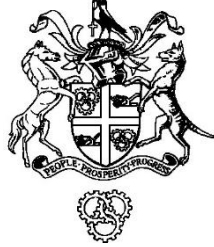


**COUNCIL MEETING  
AGENDA  
MONDAY, 27 MARCH 2023**



**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, appearing to read 'Tony McMullen', is written over a horizontal line.

Tony McMullen  
**General Manager**  
22 March 2023

**Hour:** 3.30pm

**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 6 March 2023

**Purpose:** To discuss:

- Briefing on anti-social behaviour
- Derwent Estuary 2023 program
- Budget process – feedback on community survey
- Giblins Reserve Playspace update
- Social media

**Date:** Tuesday, 14 March 2023

**Purpose:** To discuss:

- Waste Strategy
- CAPEX Budget process

**Date:** Monday, 20 March 2023

**Purpose:** To discuss:

- Glenorchy Jobs Hub

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**1. APOLOGIES**

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**2. CONFIRMATION OF MINUTES (OPEN MEETING)**

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That the minutes of the Council meeting held on 27 February 2023 be confirmed.

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**3. ANNOUNCEMENTS BY THE CHAIR**

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**4. PECUNIARY INTEREST NOTIFICATION**

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## 5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

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**Q:** On behalf of my parents, Phil and Margaret Powe, our question relates to the amount of mud that comes down, my parents couldn't even get in through any of the doorways. Their whole house was a metre high in mud, and the insurance companies don't deal with this. So we had to do it ourselves but they are in their 80s.

**My question is, it has happened again and we believe that the cause is due to the new addition to the drain at the top that is causing the blocking. We can't physically remove this mud and gravel ourselves. Can my parents get any help from the Council to remove this mud?**

**A:** Residents that have been affected by the recent floods in the Berriedale Chigwell areas have been contacted and updated on what actions Council is progressing and the investigations into reducing the likelihood of this occurring so frequently. All residents who have been affected by flooding have been advised to seek advice from their insurers on assistance available to assist with clean-up and any other damages.

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## 6. PUBLIC QUESTION TIME (15 MINUTES)

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**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.

### **Question on Notice – Morris Malone, West Moonah (received 13 March 2023)**

**Q1. What ownership does Council have over the land comprising Humphreys Rivulet?**

**A:** Council has ownership of some, but not all of the land that comprises Humphreys Rivulet.

**Q2. Because the land is publicly accessible, what responsibility does Council take for private property which is damaged or vandalised as a result of this availability of access?**

A: Council, or other adjacent property owners, are not responsible for illegal activities of unrelated persons. Council does however have an interest in reducing and preventing such behaviour where practical.

**Q3. If none; for the length between Constance Avenue & Grove Road would Council consider installing sufficient fencing at either end respectively to deter access, not just for safety but to mitigate further potential damage and vandalism?**

A: The rivulet section between Constance Avenue and Grove Road (Barossa Creek) is in Council ownership and is currently fenced. This fence has recently been repaired and No Access signs have been installed. Unfortunately, these signs are regularly vandalised and they are replaced periodically. Whilst the area is fenced to deter public access, it is very difficult to fully prevent it. Police have been made aware of reports of antisocial behaviour in this area and any instances of property damage or vandalism should be reported directly to the police.

### **Question on Notice – Lynn Martin, Berriedale**

**(received 19 March 2023)**

**There are many houses in Berriedale that have experienced multiple floods over the last two years. Currently, construction to stop the flooding is scheduled after 1st July 2023.**

**Q1: My question is why can't money be reallocated from funding from current fy local roads and community infrastructure projects to fixing Berriedale flooding? Solar panels for Council buildings and playground/ sports field upgrades are frivolous compared to flooding. The storm water infrastructure needs upgrading.**

A: Council has diverted funding from this financial year's capital works budget and have deployed additional resources to complete necessary analysis and network design upgrades to reduce the flooding events recently experienced in this catchment.

Some work has already commenced, with the upgrading of stormwater pits and pipes at various locations.

In the coming months, Council will continue to plan and implement upgrades to the stormwater network to reduce the frequency and severity of flooding in the area. Council has prioritised these works and, subject to budget approval, plans to spend 70% of its 2023-2024 stormwater capital budget on flood mitigation projects.

Projects to be completed in the area include:

- upgrades to the stormwater inlet and reshaping drains at the top of Dooleys Avenue (to be completed this financial year)
- upgrading the pits and pipes at the corner of Kilander Crescent and Chandos Drive (to be completed in 2023-2024 financial year)

- stormwater network upgrades from Michelle Court through to Chandos Drive (to be designed in 2023-2024 and constructed in 2024-2025 financial year)
- sedimentation basin at the top of Redlands Drive (to be constructed in 2024-2045 financial year).

Council has also undertaken detailed flood mapping for all its urban catchments, and we are currently finalising the Stormwater System Management Plan.

Council will continue to keep the community informed as these projects progress.

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## **7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)**

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# COMMUNITY

*Community Goal – Making Lives Better*

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## 8. ACTIVITIES OF THE MAYOR

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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 of the Mayor.

### Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period from Monday, 20 February to Sunday, 19 March 2023.

#### Monday 20 February 2023

- Chaired Council workshop

#### Friday 24 February 2023

- Participated in the LGAT General Management Committee meeting

#### Saturday 25 February 2023

- Attended the Jack Jumpers MVP23 dinner at MyState Bank arena

#### Sunday 26 February 2023

- Participated in the Collinsvale Market Community Engagement Pop Up
- Attended MONA FOMA opening sessions at Mona

#### Monday 27 February 2023

- Participated with elected members in the visit to Atherton Avenue and the tour of Council Chambers
- Chaired the Council meeting

**Wednesday 1 March 2023**

- Participated in Greater Hobart Mayors' forum

**Thursday 2 March 2023**

- Chaired the Jobs Hub Steering Committee meeting
- Participated in Cosgrove High School Community Reference Group meeting

**Friday 3 March 2023**

- Participated in Southern Tasmanian Regional Waste Authority Board meeting
- Participated in a meeting with Beacon Foundation and PCYC

**Sunday 5 March 2023**

- Visited the Lutana Woodlanders volunteer group at Lutana Woodlands
- Attended the Wellington vs Glenorchy under 13s Cricket Grand Final
- Visited Laurel Bank Vineyard open day

**Monday 6 March 2023**

- Participated in the Bryn Estyn Water Treatment Plant briefing and tour
- Chaired Council workshop

**Tuesday 7 March 2023**

- Participated in Council Customer Service team walk in my shoes session
- Met with Karadi Aboriginal Corporation
- Met with RSL Tasmania CEO
- Hosted Community Yarn at KGV

**Wednesday 8 March 2023**

- Visited The Indie School
- Attended the RACT 100 Year celebration dinner at Glen Albyn Estate

**Friday 10 March 2023**

- Participated in the Zonta Club of Hobart and Migrant Resource Centre's International Women's Day celebration at Government House
- Met with Glenorchy Salvos, PCYC and Jobs Hub representatives re Youth Space
- Participated in the Salvos Red Shield Appeal meeting

**Tuesday 14 March 2023**

- Participated in ABC radio interview at Claremont Village
- Chaired Council workshop

**Wednesday 15 March 2023**

- Met with Assistance Police Commissioner Adrian Bodnar and Commander Tim Dooley
- Participated in meeting with the Deputy Premier and Minister Barnett regarding priorities for Greater Hobart
- Participated in the Greater Hobart Committee meeting

**Thursday 16 March 2023**

- Participated in the Local Government Association of Tasmania Mayors workshop

**Friday 17 March 2023**

- Participated in Local Government Association of Tasmania General meeting
- Participated in Local Government Association of Tasmania General Committee meeting

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:

1. RECEIVE the report about the activities of Mayor Thomas during the period from Monday, 20 February to Sunday, 19 March 2023.

**Attachments/Annexures**

Nil.

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## 9. INVESTIGATIONS INTO PROPERTY DISPOSAL AT 12 ROTHESAY CIRCLE, GOODWOOD

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Author: Property Sales and Administration Officer (Renee Kapitzke)  
Manager Property Environment and Waste (Luke Chiu)

Qualified Person: Director Infrastructure and Works (Emilio Reale)

ECM File Reference: 12 Rothesay Circle

### **Community Plan Reference:**

#### Making Lives Better

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

We value our aboriginal communities' arts, culture and heritage.

Our social, recreational and cultural facilities, events and experience will attract and retain people in Glenorchy to share our wonderful way of life.

#### 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.

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 Know our communities and what they value.

Strategy 1.1.1 Guide decision making through continued community engagement based on our Community Plan

Objective 1.2 Support our communities to pursue and achieve their goals

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

Strategy 1.2.2 Build relationships and networks that create opportunity for our communities

Leading our community

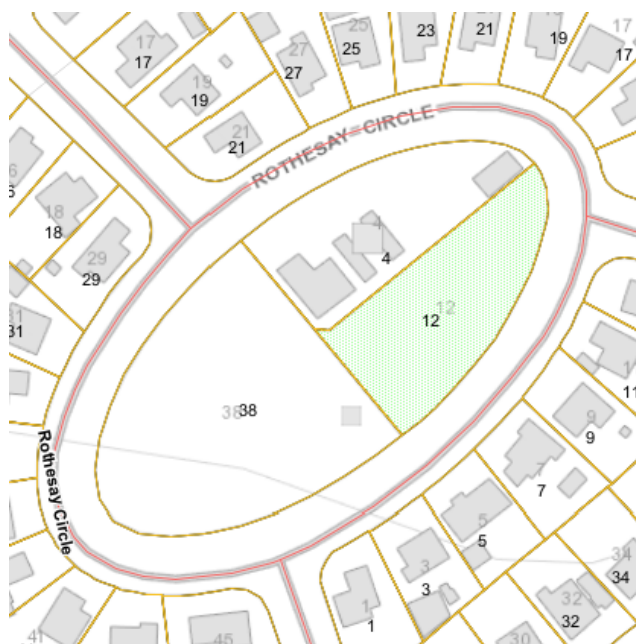
- Objective 4.2 Prioritise resources to achieve our communities' goals
- Strategy 4.2.1 Deploy the Council's resources effectively to deliver value
- Objective 4.3 Build strong relationships to deliver our communities' goals.
- Strategy 4.3.1 Foster productive relationships with other levels of government, other councils and peak bodies to achieve community outcomes.

