

**COUNCIL MEETING
AGENDA
MONDAY, 30 SEPTEMBER 2024**



GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

The Chief Executive Officer 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 positioned above a horizontal line.

Tony McMullen
Chief Executive Officer
MONDAY, 30 SEPTEMBER 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, 2 September 2024

Purpose: Introductory meeting:

- Meet the new Glenorchy Police Inspector Jason Klug and receive an update on crime stats and preventative programs in Glenorchy LGA

Date: Monday, 9 September 2024

Purpose: OPEN Workshop:

- Child and Youth Safe Framework

Date: Monday, 16 September 2024

Purpose: To discuss:

- Car Parking Plan and Cash In-Lieu
- Cadbury Chocolate Experience
- Glenorchy Mural Proposal

Date: Monday, 23 September 2024

Purpose: To discuss:

- Update on STRLUS review project
- Annual update on upcoming bushfire season and Council's bushfire mitigation program

ELECTED MEMBER STATEMENT OF INTENT

November 2022

We will...	By...
Be curious, open to change and difference	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Being accessible Being honest and trustworthy Demonstrating transparency and accountability
Be respectful to each other	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Self-reflecting Being open to feedback Being brave enough to be vulnerable
Show strong leadership	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 26 August 2024 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None

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.

7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)

COMMUNITY

Community Goal – Making Lives Better

8. ACTIVITIES OF THE MAYOR

Author: Mayor (Sue Hickey)
Qualified Person: Chief Executive Officer (Tony McMullen)
ECM File Reference: Mayoral Announcements

Community Plan Reference:

Leading our community

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:

These are the events and external meetings that Mayor Sue Hickey attended between Monday, 19 August 2024 and Sunday, 22 September 2024.

Monday 19 August 2024

- Chaired the Council Workshop

Tuesday 20 August 2024

- Attended a meeting with the CEO of TasWater
- Visited the Indie School Glenorchy
- Attended a meeting with the Glenorchy Golden Years Club
- Attended a meeting with Alan Hall regarding proposal for Glenorchy Markets

Wednesday 21 August 2024

- Participated in a general meeting of the National Council of Women of Tasmania Inc (NCWT)
- Visited Glenorchy/Moonah business owners regarding the Business Breakfast on Safety
- Participated in a meeting with a constituent to discuss vandalism of her home
- Participated in a meeting with Lil Kelly regarding the Dementia Australia Café and Dementia Friendly Communities

Thursday 22 August 2024

- Participated in an ABC Radio interview with Leon Compton regarding Glenorchy Pool
- Participated in a meeting with Hazell Brothers
- Conducted community walks to speak with business proprietors regarding the business breakfast on Safety
- Participated in a tour of Glenorchy Jobs Hub with Minister Ellis
- Attended Dr Norelle Lickiss' book launch of *On the Kindness of Strangers*

Friday 23 August 2024

- Participated in a meeting with a constituent
- Participated in a meeting with the Premier and Minister Jaensch, Minister for Children and Youth, Minister for Community Services, Minister for Aboriginal Affairs and Minister Ellis, Minister for Police, Fire and Emergency Management, Minister for Housing and Planning, Minister for Skills and Training to discuss crime and antisocial behaviour in the Glenorchy Council area

Sunday 25 August 2024

- Attended the Glenorchy City Bowls Club sausage sizzle and performance of the Augusta Singers

Monday 26 August 2024

- Participated in a presentation to the Principal of Rosetta Primary School of their new defibrillator
- Chaired the Council meeting

Tuesday 27 August 2024

- Participated in radio interview with Ryk Goddard regarding news from the Council meeting of 26 August
- Attended the Father's Day Lunch at the Italian Day Centre
- Participated in an interview with *The Mercury* and Melissa Carlton about the Glenorchy War Memorial Swimming Pool

Wednesday 28 August 2024

- Hosted a Business Breakfast at the Moonah Arts Centre focussed on crime and antisocial behaviour in Glenorchy including presentations on businesses legal rights and responsibilities when confronted with criminal and/or threatening behaviour; information about how business owners and operates can keep their business and employees safe, as well as providing a briefing on what Council is doing to help mitigate the problem
- Participated in a meeting with Helen Burnet MP
- Participated in a meeting with the Ministry Assistant of The Salvation Army, Glenorchy

Thursday 29 August 2024

- Participated in an interview and filming with The Salvation Army Glenorchy to assist with promotion of services provided at The Salvation Army Glenorchy and with promotion for the need for further volunteers

Monday 2 September 2024

- Chaired the Council workshop

Monday 30 September 2024

Council Meeting Agenda

Tuesday 3 September 2024

- Attended The Salvation Army Glenorchy morning tea
- Participated in a phone meeting with Captain Sarah Parry of the Windeward Bound
- Participated in the Glenorchy Citizenship Ceremony

Wednesday 4 September 2024

- Attended day 1 of the Local Government Association of Tasmania Conference for the full day

Thursday 5 September 2024

- Attended day 2, a half day of the Local Government Association of Tasmania Conference
- Participated in a meeting with the business proprietors of St Albi regarding experiences of criminal behaviour

Friday 6 September 2024

- Attended the Investiture for Recipients of the 2024 King's Birthday Honours and Meritorious Service Awards
- Participated in meeting held via telephone with Andrew Wilkie regarding funding of the Glenorchy War Memorial Pool
- Attended Nyrstar Hobart's Long Service Awards

Saturday 7 September 2024

- Participated in the Dance with Kinetic Connects at the Multicultural Hub, a project supported through a GCC Cultural Celebration Grant
- Participated in the official opening and afternoon tea of the Claremont Daffodil, Camelia, and Spring Flower Show

Monday 9 September 2024

- Participated in a meeting with Captain Sarah Parry of the Windeward Bound
- Chaired the Open Council workshop

Monday 30 September 2024

Council Meeting Agenda

Wednesday 11 September 2024

- Participated in a meeting with Aurora Disability Services
- Participated in the Community Yarn with a focus on safety

Thursday 12 September 2024

- Presented on the topic of crime, antisocial behaviour, and future plans for Glenorchy at the meeting of the University of the Third Age
- Participated in a meeting with City of Hobart Councillor Bill Harvey
- Participated in a meeting with the Tasmanian Active Living Coalition
- Participated in Glenorchy City Council's Community BBQ for R U Okay Day

