

Recommendation:

That Council:

1. ENDORSE release of the draft Regional Sport, Recreation and Entertainment Hub Masterplan, in the form of Attachment 1, for public exhibition and comment for approximately seven weeks, commencing in early December 2021, and
2. NOTE that the final Regional Sport, Recreation and Entertainment Hub Masterplan will incorporate community feedback provided during public engagement and be presented to Council in early 2022.

Attachments/Annexures

- 1 Draft Glenorchy Park Regional Sport, Recreation and Entertainment
 Hub Masterplan
- 2 Glenorchy Park Masterplan Community Engagement Plan

- 3 Glenorchy Park Draft Transport Strategy


GOVERNANCE

Community goal: “Leading our Community”

14. CODE OF CONDUCT PANEL DETERMINATION

Author: General Manager (Tony McMullen)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Code of Conduct

Community Plan Reference:

Leading our Community

We will be a progressive, positive community with strong council leadership, striving to make Our Community's Vision a reality.

Strategic or Annual Plan Reference:

Leading our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency.

Strategy 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes

Reporting Brief:

To table the Code of Conduct Panel's determination report of a complaint made by Alderman Kelly Sims against Alderman Angela Ryan in compliance with section 28ZK(4) of the *Local Government Act 1993* (**the Act**).

Proposal in Detail:

Receipt of determination

On 19 October 2021, the Local Government Code of Conduct Panel (**Panel**) provided the General Manager with its determination report of a code of conduct complaint made by Alderman Kelly Sims against Alderman Angela Ryan (Attachment 1).

Section 28ZK(4) of the Act requires that the General Manager is to ensure the Report is tabled at the first meeting of the Council at which it is practicable to do so and which is open to the public.

Section 28ZK(7) of the Act requires that any person who receives a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of the relevant council.

Finding of Code of Conduct Panel

The determination of the Panel is set out below:

Determination

As per section 28ZI of the Act the Code of Conduct Panel determines that Ald Angela Ryan has not breached the Code of Conduct, and therefore the Code of Conduct Panel dismisses the complaint.

Reasons for determination

The Code of Conduct Panel considered the information provided by Ald Kelly Sims and the response by Ald Angela Ryan, along with accompanying statutory declarations. The Code of Conduct Panel noted the lack of supportive evidence from Ald Sims and concluded that Ald Ryan did not breach Part 7.1(a), (b) and (c) of the Code of Conduct, which was current at the time of the alleged contravention on 18 March 2021.

Timing of the Determination

The Panel has been unable to determine the complaint within 90 days, owing to a delay of six weeks covered by the respondent's medical certificate, Panel members' periodic unavailability and delays in attempting to establish a hearing date which was not ultimately required.

Right to review

A person aggrieved by the determination of the Code of Conduct Panel, on the ground that the Panel failed to comply with the rules of natural justice, is entitled under section 28ZP of the Act to apply to the Magistrates Court (Administrative Appeals Division) for a review of that determination.

Timing of tabling of determination

The Panel's determination report was received by email at 2.50pm on 19 October 2021.

This was prior to the publication the following evening of the agenda for the ordinary Council meeting to be held on 25 October 2021.

In light of this, a question was asked as to why the determination report was not placed on the Council agenda for 25 October 2021.

s. 28ZK(4) of the Act requires the General Manager to ensure the Report is tabled:

"at the first meeting of the Council at which it is practicable to do so and which is open to the public."

The answer given by the General Manager to the person asking the question was:

In this instance, it was impracticable for me to place the determination report on the agenda for the 25 October 2021 ordinary Council meeting as there was insufficient time between the receipt of the revised determination report (2.50pm on Tuesday, 19/10/2021) and the finalisation of the agenda the following day for me to prepare a further agenda report, particularly given my existing prior commitments and priority work tasks (including the finalisation of the agenda for 25/10/2021 which I completed at around 8.00pm on 20/10/2021).

I will put the determination report on the agenda for the 29 November 2021 ordinary Council meeting.

Consultations:

Alderman Sims
Alderman Ryan
Senior Legal Counsel
Local Government Division

Human Resource / Financial and Risk Management Implications:

Financial

The parties to a complaint bear their own costs relating to the investigation and determination of a complaint under s. 28ZN of the Act.

Human resources

There are no material human resources implications.

Risk management

There is no risk arising from the recommendation as the determination report is required to be tabled under legislation and the recommendation is for noting only.

Community Consultation and Public Relations Implications:

Community consultation

Not applicable.

Public relations

There is likely to be some public interest in the tabling of the Code of Conduct determination report.

Recommendation:

That Council:

NOTE the General Manager's tabling, in accordance with s. 28ZK(4) of the *Local Government Act 1993*, of the Code of Conduct Panel determination report of a complaint made by Alderman Kelly Sims against Alderman Angela Ryan (Attachment 1) which found that Alderman Ryan had not breached the Code of Conduct and dismissed the complaint.

Attachments/Annexures

- 1 Code of Conduct Panel Determination Report Alderman K Sims v
[⇒](#) Alderman A Ryan

15. DRAFT DOG MANAGEMENT POLICY 2022

Author: Manager Customer Services (Robbie Shafe)
Qualified Person: Director Community and Customer Services (David Ronaldson)
ECM File Reference: Dog Management Policy

Community Plan Reference:

Making Lives Better – we continue to be a safe, inclusive, active, healthy and vibrant community.

Leading our Community – we will be a progressive, positive community with strong Council leadership, striving to make Our Community's Vision a reality.

Strategic or Annual Plan Reference:

Making Lives Better

Objective 1.1 Know our Communities and what they value
Objective 1.1.1 Guide decisions making through continued community engagement based on our Community Plan
Objective 1.3 Facilitate and / or deliver services to our communities
Objective 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities

Leading our Community

Objective 4.1 Govern in the best interests of our community
Objective 4.1.1 Manage Council for maximum efficiency, accountability and transparency
Objective 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes.

Reporting Brief:

To recommend Council approves the release of the Draft Dog Management Policy 2022 for community engagement.

Proposal in Detail:

The *Dog Control Act 2000* (**the Act**) requires Council to develop a dog management policy, with specific requirements about what the policy is to include. The dog management policy is required to be reviewed every five years.