**Reporting Brief:**

To recommend Council begins preliminary investigations into the disposal of 12 Rothesay Circle Reserve, Goodwood (the Land) by way of donation.

**Proposal in Detail:**

Karadi Aboriginal Corporation (Karadi) are seeking a donation of the land at 12 Rothesay Circle Reserve, Goodwood (the Land), as shown in figure 1 below.



**Figure 1 - 12 Rothesay Circle**

This Land is zoned Open Space and is approximately 1,905 square metres in area and is adjacent to Karadi's current premises at 4 and 38 Rothesay Circle, Goodwood.

Council approved the development of a community garden for Karadi to manage at 12 Rothesay Circle at its meeting on 16 December 2013. Karadi has effectively managed the land since that time and currently does so under a formal licence agreement with Council.

Karadi has recently requested that Council donate this land to Karadi (**Attachment 1**).

In its request, Karadi makes the point that the request to return land to the Aboriginal community would be in the spirit of reconciliation and would allow Karadi to utilise the land to better meet the social needs of the Aboriginal community, and the wider community.

Should Council approve the investigations and subsequent property disposal of 12 Rothesay Circle, Goodwood, the additional land would enable Karadi to pursue expansion of Karadi's facility so that Karadi could provide services of great benefit to the community, with support of their funding programs such as:

- Indigenous Australians Health Program
- Integrated Team Care
- Deadly Choices
- Social and Emotional Wellbeing
- Department of Communities - Neighbourhood Houses
- Commonwealth Home Support
- Culture and Capabilities (NIAA)
- Children Schooling (NIAA)
- Alcohol and Other Drugs prevention
- Home Care packages
- Allied Health
- Health Workforce

Karadi is an Aboriginal community-controlled organisation with many Aboriginal programs, however they are an inclusive organisation that also supports the broader local community.

Karadi expects that some spaces on the combined property will continue to be used for gardens that will incorporate an outdoor bush tucker walk with plant interpretation. Karadi also outlines an intent for public access to remain in these areas.

Karadi has a history of strong and positive engagement with the Council and the benefits of their programs are widely accepted within Council. As outlined above, and within Karadi's request, the proposed land disposal would allow Karadi to continue to provide and expand these services to more of the local community.

It is also noted that there is a major reserve nearby (Gibbins Reserve) that is currently undergoing a \$3.4M redevelopment of the playspace and supporting amenities. Therefore, the potential loss of Council ownership of this small parcel of land at 12 Rothesay (0.19-ha) is unlikely to be detrimental from an open space perspective, particularly in the context that Karadi has already been responsible for managing this land for the last decade.

It is relevant to note that Council is currently in the process of developing a Reconciliation Action Plan with the Aboriginal community. Council also has a Commitment to Aboriginal Australians since 1997 that includes a commitment for Council to support Aboriginal and non-Aboriginal people working together for reconciliation. A donation of land back to the Aboriginal community would be a tangible action to build mutual respect and trust in line with this commitment.

Council officers are recommending that investigation into a potential land disposal by way of donation be initiated for the above reasons.

The first step in that process is to conduct community engagement on the proposal, where any issues or concerns can be raised by the community and brought back to Council for consideration before any further decision is made.

### **Process for disposal of public land**

If Council adopts the recommendations in this report, officers will commence the process for investigating the potential disposal of the properties under both Council's internal processes, along with section 178 of the *Local Government Act 1993 (the Act)*.

This would begin with officers conducting an initial community consultation process in accordance with Council's Community Engagement Framework, to identify whether there are any significant concerns about the proposed disposal. At a minimum, this would consist of the following:

- developing a survey using Council's 'Let's talk Glenorchy' community engagement platform for consultation with residents. The survey would identify any concerns about the disposals
- placing an advertisement in the Glenorchy Gazette monthly newspaper, encouraging residents to participate in the survey
- promoting the survey via social media platforms, with scheduled reminders to participate in the survey
- sending a letter to residents whose properties are located within proximity of 12 Rothesay Circle, advising of the survey, providing a web address for the survey and providing an option for it to be provided in hardcopy
- promoting the survey in the Council Chambers foyer.

After receiving feedback from the community engagement process, officers would then report back to Council on these findings and seek a decision on whether to proceed with the statutory land disposal process under section 178 of the Act, which would provide community members with a further opportunity to make representations about the proposed disposal.

Council's *Disposal of Council Land Policy (the Policy)* deems all land owned by Council to be 'public land' for the purposes of the Act.

A resolution of Council to dispose of public land is required to be passed by an absolute majority of Council. If such a resolution were passed:

- the intention must be advertised on two (2) occasions in a daily newspaper circulating in the municipal area; and
- a copy of the notice must be displayed on any boundary of the public land that abuts a highway and notifies the public that objection to the proposal may be made to the General Manager within 21-days of the date of the first publication.



The Policy also provides that, in addition to the notification requirements in section 178 of the Act, Council is required to:

- display a plan and relevant property information on the community notice board in Council's chambers (near the chambers' rear public entrance); and
- notify the owners of neighbouring and affected properties advising of the proposed disposal.

If Council resolves to commence the public notification and consultation process, officers will ensure that the requirements of section 178 of the Act and the Policy are complied with.

Following the completion of the notification, Council is required to consider any objections lodged with objectors having an opportunity to appeal a decision to dispose of the land. This will be provided in a future report to Council.

**Consultations:**

Director Infrastructure and Works  
Manager Property, Environment and Waste  
Senior Corporate Legal Counsel  
Recreation and Environment Coordinator  
Parks and Recreation Coordinator  
Manager Community  
Community Development Coordinator

**Human Resource / Financial and Risk Management Implications:**

Financial

As part of the disposal framework, Council would incur costs associated with the investigations into the potential disposal of 12 Rothesay Circle, Goodwood, which include administration of the program and community engagement. The cost of public consultation in terms of letters to surrounding residents is expected to be approximately \$300. These costs are covered by existing budgets within the Property unit.

Any other financial implications of the proposed disposals (for example, the costs incurred as part of the section 178 process) would be set out in a future report to Council after the completion of the initial community consultation.

Human resources

Council staff will facilitate the consultation process as part of their normal duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p><b>Adopt the recommendation</b></p> <p>Adverse public reaction of Council's decision to undertake a community engagement process on the proposed disposal of land.</p>	Minor (C2)	Possible (L3)	Medium	Council considers all objections received during the initial community consultation process and determines whether to proceed with the disposal at a report to a future Council meeting.
<p><b>Do not adopt the recommendation</b></p> <p>Adverse public reaction of decision to not adopt the recommendation following Council's statement to support Aboriginal and non-Aboriginal people working together for reconciliation, and potentially undermine the Reconciliation Action Plan process that Council is currently undertaking.</p>	Moderate (C3)	Likely (L4)	High	Council clearly articulates reasons for not proceeding with undertaking community engagement on the proposed land disposal.
Potential impact to the support and benefits that Karadi may not be able to provide to the Aboriginal and non-Aboriginal community.	Moderate (C3)	Possible (L3)	Medium	Council clearly articulates reasons for not proceeding with undertaking community engagement on the proposed land disposal.

**Community Consultation and Public Relations Implications:**Community consultation

As outlined above the purpose of this report is to recommend that a community consultation process is undertaken before Council decides whether to commence the section 178 process under the Act. This will provide the community with an opportunity to raise any significant concerns early in the process and give Council an understanding of the community's view of the potential sales.

If the section 178 process subsequently commences, any intention to dispose of the land would be advertised in accordance with the requirements of section 178. The public would have a further opportunity to make submissions during this period, additional to the preliminary community consultation process.

Council's community consultation process for potential land disposals goes above and beyond the requirements specified in section 178 of the Act.

Public relations

As noted above, Council is currently in the process of developing a Reconciliation Action Plan with the Aboriginal community. Council also has Commitment to Aboriginal Australians since 1997 that includes a commitment for Council to support Aboriginal and non-Aboriginal people working together for reconciliation. A donation of land back to the Aboriginal community would be a tangible action to build mutual

respect and trust in line with this commitment. As such this action would bring opportunity for positive public relations with the Aboriginal community and broader public.

Council's Communications and Engagement team will be consulted in relation to any potential press releases.

**Recommendation:**

That Council:

1. ENDORSE the commencement of investigations into the potential disposal of 12 Rothesay Circle, Goodwood (CT 156505/1) by donation to Karadi Aboriginal Corporation
2. AUTHORISE Council staff to undertake a community engagement process to identify any concerns about the potential disposal of the Land, and
3. REQUIRE a further report to Council summarising the feedback received (and identifying any concerns) and seeking approval to proceed or not proceed with the statutory processes for public land disposal.

