

**COUNCIL MEETING
AGENDA
WEDNESDAY, 26 APRIL 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, likely of Tony McMullen, the General Manager.

Tony McMullen
General Manager
WEDNESDAY, 26 APRIL 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,
Purpose: To discuss:

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Date: Monday,

Purpose: To discuss:

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council Meeting held on 27 March 2023 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

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

7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)

COMMUNITY

Community Goal – Making Lives Better

8. ACTIVITIES OF THE MAYOR

Author: Mayor (Ald. Bec Thomas)

Qualified Person: Acting General Manager (Emilio Reale)

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 We are a leader and partner that acts with integrity and upholds our community’s best interests

Strategy Make informed decisions that are open and transparent and in the best interests of our community

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 March to Sunday, 16 April 2023.

Monday 20 March 2023

- Chaired the Glenorchy Planning Authority meeting
- Chaired the Council workshop

Tuesday 21 March 2023

- Officially opened the Glenorchy Jobs Fair held on the Council Forecourt
- Participated in interviews with WIN and Southern Cross news in relation to the Glenorchy Jobs Fair and Jobs Hub

Wednesday 22 March 2023

- Presentation to grade 3/4 students at Moonah Primary School on the role of the Mayor and local Council
- Participated in Southern Cross News Interview on the specific area plans for the Principal Activity Centre and Northern Apartment Corridor
- Participated in the Southern Tasmanian Regional Waste Authority Board meeting

- Met with Nigel Clutterbuck, Branch President of Scouts Tasmania
- Visited Montrose Bay High School student leadership group
- Met with Andrew Moore, Moore Consulting

Friday 24 March 2023

- Participated in ABC Mornings program interview with Leon Compton
- Met with Elly Rigney, Troublesmiths Employment and Business Development Officer

Saturday 25 March 2023

- Officially opened the Harmony Day celebrations at Moonah Arts Centre
- Participated in the media conference for Harmony Day at Moonah Arts Centre
- Attended Claremont versus New Norfolk, Southern Cricket Association Grand Final at Abbotsfield Park
- Met with members of the Salvos Red Shield appeal fundraising team and David and Anne Kernke from Claremont House

Monday 27 March 2023

- Participated in the TasWater Board Selection Committee meeting
- Attended the elected member tour of Jackson Street Landfill site
- Chaired the Glenorchy City Council meeting

Wednesday 29 March 2023

- Participated in HOFM interview in relation to the Glenorchy Volunteer and Community awards
- Met with Peter Sheedy, President Glenorchy Rugby Club and Senator Andrew Wilkie
- Visited Guilford Young College
- Met with Errol Stewart in relation to the Whitestone Point development
- Hosted the Citizenship ceremony

Thursday 30 March 2023

- Presented to students at the University of the 3rd Age on local issues and Council priorities
- Officially opened Glenorchy Youth Open Art Exhibition at Moonah Arts Centre

Friday 31 March 2023

- Attended a meeting with the Premier, Ministers and Council elected members regarding anti-social behaviour in Glenorchy

Saturday 1 April 2023

- Attended the Breast Screen Tas fundraiser at Claremont Football and Cricket Club
- Attended the Wellington Cricket Club dinner

Monday 2 April 2023

- Participated in Aboriginal Awareness training
- Chaired the Council workshop

Wednesday 4 April 2023

- Presented to the Golden Years Club school for seniors
- Met with John and Jen Kingston from Revive Physiotherapy

Thursday 6 April 2023

- Chaired the Glenorchy Jobs Hub steering committee meeting
- Participated in ABC Drive radio interview

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 March to Sunday, 16 April 2023.

Attachments/Annexures

Nil.

GOVERNANCE

Community Goal – Leading our Community

9. UPDATED COUNCIL POLICIES

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 We encourage responsible growth for our City

Strategy Maintain a progressive approach that encourages investment and jobs.

Leading our Community

Objective We are a leader and partner that acts with integrity and upholds our community's best interests.