Saturday 14 September 2024

- Participated in the 2024 SFL Grand Final Luncheon
- Attended the Nepali Society of Tasmania Press Meeting
- Attended the Football Tasmania 2024 end of Season Awards Dinner and presented various awards

Sunday 15 September 2024

- Participated in the Chinese Mid-Autumn Festival

Monday 16 September 2024

- Participated in a media call with Andrew Wilkie regarding theft of building materials at North Chigwell Soccer Ground redevelopment site
- Participated in the Dementia Action Week 2024 Morning Tea at the Golden Wattle Club
- Chaired the Council Workshop

Tuesday 17 September 2024

- Attended the deep dive online presentation into the Budget and the State of Tasmania's Finances with Saul Eslake
- Attended the 30th Birthday Afternoon Tea of Abbeyfield Berriedale House
- Participated in the Glenorchy Citizenship Ceremony

Monday 30 September 2024

Council Meeting Agenda

Wednesday 18 September 2024

- Participated in the Greater Hobart Mayor's Forum – 2 hours

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 a report about the activities of Mayor Hickey from Monday, 19 August to Sunday, 22 September 2024.

Attachments/Annexures

Nil.

9. SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY

Author: Manager Community (Ron Petterson)

Qualified Person: Director Corporate and Community (Tracey Ehrlich)

ECM File Reference: Community

Community Plan Reference:

Making Lives Better

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

Leading our community

We are a progressive, positive community with strong Council leadership.

Strategic or Annual Plan Reference:

Making Lives Better

Objective: We deliver services to meet our community's needs

Strategy: Meet our legislated obligations with a collaborative best practice approach

Leading Our Community

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

Strategy: Use a collaborative approach across Council to ensure policy and procedure meet the needs of our staff and community members

Reporting Brief:

To present the Child and Youth Safe Organisations Framework, the Compliance Guidance for Organisations, and the Consultation Full Report for noting, and recommend that Council adopt the Safeguarding Children and Young People Policy for review.

Proposal in Detail:

Background

This is a new policy developed to help Council meet its mandated obligations under the *Tasmanian Child and Youth Safe Organisations Act 2023* (The Act). The Act prescribes responsibilities for organisations including local government which include mandatory safeguarding policy and procedures to cover all activities and programs which involve or affect community members under the age of 18 years old.

The Tasmanian Department of Justice then released a Child and Youth Safe Organisations Framework (CYSOF) which provides a structure for organisations to systematically embed child safety across our strategic development and service delivery. The CYSOF is attached as **Attachment 1**.

The CYSOF is built around four pillars:

1. The Child and Youth Safe Standards
2. The Reportable Conduct Scheme
3. The Independent Regulator
4. Information sharing provisions

The Act was passed in May 2023. In October 2023, the Department of Justice released a Child and Youth Safe Organisations Interim Compliance Guide, which is included as **Attachment 2**.

Requirement for the Policy

The Child and Youth Safe Standard 1 states that child safety and wellbeing is to be embedded in organisational leadership, governance and culture.

Pages 18-19 of the Interim Compliance Guide detail how organisations might start addressing Standard 1, which include:

- A public commitment to child and youth safety
- A Code of Conduct which sets out expectations regarding behaviour of staff and volunteers with children and young people
- A child safety and wellbeing policy - (the draft "Safeguarding Children and Young People Policy" is at **Attachment 3**)

Safeguarding Children and Young People Policy Content

The Policy addresses the CYSOF four pillars shown above.

The Policy also includes a statement of commitment to set out how Council will embed child safety across our organisation.

It formalises the creation of a Child Safe Organisation Working Group.

It also sets out the relevant roles and responsibilities at all levels of council including Elected Members.

It provides for policy and procedural changes required to comply with the Child Safe Standards.

This draft policy includes our approach to the Royal Commission Recommendation 6.12, formalising the appointment of child safety officer positions from existing staff profiles to carry out the listed child safe functions.

It also states that the Council will take reasonable steps to engage with persons who utilise Council facilities on these matters.

Consultations:

- Elected Members
- Management Team
- Executive Leadership Team
- Corporate Governance
- Council Officers
- Joint Consultative Committee
- Community consultation in November 2023

Human Resource / Financial and Risk Management Implications:

Financial

The programs which may flow from the policy are an increased operational cost to Council. Budget funds have been allocated for a Social Planning and Policy Officer. Other work will be accommodated within existing budgets.

Human resources

The work to implement the policy will be coordinated by the Social Planning and Policy Officer with assistance from other staff.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p>Adopt the recommendation</p> <p>That the content of the policy does not meet public expectations</p>	Possible (L3)	Unlikely (L2)	Low (3)	Council has controlled the risk by adopting a well-recognised standard policy format.
<p>Do not adopt the recommendation</p> <p>The Council will not be compliant with legislation and may suffer reputational damage.</p>	Moderate (C3)	Unlikely (L2)	Medium (8)	Council makes alternative arrangements to meet the legislative requirements.

Community Consultation and Public Relations Implications:

Community consultation

Council officers ran a community consultation in November 2023 to raise awareness about the new law and to consult with community members about how they see council's role in child safeguarding, preferred reporting methods and other language about safety – to inform development of future public commitment and policy.

178 people participated in the survey, either through “Let’s Talk, Glenorchy” website or at one of our community pop-ups. The full consultation report is attached as **Attachment 3**.

An open Council workshop was also held on 16 September 2024 to explain the new Child Safe Framework.

Public relations

It is anticipated that the community will take an interest in the adoption of the policy as a sign of a new commitment to child safety and young people. Officers will liaise with our media and communications officers on an ongoing program to make the public aware of the Council's renewed commitments.

Recommendation:

That Council:

1. NOTE the Child and Youth Safe Organisations Framework at **Attachment 1**, the Compliance Guidance for Organisations at **Attachment 2**, and the Consultation Full Report at **Attachment 4**.
2. ADOPT the Safeguarding Children and Young People Policy at **Attachment 3**.