**Attachments/Annexures**

- 1 Karadi request for land donation of 12 Rothesay Circle, Goodwood

# **GOVERNANCE**

## ***Community Goal – Leading our Community***

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## 10. GLENORCHY CITY COUNCIL STRATEGIC PLAN 2023-2032 COMMUNITY FEEDBACK

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Author: General Manager (Tony McMullen)  
Qualified Person: General Manager (Tony McMullen)  
ECM File Reference: GCC Strategic Plan Review 2023-2032

### **Community Plan Reference:**

*City of Glenorchy Community Plan 2015-2040*

Our community goals are:

- *Building Image and pride*
- *Making Lives Better*
- *Valuing Our Environment*
- *Open for Business*
- *Leading Our Community*

### **Strategic or Annual Plan Reference:**

*Glenorchy City Council Strategic Plan 2016-2025*

#### Leading Our Community

Objective 4.1 Govern in the best interests of the community.

Objective 4.2 Prioritise resources to achieve our communities' goals.

Strategy 4.2.1 Build strong relationships to deliver our communities' goals.

### **Reporting Brief:**

To present the feedback from public exhibition of the draft Glenorchy City Council Strategic Plan 2023-2032 between 28 February and 19 March 2023 and recommend Council's adoption of the Plan with amendments.

### **Proposal in Detail:**

#### **Background**

Council considered the draft Strategic Plan 2023-2032 (**Attachment 1**) at its meeting on 27 February 2023 (See also Council report at **Attachment 2**) and decided to authorise putting the draft Plan on public exhibition from 28 February to 19 March 2023.

The purpose of the draft Strategic Plan is to set Council's direction over the next 10 years. The draft Plan contains the purpose, values, community goals, objectives, strategies and measures of success to define that future direction.

Before Council adopts the proposed Strategic Plan, it must invite feedback from the community and authorities on the draft Plan and consider any submissions received.

This report explains:

- the consultation that was done
- the feedback we received on the draft Plan
- proposed changes to the draft Plan because of the feedback to make it ready to be adopted by Council.

### **Consultation process**

The community engagement process ran from 28 February and 19 March 2023. (The consultation report is at **Attachment 3**).

Following the decision to release the draft plan the following actions were undertaken to advise the community:

- Advertisements in the Mercury and Glenorchy Gazette Newspapers
- Mayoral Update column in the Glenorchy Gazette
- News Article on Council's Website
- Multiple Facebook Posts
- Survey release on Council's Let's Talk engagement page.
- Hard mail distributed to key stakeholders

These actions were carried out between 28 February and 3 March 2023.

As part of the process the following key stakeholders were invited to comment:

- Let's Talk Panel
- Glenorchy Matters Panel
- Subscribers to the Activity City Website
- Hobart City Council
- Clarence City Council
- Derwent Valley Council
- Brighton Council
- State Dept of Local Government
- State Dept State Growth
- State Dept Health
- Local Government Association of Tasmania (LGAT)
- Destination Southern Tasmania (DST)
- Migrant Resource Center (MRC)
- Multicultural Council of Tasmania (MCoT)

- Community Houses – Buccan, West Moonah, Goodwood and Dowsing Point

### Feedback received

16 submissions were received about the draft Plan and a further 10 people visited the Let's Talk Glenorchy webpage and answered "Yes" to the question: "Do you support the Strategic Plan or not".

Feedback was received from community members, agencies and staff members.

The core elements of the proposed Glenorchy Strategic Plan 2023-2032 received the following levels of feedback:

Core element	Feedback	Recommendation
Purpose	No feedback	Adopt original draft
Council Values	No feedback	Adopt original draft
<a href="#">Community goals</a>	No feedback	Adopt original draft
<a href="#">Objectives</a>	No community feedback	See below
Strategies	Feedback received	See below
Measuring our Success	Feedback received	See below

### Objectives

There was no feedback received to suggest changing the set of objectives that went to public consultation.

However, there is a staff recommendation relating to the objectives for the Building Image and Pride community goal.

The draft objectives are:

- *We work for a safe, clean and vibrant City*
- *We nurture and celebrate our proud City with its strong sense of belonging*

It is recommended that the word "vibrant" be moved to the second objective because the first objective is largely around the physical environment and it is considered "vibrant" would sit better within the second objective because it relates more to people and the spirit of our City.

## Strategies

A summary of the feedback and changes recommended to the strategies in the draft Plan (set out in more detail in the Consultation report) is set out below:

Feedback	Changes recommended
<p>Strengthen alignment with public health guidelines and outcomes in relation to quality spaces and facilities for people to meet and a focus on neighbourhoods, streets and places focusing on health and physical activity.</p>	<p>Under Making Lives Better, modify the existing strategy to read:</p> <p><i>In partnership with others, facilitate and advocate for a welcoming, inclusive, <u>healthy</u> and learning community.</i></p> <p>Under Value our Environment, modify and split strategies to read:</p> <p><i>Make our City more liveable by providing and upgrading public places and facilities for people to come together.</i></p> <p><i>Make our City more liveable by investing in our City's infrastructure.</i></p> <p>Modify the following strategy to include reference to health:</p> <p><i>Improve our parks and public spaces for the enjoyment, <u>health</u> and well-being of our community."</i></p>
<p>Object to housing being under Open for Business</p>	<p>Under Open for Business, modify the strategy to read:</p> <p><i>Plan for the orderly future growth of our City, with particular focus on <u>structure planning for the Northern Suburbs Transit Corridor and at Granton.</u></i></p> <p>Under Making Lives Better, include a new strategy:</p> <p><i>Work with others to improve access to housing and transport choices for our community.</i></p>
<p>Encourages Council to focus on the issues our community is experiencing here and now (poor public place behaviour in the municipality and maintenance of public assets – weeds in footpaths).</p>	<p>Proposed strategies already address financial responsibility, maintenance and public safety.</p>
<p>Strategy – “Work to reduce our resource use and carbon emissions and prepare the City for the impacts of a changing climate” changed to;</p> <p>“Work to rapidly decarbonize our community, reduce resource use and</p>	<p>Council has limited agency to “rapidly decarbonize our community”. The speed of decarbonisation relies particularly on national and State government policy intent. However, the existing draft strategy focuses on what Council can control - which is the</p>



Feedback	Changes recommended
prepare the City for the impacts of a changing climate.”	rate of reduction in its own resource use and carbon emissions.  The recommendation is to retain the existing draft strategy as proposed.
While the focus of the Plan within the Glenorchy municipal boundary feels fully appropriate, it would be good for the Plan to also reflect Council’s important roles in the Greater Hobart conversation – whether it be City Deal, Macquarie Point or Mount Wellington.	Under “Leading our Community”, modify the strategy to read:  <i>Build and maintain productive relationships with all levels of government, other councils and peak bodies to achieve community outcomes for Glenorchy and Greater Hobart.</i>
Include a strategy “to increase and improve active transport infrastructure.”	This is already covered under the umbrella of a proposed strategy to be modified to read:  <i>Working proactively with providers, manage the City’s transport infrastructure sustainably to secure accessible, safe and reliable transport options for everyone.</i>  Active transport can be picked up as a specific Annual Plan initiative.
Better playgrounds in Claremont, development of walking tracks arounds Claremont and Austins Ferry along the water for prams.	Already covered in proposed strategies for improving parks and playspaces and protecting and encouraging access to special places such as the Derwent River foreshore.
I would like to see a strategic focus on Access and opportunities to partner with community for enhanced public safety, connection and inclusion.	Council already has existing strategies in place,  ie: ‘In partnership with others facilitate and advocate for a welcoming, inclusive, healthy and learning community’.  ‘Work proactively with other governments, service providers and the community to improve public safety in our city’.  ‘Welcome diversity, inclusion in our community, creating connections that enable a sense of belonging and acceptance’.

### Other analysis

As another way of testing the draft Plan, the actions in the current Annual Plan 2022/23 to 2025/26 were mapped to the draft Strategies.

As expected, this showed there were a number of gaps in actions required to give effect to new strategies. These will be addressed through development of the forthcoming Annual Plan 2023/24 to 2026/27.

However, there were also some difficulties mapping actions to strategies because different strategies overlapped in their wording or subject matter. Ideally, there would be one strategy for each subject area to enable actions in the Annual Plan to be easily linked to the correct strategy.

Feedback from the budget survey also highlighted the priority the community puts on Council being an effective communicator about what it is doing.

Examples include:

- multiple strategies involving partnerships or collaboration
- multiple strategies relating to physical assets, asset management or maintenance
- strategies relating to transport
- inclusion of communication with the community as a strategy or part of a strategy.

Some of these duplications have been fixed up in responding to community and stakeholder feedback. For others, minor changes are recommended to the Strategic Plan to address these.

Observation	Changes recommended
Making lives better	
Remove duplicated word	<i>Deliver services to our community at defined <del>service</del> levels.</i>
Reverse verb order to reinforce main idea.	<i>In partnership with others, facilitate and advocate for <del>and facilitate</del> a welcoming, inclusive, healthy and learning community.</i>
Open for business	
Change “the” to “our” for consistency.	<i>Work constructively with the development sector and <del>the</del> <u>our</u> community to enable acceptable development opportunities.</i>
Leading our community	
New strategy to reflect importance of communication.	<i>Communicate effectively with our community and stakeholders about what Council is doing.</i>
Change “the” to “our” for consistency.	<i>Manage the City’s assets responsibly for the long-term benefit and growth of <del>the</del> <u>our</u> community.</i>
Change “the” to “our” for consistency.	<i>Manager compliance and risk in Council and <del>the</del> <u>our</u> community through effective systems and processes.</i>
Insert “our” for consistency.	<i>Encourage access to and appreciation of <u>our</u> natural areas.</i>

### Measures of success

The aim of the measures of success is to help Council answer the question: “Have our strategies been successful in furthering the objectives and the community goals?”

We will be looking at the measures over time to determine the effectiveness of our objectives and strategies in meeting the community goals.

