

**COUNCIL MEETING  
AGENDA  
MONDAY, 25 AUGUST 2025**



**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 'Emilio Reale', is positioned above a horizontal line.

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Emilio Reale  
**Chief Executive Officer**  
MONDAY, 25 AUGUST 2025

**Hour:** 3:30 PM

**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, 4 August 2025

**Purpose:** Site visit:

- Memorial tree planting at Beedhams Bay for Alderman Dunsby and Chandos Drive for Councillor Quick
- Brent Street Park new playspace

**Date:** Monday, 11 August 2025

**Purpose:** To present and discuss:

- Strategic and Statutory Planning Work Plan and Major Projects Overview
- Pool Communication and Advocacy Plans

**Date:** Monday, 18 August 2025

**Purpose:** To present and discuss:

- Gambling Harm Reduction Awareness
- Statement of Commitment on Gambling

## 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**

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

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That the minutes of the Council Meeting held on 28 July 2025 be confirmed.

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**3. ANNOUNCEMENTS BY THE CHAIR**

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**4. PECUNIARY INTEREST NOTIFICATION**

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

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None.

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## 6. PUBLIC QUESTION TIME (15 MINUTES)

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**Please note:**

The Council Meeting is a formal meeting of the 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 with notice – Thomas David Sherwood, Dowsings Point**  
**Received Saturday, 16 August 2025**

**Q1:** Can Council provide a full update on the status of the Glenorchy YMCA Indoor Skatepark project, which received government funding approval approximately six years ago, but has not yet been delivered? This project had strong community support (including over 1,000 petition signatures at the time) and was promoted as a long-term community facility supporting physical and mental wellbeing. Can Council clarify the reasons for the delay and provide a clear timeline for delivery?" I look forward to a long-formed submission in the next meeting if possible.

I've provided links to articles regarding my request;

<https://tasmaniantimes.com/2019/01/glenorchy-ymca-to-be-transformed-by-6m-grant/amp/>

<https://hobart.ymca.org.au/ymca-receives-6m-redevelopment-funding/>

<http://www.glenorchygazette.com.au/6-million-grant-set-to-rejuvenate-community-hub/>

Response:

In recent communications with the current YMCA CEO, he has confirmed that the redevelopment of the YMCA with the \$6 million grant is about to be completed and will be re-opened to the public with new programs later this year.

Whilst the Council did advocate for this funding to be provided to the YMCA to see improved health and wellbeing outcomes for the community, this is not a Council owned, managed or run facility. The Council is not able to provide a full update on its status and suggest writing directly to the YMCA Glenorchy.

The Council did receive a \$250,000 grant from the State Government to build a replacement skate park when the Community Medical Centre was built at the location of the Barry Street Skate Park. This replacement skate park was constructed at the Montrose Bay Reserve and was completed 2 years ago.

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

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None.



# COMMUNITY

***Community Goal – Making Lives Better***

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## 8. ACTIVITIES OF THE MAYOR

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Author: Mayor (Sue Hickey)  
 Qualified Person: Chief Executive Officer (Emilio Reale)  
 ECM File Reference: Reports

### 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 attended by:

- Mayor Hickey during the period from Monday, 21 July 2025 to Sunday, 17 August 2025.

### Monday, 21 July 2025

- Chaired the Council Workshop.

### Tuesday, 22 July 2025

- Chaired the Glenorchy Jobs Hub Steering Committee.

**Wednesday, 23 July 2025**

- Participated in a meeting with the teacher of and students from Bowen Road Primary School Class 3-4E at Benjafield Park. This presented opportunity to thank Class 3-4E students for their letters providing feedback on the redevelopment of Benjafield Park.

**Thursday, 24 July 2025**

- Participated in a meeting with CEO of Glenorchy City Council, Ron Sanderson – Supported Affordable Accommodation Trust Board Member and CEO of Derwent Valley Council, Ralph Doedens – Supported Affordable Accommodation Trust CEO and Bob Gordon – Supported Affordable Accommodation Trust Chair to discuss affording housing opportunities in Glenorchy.
- Participated in an online course with Sydney University on the topic of Artificial Intelligence.

**Friday, 25 July 2025**

- Participated in the Local Government Association of Tasmania General Meeting and AGM in Launceston.

**Saturday, 26 July 2025**

- Participated in the Local Government Association of Tasmania Professional Development Day in Launceston.

**Monday, 28 July 2025**

- Participated in a media interview with Channel 7 News regarding Glenorchy being named as having the largest losses on Electronic Gaming Machines.
- Participated in pre-recorded interview with ABC Drive regarding Glenorchy being named as having the largest losses on Electronic Gaming Machines.
- Chaired the Council meeting.

**Tuesday, 29 July 2025**

- Participated in an ABC Radio Hobart interview regarding the Glenorchy Youth Hub.

**Wednesday, 30 July 2025**

- Participated in a media interview with Channel 7 News regarding the commencement of works at Glenorchy War Memorial Pool.

**Thursday, 31 July 2025**

- Participated in an online course with Sydney University on the topic of Artificial Intelligence.
- Participated in a meeting with the CEO and John Hardy, CEO RSL Tasmania regarding RSL Tasmania's acute housing plan.

**Monday, 4 August 2025**

- Participated in Council site visits to Beedhams Bay Reserve, Chandos Drive Park and Brent Street Park.

**Tuesday, 5 August 2025**

- Participated in a Main Road, Moonah amenity forum with retail representatives from the Moonah precinct.

