

GLENORCHY CITY COUNCIL

ATTACHMENTS

TUESDAY, 13 JUNE 2017



TABLE OF CONTENTS:

COMMUNITY

8. Community Grant Processes

- 1: Summary of Grant Programs in some Tasmanian Local Councils 3
- 2: Letter from Glenorchy Community Fund 7

9. Draft Glenorchy Parking Strategy – Public Consultation

- 1: Draft Glenorchy Parking Strategy 2017-2027 8
- 2: Community Engagement Plan for Draft Parking Strategy 44

10. On-road Bicycle Lanes on Main Road (Stage 2) from Austins Ferry to Granton

- 1: Main Road Cycle Lanes - Plan 51
- 2: Community Panel Responses Report 69
- 3: General Public Responses Report 77
- 4: Residents Responses Report 86
- 5: Hobart Regional Arterial Bicycle network Plan 93

ENVIRONMENT

12. Changes to Planning delegations and frequency of Glenorchy Planning Authority meetings

- 1: Table: Reasons for Referral of Applications to GPA 113
- 2: Schedule: Proposed Changes to Planning Section Delegations..... 114
- 3: Table: Estimated Value of Development in Industrial and Commercial Zones 117

GOVERNANCE

13. Adoption and Rescission of Council Policies

- 1: Bushfire Mitigation Policy - Draft 120
- 2: Asset Management Policy - Draft..... 125
- 3: Environmental Health Services Pro-rata and Refund Policy - Draft 129
- 4: Subdivisions - Public Open Space Acquisitions and Contributions Policy - Draft 131
- 5: Public Open Space Acquisitions and Contributions Policy - Current..... 134
- 6: Infrastructure Assets Policy - Rescind 138
- 7: Corporate and Heritage Collections Management Policy - Rescind 141
- 8: Grievance Policy - Rescind..... 146
- 9: Grievance Directive 157

14. LGAT TasWater Campaign Contribution

- 1: Letter from LGAT President..... 171

15. Corporate Performance Indicators - April 2017

- 1: Attachment - Report Indicators - April 2017..... 173
- 2: Appendix B - April 2017 199

16. Actions List (Open Council Meeting): Update Report

- 1: Action List - Open Council Meeting..... 201

SUMMARY OF GRANTS PROGRAMS IN SOME TASMANIAN LOCAL COUNCILS

Introduction

The purpose of this briefing is to present information on what some Tasmanian Local Government Councils are doing as their grants programs. The information presented covers five (5) Local Government Councils, namely Hobart City Council, Launceston City Council, Brighton Council, West Tamar Council and Clarence City Council. These Councils have been selected because they have advertised their grants programs between January and March 2017. They are also representative of the geographic (South/North) characteristics of the State.

A. Brighton Council

Through the Community Grants Program, Council is able to support local community initiatives and the development of appropriate programs, services, activities and facilities to meet community needs.

Funding Categories:

1. Small Grants Program (for projects of \$1000 or less)
2. Larger Grants Program (for projects over \$1,000)

Each of these grants programs are considered in the following four (4) categories:

- Community development
- Purchase of equipment
- Direct financial subsidies/contribution
- Minor capital grants

Brighton Council also operates:

- i. Contingency Funds - Council frequently receives requests for funding throughout the year, after the annual budget has been finalised. If funds have not been set aside for the specific purpose requested, then Council often is unable to provide financial assistance. A Contingency Fund of 5% of the total funds is set aside for organisations who seek urgent assistance after the Community Grants Program has closed, and who meet the funding criteria and objectives of the Community Grants Program.
- ii. Sporting Grants - In addition to the Community Grants Program, Council provides a one off grant to full-time students of the Brighton Municipality under 18 years of age as follows:
 - Representing Tasmania \$100.00
 - Representing Australia \$200.00

B. Clarence City Council

The Community Grants Program supports three broad areas of

- Community development

- Economic development
- Environmental sustainability

Three (3) grants programs are available:

1. Quick Response Grants – for individuals and groups for up to \$150. E.g. travel for a student to attend conference or sporting events, small activities such as community groups hosting a morning tea, etc.;
2. Community Support Grants – a bi-annual (closing 15 March and 15 September each year) grant of up to \$1,500 for groups and not-for-profit organisations for projects and events that benefits Clarence community; and
3. Partnership Grants – of up to \$15,000 for groups and not-for-profit organisations which may be disbursed over three years, closing on 1 October each year.