The following draft measures of success were developed and included in the draft Strategic Plan:

Community goal and objective	Measure
<p><u>Building image and pride</u></p> <p>We nurture and celebrate our proud City with its strong sense of belonging.</p>	<p>Net promoter score (community survey)</p> <p>Sense of belonging and pride in Glenorchy (community survey)</p> <p>Social media tags mentioning Glenorchy suburbs</p>
<p>We work for a safe, clean and vibrant City.</p>	<p>Community self-perception of safety (community survey)</p> <p>Incidence of crime, graffiti and anti-social behaviour</p> <p>Public spaces cleaned within level of service</p>
<p><u>Open for business</u></p> <p>We value our community by delivering positive experiences.</p>	<p>Customer service satisfaction score (CSAT)</p> <p>Percentage of planning permit applications determined within statutory timelines.</p>
<p>We encourage responsible growth for our City.</p>	<p>Increase in gross regional product</p> <p>Increase in local employment</p> <p>Increase in land supply for development</p>
<p><u>Making lives better</u></p> <p>We deliver services to meet our community's needs</p>	<p>Service request response feedback (customer survey)</p> <p>Council engagement with service organisations</p>
<p>We champion greater opportunities for our community</p>	<p>Improvements in Glenorchy's socio-economic indices for areas (SEIFA) index including income, unemployment etc.</p>
<p><u>Leading our community</u></p> <p>We are a leader and partner that acts with integrity and</p>	<p>Satisfaction with Council leadership (community survey)</p>

Community goal and objective	Measure
upholds our community's best interests.	
We responsibly manage the community's resources to deliver what matters most.	Underlying financial result Capital works delivery Staff turnover rate
<u>Valuing our environment</u> We protect and manage our City's natural environment and special places now and for the future.	Environmental volunteering activities State of the Derwent River Urban tree canopy Biodiversity measures
We improve the quality of our urban and rural areas as places to live, work and play.	Community perception of parks, playspaces, sporting facilities, trails and bike paths.

### Community feedback on the measures

There was significant community and stakeholder feedback on the measures - and this is covered in the consultation report at **Attachment 3**.

Major areas of comment related to the measures for:

- Use of the Glenorchy community health check 2022
- Engagement with migrants and ethnic groups to determine the extent to which they feel a sense of safety and belonging
- Use of simple maintenance measures
- Measuring the increase in housing/other development as well as land supply
- Measure for usage rates for active transport infrastructure
- Setting of targets for measures generally.

Council officers also undertook significant work to further refine measures during and after the public exhibition period, including identification of sources, checking of the 2019 LGAT community survey to replicate questions and giving further consideration to Aldermanic feedback.

In short, this aspect of the Strategic Plan requires further work to refine - to ensure that there is an effective performance measurement framework in place to measure

the success of Council's endeavours to implement the strategies that link to the objectives and community goals.

Given the pressing need to complete the Strategic Plan so that Annual Plan actions can be developed for each of the strategies as part of the budget process, it is recommended that this work be carried out in coming months and be brought back to Council for consideration before the end of June.

**Internal Consultations:**

There has been extensive elected member and Management Team involvement in the development of the draft Strategic Plan.

The Director of Local Government has also been provided with a status update on the Strategic Plan Review.

**Human Resource / Financial and Risk Management Implications:**

Human Resource and Financial

The Strategic Plan sets out Council's objectives and strategies, informed by the community goals from the *City of Glenorchy Community Plan 2015-2040*.

The content has been developed by Council staff within existing resources with independent facilitation of workshops by WLF Accounting and Advisory.

Further operational planning will be carried out to identify the actions that Council will take for each of the strategies. These actions will be listed in the forthcoming 2023-24 to 2026-27 Annual Plan.

The Annual Plan, based on the Strategic Plan, when adopted, will be an integral part of the budget setting process for the 2023/24 financial year.

Risk management

The organisational risk surrounding the recommendations in this report have been assessed using the methods in Council’s Risk Management Directive as follows:

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p><b>Adopt the recommendation</b></p> <p>The draft Strategic Plan fails to respond to community priorities.</p>	Moderate (C3)	Unlikely (I2)	Medium	<ul style="list-style-type: none"> <li>The Strategic Plan has been prepared by the incoming Council having regard to constituent feedback during the recent election period, past Community Plan consultation and an environmental scan to take account of the changing strategic context.</li> <li>Community engagement period on the draft Plan will test the Plan’s relevance to current community priorities.</li> </ul>
<p><b>Do not adopt the recommendation</b></p> <p>Council delays reviewing its Strategic Plan further beyond the four-year review period required under the Act resulting in technical non-compliance.</p> <p>Review of the Plan was technically required to commence in November 2022. However, this was practically impossible due to the local government elections. The Review to date has been undertaken as soon as practicably following Council induction and Christmas holiday periods. However further delays would exacerbate the technical non-compliance.</p> <p>Further delay in completing the review would risk Council’s operational planning (annual plan and budget) proceeding on out-of-date objectives and strategies that are not consistent with Council’s forward agenda.</p>	Moderate (C3)	Likely (L4)	High	<ul style="list-style-type: none"> <li>Communicate with the Director of Local Government and explain the reasons for protraction of the review period.</li> <li>Foreshorten Annual Plan preparation and finalise Strategic Plan in parallel.</li> </ul>

**Community Consultation and Public Relations Implications:**

Details of the community consultation carried out during the development of the Strategic Plan are set out above. Upon adoption of the Strategic Plan, Council is required under the Act to:

- make a copy of the Strategic Plan public available for inspection at its offices during normal business hours [s. 69(a)]
- provide the Director of Local Government with a copy. [s. 69(b)]
- within a month place a copy of the Strategic Plan on its website and keep it there while it is current. [s. 70G]

Council will exceed these minimum requirements in communicating its adoption of the new Strategic Plan.

**Recommendation:**

That Council:

1. NOTE the feedback invited from the community, other stakeholders and Council staff during the public consultation period between 28 February and 19 March 2023 on the draft Strategic Plan and the changes to the notified draft Strategic Plan in response to that feedback.
2. ADOPT the Glenorchy City Council Strategic Plan 2023 – 2032 set out in **Attachment 4**.
3. REQUIRE the General Manager to further review the performance measures required to monitor Council's performance against the Strategic Plan, with a report to be brought back to Council before 30 June 2023 setting out the recommended measures.

**Attachments/Annexures**

- 1 Draft Strategic Plan 2023-2032 for public consultation
- 2 Council report 27 February 2023 re draft Strategic Plan
- 3 Consultation report on draft Strategic Plan 2023-2032
- 4 Glenorchy City Council Strategic Plan 2023 - 2032

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## 11. REVIEW OF COUNCIL SERVICES UPDATE - ARTS AND CULTURE (MAC) SECTION

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Author: General Manager (Tony McMullen)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Review of Council Services

### 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.
- We value our aboriginal communities' arts, culture and heritage.
- We continue to welcome new arrivals from all countries, and work with them to build on the multi-cultural traditions in our community through arts, food, music, entertainment and shared experiences.
- 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.
- Our social, recreational and cultural facilities, events and experiences will attract and retain people in Glenorchy to share our wonderful way of life.

### Strategic or Annual Plan Reference:

#### Making lives better

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

Strategy 1.2.3 Promote creative expression and participation and life-long learning as priorities for our communities.

Objective 1.3 Facilitate and/or deliver services to our communities.

Strategy 1.3.1 Directly deliver defined service levels to our communities.

Strategy 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities.

#### Leading our 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 provide Council with an update on the independent review of the Arts and Culture/Moonah Arts Centre Section.

**Proposal in Detail:**

**Background**

On 21 March 2022, Aldermen at a budget workshop indicated it wanted a review of services and an increased focus on core services.

On 26 April 2022, Council considered a report and directed the General Manager to begin project planning for a service review.

On 30 May 2022, Council considered options and directed a targeted review and authorized a consultancy budget.

In September 2022, as part of the broader review of Council services, the General Manager initiated a review of the Arts and Culture section/Moonah Arts Centre (MAC).

An executive summary of the review report is **Attachment 1**.

**About Arts & Culture/MAC**

**About Arts & Culture/MAC**

Council's Arts and Culture section (now known as 'Creative Communities') operates out of the Moonah Arts Centre.

The Moonah Arts Centre (MAC) is a hub for arts and culture in Glenorchy. MAC's aim is to enrich community by providing accessible and affordable arts and cultural experiences. MAC is owned and operated by Council and houses Council's Arts and Culture Program.

In 2021/22, MAC was visited by 30,535 people. Visitors engaged with MAC's diverse program, including exhibitions, workshops, performances and events.

Within the arts sector, MAC maintains its place as a key facility in nurturing and providing opportunities for emerging local artists. MAC provides accessible opportunities for exhibition, development and performance. MAC's capacity to provide this service has an outward positive effect within the local community, and the ecology of the arts in Southern Tasmania.

**Review brief**

The brief for the review was to look at ways to improve the revenue contribution of the Moonah Arts Centre to Council operations and exploring potential cost-sharing opportunities.