Section 7 of the Act, which sets out these requirements, is extracted below:

7. Dog management policy

- 1) *A council is to develop, make and implement a policy relating to dog management in its municipal area.*
- 2) *A dog management policy is to include the following:*
 - (a) *a code relating to responsible ownership of dogs;*
 - (b) *the policy in relation to declarations made, or to be made, under Division 2 of Part 3;*
 - (c) *a fee structure;*
 - (d) *any other relevant matter.*
- 3) *A council is to –*
 - (a) *invite public submissions relating to a proposed dog management policy or an amendment of the policy; and*
 - (b) *consult with any appropriate body or organisation; and*
 - (c) *consider any submissions and results of any consultation before making the policy or the amendment.*
- 4) *A council is to review its dog management policy at least once every five years.*
- 5) *In reviewing its dog management policy, a council is to take the actions referred to in subsection (3).*

Council's current Dog Management Policy was adopted in February 2017. Council is required to review the Policy by February 2022.

Details of the process undertaken to review the policy and the recommended changes to the Policy are set out below.

Development of the Targeted Reference Group (TRG) and Community Engagement

Stage 1 of the two-stage engagement plan was implemented throughout August.

At its meeting on 26 July 2021, Council resolved to form a Targeted Reference Group (TRG) to oversee the development of the Policy. The TRG was made up of key community stakeholders, Council Staff and Mayor Thomas.

An Expression of Interest process was carried out inviting members of the public to participate by joining the TRG. Four submissions from members of the public were received, and all were invited to join the TRG. The membership of the TRG was as follows:

- Representatives from:
 - The Dogs' Home of Tasmania
 - Tasmanian Canine Defence League
 - RSPCA Tasmania

- Dogs Tasmania (Formerly Tasmanian Canine Association)
 - Hobart Dog Walkers' Association
 - Australian Veterinary Association (Tasmanian District)
 - A Representative from Council's Property section
 - A representative from Council's Environment section
- Staff from Council's Public Compliance unit.

The TRG met twice following Stage 1 of the community engagement (further details of which are provided below) to review and discuss the feedback received. Suggestions and results of the discussions were included in the development of the draft policy.

Stage 1 community engagement

Stage 1 of community engagement for the development of the revised policy was conducted throughout the month of August 2021.

Feedback was sought on the current Dog Management Policy 2017, through the following channels:

- Council's online engagement platform, Let's Talk, Glenorchy, via:
 - An invitation to make written submissions
 - An online survey
 - A mapping tool
 - A quick poll
- Written submissions by mail
- A hard-copy survey which was available in Council Chambers
- Invitations to provide written submissions in-person
- Invitations to make submissions by email.

Council advertised the engagement opportunity widely, to ensure that as many interested parties as possible were given the opportunity to provide feedback. Notice of the engagement was given as follows:

- By including a notice and information for distribution with annual Dog Registration Renewal Notices which were mailed to dog owners
- placing an advertisement in the Glenorchy Gazette
- placing an advertisement in the Mercury
- publishing a post on Council's Facebook page
- publishing an article on Council's website

- The distribution of information and postcards at the Glenorchy Library popup stall, and
- by placing signs at the Chapel Street dog park.

In total, the project received 204 visits to the Let's Talk, Glenorchy engagement page (generating 22 new registrations), 47 survey completions and 5 written submissions.

The submissions and survey results were considered by the TRG at its two meetings after the conclusion of the consultation with relevant feedback incorporated into the updated draft Policy.

Proposed updates to the policy

A copy of the proposed updated Dog Management Policy is Attachment 1 to this report. A version showing tracked changes from the previous version is Attachment 2.

The revised policy has been developed through consultation with the members of the TRG, and the feedback received through Stage 1 of the community consultation.

Significant proposed changes to the Policy are set out below:

Declared Dog Exercise Areas

- to provide consistency with the requirements of and terminology in the Act, most of the 'Prohibited Areas' currently identified in the Dog Management Policy 2017 have been changed to 'Restricted Exercise Areas'.

'Prohibited Areas' only relate to areas where dogs are not allowed due to sensitive wildlife. 'Restricted Exercise Areas' include areas that are restricted at some, or at all times, for any other reason.
- a significant number of new declared dog exercise areas have been included due to previously declared areas not being included in the Dog Management Policy 2017 list.
- an inclusion of a Council Property ID (PID) has been added for each area for easier identification.

Assistance Dogs

Earlier this year, Council approved the extension of the exemption from dog registration fees to 'Assistance Dogs', rather than solely guide and hearing dogs. This is not a requirement under the Act but was made in recognition of the fact that assistance dogs may be for any number of reasons and are not limited to guide and hearing dogs.

The draft Policy provides for the owners of Assistance Dogs to also access Council declared Restricted Areas, which was previously only applied to guide and hearing dogs.

Greyhound Specified Exercise Areas

Council has identified that this is a point of interest for the community, but that there is much more work to be done outside of the current policy review process to progress this.

The draft Policy therefore makes a commitment to investigate possible Greyhound Specified Exercise Areas in the municipality.

Specified Dog Training Areas

Similar to the Greyhound Specified Exercise Areas, this was also a point of interest for the community that requires further investigation. The draft policy also commits to investigating the establishment of specified dog training areas but does not include them in the current proposed update.

Dangerous Dogs Registration Category

Dogs which are declared as 'dangerous dogs' under the Act require additional resources to be employed by Council to ensure that conditions of their registration are upheld (for example, additional safety requirements at the residence or place the dog resides). The draft policy includes a new category of registration fee specifically for declared dangerous dogs, which reflects that additional resources are required to manage them.

It is worth noting that other than the above wording/classification changes to the draft policy, no physical changes are proposed to the current declared areas. All currently declared areas are proposed to continue as they currently are.

Consultations:

Executive Leadership Team
Coordinator Public Compliance
Senior Animal Management Officer
Manager Governance
Senior Legal Counsel
Open Space Coordinator

Human Resource / Financial and Risk Management Implications:Financial

No financial implications are expected.

Human resources

No human resource implications are expected.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation No real risk as the recommendation is to release a draft for community engagement and can be further amended.	Insignificant	Rare	Low	None required. Community engagement being used to mitigate future risk when actually adopting the policy.
Do not adopt the recommendation Would cause project delays, leading to not meeting the review date.	Minor	Likely	Medium	Project plan stepped out timeline in initial stage to allow for some minor delays.

Community Consultation and Public Relations Implications:Community Consultation

Given the large number of residents impacted by the Policy, a high degree of public interest in the revised Policy was expected.

Stage 1 of the two-stage engagement plan was implemented throughout August 2021. The details of the engagement undertaken through the TRG and invitation to provide submissions and feedback are included in the body of the report.

If Council adopts the recommendations in this report, the proposed revised Policy would be released to the public for further consultation (stage 2), before the final Policy was brought back to Council for adoption.

