

**COUNCIL MEETING
AGENDA
MONDAY, 29 JANUARY 2024**



GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

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

A handwritten signature in blue ink, appearing to read 'Tony McMullen', is written above a horizontal line.

Tony McMullen
General Manager
MONDAY, 29 JANUARY 2024

Hour: 3:30pm

Present (in Chambers):

Present (by video link):

**In attendance (in
Chambers):**

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

Leave of Absence:

**Workshops held since
last Council Meeting**

Date: Monday, 15 January 2024

Purpose: To view:

- Benjafield Park
- Giblyns Reserve
- KGV Soccer Pitch

Date: Monday, 22 January 2024

Purpose: To discuss:

- Sponsorship, donations and bequests policy
- Caretaker policy
- Access & Inclusions Committee set up



GLENORCHY
CITY COUNCIL

ELECTED MEMBER STATEMENT OF INTENT

November 2022

We will...	By...
Be curious, open to change and difference	Being progressive, proactive, and innovative Taking calculated risks Asking questions before offering opinions or solutions Debating ideas without getting personal Remembering everyone is equal Always having an open mind
Be authentic and act with integrity	Being accessible Being honest and trustworthy Demonstrating transparency and accountability
Be respectful to each other	Going to the source, in person, early Assuming good intent, always Acting with good intent, always Actively listening, seeking to understand Valuing other's opinions Being prepared
Own and right our wrongs	Self-reflecting Being open to feedback Being brave enough to be vulnerable
Show strong leadership	Challenging the status quo Continually learning and practicing good governance Striving for financial sustainability and strength Having clarity on role and purpose
Consider the impact we have on others	Practicing emotional intelligence Hearing both sides before making judgement Remembering our behaviour and words matter to staff



ELECTED MEMBER LEGACY
November 2022

**At the end of our term, we will have made a real difference because,
together:**

We deliver

We're active and present

We put people first

We are inclusive

We are future focussed and brave

We improved communication and community engagement

We empowered our community

We rebuilt pride

We were accountable

We created a safe, clean, equitable city

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council Meeting held on 18 December 2023 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Question without notice – Feras Shaheen, Moonah

Q1: Is Glenorchy City Council prepared to support the Palestinian and Arab community in Glenorchy, Hobart and the rest of the world by calling for an immediate, permanent ceasefire?

A: [Mayor] The question was taken on notice.

Response:

Glenorchy City Council acknowledges the tragedy and trauma associated with armed conflict and, however remote and removed Council may be from these conflicts, would always urge parties to seek peaceful resolutions in preference to hostilities.

Council also acknowledges that the impact of these global conflicts does not stop at the borders of the regions directly involved, but can, and do, extend all the way to our own community. We acknowledge and understand that these events affect members of our community, particularly people with family or other strong connections to the areas experiencing conflict.

Glenorchy City Council extends its sympathy to all those currently experiencing anxiety and despair as a result of the current international conflicts.

Council notes Australia voted in favour of an immediate humanitarian ceasefire in Gaza at the recent United Nations General Assembly, which Council recognises as the most appropriate and effective forum for achieving action on foreign affairs.

Question without notice – Leeanne Rose, Glenorchy

Q1: Will Council take measures to ensure public are safe in areas where there is broken glass and rubbish, including at Windermere Beach and take a risk assessment of all areas that people might go for a swim?

A: [Mayor] The question was taken on notice.

Response:

Council has regular maintenance programs including the collection of glass and rubbish in open space recreation areas, above the low water mark.

Under Section 16 of the *Local Government Act 1993*, Council does not have jurisdiction over land below low water mark except in certain limited circumstances (jetties, accretions from the sea, etc). The management responsibility below the low water mark is the responsibility of Crown Land Services (Parks and Wildlife Service).

In areas potentially suitable for swimming, such as Windermere Beach, factors such as unrestricted public access and natural processes such as winds and wave action, can contribute to broken glass and litter.

Council will continue to maintain such areas as part of its regular maintenance

schedule. If members of the public notice a particular glass or rubbish issue, they should report it through to Council's customer service team for a works request to be issued.

Q2: Where specifically in the 50 metre pool was it leaking 300,000 (sic) litres of water a day (e.g., the lining, the mastic seal, the pipes or the pump) and where was the water running to?

A: [Mayor] I am sure this question has been answered before.

The question was taken on notice.

Response:

When it was operational, the pool needed to be continually filled to ensure it had sufficient water volume. Water metering showed that this amounted to 35,000 litres a day, which is significantly more than could be attributed to water loss through evaporation or splashing.

The exact location of leaks has not been determined, however the reports received state that the excessively wide joints are prone to failure. The water had been leaking into the water table and surrounding environment.

Question without notice – Pauline Elliott, Claremont

Q1: In reference to the upcoming motion regarding the composition of the Glenorchy Planning Authority, what is the size of the Hobart City Councils planning committee and what is the rationale behind whatever size it is and how often does it meet?

A: [Mayor] The question was taken on notice.

Response:

The City of Hobart Planning Committee has 12 members, which is the total number of their Elected Members. The City of Hobart's Terms of Reference are outlined below.

HOBART CITY COUNCIL TERMS OF REFERENCE Planning Committee

The Planning Committee is established by the Council pursuant to Section 23 of the *Local Government Act 1993*, to assist the Council in carrying out its functions.

1. Membership

- 1.1 Membership of the Committee shall consist of all twelve (12) elected members.
- 1.2. Following each ordinary election, all elected members appointed to the Council will automatically become members of the Planning Authority Committee.

2. Appointment of Chairman

- 2.1 In accordance with the Regulation 10 (3) (a) of the Local Government (Meeting Procedures) Regulations 2015, and Council Policy “Council and Council Committees – Meetings: Procedures and Guidelines”, the election of the chairman of each of the Council’s committees is reserved to the Council.
- 2.2 Where an appointed chairman may be absent from a Council Committee meeting, the provisions of Council Policy “Council and Council Committees – Meetings: Procedures and Guidelines” and Regulation 10 (4) of the Local Government (Meeting Procedures) Regulations 2015, apply to appointing the chairman for the meeting.

3. Quorum

- 3.1 A quorum is seven (7) Committee members.

4. Conduct of Meetings

- 4.1 Meetings are conducted in accordance with the provisions of the Local Government Act 1993, Local Government (Meeting Procedures) Regulations 2015 and Council Policy “Council and Council Committees – Meetings: Procedures and Guidelines”.

5. Frequency and Location of Meetings

- 5.1 Meetings of the Committee are conducted twice monthly in the Council Chamber at the Town Hall on those dates as adopted by the Council as part of its annual schedule of meetings.
- 5.2 Meetings are also advertised in The Mercury newspaper, in accordance with Regulation 7 of the Local Government (Meeting Procedures) Regulations 2015, a minimum of four (4) days and a maximum of fourteen (14) days prior to the scheduled date of the meeting.
- 5.3 Where special meetings may be convened, these are advertised a minimum of two (2) days prior to the meeting date.
- 5.4 Meetings are open to the public, except when the meeting is closed pursuant to Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015.

6. Committee Functions

- 6.1 The Hobart City Council Planning Committee shall fulfill the Council’s obligation as a planning authority under the Land Use Planning and Approvals Act 1993.
- 6.2 The Planning Committee shall have full power to make planning decisions on behalf of the Council.

7. Committee Delegations

- 7.1 The Council delegates all of its planning authority powers under the Land Use Planning Approvals Act 1993 to the Committee noting that the Council may also delegate some or all of these powers to relevant officers from time to time.

Note: The Council (City of Hobart), at its meeting held on 27 August 2012, acknowledged that an elected member may call in any delegated matter, including development applications, before the matter is determined under delegated authority by either a Council committee or a Council officer, provided there is sufficient statutory time to do so.

Question without notice – Tracey Smith, Glenorchy

Q2: Can you tell me did you release your Annual Report within 14 days of the Annual General meeting and if not, why not?

A: [Mayor] The question was taken on notice.

Yes we did.

Section 72 of the *Local Government Act 1993* requires the availability of the report to be advertised in a daily newspaper circulating in the municipal area together with an invitation to electors to lodge submissions on the report with the council for discussion at its Annual General meeting. However, no time frame is stipulated.

Section 72B requires the Council to publish a notice in a daily newspaper setting out the date, time and place of the Annual General meeting and Council cannot hold the Annual General meeting before 14 days after the notice is published.

The Annual General meeting was advertised in *The Mercury* on Saturday, 18 November 2023.

The Annual Report was published on Council's website on Monday, 20 November 2023.

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

The Council Meeting is a formal meeting of the Elected Members 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.

In accordance with regulation 31(2) and (3) (Public question time) Local Government (Meeting Procedures) Regulations 2015, Council will allocate 15 minutes during each Council Meeting to invite members of the public to ask questions relating to the activities of Council.