C. Hobart City Council

The Community Development Grants Program provides financial assistance for eligible community groups and organisations through four funding streams:

1. Community Grants - Financial assistance is provided for community groups and organisations to develop projects or events, or specific elements of ongoing programs that aim to build community through fostering opportunities for access and participation, and responding to community issues and concerns. Only non-profit organisations and groups are eligible to apply.
 - The Quick Response Community Grants offers up to \$500 and is available all year round with four weeks turnaround.
 - The Small Community Grants offers over \$1,000 and up to \$5,000 that are offered in two grants rounds per year, that open in August and February.
2. Events Grants - The City of Hobart Event Grants Program provides financial assistance for a range of events which are held in the City of Hobart municipal area and which provide benefits to both the local and wider community.
 - The Quick Response Events Grants offers up to \$1000 as in-kind support only and is available all year round with four weeks turnaround.
 - The Events Grants offers over \$1000 and up to \$20,000 in two grants round per year. \$100,000 is available per financial year.
 - The Events Partnerships Grants offers funding over \$20,000 in a single grant round per year. \$310,000 is available per financial year.
3. Creative Hobart Grant - supports a range of programs that bring more cultural and creative activities out into the public realm; provide greater exposure to cultural activities; increase opportunities for the involvement of the community; provide an attractor for cultural tourism; and above all, make Hobart a truly wonderful place to live, work and visit.
 - The Quick Response Creative Hobart Grant offers up to \$1000 and is available all year round with four weeks turnaround.
 - The Small Creative Hobart Grants offers between \$1000 and \$5000 in two grant rounds per year.

- The Medium Creative Hobart Grants offers between \$7000 and \$15,000 in two grant rounds per year.
 - The Creative Hobart Major Cultural Organisations Grants offers over \$10,000 annually. \$100,000 is available annually.
4. Venue Support Grant - provide in-kind assistance to community groups wishing to use one of the many Council owned venues available for public projects, activities, events, meetings and forums.
- The Quick Response Venue Support Grants offers up to the value of \$1000 and is available all year round with four weeks turnaround.

D. Launceston City Council

The City of Launceston Community Grants Program provides assistance to the community and individuals/teams/groups for projects/activities and sporting, academic or cultural endeavours aimed at boosting social, cultural and environmental benefits. Grant funding is provided three times a year to the following categories:

1. Individual/Team/Group Grants Program - For young people (18 years and under) living in the Launceston municipality who have been selected to represent Australia, Tasmania or Northern Tasmania in sporting, academic or cultural endeavours.
 - If activity is overseas \$200 per individual
 - If activity is interstate/intrastate \$100 per individual
 - If activity is overseas \$100 per individual (max \$600 per team/group)
 - If activity is interstate/intrastate \$50 per individual (max \$300 per team/group)
2. Organisations Grants Program - Supports community projects/activities (up to \$5,000) held in the Launceston municipality. Funding under the Organisations Grants Program is for one off projects/activities. There is no annual recurring funding.
3. City of Launceston Events Sponsorship Program - The City of Launceston Event Sponsorship Program seeks to support, and provide incentive for, community events held in Launceston City Municipality. Events sponsorship categories are:
 - Small Events - up to \$5000 in two funding rounds per year
 - Major Events Level 1 - \$5000 to \$12,500 in two funding rounds per year
 - Major Events Level 2 - \$12,500 - \$20,000 in two funding rounds per year
 - Start-up Event – Up to \$5000 in two funding rounds per year
 - Signature Events – By invitation and subject to application. Every three years commencing 2017
 - New Year's Eve Event Sponsorship – Up to \$40,000. Every three years commencing 2017
 - Special Events Sponsorship – Subject to application. Ongoing

E. West Tamar Council

Each year Council provides funding to community groups through its Australia Day, Community Grants and Small Grants Programs.

1. Community Grants - West Tamar Council's Community Grants programme provides funding of between \$1000 – \$5000 for projects and initiatives that respond to the social, cultural, recreational, economic, and environmental needs of West Tamar residents. Community Grants applications open at the beginning of February and close at the end of March each year.
2. West Tamar Small Project Grants - West Tamar Council's Small Project Grants respond to requests for funding throughout the year and provide an opportunity for new applicants to form a relationship with Council and gain an understanding of the grant process. The objectives of these grants are: Partnership and Collaboration, Capacity Building, Innovation, Value, and Transparency and Accountability. Small Project Grants are assessed monthly and allow individuals, groups, and organisations who meet the selection criteria to gain access to small amounts of grant funding, up to \$1000. Grant funding is usually available to successful applicants within six (6) weeks of submitting their application.
3. Australia Day Grants - West Tamar Council offers grants of up to \$2,000 to assist community groups in the West Tamar municipality to hold community Australia Day events.