**Wednesday, 6 August 2025**

- Participated in the Kindness Connects Expo, a partnership between The Salvation Army Glenorchy and Glenorchy City Council to raise awareness of homelessness amongst the wider community.
- Participated in the Glenorchy Emergency Management Committee meeting.
- Attended Guilford Young College Glenorchy's musical production of '*Grease*'.

**Thursday, 7 August 2025**

- Officially opened three exhibitions at the Moonah Arts Centre including: *Through My Lens – A Tasmanian bird portrait series* by Rachel Randall, *Totems* by Raymond Wittenberg and Print exhibition by *Hunter Island Press*.

**Friday, 8 August 2025**

- Participated in the ABC Radio Hobart Friday Forum which explored the uncertainty over who may be Tasmania's next Speaker and Premier. I was joined by David Killick and Neil Grose, who offered different predictions.
- Attended the stakeholder launch of Metro's Hydrogen Electric Bus Trial in Hobart at MyState Bank Arena. Three hydrogen electric buses joined Metro's Hobart fleet this year. Hydrogen electric buses use hydrogen gas to generate electricity onboard using hydrogen fuel cells. The electricity charges an onboard battery which powers the buses electric motor. Unlike traditional fossil fuel buses, hydrogen electric buses offer a quiet, smooth ride with water vapour being the only emission.

**Monday, 11 August 2025**

- Chaired the GPA Meeting.
- Chaired the Council Workshop.

**Tuesday, 12 August 2025**

- Participated in a meeting with Dean Coleman, Managing Director of SolutionsWon Group.
- Attended the installation of The Most Reverend Anthony Ireland and participated in the official reception following the installation.

**Wednesday, 13 August 2025**

- Participated in a meeting with Cameron Johns, Chief Executive Officer of Foodbank Tasmania.
- Participated in Cuppa with a Cop at Claremont Plaza.
- Attended Claremont College's opening night performance of *'The Lighting Thief – The Percy Jackson Musical'* at the Playhouse Theatre.

**Friday, 15 August 2025**

- Participated in Claremont College's breakfast gathering, providing opportunity to connect with student leaders.
- Participated in the 79th Independence Day of India at Town Hall.

**Saturday, 16 August 2025**

- Attended the Beaker Street Festival live talk show on the topic of Artificial Intelligence (AI).
- Participated in the Krishna Janmashtami Festival at the Multicultural Council of Tasmania, Moonah.

**Sunday, 17 August 2025**

- Attended the BAPS Shri Swaminarayan Hindu Mandir, Claremont, for the Janmashtami (celebration of the birth of Lord Krishna).

**Consultations:**

Nil.

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

Nil.

**Community Consultation and Public Relations Implications:**

Nil.

**Recommendation:**

That Council:

1. RECEIVE the report of the activities of Mayor Hickey during the period from Monday, 21 July 2025 to Sunday, 17 August 2025.

**Attachments/Annexures**

Nil.

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## 9. INVESTIGATIONS INTO THE POTENTIAL DISPOSAL OF 16A CAMDEN CRESCENT, MOONAH

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Author: Property Coordinator (Renee Kapitzke)

Qualified Person: Acting Director Infrastructure and Development (Luke Chiu)

ECM File Reference: 16a Camden Crescent, Moonah

### Community Plan Reference:

#### Making Lives Better

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

There will be community services and programs for people of all ages and abilities to connect, support and make lives better.

#### Leading Our Community

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

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

The community will be strongly engaged to play an active part in designing our future.

### 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.

#### Leading our Community

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

Objective 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.

**Reporting Brief:** This report is to recommend that Council begin preliminary investigations into the potential disposal of 16a Camden Crescent, Moonah (the Land) by way of a long-term lease to the Returned & Services League of Australia, Tasmania Branch (RSL Tasmania) for the purposes of veteran transition housing.

**Proposal in Detail:**

The RSL Tasmania is seeking Council's support to establish veteran transition housing at 16a Camden Crescent, Moonah.

The Land is zoned General Residential and is approximately 1,793 square meters in area, as shown in figure 1 below.



**Figure 1 – 16a Camden Crescent, Moonah**

In its proposal (**Attachment 1**) RSL Tasmania has requested Council's support for the establishment of veteran transition housing at 16a Camden Crescent, Moonah by one of two options:

**Option 1: Disposal by way of long-term Lease (up to 30-year term)**

Under this option, Council retains ownership of the Land and undertakes the disposal process of the Land by way of a long-term lease to RSL Tasmania for a term of 15-years with a further 15-year extension option.

RSL Tasmania would take possession of the land, manage and maintain it, pay all outgoings and construct 4 to 6 two-bedroom terrace-style dwellings for transitional accommodation on a peppercorn lease, with all site improvements reverting to Council at the termination of the Lease.

**Option 2: Disposal by way of Donation**

Council undertakes the disposal process with the disposal of the Land by way of Donation to RSL Tasmania.

RSL Tasmania would construct 4 to 6 two-bedroom terrace-style dwellings and commit to Council that the site remains dedicated to veteran housing for at least 15 years.

Both options are open for Elected Members to consider, however officers are recommending Option 1 (long term lease) as this option is most in line with Council's Disposal of Council Land Policy with regards to being in the best interests for both Council and the community. This option advances the provision of housing for veterans that are homeless or at risk of homelessness, in an economical way through paying a peppercorn rent, whilst over the long term (i.e. 30 years) the land and associated capital improvements being handed back to Council.