The following rules and procedures apply to Public Question Time:

1. questions must relate to the activities of Council
2. members of the public are to announce their name and residential address before asking a question (which will be recorded in the minutes)
3. questions are to be put succinctly and in the form of a question, not a comment
4. questions must not be inflammatory, abusive, defamatory, contain a personal attack or otherwise breach any rules of the meeting which have been explained by the Chairperson
5. the Chairperson may limit the number of questions asked by each member of the public in order to ensure that all members of the public wishing to ask questions are given the opportunity within the allocated time
6. the Chairperson will decide the order in which questions are to be asked and may rotate the order between different members of the public if individuals have more than one question to ask
7. the Chairperson may, in their absolute discretion:
 - a) refuse to answer a question if the Chairperson deems that it is inappropriate or does not comply with these rules or the rules of the Council meeting, or
 - b) take a question 'on notice', in which case the answer will be provided in writing prior the next Council meeting and included on the agenda for the next Council meeting
8. if a question is taken on notice, the Chairperson may request that the member of the public submit their question in writing and may refuse to provide a response if the question is not provided as requested, and
9. the 15 minutes allocated for Public Question Time may be extended at the discretion of the Chairperson at the conclusion of the time period. Council is to publish information relating to Public Question Time, including any additional rules and procedures, on Council's website.

Question on notice – Eddy Steenbergen, Rosetta

(received Wednesday, 20 December 2023)

Q1: My questions relate to agenda item "11. Consideration Of Annual General Meeting Motion Re: Planning Authority Composition" at the December 2023 open council.

The recommendation in the agenda was:

"1. RECEIVE and NOTE the Motion put by Ms Pauline Elliot and passed by a majority of electors at the Annual General Meeting on 4 December 2023, that Council:

DEFER highly contentious issues, such as removing land designated for housing and changes to allow prohibited uses, or where there are 5 or more representations, to the full Council.

2. After due consideration, NOT SUPPORT the motion as it would not produce any tangible benefits to the development approval processes for the reasons set out under "Consideration" this report."

The motion put at the meeting was the full recommendation.

When I reflect now on that motion, it makes little sense. I would like some clarification on the following points.

If the motion had failed then the AGM motion would not have been RECEIVED or NOTED. Unlikely I know but still an absurd outcome.

Response:

The Council can resolve to Receive and Note the motion without supporting it, which is what the Council did.

Q2: It is unclear what "NOT SUPPORT" means in practice? What would "SUPPORT" by council mean in practice? It is just one step away from the way many politicians are fond of stating they are "COMMITTED TO" something.

Response:

To clarify, to resolve to NOT SUPPORT the motion meant that they did not agree with it and would NOT SUPPORT implementing the "deferral of highly contentious issues, such as removing land designated for housing and changes to allow prohibited uses, or where there are 5 or more representations, to the full Council". To SUPPORT would mean that the Council would agree to implementing the motion's proposal.

Q3: Why is the phrase "After due consideration" there? And what is "due consideration" anyway?

Response:

'Due consideration' refers to the fact that the motion was thought about and considered, and the pros and cons weighed up as per the details outlined under the heading CONSIDERATIONS in the council report.

Q4: Why does the motion refer to "tangible" benefits? The motion did not claim to provide any "tangible" benefits; it was about major development being procedurally treated differently.

Response:

The recommendation put to Council was suggesting that there were not any tangible benefits to be gained in supporting the motion (i.e., any better outcomes, efficiencies, better decisions, etc.). The report contends that there are more tangible benefits to be gained in maintaining the current Glenorchy Planning Authority (GPA) structure.

Q5: Why does the motion refer to the reasons for the recommendation? It is historically very unusual for a council motion to contain the reasons for it. The agenda report generally speaks for itself.

Response:

This was to provide some rationale and clarity for readers to understand on what basis the recommendation was made.

Question on notice – Bradley McDougall, Claremont

(received Wednesday, 10 January 2024)

Q1: Were councillors instructed to read the Lacus Report in its entirety and had every councillor read the report in its entirety before voting to close and not repair the Glenorchy War Memorial Pool.

Response:

The Lacus Report was Attachment 1 to a Council officer's report about the pool, provided to elected members as part of the agenda papers for the Council meeting on 31 July 2023.

The Council also received a briefing from consultants, KnowLedge Asset Management Services, at a Council workshop on 3 July 2023 on the implications of the pool condition assessment.

The 31 July 2023 Council Officer's report indicated that the General Manager had made the decision on 4 July 2023, in his capacity as "person controlling the business or undertaking (PCBU)" under the Work Health and Safety Act 2012, that the Glenorchy Pool not reopen for the coming pool season and that the pool remain closed until further notice. The recommendation endorsed by the Council was to note the report and General Managers decision.

Question on notice – Natalie Larter, Montrose

(received Monday, 15 January 2024)

Q1: What is the cost of the feasibility study being undertaken by MI Global Partners, to assess options for 2a Anfield Street?

Response:

Council received a \$200,00 grant from the State Government to fund the feasibility study.

The contractual terms with the consultant are commercial in confidence.

Question on notice – Karen Forster, Montrose

(received Sunday, 21 January 2024)

In the tender document for feasibility study of the Glenorchy War Memorial Pool site it stated: "While the site is not presently listed on the Local or Tasmanian Heritage registers, it holds historical and sociocultural heritage value. This recognition stems from its identification as a potential candidate for local listing during the Municipal Heritage Study conducted by Ian Terry and Paul Davies in 2004/2005." The tender document further states: "to further inform future site options, the Client has initiated a separate project/contract to commission an independent site-specific heritage assessment".

Questions in the interests of transparency: At the time of writing of the tender document it was stated that a separate project/contract to commission an independent site specific heritage assessment.

Q1: To whom has this contract been awarded?

Response:

Brad Williams, Praxis Environment.

Q2: Can ratepayers have an assurance this assessment is NOT being undertaken by the GCCs own Heritage Officer, who although eminently qualified, is not independent?

Response:

Yes.

Q3: Why hasn't the Glenorchy Municipality History Group been consulted about this matter especially considering two Aldermen are members of said group?

Response:

The work commissioned was a technical assessment undertaken by a suitably qualified cultural heritage practitioner.

Question on notice – Nicole Vout

(received Sunday, 21 January 2024)

Q1: GCC has dismissed the option to repair the Glenorchy Pool based on a non-invasive site inspection that did not call for permanent closure and demolition (Lacus, page 4) therefore I wish to ask again, for you Mayor, and all the Alderman, to move a motion to vote, to do further testing and assessment of the pool and to include in MI Global Partners scope the option to repair the pool, given other Councils have successfully repaired and refurbished their pools (eg. Western Australia's Geraldton pool) for amounts a lot less than what the GCC have estimated?

Response:

Glenorchy City Council has appointed a consultant, MI Global Partners, to investigate options for the pool site, including the redevelopment of the pool facility. These options will then be presented to council for consideration.

Given this is occurring, Council will await the findings of the MI Global investigation into options before making any further decisions on the future of the pool site.

Q2: Mayor, It's our understanding you have recently met with the Assistant Minister for Infrastructure, Senator Carol Brown and been made aware of the THRIVING SUBURBS PROGRAM, making available \$200 Million to Council's to address shortfalls in PRIORITY COMMUNITY INFRASTRUCTURE in Urban and Suburban Communities. Can you assure the Ratepayers of Glenorchy you will be applying for this funding in relation to the Glenorchy War Memorial Pool. And, Mayor, can you guarantee the Community that If via the MI Global Consultancy there is a desire from the Community to retain, repair, or refurbish our pool, or better still acquire a new Aquatic Facility, that you will honour that wish by the Community and as Mayor will seek this funding from the Federal Government's Thriving Suburbs Program which is now available to repair or replace our pool with a new Aquatic Facility?

Response:

The Thriving Suburbs Program was announced by the Federal Government in May last year, committing \$200 million over two years for locally-driven urban and suburban infrastructure and community projects.

Program guidelines, eligibility criteria and applications have not yet been released. However, it is noted this program is a national program, and a redeveloped pool would likely require anything up to 25 per cent of the program's total available funding.

Council is not ruling out any avenue for financial support in relation to the future of the pool site. Council has already applied for funding from the Federal Government as part of its budget process. To this point, those requests have not been successful.

Council has also included a redeveloped facility in its funding priorities document, which has been submitted to the State and Federal Governments for consideration in their 2024-25 budget preparation and will be provided to parties and candidates for consideration prior to the next state election.

Council will need to consider the findings of the MI Global investigation into options for the future of the pool site before it can determine the purpose and amount of any specific funding request and identify appropriate grant programs.

Q3: Mayor, will you apply for any round of funding that will enable Glenorchy to retain an Aquatic Facility, if via the MI Global Consultancy there is a desire from the Community to retain, repair or refurbish our pool or better still acquire a new Aquatic Facility?

Response:

Council will need to consider the findings of the MI Global investigation into options for the future of the pool site before it can determine the purpose and amount of any specific funding request and identify appropriate grant programs.

Council is not ruling out any avenue for financial support in relation to the future of the pool site. Council has already sought funding from the Federal Government as part of its budget process. To this point, those requests have not been successful.