Public relations

As noted, the review of the Policy is expected to attract a large amount of community interest. To date, feedback on the formation and implementation of the TRG has been especially positive and complementary, giving the stakeholders confidence that Council is listening to their advice.

Renewed interest in the Policy is possible during Stage 2 consultation, and any media interest would be managed in consultation with Council's communications team.

Unlike similar reviews undertaken by other Councils, there are not expected to be any significant or controversial changes to the Policy which would be widely opposed, however the TRG and Council officers would continue to listen to and consider any feedback received, and this would be communicated through appropriate channels.

Recommendation:

That Council:

1. RECEIVE and NOTE the proposed updates to the Glenorchy City Council Dog Management Policy following initial consultation and engagement
2. APPROVE the release of the Draft GCC Dog Management Policy 2022 for a further community consultation.
3. NOTE that the proposed GCC Dog Management Policy 2022 will be presented to Council for formal adoption following the conclusion of the next stage of consultation and incorporating any changes warranted as a result of further feedback received from the community.

Attachments/Annexures

- 1 Draft GCC Dog Management Policy 2022



- 2 Tracked Changes - GCC Dog Management Policy 2017



16. UPDATED COUNCIL POLICIES

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Council Policies

Community Plan Reference:

Under the *City of Glenorchy Community Plan 2015 – 2040*, the Community has prioritised ‘transparent and accountable government’.

Strategic or Annual Plan Reference:

Leading our Community

Objective 4.1 Govern in the best interests of our community.

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency.

Reporting Brief:

To present five updated policies to Council for adoption and recommend the rescission of one policy.

Proposal in Detail:

All policies adopted by Council are reviewed cyclically. The ordinary review period for Council policies is four years after adoption. However, policies may be reviewed earlier if it is appropriate to do so, for example if there are changes to a relevant governing act.

This report presents the following five updated policies to Council recommended for adoption:

- Information Management Policy
- Environmental Health Services Pro-rata and Refund Policy
- Distribution of Building Plans
- Investment of Short-Term Funds Policy
- Public Art Policy, and
- Cultural Development Policy.

It is also recommended that Council rescind the Project Management Policy.

Information Management Policy

The Information Management Policy sets out how Council manages information in its possession, to provide guidance and direction on the management of information. The policy is necessary to ensure that Council complies with its obligations relating to information management and retention under the *Archives Act 1983*.

It was adopted by Council at its meeting on 7 August 2017 and has been reviewed having reached the end of its four-year cycle.

- Attachment 1 is a copy of the current Policy showing with tracked changes, and
- Attachment 2 is a copy of the recommended updated Policy.

The proposed changes to the Policy include noting the updated name of the Government Information and Strategy Unit to the Office of the State Archivist (OSA). This Policy is heavily regulated by the OSA. The Policy has been referred to Managers and Directors for feedback and no material changes are proposed.

Environmental Health Services Pro-rata and Refund Policy

The Environmental Health Services Pro-rata and Refund Policy has been reviewed, having reached the end of its current cycle. The Policy was originally adopted by Council at its meeting on 13 June 2017.

- Attachment 3 is a copy of the Policy showing tracked changes from the current version, and
- Attachment 4 is a copy of the recommended updated Policy.

The opportunity has been used to simplify the language used to assist in understanding the Policy. The Policy has been referred to Managers and Directors for feedback and no material changes are proposed.

Distribution of Building Plans Policy

The Distribution of Building Plans Policy was adopted by Council at its meeting on 4 July 2016. It has now been reviewed having reached the end of its current four-year cycle.

- Attachment 5 is a copy of the policy showing tracked changes from the current version, and
- Attachment 6 is a copy of the recommended updated policy.

The Policy is largely unchanged from the original version with only minor changes made to include reference to plumbing plans and the addition of a licensed Building Surveyor as a person who can request plans. The Policy has been referred to Managers and Directors for feedback and no material changes are proposed.

Investment of Short-Term Funds Policy

This is essentially a new Policy for Council as the previous Investment Policy (January 2005) had required significant updating.

Attachment 7 is a copy of the recommended policy.

The proposed new Policy outlines the how Council would exercise its powers under section 75 of the *Local Government Act 1993*, which provides:

The Council may invest any money –

- (a) in any manner, in which a trustee is authorised by law to invest trust funds, and*
- (b) in any investment the Treasurer approves.*

The Policy also provides a list of ethical constraints placed on a trustee and the factors a Trustee would consider when making an investment decision.

The investment guidelines include the following provisions:

- investment totals that are based on percentages with various institutions. The Policy has percentage limits and sets individual exposures limits per institution
- Section (j) authorises temporary variations to the Policy in exceptional circumstances
- Section 4(k) outlines that investments are to be for a period of 12 months or less
- Section 4(m) clearly sets out where funds should be divested in the instance that an investment is downgraded
- reporting that is aligned to current Council practice, and
- provision of investment information to elected members and or Council's Audit Panel.

The draft Policy was referred to Managers and Directors for feedback.

Public Art Policy

The Public Art Policy was adopted by Council at its meeting on 19 December 2016. It has now been reviewed having reached the end of its current cycle.

- Attachment 8 is a copy of the Policy showing tracked changes from the current version, and
- Attachment 9 is a copy of the recommended updated Policy.

The review of the Public Art Policy (attached) was delayed while the Arts and Culture and Community strategies were being developed. The Policy is substantially unchanged however, amendments have been made to reflect the intent of the Arts and Culture and Community strategies.

While specific community consultation on this Policy has not been undertaken, broad consultation was undertaken in 2020 for the development of the Arts and Culture Strategy and in 2021 for the development of the Community Strategy. Both strategies reflect the interest expressed by community in the positive influence art has in improving the aesthetic of the City, its identity and community pride. This feedback is reflected in the continuing relevance of the Public Art Policy. Council staff have also been consulted in the review of this Policy.

Cultural Development Policy

The Cultural Development Policy was adopted by Council at its meeting on 19 December 2016. It has now been reviewed having reached the end of its current cycle.

- Attachment 10 is a copy of the Policy showing tracked changes from the current version, and
- Attachment 11 is a copy of the recommended updated Policy.

The Cultural Development Policy is a guiding document to ensure Council strategically plans and implements strategies that invest in the community's unique cultural assets for the benefit of the community as a whole. Since the last review, the Multicultural Framework and Values, Arts and Culture and Community strategies have been developed and Council has become a member of the Welcoming Cities Network. References to these documents are included in the updated policy.

Draft changes to the Policy also include:

- updated strategic alignment
- inclusion of aboriginal acknowledgement, and
- additional reference to the aboriginal community in the policy statement, aligning with the Community Strategy.