### **Consultant**

Council engaged Frank Barta to undertake the review. Mr Barta's suitability for the role was based on the following:

- Extensive experience in local government
- Past Board member of Tasmanian Community Fund
- Board member of an aged care provider
- Completed the Child Care Review for Council

### **Process**

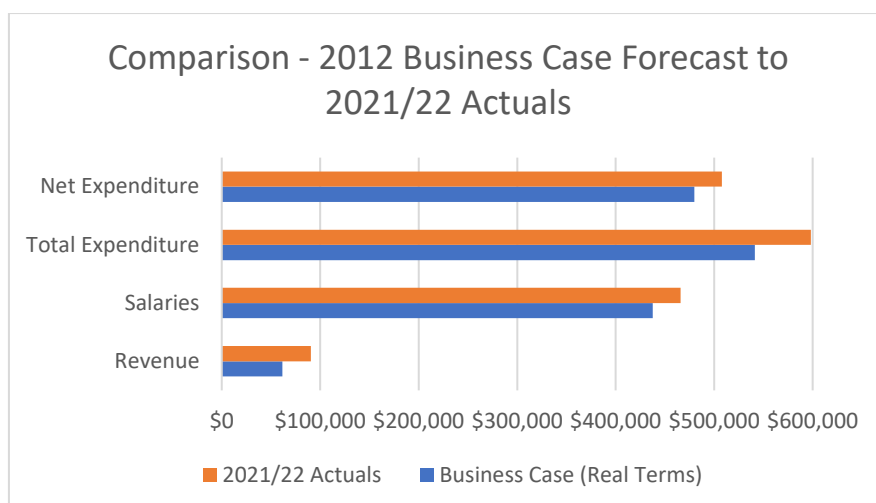
The Review process was as follows:

- Project initiation with DCS and GM
- Group session with key staff and one on one meetings with each staff member
- Documentation and research of strategies, business plan and last 5 years financials
- Attempts to engage with other arts organisations
- Follow up meetings with Co-ordinator
- Draft report
- Council workshop
- Consultation with staff on draft report
- Final report
- Implement report operationally

### **Findings**

The key review findings are:

- Revenue has increased since 2020/21
- Performance space hire is the principal source of net revenue
- Employee costs is the major cost component
- Business plan 2015 has been faithfully implemented
- Other arts organisations look to Council for subsidies rather than partnerships
- 96 different hire rates
- Modelling undertaken by the consultant indicates that Arts and Culture section/MAC staff have faithfully implemented the MAC Business Plan:



### Review recommendations

The major review recommendations for the MAC were:

- Confirm Council's core mission for MAC
  - to what extent we do grassroots arts and culture
  - to what extent is the MAC our arts and culture contribution to the community
  - integration with other Council services
- Review the MAC business plan
- Explore options to increase net revenue - particularly venue hire and bar sales
- Review hire rates
- Consider staffing options
- Review ticketing system option

### Feedback from MAC staff

The General Manager met with MAC staff on 9 February 2023 to outline the key features of the report. Generally, the focus and sentiment of this summary have been well-received by the Arts and Culture team.

The following items of feedback from staff were noted:

- Query as to how a review of Fees & Charges might affect contracted artist agreements into the 2023-24 financial year.
- There is a need to recognise the value of this service – which extends far beyond dollars and cents to deliver “hundreds of hours” of cultural community development outcomes for the Glenorchy community.
- Refocusing existing resources to attract ‘higher paying’ clients would reduce accessibility and outcomes for Glenorchy ratepayers.

- There is a wealth of industry knowledge and experience on staff and a strong desire to contribute to review of the MAC business plan.
- Most recommendations within the Specific Revenue Ideas section were provided by Officers. With the review now tabled, offices are now progressing these recommendations.

### Review recommendations being progressed

Review recommendations are being actioned, where feasible, with the following action status:

Recommendation	Action status
Council should undertake a comprehensive review of its schedule of hire rates (and discounts) applying to the MAC, including consideration of strategic objectives, market conditions, demand (including peak times), and direct costs.	Commenced drafting a simplified version of our fees & charges (5), incorporating “packaged rates” for supported presentations.
Review box office revenue models, specifically with a view to implementing those proposed for “Touring Productions” and “Emerging Locals” to ensure Council meets its revenue objectives while allowing performers to generate appropriate income.	Models ready to incorporate into Fees & Charges \$5k Programming Capital budget i.e. to buy and present touring shows at MAC, as a cost-neutral exercise.
Engage a mid-range commercial ticketing agency and pass on ticketing costs to the consumer.	Submitted budget bids for \$5k interim venue booking software (until Open Office bookings module rolls out), Looking at this list, the only remaining budget bid we may need, is to commission some new street-front signage at MAC e.g. ‘Moonah Art Centre’ lightbox sign, at street level.
Council should actively promote various spaces for hire in the MAC, consistent with the strategy adopted following this review.	Reviewing the capacity and PD of MAC’s Marketing Officer e.g. greater capacity to manage audience development campaigns.
Awareness of the MAC is likely to be enhanced by improvements to its street presence (for example, through signage) and a welcoming entrance.	Discussion with Planning that provided some parameters around street signage, i.e. must be within MAC’s property boundary, no scope to add any additional signage/infrastructure on corner Main Rd & Albert Rd.
All beverage sales at the MAC should be undertaken by Council, subject to the preparation of a sound business proposal considering matters such as risk management, staffing, pricing, stock control, and other direct costs.	Remodelled bar operations to meet these recommendations, increases in 23/24FY expenditure and revenue will reflect this.
Consider whether the meeting room lends itself to a longer-term lease arrangement	In conversation with an arts organisation to take up a lease in the Meeting Room

Recommendation	Action status
if the facility is not critical to staff operations.	
The structure of Council’s financial data/reporting should be reviewed to ensure each activity has its revenues and costs clearly identified for enquiry and management reporting purposes.	Prioritised “the structure of Council’s financial data/reporting should be reviewed to ensure each activity has its revenues and costs clearly identified for enquiry and management reporting purposes.” This will be achieved through the roll-out of Open Office.
Consider whether benefit exists to enter into an exclusive supply agreement for beverage stock.	Entering into an exclusive supply agreement with a local provider for a 5% discount on wholesale prices.
Consider whether the engagement of staff under the Live Performance Award 2020 is a matter Council wishes to pursue both in terms of potential cost reductions and Council’s industrial obligations and climate	To be applied for Casual staff
Consider placing a donation box in the MAC foyer or entrance to the main gallery space –	Resourcing to manage public trust may be cost-prohibitive.
Overtly seek sponsorships as Council staff build and develop relationships as part of the development and enhancement of the service	In progress
Consider the facilitation of art sales and on commission, particularly in conjunction with the implementation of management and payment systems.	Taking a commission from art sales would be economically infeasible and would reduce economic development outcomes for artists.
Consider a range of MAC/Arts and Culture merchandise for sale and to enhance awareness of the Service, and whether a “MAC Shop” could be developed (likely in conjunction with a reception presence).	Additional POS hardware/software would be required to enable this

### Review of Business Plan

The current MAC Business Plan dates from 2015 and is long overdue for review.

It is recommended that this be undertaken as priority, having regard to the findings of the Arts and Culture/MAC Review.

**Consultations:**

Aldermen  
 General Manager  
 Director Corporate Services  
 Arts and Culture team  
 Manager Community  
 Manager People and Governance

**Human Resource / Financial and Risk Management Implications:**Financial

The of the Arts and Culture Section/MAC review has been undertaken within budget.

For the Arts and Culture section, the year-to-date figures show improved financial performance in 2022/23 with revenue tracking strongly compared to budget and expenditure tracking over budget

The figures report an improved YTD actual v budget deficit at 28 February by \$29,857 and an improved ANNUAL forecast v budget deficit at 30 June by \$8,215.

	<b>ACTUAL YTD (to 28 Feb 2023)</b>	<b>BUDGET YTD (to 28 Feb 2023)</b>	<b>ANNUAL BUDGET</b>	<b>ANNUAL FORECAST</b>
<b>Revenue</b>	(\$72,587)	(\$33,609)	(\$49,009)	(\$90,338)
<b>Expenses</b>	\$390,641	\$381,520	\$598,119	\$631,233
<b>Surplus (Deficit)</b>	(\$318,054)	(\$347,911)	(\$549,110)	(\$540,895)

Human resources

The review of the Arts and Culture section/MAC has not involved any staffing changes as the focus has been on the operating model for the MAC.

A new Co-ordinator, Andy Clark, has recently been appointed to replace the previous incumbent, who retired in December 2022.

The Arts and Culture/MAC section has been renamed to “Creative Communities” to better reflect its grassroots community function.

Risk Management

There are a range of potential risks associated with a review of Council services – whether comprehensive or targeted. The risks have been analysed using the GCC Risk Identification, Assessment and Analysis Process.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
There is a backlash from the community in relation to the adopted measures.	C4 - Major	L4 - Likely	High	Any changes to service levels or service scope is likely to attract negative feedback from members of the community who might be adversely affected. Potential mitigations include: <ul style="list-style-type: none"> <li>careful consideration of the likely community impact of the change to a service</li> <li>potential measures are consulted with the community in advance of a decision to adopt them</li> <li>a communications strategy carefully designed to target key stakeholders and deliver key messages effectively</li> <li>adverse feedback is anticipated by decision-makers and resolve is maintained.</li> </ul>
The adopted measures fail to achieve their objectives.	C4 - Major	L3 - Possible	High	Clearly define the objectives to be achieved in advance of any decision to adopt them. Measures are carefully considered and the pathway to achieve them is well defined, including stakeholder engagement where applicable.
The adopted measures result in damage to Council's culture – with impact on officer morale, productivity levels.	C3 - Moderate	L4 - Likely	High	The case for change is openly put to staff. Opportunities for feedback are provided. Communication is maintained as the adopted measures are rolled out. Staff are treated respectfully through the process.
The adopted measures damage Council's brand as a result of union action or adverse media publicity.	C3 - Moderate	L3 - Possible	Medium)	Council's communications strategy clearly articulates the case for change and provides targeted messages to stakeholders, including the media.
The adopted measures are poorly implemented resulting in Fair Work Act compliance issues.	C3 - Moderate	L2 - Unlikely	Medium	Ensure that any adopted measures are implemented in a manner consistent with Council's obligations under the Fair Work Act and the enterprise agreement.
Changes to service profile are inconsistent with Council's adopted Strategic Plan.	C2-Minor	L4 - Likely	Medium	Given Council's decision to proceed in advance of the strategic plan review, ensure adjustments to strategic planning changes as part of the forthcoming Strategic Plan review post-election.

