

**COUNCIL MEETING  
AGENDA  
MONDAY, 31 MAY 2021**



**GLENORCHY CITY COUNCIL**

**QUALIFIED PERSON CERTIFICATION**

The General Manager certifies that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

A blue ink signature of Tony McMullen.

---

Tony McMullen  
**General Manager**  
26 May 2021

**Hour:** 6.00pm

**Present (in Chambers):**

**Present (by video link):**

**In attendance (in  
Chambers):**

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

**Leave of Absence:**

**Workshops held since  
last Council Meeting**

**Date:** Monday, 26 April 2021

**Purpose:** To discuss:

- Budget workshop
- Jobs Hub

**Date:** Monday, 3 May 2021

**Purpose:** To discuss:

- Community Yarn briefing
- Access Policy

**Date:** Monday, 10 May 2021

**Purpose:** To discuss:

- CityScape Phase 1 workshop
- Strategic land use planning and development

**Date:** Monday 17 May 2021

**Purpose:** To discuss:

- Budget Workshop and Annual Plan

**Date:** Monday, 24 May 2021

**Purpose:** To discuss:

- Sports and Recreation draft strategy

Council Committees – Phase 2

## **TABLE OF CONTENTS:**

1.	APOLOGIES .....	5
2.	CONFIRMATION OF MINUTES (OPEN MEETING) .....	5
3.	ANNOUNCEMENTS BY THE CHAIR .....	5
4.	PECUNIARY INTEREST NOTIFICATION .....	5
5.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	5
6.	PUBLIC QUESTION TIME (15 MINUTES).....	7
7.	PETITIONS/DEPUTATIONS .....	9
	<b>COMMUNITY .....</b>	<b>10</b>
8.	ANNOUNCEMENTS BY THE MAYOR.....	11
	<b>ECONOMIC .....</b>	<b>15</b>
9.	DECISION ABOUT WHETHER TO DISPOSE OF OF COUNCIL LAND AT MILL LANE, GLENORCHY (CAR PARK) .....	16
10.	COUNCIL FEES AND CHARGES FOR 2021-22 .....	26
11.	PROPOSED WASTE MANAGEMENT FEES AND CHARGES 2021/2022 .....	31
12.	UPDATE ON GLENORCHY JOBS HUB .....	45
	<b>GOVERNANCE .....</b>	<b>50</b>
13.	LOCAL GOVERNMENT ASSOCIATION OF TASMANIA 2021 ELECTIONS .....	51
14.	COMMITTEES AND COUNCIL GROUPS GOVERNANCE REVIEW .....	55
15.	FINANCIAL PERFORMANCE REPORT TO 30 APRIL 2021 .....	59
16.	PROCUREMENT AND CONTRACTS - MONTHLY REPORT .....	63
17.	NOTICES OF MOTIONS – QUESTIONS ON NOTICE / WITHOUT NOTICE .....	65
	<b>CLOSED TO MEMBERS OF THE PUBLIC .....</b>	<b>66</b>
18.	CONFIRMATION OF MINUTES (CLOSED MEETING) .....	67

19.	APPLICATIONS FOR LEAVE OF ABSENCE.....	67
	<b>GOVERNANCE .....</b>	<b>68</b>
20.	AUDIT PANEL MINUTES.....	69
21.	NOTICES OF MOTIONS – QUESTIONS ON NOTICE / WITHOUT NOTICE (CLOSED) .....	69

---

## **1. APOLOGIES**

---

---

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

---

That the minutes of the Council meeting held on 26 April 2021 be confirmed.

---

## **3. ANNOUNCEMENTS BY THE CHAIR**

---

---

## **4. PECUNIARY INTEREST NOTIFICATION**

---

---

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

---

Questions on notice – Eddy Steenbergen, Marys Hope Road, Rosetta (received 12 April 2021)

At the recent 2021 GCC AGM the Mayor said in an answer to a question by a member of the public about the Tolosa Park Reservoir that "*We have been working very closely with Taswater to ensure that we get a good outcome for the community first and foremost, and part of that has been the commissioning of design work in conjunction with Taswater that has [??] commenced already. We have consultants who are working through that at the moment. I understand Inspiring Place have*

*been engaged to do that particular work and we look forward to the outcome of that."* I'm interested in the project mentioned in her answer and would like some more information about it.

**Q1. Is a design project in fact currently under way?**

A: Yes. Council and TasWater are currently working with consultants, Inspiring Place, to prepare a Master Plan for the former Tolosa Dam site. The Master Plan will outline a long-term vision of the area of the decommissioned reservoir and dam wall. However, further detailed designs work (e.g. engineering drawings) would need to be to develop the site in accordance with the Master Plan once it is agreed and adopted.

**Q2. Was the company Inspiring Place in fact engaged as consultants to undertake the project? If not then who?**

A: Inspiring Place has been engaged by TasWater to prepare the Master Plan for the Tolosa Reservoir site. Inspiring Place's work is limited to the Master Plan preparation.

**Q3. Was a public tender used to select the consultants?**

A: This question would need to be referred to TasWater as TasWater was responsible for engaging Inspiring Place, under their procurement processes.

**Q4. What was the brief given to the consultants?**

A: TasWater ultimately briefed Inspiring Place, to prepare the Master Plan, meaning the question would need to be referred to them. However, Council participated in a workshop with TasWater and other stakeholders to develop the high-level outcomes that the brief instructed prospective consultants to achieve.

**Q5. What are the key deliverables of the project and when does Council expect to receive them?**

A: The key deliverable is the production of a Master Plan for the Tolosa Reservoir area, as well as a high-level cost estimate for its implementation. Council leadership received a preliminary draft of the Master Plan in early May, and that draft is being further developed to incorporate feedback. At this stage it is hoped that the draft Master Plan will be presented to Council for approval to release for feedback by July/August 2021.

**Q6. What percentage of the project budget is Council committed to providing?**

A: Council has agreed to contribute to a portion of the cost of the development of the Master Plan, however the exact percentage that Council will contribute has yet to be agreed.

**The Mayor also made very clear that Tolosa Park Reservoir is an asset of Taswater, and it is therefore Taswater's responsibility to "decommission" it.**

**Q7. It is not clear to me what the Mayor means by "decommission". Does she mean "remediate"? i.e. revert the land to pre-existing vegetation /**

landscape? Does she mean make the land "development-ready" (as Council has very generously committed to do for the ex-Berriedale Caravan Park for MONA)? Does she mean "make safe for public use"? If none of these then what did she mean by the term?

A: In using the term 'decommissioning', the Mayor was referring to:

- the process of remediating the site to enable public use in accordance with the Masterplan before it is handed back to Council (once it is finalised and agreed between the parties), which will also involve removing all or part of the dam wall, and
- the fact that the area will cease to be classified as 'dam' under Tasmanian legislation at some point during the works but before it is handed back to Council.

**Questions on notice – Janine Foley, Chigwell  
(received 20 April 2021)**

Ms Foley's questions and the answers provided are Attachment 1 to this agenda.

---

## **6. PUBLIC QUESTION TIME (15 MINUTES)**

---

**Please note:**

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

**Questions on notice – Eddy Steenbergen, Marys Hope Road, Rosetta  
(received 10 May 2021)**

At the last open council meeting in April 2021, the GM in response to questions from Alderman King about the Tolosa Park Reservoir remediation project said *"My understanding is that Taswater is developing a master plan – Council is contributing funding to that as well – and at the end of that process we'll have both a master plan and some accurate costings. We are making a contribution to it, yes."* Alderman King

then asked, *"It is kind of in conjunction with us then in that sense, or am I putting too much emphasis on it?"* The GM replied with *"The onus is really with Taswater so Taswater is really driving that. Formerly we had an earlier master plan process that involved Council being the driver and that process didn't proceed. This is a new process with Taswater in the driving seat."*

My questions are:

**Q1. What is Council contributing to the project?**

A: Council's financial contribution is half of the cost to form a Master Plan and high-level cost plan for the works, nominally \$200,000. Council has been involved as a key stakeholder in the Master Planning process with TasWater and their consultant team led by Inspiring Place. Throughout the master planning process Council has ensured feedback from previous community engagement is captured in the final masterplan.

**Q2. What are Council's roles in the project?**

A: Council, while not being directly contracted with the Master Planning team, is heavily involved and contributing to the Master Planning process in conjunction with TasWater to ensure the proposals achieve the best possible outcomes for the Glenorchy community. The aim of the Master Plan is to provide a usable reserve area immediately on the completion of the works and upon the hand over to the Council, allowing the remediated reservoir and former dam wall area to be used by the community as soon as possible. Some further works, including upgrades to the greater Tolosa Park area would then be carried under Council's capital works program.

**Q3. Why didn't the original project driven by Council proceed?**

A: Council has been working closely with TasWater on this project to ensure that the Master Plan reflects the feedback received from the community, while also achieving TasWater's primary aim of decommissioning the dam wall. Several options have been investigated to determine the most efficient use of both Council and TasWater resources. The past versions were not considered to be suitable in that they did not adequately meet the needs of all key stakeholders (TasWater, Council and the Glenorchy community). The draft Master Plan will present the preferred option but is still being finalised.

**Q4. When does Council expect to receive the results of the project?**

A: A preliminary draft masterplan has been presented to Council leadership and is being further developed to incorporate feedback that was received. At this stage it is hoped that the draft Master Plan will be presented to Council for approval to release for feedback by July/August 2021.



**Questions on notice – Janiece Bryan, England Avenue, Montrose  
(Submitted 24 May 2021)**

**Q1: Could Council please explain why the purchase of land at 7 Peltro Street, Glenorchy, was discussed in Closed Session of the Council Meeting on 26th April 2021 and what was the outcome?**

A. The item was considered in closed Council because it involved a a proposal to acquire land.

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* expressly lists “*proposals for the Council to acquire land or an interest in land...*” as an item which is to be considered in closed meetings of council.

The item contained commercial in confidence information around potential purchase negotiations which required a Council decision. It was therefore appropriate that it be considered in a closed meeting so as not to prejudice the position of any party.

Council is unable to disclose the outcome of the item at the present time because it was considered in closed Council. However, Council intends to, and will, publicly release information about the outcome of the item as soon as it is able to.

**Questions on notice – Janiece Bryan, England Avenue, Montrose  
(re-submitted 22 May 2021)**

**Q. Would Council please advise the Glenorchy Community in relation to what is happening at the YMCA and the Barossa Wellness Centre? These facilities and the programs they deliver are critically important to the welfare of the Community. What is the Council doing to assist Community Members who rely on these programs to maintain their health and wellness?**

A. The questions have been taken on notice and will be answered at the June Council meeting.

---

## **7. PETITIONS/DEPUTATIONS**

---

# COMMUNITY

***Community Goal: “Making Lives Better”***

---

## 8. ANNOUNCEMENTS BY THE MAYOR

---

Author: Acting Mayor (Ald. Bec Thomas)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Mayoral Announcements

### Community Plan Reference:

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

### Strategic or Annual Plan Reference:

Objective 4.1 Govern in the best interests of the community

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

### Reporting Brief:

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

### Proposal in Detail:

#### ACTIVITIES OF MAYOR JOHNSTON

As noted in the 26 April 2021 Council Agenda, the following is a list of activities undertaken by (former) Mayor Kristie Johnston between 23 March and 1 April 2021.

#### Wednesday 24 March 2021

- Meeting with Glenorchy District Football Club
- Joined in a meeting to discuss the economic and social impacts of urban density and suburban sprawl

#### Thursday 25 March 2021

- Attended Glenorchy Jobs Hub Reference Group meeting
- Attended Optimum Health Solutions Official Opening
- Attended the opening of the new Allied Health Centre
- Hosted a Glenorchy Open Exhibition opening at Moonah Arts Centre

#### Friday 26 March 2021

- Attended the Salvation Army Tasmania Neighbour Day
- Attended the Kingston Park Playground Official Opening

**Sunday 28 March 2021**

- Attended the Greek Independence Day celebration

**Monday 29 March 2021**

- Attended a meeting with the Petanque Club
- Chaired the Council Workshop
- Chaired the Council Meeting

**Tuesday 30 March 2021**

- Met with a resident
- Attended the Showcase Assessment Panel meeting
- Attended a Citizenship Ceremony meeting
- Attended a farewell for the departing General Manager of Hobart City Council

**Wednesday 31 March 2021**

- Met with a resident
- Attended an Inter-agency/Community Organisation Forum
- Hosted and presided over the Australia Day Citizenship Ceremony

**Thursday 1 April 2021**

- Attended a meeting with the Multicultural Hub

Mayor Johnston was on an approved Leave of Absence between 1 April and 1 May 2021 and returned on Monday, 3 May 2021.

**Monday 3 May 2021**

- Attended the Moonah Ladies Probus Club meeting
- Chaired a Council Workshop

**Monday 10 May 2021**

- Chaired a Council Workshop

**Thursday 13 May 2021**

- Attended the University of the Third Age meeting

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

Mayor Johnston resigned from Council effective Friday, 14 May 2021 following her election as the Independent Member for Clark in the House of Assembly.

### **ACTIVITIES OF ACTING MAYOR THOMAS**

The following is a list of events and external meetings attended by Acting Mayor Bec Thomas during the period Tuesday, 20 April 2021 to Monday, 24 May 2021.