Attachments/Annexures

1 Child and Youth Safe Organisations Framework



2 Compliance Guidance for Organisations



3 Draft Safeguarding Children and Young People Policy



4 Consultation Full Report



10. B KINDER COUNCIL PROPOSAL

Author: Manager Community (Ron Petterson)
Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)
ECM File Reference: Community Projects

Community Plan Reference:

Building Image and Pride

We work for a safe and clean city

Strategic or Annual Plan Reference:

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
Action	Work in collaboration with government agencies and community organisations to deliver diversional programs that aim to improve youth and community safety, resilience, and engagement
Objective	We nurture and celebrate our proud and vibrant City with its strong sense of belonging
Strategy	Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance
Action	Deliver events such as International Day for People with a Disability, Disability Awareness workshops, LGBTQI+ safety and easy English training

Making Lives Better

Objective	We deliver services to meet our community's needs
Strategy	Deliver services to our community at defined levels
Action	Provide quality, sustainable, compliant childcare services
Objective	We champion greater opportunities for our community
Strategy	In partnership with others, facilitate and advocate for a welcoming, inclusive, healthy and learning community
Action	Deliver grant funded projects that support mental health courses and "Glenorchy on the Go" projects

Reporting Brief:

To recommend that Council support Glenorchy City Council becoming a b kinder Council.

Proposal in Detail:

The b kinder program takes a positive approach to wellbeing, empowering young people with tools such as kindness, empathy, and self-awareness. This approach counters the increasing trends of anxiety, social isolation, bullying, and suicide. A key component of this program is the *Bigger Picture* workbook, used by Year Six students, which focuses on building empathy, mental health, leadership, and positive relationships.

Historically, the b kinder foundation has actively engaged schools across Australia, many of which have achieved b kinder school accreditation. To maintain this status, schools must adhere to five core standards:

1. Hosting a b kinder day event
2. Creating a designated “Kindness Space” within the school
3. Committing to community service
4. Implementing methods for recognizing acts of kindness among students
5. Connecting with other b kinder schools or introducing the concept to a new school

This year, Glenorchy City Council has partnered with the b kinder Foundation to promote kindness within the community. This initiative was trialled as part of Council’s response to youth anti-social behaviour occurring in the community. A key project was the participation in, and promotion of, b kinder day. This was aimed at sparking discussions about kindness while empowering and inspiring acts of kindness. The day emphasises connecting people, fostering inclusivity, and encouraging kindness.

Additionally, the Council has integrated the b kinder program into its Child Care Education facilities and extended support to three local schools. The focus is on improving children's mental health and wellbeing through this evidence-based kindness program. By prioritising prevention and early intervention, the program helps children during their formative years become kinder, more empathetic, and compassionate. This, in turn, significantly reduces the risk of severe mental health issues, bullying, and suicide among children and young people.

An opportunity has presented for Glenorchy to become the first b kinder Council in Australia, shifting focus from negativity to building positive pathways for the future through kindness, compassion, empathy, and belonging.

To achieve b kinder Council status, the Council must commit to five key kindness initiatives, aligned with those required of b kinder schools. These initiatives include:

1. Leading an annual b kinder day event
2. Establishing a designated "Kindness Space" within the Council and recognising staff who embody b kinder values
3. Adopting a Kindness Commitment Statement and nominating a staff member as Council's Kindness Officer
4. Hosting and promoting at least one online b kinder workshop annually of up to 100 people
5. Supporting a minimum of three local schools per year in becoming b kinder schools

Expected outcomes of Council undertaking this initiative are:

- A positive increase in community wellbeing through proactive youth education
- Glenorchy City Council leading by example, encouraging other councils, local businesses, service providers, and community groups to embrace b kinder values
- An enhanced social cohesion within the Council and the broader community; and
- Council actively contributing towards building stronger, more resilient local communities

The total annual cost to implement the five kindness initiatives including signage, school support and a workshop is \$3,585.00 excluding GST.

Consultations:

Chief Executive Officer
Elected Members
Director Community and Corporate Services
Manager Community
Coordinator Community Development
Child Care Delivery Coordinator
Access and Inclusion Officer
Chief Executive Officer - b kinder foundation

Human Resource / Financial and Risk Management Implications:

Financial

Funds required are \$3585.00 per annum and are within current operational budgets.

Human resources

Current staff levels are adequate to facilitate project.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p>Adopt the recommendation</p> <p>Cost for delivery of five key criteria to meet accreditation as b kinder Council not able to be met</p>	Insignificant (C1)	Unlikely (L2)	Low (2)	Funds are within current Council Annual budgets
<p>Council staffing levels unable to facilitate program and meet the five requirements to maintain accreditation</p>	Insignificant (C1)	Unlikely (L2)	Low (2)	Current council officers are sufficient to facilitate program
<p>Do not adopt the recommendation</p> <p>Reputational - Council not promoting or meeting community needs to improve youth and community safety, resilience, and engagement</p>	Moderate (C3)	Possible (L3)	Medium (9)	Council Officers redesign its youth and school engagement program and seek alternative support.

Community Consultation and Public Relations Implications:

Community consultation

No community consultation has been undertaken.

Public relations

If Council approve this recommendation, the b kinder program will be communicated to the community and local schools on a regular basis using a variety of communication channels, including face to face meetings, emails and social media.

Recommendation:

That Council:

1. SUPPORT Glenorchy City Council becoming a b kinder Council.

Attachments/Annexures

Nil.

GOVERNANCE

Community Goal – Leading our Community

11. FINANCIAL PERFORMANCE REPORT TO 31 AUGUST 2024

Author: Manager Finance (Allan Wise)
Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)
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:

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: 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 August 2024.

Proposal in Detail:

Council's Financial Performance Report (Report) for the year-to-date ending 31 August 2024 is at **Attachment 1**.

The Report highlights Council's operating result as at the end of August is \$1.062 million better than budget. The favourable variance is the combined result of \$0.167 million more revenue than budget and \$0.895 million less expenditure than budget.

Executive Summary

A favourable operating result is reported at 31 August 2024.

Key budget revenue and expenditure targets continue to be achieved or are within acceptable tolerances having regard to specific influences. These include Rates, User Fees & Charges, Employee Costs and Materials & Services.

Revenue

Year-to-date operational revenue is \$61.729 million compared to budgeted operational revenue of \$61.562 million. This represents a favourable result of \$0.167 million or 0.30% against budget.