Closing Remark

In most of the five Councils assessed, there are designated officers responsible for the administration of the grants programs (e.g. Grants Officer, Grants and Sponsorships Officer, Community Development Officer – Grants, Community, etc. The grants programs are in some cases spread over various Council Sections, e.g. Community Development, Events and Tourism, Cultural Development, etc. One Council referred to a Finance Committee as responsible for the administration of their grants program.

Thank you



Dr Akin Falaki



David Ronaldson
Manager Community & Customer Service
Glenorchy City Council
PO Box 103
Glenorchy 7010

30 April 2017

Dear David

As discussed, the Glenorchy Community Fund (GCF) Board considered your request at our meeting of 19 April 2017. We are very grateful for the Council's consideration of a donation. The GCF is unable to accept tied or conditional donations. However, we believe that our usual grant process could meet your request and fulfil the Council's requirements.

Our eligibility criteria under the grant policy offers funds each year to assist NFP organisations and groups that are working for the public benefit and to enrich community spirit and alleviate social disadvantage in the City of Glenorchy.

Funds donated are invested with only the accrued interest distributed as grants each year. The success of the GCF to this point has been in large part due to the pooling of donated funds from a number of donors. The benefit of this model is to ensure the ongoing sustainability of the fund and provide a lasting legacy into the future.

Major donors have in the past been invited to participate in the grant recipient selection process. All our donors are recognised formally at our events.

Should the GCC proceed with an annual donation we would invite a council representative to participate in the grant selection process and the awarding of a grant at our annual event. This would of course include a media opportunity with the grant recipient.

The GCF would again like to thank you for this consideration. We look forward to hearing from you in the near future.

Should you have any further queries please do not hesitate to contact me.

Kim Macgowan

Chair Glenorchy Community Fund

Telephone (0419 550 051) email info@glenorchycommunityfund.org
PO Box 382 Moonah Tasmania 7009

Draft Glenorchy Parking Strategy 2017 – 2027

Draft for Consultation



Executive Summary

Council has recently recognised the need to review the existing “Commercial Precincts Car Parking Plan” and develop a broader parking strategy for the City of Glenorchy.

The development of this parking strategy has been a collaborative effort between Aldermen, Council staff and business representation from the Moonah Glenorchy Business Association. A working group was convened in June 2015 to oversee the preparation of this strategy.

The development of the strategy started with the review of all relevant documents and previous studies which had a focus on parking related issues in Glenorchy. Subsequent to the review phase, the issues in relation to parking in Glenorchy were discussed and investigated through the working group meetings and categorised into five different themes, being:

- Parking infrastructure;
- Parking management;
- Parking enforcement;
- Parking Finance; and,
- Parking Education.

Subsequent to categorising these issues, a strategy statement was developed for each theme. Each strategy statement is framed to show Council’s vision of parking in Glenorchy in the future. Thereafter, issues associated with each strategy statement are detailed, followed by a list of actions to address those issues. Finally, each strategy is concluded by a summary of the objectives that the strategy is expected to achieve.

The parking strategy is applicable to the area of the Glenorchy City Council and covers the period up to 2027. The Parking Strategy will be reviewed after five years to assess the progress of implementation and to make any changes to the Strategy as required.

Table of Contents

Executive Summary	2
1. Introduction	4
2. Scope of the Strategy	5
3. Study Process.....	6
4. Context of Parking in Glenorchy Municipality.....	7
5. Parking Strategies	9
Strategy 1: Parking Infrastructure	10
Strategy 2: Parking Management	15
Strategy 3: Parking Enforcement.....	20
Strategy 4: Parking Finance	23
Strategy 5: Parking Education.....	27
6. Implementation	29

1. Introduction

Nestled between the stunning icons of Mt Wellington and the Derwent River, Glenorchy is Tasmania's fourth largest city and home to 45,827 people.