#### **Tuesday 20 April 2021**

- Presented at the Tasmanian Major Projects Conference at Wrest Point on the City Deal partnerships and pipeline of development in Glenorchy
- Attended the Greater Hobart Mayors Forum

#### **Friday 23 April 2021**

- Met with Captain Jeff Milkins (Salvation Army) and Steven Salter (Paddy Wagon Hotel) re the Salvation Army Red Shield Appeal fundraiser
- Met with a developer regarding waste services

#### **Sunday 25 April 2021**

- Attended ANZAC Day Dawn Service at Claremont, hosted by the Claremont RSL
- Attended 9am ANZAC Day Service at Claremont, hosted by the Claremont RSL
- Hosted 11am ANZAC Day Service in Glenorchy

#### **Monday 26 April 2021**

- Chaired Council Workshop
- Chaired April Council Meeting

#### **Wednesday 28 April 2021**

- Met with a community member regarding a parking fine

#### **Thursday 29 April 2021**

- Presented at Hobart Hamlet Group AGM re housing in Glenorchy
- Opened the Paul Boam 'A Creative Life' exhibition at the Moonah Arts Centre

Note: Mayor Johnston resumed her substantive position as Mayor between 1 May 2021 and 14 May 2021. Alderman Mayor Thomas did not undertake any Mayoral duties during this period.

Alderman Thomas resumed Acting Mayor position on 15 May 2021.

#### **Sunday 16 May 2021**

- Attended the Think Pink Race Day breast cancer fundraiser event at Tattersall's Park

#### **Monday 17 May 2021**

- Chaired the Council Workshop

- Chaired the Glenorchy Planning Authority meeting
- Attended the monthly meeting of the Claremont Garden Club at Lady Clark Recreation Centre

**Tuesday 18 May 2021**

- Hosted the Glenorchy Volunteer Awards at KGV
- Attended the Greater Hobart Mayors Forum
- Attended the UTAS presentation to the Greater Hobart Mayors Forum

**Wednesday 19 May 2021**

- Attended the staff Awards and Recognition Ceremony

**Thursday 20 May 2021**

- Attended vehicle inspection and familiarisation at the Works Centre
- Attended media conference with Senator Eric Abetz at North Chigwell Oval

**Monday 24 May 2021**

- Chaired Council Workshop

In addition to the above meetings and events, the Acting 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 announcements about the activities of Acting Mayor Thomas during the period from Tuesday, 20 April to Monday 24 May 2021, and
2. RECEIVE the announcements about the activities of former Mayor Kristie Johnston during the period from 23 March to 14 May 2021.

**Attachments/Annexures**

Nil.

# ECONOMIC

***Community Goal: “Open for Business”***

---

## 9. DECISION ABOUT WHETHER TO DISPOSE OF OF COUNCIL LAND AT MILL LANE, GLENORCHY (CAR PARK)

---

Author: Acting Open Space Coordinator (Jasmine Young)

Qualified Person: Director Infrastructure and Works (Emilio Reale)

ECM File Reference: Disposal of Public Land Consultation 2021

### Community Plan Reference:

#### Leading Our Community

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

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

### Strategic or Annual Plan Reference:

#### Leading our community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

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

Objective 4.2 Prioritise resources to achieve our communities' goals

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

### Reporting Brief:

To report the outcomes of the community engagement process around the future use and potential disposal of land at Mill Lane Glenorchy (the Mill Lane Car Park) and recommend that Council does not proceed with the current disposal process.

### Proposal in Detail:

#### Overview

At its meeting on 28 September 2020, Council resolved to begin investigations into the potential disposal of a parcel of land at Mill Lane in the Glenorchy CBD which is currently being used as a car park.

The resolution made by Council was as follows:

*That Council:*

1. *NOTE the request from Marigold Pty Ltd to extend the exclusive dealing period for a further 6 months until 31 March 2021, but decline that request*



2. *ENDORSE the commencement of investigations into the potential disposal and rezoning of Council owned land at Mill Lane, CT43661/1 and CT29803/5.*
3. *AUTHORISE Council staff to undertake a community engagement process to identify any concerns about the potential disposal of the Land before commencing with the statutory processes for public land disposal and land rezoning, and*
4. *REQUIRE a further report to Council summarising the feedback received (and identifying any concerns) and seeking approval to proceed with the statutory processes for public land disposal and land rezoning for the Land.*
5. *MAKE available to the public the resolution in relation to the disposal of public land at Mill Lane (car park) for the consistent and transparent management of Council's disposal of public land activities.*

Having undertaken community consultation and engagement and taking into account other relevant considerations, this report recommends that Council does not proceed with the current disposal process.

The reasons for that recommendation are outlined below.

### **The Land**

The Mill Lane car park is owned by Council and located at the junction of Mill Lane and Barry Street in the Glenorchy CBD (title references CT43661/1 and CT29803/5). For the purposes of this report, the two parcels of land that comprise the car park will be referred to as **the Land**.

The Land is the area outlined in red in the below photo, which is zoned Central Business.



The Land is approximately 1,550m<sup>2</sup> in size and has 42 car parking spaces with a 3-hour time limit. It is situated across the road from the Glenorchy Health Centre and a short walk from Main Road and the entrance to the Northgate Shopping Centre.

In February 2019, Council considered an unsolicited proposal to dispose of part of the Land to facilitate a proposed development at 2 Regina Street (which abuts the Land). Council subsequently resolved to dispose of the land and enter into an exclusive dealing period with the proponents. Ultimately, those negotiations did not result in a deal, and Council resolved, at its meeting on 28 September 2020, not to extend the exclusive dealing period with the proponent when it expired on 30 September 2020.

At the same meeting, on the recommendation of Council officers, Council resolved to commence a new investigation into the potential disposal of the entire car park (the Land).

Council's adopted process for disposing of land involves conducting an initial community and public engagement investigation and a report to Council before deciding whether to proceed to the statutory process for land disposal set out in section 178 of the Act. The initial investigation step, which Council is not legally required to take, allows Council to identify whether there are any serious concerns or any other potential issues around a proposed disposal before it starts the statutory disposal process.

Between September 2020 and May 2021, Council officers have undertaken investigations and, community and stakeholder engagement, as required in the resolution and in accordance with Council's adopted process. The outcomes of that process and subsequent recommendation to Council are summarised below.

### **Community Engagement Process**

Community engagement was undertaken in-line with Council's Community Engagement Framework and consisted of:

- the preparation and implementation of a Community Engagement Plan
- advertising on social media and on Council's website (see [Attachment 2](#))
- a public survey (with an invitation to lodge submissions either online or in hard-copy)
- Council officer consultation with all stakeholders surrounding the site.

Separately to the community engagement process undertaken by officers, Council received three separate petitions from Janiece Bryan of Montrose, containing 1,310, 843 and 864 signatures, respectively. Further details of the petitions are provided below.

### Results of public survey

The survey conducted by Council was open between 27 October and 10 November 2020.

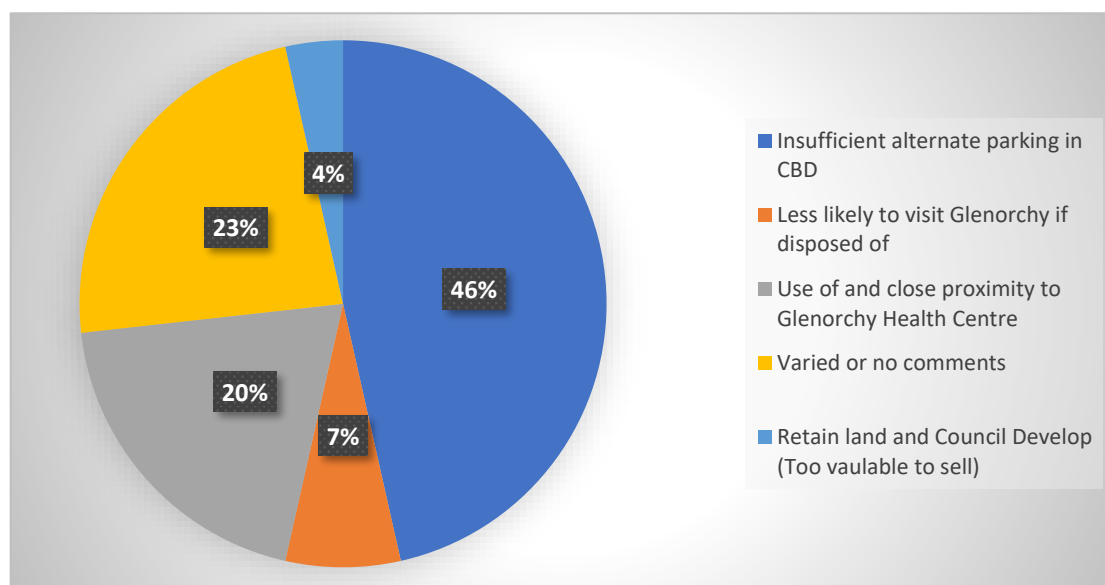
Council received a total of 151 survey responses, comprising of 140 online response ([Attachment 4](#)) and 11 hard-copy responses ([Attachment 5](#)).

The survey responses reflected that there were five community members that supported the disposal, however 25 skipped this question and 110 others objected to the potential disposal. Another 109 people left additional comments.

The most common concern raised (46% of total responses) was in relation to the loss of parking spaces from the Glenorchy CBD and a lack of alternative parking close to the Glenorchy Health Centre.

Other comments opposing to the disposal cited safety concerns about walking to transport and all-day parking after-hours from people who work in the Glenorchy CBD.

The results of the survey are summarised in the chart in figure 1, below:



**Figure 1 – Survey Response Summary**

In summary, the survey identified that the majority of respondents were concerned about the proposed disposal proceeding.

### Discussions with Department of Health and Human Services

Council met with various stakeholders about the proposed disposal as part of its engagement process.

In view of the concerns raised about parking, and given its proximity to the Land, Council officers met with staff from the Glenorchy Health Centre (on behalf of the Department of Health and Human Services) to obtain their feedback on the potential disposal.

The Glenorchy Health Centre is a State Government purpose-built health facility designed to deliver a variety of health and community services to the population of the northern suburbs of southern Tasmania. The centre currently manages approximately 200 clients per day with 80 staff delivering a range of services. Attachment 3 provides full details of services provided at the Centre.

The Centre is currently considering relocating a number of additional services to Glenorchy's Health Centre. Determinants for service increase/change include the service demand, availability of appropriate space, staff availability and client access, including availability of parking or public transport close to site.

Discussions with key staff identified concerns including that the potential loss of the car park would significantly reduce all-day parking for staff and specialists at the Centre, which would be likely to impact on their ability to retain staff.

Staff also expressed concerns about some clients being unable to access care at the centre due to the lack of available accessible parking close by. This was of concern to staff due to the nature of care required, in particular, wound care and mental health patients. While patients are provided with a parking voucher for the car park at the rear of the centre, there is limited availability at any given time.

### **Impact on CBD parking supply**

Advice from Council's Traffic Engineering section (see Attachment 7) details that the sale of the car park might displace 42 car parking spaces that currently have a three-hour time restriction (it should be noted that the sale of the land would not automatically mean that it ceased to be used as a car park, or that car parking on the site would not be available if the site was developed).

Parking surveys of the Glenorchy CBD undertaken in 2017 and 2020 showed that at the peak parking time of 11:00 am the car park was typically almost at capacity, meaning its removal would likely displace 40-41 cars.

The parking surveys also showed (relevantly) that:

- off-street accessible (disability) car parks are at capacity for unrestricted parking, with only a few spare time-limited parking spaces free at any given time (six in the 2020 survey and eight in the 2017 survey).
- in the 2020 survey, there was spare on-street parking capacity of approximately 70 free parks (23 parks with a 30-minute time limit and 47 parks with one hour or more time limit). In the 2017 survey, there were 57 free parks (13 parks with a 30-minute time limit and 24 parks with one hour or more time limit).

To obtain specific details about the use of the Mill Lane Car Park (the Land), Council's Traffic Engineer conducted a survey (on 11 February 2021) on the usage of the car park between the hours of 8:00am and 5:00pm. The survey showed that in the morning, Guilford Young College students were being dropped off regularly at this location and the car park was predominantly used by adjacent businesses including real estate and accounting employees, as well as people accessing the Salvation Army building. Other users tended to head towards the Northgate Shopping Centre.

The car park was at full capacity at 10:41am and stayed that way until around 3:00pm. From 3:30pm onwards, the carpark was only occupied by about 10 cars (Attachment 8).

The survey indicated that if the land was sold and ceased to be a car park, it would displace about 40 cars on a typical weekday. There is capacity within the on-street network to cater for this displacement particularly if some of the 30-minute parks are increased to one-hour parking. However, it would mean that on-street parking would also be at capacity, and any future reduction of on-street parking would need to be carefully considered. Subject to a future project, officers could investigate more efficient parking arrangements within the available car park space.

### **Other considerations for Council**

While valid community concerns and potential parking impacts are clearly key factors in determining whether it is advisable to dispose of or retain the Land, officers have also analysed other factors that might influence Council's decision. The concerns raised in the petition have also been taken into account.

The additional matters to be considered are summarised below.

#### Strategic importance

The Land is situated on a prominent corner in the heart of the Glenorchy CBD.

It is currently zoned as Central Business under the Glenorchy Interim Planning Scheme, which permits a range of commercial and business focussed uses, making it potentially attractive to developers and investors.

The Greater Glenorchy Plan, adopted in February 2021, recognises the strategic importance of the site and identifies it as being suitable for mixed use (i.e. commercial/residential) development as part of the plan's vision for the Glenorchy CBD to 2040.

Other than what is contained in the Greater Glenorchy Plan (GGP), Council does not currently have a specific long-term objective for the Land, however disposing of it would result in Council losing control of the site with the potential for it to be developed in a way that does not align with the objectives of the GGP.