Council has also included a redeveloped facility in its funding priorities document, which will be provided to parties and candidates for consideration prior to the next state election.

Q4: Mayor, can you please advise why in a Public Forum Alderman Jan Dunsby made the comment our pool is, 'beyond repair'?

Response:

What an individual elected member states is a matter for the elected member, however, it is well-established that the pool facility has reached a point in its operational life where it either requires replacement or redevelopment.

The pool does not currently meet a number of modern standards, including disability access and appropriate privacy screening in bathroom and changeroom areas. In addition, the facilities have a number of safety hazards which pose a risk to public and staff safety. As has been stated previously, any short-term repairs would see the pool closed for this season and next season, and only add another few years of operational life before consideration of redevelopment or replacement would again be required. Council does not consider this to be a cost-effective solution, which is why it is instead exploring longer term options now.

Q5: Mayor, can you please advise the Community of details of the 'additional' briefings given to Aldermen by Marcus Lightfoot of Lacus and Michael McCosker of Knowledge Asset Version: 1, Version Date: 22/01/2024 Document Set ID: 3336642 Management that led to the above statement by Alderman Jan Dunsby, that would lead Aldermen to believe our pool is 'beyond repair', contrary to what the Lacus says, the report that Council used Ratepayer money to commission?

Response:

The Council received a briefing on the implications of the pool condition assessment from the consultants that commissioned the Lacus Report at a council workshop on 3 July 2023. The details of this briefing are publicly available in the powerpoint presentation published on Council's website, via this link <https://www.gcc.tas.gov.au/wp-content/uploads/2023/09/Glenorchy-Pool-Presentation-Client-Final-ELT-Final.pdf>

Q6: Mayor, can you please advise the Community of details of the 'additional' briefings by GCC staff as stated by Alderman Dunsby, that led Alderman Dunsby and possibly other Aldermen to believe our pool is 'beyond repair', contrary to what the Lacus says, the report that Council used Ratepayer money to commission?

Response:

The Council received a briefing on the implications of the pool condition assessment from the consultants that commissioned the Lacus Report at a Council workshop on 3 July 2023. The details of this briefing are publicly available in the powerpoint presentation published on Council's website, via this link <https://www.gcc.tas.gov.au/wp-content/uploads/2023/09/Glenorchy-Pool-Presentation-Client-Final-ELT-Final.pdf>

Q7: Mayor, will you overturn the vote to close and not repair our pool on the 18/12/2023 as it appears some Aldermen have not understood and are confused regarding information included in the Lacus and in briefings by Consultants and GCC staff, to reach conclusions our pool is 'beyond repair'?

Response:

The briefing from the consultants clearly articulated "The need to comprehensively review return on investment using a life cycle model is essential in making a medium to long term financial decision" in relation to the major overhaul and renewal option and "Elected members will need to inform themselves with a Life Cycle Cost Model to determine future costs and upkeep" in relation to a complete replacement option (see pp 20 & 21 of powerpoint presentation).

Therefore, it is in the best interests of the community to await the findings of the MI Global investigation into options before making any further decisions on the future of the pool site.

Q8: Mayor, why have all Aldermen not read the Lacus report in full? How can Aldermen make informed decisions and vote to close and not repair our pool if they have not, therefore making their vote invalid, as it is not a fully informed vote on such an important matter?

Response:

Council is provided with information in a range of mediums in order to provide for all levels of comprehension, which is critical to ensuring an inclusive environment for democratically elected members.

How elected members consume information and ensure they make fully informed decisions is a matter for each individual elected member.

Q9: Mayor, why does Alderman Alderton state to retain a pool in Glenorchy all of Community have to want one? Why does this particular Asset require ALL of Community support when other assets such as MAC, bike trails, skateparks etc do not have to receive such scrutiny?

Response:

What an individual elected member states is a matter for the elected member.

Council has engaged MI Global to investigate options for the future of the pool site, including redevelopment of the pool and alternative options. Community consultation is a cornerstone of this project, to inform Council on the views of the broader community.

The project will also provide detailed information on the lifecycle cost of a replacement facility.

At an estimated cost of \$30 million (much greater than other Council owned assets), Council wants to understand the financial viability and sustainability of a replacement facility, to help inform decision making.

Council also wants to ensure the initial and ongoing cost to ratepayers is provided as information to help inform community feedback on a replacement facility. Given the significant cost, it is only fair that ratepayers understand what the cost implications would be for them, so they can provide an informed view on what they want and are prepared to pay for a replacement facility.

Q10: Mayor, from what Official Document does Alderman Alderton ascertain that only 2% of the Community want a pool in the Glenorchy Municipality as Council have failed to canvas the Community on this subject or provide a Public Meeting on this subject?

Response:

What an individual elected member states is a matter for the elected member.

Council has engaged MI Global to investigate options for the future of the pool site, including redevelopment of the pool and alternative options. Community consultation is a cornerstone of this project, to inform Council on the views of the broader community.

Council held a Community Yarn on 17 October 2023, a public forum in which the pool was the main focus, including a presentation from the Mayor on the pool and a question and answer session, with more than 60 community members in attendance.

Q11: Mayor, why was the Future Directions Survey extended from a closing date of Friday 15th December to Sunday 17th December, therefore reducing the the time available for staff and Aldermen and General Manager to collate, review and consider the responses before the December Council Meeting on Monday 18th December, where the vote to close and not repair our pool was taken without consideration or mention of said responses, many of which I believe would've requested to retain, repair our pool?

Response:

The Future Directions Survey aims to help inform the development of Council's annual budget. The results are presented and discussed at budget workshops and council meetings as appropriate, to help inform decisions on the annual budget.

The closing date was extended to enable more residents and ratepayers a chance to have their say on the priorities for Council's annual budget.

Q12: Mayor, considering Future Direction Survey responses were not reported on at the 18th December 2023 meeting, if yourself, staff and Aldermen are not going to consider and analyse Community responses, prior to voting on such an important issue of closing and not repairing our pool, what is the point of funding a Future Directions Survey?

Response:

The Future Directions Survey aims to help inform the development of Council's annual budget. The results are presented and discussed at budget workshops and council meetings as appropriate, to help inform decisions on the annual budget.

7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)

COMMUNITY

Community Goal – Making Lives Better

8. ACTIVITIES OF THE MAYOR

Author: Mayor (Ald. Bec Thomas)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Mayoral Announcements

Community Plan Reference:

Transparent and accountable government

Strategic or Annual Plan Reference:

Leading our Community

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

Strategy: Listen to our community to understand their needs and priorities.

Strategy: Communicate effectively with our community and stakeholders about what Council is doing.

Strategy: Build and maintain productive relationships with all levels of government, other councils, and peak bodies to achieve community outcomes for Glenorchy and Greater Hobart.

Reporting Brief:

To receive an update on the recent activities of the Mayor.

Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period from Monday, 11 December 2023 to Sunday, 21 January 2024.

Monday 11 December 2023

- Met with Julie Groome, Director and Kathryn Clark, State Manager Emergency Service, Australian Red Cross in relation to community disaster resilience work
- Chaired the Council workshop

Tuesday 12 December 2023

- Presented certificates at the Glenorchy City Council 2023 Staff Achievement awards
- Attended Golden Years Club Christmas event

Wednesday 13 December 2023

- Attended Goodwood Primary School 2023 End of Year concert and presentation assembly
- Chaired the Glenorchy Planning Authority meeting

Thursday 14 December 2023

- Participated in the Southern Tasmanian Regional Waste Authority Board meeting

Saturday 16 December 2023

- Attended the Carols in the Vale at Collinsvale

Sunday 17 December 2023

- Attended Collinsvale Christmas Market
- Attended Jack Jumpers game at MyState Bank Arena

Monday 18 December 2023

- Chaired the Council meeting

Tuesday 19 December 2023

- Participated in the Citizen and Community awards committee meeting
- Attended the Glenorchy City Council Elected Members site visit to Tolosa Park hosted by TasWater
- Attended the 2023 Bowen Road Primary Leavers assembly
- Attended the 2023 Windermere Primary School Grade Six Celebration assembly
- Participated in the Annual Stakeholder meeting of the Tasmanian Audit Office and Glenorchy City Council
- Attended the MyState Bank Arena Christmas party

Wednesday 20 December 2023

- Attended the Collinsvale Primary school 2023 Awards ceremony
- Met with Glenorchy Police Inspector Jim Semmens

Saturday 23 December 2023

- Participated in Rotary Club Glenorchy raffle prize draw at Northgate

Monday 25 December 2023

- Attended Jack Jumpers game at MyState Bank Arena

Saturday 6 January 2024

- Attended Taste of Summer event

Monday 8 January 2024

- Met with Mohammad Aldergham, CEO Variety Club of Tasmania, and John X in relation to proposed Carols by Candlelight event in 2024

Monday 15 January 2024

- Met with Minister Nic Street in relation to the multi-sport facility at Wilkinson's Point

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

Consultations:

Nil

Human Resource / Financial and Risk Management Implications:

Nil

Community Consultation and Public Relations Implications:

Nil

Recommendation:

That Council:

1. RECEIVE the report about the activities of Mayor Thomas during the period from Monday, 11 December 2023 to Sunday, 21 January 2024.