Glenorchy has a rich indigenous heritage and has been home to the Mouheeneener Aboriginal people for over 40,000 years. Today, Glenorchy has a vibrant multicultural community with people from over 100 nations now calling our city home.

Originally settled as an agricultural district, Glenorchy is a major economic centre in Tasmania, with a mix of traditional industries, innovative high-tech enterprises and dynamic small businesses.

The City of Glenorchy has a prominent retail sector, with commercial centres in Glenorchy, Moonah and Claremont, along with the full range of modern services and facilities you would expect in a contemporary City.

The Brooker Highway runs north-south through the city, providing the main road link between Hobart and the rest of Tasmania (and mainland Australia) via the National Highway network. A disused railway line also runs north-south through Glenorchy. The Intercity Cycleway runs parallel to the railway line between Claremont and the Hobart CBD.

The 2011 Census found that, 12.7% of all households in Glenorchy do not own a vehicle (compared with 8.9% in Greater Hobart), whilst 13.9% of all households in Glenorchy have three or more vehicles (compared with 15.9% in Greater Hobart).

The 2011 journey to work data for Glenorchy showed there were 1,114 people who used public transport to journey to work, compared with 13,641 who used private vehicles. 603 people used non-motorised forms of transport to travel to work (walking or cycling) and 408 people worked from home. 7,060 people employed in Glenorchy also reside in the city. The next highest proportion of people working in Glenorchy lives in Clarence (2,937), Hobart (2,218), Brighton (1,678) and Kingborough (1,095).

Glenorchy City Council has responsibility for the planning, provision, management and regulation of parking in the City of Glenorchy. Council has recently recognised the need to review the existing "*Commercial Precincts Car Parking Plan*"¹ and develop a broader parking strategy for the City of Glenorchy.

This document details the development of the parking strategy for the City of Glenorchy, including objectives and measures to address the parking related issues and a set of actions to assist Council in the improvement of parking efficiency and operation, now and into the next 10 years.

¹ Council's *Commercial Precincts Car Parking Plan* can be accessed from http://gcc.tas.gov.au/content/upload/MoonahGlenorch_Parking_Plan_Nov10_201.pdf

2. Scope of the Strategy

This Strategy is applicable to the area of the Glenorchy City Council, which is bounded by the Derwent River in the north and east; Hobart City in the south-east; the Kingborough Council area in the south and the Derwent Valley Council area in the west (refer to **Figure 1**). The Strategy covers the 10 year period, 2017 - 2027.

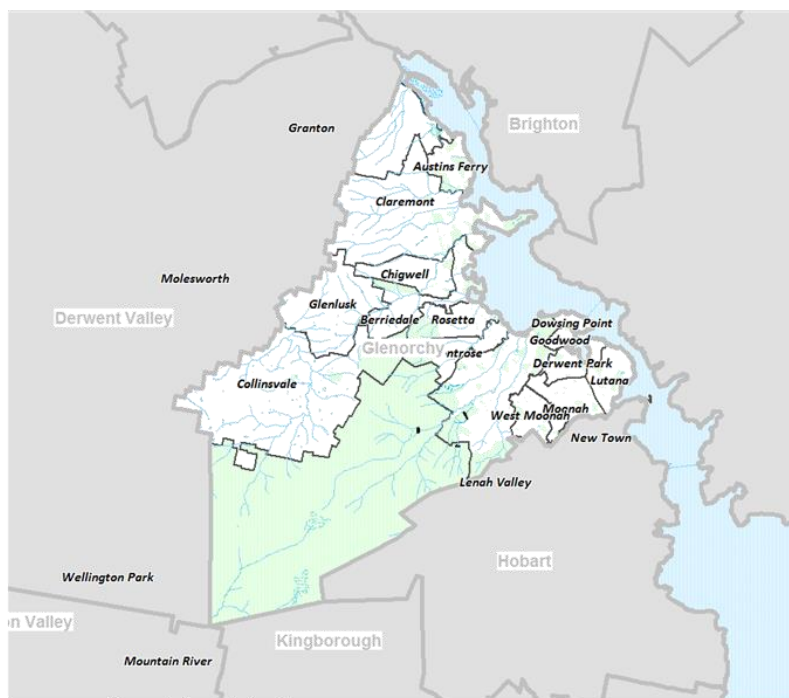


Figure 1 - The Glenorchy City Council boundary

The Parking Strategy will be reviewed after five years to assess the progress of the implementation and to make any changes to the Strategy as required.