The bottom-line variance is minimal, however there are two areas of note. The Grants variation is predominately the result of unspent operational grants carried forward from the previous year. This report proposes a budget variation to resolve this variation in future reporting months. The Interest on Investments figure includes an interest accrual back to 2023/24 for a term deposit commencing in 2023/24, but not maturing until 2024/25. This will resolve itself when those term deposits mature in coming months and we receive the interest.

Expenditure

Year-to-date operational expenditure is \$10.843 million compared to budgeted expenditure of \$11.738 million. This represents a favourable result of \$0.895 million or 7.6% against budget.

The two main areas contributing to the under expenditure are Employee Costs and Materials & Services. Employee Costs are the result of position vacancies which continue to impact staffing levels and the ability to fully deliver administrative, community and works programs. While this has some impact on the Materials & Services budget, the main contributor to that underspend is pending payments for the Core Information Systems replacement project.

Non-operating – Capital Grant Revenue

Capital grant revenue is \$1.296 million against the annual \$7.598 million budget.

Unspent capital grants carried forward from last year primarily contribute to the result. A variation to the budget is proposed in this report to eliminate future budget to actual variances for this revenue category.

Non-operating – Monetary Contributions

Monetary contributions towards capital investments is \$9,000 against nil annual budget.

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

Disposal of assets currently records a minimal loss of \$3,000 against an annual budget loss of \$1,375,000.

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. There is also an allowance for derecognised assets where it is found the physical asset is no longer in accordance with the asset register.

Non-Operating – Contributions Non-Monetary Assets

No non-monetary assets have been received to date against an annual budget of \$3.675 million.

Typically, these are donated / gifted assets received from subdivisions and like 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 \$700,000.

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 \$3.236 million against a combined annual budget of \$26.909 million. The expenditure split is \$1.947 million for major projects and \$1.289 million for recurrent projects.

A separate Capital Works Status Report is being presented to this meeting.

Budget Variation

There are several specific purpose operational and capital grants received in the 2023/24 financial year where the entire funds were not expended in that year. In accordance with the applicable accounting standards, the remaining grant balance has been carried forward into the 2024/25 year.

As the 2024/25 budget was prepared prior to the end of the 2023/24 year, it was not possible to budget for carried forward grants in the new year.

In order to avoid repeated monthly budget to actual grant variances, it is proposed to vary the 2024/25 budget to accommodate the carried forward grants detailed in Attachment 2 to this report.

Further Information

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

Consultations:

Chief Executive Officer
Executive Leadership Team
Officers responsible for Capital and Operational Budget reporting

Human Resource / Financial and Risk Management Implications:

The 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 risk management issues arise.

Risks associated with Council's financial expenditure and sustainability were managed through the process of 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 August 2024 as set out in Attachment 1.
2. APPROVE a variation to the 2024/25 budget estimates to provide for operational and capital grants carried forward from the 2023/24 financial year as set out in Attachment 2.

Attachments/Annexures

- 1 Attachment 1 - Financial Performance Report - August 2024



- 2 Attachment 2 Carried Forward Grants



12. CAPITAL WORKS STATUS REPORT

Author: Deputy Chief Executive Officer (Emilio Reale)

Qualified Person: Deputy Chief Executive Officer (Emilio Reale)

ECM File Reference: Capital Works Programs

Community Plan Reference:

Making Lives Better

Our lives will be enhanced by using good design to create safer, more welcoming public spaces.

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.

Valuing our Environment

We will value and enhance our natural and built environment.

Strategic Plan Reference:

Making Lives better

Objective: We deliver services to meet our community's needs.

Strategy: Deliver services to our community at defined levels.

Strategy: Identify and engage in partnerships that provide services effectively to our community.

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.

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

Strategy: Manage the City's assets responsibly for the long-term benefit and growth of our community.

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

Valuing our Environment

- Objective: We improve the quality of our urban and rural areas as places to live, work and play.
- Strategy: Make our City more liveable by providing and upgrading public places and facilities for people to come together.
- Strategy: Make our City more liveable by investing in our City's infrastructure.

Reporting Brief:

To provide Council an update on capital works progress for the 2024/25 financial year.

Proposal in Detail:

Council was able to deliver an extensive capital works program during the 2023/24 financial year and has continued this trend into the new financial year.

General Market Conditions

During the last quarter of last financial year, we saw the supply chain situation improve dramatically. Materials that were hard to obtain last year are now readily available. However, there are still some delays with certain products but not to the same extent to previous years.

Contractor availability has also improved. Council is now receiving strong competition when tendering out most projects. Cost escalation is still a significant issue with some projects. Previous cost increases have not receded even though the market has cooled down. The predictions from Quantity Surveyors and Construction Economists, is that there will be further construction cost increases during this financial year.

The three-year outlook to 2027 includes an escalation forecast of around 5% per annum on average across capital city markets for Building works. For Infrastructure, the expected escalation is around the 5% mark for 2024 before rising closer to 6% per annum on average in capital city markets in 2025 and 2026, driven by the next phase of major projects, which will see escalation strengthen in 2025 and remain elevated in 2026 across most markets.

Council officers are monitoring the market through Council procurement processes to ensure Council is getting best value for money in project delivery.

Project Governance

There are situations where projects come in under budget or can't be delivered due to other unforeseen circumstances. This is where Council's Infrastructure Management Group (IMG) provide the oversight to make decisions to bring forward a future project in place of one that can't be delivered. This is done in accordance with IMG's Terms of Reference. This has provided the ability to ensure the recurrent capital works budget is being expended to provide value to the community in replacing worn out assets or providing new required assets to improve services to the community.