Attachments/Annexures

Nil.

9. BUSINESS UNIT REVIEWS - QUARTERLY UPDATE

Author: Manager Community (Ron Petterson)
Qualified Person: Director Community & Corporate Services (Jenny Richardson)
ECM File Reference: Quarterly Report

Community Plan Reference:

Making Lives Better

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

Building Image and Pride

We will show our pride as a city and others will see it.

Leading our Community

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

Strategic or Annual Plan Reference:

Making Lives Better

Objective: We deliver services to meet our community's needs.
Strategy: Identify and engage in partnerships that provide services effectively to our community.
Objective: We champion greater opportunities for our community.
Strategy: In partnership with others, facilitate and advocate for a welcoming, inclusive, healthy and learning community.

Building Image and Pride

Objective: We work for a safe and clean City.
Strategy: Work proactively with other governments, service providers and the community to improve public safety in our City.
Objective: We nurture and celebrate our proud and vibrant City with its strong sense of belonging.
Strategy: Encourage creative expression and participation in our community.
Strategy: Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.
Strategy: Deliver or facilitate events to strengthen our community's sense of pride and belonging.

Leading our Community

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

Strategy: Listen to our community to understand their needs and priorities.

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

Community Strategy 2021-40

Outcome: Accessible, inclusive and diverse, safe, healthy, education and learning for life.

Reporting Brief:

To present the quarterly report for noting regarding Project Hudson, Moonah Arts Centre (MAC) Business Plan, Childcare Connections and progress on the Community Development Action Plan.

Proposal in Detail:

Project Hudson

The Project remains on schedule for its 3 major phases of implementation that are planned to occur during 2024.

Leading into the December break, the Project was closing out Finance, Cash Receipting, and Payroll configurations as the Project's Phase 1 configuration workshops were completed. The Council's financial coding structures have been revised, which will enable simplified processing and enhance reporting capability.

The Project team has moved its attention to the associated business transition, user acceptance testing, and end-user training activities as part of preparing for the Phase 1 cutover in April 2024.

Project Hudson Delivery Phases



From early February, the business will commence work on their business readiness activities. This will include identifying testing participants and formulating end user training plans. Engagement and participation from staff across the business has been high and positive.

Scheduling the Project’s Phase 2 configuration workshops has been completed, and these workshops will commence in February 2024, with Phase 2 remaining on schedule to go-live in August 2024.

The Final phase of the Project’s implementation also remains on schedule for a go-live of November 2024. This Phase 3 implementation is for the system’s Assets Module, and involves Fleet Management, Fixed Assets, and Work Orders.

The Project’s spending is tracking to its global allocation. As the project locked in its phases and timelines in 2023, one budgeted supplier ‘gated’ progress payment moved into the 2023/24 financial period and one progress payment moved out. This has had a net impact of \$30,000 which will be managed across financial years within the Project’s global budget. The further refinement of the project’s timeline has also resulted in a shift in timing of a proportion of the implementation resourcing costs from the 2023/24 period to being realised in the 2024/25 period.

Moonah Arts Centre Business Plan

Work continues on several key projects outlined in Moonah Arts Centre's Business Plan 2023-24 to 2027-28. These projects seek to proactively configure operations to attract and deliver increased revenue and patronage outcomes for the facility.

Corporate Venue Hire

MAC engaged Episteme Consulting to provide a report regarding options for various commercial opportunities and corporate venue hire packages. The report was received on 22 December 2023 and we are currently working to prioritise the recommendations for MAC to expand into this market. These will be reviewed and actioned within current budget allocations.

Meeting Room and Kitchen Tenants

Council is currently preparing documents that will tenant a 12-month lease for exclusive use of MAC's meeting room in 2024. This office space will accommodate 2 staff from an external organisation that is delivering projects that align and have synergy with Council's Strategic Plan.

MAC currently has firm interest from a roster of 'pop up' food businesses to operate out of the commercial kitchen. We and are also exploring the option of a full-time tenant, with the view that this tenant would provide both a public Food and Beverage service plus catering packages for corporate hires. The MAC would retain the Bar operations during evening events.

The additional revenue from leasing the kitchen and the hire of the meeting room for the 2023/2024 financial year will be modest. However, income for the 2024/2025 financial year will likely exceed current budget estimates. A full analysis is being finalised and will include recommendations from the Episteme Consulting report.

Program

MAC has now switched to delivering a quarterly program. A recent revision of the events program aims to mitigate expenditure on production costs by increasing presentation partnerships with local festivals, artistic companies, and tour promoters. In MAC's January to March program, the venue is partnering with several organisations including MONA FOMA, DRILL Performance Company, Music in Exile, Craft Music, and Outlier Artist Studios to co-present high-quality programming.

The benefits of these partnerships are two-fold, cost sharing regarding production and the addition of partners attracting their existing audiences to the venue. Combined with smaller more frequent productions, MAC will be able to diversify and attract a broader audience.

Increased Marketing Resource

MAC’s marketing officer position was reevaluated last year to increase the strategic remit and FTE of the role, providing greater capacity for planning annual marketing plans and audience development campaigns. MAC are currently working with marketing and design firm Futago to review MAC’s branding and style guide, for the first time since the venue’s opening. The revised collateral will be used to update MAC’s website and deliver a strategic outdoor branding campaign in mid-2024.

Financials

Year to date figures to 31st December show user revenue is tracking above budget at 67% being \$55,299.00 against an adjusted budget target of \$41,015.50 With the addition of grant monies of \$83,577.00 total revenue year to date is \$138,877.00

Expenditure is also within budget at 47% or \$309,725.00 against an adjusted half year budget of \$330,710.50. The impact of a slight increase in employee costs, although within budget parameters, is mitigated by reductions in other expenditure areas.

Moving forward, as we continue to implement the Moonah Arts Centre’s Business Plan combined with Episteme Consulting’s recommendations, this trend should continue and help facilitate a more positive return on investment into the 2024/2025 financial year.

MAC Revenue	Actual YTD 31 Dec 2022	Actual YTD 31 Dec 2023	Annual Budget 2023/24	Annual Budget Consumption YTD
User Charges	(\$65,932)	(\$55,299)	(\$82,031)	67%
Grants Subsidies	\$0	\$0	\$0	NA
State Government Grants	\$0	\$0	\$0	NA
State Government Grants c/f	(\$95,001)	(\$83,577)	\$0	NA
Other Revenue	\$0	\$0	\$0	NA
TOTAL REVENUE	(\$160,933)	(\$138,877)	(\$82,031)	169%
Expenditure				
Employee Costs	\$237,215	\$245,675	\$510,292	48%
Adminstration	\$19,352	\$13,874	\$35,842	39%
Materials and Contractors	\$53,859	\$49,619	\$114,182	43%
Depc & Amort Expense	\$697	\$556	\$1,105	50%
Internal Expenditure	\$276	\$0	\$0	0%
TOTAL EXPENSES	\$311,399	\$309,725	\$661,421	47%

Childcare Connections

Childcare Connections utilisation remained high during the period. Enrolments have been capped at one day per week due to the availability of suitably qualified educators. Enquiries for both the waitlist and immediate care continue, with enquiries focusing on care availability for 2024. The Services anticipate assisting a small number of families from the existing waitlists in early 2024.

Governance and compliance of the Services included receipt of the final Assessment & Rating Report with a 'Meeting' rating for Benjafield this is a positive outcome for the Service and educators.

Berriedale had an Assessment & Rating visit from the Department for Education Children and Young People (DEYCP) on 7 & 8 of December 2023. The draft report was received on 22 of December 2023 with an 'Exceeding' rating. Exceeding the National Quality Standard (NQS) requires a Service to go beyond what is expected at the Meeting NQS level for that Standard.

The higher benchmark for quality that is expected at the Exceeding NQS rating level is described by three Exceeding themes all of which must be clearly demonstrated.

1. Practice is embedded in service operations.
2. Practice is informed by critical reflections.
3. Practice is shaped by meaningful engagement with families and / or the community.

This is an outstanding achievement for the Berriedale Service and testament to the educators ongoing commitment to providing high quality care.

Recruitment has continued to be ongoing for the Services with onboarding of two Certificate III and Diploma qualified staff. There are currently 28 permanent part time educators, 2 part time administration officers, 20 casual educators. Due to national workforce issues with the sector, attracting and retaining educators continues to be a challenge. Coaching and mentoring for all educators continues, including professional development in Child Protection, Safe Sleeping practices, Sun Protection & Supervision. One educator is currently working towards a certificate III qualification and three educators are completing diploma qualifications with TasTAFE.