Council should still remain open to the prospect of disposing of the Land in the future (or part of the land) if it received a proposal for its development that could be shown to be in-step with the medium to long term objectives for the area.

#### Land value

The Hobart City Deal Mode Analysis, Appendix D (Urban Development Analysis) estimated land value uplift in Glenorchy to be the highest of all locations along the Northern Suburbs Transit Corridor (NSTC) across all transport options. The Land is situated within the NSTC study area.

Anecdotally, the price of land in or close to business activity centres in Greater Hobart has shown solid growth in previous years and this is expected to continue. The current differential between bond and property indexes also suggests a greater return on capital in land holdings than cash.

As a result, Council is likely to continue to experience capital growth on the Land if it retains it, at a rate higher than it would if it were to convert its holding to cash by disposing of it.

#### Affordable Housing

In 2020, Council adopted a Statement of Commitment on Housing.

An action within the commitment is to consider suitable Council owned land that may be appropriate for the development for affordable and social housing. The Land meets Council's fit for purpose assessment criteria (it is flat, close to services, has great passive surveillance and is connected to existing land owned) and therefore has merit as a site for future affordable housing.

In the absence of a firm proposal, it would be premature to dispose of the site at the present time.

#### Petitions opposing disposal

As noted above, Council received 3 petitions calling for Council to stop the disposal process and requesting that Council hold a public meeting about the issue. The petitions were submitted by Janiece Bryan of Montrose, tabled at Council meetings and subsequently considered at Council meetings on 21 December 2020, 28 February 2021 and 26 April 2021. The petitions contained 1,310, 843 and 864 signatures, respectively

Each petition opposed the sale of the Land, primarily on the basis that it would reduce the amount of car parking spaces available for people attending the Glenorchy Health Centre (among other concerns), and sought that Council stop selling the land and hold a public meeting in respect of the proposed disposal.

Detailed reports on the petitions, including analysis of the number of signatures, are contained in the agendas for the Council meetings on 21 December 2020, 28 February 2021 and 26 April 2021.

Mrs Bryan is of the view that the three petitions are, in-fact, a single petition submitted in 3 separate tranches of signatures. Although the *Local Government Act 1993* does not permit a petition being submitted in multiple parts, it is acknowledged that the three petitions are identical in form.

None of the three petitions achieved the 1,000 signatures of Glenorchy electors needed to require Council to hold a public meeting.

At each of the three Council meetings at which the petitions were considered, Council made resolutions to the effect that the concerns of the signatories were noted and would be considered by Council in any future consideration of the potential disposal of the Land.

The combined number of signatures received on the three petitions, combined, is reported as 3,008 (although Council officers have not checked to see if people signed multiple versions of the petition). Officers have expressed concern that the signatories to the petition may not have been provided with adequate information about what the petition was trying to achieve, or the reasons for its existence. Nevertheless, the presence of over 3,000 signatures purportedly opposing the disposal does indicate

that there is a level of community concern about Council disposing of the Land. This is also reflected in the results of the survey conducted by Council officers outlined above.

In accordance with its resolutions of 21 December 2020, 28 February 2021 and 26 April 2021, Council should consider the concerns of the signatories in deciding whether to adopt the recommendations in this report.

### **Summary and Recommendation**

A summary of the key issues discussed in this report is as follows:

- Council resolved to conduct community engagement to investigate the potential disposal of the Mill lane Car Park (the Land).
- Council officers have consulted with:
  - the Glenorchy Community through a number of engagement processes including face-to-face meetings, traffic/parking behaviour observations, conducting an online and paper-based survey, the results of which indicated that there were concerns about the impact that the disposal would have on parking supply in the CBD, and particularly in relation to patients and staff of the Glenorchy Health Centre, and
  - the Glenorchy Health Centre which identified concerns about patient access and staff parking.
- Council officers have also undertaken further investigations on the current use of the site and analysis of strategic considerations.
- three petitions containing contained 1,310, 843 and 864 signatures, respectively, were submitted calling on Council to stop the potential disposal of the Land due to concerns around the loss of parking.

Having carried out the above engagement and investigations, officers have determined that Land provides significant economic and strategic benefits for the city, given its central location, contribution to current parking supply (particularly for the Health Centre), future development potential and the likelihood of it increasing in value over time.

Officers are of the view that Council should consider the potential disposal of the Land at some point in the future, if and when more work has been done around the long-term strategic and economic objectives for the site and the surrounding areas.

If Council adopted the recommendations in this report, Council would not be prevented from commencing a future engagement / disposal process for the Land in response to a proposal and could consider any future proposal for the Land that aligned with those objectives on its merits.

In the meantime, however, for the above reasons, it is recommended that Council does not proceed to a section 178 process or form an intention to dispose of the Land.

### **Consultations:**

General Manager

Executive Officer

Director Infrastructure and Works

Acting Manager Property and Environment  
 Manager Customer Services  
 Coordinator Community Development  
 Community Engagement Officer  
 Transport Engineer  
 Senior Civil Engineer  
 Student Engineer  
 Senior Parking Officer  
 Senior Advisor Precinct Design  
 Communications Officer  
 Manager of Youth Health Service, Glenorchy Health Centre  
 Manager of Glenorchy Health Centre  
 The Community through the engagement processes outlined in this report

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

#### Financial

The officer recommendation to retain the land results in no further cost to Council.

If Council were to proceed, the cost of undertaking the section 178 process is expected to be in the order of \$1,300, for advertising in the Mercury and mail-outs to neighbouring properties and affected properties.

#### Human resources

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

#### Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				
Lost revenue from a potential sale of the Land.	Moderate (C3)	Possible (L4)	Medium	No mitigation treatments are proposed. However, Council would still be able to consider any future proposal for the site and commence a new disposal process if such a proposal met its objectives.
<b>Do not adopt the recommendation</b>				
Reduced ability to achieve strategic objectives within the Glenorchy CBD through loss of control over a prime development sites leading to long-term outcomes that do not align with strategic and economic objectives. Lost future revenue from land appreciation.	Moderate (C3)	Likely (L4)	High	Officers consider future development objectives for the wider area before proceeding to a sale, and potentially consider applying to re-zone the site to increase likelihood of a favourable outcome.



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

The community consultation and engagement undertaken by officers is detailed in the body of this report.

Public Relations

As noted, there has been some community opposition to the proposed disposal. If Council opts not to proceed, some of those concerns are likely to be addressed.

**Recommendation:**

That Council:

1. NOTE the results of community and stakeholder engagement around the potential disposal of public land at Mill Lane in the Glenorchy CBD (*CT43661/1 and CT29803/5*)
2. Having considered the concerns identified during consultation, and other information in the Council report RESOLVE not to proceed with the public land disposal process under section 178 of the *Local Government Act 1993* for the Land.
3. NOTE that Council may consider disposing of the Land in the future if there is a suitable proposal for the Land (subject to the completion of a new and separate disposal process).

**Attachments/Annexures**

- 1 Disposal of Council Land Workflow  
[!\[\]\(564903337f30b845a5f6979939a95fe6\_img.jpg\)](#)
- 2 Advertising Content  
[!\[\]\(6799d2cf9a6546bbe2fea4f3991acfa2\_img.jpg\)](#)
- 3 Glenorchy Health Centre Services  
[!\[\]\(de7c1d2bea2115f02a9062a37836c733\_img.jpg\)](#)
- 4 Final Data from Survey Monkey  
[!\[\]\(9a280f33c8437d678f52e9a3e3cb51f7\_img.jpg\)](#)
- 5 Hard Copy Surveys  
[!\[\]\(c0e8bdcd7d546e1e314fd026183ba127\_img.jpg\)](#)
- 6 Mill Lane Petition  
[!\[\]\(05248885c2b0c473b2ba23c2a4a871b7\_img.jpg\)](#)
- 7 Advice from Council's Traffic Engineer  
[!\[\]\(bcf04e9ded69439db053d42fc8bc3811\_img.jpg\)](#)

---

## 10. COUNCIL FEES AND CHARGES FOR 2021-22

---

Author: Accounting Coordinator (Mark Patmore)

Qualified Person: Director Corporate Services (Richardson, Jenny)

ECM File Reference: Fees and Charges 2021/2022

### 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 present the recommended Schedule of Fees and Charges for the 2021/22 financial year to Council for adoption.

### Proposal in Detail:

Attachment 1 to this report is Council's recommended Schedule of Fees and Charges for 2021/22 (**Schedule**).

The Schedule sets out both the fees charged for the current 2020/21 financial year and the recommended fees for 2021/22. In setting the revised fees and charges, the impact of any increases on the community has been considered. Overall, a small number of fees have been eliminated, a significant number of community fees have not been increased and a range of fee increases are recommended.

The revenue from User Charges varies from year-to-year depending on the activity level within the community and across Council's facilities. Council's draft budget and Long-Term Financial Management Plan estimates User Fees make up approximately

16% of the 2021/22 operating revenue budget. For the current financial year, we are predicting actual User Charges to be 20% of the operating revenue budget.

The forecast increase in expected revenue from user charges in comparison to the budget for the current 2020/21 financial year is primarily due to improved activity levels as Council returns to business as usual post COVID-19.

All fees and charges are reviewed annually to ensure statutory compliance and after considering financial and budgetary considerations. A number of fees have been increased where the market can bear the cost increase, to better align with the external market or to improve Council's cost recovery.

### **Summary of fee movements**

#### Animal Control

Fees in this category have been increased broadly between 2.0% and 9.9% with fees now more closely aligned with neighbouring councils. Standard Dog registration fees have been increased from between \$2 for Desexed dogs and \$9 for Non-Desexed dogs.

The Dog Impound Return Home fee, and a refundable Formal Notice of Dog Complaints fee, are exceptions that have not been increased for several years, and a Dog Waste Bags fee has been increased to cover new pricing arrangements.

#### Assets

Fees in this category have been increased this year by approximately 3.0%, after being significantly increased last financial year to better reflect the costs involved in undertaking the work. Two new Hydraulic (Flood) Modelling fees have been introduced to offset the cost to Council for undertaking work associated with site specific flood modelling for property developers.

#### Building

Fees in this category have been increased in varying percentages from 3.0% upwards, and with several fees for building assessment being increased to better reflect the amount of work required to assess and process permit applications. Several new fees have been implemented to better reflect either the extra work for more complex applications or reduced to reflect minor work involved in Strata amendments.

#### Child Care Centres

Fees in this category have been increased by 4.0% after not being increased last financial year (2020/21) and have taken into consideration comparable fees within the market.

#### Customer Service

Fees in this category have not been increased. The credit card surcharge has been removed entirely, with the Glenorchy History Book being old stock and fee increases not required to offset any cost increases.

Environmental Health Services

Fees in this category have been increased from between 3.3% (\$1) to 19% (\$41) with a small number of fees being increased to reflect the increased cost of Council service delivery. Food Premises fees have been increased approximately 4% reflecting small increases and rounding to the nearest whole dollar.

Hall Hire

Fees in this category have been increased from 3.3% (\$5.40) to 5.1% (\$0.80) reflecting small increases and rounding to the nearest whole dollar.

Information Management

The fee for making Right to Information requests is set by State Government legislation based on annual revisions to the amount of a 'fee unit'. This results in a 25<sup>c</sup> drop in the cost from \$41.50 to \$41.25.

Waste Management

Fees in this category have been increased in varying amounts. Refer to the separate report is being presented to the current Council meeting.

Licences / Permits

Fees in this category have been increased by 2.5% and rounded to the nearest whole dollar (GST inclusive), resulting in increases between 3.1% (\$1.20) to 4.8% (\$1.60).

Miscellaneous

Fees in this category have not been increased due to the minimal increase in fee revenue and a move away from hard copies of plans to electronic copies.

Moonah Arts Centre

Fees in this category have been increased by approximately 3.0%.

Parking Permits

The Disabled Parking Permit fee has been increased from \$34 to \$36 after not being increased last financial year.

Planning Services

Fees in this category have been increased from 3.0% with a small number of fees increased by a greater percentage to better reflect the cost of Council service delivery.

Plumbing

Fees in this category have been increased from 3.1%. A small number of fees have been increased to better reflect the cost of Council service delivery. The fee structure for an Automatic Control Device has been changed with the previous structure being inequitable with the connection of multiple devices and attracted a number of complaints.

### Property Assets

Fees in this category, Road Seal Opening Permits, have been increased by between 11.5% and 22% to better reflect the full cost to Council of the service delivery of inspecting the maintenance to the underground service and then the remediation of the road surface.

### Reserves

Fees in this category have been increased by approximately 3.0% and rounded to the nearest whole dollar GST inclusive, resulting in increases between 5.5% (\$0.90) to 7.1% (\$2.00).

### Revenue

Fees in this category have been increased by 3.0% and rounded to the nearest whole dollar GST inclusive, resulting in increases between 5.5% (\$1.70) and 13.5% (\$0.70).

### Tolosa Park

Fees in this category have not been increased with the fees being above the hire fees for similar facilities in other municipalities.

### **Financial Hardship Policy**

A person or business who is responsible for the payment of Council fees may be eligible for financial hardship assistance if they can show that they are experiencing genuine financial hardship.

Council's Financial Hardship Policy and application form are available on Council's website ([www.gcc.tas.gov.au](http://www.gcc.tas.gov.au)). Alternatively, applicants can call Council on 6216 6800 and ask that the guidelines and form be posted or emailed to them.

### **Consultations:**

Executive Leadership Team  
Managers and Coordinators  
Senior Finance staff

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

#### Financial

Approximately 16% of council's revenue is derived from user charges. It is therefore a significant part of Council's budgeted income.