Strategy Make informed decisions that are open and transparent and in the best interests of our community.

Reporting Brief:

To present the Leasing and Licensing of Council Owned and Managed Properties Policy and the Event Management 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.

Leasing and Licensing of Council Owned and Managed Properties Policy

The Leasing and Licensing of Council Owned and Managed Properties Policy was adopted by Council at its meeting on 29 June 2020 and has been reviewed.

- Attachment 1 is a copy of the 2020 Policy with tracked changes, and
- Attachment 2 is a copy of the recommended updated Policy.

This policy sets out the Council's position to allocating its community properties and facilities to provide a consistent, equitable and transparent approach.

The changes to this policy include:

- the review period has been updated from annually to four years
- new formatting
- removing the Strategic Plan alignment section of the policy and future policies, as discussed and approved by Council's Executive Leadership Team
- clarifying the tenant is responsible for any required statutory approvals for their use or developments (e.g. planning, building or plumbing permits)
- clarifying that lease or licence terms longer than five-years are by exception and will only be offered when in the best interests of Council, and the requirements of section 178 of the Local Government Act 1993
- more consistent language throughout the policy.

It is recommended Council adopt the updated Leasing and Licensing of Council Owned and Managed Properties Policy.

Event Management Policy

This policy was adopted by Council at its meeting on 15 February 2016 and has been reviewed.

- Attachment 3 is a copy of the 2016 Policy with tracked changes, and
- Attachment 4 is a copy of the recommended updated Policy.

This policy sets out Council's approach to permitting and licensing events within its jurisdiction, including events on Council land and mass outdoor public events not on Council land.

There have been minor changes to this policy including:

- removing the Strategic Plan alignment section of the policy and future policies, as discussed and approved by Council's Executive Leadership Team
- general formatting amendments.

It is recommended Council adopt the updated Event Management 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
Adopt the recommendation 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.	Minor	Unlikely	Low	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
Do not adopt the recommendation Governance administration would be less optimal due to the presence of outdated and less effective policies.	Minor	Likely	Medium	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.

Community Consultation and Public Relations Implications:

The Policy, when updated, will be published on Council's website.

Recommendation:

That Council:

1. ADOPT the Leasing and Licensing of Council Owned and Managed Properties Policy in Attachment 2.
2. ADOPT the Event Management Policy in Attachment 4.

Attachments/Annexures

- 1 2020 Leasing and Licensing of Council Owned and Managed Property
[⇒ Policy - Track Changes](#)
- 2 2023 Leasing and Licensing of Council Owned and Managed Property
[⇒ Policy Final](#)
- 3 2016 Event Management - Tracked Changes
[⇒](#)
- 4 2023 Event Management Policy - Final
[⇒](#)

10. DANGEROUS DOG REGISTRATION FEE

Author: Manager Customer Services (Robbie Shafe)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference:

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Leading Our Community

We are a leader and partner that acts with integrity and upholds our community's best interests.

- Listen to our community to understand their needs and priorities.
- Make informed decisions that are open and transparent and in the best interests of our community.
- Champion and work together to address our community's needs and priorities.

We responsibly manage our community's resources to deliver what matters most.

- Manage compliance and risk in Council and our community through effective systems and processes.

Reporting Brief:

To recommend that a Council decision made at the Special Council meeting on Monday, 20 June 2022 to increase the Dangerous Dog Registration fee to \$1,000 for the 2023/24 financial year, be reconsidered to keeping it at \$500 for the first year of a newly declared dog, but \$200 for successive years.

Proposal in Detail:

Background

At the 30 May 2022 Council meeting, Council adopted its fees and charges for the 2022/23 financial year. Subsequently, it was identified that a proposed new fee of \$200 per annum for the registration of a declared dangerous dog had not been included in the Schedule.