Facility improvements this quarter include investigating shade options and quotes for the accessible play space at Berriedale, as well as considering options for an outdoor toilet and handwashing facility for the children's large outdoor play space. Quotes for outdoor blinds to provide protection from the weather and shade have been obtained for the outdoor verandah area at Benjafield. A kitchen renovation at Benjafield is planned for early February 2024.

Financials

Year to date figures to 31st December show total revenue is tracking above budget at 73% and 74% with Berriedale showing year to date revenue of \$1,036,497.00 against adjusted budget of \$840,477.00 and Benjafield reporting figures of \$712,827.50 against adjusted budget \$567,352.50. Expenditure also is within budget at 46% and 47% of budgeted allowance.

The year to date and annual budget position for both centres is as follows:

BERRIEDALE	Actual YTD 31 Dec 2022	Actual YTD 31 Dec 2023	Annual Budget 2023/24	Annual Budget Consumption YTD
Revenue				
Parent Fees	(\$163,376)	(\$136,640)	(\$427,697)	32%
Commonwealth Subsidy	(\$488,575)	(\$701,886)	(\$997,958)	70%
State Government Grants	(\$44,438)	(\$57,583)	\$0	NA
State Government Grants c/f	(\$48,414)	(\$109,690)	\$0	NA
Other Revenue	(\$1,035)	(\$30,698)	\$0	NA
TOTAL REVENUE	(\$745,838)	(\$1,036,497)	(\$1,425,655)	73%
Expenditure				
Employee Costs	\$471,655	\$642,211	\$1,351,101	48%
Adminstration	\$4,546	\$4,410	\$24,619	18%
Materials and Contractors	\$35,762	\$33,758	\$108,343	31%
Vehicle Depreciation	\$0	\$1,829	\$3,333	55%
TOTAL EXPENSES	\$511,963	\$682,208	\$1,487,396	46%

BENJAFIELD	Actual YTD 31 Dec 2022	Actual YTD 31 Dec 2023	Annual Budget 2023/24	Annual Budget Consumption YTD
Revenue				
Parent Fees	(\$133,638)	(\$151,561)	(\$340,412)	45%
Commonwealth Subsidy	(\$351,409)	(\$505,499)	(\$794,293)	64%
State Government Grants	(\$49,258)	(\$72,438)	\$0	NA
State Government Grants c/f	(\$28,481)	(\$102,284)	\$0	NA
Other Revenue	(\$7,682)	(\$8,695)	\$0	NA
TOTAL REVENUE	(\$570,468)	(\$840,477)	(\$1,134,705)	74%
Expenditure				
Employee Costs	\$432,821	\$528,880	\$1,076,656	49%
Adminstration	\$3,271	\$4,347	\$22,000	20%
Materials and Contractors	\$25,755	\$26,715	\$102,470	26%
TOTAL EXPENSES	\$461,847	\$559,942	\$1,201,126	47%

Community Development Action Plan

The period October 2023 to December 2023 saw significant changes and vacancies filled in the Community Development team including:

- Manager Community retiring early December and a new Manager Community commencing.
- Coordinator Community Development retiring in December, and the position being filled internally under an acting role until March 2024.
- Social Planning and Policy Officer commencing in October (this role had been vacant since early June).
- Inclusive City Officer returning from leave.
- Safe City Lead commencing in early December (this role had been vacant since October).
- Community Development Officer commencing mid-December.
- Digital Trainer commencing in late December.

During this period, progress on the Community Development Plan included:

- The Building a 26TEN Community Program has been funded for a further twelve months, with the deed executed in October 2023 with State Growth and the 26TEN Community Coordinator contracted for a further 12 months. A Digital Trainer has been employed for 18 months to support this project through additional funding secured from Digital Ready. Literacy support was provided to 22 job seekers (aged 16-24) while enrolled in the Troublesmiths program.
- The Multicultural Hub kitchen is expected to be constructed by the end of May 2024. A variation of the TCF (Tasmanian Community Fund) deed has been delivered to the TCF to reflect the new timelines for the project.
- Approximately 180 people attended the Mental Health Week event held on the Council Lawns in October. 44 Council employees have attended the 2-day Mental Health First Aid course. Delivered at no cost to Council, this project has saved Council over \$8,000 in professional development costs.
- The team delivered a Council workshop on three models for the delivery of programs that support children, young people, and their families and/or specifically engage young people aged 15 to 24 years in diversional and pathway planning programs. Based on this feedback an EOI (expressions of interest) was submitted to the Tasmanian Community Fund (TCF) to support this project. The team was advised in December that the EOI was unsuccessful. However, we have been invited to meet with TCF later in January to discuss any further options.
- The Social Planning and Policy Officer completed the Child and Youth Safe Framework engagement plan. The plan included a community survey which was completed by 178 community members. The survey report is underway.

- Approximately 150 people attended the International Day for People with Disability event on the Council Lawns in December that included 15 service providers in pop-up stalls and entertainment.

Consultations:

Elected Members
Executive Leadership Team
Business Transformation Manager
Coordinator Community Development
Coordinator Creative Communities
Coordinator Childcare Delivery
Social Planning and Policy Officer
Safe City Lead
Health Wellbeing and Resilience officer
Youth Engagement Worker
26TEN Community Coordinator
Full Gear Project Officer

Human Resource / Financial and Risk Management Implications:

There are no material financial, risk management or human resources implications.

Community consultation

The report relates to an internal operational matter. Accordingly, it was not necessary to undertake any public consultation.

Recommendation:

That Council:

1. RECEIVE AND NOTE the quarterly report on Project Hudson, Moonah Arts Centre Business Plan, Childcare Connections, and progress on the Community Development Action Plan.

Attachments/Annexures

Nil.

10. ACCESS AND INCLUSION SPECIAL COMMITTEE

Author: Manager Community (Ron Petterson)

Qualified Person: Director Community and Corporate Services (Jenny Richardson)

ECM File Reference: Access and Inclusion Special Committee

Community Plan Reference:

Making Lives Better

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

Building Image and Pride

We will show our pride as a city and others will see it.

Leading our Community

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

Strategic or Annual Plan Reference:

Making Lives Better

Objective 1.2 We champion greater opportunities for our community.

Strategy 1.2.1 In partnership with others, facilitate and advocate for a welcoming, inclusive, healthy and learning community.

Building Image and Pride

Objective 2.2 We nurture and celebrate our proud and vibrant City with its strong sense of belonging.

Strategy 2.2.1 Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.

Strategy 2.2.3 Deliver or facilitate events to strengthen our community's sense of pride and belonging.

Leading our Community

Objective 4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.

Strategy 4.1.1 Listen to our community to understand their needs and priorities 4.1.3 Champion and work together to address our community's needs and priorities.

Strategy 4.1.5 Build and maintain proactive relationships with all levels of government, other councils and peak bodies to achieve outcomes for Glenorchy and Greater Hobart.

Reporting Brief:

This report recommends that Council establish an Access and Inclusion Special Committee and adopt Terms of Reference for it. The report also seeks the appointment of an Elected Member to the Access and Inclusion Special Committee.

Proposal in Detail:

Background

At a Council workshop on 18 September 2023, Elected Members were provided with:

- revised Terms of Reference documents
- a Toolkit for Committees, Working Groups and Reference Groups document
- information about the process for establishing committees, including details on potential additional resourcing to fund administration of Committees

The workshop provided an opportunity for Elected Members to identify future Committees. In identifying Committees, Elected Members were asked to, consider the defined staffing resources within Council, alignment to the Strategic Plan 2023-32, and Annual Plan commitments.

Establishing the Access and Inclusion Special Committee (the Committee) was identified at the workshop as a priority.

Under the *Local Government Act 1993* Division 2, Section 24:

Special committees

- (1) *A council may establish, on such terms and for such purposes as it thinks fit, special committees.*
- (2) *A special committee consists of such persons appointed by the council as the council thinks appropriate.*
- (3) *The council is to determine the procedures relating to meetings of a special committee.*

The Committee would oversee Council's strategy to facilitate and advocate for a welcoming, inclusive community.

The Committee would actively contribute to the development of a welcoming, respectful, accessible, and inclusive community, as described in the priority outcomes of the Community Development Action Plan.

The draft Terms of Reference to establish the Committee are attached for adoption. ([Attachment 1](#))

Committee Information

ACCESS AND INCLUSION SPECIAL COMMITTEE	
Committee type	Special Committee established under the Local Government Act (TAS) 1993 Division 2, Section 24:
Committee composition	The committee comprises of 8-10 Core members including Elected Member representative, council officers, community, subject matter experts, and representatives of key stakeholders
No. of Elected Member positions available	Two committee members
Meeting frequency	Quarterly or as required
Ex-officio appointments	None
Proposed term of appointment	Duration of current Council term
Roles and functions of committee	<p>To provide advice to Glenorchy City Council on matters relating to access and inclusion including:</p> <ul style="list-style-type: none"> • Public spaces, council owned assets such as roads and footpaths (physical and psychosocial) • Council Action Plans (including implementation of the Reconciliation Action Plan) • Statements of Commitment (including the LGBTQIA+ Statement of Commitment) • Professional development of Elected Members and Council staff (including Disability Awareness training, LGBTQIA+ safety and Easy English) • Professional Development of Elected Members, Council Staff, committee members of the Child and Youth Safe Framework within various Council / Community programs and partnerships • Youth and Positive Aging Policy • Advocacy • Support the ongoing development of the Multicultural Hub. • Support Council events and initiatives that contribute to making Glenorchy a welcoming city by serving on, or inviting others to serve on, Project Teams established for particular events (including events that recognise International Day of People with Disability and Reconciliation Week). • Promoting Project Team events and initiatives through their networks.