#### Human resources

There are no material human resource implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> Adverse public reaction to the decision to increase fees.	Minor	Possible	Medium	Communicate to the community that the fee increases have been kept to a minimum, with several fees not being increased and fee increases reflecting increases in the cost of service provision.
<b>Do not adopt the recommendation</b> Adverse financial implications for Council with a risk of not meeting Long Term Financial Management Plan revenue objectives.	Moderate	Unlikely	Medium	Consider cost savings or service reductions to counteract the revenue shortfall objectives.

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

Not applicable.

Public relations

In setting the recommended fees included in the Schedule, Council has tried to balance the need to ensure financial sustainability with minimising the impact on ratepayers and continuing to deliver essential services to the Glenorchy community.

The Schedule of Fees and Charges would be published on Council's website, once adopted.

**Recommendation:**

That Council:

1. APPROVE the Glenorchy City Council Schedule of Fees and Charges 2021/22 in the form of Attachment 1.

**Attachments/Annexures**

- 1 Schedule of Fees and Charges 2021/22



---

## 11. PROPOSED WASTE MANAGEMENT FEES AND CHARGES 2021/2022

---

Author: Acting Manager Waste Services (Evan Brown)

Qualified Person: Director Infrastructure and Works (Emilio Reale)

ECM File Reference:

### **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:**

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

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

#### Leading Our Community

Objective 4.1 Govern in the best interests of our community

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

### **Waste Management Strategy:**

#### Goal 1: To promote the sustainable management of resources

##### Objectives:

- support and educate the community in separation, recovery and reuse, and lead by example
- collaborate with others regionally and nationally to improve effectiveness and sustainability
- ensure the appropriate use of the Jackson Street landfill and maximise its lifespan.

#### Goal 2: To provide convenient and affordable waste services that meet the needs of the community

##### Objectives:

- provide a high-quality, cost-effective and flexible kerbside collection service
- provide long-term continuity of convenient waste disposal options
- maintain effective and timely communication to keep the community engaged and informed.

Goal 3: To minimise negative impacts of waste on the natural and built environments.

Objectives:

- minimise environmental impacts of Council-controlled landfill
- reduce litter and dumped rubbish in public places.

**Reporting Brief:**

To present the proposed Waste Management fees and charges for the 2021/22 financial year to Council, as required under section 205 of the *Local Government Act 1993*.

**Proposal in Detail:**

Council reviews and sets its fees and charges each year, as required under the *Local Government Act 1993*. Fees and charges are then incorporated into Council's overall budget.

Waste management fees and charges are typically considered and set ahead of the adoption of the budget to allow for necessary administrative actions (such as licence, permit or registration renewals) to be sent out ahead of the start of the new financial year. It also allows time for updated signage to be prepared at the landfill and for receipting systems to be updated.

This report presents the Council's proposed waste management fees and charges for the 2021/2022 financial year. This report covers two main categories of charges:

- Kerbside Collection charges, and
- Jackson Street Waste Management Centre (landfill) charges.

The proposed fees and charges have been formulated in line with the goals of the revised Waste Management Strategy and are intended to:

- continue to allow Council to provide a high-quality, cost-effective and flexible kerbside waste collection service
- continue to provide an annual free waste weekend for Glenorchy residents at the Jackson Street Landfill
- continue to encourage and incentivise the separation of waste by charging a higher rate for mixed waste
- achieve consistency with other Councils so that residents from outside the municipal area will be more inclined to use their own local service, and
- continue to encourage safe disposal of asbestos, tyres and other controlled waste by holding these fees at current levels.



## **1. KERBSIDE COLLECTION CHARGES FOR 2021/22**

Council's standard kerbside collection service is a fortnightly 140L garbage service, a fortnightly 240L recycling service and a fortnightly 240L FOGO bin service.

Council allows residents to reduce the size of recycling and FOGO bins to 140L at no cost. Council also provides the ability for residents to increase the size of their garbage bins to 240L at a pro-rata cost.

Council provides shared waste services to unit complexes and multi-unit dwellings under its Waste Services Policy.

Unit complexes and multi-unit dwellings with shared bin arrangements are provided a weekly service for garbage, recycling, and FOGO with the number of bins and sizes calculated and negotiated with these residents. Shared bins ensure issues like space encroachment and accessibility on both private land and on the kerb are managed appropriately.

Council also provides services to other tenement types, including limited commercial services and some special circumstance weekly garbage and recycling services.

### **Residential kerbside garbage and recycling collection**

In the 2020/21 financial year, price increases were suspended to offset the financial impacts on residents of the COVID-19 pandemic. For the 2021/22 financial year, fee increases of 6% for residential kerbside general waste and 3% for recycling kerbside collection are proposed.

#### General waste charges

The proposed 6% increase in kerbside residential general waste is required to offset the overall increases in expenses for garbage collection and disposal, which includes collection contract increases, disposal, administration, and the transport index. The increase also includes a 'catch-up' to cover the actual cost of the service and removes the COVID-19 response price freeze incorporated into last year's fees. The new fees will also allow Council to absorb the cost of the potential \$20 per tonne state-wide levy for landfill disposal, which is proposed to be introduced by the State Government during the financial year, without a significant price shock to the community.

The Tasmanian Government had originally advised that new state-wide waste levy would be introduced from 1 November 2021. However, we now understand that due to the state election and the Government going into caretaker mode, the introduction of the levy is likely to be delayed. No clear indication has been given of a revised date.

#### Recycling charges

The proposed 3% increase in recycling costs is proposed to cover the associated costs with the collection and disposal of recyclable materials.

The increase in recycling fees is primarily the result of the increased fees charged by the Derwent Park Materials Recovery Facility (where recycling is processed) since it changed ownership.

### Residential Food Organic and Green Organic (FOGO) collection charges

Council's FOGO services commenced on 17 February 2020. For the first part-year of the service, a flat rate fee of \$35 was charged to all residential properties receiving the service.

The initial \$35 fee covered the roll-out of the service, the provision of bins, caddies and compostable liner bags and was based on the provision of the service for a proportion of that year (4½ months).

For the 2020-21 financial year, the fee for the FOGO service was set at \$75. However, to help mitigate the financial impacts of the COVID-19 pandemic on residents Council applied a \$40 rebate to each charge, which meant that residents were again only charged \$35 for the full year of the service.

For the 2021/22 financial year, it is proposed to increase the FOGO charge by 3% from \$75 to \$78 for all properties that receive the FOGO service. The proposed increase includes a 'catch-up' to cover the actual cost of delivering the service and will no longer include the \$40 rebate.

The updated fee will cover associated costs for the service which includes collection and disposal contracts, administration and increases in the transport index.

Since the introduction of the FOGO service in 2020, Council diverted over 6,300 tonnes of organic waste from landfill.

### Commercial kerbside garbage and recycling collection

Non-residential tenements (i.e. commercial premises) can opt-in to receive a kerbside garbage and recycling collection service, with bins emptied weekly and/or fortnightly.

It is proposed to increase commercial garbage and recycling service fees by 6% and 3% respectively from last year. This is consistent with the increases for the residential services and is proposed for the same reasons. The commercial service fees do not attract any GST.

There will be no difference in the fee for recycling collection, irrespective of whether premises have a 140 litre or 240 litre bins. The relevant charge will also be the same for both commercial and residential premises.

### Proposed updated charges

The proposed increase in charges for the categories discussed above are set out in the following table:

SERVICE TYPE	2020/2021 fees	Increase %	Increase amount	Final rounded charge 2021/2022
<b>Standard Service</b>				
Residential Garbage – 140L F/N	\$90.60	6%	\$5.40	<b>\$96.00</b>
Residential Recycling – 140L/240L F/N	\$97.30	3%	\$3.70	<b>\$101.00</b>

SERVICE TYPE	2020/2021 fees	Increase %	Increase amount	Final rounded charge 2021/2022
Residential FOGO – 140L/240L F/N	\$75.00	3%	\$3.00	<b>\$78.00</b>
Change bin from 240L to 140L	No charge	N/A	N/A	No charge
Residential Garbage - 240L F/N (increase bin size from 140L)	\$155.10	6%	\$9.90	<b>\$165.00</b>
<b>Shared Services</b>				
Residential Garbage – Shared Services	\$90.60	6%	\$5.40	<b>\$96.00</b>
Residential Recycling – Shared Services	\$97.30	3%	\$3.70	<b>\$101.00</b>
FOGO Shared Service	\$75.00	3%	\$3.00	<b>\$78.00</b>
<b>Other Services</b>				
Commercial Garbage – 140L F/N	\$157.10	6%	\$9.90	<b>\$167.00</b>
Commercial Garbage – 140L W	\$274.10	6%	\$16.90	<b>\$291.00</b>
Commercial Garbage – 240L F/N	\$269.80	6%	\$16.20	<b>\$286.00</b>
Commercial Garbage – 240L W	\$469.60	6%	\$28.40	<b>\$498.00</b>
Commercial Recycling – 140L & 240L F/N	\$97.30	3%	\$3.70	<b>\$101.00</b>
Commercial Recycling – 140L & 240L W	\$194.60	3%	\$6.40	<b>\$201.00</b>
Special Garbage – 140L F/N	\$180.80	6%	\$11.20	<b>\$192.00</b>
Special Garbage – 240L F/N	\$309.90	6%	\$19.10	<b>\$329.00</b>
Special Recycling – 140L & 240L F/N	\$194.60	3%	\$6.40	<b>\$201.00</b>
Notes: 1. W – weekly, F/N – fortnightly. 2. All Residential tenements may upgrade their garbage service type from a 140 litre service to a 240 litre service fortnightly by paying the relevant charge listed above. There is no minimum number of residents required to utilise this service. Upgrades are required to be applied for by the resident/ratepayer for the property. 3. Weekly collections are for unit complexes only. However, all individual bin service residents have the option to upgrade to weekly collection by arrangement directly with Council's kerbside garbage collection provider, (Veolia).				

SERVICE TYPE	2020/2021 fees	Increase %	Increase amount	Final rounded charge 2021/2022
4. Special circumstance garbage and recycling is a fortnightly service that manages a number of existing circumstances.				

## 2. JACKSON STREET WASTE MANAGEMENT CENTRE CHARGES FOR 2021/22

### Free waste weekend for residents

In 2019, Council introduced a free waste disposal weekend for Glenorchy residents to dispose of their household waste and green waste at the Jackson Street Landfill.

Last year the free waste disposal weekend took place in November and was very well utilised, with over 1200 residential vehicles disposing of an estimated 355 tonnes of waste.

While the free waste disposal weekend provides an opportunity for Glenorchy residents to dispose of their domestic waste at no cost, it also (understandably) comes at a cost to Council. Using the estimated volumes from last year's weekend, the cost of the free disposal weekend amounts to approximately \$35,000 in lost revenue, plus the value of volumetric space lost. This figure does not include the cost of advertising or additional administration costs.

It is recommended that Council continues the free disposal weekend this year. In terms of timing, however, it is recommended that it be moved from November to October 2021. This is due to uncertainty around the date for the introduction of the proposed \$20 per tonne state-wide waste levy, which was originally proposed to be introduced on 1 November. While it now appears that this will be delayed, if it is not delayed then moving the weekend to October would avoid Council (and, by extension, the community) incurring the cost of the levy on top of any lost revenue.

The free waste disposal weekend would again only permit residents to dispose of domestic quantities of waste materials, such as a standard ute load or single axle trailer.

Driver's licences or rates notices would need to be presented to the tollbooth operator to verify the person is a Glenorchy resident or landowner.

The free entry would not apply to waste such as tyres, paints, chemicals, asbestos, other hazardous waste, or commercial waste. Disposal for these items would attract the normal charge at the gate.

If Council does resolve to continue to the free waste disposal weekend, Council would advertise the event on its website, Facebook page, posters at the landfill and on the notice board in Council Chambers.

### Concession tip passes

Community groups and charities can apply to the General Manager to be given a concession rate at the landfill. Council will continue to assess each request on a case-by-case basis, which will allow Council to accurately capture and report on the value of the concessions it provides.

**Tyres**

Tyres will still be accepted and charged per unit, with prices reflecting the cost of handling and disposal.

**Asbestos and controlled waste**

It is recommended that Council continue to accept boot loads of asbestos from domestic customers, with the requirement that it must be double wrapped. The charges for a boot load (\$50) or trailer load of asbestos (\$100) are proposed to remain the same. This is designed to encourage people to dispose of asbestos safely.

It is recommended to hold the charges for disposal of Controlled Waste and Special Burials at \$180 per tonne. The special handling charge applicable to each load of Controlled Waste is recommended to be held at \$150 per transaction.

**State-wide waste levy**

As previously mentioned in this report the state-wide waste levy was to be introduced by the State Government from 1 November 2021, although this is likely to be delayed.

If and when the Tasmanian Government does introduce the levy, it will be as a 'dollars per tonne' fee. It is proposed that the cost of the levy would be directly passed onto the customers at the landfill gate when they are taking their waste to the landfill. This is considered to be a fair and effective method and consistent with the 'user pays' principle. Council would effectively be acting as a collection agent, recouping the levy from the customer through gate fees and transferring this directly to the State Government as would be required under the new legislation when it is passed.

When Council receives confirmation on when the levy will be introduced, the 2021/22 gate fees for the landfill will need to be adjusted to accommodate the state-wide \$20 per tonne levy. A report will be brought back to Council at the relevant time, seeking approval of the updated charge.

**Change to Jackson Street Landfill Closure time**

A review of the Jackson Street Landfill operational hours has determined that it is preferable to change the weekday closing time from 4:15pm to 4pm (Monday to Friday).