To-date, stakeholders have not been consulted on this Policy. However, the consultation undertaken in 2020 for the development of the Arts and Culture Strategy referenced this Policy and the outcomes of that consultation are reflected in the intent of the Policy.

Project Management Policy

The Project Management Policy was adopted by Council at its 29 July 2019 meeting. The Policy was approved for a limited span of 2 years, after which it was to be reviewed.

Since 2019, Council has implemented a Project Management Office, and, operationally, has developed and applied a comprehensive suite of procedures which outline the management of projects at Council. Given the operational focus of project management, it is believed an internal directive detailing Council's project

management suite and methodologies would be more appropriate than a high-level policy statement.

Therefore, it is recommended that Council's Project Management Policy, included as Attachment 12, be rescinded.

Consultations:

Aldermen
Executive Leadership Team
Management
Community Engagements
Corporate Governance
People and Culture
Council Officers

Human Resource / Financial and Risk Management Implications:

There are no material human resources or financial implications.

Risk Identification		Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	None of the recommended updated, new policies or rescinded policies represent any significant departure from established practices or statutory requirements. There is a chance that procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.	Minor	Unlikely	Low	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
Do not adopt the recommendation					
	Governance administration would be less optimal due to the presence of outdated and less effective policies.	Minor	Likely	Medium	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.

Community Consultation and Public Relations Implications:

The Policies, once they are adopted by Council, will be communicated to the relevant Council Committee's and included on Council's website.

Recommendation:

That Council:

1. ADOPT the updated Information Management Policy in the form of Attachment 2
2. ADOPT the Environmental Health Services Pro-rata and Refund Policy in the form of Attachment 4
3. ADOPT the Distribution of Building Plans Policy in the form of Attachment 6
4. ADOPT the Investment of Short-Term Funds Policy in the form of Attachment 7
5. ADOPT the Public Art Policy in the form of Attachment 9,
6. ADOPT the Cultural Development Policy in the form of Attachment 11, and
7. RESCIND the Project Management Policy.

Attachments/Annexures

- 1 Information Management Policy 2017 tracked changes
[⇒](#)
- 2 Information Management Policy 2021
[⇒](#)
- 3 Environmental Health Services Pro-rata and Refund Policy 2017 tracked changes
[⇒](#)
- 4 Environmental Health Services Pro-rata and Refund Policy 2021
[⇒](#)
- 5 Distribution of Building Plans Policy 2016 tracked changes
[⇒](#)
- 6 Distribution of Building and Plumbing Plans Policy 2021
[⇒](#)
- 7 Investment of Short Term Funds Policy 2021
[⇒](#)
- 8 Public Art Policy 2017 tracked changes
[⇒](#)
- 9 Public Art Policy 2021
[⇒](#)
- 1 Cultural Development Policy 2016 tracked changes
0
[⇒](#)

1 Cultural Development Policy 2021

1



1 Project Management Policy 2019

2



17. ADOPTION OF 2022 COUNCIL AND PLANNING AUTHORITY MEETING DATES

Author: Executive Officer (Bryn Hannan)
Qualified Person: General Manager (Tony McMullen)
ECM File Reference: Council Meetings

Community Plan Reference:

Leading our community

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community

Strategic or Annual Plan Reference:

Leading our community

- Objective 4.1 Govern in the best interests of the community
- Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency
- Strategy 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes

Reporting Brief:

To recommend that Council adopts Council and Glenorchy Planning Authority meeting dates and times for the 2022 calendar year.

Proposal in Detail:

Under regulation 7(2) of the *Local Government (Meeting Procedures) Regulations 2015 (Regulations)*, Council is required to publish the times and places of ordinary meetings of Council and Council Committees (as known) for the next 12 months.

This report seeks Council's adoption of the meeting dates, which will then be published in The Mercury and on Council's website as required under the regulations.

A list of the proposed meeting dates for meetings of Council and the Glenorchy Planning Authority is [Attachment 1](#).

Council meeting dates for 2022

The proposed dates for Council meetings for 2022 continue to be scheduled for the final Monday of each month, starting at 6:00 pm, except for the December 2022 meeting, which is moved to Monday, 19 December 2022 due to the Christmas holiday period.

This scheduling facilitates regular monthly financial reporting to Council.

The proposed meeting dates for 2022 are:

Meeting of	Day	Date	Start Time
Council	Monday	31 January 2022	6:00 pm
Council	Monday	28 February 2022	6:00 pm
Council	Monday	28 March 2022	6:00 pm
Council	Tuesday	26 April 2022	6:00 pm
Council	Monday	30 May 2022	6:00 pm
Council	Monday	27 June 2022	6:00 pm
Council	Monday	25 July 2022	6:00 pm
Council	Monday	29 August 2022	6:00 pm
Council	Monday	26 September 2022	6:00 pm
Council	Monday	31 October 2022	6:00 pm
Council	Monday	28 November 2022	6:00 pm
Council	Monday	19 December 2022	6:00 pm

Glenorchy Planning Authority meeting dates

The Glenorchy Planning Authority (**GPA**) is a council committee established under section 23 of the *Local Government Act 1993*.

The GPA has resolved to commence its ordinary meetings at 5:00 pm (Item 7 at the 13 March 2018 GPA meeting). GPA Meetings will be held approximately every four weeks.

The proposed GPA meeting dates for 2022 are as follows:

Meeting of	Day	Date	Start time
Glenorchy Planning Authority	Monday	24 January 2022	5:00 pm
Glenorchy Planning Authority	Monday	21 February 2022	5:00 pm
Glenorchy Planning Authority	Monday	21 March 2022	5:00 pm
Glenorchy Planning Authority	Wednesday	20 April 2022	5:00 pm
Glenorchy Planning Authority	Monday	16 May 2022	5:00 pm
Glenorchy Planning Authority	Tuesday	14 June 2022	5:00 pm
Glenorchy Planning Authority	Monday	11 July 2022	5:00 pm
Glenorchy Planning Authority	Monday	8 August 2022	5:00 pm
Glenorchy Planning Authority	Monday	5 September 2022	5:00 pm
Glenorchy Planning Authority	Monday	3 October 2022	5:00 pm
Glenorchy Planning Authority	Monday	7 November 2022	5:00 pm
Glenorchy Planning Authority	Monday	5 December 2022	5:00 pm

COVID-19 Impact

Council officers will continue to actively monitor public health directives and advise any changes to the approved arrangements for Council and GPA meetings as required.