The RSL Tasmania proposal is being progressed under a federally funded initiative, the Veteran and Family Hubs (the Hub) program, awarded in 2023, where RSL Tasmania secured \$1.8 million under the Veterans' Acute Housing Program. In addition, the Hub has obtained a further \$1.8 million in capital funding under the Housing Australia Future Fund (HAFF) program to create purpose-built accommodation for veterans who are homeless or at risk of homelessness.

### **Veterans' Acute Housing Program and Housing Australia Future Fund**

The *Veterans' Acute Housing Program* is an initiative under the Australian Department of Veterans' Affairs (DVA). It provides up to \$30 million in targeted funding via two streams

- Capital Works Grant: to build or repurpose crisis and transitional housing for veterans and their families at risk of homelessness.
- Specialist Services Grant: to fund wrap-around supports addressing homelessness risk factors

This program is partly funded by the *Housing Australia Future Fund*, which supports affordable and social housing projects, including those of the *Veterans' Acute Housing Program*.

### **VeteranHub (Hub and Spoke Model in Tasmania)**

The *VeteranHub* is a concept hub and spoke model across Tasmania, with hubs in Hobart and Launceston and smaller spokes in other regions, aiming to serve veterans and their families, including offering emergency housing support.

- In June 2023, the DVA announced that RSL Tasmania received \$5 million in grant funding to establish a Veterans' and Families' Hub network across Tasmania, operating with a hub-and-spoke model that includes emergency veteran housing as part of services provided.
- RSL Tasmania's media releases states that the VeteranHub rollout is a three-stage, three-year process, aiming to deliver widespread statewide coverage, with up to 90% of veterans within a 50 km radius of a Hub location once fully implemented.

Funding conditions require the premises to be used for veteran housing for a minimum of 15 years, meaning Council support is required for at least this period.

Council's Chief Executive Officer Emilio Reale and Mayor Sue Hickey met with RSL Tasmania's CEO John Hardy and VeteranHub's Project Manager Tim Hancock, to discuss a collaborative outcome to increase acute housing for veterans, which is in line with Council's Statement of Commitment on Housing.



The subject Land was identified as having potential for residential development due to its size, proximity to essential community facilities in the Moonah CBD, public transport, and its General Residential zoning. This report is provided to Council to formally consider the request.

Given the important community services that RSL Tasmania provides to Veterans and their families, Council officers recommend initiating investigation into a potential land disposal by way of long-term lease be initiated as part of Council's Statement of Commitment on Housing which specifically notes Council will "as a landowner, release surplus Council owned land to increase residential land supply for housing". Due to the high level of investment that is proposed for the land, the requested disposal would be for a long-term lease (15 + 15 years). If the proposal proceeds, then officers would recommend the inclusion of a reversionary clause that the land and its capital improvements/fixtures must be returned to Council at the end of the lease.

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

### **Process for Disposal of Public Land**

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

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

- developing a survey using Council's 'Let's talk Glenorchy' community engagement platform for consultation with residents. The survey would identify any legitimate concerns about the disposal.
- placing an advertisement in the Glenorchy Gazette monthly newspaper, encouraging residents to participate in the survey.
- promoting the survey via social media platforms, with scheduled reminders to participate in the survey.
- sending a letter to residents whose properties are located within proximity of 16a Camden Crescent, advising of the survey, providing a web address for the survey and providing an option for it to be provided in hardcopy.
- promoting the survey in the Council Chambers foyer.

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

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

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

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

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

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

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

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

**Consultations:**

Chief Executive Officer  
Acting Director Infrastructure and Works  
Acting Manager Property, Environment and Waste  
Recreation and Environment Coordinator  
Parks and Recreation Coordinator

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

Financial

As part of the disposal framework, Council would incur costs associated with the investigations into the potential disposal of 16a Camden Crescent, Moonah, which include administration of the program and community engagement. The cost of public consultation in terms of letters to surrounding residents is expected to be approximately \$500. These costs are covered by existing budgets within the Council's Property unit.

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

Human resources

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

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b>	Minor (2)	Possible (3)	Medium (6)	Council considers all objections received during the initial community consultation process and determines whether to proceed with the disposal at a report to a future Council meeting.
Adverse public reaction of Council's decision to undertake a community engagement process on the proposed disposal of land.				
Adverse reaction to investigating an exclusive dealing by way of long-term lease with RSL Tasmania.	Minor (2)	Possible (3)	Medium (6)	Council articulates its commitment to increasing housing supply, land is underutilised, the commitment to have the land and its fixtures returned to Council and the revenue generated from the development of the land provides additional funds to Council that is otherwise incurring maintenance costs.
<b>Do not adopt the recommendation</b>	Moderate (3)	Likely (4)	High (12)	Council clearly articulates reasons for not proceeding with undertaking community engagement on the proposed land disposal.
Adverse public and political reaction of decision to not adopt the recommendation following Council's Statement of Commitment on Housing. Potentially hindering efforts to increase housing supply and supporting veterans that are homeless or at risk of homelessness.				

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

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

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

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

Public relations

At this stage the proposal is only to undertake public consultation. If the project ultimately proceeds there would be an opportunity for positive public relations by supporting a community organisation (RSL Tasmania) and releasing surplus Council owned land to increase residential land supply for housing, in line with Council's Statement of Commitment on Housing.