Capital Works Overall Status

Year-to-date Capital Works expenditure is \$3.236 million against a combined annual budget of \$26.909 million. At the end of August, the expenditure split between recurrent and major projects is:

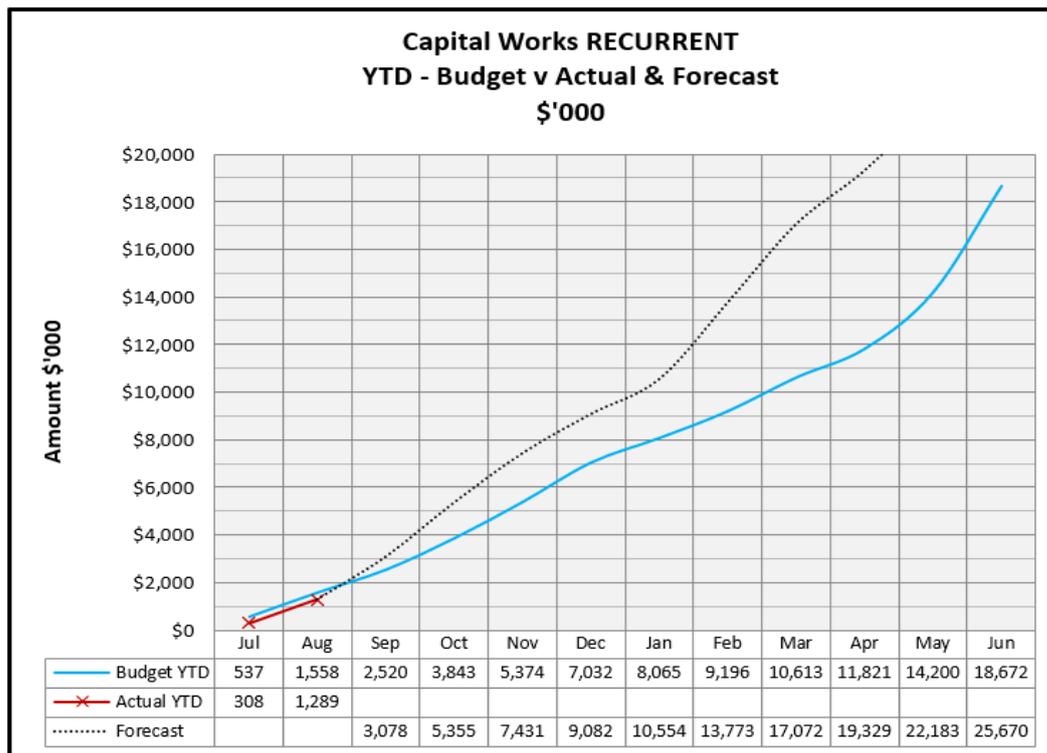
- \$1.289m or 7% of the annual recurrent budget has been expended
- \$1.947m or 24% of the major projects budget has been expended

Recurrent Capital Program Expenditure

Currently, the recurrent capital works program is reporting actual expenditure slightly behind budget at the end of August.

The graph below indicates that at the end of August 2024, \$1.289 million has been expended on Council funded recurrent projects.

The graph also indicates that the forecast amount exceeds the budget amount. This is due to forecasted carry forwards of unspent 2023/24 FY funds for projects such as Renfrew Circle which is a multi-year project. Forecast and budget will be adjusted during a midyear review.



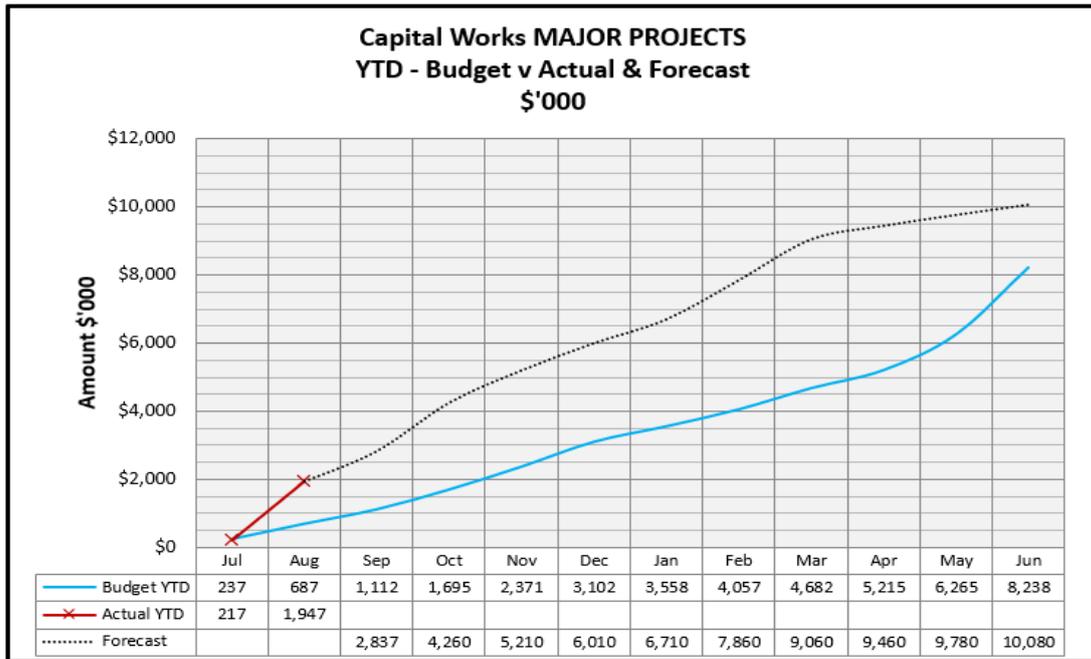
Major Grant Funded Projects Expenditure

Council has been undertaking a large program of grant-funded major projects over the past 3 financial years, involving major sporting facility redevelopments such as the KGV soccer ground redevelopment, the North Chigwell Junior Soccer Hub, the Tolosa Park Dam redevelopment and we can now include the Glenorchy Pool remediation project to this list. These projects are tracking well, however there has been a recent spate of thefts that have set back the North Chigwell Junior Soccer Hub project.

The graph below shows that expenditure is \$1.260 million ahead of budget, however this was based on an earlier forecast. As many of the Major Projects are multi-year projects, the forecast expenditure is based on estimates during the past mid-year period. The estimates of expenditure are subject to market conditions and contract progress. Now the past financial year has closed, and the actual expenditure is evident, some adjustments are now required to the Major Projects section of the Capital Budget that requires Council endorsement. These projects are all either grant funded or from preapproved Council reserves, therefore, there is no impact on Council's financial position. This is not a request for additional funding, just an adjustment to the forecasted capital budget expenditure for this financial year.