Public notice of 2022 meeting dates

If the proposed meeting dates are adopted by Council, the General Manager will ensure that a public notice containing the times and places of the ordinary Council meetings and GPA meetings is published in accordance with regulation 7(2) of the Regulations.

Meeting dates will also be published on Council's website and through other channels, as appropriate.

Consultations:

Mayor
General Manager
Manager Development
Coordinator Planning Services
Senior Statutory Planner

Human Resource / Financial and Risk Management Implications:Financial

There are no material financial implications.

Human resources

There are no material human resources implications. Facilitation and attendance at meetings of Council and GPA will be undertaken by officers as part of their normal duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor	Unlikely	Low	Council and GPA schedule Special meetings, as required to address particular issues.
Dissatisfaction with proposed meeting dates and times from members of the public or other stakeholders. Meetings do not align with key events.				
Do not adopt the recommendation	Minor (C2)	Almost Certain (L5)	Medium	Council identifies alternative meeting dates either at the present meeting or in time for the January 2022 Council meeting.
Council will be in breach of the relevant regulations around meeting dates leading to potential regulatory action and dissatisfaction from the community / reputational damage.				

Community Consultation and Public Relations Implications:

Community consultation

Community consultation has not been undertaken. However, Council has received anecdotal feedback that its practice of holding Council meetings at 6:00 pm on the last Monday of each month has been well received by the community.

Public relations

Meetings will continue to be live streamed to the public during 2022. Notice of meetings in the form adopted by Council will be advertised in accordance with the regulations. There are otherwise no material public relations impacts.

Recommendation:

That Council:

1. ADOPT the meeting dates and times for Council and the Glenorchy Planning Authority for the 2022 calendar year that are set out in the Schedule in Attachment 1, and
2. NOTE that the General Manager will ensure that a public notice containing the times and places of the ordinary Council meetings and Glenorchy Planning Authority meetings is published in accordance with regulation 7(2) of the *Local Government (Meeting Procedures) Regulations 2015*.

Attachments/Annexures

- 1 2022 Council and GPA meeting dates



18. FINANCIAL PERFORMANCE REPORT TO 31 OCTOBER 2021

Author: Chief Financial Officer (Tina House)
Qualified Person: Director Corporate Services (Jenny Richardson)
ECM File Reference: Corporate and Financial Reporting

Community Plan Reference:

Leading Our Community

We will be a progressive, positive community with strong council leadership, striving to make Our Community's Vision a reality.

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Leading Our Community

- Objective 4.1 Govern in the best interests of our community
- Strategy 4.1.1 Manage Council for maximum efficiency, accountability, and transparency
- Objective 4.2 Prioritise resources to achieve our communities' goals
- Strategy 4.1.2 Manage the City's assets soundly for the long-term benefit of the community
- Strategy 4.2.1 Deploy the Council's resources effectively to deliver value

Reporting Brief:

To provide the monthly Financial Performance Report to Council for the period ending 31 October 2021.

Proposal in Detail:

FINANCIAL PERFORMANCE REPORT

Council's Financial Performance Report (**Report**) for the year-to-date ending 31 October 2021 is Attachment 1.

The Report highlights that Council's actual operating result is \$2.466 million better than the budgeted position. The favourable variance to the budgeted position is the combined result of a \$1.528 million increase in revenue and a \$0.938 million decrease in expenditure.

Executive Summary

The bottom-line operational result continues to report a favourable year-to-date financial position. In addition, the forward forecasts indicate the trend of increased revenue and reduced expenditure will continue through to the end of the financial year.

However, the bottom-line capital works program is reporting a large year-to-date underspend due to delays in major government funded projects and persistent inclement weather.

Revenue

Year-to-date operational revenue is \$55.063 million, compared to budgeted operational revenue of \$53.535 million. This represents a favourable result of \$1.528 million or 2.9% against budget.

Three key revenue sources contribute to the favourable result. Council budgeted to receive TasWater dividends in June 2022, however an early interim dividend has been received. The thriving property sector continues to generate above-budget revenue in the Planning, Building and Rates programs.

Expenditure

Year-to-date operational expenditure is \$20.647 million compared to budgeted expenditure of \$21.585 million. This represents a favourable result of \$0.938 million or 4.3% compared to budget.

The expenditure on Materials and Services slowed over the past month resulting in a timing underspend in that area due in part to inclement weather experienced during the month of October. Employee costs are also lower due to savings generated between when a position becomes vacant and when it is filled.

Non-operating – Capital Grant Revenue

Capital grants revenue is \$2.252 million against an annual budget of \$4.878 million.

There was approximately \$2 million in unspent grants from 2020/21 carried forward into 2021/22. In relation to the remaining \$2.8 million budgeted this year, several major projects funded by Federal Government are arrears-based, meaning Council must first undertake and pay for the works before it receives reimbursement. It is therefore anticipated a large amount of the budgeted grants yet to be received will not eventuate until the last quarter of 2021/22

Non-Operating – Net Gain/(Loss) on Disposal of Assets

Disposal of assets currently records a gain of \$63,000 against the annual budgeted gain of \$2.254 million.

The program of budgeted property sales may not eventuate this financial year, in which case the annual budget may need to be revised.

Non-Operating – Contributions Non-Monetary Assets

At this early stage of the new financial year, there have been no non-monetary assets received against the annual budget of \$2.1 million.

These are typically infrastructure assets constructed in new subdivisions which pass to Council ownership upon completion of works, or found assets not previously recorded in Council's asset register.

Capital Works

Council's year-to-date Capital Works expenditure is \$3.652 million of the annual budget of \$26.171 million.

There are four major projects that contribute \$10.562 million or 40% towards the annual capital works budget. These are KGV Soccer (\$3.8m), Jackson Street Landfill (\$2.9m), Giblins/Montrose Playspace (\$2.6m) and Eady Street Clubrooms (\$1.2m).

Each project is at varying stages, ranging from commenced to still under scoping.

As mentioned in previous reports, Tasmania is experiencing strong economic growth, which extends beyond Council boundaries and into wider Tasmanian regions. This is affecting the availability of contractors and materials which, in turn, adds cost pressures for Council to deal with. These have the potential, and are beginning, to cause delays and backlogs with the various capital works programs.

The capital works program is being monitored closely and Council will be briefed if a revision of the program is required.

Summary

Further information on revenue, expenditure and capital works figures is provided in Attachment 1 to this report.

Consultations:

General Manager

Executive Leadership Team

Officers responsible for Capital and Operational Budget reporting

Human Resource / Financial and Risk Management Implications:

Financial implications are set out in the body of this report and in Attachment 1.