**Community Consultation and Public Relations Implications:**

Community consultation

No community consultation has been undertaken.

Public relations

This decision of Council will be communicated to the community via Council minutes.

**Recommendation:**

That Council:

1. NOTE this review of Council services update, concluding the review of the Arts and Culture/MAC section.
2. AUTHORISE review of the MAC Business Plan with a report to be brought back to Council within 6 months.

**Attachments/Annexures**

- 1 Executive Summary - Arts and Culture Review



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## **12. NOMINATIONS FOR GENERAL MANAGEMENT COMMITTEE OF LOCAL GOVERNMENT ASSOCIATION OF TASMANIA (LGAT)**

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Author: General Manager (Tony McMullen)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: LGAT

### **Community Plan Reference:**

***City of Glenorchy Community Plan 2015 - 2040***

#### Leading Our Community

Our community's priorities:

Transparent and accountable government

### **Strategic or Annual Plan Reference:**

***Glenorchy City Council Strategic Plan 2016-2025***

#### Leading Our Community

Objective 4.3 Build strong relationships to deliver our communities' goals

Strategy 4.3.1 Foster productive relationships with other levels of government, other councils and peak bodies to achieve community outcomes

### **Reporting Brief:**

To seek Council's nomination of an eligible Alderman to a position on the General Management Committee of the Local Government Association of Tasmania (**LGAT**) and Council's consideration of whether to make a nomination for position of President of LGAT.

### **Proposal in Detail:**

#### **Background**

The Tasmanian Electoral Commissioner has invited nominations for President of LGAT and for membership of the Local Government Association of Tasmania (**LGAT**) General Management Committee (**GMC**). Nominations close on Wednesday, 19 April 2023 at 5.00pm.

Council is entitled to make only a single nomination under the LGAT rules. The person nominated may be an alderman or councillor from Glenorchy City Council, Clarence City Council or Kingborough Council. The Lord Mayor of Hobart has an ex officio position on the GMC.

The CEO of LGAT has confirmed that if Council wishes to also nominate a candidate for President, it is not obliged to nominate the same person.

The nomination invitation letter from the Tasmanian Electoral Commissioner is [Attachment 1](#).

The nomination form is [Attachment 2](#).

### **About LGAT**

The Local Government Association of Tasmania is the voice of Local Government to other spheres of government, stakeholders and the wider community.

LGAT has been the peak body for Local Government in Tasmania for over 100 years and is part of a national network of associations. It is funded by councils and earns other income through projects delivered on behalf of Local Government, services to members and sponsorships.

LGAT provides specialist services to its member councils including policy and strategic support, capacity building for Local Government elected members and officers and procurement of goods and services. LGAT also coordinates the Tasmanian Local Government Awards for Excellence, the LGAT Annual Conference and the LGAT Assist Program.

LGAT works collaboratively with members to support council staff and elected members. The communities our 29 councils serve are represented by 263 elected members and supported by nearly 4,000 staff.

### **General Management Committee**

The election to the GMC is governed by the LGAT Rules, which are [Attachment 3](#).

Apart from the Lord Mayor, who has an 'as of right' position on the GMC, all positions, including the President, will be vacant. The President is elected at large by all Member councils. The six other members are elected by their electoral districts and population grouping.

The Term of Office is two years. The circumstances in which a position becomes vacant are set out in rule 21(d) of the LGAT rules, including that a member ceases to be an Alderman or Councillor.

The rules most relevant to the GMC election, with summary comments are as follows:

#### **17. Function of the General Management Committee**

*The functions of the GMC include performance review/appointment of the CEO, providing strategic direction, providing for the good management and administration of the Association and nominating representatives to the ALGA Board.*

#### **18. Composition of the General Management Committee**

*The General Management Committee is made up of:*

- (i) the President;*

- (ii) *provided the Hobart City Council is a current Member, the Lord Mayor of the Hobart City Council or his or her proxy; and*
- (iii) *six members to be elected, as provided in Rule 18(b), from the three electoral districts.*

*For each electoral district, one candidate is elected from councils with a population of 20,000 or more and one from councils with a population of less than 20,000*

**19. Electoral districts for the purpose of electing members to General Management Committee**

*These districts correspond to the three (3) local government regions as set out in the Local Government Act, with Glenorchy City Council located in the Southern electoral district.*

**20. Conduct of elections for membership to the General Management Committee**

*The Electoral Commissioner of Tasmania as returning officer asks for nominations from members within the 3 electoral districts.*

*Each Member is entitled to make only one nomination and if more than one is received all nominations from that Member will be null and void.*

*In making a nomination, a Member is not restricted to nominating an elected member from its own Council provided that the nomination is for an elected member from a Member Council in the same electoral district and the same Population category as the nominating Member.*

*When a President is elected, a recount is held to backfill his or her GMC position from the same electoral district and population category.*

**25. President**

- (a) *The President shall be a Councillor or Alderman of a Member Council.*
- (b) *The functions of the President are to:*
  - (i) *chair Meetings of the Association and the General Management Committee;*
  - (ii) *be the spokesperson of the Association;*
  - (iii) *provide leadership and direction in furthering the objects of the Association.*

*The President is elected for a two-year term.*

*Nominations are called. If there is only one (1) nomination, the candidate is elected unopposed. If there is more than one candidate, the Electoral Commissioner conducts a postal ballot of member Councils to determine the successful candidate.*

### Timeframes for 2023 GMC Election

The schedule of dates applying to the GMC election is as follows:

Nominations Open	Monday, 27 February 2023
Nominations Close	5.00pm Wednesday, 19 April 2023
Ballot Material posted (If a ballot is required)	Monday, 24 April 2023
Close of Postal Ballot	10.00am Thursday, 15 June 2023
Declaration of the Result	Thursday, 15 June 2023

### Committee Nominations and Appointments Policy

Council's Committee Nominations and Appointments Policy is applicable to this process because its scope states:

***This policy applies to all nominations and appointments to committees and external bodies, other than the appointment of independent persons to Council's Audit Panel (the procedure for which is as set out in the Audit Panel Charter). (Author's emphasis added)***

The Policy requires the following procedure to be adopted in respect of nominations:

- (1) *Where it is necessary to appoint Aldermen to committees (including as a result of a casual vacancy), the General Manager will circulate a notice to Aldermen which—*
  - (a) *notifies Aldermen that appointments, re-appointments and nominations for appointment to committees and external bodies are to be made at the relevant meeting, and*
  - (b) *lists the appointments and nominations to be made, and, for each, identifies—*
    - (i) *the committee or external body*
    - (ii) *the position available (including, for an external body, whether Council will be making a nomination only)*
    - (iii) *the nature of the duties to be undertaken*
    - (iv) *the proposed term of the appointment*
    - (v) *whether the position is to be held ex-officio by the Mayor or Deputy Mayor, and*
    - (vi) *any other information the General Manager considers relevant.*
  - (c) *requests that Aldermen submit nominations for the available positions one (1) week before the next council meeting.*
- (2) *The notice is to be circulated to all Aldermen by email no later than five days before nominations close (or as soon as practicable if it is not possible to circulate the notice five days before nominations close), and*

- (3) *Nominations may contain a statement in support of the nomination, to a maximum of 150 words.*
- (4) *Nominations may be for a position or a proxy position.*
- (5) *the General Manager will present a report to Council for consideration at the relevant council meeting which will contain, for each available position—*
  - (a) *the information specified in clause 2(1)(b), and*
  - (b) *a list of the nominations received and the documentation provided in support of each.*
- (6) *Where the number of nominees for a position does not exceed the number of positions available, the Council will determine the appointment in accordance with its ordinary meeting procedures.*
- (7) *If the number of nominees for a position exceeds the number of positions available—*
  - (a) *a ballot will be held to select the appointee or appointees (or nominees for a position on an external body, if applicable), and*
  - (b) *once the result of the ballot is determined, the chair will call for the appointment to be confirmed in accordance with Council's ordinary meeting procedures.*
- (8) *Where Council's nominee for a position on an external body is required to be confirmed by the external body, the General Manager is to write to the external body advising it of Council's decision.*
- (9) *For the avoidance of doubt, where a committee detail sheet that has previously been adopted by Council provides for a position to be held ex officio by the Mayor or the Deputy Mayor, the appointment of the Mayor or Deputy Mayor to that position is automatic, and no other Aldermen are entitled to nominate for that position.*

### **Notice to Aldermen/Councillor's**

Notice to elected members was given on 16 March 2023 ([Attachment 4](#)), which stated nominations closed at 10am on Monday, 20 March 2023.

### **Nomination Received**

Council received one (1) nomination for the single nominee position Council can put forward to LGAT. The nominee for the positions is:

- Mayor Bec Thomas

The statement in support of the nomination is provided in [Attachment 5](#).

### **Procedural Requirements**

Clauses 2(6) and (8) of the Policy set out the process for appointing nominees for committees, as follows:

- (6) *Where the number of nominees for a position does not exceed the number of positions available, the Council will decide the nominees in accordance with its ordinary meeting procedures.*
- (7) *If the number of nominees for a position exceeds the number of positions available—*
  - (a) *a ballot will be held to select the nominee or nominees, and*
  - (b) *once the result of the ballot is determined, the chair will call for the nomination to be confirmed in accordance with Council's ordinary meeting procedures.*

### **Recommendation**

Under clause 2(6) of the Policy, a ballot is not required to be held to determine the nominees for ordinary membership. Accordingly, it is recommended that Mayor Bec Thomas nomination be put forward to LGAT on behalf of Council.