3. Study Process

The development of this parking strategy has been a collaborative effort between Aldermen, Council staff and business representation from the Moonah Glenorchy Business Association. A working group was convened in June 2015 to oversee the preparation of this strategy. The working group members included an Alderman, the General Manager, Coordinator City Strategy and Economic Development, Coordinator Planning Services, Acting Compliance Coordinator, Transport Engineer, Development Engineer, Chief Parking Officer, Positive Ageing & Access Officer and a representative of Moonah Glenorchy Business Association.

The development of the strategy started with a review of all relevant documents and previous studies which had a focus on parking related issues in Glenorchy. The reviewed documents include:

- Southern Integrated Transport Plan 2010;
- State Government Draft Transport Access Strategy;
- City of Glenorchy Community Plan 2015-2040;
- Glenorchy Interim Planning Scheme & Single Planning Scheme for Tasmania (draft documents for consultation);
- Commercial Precincts Car Parking Plan;
- Glenorchy CBD Strategic Framework;
- Main Road Corridor Master Plan;
- Council's Parking Occupancy Survey Reports;
- Council's Positive Ageing Strategy;
- Access Action Plan 2016-2021.

The review of the above documents culminated in the preparation of a Parking Review Paper which helped to define and clarify the key parking issues in Glenorchy.

Subsequent to the review phase of the study process, the issues in relation to parking in Glenorchy discussed and investigated through the working group meetings were categorised in five different themes, being Parking Infrastructure, Parking Management, Parking Enforcement, Parking Finance and Parking Education. A strategy statement was then framed for each theme and a number of objectives and measures were considered to address the identified issues. Finally, a set of actions were developed to assist Council to achieve these objectives.

This document is the *Draft Glenorchy Parking Strategy 2017-2027*, developed by the working group, for use in public consultation. The public consultation is scheduled to be undertaken in **July 2017**. Following public consultation the *Glenorchy Parking Strategy 2017-2027* will be finalised based on the findings from the public consultation and will be put forward for adoption by Council.

4. Context of Parking in Glenorchy Municipality

Glenorchy City Council provides and maintains parking facilities as a community service to provide on and off street parking for shoppers, workers and residents. Well-designed parking improves road safety, traffic safety and pedestrian safety, user convenience, and environmental and residential amenity. Council's current role in parking covers a range of responsibilities but can be broadly categorised as managing the supply and use of parking as follows:

- Supplying and maintaining public on and off street parking facilities throughout the city;
- Regulating and enforcing the use of this public parking through time limits;
- Regulating and enforcing the use of private parking through management agreements (although this does not occur consistently in the city at present);
- Regulating the supply of private parking through the Planning Scheme which requires developments to provide a certain number of car park spaces.

Currently, within the Glenorchy CBD, there are 248 on-street car parking spaces in 8 main roads/streets with time restrictions ranging from 5_{min}P to 4P as well as some unrestricted spaces. There are also 15 off-street car parking areas with 2,114 car parking spaces including 815 Council owned spaces and 1,299 private spaces. 1,766 of the off-street car parking spaces are subject to time restriction from 1P to 4P and are regularly enforced by Council, while the remaining off-street car parking spaces are unrestricted.

Within the Moonah CBD, there are 183 on-street car parking spaces in 5 roads/streets with time restrictions ranging from 5minP to 1P as well as some unrestricted spaces. There are also 7 off-street car parking areas with 774 car parking spaces, including 266 council owned spaces and 508 private spaces. 412 of the off-street car parking spaces are subject to time restrictions from ½P to 3P and regular enforcement patrol, while the remaining off-street car parking spaces are unrestricted.

For the Claremont CBD, there are 49 on-street car parking spaces in 3 roads/streets with time restrictions ranging from ¼ P to 1P as well as some unrestricted spaces. There is also one private off-street car parking area with 303 car parking spaces with a time restriction of 2P, which is regularly enforced by Council.

Table 1 shows a summary of the available parking supply within commercial precincts.