A report was presented to Council at the 20 June 2022 Special Council meeting, recommending that the omitted fee be included. This recommendation was considered and amended by Council during the meeting to increase the fee to \$500 for the 2022/23 financial year, and then to \$1,000 for the 2023/24 and future financial years. The rationale for the increased fee was to discourage a proliferation of

dangerous dog breeds in the community and these were the fees that were resolved at this meeting.

Council currently has eight declared dangerous dogs registered. At the time these were declared, the owners made the decision and commitment to continue to care for these dogs, despite the restrictions and implications that the *Dog Control Act 2000* places on the dog and its owners. These restrictions include building an approved enclosure to house the dog whilst at home, ensuring the dog is wearing a muzzle at all times outside this enclosure, erecting approved signs at their residence and ensuring the dog is wearing a specific, approved collar at all times.

The owner of a dangerous dog is at risk of imprisonment or large fines if a dangerous dog attacks someone or causes threatening behaviours. Making the commitment to own a dangerous dog comes with not only a community safety responsibility, but a financial one too for the owner.

As stated in the previous report presented to Council regarding introducing the new fee, it is Council's responsibility to administer and monitor these requirements and ensure ongoing compliance with them. This requires regular spot checks, which uses more Council resources than dogs which are not dangerous dogs. However, increasing the fee to \$500 for the 2022/23 has placed significant financial pressure on those who have already made a financial commitment to care for their dogs. Increasing the fee to \$1000 per year from July 2023 would have financially crippling consequences.

Council does not usually allow for dog owners to enter into payment arrangements for the payment of their dog registrations, however for the 2022/23 financial year, due to financial hardship, Council had no option other than to allow current owners of declared dangerous dogs to pay off their registration in this way.

The original recommendation of the creation of the new dangerous dog registration fee of \$200 was already increasing the fee from the desexed dog fee of \$44 that they would have paid previously, at an increase of 355%. Raising it to \$500 was a 1036% increase and placed all eight owners under unexpected financial strain.

Council officers from the Public Compliance team contacted all eight owners of dangerous dogs within the municipality to alert/remind them to the proposed increase for next financial year, with all expressing deep concerns for such an increase, especially in the current financial climate. There were comments of more financial hardship and uncertainty of knowing how they would afford the registration fees, with fear that they would have their dogs taken from them or would have to have them euthanised if they couldn't.

Current owners of dogs that have been declared as dangerous and that reside in the Glenorchy municipality take their responsibilities seriously. Owners keep their dogs and the community safe whilst caring for them, Council have not had any compliance issues with these dogs or their owners.

Proposal

To ensure that an increased fee is still effective and received for registrations of declared dangerous dogs due to the increased Council resources required to monitor them, and to continue to act somewhat as a deterrent, it is proposed that the \$500

fee continues to stand for newly declared dogs, for the first year of registration under this class. For subsequent years, this is proposed to reduce to \$200, which is still an increase on the fee that is charged for regular dogs but is of a reasonable amount for the owner to manage. This would also better reflect the cost of resourcing Council's responsibilities to administer the requirements for these dogs, as much of the work is in overseeing the initial setup phase of the enclosure and signage, with less frequent, ongoing checks in the following years.

Consultations:

Acting General Manager
Director Corporate Services
Coordinator Public Compliance
Animal Management Officers

Human Resource / Financial and Risk Management Implications:

Financial

Having eight dangerous dogs currently registered in Glenorchy would effectively reduce Council's budgeted registration revenue for 2023/24 by \$6400, however this is budgeted revenue and not revenue that we have previously received. In real terms, from last financial year, we would see a decrease in revenue of \$2400, but an increase of \$1248 from the 2021/22 financial year.