The adjustments to each account number are as follows:

- 101059 – increase forecast by \$755K (from \$1M to \$1.755M) – KGV Soccer, multi-year project forecast correction (totally grant funded)
- 101536 – increase forecast by \$1.173M (from \$200K to \$1.373M) – Tolosa Dam, multi-year project forecast correction (totally funded by property disposal reserve funds from DEC sale)
- 102182 – Increase by \$45K (from \$500K to \$545K) – Claremont Skatepark - multi-year project forecast correction (totally grant funded)
- 101250 – Increase by \$65K (from \$4M to \$4.065M) – North Chigwell Soccer, multi-unit developer contribution of \$65K for pathway/footpath
- 102231 – include \$3.5M (from \$0) – Glenorchy Pool repairs – (totally grant funded \$5m balance to be included in next FY budget)
- 102175 – increase of \$100K (from \$350K to \$450K) - landfill office and recycling/reuse area project, received a grant for \$100K to expand the project.



Status of Major Projects

The majority of major grant funded projects are on track for completion in the 2024/25 financial year.

A summary of larger scale projects is provided below.

Glenorchy Soccer Packages

KGV Soccer

To date, the synthetic pitch replacement is complete and certified to FIFA standards along with all fencing surrounding the pitch. The new LED lighting is complete and operational. The pitch has been operational for some time and is performing well.

Construction of the new changerooms and public toilets was completed in June 2024 and has provided the player and referees with required facilities without disruption to games.

The final stage of this project is the renovation of the existing grandstand which has commenced with expected completion in February 2025. This will fully complete the KGV Soccer redevelopment project.

North Chigwell Junior Soccer Hub

All Playing surface, drainage and lighting works are complete and the grounds are fully operational. The construction of the new clubrooms has commenced.

This project was tracking well, however there has been a recent spate of thefts that have set back the North Chigwell Junior Soccer Hub project.

There was 640 metres of electrical mains cable removed from already installed conduits. These mains cables will now need to be re-excavated and re-laid. This has had an impact on project cost for the Contractors (including upgraded security costs) and time delays for Council. These delays have pushed this project out until March 2025.

Once the clubrooms are completed, this will complete the redevelopment project for the North Chigwell soccer facility.

Tolosa Park Dam Redevelopment Project

TasWater and Glenorchy City Council are jointly funding the first stage of works under the master plan for the former reservoir area to transform it into an open parkland.

Under the agreement, TasWater will contribute \$3.2 million of the estimated \$6.208 million cost of the Stage A works, with Council funding the balance.

Works commenced on the first stage of the redevelopment in September 2023. The earthworks and irrigation were completed in April 2024. Grass seeding was completed soon after and is now in the Spring growth stage. The grass is establishing well despite the cold weather conditions. The majority of the new gravel paths have been constructed however this has had to be deferred due to the ground conditions being too wet for machinery to operate on. Most vegetation has been planted and tree planting will also commence in later in the Spring season.

Council has applied for a grant under the Federal Government's Thriving Suburbs Program to help fund some facilities for the site. These include features such as a destination play space, additional huts and BBQs, new toilet and change facilities and a full-size Pump Track.

Climate Change Projects

Glenorchy City Council has allocated \$200,000 for projects that complete or work towards actions in the Glenorchy City Council's Climate Change Mitigation Plan that was approved by Council in May 2024. Progress to date includes:

- The ordering of three fully electric vehicles for Council's fleet
- Two electric vehicle chargers organised for Chambers carpark
- Fencing of section of carpark at Chambers commencing 23rd September to allow for overnight fleet car charging, and secure bicycle storage for staff
- Council has engaged engineers to investigate Supply Capacity with TasNetworks to assess available network capacity to provide public electric vehicle chargers in public car parks in Glenorchy and Moonah.
- Switchboard and roof tie down work completed on Council Chambers to make roof suitable for solar panels
- Grant application submitted for 50% of cost of installing solar panels on Council Chambers roof

- Quotes being obtained for solar panel installation on other Council buildings such as the Work Centre and Child Care buildings
- The upper floor of the Chambers building will be upgraded to all LED lighting Starting Monday, 23 September consuming 60% less electricity than comparable fluorescent lights
- New metal Council Keep Cups have been ordered to replace the current old plastic cups
- To date this year, 3127 native trees and plants have been planted across 11 Council sites with extensive community participation through various Landcare groups
- New Town Rivulet has been cleared ready for native plantings with a grant to be sought for a local friends of the rivulet group to undertake the works
- Two new public toilet facilities completed (Gibblins Reserve and Windermere Bay) with energy efficient lighting and water efficient toilets and taps
- New walking track at Berriedale Foreshore linking to Windermere Bay
- Stage 1 of Main Road Granton shared path has commenced construction
- Grant funding received to upgrade the intercity cycleway crossing at Mentmore Street
- Vulnerable Road User Program (VRUP) funding received for the following Active Transport projects:
 - o KGV Avenue pedestrian crossing near Wrights Ave
 - o Installation of footpath and kerb ramps at Baywater Road to assist cyclists
 - o Bowden Street to Terry Street cycling link
- Council is working with the Department of State Growth on developing a new Cycling Infrastructure Plan for Glenorchy

Playground Renewal Program

Council received a grant deed from the Australian Government for a \$1.5 million election commitment for playground renewals that was made at the last federal election. These funds have provided a further acceleration of the playground renewal program and includes the renewal of the following Playspaces:

Playspace Location	Planned Completion Date
Alroy Court Reserve, Rosetta	Completed
Cooinda Park, West Moonah	Completed
Roseneath Reserve, Austins Ferry	November 2024
Chandos Drive Reserve, Berriedale	Completed
Pitcairn Street Reserve, Glenorchy	Completed
Battersby Drive Reserve, Claremont	Completed

Playspace Location	Planned Completion Date
Collinsvale Reserve, Collinsvale	Completed
Lutana Woodlands, Lutana	Completed
Barossa Road Reserve, Glenorchy	Completed
International Peace Park, Berriedale	Completed

Council Chambers Solar Panel Installation and Roof Upgrades

Council officers investigated the benefits of installing solar panels on high daytime use buildings such as the Council Chambers. A cost benefit analysis based on quotes received indicated the solar panels cost was \$95,000 but will save up to approximately \$25,000 per annum (depending on the time of year and weather conditions) in electricity costs, putting the payback time for the panels themselves at around five to six years.