ACCESS AND INCLUSION SPECIAL COMMITTEE

Nature of duties to be undertaken	<ul style="list-style-type: none"> • Attending meetings of the Committee • Discharging the roles and functions of the Committee.
Extent of delegated authority	No delegated authority.

Elected Member Nominations to Committee

Elected Members are invited to nominate to become a member of the Committee through the usual appointment process as set out in Council's Committee Nominations and Appointments Policy.

Attached to this report is the Committee Nominations and Appointment Policy (Attachment 2)

Notice to Elected Members Calling for Nominations

In accordance with Part 1(1) and Part 1(2) of the Policy, notice was circulated to Elected Members calling for nominations for the Access and Inclusion Special Committee.

Procedural Requirements

Part 1(6) and (7) of the Policy sets out the process for appointing nominees for committees, as follows:

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

Where the number of nominees for a position does not exceed the number of positions available, the Council can decide the nominee in accordance with its ordinary meeting procedures. If the number of nominees exceeds the number of positions available, a ballot is required to determine the membership of the committee.

Ballots must be conducted in accordance with Part 3 of the Policy. Ballot papers will be distributed to Elected Members during the meeting and will be destroyed as soon as practical after the conclusion of the meeting.

Nominations to Committee

Information about the Committee is provided in the table above, as required under the Policy.

Clause 3 of the Policy states “Nominations may contain a statement in support of the nomination, to a maximum of 150 words”.

If at the time of the agenda being published there are no nominations received, nominations can be taken from the floor during consideration of the item at the Council meeting.

Recommendations

In accordance with clause 2(7) of the Policy, it is recommended that nominations be invited from the floor for elected members to fill the two available positions on the Access and Inclusion Special Committee, with a ballot to be held if more than one nomination is received.

Fall-back Position

If no nomination is received, the Committee will be established with Council officer representation only.

Consultations:

Elected Members
Director Community and Corporate Services
Manager People & Governance
Manager Community
Acting Coordinator Community Development
Inclusive City Officer

Human Resource / Financial and Risk Management Implications:

Human resources

The Committee Officer nominated for the Access and Inclusion Special Committee is the Inclusive City Officer from the Community Development team. Secretariat support can be provided by the Community Administration Officer.

Financial

Additional support is not required. There is no anticipated financial implication.

Risk Management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p>Adopt the recommendation</p> <ul style="list-style-type: none"> The Committee does not achieve greater stakeholder engagement between Council and its community and other stakeholders. The terms of reference are unclear and lead to confusion and lack of informed stakeholder engagement. 	Minor (C2)	Unlikely (L2)	Low	<ul style="list-style-type: none"> Committees will be promoted to stakeholders and the community to encourage engagement. Committees will be aligned to Council’s Strategic Plan and Annual Planning to ensure continued relevance of their Terms of Reference.
<p>Do not adopt the recommendation</p> <ul style="list-style-type: none"> Elected Members and staff do not engage with the community and stakeholders on issues relevant to the Community and Council’s Strategic Plan. 	Minor (C2)	Likely (L4)	Medium	<ul style="list-style-type: none"> A further review of the Terms of Reference of the Committees is undertaken by Council Officers to identify progressive improvements.

Community Consultation and Public Relations Implications:

An expression of interest will be circulated via Council Officer networks, Council social media and Council website to call for community membership when the Committee is established.

Recommendation:

That Council:

1. Establish the Access and Inclusion Special Committee
2. Adopt the Terms of Reference for the Access and Inclusion Special Committee
3. Appoint <Elected Members> to the Access and Inclusion Special Committee

Attachments/Annexures

- 1 Access and Inclusion Terms of Reference
[⇒](#)
- 2 Committee Nominations and Appointment Policy
[⇒](#)

GOVERNANCE

Community Goal – Leading our Community

11. RESCINDED COUNCIL POLICY

Author: Senior Legal Counsel (Michael Jacques)
Qualified Person: Director Community & Corporate Services (Jenny Richardson)
ECM File Reference: Policies

Community Plan Reference:

Transparent and accountable government.

Strategic or Annual Plan Reference:

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

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

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

Reporting Brief:

To recommend the now redundant Social Media Policy (Attachment 3) be rescinded.

Proposal in Detail:

In September 2020, Council adopted the Social Media Policy (the Policy). The purpose of the Policy is to set out the guidelines and objectives that govern Elected Member and staff use of social media.

After a review, it has been identified that the Policy is no longer required as the content is sufficiently dealt with by two other Council documents:

- The Elected Member Code of Conduct (Attachment 1) deals with Elected Member social media practices, and
- The General Manager's Social and Other Media Directive (Attachment 2) deals with staff social media practices.

Consultations:

Executive Leadership Team
Corporate Governance
Senior Legal Counsel
Council officers
Joint Consultative Committee

Human Resource / Financial and Risk Management Implications:

There are no material human resources or financial implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p>Adopt the recommendation</p> <p>The recommended policy changes do not represent any significant departure from established practices.</p>	Minor	Unlikely	Low	A replacement Directive is already in place.
<p>Do not adopt the recommendation</p> <p>Governance administration would be less optimal due to the presence of outdated and less effective policies.</p>	Minor	Unlikely	Low	There would be some duplication but it does not cause an immediate operational problem.

Community Consultation and Public Relations Implications:

Not relevant

Recommendation:

That Council:

1. RESCIND the Social Media Policy.

Attachments/Annexures

- 1 Elected Member Code of Conduct



- 2 Social & Other Media Directive



- 3 Social Media Policy



12. FINANCIAL PERFORMANCE REPORT TO 31 DECEMBER 2023

Author: Manager Finance (Allan Wise)
Qualified Person: Director Community & Corporate Services (Jenny Richardson)
ECM File Reference: Corporate and Financial Reporting

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:

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

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

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

Strategy: Deploy the Council's resources effectively to deliver value while being financially responsible.

Reporting Brief:

To provide Council with the monthly Financial Performance Report for the period ending 31 December 2023.

Proposal in Detail:

Council's Financial Performance Report (Report) for the year-to-date ending 31 December 2023 is at [Attachment 1](#).

The Report highlights Council's operating result as at the end of December is \$3.714 million better than budget. The favourable variance is the combined result of \$1.139 million more revenue than budget and \$2.575 million less expenditure than budget.

Executive Summary

The financial position at the end of December continues to report favourable revenue and expenditure results. The forecast for the remainder of the 2023/24 financial year indicates a modest favourable position will continue.

As mentioned in the November report, there is no indication of any permanent influences that require immediate remedial action prior to the formal mid-year budget review to be presented to Council in the new year.

It is proposed the mid-year budget review (due February 2024 to Council) will however resolve several large variances that are referenced repeatedly in the monthly report including:

- carried forward and new operating grants
- carried forward and new capital grants
- rates charitable remissions, interest and penalty variations
- workers' compensation premium refund
- building application fees revenue reduction
- capital donation to Benjafield playground project
- land tax liability increase
- any permanent changes to the organisational structure

Revenue

Year-to-date operational revenue is \$65.153 million compared to budgeted operational revenue of \$64.014 million. This represents a favourable result of \$1.139 million or 1.8% against budget.

The revenue budget is largely on track as indicated by an overall variance of just 1.8%. The mid-year budget review will resolve the notable variances in user fees and operating grants.

Expenditure

Year-to-date operational expenditure is \$32.727 million compared to budgeted expenditure of \$35.302 million. This represents a favourable result of \$2.575 million or 7.3% against budget.

Employee costs savings at \$0.614 million are at a similar level to the previous month which indicates staffing levels in December were in line with budget.

Payments towards materials and services has further reduced and generated a favourable variance of \$1.497 million for the month. The notable variance is related to timing of payments yet to be made, rather than permanent savings.

Non-operating – Capital Grant Revenue

Capital grants revenue is \$5.540 million against an annual budget of \$9.198 million.

The Federal Government funds the annual budget for capital grants and pays on an arrears basis. Council must undertake the works first and then submit milestone claims to recover the expenditure. It is anticipated capital grants will not achieve budget until the end of the financial year.

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

Disposal of assets currently records a minimal gain of \$4,000 against an annual budget loss of \$0.418 million.

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

Non-Operating – Contributions Non-Monetary Assets

No non-monetary assets have been received to date against an annual budget of \$3.500 million.

Typically, these are donated / gifted assets received from subdivisions and similar developments, as well as assets found not to be currently recorded in the asset register.