This amendment will allow the operational hours to align with rostered staffing hours and therefore eliminate unnecessary payment of overtime.

The change will come into effect from 1 July 2021. Signage at the landfill would be updated ahead of that date, and notifications would also be provided on Council's website, the Jackson Street Landfill website and on through Council's Facebook page.

**Recommended landfill disposal charges 2021/22**

The recommended increase in the schedule of charges for the 2021/22 year are as follows. Proposed increases vary depending on the waste type:

The above charges are dependent on the operation of the weighbridge. Council does

Waste type	2020/2021 charges (inc GST)	Proposed charges 2021/2022 (inc GST)
General waste – domestic GCC residents (cars and single axle trailers only)	\$82/tonne	\$84/tonne
General waste – commercial/large vehicles and non GCC residents	\$102/tonne	\$104/tonne
Minimum gate fee	\$11 per visit	\$12 per visit
Passenger tyres	\$10 each	\$10 each
Light truck/ 4wd tyres	\$20 each	\$20 each
Clean fill (conditions apply)	\$21/tonne	\$22/tonne
Brick/ concrete/ rubble	\$62/tonne	\$64/tonne
Green waste/ vegetation	\$77/tonne	\$79/tonne
Mattresses	\$20 each	\$20 each
Mixed waste – commercial/ industrial/ demolition/ construction (by negotiation)	\$154/tonne	\$157/tonne
Metal	\$103/tonne	\$105/tonne
Recycling	No charge	No charge
Domestic quantity of double wrapped asbestos	\$50/ boot load \$100/ small trailer load	\$50/ boot load \$100/ small trailer load
Asbestos/ controlled waste/ special burial (conditions apply)	\$150/special waste handling fee plus \$180/tonne	\$150/special waste handling fee plus \$180/tonne
* A driver's licence or valid ID would need to be presented to the tollbooth operator to receive the discounted general waste rate.		

have a back-up volumetric charge system on standby in case the weighbridge is out of operation. Volumetric charging would only be used where the weighbridge is inoperable.

Waste type (only when weighbridge is non-operational)	Proposed charges 2021/22 (inc GST)
Boot Load (up to a maximum of 0.25m <sup>3</sup> )	\$12.00
Green Waste Boot Load	\$12.00
Trucks GVM > 3 tonne to 7 tonne	\$63.00
Trucks GVM > 7 tonne to 12 tonne	\$149.00
Trucks GVM >12 tonne Single Axle	\$232.00
Trucks GVM >12 tonne Dual Axle	\$295.00
Dual axle trailers (behind trucks)	\$295.00
Skip/Bin up to 4m <sup>3</sup>	\$83.00
Skip/Bin > 4m <sup>3</sup> to 8m <sup>3</sup>	\$170.00
Skip/Bin > 8m <sup>3</sup> to 12m <sup>3</sup>	\$254.00
Skip/Bin > 12m <sup>3</sup> to 15m <sup>3</sup>	\$316.00
Skip/Bin > 15m <sup>3</sup> to 20m <sup>3</sup>	\$422.00
Skip/Bin > 20m <sup>3</sup> to 25m <sup>3</sup>	\$528.00
Skip/Bin > 25m <sup>3</sup> to 30m <sup>3</sup>	\$633.00
Skip/Bin > 30m <sup>3</sup>	\$845.00
Compactors < 7m <sup>3</sup>	\$233.00
Compactors > 7m <sup>3</sup> to 15m <sup>3</sup>	\$485.00
Compactors < 15m <sup>3</sup> half full	\$338.00
Compactors > 15m <sup>3</sup> full	\$761.00
Compactors > 15m <sup>3</sup> half full	\$507.00

### Financial Hardship Policy

A person or business who is responsible for the payment of Council fees, including waste management fees, may be eligible for financial hardship assistance if they can show that they are experiencing genuine financial hardship.

Council's Financial Hardship Policy and application form are available on Council's website ([www.gcc.tas.gov.au](http://www.gcc.tas.gov.au)). Alternatively, applicants can call Council on 6216 6800 and ask that the guidelines and form be posted or emailed to them.

### Consultations

General Manager  
Executive Leadership Team  
Waste Services Coordinator  
Landfill Coordinator  
Chief Financial Officer

**Community Consultation and Public Relations Implications:**

Council sets its waste management fees and charges based a policy of user pays, wherever possible, meaning it is necessary and inevitable that the fees and charges will increase in line with market pressures. This is consistent with the approach being adopted by other councils also in the region.

In determining the revised fees and charges, care is taken to ensure they are:

- maintained at affordable levels
- consistent with levels applied by other councils
- consistent with levels applied by private enterprise
- representative of value for money; and
- reflective of costs of service delivery where applicable.

If adopted, the updated waste management fees charges would be reflected in rates notices and would be published on Council's website and other standard communications channels.

The new Landfill fees and charges would be communicated to all landfill customers through landfill flyers, Council's website, Facebook, mobile apps, signage at the landfill and in the Waste/Recycle Calendar that is issued to all residents in July.

If adopted, the key messages to be communicated would be:

- an increase of 6% on all kerbside garbage services would be charged to all properties. This rate of increase includes all costs associated with collection contracts, disposal, administration, and the transport index
- the fee increase would allow Council to sustain any associated cost of a state-wide levy should this be introduced by the State Government in the 2021/22 financial year
- an increase of 3% on all kerbside Recycling and FOGO services to be charged to all properties, this increase will cover all associated costs for the service
- Council will again provide a free waste disposal weekend at the Jackson Street Waste Management Centre in October for residents and homeowners in the Glenorchy municipal area
- concession tip passes will continue to remain on a case-by-case basis where each charity or community group applies to the General Manager for concessions.

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

There are no material human resources implications.

Financial

The fees and charges recommended for kerbside garbage and recycling collection have increased by 6% and 3% respectively, which is in line with the increased costs of managing these services and is also consistent with other municipal areas in the region.

Landfill fees and charges are set using a similar methodology.



All updated fees and charges have been incorporated into Council's Long-Term Financial Management Plan and draft budget for 2021-22.

The proposed changes to fees and charges are sufficient to offset the services provided, including the proposed free waste disposal weekend and the sustainable continuation of FOGO services.

### Risk Implications:

The key risk related to the setting of these fees and charges is whether a fair balance has been achieved between affordability for individuals and costs incurred by Council. Setting of fees and charges therefore considers balancing affordability and costs associated with implementation and the provision of services.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>	Insignificant (C1)	Possible (L3)	Low	Reiterate that the proposed fees aligned with market rates set by nearby and neighbouring Councils and are reflective of current operational costs. A subsidy is provided to domestic residential GCC customers at Landfill.
Community frustration at increasing fees leading to adverse public relations and negative impacts on Council staff.				
<b>Do not adopt the recommendation</b>	Moderate (C3)	Possible (L3)	Medium	Officers have revised the fee and charges proposals in consultation with finance and other internal stakeholders.
If identified fee increases were not adopted as recommended, there may be negative impacts on Council's ability to meet its long-term financial management plan.				

### Recommendations:

That Council:

1. APPROVE the following kerbside fees for the 2021/22 financial year:

SERVICE TYPE	2020/2021 fees	Increase %	Increase amount	Final rounded charge 2021/2022
<b>Standard Service</b>				
Residential Garbage – 140L F/N	\$90.60	6%	\$5.40	<b>\$96.00</b>
Residential Recycling – 140L/240L F/N	\$97.30	3%	\$3.70	<b>\$101.00</b>
Residential FOGO – 140L/240L F/N	\$75.00	3%	\$3.00	<b>\$78.00</b>

SERVICE TYPE	2020/2021 fees	Increase %	Increase amount	Final rounded charge 2021/2022
Change bin from 240L to 140L	No charge	N/A	N/A	No charge
Residential Garbage - 240L F/N (increase bin size from 140L)	\$155.10	6%	\$9.90	<b>\$165.00</b>
<b>Shared Services</b>				
Residential Garbage – Shared Services	\$90.60	6%	\$5.40	<b>\$96.00</b>
Residential Recycling – Shared Services	\$97.30	3%	\$3.70	<b>\$101.00</b>
FOGO Shared Service	\$75.00	3%	\$3.00	<b>\$78.00</b>
<b>Other Services</b>				
Commercial Garbage – 140L F/N	\$157.10	6%	\$9.90	<b>\$167.00</b>
Commercial Garbage – 140L W	\$274.10	6%	\$16.90	<b>\$291.00</b>
Commercial Garbage – 240L F/N	\$269.80	6%	\$16.20	<b>\$286.00</b>
Commercial Garbage – 240L W	\$469.60	6%	\$28.40	<b>\$498.00</b>
Commercial Recycling – 140L & 240L F/N	\$97.30	3%	\$3.70	<b>\$101.00</b>
Commercial Recycling – 140L & 240L W	\$194.60	3%	\$6.40	<b>\$201.00</b>
Special Garbage – 140L F/N	\$180.80	6%	\$11.20	<b>\$192.00</b>
Special Garbage – 240L F/N	\$309.90	6%	\$19.10	<b>\$329.00</b>
Special Recycling – 140L & 240L F/N	\$194.60	3%	\$6.40	<b>\$201.00</b>
Notes: 1. W – weekly, F/N – fortnightly. 2. All Residential tenements may upgrade their garbage service type from a 140 litre service to a 240 litre service fortnightly by paying the charge listed above. There is no minimum number of residents required to utilise this service. Upgrades are required to be applied for by the ratepayer for the property. 3. Weekly collections are for unit complexes only. However, all individual bin service residents have the option to upgrade to weekly collection by arrangement directly with Council's kerbside garbage collection provider, Veolia. 4. Special garbage and recycling service is a fortnightly service that manages a number of existing circumstances.				

2. APPROVE the following disposal charges for the Jackson Street Waste Management Centre for the 2021/22 financial year:

Waste type	2020/2021 charges (inc GST)	Proposed charges 2021/22 (inc GST)
General waste – domestic GCC residents (cars and single axle trailers only)	\$82/tonne	\$84/tonne
General waste – commercial/large vehicles and non GCC residents	\$102/tonne	\$104/tonne
Minimum gate fee	\$11 per visit	\$12 per visit
Passenger tyres	\$10 each	\$10 each
Light truck/ 4wd tyres	\$20 each	\$20 each
Clean fill (conditions apply)	\$21/tonne	\$22/tonne
Brick/ concrete/ rubble	\$62/tonne	\$64/tonne
Green waste/ vegetation	\$77/tonne	\$79/tonne
Mattresses	\$20.00 each	\$20 each
Mixed waste – commercial/ industrial/ demolition/ construction (by negotiation)	\$154/tonne	\$157/tonne
Metal	\$103/tonne	\$105/tonne
Recycling	No charge	No charge
Domestic quantity of double wrapped asbestos	\$50/ boot load	\$50/ boot load
Asbestos/ controlled waste/ special burial (conditions apply)	\$100/ small trailer load	\$100/ small trailer load
* A driver's licence or valid ID will need to be presented to the tollbooth operator to receive the discounted general waste rate.		

Waste type (only when weighbridge is non-operational)	Proposed charges 2021/22 (inc GST)
Boot Load (up to a maximum of 0.25m3)	\$12.00
Green Waste Boot Load	\$12.00
Trucks GVM > 3 tonne to 7 tonne	\$63.00
Trucks GVM > 7 tonne to 12 tonne	\$149.00
Trucks GVM >12 tonne Single Axle	\$232.00
Trucks GVM >12 tonne Dual Axle	\$295.00
Dual axle trailers (behind trucks)	\$295.00
Skip/Bin up to 4m3	\$83.00
Skip/Bin > 4m3 to 8m3	\$170.00
Skip/Bin > 8m3 to 12m3	\$254.00
Skip/Bin > 12m3 to 15m3	\$316.00
Skip/Bin > 15m3 to 20m3	\$422.00
Skip/Bin > 20m3 to 25m3	\$528.00
Skip/Bin > 25m3 to 30m3	\$633.00
Skip/Bin > 30m3	\$845.00
Compactors < 7m3	\$233.00
Compactors > 7m3 to 15m3	\$485.00
Compactors < 15m3 half full	\$338.00
Compactors > 15m3 full	\$761.00
Compactors > 15m3 half full	\$507.00

- APPROVE the continuation of a free waste disposal weekend at the Jackson Street Waste Management Centre in October 2021 (with the exact date to be determined by officers), for Glenorchy residents and absentee landlords to dispose of domestic quantities of general waste on the presentation of appropriate identification, proving residence in the City of Glenorchy (with free entry not applying to waste such as tyres, paints, chemicals, asbestos, other hazardous waste, or commercial waste. Disposal for these products to attract the normal applicable charge).

#### Attachments/Annexures

Nil.

---

## 12. UPDATE ON GLENORCHY JOBS HUB

---

Author: Director Strategy and Development (Sam Fox)

Qualified Person: Director Strategy and Development (Sam Fox)

ECM File Reference: 0825

### Community Plan Reference:

#### Open for Business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

### 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.
Strategy 2.1.2	Build relationships with government and the private sector that create job opportunities for our communities.
Objective 2.2	Identify and support priority growth sectors.
Strategy 2.2.1	Target growth sectors based on our understanding of the City's competitive advantages.

### Reporting Brief:

To update Council on the status of implementation of the Glenorchy Jobs Hub.