As this report is for receiving and noting only, no risk management issues arise. Risks associated with Council's financial expenditure and sustainability were managed through the process for developing Council's annual budget and are monitored through ongoing reporting on Council's Strategic and Key Operational risk register.

Community Consultation and Public Relations Implications:

Community consultation was not required due to the regular and operational nature of this report. There are no material public relations implications.

Recommendation:

That Council:

RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 31 October 2021 in the form of Attachment 1.

Attachments/Annexures

1 Attachment 1 - Financial Performance Report to 31 October 2021



19. PROCUREMENT AND CONTRACTS - MONTHLY REPORT

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Procurement

Community Plan Reference:

Leading our Community

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Leading our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

Strategy 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes

Reporting Brief:

To inform Council of exemptions that have been applied to procurements under Council's Code for Tenders and Contracts for the period 14 October to 17 November 2021 and provide an update on external legal expenditure in accordance with the Ministerial Directions.

Proposal in Detail:

Exemption Report

Council's Code for Tenders and Contracts (**the Code**) has been made and adopted by Council as required under section 333B of the *Local Government Act 1993*.

Under the Code (Annex A), the General Manager is required to report to Council any purchases in circumstances where a normally required public tender or quotation process is not used. Instances of non-application of the quotation or public tender process are to be reported at ordinary Council meetings as soon as possible after a contract is executed or a purchase order is issued.

The information reported for each contract or purchase order will include:

- *the contract or purchase order value (excluding GST);*
- *the circumstances for engaging the contractor or supplier without seeking the required number of quotes;*

- *the date approval was given to engage the contractor or supplier;*
- *the date of the contract or purchase order; and*
- *if the contract or purchase order was as a result of a prescribed situation or prescribed contract under regulation 27 of the Local Government (General) Regulations, the sub regulation relied on for not calling for public tenders.*

For the period from 14 October to 17 November 2021, there were two exemptions to Council's Code for Tenders and Contracts.

The first item is for the sum of \$72,000 related to ICT GIS consulting. The GIS consultancy is available only through a specialist provider.

The second item is for the sum of \$62,375 for the next phase of Council's core systems review project. There are only 2 providers that have indicated they are capable of providing these services. Quotes were therefore sought from the 2 known providers.

The Code for Tenders and Contracts mandates contract sums above \$50,000 should seek at least 3 quotes. However, both of the above exemptions meet the criteria provided in regulation 27(i)(iii) of the *Local Government (General) Regulations 2015*, namely that a satisfactory result would not be achieved by inviting tenderers because of the unavailability of competitive or reliable tenderers.

Further details are included as Attachment 1 to this report.

The expenditure was provided for in Council's 2021/22 budget.

Expenditure on external legal services

In compliance with item 32 of the Ministerial Directions, Council adopted a policy and process relating to the appointment of external legal advisors and monthly reporting to Council external legal services expenditure.

For the month of October 2021, the total amount spent on external legal services for all of Council was \$3,258. This primarily related to a building enforcement matter.

The expenditure was provided for in Council's 2021/22 budget.

Consultations:

Executive Leadership Team
Senior Legal Counsel
Procurement and Contracts Coordinator
Accounts Payable Supervisor

Human Resource / Financial and Risk Management Implications:

Human resources

There are no material human resources implications.

Financial

The report documents expenditure of \$134,375 and \$3,258 in budgeted operational costs.

Risk management

As this report is recommended for receiving and noting only, no risk management issues arise. Risks around procurement are monitored and reported on a continuous basis as part of standard processes and procedures.

Community Consultation and Public Relations Implications:

Community consultation was not required or undertaken. There are no material public relations implications.

Recommendation:

That Council:

RECEIVE and NOTE the Procurement and Contracts Monthly Report for the period from 14 October 2021 to 17 November 2021.

Attachments/Annexures

- 1 Exemptions to Council's Code for Tenders and Contracts 14 October
[⇒](#) to 17 November 2021

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

Question taken on notice - Alderman Fraser

City mowing schedules

Q. How accurate is the mapping for the areas to be mowed? I am aware within my street, the nature strip only appears to be mowed, once a person rings up and complains about it, rather than it being on a regular schedule.

A: This question is relevant to all similar areas throughout the Glenorchy municipal area.

The question raised the example of a nature strip in Second Avenue, West Moonah.

I can confirm that this nature strip is on a maintenance schedule and programmed to be mown every six-weeks during the growth season. This is the time it takes to do a maintenance rotation of all the vegetated areas on this schedule with the resources and budget we have.

Currently we are experiencing a large growth period where we are not keeping up with the normal scheduled time frame. We had been using some vegetation control contractors, however they have so much work on they are not willing to provide services to all of our vegetated areas, so we have tried to keep up by using labour hire. This has put considerable strain on our budgets, to the point where we have nearly expended our annual allocation. To manage this situation, we have recently called for a tender on vegetation control (largely mechanical vegetation control) for the whole GCC area and have had a good response, so we will be signing a new contractor up soon. However this will still need dynamic management to keep the balance between budget control and vegetation management.

Please note, Council cannot maintain the current service level of mowing all grassed areas every six weeks, the lower level of service is now more like 8 to 10 weeks until the growth period ends, especially after the amount of rain we have recently received.

Currently, we have a contract verge mower working, which has completed the Claremont area and is now going into the Collinsvale area. This is due to the high levels of vegetation that could create a fire risk. We also have a contract brush cutting crew completing creek work in the Glenorchy area and a Council crew working through numerous specific locations.

Questions on notice – Alderman Dunsby (submitted 19 November 2021) Community Yarns

Q. Community Yarns appear to have stalled. Could the community please be advised if further activities under this banner will continue, and if so, what are the projected timelines.

If not, what are the ongoing plans to engage with the Glenorchy Community?

- A: It is intended to continue the trial of the Community Yarns, with four Yarns planned to be held in the remainder of the current financial year. Dates are to be confirmed, with planning underway for Community yarns to be held in February, March, May and or June.