Non-Operating – Assets Written Off

No assets have been written off to date against an annual budget of \$1.920 million.

Typically, this relates to the residual value of assets that have reached the end of their useful lives and have been replaced.

Capital Works

Year-to-date Capital Works expenditure is \$10.708 million against a combined annual budget of \$32.686 million and a combined annual forecast spend of \$30.989 million. At the end of December, \$5.840 million has been expended on Council funded Recurrent projects and \$4.868 million for Major projects.

As indicated in previous reports, delivery of the capital program continues to face challenges. Management is taking proactive action to redetermine priorities and implement project substitution initiatives.

The capital works program will be reviewed in the mid-year budget review.

Further Information

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

Consultations:

General Manager
Executive Leadership Team
Officers responsible for Capital and Operational Budget reporting

Human Resource / Financial and Risk Management Implications:

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

The Financial Performance Report is only for receiving and noting, so no financial issues arise. Risks associated with Council's financial expenditure and sustainability were managed through the process for developing Council's annual budget and are monitored through ongoing monthly reporting and Council's Strategic and Key Operational risk register.

Community Consultation and Public Relations Implications:

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

Recommendation:

That Council:

1. RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 31 December 2023 as set out in Attachment 1.

Attachments/Annexures

- 1 Attachment 1 - Financial Performance Report - December 2023



13. NAMING OF A NEW SUBDIVISION ROAD IN CLAREMONT

Author: Administration Officer (Michelle Russell)

Qualified Person: Director Infrastructure and Development (Emilio Reale)

ECM File Reference: 3334599

Community Plan Reference:

Valuing our environment

Transport connections, including public transport, enable us to easily commute between suburbs and our CBDs and between Glenorchy and Greater Hobart.

Strategic or Annual Plan Reference:

Valuing our environment

Objective 5.2 We improve the quality of our urban and rural areas as places to live, work and play.

Strategy 5.2.2 Make our City more liveable by investing in our City's infrastructure.

Action 5.2.4.1 Manage and maintain a road network that meets the transport needs of the community.

Reporting Brief:

To recommend that the Council endorse the naming of a road within the approved subdivision at 8 Parkwood Court, Claremont as Boston Court for submission to Place Names Tasmania for final approval.

Proposal in Detail:

Background

As the Road Authority, Council is required to name new or unnamed streets and roads within the municipal area in accordance with section 11 of the *Place Names Act 2020*.

Ordinarily this is a matter dealt with by the Glenorchy Planning Authority. However, this recommendation is being brought to the Ordinary Council meeting as there is no Glenorchy Planning Authority meeting in January 2024.

Guidelines are provided by Place Names Tasmania for the assigning of road names. In general, these do not allow for the use of personal names or names that may be duplicated or easily confused with other road names within the municipal area.

Where no previous road names exist, the Place Names Advisory Panel (formerly the Nomenclature Board) will give primary consideration to road names that are:

- in keeping with the character and tradition of the area

- with historical or local significance
- suggestive of any peculiarity of a topographical feature

The *Aboriginal and Dual Naming Policy* applies to naming Tasmanian features and places in accordance with the *Place Names Act 2020* and does not apply to built infrastructure such as roads, highways, bridges and communications towers.

The Act empowers the authority in charge of the road with the right to name it or accept submissions from third parties.

The purpose of this report is to consider the proposed naming of a new subdivision road based on a submission made by the developer. Council can choose to accept the proposed name or consider other options.

The Council has no formal policy in respect of road names and follows the requirements of the *Place Names Act 2020*. The Council actively supports having road names for new and unofficial roads to provide residents with an official address and make property location easier for postal and emergency services, particularly as service providers such as Telstra, TasWater and TasNetworks will not connect new services unless an official address has been allocated.

The naming of this new road will allow the completion of street addressing within this new subdivision.

Allocated road names must be submitted to the Registrar of Place Names to record the names in the Register. The Registrar may refuse to record the name and refer it back to Council where a name does not comply with their Guidelines.

Applicant's Proposal

The applicant, Parkwood Investments Pty Ltd, has requested the road in their development be named 'Boston Court' or as a second option 'Washington Place'.

The applicant's proposal for the selected street name of Boston Court is based on the following information:

The new subdivision off Parkwood Court in Claremont includes a new street. Addressing requirements for the new subdivision will necessitate the naming of one new road within an approved subdivision at 8 Parkwood Court, Claremont.

The development off Parkwood Court is pitched to offer something special and take into account some unique natural features that will set it apart from the standard new subdivision offerings including;

1. *Elevated views of both river and mountain*
2. *Larger than normal block sizes, all exceeding 1000m²*
3. *Adjacent to Poimena Reserve comprising 68 acres of reserve/recreation area*

The area will also feature an avenue of trees and the streetscapes has been designed to be leafy and green in keeping with a quality feel.

To fit with the theme of traditional American style houses the applicants have chosen 'Boston Court' to link to a name synonymous with leafy streets and traditional architecture.

(see figures 1 & 2 below).