### Proposal in Detail:

#### Background

In February 2020, following months of consultation with economic stakeholders, governments, non-government organisations and the general public, Glenorchy City Council endorsed the *Glenorchy Economic Development Strategy 2020 – 2025*. The Strategy outlines the Council's approach to facilitating appropriate development of our city, to create social, cultural and economic benefits for our residents.

Glenorchy currently has more than \$1.9 billion of development planned, including the \$300 million Wilkinsons Point precinct, \$400 million MONA Hotel, \$200 million Windermere Bay housing development, \$300 million Showgrounds redevelopment and \$576 million Bridgewater Bridge upgrade. This development pipeline is expected to create some 1500 jobs in the next five years.

In recent months, Council has also seen an unprecedented number of planning, development, building and plumbing applications submitted to Council for determination. These developments will also create jobs in our municipality.

While this jobs growth is encouraging, Glenorchy has historically been plagued by unemployment, experiencing some of the highest rates of youth unemployment in the country. Barriers to employment, including low literacy, have meant that local residents are often unable to secure employment in major developments, thus reducing the economic benefits flowing to our people.

In light of this, the Tasmanian Government and Glenorchy City Council are working together to establish the Glenorchy Jobs Hub to ensure jobs created through upcoming developments are filled by local residents. The Glenorchy Jobs Hub will help residents gain the skills they need to take up jobs in construction, manufacturing, tourism, hospitality, health and retail. The COVID-19 pandemic saw almost 1800 jobs lost in our City up to September 2020. As we recover from the impacts of COVID-19 on our economy, the Glenorchy Jobs Hub will also help to redeploy recently unemployed workers.

### **Establishment phase**

In March 2020, the Tasmanian Government announced \$1.3 million towards establishing the Glenorchy Jobs Hub. Council and the Tasmanian Government agreed an establishment funding deed in September 2020.

In October 2020, Council called for expressions of interest in participating in the community-based governance framework for the Glenorchy Jobs Hub, with the first monthly meeting of the multi-stakeholder reference group held in November 2020.

A Workforce Development Facilitator was recruited to oversee establishment of the Glenorchy Jobs Hub in late 2020. A Workforce Development Plan was completed in January 2021 to identify the areas of employment growth in Glenorchy's economy, the required skills for those jobs and the recommended approach to ensure the Glenorchy Jobs Hub can place local people into those local jobs.

### **Implementation phase**

Based on the findings of the Workforce Development Plan, and in consultation with the Tasmanian Government, a Business Model for the Jobs Hub has been developed. The Glenorchy Jobs Hub will focus on workforce participation of unemployed and underemployed, those recently unemployed due to COVID-19, migrants, youth and people experiencing barriers to employment. Job Coaches will be employed for target economic sectors, including building and construction, health care and social services, manufacturing, and trade and retail, and hospitality / tourism.

On 6 March 2021, an open tender process was initiated to engage a suitably qualified and experienced employment services, training, recruitment or community services provider to establish and manage the Glenorchy Jobs Hub. Council approved the awarding of the tender for establishment and operation of the Glenorchy Jobs Hub to STEPS Group Australia at its meeting in April 2021.

**Venue**

Council is currently working to secure a central and accessible location for the Glenorchy Jobs Hub. Several options have been investigated, with the most suitable being St Matthews Church located at 2 Tolosa Street, Glenorchy including the History Room. St Matthews Church is the most recognised heritage and historic building in Glenorchy's CBD. It was designed by Architect James Blackburn and constructed using convict labour in 1839 from locally quarried sandstone. In 2006/07 and with the assistance of the Commonwealth, Council embarked on a complex and comprehensive restoration program. The building is Council owned, has service connections, is very accessible and immediately adjacent to the Glenorchy Bus Interchange.

For many years, there have been differing suggestions on how St. Matthews Church could be best utilised to maximise the potential economic and community benefits it could provide, especially given the central location of this site.

If St Matthews is used for the Jobs Hub, Job Coaches would be accommodated in the History Room at the rear, with the Church itself fitted out to include a reception, a casual meeting space for discussions between Coaches and clients, public computers to access the online Jobs Portal and a kids activity zone. The fit out would incorporate original Church furniture and any additional furniture would be free standing and removable. The Glenorchy Jobs Hub would be accessed from Main Road only, and a sign placed on the fence out the front.

The recommended use of St Matthews for the Jobs Hub requires planning approval to enable use of the site by "Business and Professional Services", to install signage on the Main Road Entry and to upgrade the internal ceiling lights. An application has been lodged and will shortly be advertised.

There are two ongoing weekly bookings of St Matthews Church that would need to be re-accommodated or relocated (Play Group Tasmania and a Choir). The History Room located at the rear of St Matthews Church has been leased by the Glenorchy History Society since 2003. Council would also seek to accommodate or relocate this Society elsewhere.

**Next steps**

Physical establishment of the Jobs Hub will be undertaken once the location has been settled and the Job Coaches and Job Hub Manager employed.

Following this, an online Jobs Portal will be established to advertise jobs available in the municipality.

A Jobs Champion program will also be established to promote case studies of different types of employment and job seekers in our community.

A key part of the Glenorchy Jobs Hub will be obtaining pledges from local employers about the numbers of jobs, traineeships and work experience opportunities they would provide to Glenorchy residents.

**Consultations:**

Executive Leadership Team  
 Manager City Strategy and Economic Development  
 A/Manager Property and Environment  
 Workforce Development Facilitator

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

The Glenorchy Jobs Hub is fully funded by Tasmanian Government grants. This includes the establishment and implementation of the Glenorchy Jobs Hub.

Locating the Glenorchy Jobs Hub into a Council-owned venue would reduce lease and venue costs, providing increased funding for employment of Jobs Coaches.

A Workforce Development Facilitator has been employed by Council, with a Jobs Hub Manager, Job Coaches and a Communication Officer to be employed by the provider (STEPS).

Risks associated with implementation are outlined below.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> Provider doesn't provide the service as per the contract.	Major (C4)	Unlikely (L2)	Medium	1. Clear deliverables in the provider contract as part of the tender and acceptance process. 2. Monthly meetings with the provider to report on KPIs and the running of the Jobs Hub. 3. Monthly fee for service payments linked to reporting against KPIs. 4. Governance structure and reporting established to oversee operations and monitor service provision.
No acceptable locations for the Job Hub.	Major (C4)	Rare (L1)	Medium	1. Working through planning process for St. Matthews Church. 2. Engaging commercial real estate agents regarding commercial properties if required.
Failure to engage employers.	Major (C4)	Unlikely (L2)	Medium	1. Engaging through Reference Group. 2. Workforce Development Facilitator seeking pledges. 3. Proactive Communications plan.
Failure to engage job seekers.	Major (C4)	Unlikely (L2)	Medium	1. Contractual arrangements with provider. 2. Employment of Jobs Coaches. 3. Proactive Communications plan.



<b>Do not adopt the recommendation</b>				
The Tasmanian Government withdraws the \$1.3 million allocated to Council	Major (C4)	Rare (L1)	Medium	<ol style="list-style-type: none"> <li>1. Grant deeds in place.</li> <li>2. Seek alternative sources of funding including Federal Government and industry support.</li> <li>3. Closure of the Glenorchy Jobs Hub.</li> </ol>

### Community Consultation and Public Relations Implications:

The Jobs Hub Reference Group includes representatives from major employers, education and training providers, non-government organisations, government agencies and employment service providers. The Reference Group members are strong advocates for the Job Hub and have been advising on establishment and implementation.

The launch of the Glenorchy Jobs Hub in February 2021 elicited strong community and job seeker interest in the Hub. Social media pages have also been well-liked and followed.

Job seekers are likely to welcome the establishment of the physical Jobs Hub, as well as the online Jobs Portal. Major employers are expected to utilise the Hub to recruit staff, and to agree to pledges.

Location of the Glenorchy Jobs Hub within St Matthews Church would increase utilisation and activation of this area and provide natural surveillance over the Bus Interchange.

There may be some concern about protecting the heritage values of St Matthews Church if it becomes the venue for the Glenorchy Jobs Hub. Of note, the planning process requires protection of the heritage features of the Church and Heritage Tasmania has been consulted on the proposal and has granted an exemption to the requirement under the Historic Cultural Heritage Act. The proposal is likely to be exhibited under the planning process in the coming weeks, with members of the public able to make representations in support or opposition to the application.

### Recommendation:

That Council:

1. RECEIVE and NOTE the attached report on the Glenorchy Jobs Hub.

### Attachments/Annexures

Nil.

# GOVERNANCE

***Community Goal: “Leading our Community”***

---

### 13. LOCAL GOVERNMENT ASSOCIATION OF TASMANIA 2021 ELECTIONS

---

Author: Executive Officer (Bryn Hannan)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: LGAT

**Community Plan Reference:**

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

**Strategic or Annual Plan Reference:**

Leading our Community

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

**Reporting Brief:**

To determine Council’s votes for candidates in the 2021 Local Government Association of Tasmania Elections.

**Proposal in Detail:**

The Tasmanian Electoral Commission is currently conducting elections for the positions of President, and committee members on the General Management Committee of the Local Government Association of Tasmania (**LGAT**).

The election is being held in accordance with the LGAT Rules. Under the Rules, Council, as a Southern District Council, has been provided with three ballot papers for the following positions:

- President of LGAT
- General Management Committee Member from the Southern District (for Councils with greater than 20,000 ratepayers), and
- General Management Committee Member from the Southern District (for Councils with less than 20,000 ratepayers).

Copies of the Ballot Papers which contain the names of the nominees are Attachment 1. Council is required to vote preferentially for each position.

Ballots are required to be submitted by 10am on Thursday, 17 June 2021.

**Votes for President and Committee Member (>20,000 ratepayers)**

At the Special Council Meeting on 19 April 2021, Council resolved to nominate Alderman Bec Thomas for:

- President of the Local Government Association of Tasmania (**LGAT**), and
- General Management Committee Member from the Southern District (for Councils with greater than 20,000 ratepayers), and

In view of Council's nominations, it is recommended that Council allocates its first preference (vote) for each of those positions to Alderman Bec Thomas.

It is proposed to conduct a secret ballot for the order of preferences (votes 2 and 3) for the remaining candidates in those ballots.

**Votes for Committee Member (<20,000 ratepayers)**

It is proposed that Council's votes for the position on the LGAT General Management Committee for Southern District Councils with less than 20,000 ratepayers is determined by a secret ballot.

**Ballots**

If the recommendations are adopted and Council conducts ballots for its preference order (for the president and GMC Member >20,000 positions) and voting order (for GMC Member <20,000 position), Aldermen will be provided with copies of the ballot papers and will number their preferences as directed on the papers.

The votes will then be counted and Council's votes for each position will be determined based on the results. The Acting Mayor will then be authorised to submit Council's votes in accordance with the LGAT rules.

The wording of an appropriate Council resolution to reflect the final voting preferences and authorising the Acting Mayor to cast votes would need to be agreed after the results of the ballots are known.

**Consultations:**

Acting Mayor  
General Manager

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

There are no material financial or human resources implications.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>				
No material risks have been identified.				
<b>Do not adopt the recommendation</b>				
An alternative method of selecting the preferred candidates would need to be determined, potentially selecting candidates that don't reflect the views of all Aldermen.	Minor (C2)	Possible (L3)	Moderate	Council determines an alternative method of selection that is appropriate and gives Aldermen an appropriate level of input.

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

Community consultation was not required or undertaken.

Public relations

There are no material public relations implications.

**Recommendation:**

That Council:

1. Consider and determine the following resolutions separately in sequential order.
2. VOTE for Alderman Bec Thomas as its first preference for the positions of:
  - a) President of the Local Government Association of Tasmania (**LGAT**), and
  - b) General Management Committee Member from the LGAT Southern District (for Councils with greater than 20,000 ratepayers).
3. CONDUCT a secret ballot to determine:
  - a) the allocation of second and third preferences for the position of President of LGAT, and
  - b) the allocation of second and third preferences for the position General Management Committee Member from the LGAT Southern District (for Councils with greater than 20,000 ratepayers), and
  - c) the order of Council's preferences for its vote for the General Management Committee Member from the Southern District (for Councils with less than 20,000 ratepayers),

with the final wording of an appropriate resolution to be determined at the Council meeting when the results of that process are known, and

4. Having conducted a secret ballot for the vacant positions for the 2021 LGAT elections, Council RESOLVE to allocate its preferences as follows:
  - a) the allocation of second and third preferences for the position of President of LGAT to [TO BE DETERMINED IN SECRET BALLOT], and
  - b) the allocation of second and third preferences for the position General Management Committee Member from the LGAT Southern District (for Councils with greater than 20,000 ratepayers) to [TO BE DETERMINED IN SECRET BALLOT], and
  - c) the order of Council's preferences for its vote for the General Management Committee Member from the Southern District (for Councils with less than 20,000 ratepayers) to [TO BE DETERMINED IN SECRET BALLOT]
5. AUTHORISE the Acting Mayor to cast votes in the 2021 LGAT elections in accordance with Council's allocated preferences.

#### **Attachments/Annexures**

- 1 Copies of Ballot Papers and Candidate Names



---

## 14. COMMITTEES AND COUNCIL GROUPS GOVERNANCE REVIEW

---

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Committees

### Community Plan Reference:

#### Leading our community

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

### Strategic or Annual Plan Reference:

#### Leading our community

Objective 4.1 Govern in the best interest of our community

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

Action 1.1.1.04 Review and update the roles and functions of Council’s Special Committees

### Reporting Brief:

To seek Council’s approval of:

1. the amended Committees Policy, which has been amended to reflect the inclusion of Reference and Working Groups and changed governance arrangements, and
2. the associated Council Reference and Working Groups Toolkit which assists in the application of the revised governance arrangements.