Human resources

The increased fee helps offset the cost of resources required to oversee and monitor compliance matters that need to be addressed in the ownership of a dangerous dog.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Small revenue loss.	Insignificant (C1)	Almost Certain (L5)	Medium	Continue the higher fee for the initial year for newly declared dogs to cover resourcing requirements.
Council seen to not deter ownership of dangerous dogs.	Insignificant (C1)	Likely (I2)	Low	Continue the higher fee for the initial year as deterrent.
Do not adopt the recommendation				

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Council's reputation will take a hit, being seen as not understanding the community's current financial pressures.	Moderate (C3)	Almost Certain (L5)	High	Media/social media release explaining Council's reasoning.
Council being seen as wanting to euthanise declared dangerous dogs.	Moderate (C3)	Almost Certain (L5)	High	Media/social media release explaining Council's reasoning.

Community Consultation and Public Relations Implications:

Community consultation

This subject was initially raised as part of Council's review of the Glenorchy City Council Dog Management Policy, during the Targeted Reference Group (TRG) meetings held in both consultation stages of the project. The members of the TRG were in support of the introduction of the fee at the initial recommended amount of \$200.

More recently, as stated earlier in this report, Council officers from the Public Compliance team contacted all eight owners of dangerous dogs within the municipality to alert/remind them to the proposed increase for next financial year, with all expressing deep concerns for such an increase, especially in the current financial climate. There were comments of concern regarding the affordability of the registration fees, with fear that they would have their dogs taken from them or would have to have them euthanised if they couldn't.

Public relations

Due to the content of the discussions during the TRG meetings, the contact that Council has made with each of the current owners of declared dangerous dogs in Glenorchy and having the new fee in place for a year now, the reason for having the fee is accepted and understood. However, the amount of the fee is the contentious part of the debate, and in the current economic climate, high fees will most definitely put current dangerous dog owners under financial strain.

Recommendation:

That Council:

1. RESCIND Council decision 20 June 2022 to increase the Declared Dangerous Dog class registration to \$1,000 commencing 2023/24 financial year.

2. APPROVE the Registration Fee for the Declared Dangerous Dog class for initial registrations from the start of the 2023/24 financial year at \$500.
3. APPROVE the Registration Fee for Declared Dangerous Dog class of \$200 for the second and subsequent years of registration from the start of the 2023/24 financial year.

Attachments/Annexures

Nil.

11. QUARTERLY REPORT - QUARTER 3 2022/23

Author: Executive Manager Stakeholder Engagement (David Ronaldson)
Manager Finance (Allan Wise)

Qualified Person: Acting General Manager (Emilio Reale)

ECM File Reference: Corporate 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.

Strategic or Annual Plan Reference:

Leading Our Community

Objective	We responsibly manage our community's resources to deliver what matters most
Strategy	Deploy the Council's resources effectively to deliver value while being financially responsible.
Action	Develop and monitor Council's Budget, Long-term Financial Plan, Annual Plan and Annual Report

Reporting Brief:

To present Council's Quarterly Report for the quarter ending 31 March 2023.

Proposal in Detail:

The Quarterly Report for the period ending 31 March 2023 details Council's key strategic projects, core business activities, financial performance and forecasting and monitoring of Council's Annual Plan.

The Quarterly Report comprises the following:

- Glenorchy City Council Quarterly Report ([Attachment 1](#)), and
- Quarterly Annual Plan Progress Report ([Attachments 2 and 3](#)).

The purpose of the report is to assist Council in its strategic oversight of Council operations and of progress on implementation of the Council's Annual Plan.

A further benefit of this reporting is that it make the community more aware of Council's operations and activities for the period.

Quarterly Report

The Quarterly Report ([Attachment 1](#)) contains a comprehensive summary of Council's performance over the first quarter of the financial year. The report consists of the:

- acting General Manager's summary of strategic and operational highlights
- Council's Quarterly Financial Performance Report
- reporting against Key Performance Indicators, and
- summary of Council's Risk Management profile.

Annual Plan Progress

The Annual Plan Progress Report ([Attachment 2 and 3](#)) currently records the status and commentary of the 17 priority actions with indicators for the remaining Annual Plan actions, including 'business as usual' items.