### **Consultations:**

General Manager  
Mayor  
Executive Officer

### **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

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> Council's nomination is unsuccessful.	Insignificant (C1)	Possible (L3)	Low	Establish an effective working relationship with GMC representatives from other Councils.
<b>Do not adopt the recommendation</b> Council loses the opportunity to nominate a candidate for the General Management Committee and or Presidency of LGAT.	Minor (C2)	Almost Certain (L5)	Notable	Establish an effective working relationship with GMC representatives from other Councils.

**Community Consultation and Public Relations Implications:**Community consultation

No community consultation was undertaken as the nomination process is considered an internal matter for Council.

Public relations

The GMC election process is an external process, independently conducted by the Tasmanian Electoral Commission (**TEC**). It is anticipated that the announcement of election results will be a matter for the TEC and LGAT.

**Recommendation:**

That Council:

1. NOMINATE Mayor Thomas for a position on the General Management Committee of the Local Government Association of Tasmania (**LGAT**)
2. NOMINATE Mayor Thomas for President of LGAT.

**Attachments/Annexures**

- 1 Electoral Commissioner's GMC nomination invitation letter
- 2 GMC Nomination form
- 3 LGAT Rules Adopted July 2018
- 4 Notice of Nominations
- 5 Statement of Nomination - Mayor Bec Thomas

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## 13. FINANCIAL PERFORMANCE REPORT TO 28 FEBRUARY 2023

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Author: Acting Chief Financial Officer (Allan Wise)  
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
- 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 provide the monthly Financial Performance Report to Council for the period ending 28 February 2023.

### **Proposal in Detail:**

Council's Financial Performance Report (Report) for the year-to-date ending 28 February 2023 is Attachment 1.

The Report highlights that Council's operating result as at the end of February is \$2.941 million better than the budgeted position. The favourable variance is the combined result of \$1.647 million more revenue than budgeted and \$1.295 million less in expenditure than budgeted.



## **Executive Summary**

A favourable operating result continues to be reported for the period 1 July 2022 to 28 February 2023 which is in line with previously reported forecasts. The current 30 June year end forecast indicates the favourable operating result will hover in the favourable range of between \$1.184 million to \$2.151 million, finishing the year at \$2.072 million.

## **Revenue**

Year-to-date operational revenue is \$62.116 million compared to budgeted operational revenue of \$60.469 million. This represents a favourable result of \$1.647 million or 2.7% against budget.

Operating grants carried forward from last year contribute a fixed result of about one-third. Improved investment interest rates also contribute about one-third however this will continue to increase in value due to increasing rates. The remaining one-third represent rates and user fees, both of which report variable results as they are reactive to the market.

## **Expenditure**

Year-to-date operational expenditure is \$41.994 million compared to budgeted expenditure of \$43.289 million. This represents a favourable result of \$1.295 million or 3.0% against budget.

Of particular note is the reduction in employee expenses compared to budget. This is the result of permanent savings achieved on 1 July 2022 and temporary savings generated by position vacancies from 1 July 2022. The number of position vacancies has reduced substantially in recent months, however the labour market remains tight and competitive.

## **Non-operating – Capital Grant Revenue**

Capital grants revenue is \$3.132 million against an annual budget of \$7.848 million.

As at the reporting date, this result includes \$1.7 million of unspent grants from the previous financial year carried over into the current financial year. In the recent Capital Works Status Report, the delay this year for major grant funded projects will result in a further carry over of grant funds into next financial year of substantial quantity.

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

Disposal of assets currently records a gain of \$0.361 million against an annual budgeted loss of \$0.402 million.

Activities in this area are disposal of obsolete computer equipment, minor plant and vehicle changeovers. Land sales also contribute to the monthly result. The sale price of all disposed assets is tempered by the expense in writing down the book value of those assets.

**Non-Operating – Contributions Non-Monetary Assets**

An amount of \$1.559 million has been recognised against the annual budget of \$5.3 million. Past practice has been to recognise these assets on 30 June. However, the practice has been changed to recognise these on a monthly basis as part of the asset reconciliation.

**Capital Works**

Year-to-date Capital Works expenditure at the end of February is \$10.291 million against an annual budget of \$30.487 million and an annual forecast spend of \$22.664 million. At the end of February, \$7.606 million has been expended on Council funded recurrent projects and \$2.685 million for Government funded projects.

It is pleasing to report the expenditure on recurrent projects is on track to achieve budget by 30 June. Conversely, the grant funded projects are experiencing unavoidable delays and will require carry over into next financial year.

**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](#).

The Financial Performance Report is only for receiving and noting so no financial 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 monthly reporting and 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:

1. RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 28 February 2023 as set out in Attachment 1.

**Attachments/Annexures**

- 1 Attachment 1 - Financial Performance Report to 28 February 2023

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## 14. ELECTED MEMBER TRAINING REQUEST

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Author: General Manager (Tony McMullen)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Aldermen administration

### Community Plan Reference:

#### Leading our community

We are 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.

### Reporting Brief:

To enable Council to consider an elected member training request.

### Proposal in Detail:

The Mayor has applied to attend:

- the Australian Institute of Company Directors (AICD) course in Hobart from 5 - 9 June 2023
- the Australian Local Government Association National General Assembly 2023 in Canberra from 14 - 16 June 2023.

### Relevant Council policy

The Aldermen Expenses Policy (October 2020) relevantly provides as follows:

#### *7. Aldermanic Training*

...

*If an Alderman wishes to attend a conference or training course where the total cost, including travel and expenses, is likely to be:*

- *more than \$500 (plus reasonable costs up to \$500 where there are special needs for any Alderman such as disability or injury) - an application is to be made in writing to the General Manager for approval*

....

*The General Manager is to inform the Mayor in writing of decision by him to provide Council funds for an Alderman to attend a training course outlined above.*

*Council will not reimburse or sponsor an Alderman for his or her participation in courses that will result in the award of a secondary or tertiary qualification.*

*Council will reimburse an Alderman for course fees, travel, accommodation and other expenses associated with attendance at a training course, conference or seminar approved by the Mayor or the General Manager in accordance with the provisions of this policy.*

*Council will not reimburse any claims that are more than 3 months old.*

*Council will not reimburse an Alderman for expenses incurred while at a training course, conference, or seminar for any additional costs for accompanying persons, except costs that are necessary to provide an Alderman with a disability equal access to the function, or the cost of one accompanying person's attendance at an official conference dinner.*

*If an Alderman has reached their \$2,000 limit for the year and the General Manager wishes to approve the training, the General Manager will submit a report for consideration at a meeting of Council.*

#### **8. Memberships**

*Council will not reimburse an Alderman for membership of any club, association or professional body.*

#### **Company Directors Course**

##### About the training

The AICD course is a nationally-recognised course of governance training that equips participants for Board membership.

Along with her duties as leader of the Council, the Mayor is also on the General Management Committee of the Local Government Association of Tasmania and the Board of the Southern Tasmanian Regional Waste Authority.

The course structure is described on the AICD's website at: <https://www.aicd.com.au/courses-and-programs/all-courses/company-directors-course.html> as follows:

*The Company Directors Course™ gives you an in-depth look at the responsibilities and expectations of directors. It explores issues and trends facing today's boards and businesses. On completion of the course, you will deepen your understanding of what effective governance looks like in practice.*

*The course will help you:*

- *Gain clarity around a director's role, legal responsibilities and community expectations.*
- *Improve financial literacy and understanding of the strategic and financial levers that can help drive performance and sustainable value in your organisation.*

- *Explore the tensions between short and long-term priorities and diverse stakeholder interests.*
- *Enhance future strategic discussions with the knowledge and tools needed to improve your organisation's performance and evaluate risks effectively.*
- *Identify how you can make your board more effective and streamline board processes.*
- *Enhance judgement and decision-making skills.*
- *Improve performance as a director and deepen your understanding of boardroom dynamics.*
- *Put learnings into practice through activities, real-world case studies and a boardroom simulation alongside peers.*
- *Join a network of leaders: Established in 1975, the Company Directors Course has a proven track record. With over 65,000 graduates, our alumni include the directors of many of Australia's most prestigious organisations.*

#### Policy compliance

##### *Report to Council required*

Elected member participation in conferences or training requires an application to the General Manager and if a \$2000 limit is reached, a report to Council is required.

##### *General Manager's comment*

From a General Manager's perspective, the Mayor's attendance at the course is supported as it is clear that the course would enable the Mayor to develop or refine skills which are readily transferable and performance enhancing in her mayoral role and on related boards.

##### *Is the course a secondary or tertiary qualification?*

The Policy does not provide for reimbursement or sponsorship of an Aldermen for training that results in a secondary or tertiary qualification.

The Study Australia website defines secondary education as running from years 7 or 8 to 12. The course does not result in a secondary qualification.

The Study Australia website defines tertiary education to include both higher education (including universities) and vocational education and training (VET).

The Australian government's Tertiary Education Quality and Standards Agency regulates higher education providers in Australia and its website states:

*Also known as tertiary education, higher education consists of awards spanning Australian Qualifications Framework (AQF) levels 5-10, which include: diplomas; advanced diplomas; associate degrees; bachelor degrees (including honours); graduate certificates; graduate diplomas; masters degrees; doctoral degrees; and higher doctoral degrees.*

The course is not a tertiary qualification from a higher education perspective. The AICD website indicates that completion of the Company Directors Course does attract modest recognition of prior learning credits towards a range of MBA and similar courses. However, this does not, in itself, result in a tertiary qualification.