**Recommendation:**

That Council:

1. ENDORSE the commencement of investigations into the potential disposal of 16a Camden Crescent, Moonah (CT 84713/1 and CT 84713/2) by way of a long-term lease to RSL Tasmania.
2. AUTHORISE the CEO to undertake a community engagement process to identify any concerns about the potential disposal of the Land.
3. REQUIRE a further report to Council summarising the feedback received (and identifying any concerns) and to seek approval to proceed or not proceed with the statutory processes for public land disposal.

**Attachments/Annexures**

- 1 VeteranHub Tasmania - RSL Proposal



- 2 Land Disposal Flowchart - Authority to Investigate



# **ENVIRONMENT**

***Community Goal – Valuing our Environment***

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## 10. CLIMATE CHANGE MITIGATION ACTION PLAN - 2024/2025 PROGRESS UPDATE

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Author: Recreation and Environment Coordinator (Jasmine Young)  
Qualified Person: Acting Director Infrastructure and Development (Luke Chiu)  
ECM File Reference: Climate Change

### Community Plan Reference:

We will value and enhance our natural and built environment.

### Annual Plan Reference:

#### Valuing our Environment

Objective	We protect and manage our City's natural environment and special places now and for the future
Strategy	Work to reduce our resource use and carbon emissions and prepare the City for the impacts of a changing climate
Action	Implement the climate change mitigation and adaptation action plans

### Reporting Brief:

To provide Council with the 2024–2025 annual update on the implementation of the Council's *Climate Change Mitigation Action Plan* and note progress achieved across Council operations in reducing greenhouse gas emissions.

### Proposal in Detail:

Glenorchy City Council's *Climate Change Mitigation Action Plan* (CCMAP) was adopted in May 2024 to guide operational efforts to reduce Council's greenhouse gas emissions. The CCMAP outlines five key focus areas including Waste, Fuel, Electricity, Carbon Sinks, and Bushfire Management.

This report provides a summary of key updates of actions undertaken, and outcomes achieved during the 2024–2025 financial year. More detailed progress updates are outlined against each action from the CCMAP in **Attachment 1**.

Waste

Council continued to lead emissions reduction through waste management practices, with a strong focus on organics diversion, methane capture, and community education.

Glenorchy City Council:

- Diverted over 4,500 tonnes of organic material from landfill through Council's Food Organics and Garden Organics (FOGO) kerbside collection service. This FOGO diversion is particularly important, as outlined in the CCMAP, this is Council's biggest source of greenhouse gas emissions. It comes from the breakdown of organic material in the anerobic environment of a landfill.
- Installed eight additional landfill gas extraction wells at Jackson Street Landfill, capturing methane equivalent to approximately 50,000 tonnes of CO<sub>2</sub>. This gas is converted to electricity and fed into the electricity supply grid.
- Delivered community education and contamination awareness campaigns in conjunction with TasWaste South, supporting ongoing waste diversion and improved recycling and FOGO behaviours.

Fuel

Council is working to reduce transport related emissions by transitioning its vehicle fleet and improving efficiency.

Glenorchy City Council:

- Transitioned 20% of Council's light fleet to hybrid or electric vehicles, supporting the shift away from fossil fuels, including the purchase of three fully electric vehicles.
- Installed two electric vehicle charging stations at Council Chambers, improving internal capacity for electric vehicle use.
- Continued to prioritise fuel efficient vehicles and reduce vehicle emissions through fleet management practices.
- Developed a secure bicycle storage and charging area for staff and purchased e-bikes that are available in Council's vehicle pool and booking system as an alternative mode of transport.

Electricity

Energy efficiency and on-site renewable energy generation measures have been undertaken to assist in lowering Council's operational emissions and energy costs.

Glenorchy City Council:

- Installed 144 solar panels (60KW system) on the Council Chambers roof.
- Installed 75 solar panels (33KW) on the Council Work Centre roof, with both systems forecast to have approximately a five year payback period.
- Completed LED energy efficient lighting upgrades across seven Council buildings.

Carbon Sinks

Council continues to restore and manage natural landscapes to support biodiversity and increase carbon capture.

Glenorchy City Council:

- In the past year delivered 16 community planting events, resulting in 1,987 native plants being planted and established with strong volunteer support.
- Planted a further 500 native plants throughout the municipality.
- In conjunction with TasWater, transformed the former Tolosa Reservoir into open parkland with 7,737 native plants and wetland ponds.
- Planted 45 advanced trees in Tolosa Park as part of the ongoing development of the expanded park area.
- Purchased a biochar kiln and incorporated its use in community events with land care groups, supporting both carbon storage and soil health improvements.

Bushfire Management

Reducing bushfire risk remains a key priority, with targeted fuel reduction and land management initiatives undertaken.

Glenorchy City Council:

- Delivered fuel reduction burns in collaboration with the Tasmania Fire Service and land managers to reduce bushfire risk in reserves such as the Wellington Park Reserve.
- Continued vegetation management in high-risk areas to enhance community safety and biodiversity protection.
- Progressed the implementation of Council's Bushfire Management Strategy through integrated fire management practices.
- Recruitment of a new Bushfire Management Field Officer has occurred and will strengthen capacity and cover greater areas with the Bushfire Mitigation Team.

In addition to the above, Council is also in the process of recruiting a Climate and Sustainability Officer which will provide additional capacity to lead implementation, reporting, training, community engagement, and funding partnerships.