Council has experienced delays in the completion of this project due to having to do major upgrade works to the switch board and engineered roof tie downs due a section of the building needing roof structure upgrades for the wind loading for this area. These works are now complete, and a Grant application has been submitted for 50% of cost of installing solar panels on Council Chambers roof. Quotes being obtained for solar panel installation on other Council buildings such as the Work Centre and Child Care buildings.

Windermere Bay Foreshore Development

Council has an ageing skate situated adjacent to Abbotsfield Park. This skate park is due for renewal, however over past years, Council has received reports that this skate park is not in a very central location or a place where parents feel safe leaving their children to play due to the lack of natural surveillance. Council officers set about finding a better location that was more central to the Claremont CBD and with better facilities nearby. Based on these reasons the Windermere Foreshore Reserve was selected. This project consists of the construction of a new toilet block to also service the existing park, the relocation of the ANZAC memorial Lone Pine. These are now completed. A public survey was undertaken to determine the elements that should be included in the park. The project includes the construction of a half pipe skate ramp and a pump track for bikes and scooters which were determined by the public survey results. The Skate ramp is currently out for tender and once final cost are known a tender will be released for the pump track. The skate ramp and pump track are joint funded by Glenorchy City Council and the State Government for a total cost of \$545,000.

Consultations:

Consultation has been undertaken with:

Chief Executive Officer

Executive Leadership Team

Managers and Coordinators within the relevant Departments and

External agencies such as TasWater, Community Sport and Recreation and numerous sporting clubs.

Human Resource / Financial and Risk Management Implications:

Financial

It is important to note that for every new asset created by Council there will be additional, ongoing operational costs. New assets should therefore be treated as a new service to the community which incurs additional cost. On current estimates and experience, the cost of new assets to Council's ongoing operational budget over the life if the asset is around 2.5% for maintenance and 2.5% for depreciation. This could be equated to a percentage of rates that need to be allocated to keep new assets in a good state of repair and renewed when they reach the end of their useful life.

Delivery of a capital works program is essential to ensure that Council is financially sustainable, and that Council's assets are being renewed, maintained, and developed to meet the current and future needs of the Glenorchy community. Failing to maintain and renew assets can lead to environmental impacts and assets not delivering the required level of service to the community.

Human resources

The delivery of the capital works program (including project management of outsourced works) is managed within Council's existing resources.

Risk management

Council must plan and deliver a suitable capital works program to ensure that its assets are able to service the needs of the community. Council's reputation and the community's amenity would suffer if assets and service levels are not maintained at necessary standards. The consequence of inadequate maintenance and upgrade of capital assets would be increased costs in the future.

Risks associated with Council's financial expenditure and sustainability are 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.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Ongoing substantial budget deficits leading to depleted cash reserves as a result of changes to economic conditions or other unforeseen events, leads to a loss of financial sustainability or the need to borrow or increase rates above community expectations.	Severe (C5)	Unlikely (L2)	Medium	Budget and LTFMP formally reviewed during the year. Prudent debt management and consistent monitoring of financial conditions enabling an appropriate response. LTFMP reviewed annually and adjustments made in future budgets to account for any unforeseen events. The current LTFMP forecasts ongoing modest rate increases, however may need to be reviewed based on market conditions and construction indexes.
Further economic changes result in estimates that are not materially accurate, leading to a need to revise estimates either up or down again during the year.	Minor (C2)	Possible (L3)	Medium	Continued prudent debt management and consistent monitoring and reporting of financial conditions, enabling an appropriate response.
Suppliers, contractors and service providers are unable to provide goods and services or at competitive prices.	Minor (C2)	Possible (L3)	Medium	Robust procurements to engage with a broad range of potential suppliers and service providers to minimise dependencies.
Damage to Council infrastructure from unpredictable events resulting in significant costs to repair or replace.	Major (C4)	Unlikely (L2)	Medium	Limited insurance coverage in place for some events with Council accepting risk of a significant event where other financial support is not made available (e.g. State Government).
Do not adopt the recommendation				
Budget estimates for the 2023/24 year would not reflect the actual position, leading to less effective financial management and potential breaches of the Act or accounting standards	Major (C4)	Likely (L4)	High	A further report and revised recommendation is brought to Council as a priority, addressing any concerns raised by Aldermen.

Community Consultation and Public Relations Implications:

Community consultation

Community consultation is undertaken on specific projects as required. There are several projects included in this report where specific community engagements have been undertaken to determine the final outcomes to be achieved.

Recommendation:

That Council:

1. RECEIVE and NOTE the report on the Capital Works status to the end of August 2024
2. ENDORSE the adjustments to the Capital Works Budget for each grant or reserve funded account number as follows:
 - 101059 – increase forecast by \$755K (from \$1M to \$1.755M) – KGV Soccer, multi-year project forecast correction (totally grant funded)
 - 101536 – increase forecast by \$1.173M (from \$200K to \$1.373M) – Tolosa Dam, multi-year project forecast correction (totally funded by property disposal reserve funds from DEC sale)
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 - 102175 – increase of \$100K (from \$350K to \$450K) - landfill office accommodation and recycling/reuse area project, received a grant for \$100K to expand the project.

Attachments/Annexures

Nil.

13. UPDATED COUNCIL POLICIES

Author: Governance Officer / Paralegal (Eliza Ostler)
Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)
ECM File Reference: Council Policies

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Leading our Community

Objective: 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 present the following reviewed policies for adoption:

- No Spray Register Policy
- Council Policy and Procedure Framework Policy
- Footpaths Policy

To present the following policy to be rescinded:

Traffic Management Plans Policy

Proposal in Detail

All policies adopted by Council are reviewed cyclically. The ordinary review period for Council policies is four (4) years after adoption. However, policies may be reviewed earlier if it is appropriate to do so, for example if there are changes to a relevant governing act.

No Spray Register Policy

The No Spray Register Policy was adopted by Council at its meeting on 28 September 2020. The Policy provides the framework for Council's 'No Spray Register' in accordance with section 26 of the Code of Practice for Spraying in Public Places. The Policy has been reviewed by the Manager of Works and the Operations and Maintenance Supervisor, who have advised it is fit for purpose and working well. There have been minor changes made to formatting, and the Strategic Plan Alignment has been removed to conform with the layout of more recent policies.