Of note 15 of the 17 priority actions are on schedule with the remaining two (2) forecast to be completed within the financial year. Further, it is noted that a number of actions relating to Council's Economic Development function are behind due to resourcing reductions in this area.

Financial Performance

Executive Summary

Council's operating result on 31 March 2023 is \$3.333m better than the budgeted position. The favourable variance is the combined result of \$1.686m more revenue than budgeted and \$1.647m less expenditure than budgeted.

The current 30 June year end forecast indicates the favourable operating result will be \$2.513 million, having been in the favourable range of \$1.024 million to \$3.333 million for the entire year.

Revenue

Year-to-date operational revenue is \$63.001 million compared to budgeted operational revenue of \$61.315 million. This represents a favourable result of \$1.686 million or 2.8% 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 interest rates. The remaining one-third represents general rates and user fees.

Expenditure

Year-to-date operational expenditure is \$46.528 million compared to budgeted expenditure of \$48.175 million. This represents a favourable result of \$1.647 million or 3.4% 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, as evidenced by only a small movement in the favourable result since last month.

Non-operating – Capital Grant Revenue

Capital grants revenue is \$6.361 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 addition, a grant progress payment claim for \$2.944 million has recently been submitted in relation to the North Chigwell/KGV project.

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

Disposal of assets currently records a gain of \$0.468 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. In addition, major land sales of 5A Taree Street and 3 Edgar Street have taken place. 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 \$2.214 million has been recognised against the annual budget of \$5.300m. Past practice has been to recognise these assets on 30 June. However, the practice has been changed to recognise these monthly as part of the asset reconciliation.

Capital Works

Year-to-date Capital Works expenditure is \$11.853 million against a combined annual budget of \$30.486 million and a combined annual forecast spend of \$22.449 million. At the end of March, \$7.529 million has been expended on Council funded recurrent projects and \$4.324 million for Grant Funded / Major Projects.

Council's Capital Works program has an annual budget for this year of \$30.5 million. Council's normal body of capital works is progressing slightly behind schedule (81% compared to original forecasts), with a large portion of road reseal works to occur in the last quarter. The majority of all roads, footpath, bridge, stormwater and property renewal works that have been planned for this financial year will still be completed.

Council is undertaking a large program of grant funded major projects, which involves some major sporting facility redevelopments. The scope and size of these projects is a resource intensive process.

Council is continuing to experience delays in the supply of materials and contract services due to market constraints, increases in construction costs and the availability of contractors, due to a buoyant and heated construction market. Only 50% of expenditure has been recorded against original forecasts. The majority of these projects will be completed in the 2023/24 financial and have been budgeted accordingly.

Summary

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

Consultations:

Acting General Manager
Executive Leadership Team
Management Team
Capital and Operational Budget Responsible Officers

Human Resource / Financial and Risk Management Implications:

The Quarterly Report assists in Council's active risk management by monitoring and reporting on the progress of Annual Plan actions, major projects, key activities of Council and financial performance.

This enables Council to have oversight of the performance of the organisation, enabling informed decision-making and appropriate risk mitigation.

Given the report is for receiving and noting, there are no material risks in adopting the recommendations.

Community Consultation and Public Relations Implications:Community consultation

As this is a status report on the outputs and outcomes of Council services and activities, no community consultation was undertaken.

Public relations

There are no material public relations implications.

Recommendation:

That Council:

1. RECEIVE and NOTE Council's Quarterly Report and Quarterly Annual Plan Progress Report for the quarter ending 31 March 2023.

Attachments/Annexures

- 1 Glenorchy City Council Quarterly Report Q3



- 2 Quarterly Annual Plan Progress Report - Priority Actions



- 3 Quarterly Annual Plan Report - All Actions



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

CLOSED TO MEMBERS OF THE PUBLIC

13. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council Meeting(Closed Meeting) held on 27 March 2023 be confirmed.

14. APPLICATIONS FOR LEAVE OF ABSENCE

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