Together, these actions demonstrate positive progress towards Council's commitment to Climate Change Mitigation and emission reduction goals.



**Consultations:**

Acting Director Infrastructure & Development  
Acting Manager Property, Environment & Waste  
Manager Assets, Engineering & Design  
Fleet, Workshop & Stores Coordinator  
Property Assets Coordinator  
Coordinator Bushfire Management  
Landscape Architect  
Project Manager  
Natural Areas Engagement Officer

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

Financial

For the 2024/25 financial year Council allocated \$200,000 for capital projects that contribute towards actions in the CCMA, including those projects listed in this report.

Ongoing maintenance and operational costs associated with the CCMA are expected to remain modest and in line with existing Council's current allocated budget. In several instances there are ongoing financial savings that will result from the actions taken such as reduced electricity (e.g. solar panels) and fuel use (e.g. electric vehicles). The two solar panel installations undertaken in this period are projected to provide ongoing savings of approximately \$25,000 per year.

Human resources

Delivery of the CCMA to date has been managed within existing resources. The introduction of a dedicated Climate and Sustainability Officer will further support climate change and sustainability actions across Council.

Council also continues to be a longstanding member of the Regional Climate Change Initiative (RCCI), which helped Council undertake a comprehensive Carbon and Energy Footprint Assessment covering FY 2019/20 to 2021/22. These findings informed the prioritisation and structure of the Climate Change Mitigation Action Plan that was adopted in May 2024.

Risk management

This report is for receiving and noting only.

**Community Consultation and Public Relations Implications:**

Community consultation

Community consultation was undertaken and reported on in the preparation of the CCMA. This update report is for receiving and noting only.

Public relations

The report highlights Council's leadership in reducing its greenhouse gas emissions. Positive public relations are expected from community stakeholders who support actions on climate change and sustainability.

**Recommendation:**

That Council:

1. RECEIVE and NOTE the 2024–2025 annual progress update on the Climate Change Mitigation Action Plan.

**Attachments/Annexures**

- 1 Mitigation Action Plan - Progress Table



# GOVERNANCE

## *Community Goal – Leading our Community*

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## 11. COLLABORATIVE NETWORK OF SOUTHERN TASMANIAN COUNCILS

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Author: Chief Executive Officer (Emilio Reale)

Qualified Person: Chief Executive Officer (Emilio Reale)

ECM File Reference: Southern Tasmanian Councils

### 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:

The purpose of this report is for the Council to consider its support for a new operating model to facilitate Local Government collaboration within the Southern region.

### Proposal in Detail:

The Southern Tasmanian Councils Authority (STCA) was established in 2006 to enable the 12 southern Councils to work together to facilitate and coordinate agreed regional development strategies and actions for the southern region.

The STCA was initially comprised of twelve member Councils including, Brighton, Central Highlands, Clarence City, Derwent Valley, Glamorgan/Spring Bay, Glenorchy City, Hobart City, Huon Valley, Kingborough, Sorell, Southern Midlands and Tasman Councils.

The Board of the STCA comprises the Mayor of each member Council or an elected representative of that member Council as the Mayor's nominee. The General Manager/CEO of each member Council may attend Board meetings and act in place of the Mayor or nominee of their Council if the Mayor or the nominee is absent from a Board meeting.

The Authority is auspiced by the City of Hobart for the provision of employment and accounting services.

The membership of the STCA has declined over recent years with Glenorchy, Kingborough and Clarence Councils having previously withdrawn, and Glamorgan Spring Bay and Derwent Valley Councils withdrawing last year.

As a result of the withdrawal of these Councils, the STCA is now representing only seven of the twelve southern Council areas, which includes around 40% of the population of the Southern Tasmania.

The withdrawal of the Derwent Valley Council last year occurred at the same time as the resignation of the STCA Executive Officer. This series of events culminated in the remaining members appointing Regional Development Australia (RDA) Tasmania to deliver executive support to the authority to facilitate a full review of the STCA in December 2024.

The RDA Tasmania was approached due to it being an organisation dedicated to driving economic, social, and environmental development across Tasmania.

It has been formed through a partnership between the Australian Government, the Tasmanian Government, and local governments. RDA Tasmania operates under a national charter to address regional development challenges and opportunities. Their Strategic Regional Plan focuses on leveraging Tasmania's unique strengths and addressing key issues such as workforce development, economic growth, and environmental sustainability. Their model emphasises community leadership, economic potential, social inclusion, and climate change adaptation to ensure balanced and sustainable regional development.

RDA Tasmania facilitates growth by:

- Bringing people together and building strong relationships
- Enabling action by laying the groundwork needed for progress
- Influence by driving initiatives through collaboration
- Incubate and embed by leading projects and taking direct action when necessary

This multifaceted approach ensures that RDA Tasmania can effectively support and enhance the state's regional communities in various capacities.

The review has explored a variety of options for delivering a workable regional collaboration model for southern Tasmania. However, it is important consider why the STCA model did not meet Council's expectations and not to continue the mistakes of the past.

The primary reason that the STCA has been subjected to such a troubled history is because the region has been asking too much of it as an organisation. The STCA has been expected to provide a regional development service to meet the needs and demands of the numerous city Councils, while also meeting the needs and demands of the regional Councils, which vary in size, needs, and capacity.