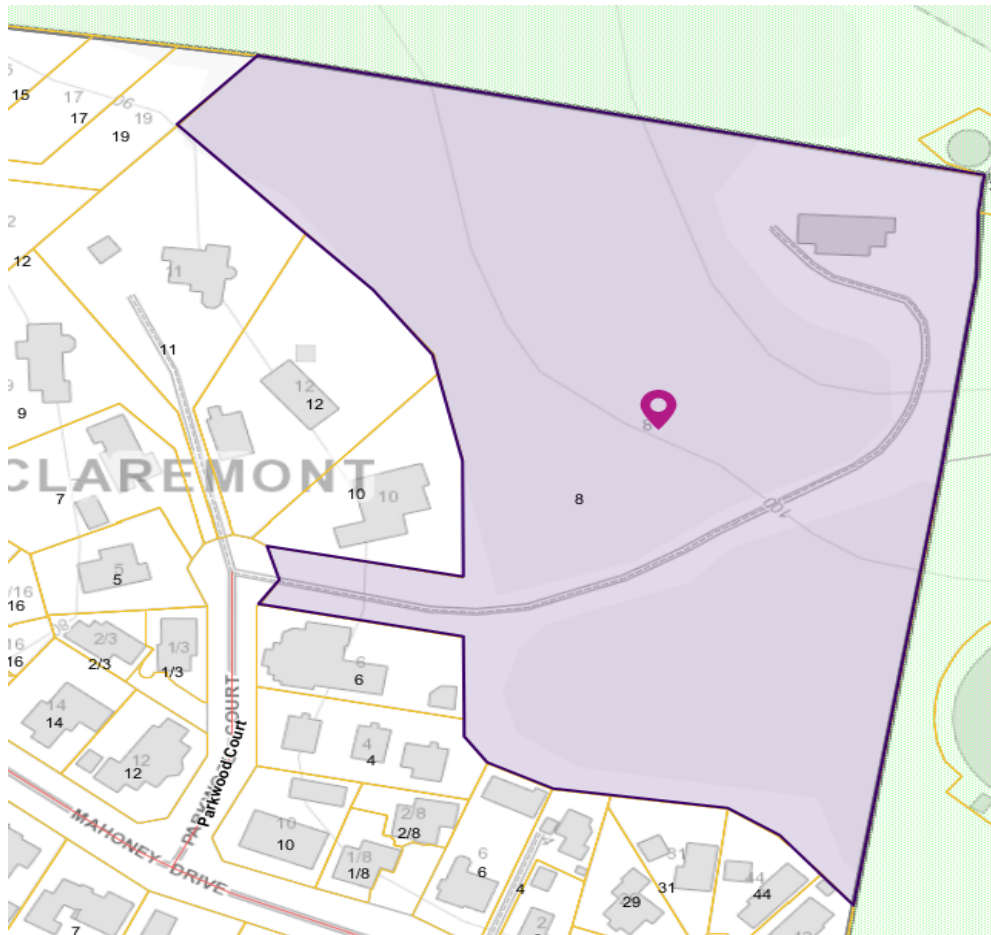


Figure 1: Location plan

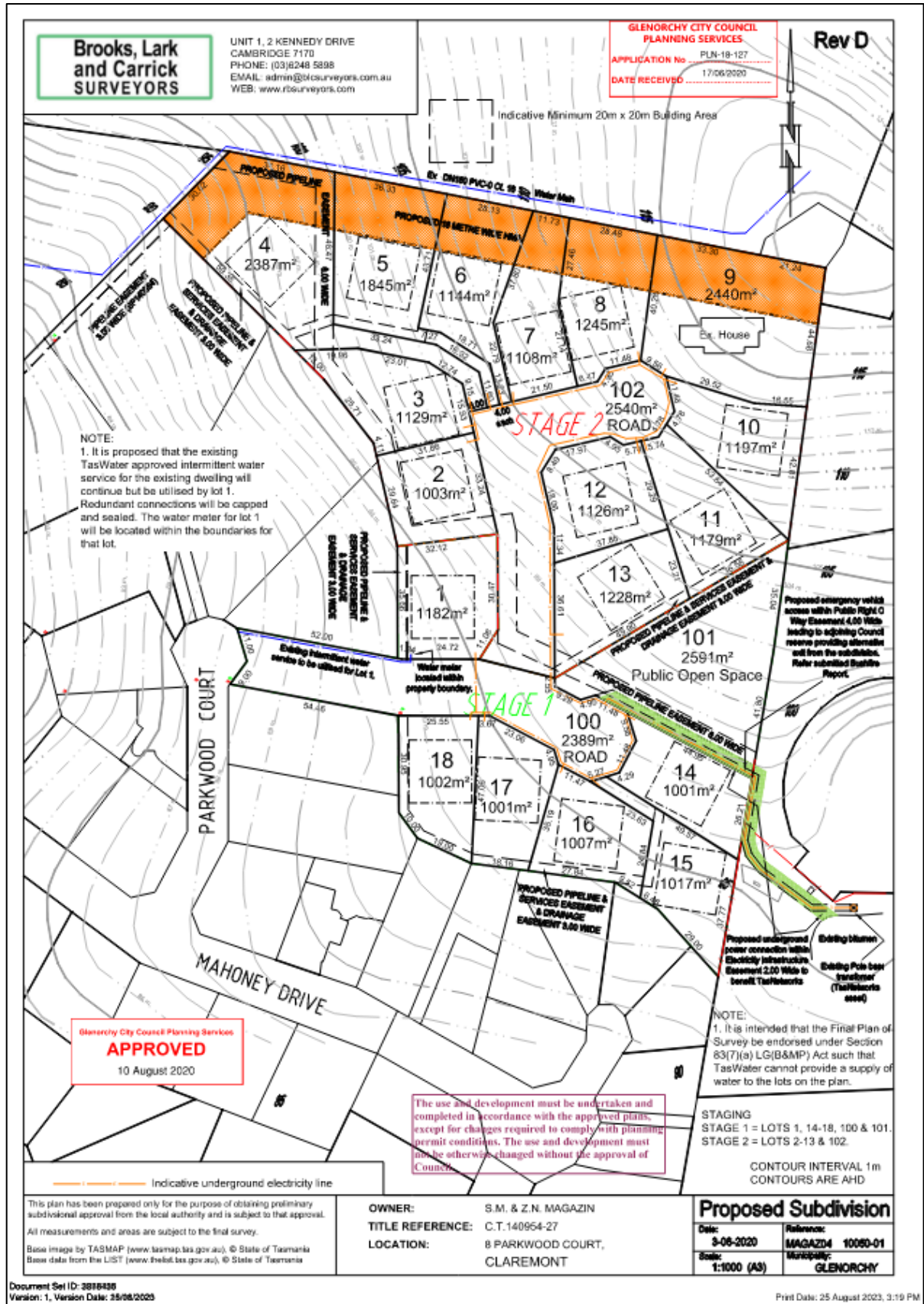


Figure 2: Subdivision plan & road layouts.

Consultations:

General Manager
Executive Leadership Team
Planning and Development Department
Assets, Engineering and Design Department

Human Resource / Financial and Risk Management Implications:

Financial

There are no direct financial impacts to Council regarding the naming of new roads in subdivisions.

Human resources

The submission of the proposed road name is managed within Council's existing resources.

Risk management

Council must ensure that the legislative process is followed as set out under the *Place Names Act 2020*. This Act empowers the authority in charge of the road with the rights to name it or accept submissions from third parties.

The naming of this new street will allow the completion of street addressing within this new subdivision, which in turn ensures other agencies such as Tasmania's Emergency Services are able to clearly identify localities by suburb street and number.

If road names are not assigned, then Emergency Services can experience difficulties in locating properties.

Community consultation

The report relates to the naming of a subdivision road. If the proposed name is approved by Council, it will be provided to Placenames Tasmania for validation in accordance with their Guidelines.

The development has been through the necessary Development Application process to gain approval permits, which includes a public advertising and appeals process. Accordingly, it is not necessary to undertake any public consultation or public relation actions.

Recommendation:

That Council:

1. ASSIGN the name BOSTON COURT to the subdivision road shown on the municipal map included in this report under s. 11 of the *Place Names Act 2020*, and
2. SUBMIT the proposed name to Place Names Tasmania for confirmation and registration.

Attachments/Annexures

Nil.

14. PROCUREMENT AND CONTRACTS EXEMPTIONS REPORT

Author: Manager People and Governance (Tracey Ehrlich)
Qualified Person: Director Community & Corporate Services (Jenny Richardson)
ECM File Reference: Procurement

Community Plan Reference:

Transparent and accountable government

Strategic or Annual Plan Reference:

Open for Business

Objective: We encourage responsible growth for our City.
Strategy: Maintain a progressive approach that encourages investment and jobs.

Leading our Community

Objective: We are a leader and partner that acts with integrity and upholds our community's best interests.
Strategy: Make informed decisions that are open and transparent and in the best interests of our community.
Objective: We responsibly manage our community's resources to deliver what matters most.
Strategy: Manage compliance and risk in Council and our community through effective systems and processes.

Reporting Brief:

To inform Council of a procurement exemption under Council's Code for Tenders and Contracts.

Proposal in Detail:

Exemption report

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

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

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

- the contract or purchase order value (excluding GST)
- the circumstances for engaging the contractor or supplier without seeking the required number of quotes
- the date approval was given to engage the contractor or supplier
- the date of the contract or purchase order
- if the contract or purchase order was as a result of a prescribed situation or prescribed contract under regulation 27 of the *Local Government (General) Regulations*, the sub regulation relied on for not calling for public tenders

On 19 December 2023 the Director Community and Corporate Services approved an exemption to Council's Code for Tenders and Contracts for a five (5) year extension of Council's licence to use the DocuSign e-signature software. The initial purchase of the DocuSign software was made through the Local Buy panel contract for a trial period of 12 months. This purchase fell under the category of 'prescribed contract' under s.27(d)(v) of the *Local Government (General) Regulations 2015*, where a tender process is not required. Additionally, the software is the only product of its kind which will integrate with Council's ReadyTech core systems implementation. Based on these two factors, the exemption is permitted under s27 of the *Local Government (General) Regulations 2015*. The exemption relates to an estimated value of \$130,000 excluding GST for a five (5) year licence renewal period.

Consultations:

Procurement and Contracts Coordinator
Accounts Payable Supervisor

Human Resource / Financial and Risk Management Implications:

Financial

The report documents estimated expenditure of \$130,000 excluding GST in budgeted operational costs.

Human resources

There are no material human resources implications.

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:

1. RECEIVE and NOTE the Procurement and Contracts Report relating to an exemption approved by the Director Community and Corporate Services for a five year extension licence of DocuSign e-signature software totaling an estimated \$130,000 excluding GST.

Attachments/Annexures

Nil.

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

15.1 NOTICE OF MOTION - COUNCILLOR KENDALL - PROPOSAL THAT COUNCIL CALL FOR IMMEDIATE AND PERMANENT CEASEFIRE IN GAZA

Author: General Manager (Tony McMullen)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Notice of Motion

Community Plan Reference:

Leading Our Community

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

Strategic or Annual Plan Reference:

Objective: Building image and pride

Strategy: We nurture and celebrate our proud and vibrant City with a strong sense of belonging

Action: Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.

Reporting Brief:

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

Motion:

In accordance with the Notice given, Cr Kendall intends to move the following Motion:

That Glenorchy City Council takes a public and principled position on the conflict in Israel and Palestine by joining international calls for an immediate and permanent ceasefire.

Explanatory Notes:

At December's meeting, a young Palestinian man, Feras Shaheen, who lives in our area, bravely addressed our council meeting, and called on us to demand a ceasefire.

The extraordinarily brutal nature of Israel's bombardment of Gaza warrants an extraordinary global response. We are compelled to take every possible avenue to express solidarity with the United Nations, key international human rights organisations, and our current residents who are affected by this crisis, as well as the traumatised survivors who may one day become our future fellow residents.

Additionally, as a diverse, multi-cultural, and multi-faith community, Glenorchy City Council should actively oppose all forms of racism, including Islamophobia and Anti-Semitism.

The death toll rises every day, and every day counts. Faced with a situation of this gravity, it is the responsibility of every individual not to avert our eyes, but to take a stand for a lasting and just peace for both Israelis and Palestinians.

Qualified Advice

In considering whether or not to adopt the motion, Council may wish to consider whether, if it were to adopt the motion, specifying the precise means by which it intends to give effect to "joining international calls for an immediate and permanent ceasefire".

Alternatively, the motion, if adopted in its current form, would serve as a statement of Council position on the issue. I understand that this is the proponent's intent.

Attachments/Annexures

Nil.

CLOSED TO MEMBERS OF THE PUBLIC

16. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council Meeting(Closed Meeting) held on 18 December 2023 be confirmed.

17. APPLICATIONS FOR LEAVE OF ABSENCE

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