### Proposal in Detail:

At its April 2021 meeting, and following a review of committees and working groups to which Aldermen are appointed, Council formally rescinded a number of Committees and Working Groups which were no longer in operation.

The Good Governance Guide for Local Government in Tasmania 2018 (**the Guide**) was produced by the Local Government Division within the Department of Premier and Cabinet to promote and facilitate good governance in Tasmanian councils. The Guide is supported by the Local Government Association of Tasmania (**LGAT**).

The Guide states “*Engaging the community in decision making is a core element of good governance*” (page 55).

In November 2020 a review was undertaken of committees and working groups where either an Alderman or Council Officer is appointed to:

- represent Council
- be part of the committee / working group's core membership, or
- consult with the community or other subject matter experts to assist in strategy and / or policy development for Council and in fulfilling their role under s. 28 Local Government Act 1993 (**the Act**).

This review identified:

- a need for greater flexibility in the governance arrangements relating to the organisation, membership and functions of Council's existing Committees Policy, and
- a need to address potential conflicts where Aldermen, due to their role on the committee or group, may appear to direct staff in contravention of s.28(3) of the Act.

Reference Groups and Working Groups were subsequently included to achieve this flexibility.

Following discussions with the existing Committees' members and a further workshop with Council on 24 May 2021, it was agreed that two (2) types of Reference Groups were required. These are "Core" and "Targeted" Reference Groups.

Core Reference Groups are appropriate for matters which:

- are long-term issues
- affect a significant section of the Glenorchy Community
- have wide-ranging and potentially serious impacts, and
- are complex in their concept and application and require wide-ranging expertise.

Targeted Reference Groups are appropriate for matters which:

- are medium to long-term issues
- affect a section of the community
- have limited or known impacts and these impacts are able to be mitigated through Council's service delivery, and
- require specific and focussed subject matter expertise.

Additionally, it was recognised that, on occasion, Aldermen may wish to become members of working groups where the subject matter is of relevance to their interests and those of their constituents.

To this extent, the Committees Policy has been amended to include Reference Groups and Working Groups to which an Alderman is appointed.

The revised Committees Policy, adopted by Council in 2018 (30 July 2018, Item 16) with tracked changes from the previous Policy is included as Attachment 1 for the Council's reference. The amended Committees Policy (in Council's new format) is Attachment 2.



Separately, a Reference and Working Group Toolkit (**Toolkit**) has been developed. This is included as Attachment 3. The Toolkit provides advice for Council Officers in obtaining the relevant approvals, templates for Terms of Reference and Minutes and a matrix, all of which assist in defining the type of group required for the issue at hand.

### Consultations:

Aldermen  
Corporate Governance Department  
Senior Legal Counsel  
Manager Community  
Coordinator Community Planning and Engagement  
Executive Leadership Team

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

There are no material human resources or financial implications.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> The Reference Groups and Working Groups do not achieve greater flexibility for Council in its engagement with the community.	Minor (C2)	Unlikely (L2)	Low	A further review of the operation of these Groups is undertaken by Council Officers.
<b>Do not adopt the recommendation</b> Governance administration would be less optimal due to a lack of flexibility and governance arrangements regarding the current s. 24 Special Committees and governance concerns under S.28 of the Act.	Minor (C2)	Likely (L4)	Medium	A further review of these Committees is undertaken by Council Officers to identify progressive improvements.

### Community Consultation and Public Relations Implications:

Discussions and consultations have been held with the existing Special Committee members to gather their input into the proposed Reference Group and Working Group arrangements.

There are no other material public relations or community consultation impacts.

**Recommendation:**

That Council:

1. ADOPT the revised Committees Policy as contained in Attachment 2, and
2. APPROVE the inclusion of Reference Groups and Working Groups to which an Alderman is appointed as described in the Toolkit in Attachment 3.

**Attachments/Annexures**

- 1 Committees Policy 2018 (Tracked Changes)



- 2 Committees Policy 2021



- 3 Council Reference and Working Group Toolkit



---

## 15. FINANCIAL PERFORMANCE REPORT TO 30 APRIL 2021

---

Author: Chief Financial Officer (Tina House)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Corporate and Financial Reporting

### Community Plan Reference:

#### Leading Our Community

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

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

### Strategic or Annual Plan Reference:

#### Leading Our Community

Objective 4.1 Govern in the best interests of our community

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

Objective 4.2 Prioritise resources to achieve our communities' goals

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

### Reporting Brief:

To provide the monthly Financial Performance Report to Council for the period ending 30 April 2021.

### Proposal in Detail:

#### FINANCIAL PERFORMANCE REPORT

Council's Financial Performance Report (**Report**) for the period 1 July 2020 to 30 April 2021 is Attachment 1.

The Report highlights that Council's year-to-date actual operating result to 30 April 2021 is \$3.130 million better than the budgeted position\*. The improvement in the budgeted position is the combined result of a \$2.326 million increase in revenue and a \$0.804m decrease in expenditure.

\*Please note all references to the Budgeted position mean the budget position following mid-year review.

The forecast end-of-year operating result to 30 June 2021 is currently \$1.984 million better than the budgeted position. This is the combined result of a \$2.203 million increase in revenue and a \$0.219m increase in expenditure.

**Executive Summary**

The year-to-date result at 30 April 2021 is showing a strong favourable result against budget, which is largely the result of increased revenue from sources that are primarily one-off in nature and had no budget allocated. As a result, some of these sources have no on-going financial benefit beyond this financial year and may have an expenditure obligation that needs to be accommodated in future budgets.

**Glenorchy Jobs Hub**

To date, Council has been paid \$0.683m in grant funds.

Phase One provided a grant of \$0.33m to be paid in three instalments (\$231k, \$66k and \$33k) by 30 June 2021. The milestones for the three instalments have been achieved and final claims submitted.

Phase Two provided a grant of \$0.97m to be paid in three instalments (\$353k, \$607k and \$10k) by 30 June 2022. The milestone for instalment one has been achieved and Council has received the first instalment of \$353k. It is expected the remaining instalments will be paid next financial year.

**Flood Response 2018**

Since the flood event in May 2018, Council has claimed \$1.651 million for damage reimbursement across four progress claims and one final claim. This financial year, the final claim for \$0.369m has been paid.

**TasWater Dividend**

COVID-19 resulted in TasWater suspending all dividend payments to Council from February 2020. As result, the adopted budget did not allow for any dividends this financial year. However, on 1 February 2021, TasWater advised it would make an interim dividend payment in the amount of \$543k. Council has received this payment.

**User Fees and Charges**

The 2020/21 revenue budget was framed around the potential on-going impacts of COVID-19 extending across the entire financial year, which resulted in conservative revenue estimates. However, these impacts have not materialised resulting in user fees and charges currently being at \$0.487m above budget. Key programs benefitting from the recovery are lease, licence and hire fees, planning, building and health regulatory fees, and landfill and waste management fees.

**Revenue**

Overall, year to date operational revenue is \$55.578 million compared to budgeted operational revenue of \$53.252 million. This represents a favourable result of \$2.326 million or 4.4% against budget.

**Expenditure**

Actual year-to-date operational expenditure is \$49.028 million compared to budgeted expenditure of \$49.832 million. This represents a favourable result of \$0.804m or 1.6% compared to budget.

**Non-operating – Capital Grant Revenue**

Revenue is \$2.236 million against an annual budget of \$1.302 million.

**Capital Grants**

Federal and State Governments economic stimulus policies have provided Council with substantial capital works grants, namely Local Roads and Community Infrastructure of \$1.113 million, BMX and Skate Park recreational facilities of \$0.5m and National Black Spot Programs of \$0.149m.

These grants commit Council to expenditure obligations, much of which will not occur until next financial year.

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

Disposal of assets currently records a loss of \$0.262m against the annual budgeted loss of \$0.094m.

The net gain/(loss) is influenced by the book value of the asset compared to the sale price achieved, hence not all disposals will result in a gain for Council.

In addition to planned disposals Council has also written off a number of obsolete assets that are no longer in use, effectively increasing the loss figure above the originally budgeted amount.

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

Donated assets to the value of \$1.983 million towards an annual budget of \$2.120 million have been brought to account in April.

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

**Capital works**

Council's year-to-date Capital Works expenditure is \$9.813 million or 56% of the revised annual budget of \$17.659 million.

The infrastructure and information technology programs are substantially on track to complete their body of work by 30 June.

The property program has a large amount of grant funded economic stimulus projects to manage and may not utilise all of the budget this financial year.

Currently there are supply issues with new vehicle availability, hence some vehicles may not be delivered this financial year.

Finally, the Council funded Economic Recovery Program is underspent and will need to be reassessed as to what projects will be carried forward into next year's capital works program.

**COVID-19 response**

For the year-to-date, a total of \$0.309m has been expended on COVID-19 risk mitigation measures.

The initial concentrated expenditure on new COVID-19 mitigation activities has tapered off as the immediate response to the pandemic moves to a more 'business as usual' and 'watch and act' focus.

**Summary**

Further information on Revenue, Expenditure, Capital Works, and COVID-19 Response figures are in Attachment 1 of this report.

**Consultations:**

General Manager

Executive Leadership Team

Officers responsible for Capital and Operational Budget reporting

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

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

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

**Community Consultation and Public Relations Implications:**

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

**Recommendation:**

That Council:

1. RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 30 April 2021 in the form of Attachment 1.

**Attachments/Annexures**

- 1 Attachment 1 - Financial Performance Report to 30 April 2021



---

## 16. PROCUREMENT AND CONTRACTS - MONTHLY REPORT

---

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Procurement

### Community Plan Reference:

#### Leading our Community

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

### Strategic or Annual Plan Reference:

#### Leading our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

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

### Reporting Brief:

To inform Council of exemptions that have been applied to procurements under Council's Code for Tenders and Contracts for the period 13 April to 17 May 2021 and provide updates on other relevant procurement matters.

### Proposal in Detail:

#### Exemption Report

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

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

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

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

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

For the period from 13 April to 17 May 2021, there were no exemptions to Council's Code for Tenders and Contracts.

### **Expenditure on External Legal Services**

For the month of April 2021, the total amount spent on external legal services for all of Council was \$2,750.00. This was in relation to a building enforcement matter.

The above expenditure was provided for in Council's current 2020/21 budget.

### **Consultations:**

Executive Leadership Team  
Senior Legal Counsel  
Accounts Payable Supervisor

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

#### Human resources

There are no material human resources implications.

#### Financial

There is a total of \$2,750.00 in budgeted expenditure.

#### Risk management

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

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

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

### **Recommendation:**

That Council:

RECEIVE and NOTE the Procurement and Contracts Monthly Report for the period from 13 April to 17 May 2021.

### **Attachments/Annexures**

Nil.



---

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

---

# **CLOSED TO MEMBERS OF THE PUBLIC**

---

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

---

That the minutes of the Council meeting (closed meeting) held on 26 April 2021 be confirmed.

---

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

---

# GOVERNANCE

***Community Goal: “Leading our Community”***

---

## **20. AUDIT PANEL MINUTES**

---

*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).*

---

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

---

## ATTACHMENT 1

### Questions on notice – Janine Foley, Chigwell (Received 20 April 2021)

I am now referring to Glenorchy city council documents [Annual Plan] previously identified to this authorising entity.

**Q1. What is 'Program 400'?**

A. See answer to question 2, below.

**Q2. Tranche document resource refers to "...as per program 400..." ' There are apparent movements around numbers in relation to the recorded existence of something called 'Program 400. I am hesitant at this point to refer to these figures as anything other than 'figures' or 'numbers' in light of recent public 'comments' from appointed Glenorchy City Council personnel in relation 'funds' and 'bank accounts'. There are substantial amounts in relation to the recorded 'numbers'. There are apparent movements-transfers of these 'numbers' relational to implied or stated 'program 400'. Please clarify the organisational position in relation to the existence-location-operation of 'Program 400' as detailed in document line produced - lodged/presented – authorised by Glenorchy City Council. What is 'Program 400'?**

A. Based on previous documents you have provided to us, we understand you are referring to the following line in Council's 2013-14 Annual Budget, as published in Council's 2013-14 Annual Plan (which is available on our website).

<b>Land Sales:</b>			
Land Sales Revenue	(4,296,363)	(2,872,724)	(1,423,639)
Land Sales Expenditure - per program 400	4,436,300	2,237,623	2,198,677
	<b>139,937</b>	<b>(635,101)</b>	<b>775,038</b>

The budget line refers to forecast expenditure for the financial year on land sales. This includes the write-off of the value of property assets (land) that will no longer be on Council's books once it is sold. The reference to 'program 400' is to the budget 'cost centre' in Council's accounting system against which that budget was recorded. Each cost centre is generally referred to as a 'project' or 'program' and is allocated a number for identification. The Land Sales cost centre was numbered 400, hence the reference to 'program 400'.

It is not clear why the program number is listed in the budget papers, as this normally wouldn't happen. We assume that this must have been a working note written during preparation of the budget which, due to an administrative error, unfortunately carried through to publication.

- Q3.** If the position of the organisation [Glenorchy City Council] is that the current iteration has no knowledge of, the existence to operation, of 'Program 400' recorded in officially authorised Glenorchy City Council document line - because of the amounts reflected in the recorded 'numbers' - then this matter needs to be immediately referred to an appropriate Tasmanian based entity for a thorough review to potential investigation. This position would also call into question the compliance requirements that have claimed to have been met by external and internal audit entities covering this period. Please detail the position that the entity [Glenorchy city council] would like to record as the official position it intends to take moving forward. For this position to be recorded as an authorised one the response requires the name and position of the author constructing the answer. If this requirement is unable to be met, then please provide the reason and justification for the withhold of this data. Again, a denial of this data point would operate to intensify the need for an external investigation of these matters to commence immediately'.
- A. Council's answer to your question is provided above in the answer to question 2. The reference to 'Program 400' is to the accounting cost-centre for Land Sales expenditure. Council's answer is provided by Bryn Hannan, Council's Executive Officer.