It has been demonstrated that this is not achievable with most of the city Councils having withdrawn their membership. These Councils have identified that their needs are vastly different to those of the majority of STCA members and as a result believe that membership of the STCA is not of benefit to their respective interests.

Notwithstanding this, there is an ongoing need for the southern Councils to engage closely particularly in respect to the Southern Tasmanian Regional Land Use Strategy, Climate Change initiatives and other regional priority areas. Therefore, an alternative approach to regional engagement between the southern Councils is required.

The December 2024 STCA review identified that RDA Tasmania is ideally placed to support the development of a regional collaboration model in southern Tasmania as it is consistent with the overall purpose and mission of both organisations.

RDA is well equipped to manage conflicting interests in their advocacy and engagement work and, given that it is an existing organisation, would avoid the need to establish a new regional organisation.

At its meeting of 16 December 2024, the STCA Board unanimously supported the formation and funding of a proposed Southern Tasmanian Council Network which would be supported by RDA Tasmania and would replace the regional collaboration role previously provided by the STCA.

RDA Tasmania has been successfully supporting the STCA, through secretariat support over the last twelve months and has provided a proposal to support a collaborative network of southern Councils in lieu of a formal STCA model, which is attached as **Attachment 1**.

The collaborative network would aim to foster quarterly collaboration forums and joint policy setting, focused on data and insights as well as managing shared service opportunities and regional project collaboration on an as-needs basis.

The southern Councils share overlapping priorities and challenges, including economic development, infrastructure, waste management, climate change, community well-being, and sustainable growth.

A coordinated approach is crucial to maximise resources, improve efficiencies, and address shared challenges effectively as well as more effective advocacy for shared priorities.

RDA Tasmania, with its expertise in regional collaboration, strategic planning, and data-driven decision-making, is well positioned to support this initiative.

The objectives of the collaborative network would be to:

- Facilitate collaboration by providing a structured platform for Councils to exchange knowledge, align priorities, and foster partnerships
- Leverage data and insights to enable evidence-based decision-making by sharing regional data, analytics, and trends
- Encourage efficiency by identifying shared service opportunities and streamline resource allocation

- Drive strategic projects by supporting a collaborative approach that address regional challenges and opportunities
- Enhance governance by providing administrative and logistical support to ensure forums are effective and outcomes focused
- Provide a point of contact for stakeholders to engage at a southern regional scale

The governance structure for the new model would include participation by the Chief Executive Officers/General Managers or delegate from each southern Council with the role of chairperson rotating amongst the Councils supported by RDA Tasmania.

Elected Members would be engaged in the business of the Network via their respective CEOs/General Managers and ultimately would be responsible for making decisions on their respective Council's involvement and/or expenditure on regional collaboration initiatives.

The proposal includes holding periodic regional Elected Member forums to consider matters of regional importance with a Council of Mayors (or elected delegates). It is proposed that they be held once a year in conjunction with the CEOs/General Managers meetings.

RDA Tasmania would provide secretariat support for the Network and working groups would be formed on an ad-hoc basis for specific initiative or projects.

Terms of reference would be developed to underpin the Network and include annual reporting and financial statements.

The benefits of the Network include:

- Stronger regional collaboration and shared vision
- Enhanced capacity for data-driven decision-making
- Cost savings through shared services and coordinated efforts
- Increased success in securing funding for joint projects
- A unified voice in advocating for regional priorities
- Efficiency of using an existing Not for Profit entity and regional capacity

The proposal being presented by RDA Tasmania is for a two-year commitment, with an annual review with an aim for the Network becoming self-supporting subsequently.

**Consultations:**

Director Corporate and Community

Acting Director Infrastructure and Development

Greater Hobart CEOs including City of Hobart, Clarence City Council, Kingborough Council, Brighton Council and Sorell Council.

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

Council support of the recommendations would signal to the STCA Board that the Joint Authority is to be wound up.

As the STCA is a joint authority established under the Local Government Act 1993, section 37 of the Act states that:

(2) A joint authority may be wound up –

(b) on the decision of the majority of participating councils

(3) The winding-up of a single authority or joint authority is to be notified in the Government Gazette by the Council or one of the participating Councils.

Furthermore, the STCA Rules provides for the distribution of any assets or moneys remaining after payment of the expenses of the Authority, to be sent back to the Member Councils.

Financial

The proposed total annual budget for the Network is \$75,500 with additional project funding and grants being pursued on an agreed and case-by-case basis.

The total cost would be shared across the southern Councils and would be based on population and would range from \$3,000 to \$9,500.

Due to the population size of Glenorchy City Council, the annual fee would be \$9,500.

An allocation will be included in the 2025-26 and 2026-27 budgets to cover the cost of the City's participation in the new network.

Human resources

There is no impact on Council's staffing arrangements or any additional staffing costs.

Risk management

There are no material risk management implications, in joining this network. Council has been a previous member of the STCA and is still a participating member in the STCA Regional Climate Change Initiative.

Being Members of the new Collaborative Network of Southern Tasmanian Councils will reduce the risk of duplication and strengthen resource sharing opportunities between southern Councils reducing potential risk of waste and lost efficiencies.



**Community Consultation and Public Relations Implications:**

Public relations

If Council resolves to support the new collaborative network across the southern Tasmanian Councils, advice will be provided to RDA Tasmania, and the matter will be considered at a future STCA Board meeting. The outcomes of this will be provided to the community via a combined media release.