Officers are currently finalising the plans for Community Yarns for the remainder of the financial year and into the 2022/2023 year, these include:

- Pre-Budget discussions – Council officers are confirming a date to hold a pre-budget Community Yarn for community members to talk to the Mayor and other Aldermen about what is important to them in the community and how they would like to hear about the budget. A survey is also being developed to coincide with the engagement.
- Goodwood – to provide the opportunity to hear specifically from the local area about the community's priorities. Goodwood will also be the location of Council's major Play Space (at Giblyns Reserve), thus providing an opportunity to update the community on the work that will be undertaken, and potentially communicate any ways that community can be involved in community projects associated with the Play Space. The Goodwood Community Centre is a focal point in the community, making this an ideal location to hold the Yarn and assist with promotion and keeping the community updated.
- Karadi – Karadi has expressed an interest in holding a Community Yarn. Officers are working with Karadi to discuss what would work best for the community. This Yarn would be held at Karadi and be co-designed with the community.
- Collinsvale – While a Yarn was held earlier this year at Collinsvale, a follow up visit is to be incorporated into the Yarns schedule to provide an opportunity for Council and community to report on progress. Council officers have been in contact with the community members to make arrangement for the follow up to be in conjunction with their Community Association meeting. Follow up meetings would demonstrate Council's willingness to be involved in an ongoing conversation and will assist in reporting back any progress or updates relating to issues raised.
- "Environmental Yarn" – Council currently engages with several volunteer landcare/environmental groups who would welcome an opportunity to come together and meet with other groups as well as Aldermen. As there is already a strong interest in this area, it would provide a focus for groups to share priorities and learn about what Council is already doing in this space. Work being done at Council includes natural area plans, weed management, no spray register, fire management and an environmental framework. This focused Yarn would provide an ideal opportunity for community members to learn about Council has in place and let Council know more about what areas community members are interested in.

- Moonah – the Deputy Mayor has advised that there is a group of residents in the Moonah area who would be interested in discussing ideas for their community with Council staff and Aldermen.

Community Yarn progress reports (Claremont, Glenorchy and Collinsvale Community Yarns) have been developed as a means to communicate with community on the progress being made on matters raised at the Community Yarns. These updates were sent directly to those who registered attendance as well as made available on the Let's talk, Glenorchy website.

Officers are also working to ensure that information received at the Yarns is passed on to different areas and included in future Council planning where appropriate.

Council endorsed trailing Community Yarns for a period of 2 years. The COVID-19 pandemic interrupted this period and thus the program. It is proposed that a review of the Community Yarns will be undertaken in the 2022/23 financial year as a part of Council's broader review of Community Engagement.

Questions on notice – Alderman Fraser - Use of QR Codes

- Q. QR codes have become ubiquitous since the COVID-19 pandemic and more people seem comfortable using the technology than ever before. Is there an opportunity for GCC to be more innovative and use this technology for asset maintenance? Using individual asset QR codes for Council assets could make it easier for residents to communicate to the council when a building, road or park needs maintenance. Has the Council considered using QR codes to make it quicker and easier for residents to generate customer service requests?**
- A.** An answer to this question will be provided prior to the Council meeting and published in the minutes.

20.1 NOTICE OF MOTION - ALDERMAN DUNSBY: DISTRIBUTION OF 'OUR GLENORCHY' NEWSLETTER

Author: Executive Officer (Bryn Hannan)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Notices of Motion

Reporting Brief:

To consider a notice of motion by Alderman Jan Dunsby submitted in accordance with the requirements of regulation 16(5) of the *Local Government (Meeting Procedures) Regulations 2015*.

Motion:

That the hard copy quarterly newsletter continues to be distributed to residents and ratepayers, with the option to choose receipt of it by email.

Rationale:

In the quarterly newsletter, Spring edition, readers were notified as follows -

“From September, we’re moving our newsletter online to reduce the amount of paper we use for each edition. This also lets us extend our reach to a wider audience of community members and ratepayers who don’t necessarily live in our city but are invested in our growth”.

I believe this action excludes a large proportion of our community who may not have access to technology but would like to know (and deserve to know) what is happening in the Glenorchy community from a Council perspective.

The changed decision has been made operationally due to financial considerations, but it was without consultation with the elected members.

Officers’ Response**Background**

Council began producing its quarterly Community Newsletter, ‘Our Glenorchy’ in August 2020 to provide meaningful and up-to-date information about the activities of Council and other important community information to residents and ratepayers.

The newsletter concept is used by numerous other Tasmanian councils as a means of engaging with the community and has been well received by community members. It has been well received by Council’s ratepayers since its inception in 2020.

The original distribution model for the newsletter was by way of a mailout to ratepayers 4 times per year, with copies sent out in the same envelope as annual rates notices and rates instalment reminder notices, or sent as a stand-alone mailout where no reminder notice was issued (i.e. because rates had been paid in full). Copies were also emailed to those ratepayers who had signed up to receive their rates notices and reminders by email. Hard-copies were also available for free at some Council Chambers and the Moonah Arts Centre.

Distributing the newsletter using this model directly targeted Council’s ratepayers and provided valuable information about how their rates were being spent. It was also accessible to ratepayers who don’t use email and prefer to receive paper copies of information, or those that lived outside the Glenorchy municipality. However, it also had some disadvantages:

- It was cost prohibitive due to the high cost of sending it by addressed mail to ratepayers
- It was difficult to manage logistically. Other than the issue sent with rates notices, Council staff would need to identify which ratepayers had paid rates in full and would not be receiving a reminder notice, and then send stand-alone copies of the newsletter. Council’s rating and finance systems did not provide a simple and easy way to configure this, which resulted in large amounts of officer time being spent each issue collating the mailing lists

- Ratepayers who owned multiple properties would sometimes receive multiple copies of the same newsletter
- Ratepayers who did not live in Glenorchy (e.g. owners of investment properties who may live interstate) would still receive a copy at their registered mailing address, whereas people who lived in Glenorchy but did not pay rates (e.g. people renting properties) would not, and
- There were some complaints about wastage in producing around 17,000 paper copies of a newsletter that could be produced electronically.

As a result of the above disadvantages, and particularly the prohibitive cost (which included the cost of envelopes, folding and postage), a decision was made to change the distribution method to be predominantly electronic, but to still have the option for people to receive a hard-copy of the newsletter by mail (for free) if they opted-in (with other hard-copies also available in Council Chambers and other locations).

The previous edition of the newsletter (sent in July 2021) was sent as an un-addressed mail drop to all households, and included an article advising people of the new distribution model and encouraging them to move to electronic or, alternatively, opt-in to continue to receive a free hard copy by mail.

The current edition of the newsletter, which was released on 24 November 2021 was the first to be distributed under the new model. Despite advertising the ability for people to opt-in to receive free hard-copies of the newsletter by mail, being placed given in the previous issue of the newsletter, and on Council's website and Facebook page, so far:

- only nine (9) people have opted in to receive hard-copies, and
- there are only 42 people registered to receive the newsletter by email

An additional 1,800 copies of the current edition of the newsletter will be sent out by email with electronic rates reminder notices and 600 hard-copies have been printed. The 600 hard copies will be distributed by:

- being made available at Council Chambers and the Moonah Arts Centre
- being to anyone else who opts-in for hard copies
- being provided to all new property purchasers in Glenorchy (approximately 50 per week), or
- given to new Australian Citizenships at Citizenship Ceremonies conducted by Council as part of a gift and information pack.