## **Audits –**

- Q4.** Because of the number of 'Annual Reports' in circulation [hard copy to electronic currently] can you confirm that the following data as 'GCC entity authorised'?

- Q4(a)** Please identify the total amount [AUD] Glenorchy ratepayers were responsible for being for the stated purpose of external 'audit' [assurance] - Tasmanian Audit Office?

Council's statutory accounts are subject to a mandatory audit every financial year by the Tasmanian Audit Office (TAO). The TAO charges Council for its services in carrying out the audit. The audited financial statements, and TAO's Audit Opinion report, are published in Council's Annual Report each year, as required under the *Local Government Act 1993* (section 72(1)(c)).

Council is unable to disclose the fees payable to the TAO without conducting an assessment under the *Right to Information Act 2009* because it involves disclosing information of a third party. You will therefore need to submit a right to information request.

- Q4(b)** Please identify the total amount [AUD] Glenorchy ratepayers were responsible for being for the stated purpose of internal WLF [internal audit]?

Council is unable to disclose the fees payable to the TAO without conducting an assessment under the *Right to Information Act 2009* because it involves disclosing information of a third party (TAO). You will therefore need to submit a right to information request.

**Q4(c) If the internal audit data is stable then what 'framed' and informed the format to process the internal audit costed at \$91,000 [AUD] by WLF/Deloitte [?] within identified timeframe?**

Council's annual internal audit program provides independent assurance to Council that our governance, risk management and other internal control processes are working effectively. Council engages external accounting and assurance firms to audit Council's business activities and internal processes. A robust internal audit program is a critical component of the proper corporate governance of any public organisation.

Council's internal audit program is prepared prior to the beginning of each financial year and is approved by Council's Audit Panel. The internal audit program for the 2019-20 financial year included the following audits:

- Fraud Risk Assessment – Accounts Payable
- Change Management
- Asset Management Maturity
- Procurement and Tendering Probity

Further information about the 2019-20 internal audit program can be found in the Audit Panel Chair's report on page 130 of [Council's 2019-20 Annual Report](#)

**Q4(d) Are there any issues that require public disclosure - action - activity - correction, specifically and particularly in relation to this internal audit process?**

- A. Internal audits regularly identify areas where improvements to internal controls and processes can be made. Recommendations in audit reports are prioritised for action according to the level of risk they present. All internal audit reports are reported to and reviewed by Council's Audit Panel, and the progress of implementing any recommendations is reviewed at every Audit Panel meeting.

**Consultants –**

**Q.5 Please confirm the complete amount recorded as spend on consultants covering the latest annual report time frame?**

Council regularly engages consultants to provide technical advice, reports and other assistance on projects and programs across the entire spectrum of Council services. Gathering the requested information would be a time and resource consuming exercise and an unreasonable use of Council officers' time.



## Websites -

**Q.6 Please list *all* websites Glenorchy ratepayers are currently carrying operating to operational financial exposure to?**

A. Council administers the following websites:

- Glenorchy City Council ([www.gcc.tas.gov.au](http://www.gcc.tas.gov.au))
- Activity City ([www.activitycity.com.au](http://www.activitycity.com.au) )
- Future Glenorchy ([www.futureglenorchy.com.au](http://www.futureglenorchy.com.au) )
- Let's Talk, Glenorchy ([letstalk.gcc.tas.gov.au](http://letstalk.gcc.tas.gov.au) )
- Moonah Arts Centre ( [www.moonahartscentre.org.au](http://www.moonahartscentre.org.au))
- Jackson Street Landfill ([jacksonstlandfill.com.au](http://jacksonstlandfill.com.au))
- Waste Starts With U ([wastestartswithu.com.au](http://wastestartswithu.com.au) )
- Moonah Taste of the World Festival ([www.moonah taste of the world festival.com.au](http://www.moonah taste of the world festival.com.au) )

## GIS -

**Q.7 Please note this information is required for future question line. Can a complete [historic to current] explanation be provided explaining why and when Glenorchy ratepayers appear to have funded the 'development' of what is referred to in this context as 'GIS'? Please note reference of document [December 2012, Department of Infrastructure, Energy and Resources titled "Main Road Transit Corridor, Stage Two, Identification of Corridor Improvement Options, Developable Sites Analysis" an example of contextual answer detail requested and appreciated.**

**Q.7(a) The following is provided as 'context':**

*"The LIST Cadastral Parcels is a spatial index of polygons forming Tasmania's Cadastral framework. These polygons have been formed from The LIST Boundary Segments and the layers of Authority Parcel, Casement, Water areas and Private Parcels from the LIST Cadastral Area special table within the Cadastral Data Model."*

<https://www.thelist.tas.gov.au/app/content/data/geo-meta-data/record?&detailRecordUID=1a1d7f68-9a7f-4493-80a5-d21eeb3dd516>

Please provide a complete brief note regarding the "Glenorchy Cadastral Upgrade Project – A collaborative approach to improving the digital". Under 'stakeholders' the following is noted - *Glenorchy City Council (GCC) - project management, primary funding, scanning, ground control markup*. Under 'challenges' the following is noted - "GCC managers, State DCDB custodian, Land Titles Office, private enterprise & other utility managers needed to be on board". interestingly and alarmingly under 'challenges' the following is noted - "Resources. Substantial outlay of GCC \$\$ and staff resources required of GCC cadastre to 'spade width' accuracy.

**Is it correct to assume that '\$\$' refers to an amount of funding? If not what does '\$\$' indicate in this presentation. If '\$\$' does refer to an amount of funding please explain exactly how much '\$\$' ratepayers were exposed to via this project – Glenorchy Cadastral Upgrade Project.**

*[NOTE: the document referenced by Ms Foley is a powerpoint presentation given by the Tasmanian Spatial Information Council [which is available online here](#)]*

- A. The Glenorchy Cadastral Upgrade Project was a significant project undertaken by Council, in cooperation with the Tasmanian Government, between August 2008 and March 2011 to upgrade Council's GIS Systems (digital maps) to provide a higher level of accuracy and improved service.

Council's digital cadastral maps which were upgraded as part of this project are available to view and use free online through Council's website here:

<https://www.gcc.tas.gov.au/services/maps-and-spatial-data/>

Digital cadastre maps are a critical tool that Council engineering, construction and maintenance officers, as well as external contractors, landowners, planners and members of the public use to identify the nature and location of assets, including land, roads, underground services etc and other spatial information such as planning zones or land tenure.

Before the Cadastral Upgrade Project, the data held by Council for its own assets (roads, stormwater assets) was inaccurate and did not show the correct location of many services. Furthermore, Council officers needed to access the State Government's Digital Cadastral Database (**DCDB**) to get the locations of other services (such as gas mains, water mains, sewer pipes etc). This resulted in lost time and inconvenience for Council staff and any other contractors using the database.

The project's ultimate outcome was to combine Council's and the State Government's DCDBs to form a shared, single DCDB for the Glenorchy local government area that was able to identify the location of all underground assets (e.g. water mains, which Council does not own) and not just Council assets. The project was undertaken joint project by Council, the Tasmanian Government (Information and Land Services) and Dynamic Satellite Surveys (**DSS**), an external contractor.

It is correct that the term '\$\$' refers to Council funds that were spent on this project. Because Council was the largest beneficiary of the project, it provided the bulk of the funding (90%). The remaining 10% of the funding was provided by Southern Water, which also benefitted from the outcomes of the project. Council also provided staff resources to consultation and project management. In all, Council contributed approximately \$360,000 to the project. All expenditure was approved as part of Council's budgets in the relevant periods.

**Benefits from Project:**

The project was highly successful and resulted in the desired single, accurate DCDB. The upgraded DCDB benefits numerous organisations as well as the local Glenorchy Community.

Glenorchy City Council benefits from:

- being able to make full use of survey grade GPS equipment and automated data collection and resulting in considerable time savings for Council survey staff
- Minimal disturbance when digging for underground assets, given that the DCDB provides GPS location tools for these assets. This results in considerable financial savings for Council and less risk of disturbing other nearby utilities.
- No longer needing to maintain our own cadastre, as the Tasmanian Government is now the custodian of the cadastre over the Glenorchy local government area. This results in considerable time savings for Council GIS staff.
- Improved reporting with a single report showing all relevant layers able to be generated at the push of a button (the previous dual system of cadastres with misaligning datasets made this impossible)
- Staff being able to view all datasets together over the single cadastre, instead of splitting datasets over two misaligned cadastres.

The Glenorchy community benefits from:

- less inconvenience for residents when Council is required to uncover underground assets on private property
- increased confidence when given advice on location of underground assets on private property (for example, through 'dial before you dig' requests).

Other utility providers benefit from:

- Increased confidence when given advice on location of GCC underground assets.
- the same benefits as Council in being able to adopt modern surveying methods.
- The ability to view both Council and their own assets together over the single cadastre instead of splitting datasets over two misaligned cadastres.

The Tasmanian Government benefits from:

- Efficient integration of new survey information into its existing digital cadastre.

**EPA power transfer**

**Q.8 Please provide the legislative pathway for the 'apparent' transfer of [application to responsibility to liability] power from Tasmanian Environment Protection Authority that appears to become activated in identified document line from the Tasmanian Environment protection Authority to receiving entity the Glenorchy Planning Authority? Please identify the exact nature the instrument of transfer took? is this transfer**

**[instrument] still operational and have all risks been identified and are currently under active management in relation to risk appetite matrix?**

- A. The question appears to relate to the Glenorchy Planning Authority's (GPA) assessment of a Planning Scheme Amendment Request for land at Whitestone Point, Austins Ferry from November 2013. The GPA report can be accessed online at:

[http://glenorchy.infocouncil.biz/RedirectToDoc.aspx?URL=Open/2013/11/PA\\_25112013\\_AGN.PDF](http://glenorchy.infocouncil.biz/RedirectToDoc.aspx?URL=Open/2013/11/PA_25112013_AGN.PDF)

It is incorrect and misleading to refer to the statutory process reported in the agenda for the Glenorchy Planning Authority's meeting of 25 November 2013 as a "transfer of power". The Glenorchy Planning Authority followed the correct statutory process to assess a planning scheme amendment request. The GPA was responsible for assessing and certifying that request, not the EPA. However, advice on land contamination was sought from the EPA as part of the planning assessment process.

Under section 35 of the *Land Use Planning and Approvals Act 1993 (LUPAA)* (as in force at the time of the relevant application), the GPA was required to certify the amendment to the planning scheme if it was satisfied that it met the requirements set out in section 32 of LUPAA.

Section 35 of LUPAA relevantly provides.

**35. Certification of draft amendments by planning authorities**

- (1) *After preparing a draft amendment of a planning scheme, the **planning authority must determine** whether the draft amendment meets the requirements specified in [section 32](#) and –*

- (a) ***if satisfied that it does, certify the draft amendment as so meeting those requirements; or***

As noted in the report to the GPA (which you have provided extracts of in your letter dated 16 November 2020), the Planning Authority took guidance on the assessment of contaminated land matters from Planning Advisory Note 12 from the Tasmanian Planning Commission "Contaminated Land". That advisory note relevantly provided:

*A planning authority should not certify a draft amendment under section 32 of the Act that affects potentially contaminated land until:*

- ☐ *the Director of the EPA has signed-off that the land is suitable for redevelopment or change of use; **or***
- ☐ *the planning authority makes an independent decision, based on expert advice, on whether the land is suitable for the proposed uses and appropriate management controls can be implemented through permit conditions to manage any contamination and the associated risks to human health or the environment.*

The key word in the above advisory note is “or”. The GPA could meet the requirements of the advisory note either by getting the Director of the EPA’s sign off, or making its own independent decision, based on expert advice. As noted in the planning officer’s report (page 15), the Director did not provide sign-off, and the GPA instead sought its own advice.

The process that the GPA used to satisfy itself on the contamination issues is clearly described on pages 15 and 16 of the report (link on previous page). The advice from Council’s Environmental Health Coordinator recommended provisions to be included in the operational provisions of the Specific Area Plan for the land (once approved). These are set out on pages 20-30 of the report.

The GPA proceeded to certify the proposed amendment at its meeting on 25 November 2013, based on the advice provided.

Accordingly, as set out in the report, the required statutory process was followed. No “instrument” of transfer of power exists because there was no “transfer of power”.

**Q.9 Please identify the matter [document line previously identified to authorising entity] in which then Magistrate Daly drew the attention of the then configuration/iteration of members of the Glenorchy Planning Authority in relation to matters relating to 'authorisation of planning scheme/s'?**

A. Despite preliminary, Council has not been able to identify the precise matter. Further attempts will be made to identify the relevant matter.

**Q.10 When the Glenorchy city council votes on motions raised at meetings of the Local Government Association of Tasmania - for example 12 March 2021, 2 Items for decision' 2.2 Motion Council as Planning Authority, page 10 - does the Glenorchy city council consult with the Glenorchy community widely as per the community engagement strategy for example before voting [weighted 4 votes] at LGAT meetings?**

A. Council does not ordinarily conduct community consultation on potential LGAT motions or votes, but would do so if it appropriate, given the nature or potential impact of the item.