**Recommendation:**

That Council:

1. ENDORSE the formation of a Collaborative Network of Southern Tasmanian Councils, delivered through Regional Development Australia (Tasmania) to replace the regional collaboration role previously provided by the Southern Tasmanian Councils Authority.
2. ENDORSE the winding up of the Southern Tasmanian Councils Authority in accordance with section 37 of the *Local Government Act 1993* and the rules of the Southern Tasmanian Councils Authority.

**Attachments/Annexures**

- 1 Regional Development Australia Tasmania Proposed Model



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## 12. FINANCIAL PERFORMANCE REPORT TO 31 JULY 2025

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Author: Chief Financial Officer (Michael Sokulski)  
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 July 2025.

### Proposal in Detail:

#### Financial Performance Report

Council's Financial Performance Report (Report) for the year-to-date ending 31 July 2025 is at **Attachment 1**.

The Report highlights Council's operating result as at the end of July is \$0.855 million better than budget. The favourable variance is the combined result of \$0.418 million more revenue than budget and \$0.437 million less expenditure than budget.

**Executive Summary**

A favourable operating result of \$0.855 million is reported for period ending 31 July 2025.

As this is the first month of the new financial year, the reported favourable variance does not necessarily provide an accurate indicator of Council's likely end of year result.

The 2025/26 budget is adopted only two weeks prior to the 1 July commencement date, which restricts the preordering of goods and services. This tends to result in expenditure underspends due to procurement lead times being held over until the budget is adopted.

Revenue tends to report stable results as there is preparatory work undertaken in the lead up to 1 July for example, food licence renewals, dog registrations and rates & charges notices.

Budget revisions for essential variations will be included in the monthly financial performance report when deemed necessary. A full-scale mid-year budget review will be undertaken for review in January 2026 and reported for Council approval in February 2026.

**Revenue**

Year-to-date operational revenue is \$64.230 million compared to budgeted revenue of \$63.811 million. This represents a favourable result of \$0.418 million or 0.7% against budget.

There are no material revenue variations to report at this early stage of the financial year.

**Expenditure**

Year-to-date operational expenditure is \$5.143 million compared to budgeted expenditure of \$5.580 million. This represents a favourable result of \$0.437 million or 7.8% against budget.

There are no material revenue variations to report at this early stage of the financial year. As mentioned in the Executive Summary, timing between budget and actual months does cause minor temporary variations.

**Non-operating – Capital Grant Revenue**

Capital grant revenue is \$3.283 million against the annual \$1.126 million budget.

The final \$3.200m instalment of the Northern Suburbs Football Redevelopment has been claimed following the successful audit of the Federal Government grant.

**Non-operating – Monetary Contributions**

No monetary contributions have been received, and no budget is provided due to the ad-hoc nature of this revenue.

Typically, this revenue is held in reserve to fund future capital works where it is considered current developments will impose capital upgrades on Council earlier than anticipated.

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

Disposal of assets currently records a minimal gain of \$62,000 against an annual budget loss of \$1.375 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. 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 \$460,000 against the budgeted July expenditure of \$756,000. The early months of the new financial year typically report low expenditure due to procurement restrictions until the budget is approved.

Separate quarterly capital update reports will continue to be provided to Council and will include recommendations for variations to the capital program or budget where necessary.

Further Information

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

**Consultations:**

Chief Executive Officer

Chief Financial 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 July 2025 as set out in **Attachment 1**.

**Attachments/Annexures**

- 1 Attachment 1 - Financial Performance Report July 2025



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### 13. UPDATED COUNCIL POLICIES

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Author: Governance and Risk Officer (Poorni Wanigasekara)

Qualified Person: Chief Executive Officer (Emilio Reale)

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 two (2) updated policies to Council for adoption.

#### **Proposal in Detail:**

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

This report is to present the following reviewed policies for adoption:

- Business Continuity Policy
- Risk Management Policy

#### **Business Continuity Policy**

The Business Continuity Policy was adopted by Council at its meeting held on 27 September 2021. In accordance with the four-year review cycle, the policy has been reviewed ahead of its renewal date of 28 September 2025. The Manager Governance and Risk carried out a detailed assessment, which was circulated among relevant officers for input. No changes were identified or recommended, and the policy remains appropriate in its current form.

**Attachment 1** is a copy of the updated Policy.

### Risk Management Policy

The Risk Management Policy was originally adopted by Council at its meeting held on 27 September 2021. In line with the scheduled four-year review cycle, the policy has been reassessed ahead of its renewal date of 28 September 2025. The Manager Governance and Risk conducted a comprehensive review, which was circulated among relevant officers for feedback. No amendments were identified or recommended as part of this process, and the policy remains fit for purpose in its current form.

**Attachment 2** is a copy of the updated Policy.

#### Consultations:

Corporate Governance  
Executive Leadership Team  
All Managers

#### 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
<b>Adopt the recommendation</b>	The policy does not represent any significant departure from established practices or statutory requirements. There is a chance that procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.	Minor	Unlikely	Low	Draft policies are subject to an internal consultation process.  Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
<b>Do not adopt the recommendation</b>					
	Governance administration would be less optimal due to the presence of outdated and less effective policies.	Minor	Likely	Medium	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.

#### Community Consultation and Public Relations Implications:

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

**Recommendation:**

That Council:

1. ADOPT the revised Business Continuity Policy in **Attachment 1**
2. ADOPT the revised Risk Management Policy in **Attachment 2**
3. APPROVE the CEO to make minor grammatical corrections as required.