If all hard copies were taken, that puts the distribution of the current newsletter at around 2,400 hard and electronic copies for the current edition.

A link to view the electronic copy was posted on Council's Facebook page on 24 November 2021. Council has 5,200 followers on Facebook, however it will not necessarily be seen by all of those.

Total views of the electronic version on our website can be provided at the Council meeting.

The previous editions of the newsletter were distributed to approximately 17,000 people, meaning the current distribution is much lower than previously, although it would be expected that this would increase over time.

Current budget allocation

Council has allocated \$28,920 in the current financial year budget for the distribution of the newsletter. Approximately half of that has so far been spent, however it should be noted this includes the previous two editions of the newsletter which were distributed using the old model (hard-copies to ratepayers).

If the current distribution model were to continue, it would be expected that the total cost at the end of financial year cost would be around \$16,000, with an ongoing cost of around \$2,000 per issue.

Costs of different distribution models

Three different distribution models for the newsletter are provided for Council's consideration.

- Option 1: Sending by unaddressed mail to all Glenorchy suburbs (with other opt-in options) – between \$33,000 and \$43,000 p/a (approx.)
- Option 2: Revert to previous distribution method - \$51,000 (approx.)
- Option 3: Maintain current electronic / Opt-in for hard-copy model (- \$8,000 (approx.)

Option 1: Sending by unaddressed mail to all Glenorchy suburbs with other (opt-in options)

Under this option, the newsletters would distributed unaddressed to all Glenorchy households.

If it were delivered only to households that did not have a 'No Junk Mail' sign, this would be approx. 17,000 households. If it was distributed to all households (including those with No Junk Mail signs), distribution would be approximately 23,000.

Hard-copies would also be available at Council chambers for free, and, as per the motion before Council, anyone could opt-in to receive a free hard copy. The other methods mentioned above (new property owners and citizenship ceremonies) would also continue

Under this model, the total annual cost would be expected to be between **\$8,200 and \$10,700 per edition** (including design, printing, folding and postage) or between **\$32,800 and \$42,800** per annum for 4 editions (round to \$33,000 to \$43,000). This would be an increase of between around \$4,000 to \$14,000 over the current budget allocation, noting, however, that only around \$16,000 of the \$28,920 budget allocation for 2021/22 is expected to be spent.

Potential advantages and disadvantages of this model are below:

Advantages	Disadvantages
<ul style="list-style-type: none"> • More accessible to members of the community who do not use email • Easy to organise, logistically • Existing budget increases between negligible (lower end) and manageable (higher end) 	<ul style="list-style-type: none"> • More impersonal as mail is unaddressed, and may be treated as junk mail • Excludes some ratepayers in and outside Glenorchy (e.g no junk mail letterboxes and investors.) • Potential concerns about paper-waste and cost of delivery from some ratepayers • Not possible to 'opt out' due to mail being unaddressed.

Option 2: Revert to previous distribution method (hard-copy to all 'ratepayers' / opt-in for e-copy)

The estimated cost of this model would be expected to be around \$4,000 for the first edition (which would be sent in the same envelope as Rates Notices) and \$15,500 for the next 3 editions, for a total of around \$50,500 per year.

As noted in the background section of this report, there are also considerable logistical difficulties with this method due to Council's systems not being easily able to produce the necessary mailing lists, which change each quarter.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Offers direct communication with ratepayers who fund Council's operations. • Ratepayers able to opt-out of receiving newsletter by mail or email easily. • Can reduce some costs through distribution with rates notices. 	<ul style="list-style-type: none"> • Expensive (most expensive option) • Logistically challenging, leading to inefficient use of staff time and resources. • Concerns about paper-waste and cost of delivery from some ratepayers

Option 3: Maintain current electronic distribution / opt-in model

The current model costs around \$2,000 for each edition, depending on how many people opt-in to receive paper versions. This equates approximately \$8,000 per year for 4 editions.

However, as noted, the distribution levels are currently significantly lower than the (approximately) expected 17,000 households under Options 1 and 3. One objective of the newsletter was to increase the reach of the targeted information that we distribute to our community beyond, and if the current distribution numbers are maintained or increase slowly, that objective would not be met.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Inexpensive compared to other models • Eco-friendly with minimal paper wastage • Opportunity for more regular editions (however this would increase cost estimate) 	<ul style="list-style-type: none"> • Inaccessible to community members without access or intention to use digital platform who need to manually opt-in • Lower distribution due to low uptake of opt-in for both email and hard-copy versions.

If option 3 was not adopted and Council reverted to one of the other hard-copy models, Council could look at supplementing the 4 quarterly editions with smaller and more frequent 'e-news' bulletins (or something similar) if resources permitted.

Summary

2021/22 budget allocation:	\$28,920
Expected cost in 2021/22:	\$16,000
Expected cost – option 1:	\$33,000 - \$43,000 p/a
Expected cost – option 2:	\$50,500 p/a
Expected ongoing cost – option 3 (current model):	\$8,000 p/a

Attachments/Annexures

Nil.

CLOSED TO MEMBERS OF THE PUBLIC

21. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council meeting (closed meeting) held on 25 October 2021 be confirmed.

22. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

Community goal: “Leading our Community”

23. GLENORCHY DISTRICT FOOTBALL CLUB LEASE

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)(b) (Information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the Council is conducting, or proposes to conduct, business) and (2)(i) (Matters relating to actual or possible litigation taken, or to be taken, by or involving the Council or an employee of Council).

ENVIRONMENT

Community goal: “Valuing our Environment”

24. EXEMPTION TO EXTEND THE CURRENT PROCESSING OF COMMINGLED RECYCLING CONTRACT UNTIL THE SOUTHERN REGIONAL TENDER IS FINALISED

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)(c) (Commercial information of a confidential nature that, if disclosed, is likely to: prejudice the commercial position of the person who supplied it; confer a commercial advantage on a competitor of the Council; or reveal a trade secret) and (2)(d) (Contracts and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal).

COMMUNITY

Community goal: “Making Lives Better”

**25. CONTRACT 0856 - STANDING OFFER FOR SUPPLY AND
INSTALLATION OF SPORTS AND PUBLIC LIGHTING**

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)(d) (Contracts and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal).

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