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

Council Policy and Procedure Framework Policy

The Council Policy and Procedure Framework Policy was adopted by Council at its meeting on 28 September 2020. The Policy provides direction on the management of Glenorchy City Council's policies, procedures and other related documents. The Policy has been reviewed by the Manager Governance & Risk, who has advised that the Policy does not require amending. The Strategic Plan Alignment has been removed to conform with the layout of more recent policies.

- **Attachment 3** is a copy of the 2020 Policy with tracked changes, and
- **Attachment 4** is a copy of the updated Policy.

Footpaths Policy

The Footpaths Policy was adopted by Council at its meeting on 31 August 2020. The Policy provides guidance on the standards required for the provision and construction of footpaths and kerb ramps in the Glenorchy municipal area. After a formal review and consultation process, some minor amendments are proposed, including:

- The inclusion of a 'CBD' definition
- Additional clarity about cul-de-sac proposals in subdivisions, and consideration of the benefits to Council and the community in these instances
- The inclusion of a section regarding service provider excavations

There are also some small formatting, grammar, and wording changes. The purpose and intention of the Policy remain unchanged.

- **Attachment 5** is a copy of the 2020 Policy with tracked changes, and
- **Attachment 6** is a copy of the updated Policy.

Traffic Management Plans Policy

In September 2020, Council adopted the Traffic Management Plans Policy. This Policy provided clarity and consistency when developing, assessing and/or implementing Traffic Management Plans.

After a review by Manager Assets, Engineering and Design, it has been identified that the Policy is no longer required as the content is sufficiently dealt with by existing legislation, including:

- *Work Health and Safety (WHS) Act 2011* and Regulations;
- Australian Standard 1742.3 Traffic Control for Works on Roads;
- Austroads Guide to Temporary Traffic Management (AGTTM); and
- Tasmanian Guide – Traffic Control for Works on Road.

The Policy is included as **Attachment 7** to this report.

Consultations:

Executive Leadership Team
 Manager Works
 Operations and Maintenance Supervisor
 Manager Assets, Engineering & Design
 Manager Governance & Risk
 Council Officers

Human Resource / Financial and Risk Management Implications:

There are no material human resources or financial implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<p>Adopt the recommendation</p> <p>The policy does not represent any significant departure from established practices or statutory requirements. There is a chance that procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.</p>	Minor	Unlikely	Low	<p>Draft policies are subject to an internal consultation process.</p> <p>Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.</p>
<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	Likely	Medium	<p>Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.</p>

Community Consultation and Public Relations Implications:

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

Recommendation:

That Council:

1. ADOPT the No Spray Register Policy in **Attachment 2**
2. ADOPT the Council Policy and Procedure Framework Policy in **Attachment 4**
3. ADOPT the Footpaths Policy in **Attachment 6**
4. RESCIND the Traffic Management Plans Policy in **Attachment 7**

Attachments/Annexures

- 1 No Spray Register Policy - Tracked Changes
[⇒](#)
- 2 No Spray Register Policy - Updated 2024
[⇒](#)
- 3 Council Policy and Procedure Framework Policy - Tracked Changes
[⇒](#)
- 4 Council Policy and Procedure Framework Policy - Updated 2024
[⇒](#)
- 5 Footpaths Policy - Tracked Changes
[⇒](#)
- 6 Footpaths Policy - Updated 2024
[⇒](#)
- 7 Traffic Management Plans Policy (2020)
[⇒](#)

14. PROCUREMENT AND CONTRACTS EXEMPTION REPORT

Author: Manager Governance and Risk (Michael Jacques)
Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)
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 from Council's legislated procurement requirements.

Proposal in Detail:

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

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

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

Mercer Contract

Approval has been given for a purchasing exemption to engage Mercer for additional remuneration review services. Mercer has previously provided similar services to Council and has familiarity with our roles, organisational structure and compensation framework. Engaging Mercer would ensure ongoing consistency in our remuneration analysis and be more efficient.

Mercer are uniquely qualified to deliver timely and accurate results, and the services required are so specialised that it would not be practical to seek further quotes in accordance with the usual purchasing requirements.

The Director Community and Corporate Services has approved the exemption for the sum of \$65,000 including GST in accordance with the Code of Tenders and Contracts.

Glenorchy Pool Refurbishment

Liminal architects are already engaged in the Glenorchy Pool redevelopment study and have already completed a large body of work, which is their intellectual property. To engage another architect would delay the continuity of works and cause substantial duplication and extra costs for Council. A change in supplier would cause significant disruption to business continuity and substantial duplication of costs for Council. It would not be practical to seek further quotes in accordance with the usual purchasing requirements.

The Deputy Chief Executive Officer has approved the process for the sum of \$170,810.00 including GST in accordance with the Code of Tenders and Contracts.

Consultations:

Deputy Chief Executive Officer
Director Community and Corporate Services
Manager Human Resources
Procurement and Contracts Coordinator

Human Resource / Financial and Risk Management Implications:

Financial

The report documents expenditure on Mercer of approximately \$65,000 excl. GST since 2018 in budgeted operational and capital costs. The Pool refurbishment involves another \$170,810.00 in operational and capital costs.

Human resources

There are no 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:

- (a) NOTE the exemption for the Mercer consultancy services. The expenditure totals are estimated at \$65,000 excl. GST over a six year period, and
- (b) NOTE the exemption for the Liminal studio architectural services. The expenditure totals are estimated at \$170,810 excl. GST.

Attachments/Annexures

Nil.

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

CLOSED TO MEMBERS OF THE PUBLIC

16. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council meeting(Closed meeting) held on 26 August 2024 be confirmed.

17. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

Community Goal – Leading our Community

18. REVIEW OF OUTSTANDING RATES AND RECOVERY ACTION

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)(f) (Proposals for the Council to acquire land or an interest in land or for the disposal of land) and (4) (In relation to subregulation 15(3) only, matters relating to legal (or possible future legal) action taken (or may be taken) by or involving the Council).

19. 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).

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

21. CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW 2023/24 AND KPIS 2024/25

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).