**Attachments/Annexures**

- 1** Business Continuity Policy



- 2** Risk Management Policy





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## 14. CODE OF CONDUCT - INTERNAL DISPUTE RESOLUTION POLICY

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Author: Legal Officer (Stella Edwards)

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.

### Reporting Brief:

To recommend that Council adopts the Code of Conduct – Internal Dispute Resolution Policy as per **Attachment 1**. The policy has been adapted from the template prepared by the Local Government Association of Tasmania.

### Proposal in Detail:

This report seeks Council's endorsement of a Code of Conduct - Internal Dispute Resolution Policy for managing disputes with, and between, Elected Members before a Code of Conduct complaint is lodged. The Policy presented adopts the LGAT model template which is used by many Tasmanian Councils for consistency and good governance.

#### Legislative context

Section 28JA (1) of the *Local Government Act 1993* (Tas) (**the Act**) requires councils to adopt an internal dispute resolution policy. From 10 September 2025 all Tasmanian Councils must implement a dispute resolution policy which outlines the process for managing disputes at the Council level. Any person can make a complaint under a Council's internal dispute resolution policy.

Councils are required to make a copy of their dispute resolution policy available on their website and for public inspection free of charge at the public office and for purchase at a reasonable charge. This must also contain information on how to make a complaint to the council under their dispute resolution policy.

The proposed policy aligns with principles of procedural fairness, natural justice and confidentiality, and provides proportionate steps from informal resolution through to formal processes and, where necessary, escalation.

#### Relationship to Code of Conduct framework

The policy is designed to resolve matters early, before a Code of Conduct complaint is made. Where a Code of Conduct complaint is lodged, section 28V(3)(fc) and (fd) of the Act requires the complainant to explain why the outcome of Council's dispute resolution process was not satisfactory, or, if the process was not used, why it was not appropriate for the circumstances.

#### What the policy provides

- Clear scope and definitions so participants understand what is covered and what is not
- Proportionate pathways, from informal discussion and mediation to formal assessment and determination (including referral to external avenues when appropriate)
- Defined roles and responsibilities for the Mayor, Chief Executive Officer, complainants, respondents, and advisors
- Indicative timeframes, record-keeping and reporting to ensure transparency without compromising confidentiality
- Safeguards for conflicts of interest, procedural fairness, and participant wellbeing
- Early, fair and timely resolution of disputes between elected members where appropriate
- Clear linkage to Code of Conduct requirements, and
- Strengthened governance, improved culture and increased public confidence.

#### Departures from LGAT model template

The proposed policy does contain two changes to better reflect Council's values and context:

- The removal of a fee for complaints managed under this policy - Removing a financial barrier supports accessibility and early, good-faith resolution. However, there does remain a prescribed statutory fee for where a complainant proceeds with a Code of Conduct complaint under section 28V of the Act, and
- Trauma-informed suitability test - The proposed policy specifies additional circumstances where the internal dispute resolution process may not be appropriate, such as where participation is likely to cause further trauma or victimisation to any party. In such cases, alternative pathways are identified.

Conclusion

Adopting the policy satisfies statutory requirements, aligns Council with statewide best practice, and encourages early and practical resolution of disputes.

Should the policy be adopted by Council, performance will be reviewed every four (4) years or earlier if legislative or practice changes require amendment.

**Consultations:**

Corporate Governance  
All Managers  
All Coordinators

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

An officer of Council must be appointed to carry out the duties of a Dispute Resolution Officer under the policy, which will likely increase workload and require the provision of appropriate training and support.

The Mayor and Chief Executive Officer will also have some responsibilities under the policy.

Financial

Increase in Council expenditure to engage an independent Dispute Resolution Advisor (e.g. from LGAT register), including intake, mediation/facilitation, and reporting.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
<b>Adopt the recommendation</b> No fee for disputes handled through the internal process may increase the likelihood of frivolous or vexatious complaints, increasing administration workload.	Minor	Unlikely	Low	Council develops criteria to define what qualifies as a valid complaint, so that frivolous or vexatious matters can be rejected early. Resources are made available to make it easy for people to understand what the internal dispute resolution process is for, what information they need to provide, and what it will and won't deal with.
<b>Do not adopt the recommendation</b> Council does not comply with its statutory obligations. There is inconsistent handling of complaints, with heightened perceptions of bias or unfairness. There is also avoidable escalation to external processes, increasing cost, delay and reputational harm.				
	Moderate	Likely	High	There is no risk mitigation treatment where Council does not comply with its statutory obligations.  Training is provided to those involved in handling disputes, so they understand procedural fairness and act consistently.

**Community Consultation and Public Relations Implications:**

Community consultation

None.

Public relations

The adoption of this policy is likely to result in positive public relations, as it shall increase public confidence in the integrity and transparency of Council's complaint management and resolution processes.

**Recommendation:**

That Council:

1. ADOPT the Code of Conduct – Internal Dispute Resolution Policy in **Attachment 1**

**Attachments/Annexures**

- 1 Code of Conduct - Internal Dispute Resolution Policy



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

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# **CLOSED TO MEMBERS OF THE PUBLIC**

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**16. CONFIRMATION OF MINUTES (CLOSED MEETING)**

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That the minutes of the Council Meeting(Closed Meeting) held on 28 July 2025 be confirmed.

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**17. APPLICATIONS FOR LEAVE OF ABSENCE**

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

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