The Australian Skills Quality Authority is the regulator for the vocational education and training (VET) sector. Registered training organisations (RTOs) deliver nationally recognised training in the VET sector (e.g. Certificates I to IV and Associate Diplomas). To deliver this training, they need to be approved by ASQA.

A search of the register of RTOs shows that the Australian Institute of Company Directors is not an RTO.

The course is therefore not a tertiary qualification from a VET course perspective.

In conclusion, the Company Directors Course is neither a secondary nor tertiary qualification.

#### *Membership fees*

The Policy provides: *Council will not reimburse an Alderman for membership of any club, association or professional body.*

In this instance, based on information provided to me, there is a \$3,400 discount on the course fee if the participant is a member of the Institute of Company Directors at a current annual fee of \$840.00.

Given the scale of discount available, it makes sense for Council to allow a one-off exception to its Policy in respect of the current membership period. I am advised by in-house counsel that it is open to Council to do so as the maker of the Policy.

#### **ALGA National General Assembly**

##### *About the General Assembly*

The ALGA website provides the following information on the General Assembly:

*The 2023 National General Assembly of Local Government (NGA) – incorporating the Regional Cooperation and Development Forum – will be held from 13-16 June in Canberra.*

*This year's NGA is expected to be the biggest yet and the program is being developed to feature a wide range of high profile and engaging speakers, leaders and presenters.*

*The theme for the 2023 NGA will be "Our Communities, Our Future". We are looking for ideas for new federal programs and policies that would support councils to build stronger communities in the future.*

*The 2023 Australian Council of Local Government (ACLG) will also be held at the National Convention Centre in Canberra on Friday 16 June, immediately following the 2023 NGA. We look forward to working with the Government to deliver the first ACLG meeting in more than a decade.*

Policy compliance

*Report to Council required*

Elected member participation in conferences or training requires an application to the General Manager and if a \$2000 limit is reached, a report to Council is required.

*General Manager's comment*

The Mayor's attendance at the course is supported on the basis that it is an opportunity for the Mayor, who is already a member of the General Management Committee of LGAT, to meet with colleagues from around the nation, exchanging lessons learnt as well as an opportunity to participate in shaping the national agenda for local government.

**Consultations:**

Director Corporate Services  
Executive Manager

**Human Resource / Financial and Risk Management Implications:**

Financial

*Company Directors Course*

The course cost is \$11,849 for a non-member.

A member discount on the course fees of \$3,400 is available, reducing the course fees to \$8,449.

The membership fee is \$840.

The cost of the course would exceed the limit of the Aldermen's (modest) training budget for 2022-23. However, there are sufficient funds available in Council's overall training budget to cover the expense of the course.

*National General Assembly*

Fixed registration for the full 3 days \$895.00

Flights look to be between \$500 - \$600, so approx. \$1200.00

Accommodation x 3 nights \$800 - \$900

Taxi – x 4 transfers \$60 each - \$240.00

Total costs \$3235.00

The cost of the General Assembly would exceed the limit of the Aldermen's (modest) training budget for 2022-23. However, there are sufficient funds available in Council's overall training budget to cover the expense of the General Assembly.

Human resources

No impact on officer resources, except for administration of the request.



Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> Training expense incurred.	Insignificant (c1)	Almost certain (I5)	Medium	Ensure sufficient funds are available.
<b>Do not adopt the recommendation</b> Mayor unable to participate in the AICD Company Directors course to develop skills which are readily transferable and performance enhancing in her mayoral role.  Mayor unable to participate in National General Assembly of ALGA				
	Minor (C2)	Almost certain (I5)	Medium	Explore alternative training opportunities.

**Community Consultation and Public Relations Implications:**Community consultation

No community consultation is proposed.

Public relations

The Company Directors course is a well-recognised Australian training course to equip senior leaders for Board roles.

Participation in the course will enable the Mayor to develop or refine skills which are readily transferable and performance enhancing in her mayoral role.

Participation in the National General Assembly would be an opportunity for the Mayor, who is already a member of the General Management Committee of LGAT, to meet with colleagues from around the nation, exchanging lessons learnt as well as an opportunity to participate in shaping the national agenda for local government

From a transparency perspective, the expenses would be identified in the 2022/23 Annual Report.

**Recommendation:**

That Council:

1. APPROVE the Mayor's request to undertake the Company Directors course at a cost of \$8 449 as an Aldermanic expense.
2. Allow a one-off exemption to clause 8 of the Aldermen Expenses Policy to enable the Mayor to join the Institute of Company Directors for the current membership year to take advantage of the \$3,400 discount in course fees that is available to members.
3. AUTHORISE the Mayor's attendance at the Australian Local Government Association National General Assembly 2023 in Canberra from 14 - 16 June 2023 at an estimated cost for registration, flights, accommodation and taxi transfers of \$3235

**Attachments/Annexures**

Nil.

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## 15. UPDATED COUNCIL POLICIES

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Author: Manager People and 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:

#### Open for Business

Objective 2.1 Stimulate a prosperous economy.

Strategy 2.1.1 Foster an environment that encourages investment and jobs.

#### 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 the Recording of Council Meeting Policy for review and adoption.

### Proposal in Detail:

All policies adopted by Council are reviewed cyclically. The ordinary review period for Council policies is four (4) 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.

### Recording of Council Meetings Policy

The Audio Recording of Council Meeting policy was adopted by Council at its meeting on 27 October 2019 and has been reviewed having reached the end of its four-year term.

- Attachment 1 is a copy of the 2019 Policy with tracked changes, and
- Attachment 2 is a copy of the recommended updated Policy

This policy provides direction for the management of the audio/visual recording of meetings of Glenorchy City Council.

There have been minimal changes made to this Policy. The amendments to this Policy include:

- changing the title from The Audio Recording of Council Meetings policy to The Recording of Council Meetings Policy
- expanding the scope and policy statement to include the Glenorchy Planning Authority (GPA) meeting
- removing the Strategic Plan alignment section of the policy and future policies. This was discussed and approved by Council's Executive Leadership Team
- updating the related documents to include Tasmanian Good Governance Guide for Local Government in Tasmania
- removal of the Listening Devices Act 2001
- amending the policy statement to incorporate the visual aspect of recording meetings including live streaming.

It is recommended Council adopt the updated Recording of Council Meeting Policy.

**Consultations:**

Executive Leadership Team  
Management Team  
Corporate Governance  
Senior Legal Counsel  
Council officers

**Human Resource / Financial and Risk Management Implications:**

There are no material human resources or financial implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p><b>Adopt the recommendation</b></p> <p>The policy does not 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.</p>	Minor	Unlikely	Low	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
<p><b>Do not adopt the recommendation</b></p> <p>Governance administration would be less optimal due to the presence of outdated and less effective policies.</p>	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 Policy, when updated, will be published on Council’s website.

**Recommendation:**

That Council:

1. ADOPT the Recording of Council meetings Policy 2023 in Attachment 2.

**Attachments/Annexures**

- 1 2019 Recording of Council Meetings - Tracked Changes
- 2 2023 Final Recording of Council Meetings Policy

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## 16. PROCUREMENT EXEMPTION REPORT

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Author: Manager People and 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.

### 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
- 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.

Council has used Tenderlink and Illion for its tendering and procurement activities since 2012. Both systems are used by all Councils in Tasmania that undertake electronic tendering. Additionally, Tenderlink and Illion are the only systems currently available that operate on Council's enterprise system.

Given this, an exemption is sought to directly appoint Tenderlink and Illion for the period 1 July 2023 to 30 June 2026. The estimated cost over the three (3) year appointment is \$31,883 excluding GST.

#### **Consultations:**

Procurement and Contracts Coordinator

#### **Human Resource / Financial and Risk Management Implications:**

##### Human resources

There are no material human resources implications.

##### Financial

The report documents estimated expenditure of \$31,883 excluding GST in budgeted operational costs in the 2023/24 to 2025/26 financial years.

##### Risk management

Approval of an exemption to Council's Code for Tenders and Contracts is acceptable and low risk because both systems are used by all Councils in Tasmania that undertake electronic tendering and they are the only systems currently available that operate on Council's enterprise system.

#### **Community Consultation and Public Relations Implications:**

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

#### **Recommendation:**

That Council:

1. APPROVE an exemption to the Code for Tenders and Contracts to directly appoint Tenderlink and Illion for the period 1 July 2023 to 30 June 2026 at an estimated cost over the three (3) year appointment is \$31,883 excluding GST.

#### **Attachments/Annexures**

- 1 Renewal of Tenderlink and Illion Tendering and Procurement Systems

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**17. NOTICES OF MOTIONS – QUESTIONS ON NOTICE / WITHOUT NOTICE**

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# **CLOSED TO MEMBERS OF THE PUBLIC**

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## **18. CONFIRMATION OF MINUTES (CLOSED MEETING)**

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That the minutes of the Council meeting (closed meeting) held on 27 February 2023 be confirmed.

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## **19. APPLICATIONS FOR LEAVE OF ABSENCE**

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# **GOVERNANCE**

## ***Community Goal – Leading our Community***

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## **20. REVIEW OF GLENORCHY JOBS HUB**

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*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).*

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## **21. AUDIT PANEL MINUTES**

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*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)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).*

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## **22. APPROVAL OF LEGAL EXPENDITURE**

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*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)(i) (Matters relating to actual or possible litigation taken, or to be taken, by or involving the Council or an employee of Council) and (4) (In relation to subregulation 15(3) only, matters relating to legal (or possible future legal) action taken (or may be taken) by or involving the Council).*

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

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