Table 1
Parking Supply in the Glenorchy's Commercial Precincts

Commercial Precinct	On-street Parking Supply		Off-street Parking Supply	
	No. of Parking Spaces	Time Restriction	No. of Parking Spaces	Time Restriction
Moonah	183 (in 5 roads)	1P to 5 _{min} P + unrestricted	2,114 (in 15 car parks)	1P to 4P (1,766 spaces)
Glenorchy	248 (in 8 roads)	4P to 5 _{min} P + unrestricted	774 (in 7 car parks)	½ P to 3P (412 spaces)
Claremont	49 (in 3 roads)	4P to ¼ P + unrestricted	303 (in 1 car parks)	2P (all spaces)

Over the past 12 years, Council has undertaken regular parking occupancy surveys in the commercial precincts within the City, in order to gain an understanding of parking conditions and usage. A review of the results of the most recent parking occupancy surveys in Moonah, Glenorchy and Claremont CBDs shows that the average occupancy of both on-street and off-street car parking spaces was not higher than 70%, while the maximum occupancy during the peak hours were less than 85%² (see Table 2).

Table 2
Parking Occupancy Survey Results in the Glenorchy's Commercial Precincts

Commercial Precinct	Parking Type	Average Occupancy	Maximum Occupancy
Moonah (2016)	On-street	49.7%	57%
	Off-street	58%	72%
Glenorchy (2015)	On-street	54%	60.9%
	Off-street	61.1%	74.3%
Claremont (2016)	On-street	33.3%	47%
	Off-street	67.9%	82%

A review of past Parking Occupancy Survey Reports also reveals that the demand for parking within the commercial precincts has remained almost steady in the past 10 years. This indicates that parking supply is adequate in the commercial precincts within

² 85% parking occupancy is generally accepted as full, given that there will be a percentage of circulating traffic looking to park

the City of Glenorchy and no additional parking supply is necessarily required at this stage.

In terms of the installation of parking controls on public streets, Council's Transport Engineer has Delegation of Power to Approve Traffic Control Devices (Parking Controls) under Section 10 of the Transport Act 1981 for public streets in the Glenorchy municipality, but excluding State maintained roads where the speed limit is 70km/h or greater (this being the Brooker Highway and Goodwood Road). This delegated authority allows the Transport Engineer to approve the following traffic control devices:

- Time limited parking
- No parking
- Stopping restrictions
- Angle parking
- Parking for people with a disability
- Parking zones

Once in place, parking restrictions are controlled and enforced by Council's parking officers. Time restricted parking is monitored by the 'walk and chalk' method, while all other restrictions are monitored through observation (whilst 'walking and chalking'). Weekend enforcement is not routinely undertaken in the City of Glenorchy. Irregular weekend patrols of the Brooker Highway and outer lying residential areas are conducted from time to time to deter parking on footpaths and nature strips and cars being parked on roadside areas and advertised for sale. On-street parking in the outer CBD is also enforced on a complaints basis.

5. Parking Strategies

The issues in relation to parking in Glenorchy were categorised into five main themes, being:

- Parking infrastructure;
- Parking management;
- Parking enforcement;
- Parking Finance;
- Parking Education.

Below are the strategies associated with each theme. Each strategy starts with a statement which is framed to show Council's vision of parking in Glenorchy for the future. Thereafter, issues associated with the strategy are detailed, followed by a list of actions to address those issues. Finally, the strategy is concluded by a summary of the objectives that the strategy is expected to achieve.

Strategy 1: Parking Infrastructure

Provide adequate parking supply and supporting infrastructure for all modes of transport within Glenorchy municipality to assist the community to access facilities and to support economic growth of businesses and shops.

Glenorchy City Council provides and maintains parking facilities as a community service to provide on and off street parking for shoppers, workers and residents. Well-designed parking improves road safety, traffic safety and pedestrian safety, user convenience, and environmental and residential amenity. One of the main roles of Council in relation to parking is to supply and maintain public on and off street parking facilities throughout the City.

Currently, Council has 84 car parking areas (including those within parks and reserves); 15 of them are public car parks in the Glenorchy and Moonah CBDs. Council maintains all these car parking areas (in addition to on-street parking) on a regular basis, to ensure that all parking facilities are functional. Council also undertakes regular parking occupancy surveys in the commercial precincts to monitor and understand the issues with parking demand and supply.

The availability and location of parking facilities is more significant in commercial precincts as they tend to support business operators, shopping centres and transport hubs. Access from parking facilities to businesses, shopping centres and transport hubs should also be designed to required standards.

The development of a comprehensive plan is essential for our commercial precincts so as to plan for future parking infrastructure and parking management, including the preparation of maintenance schedules. It should be noted that, according to the *Glenorchy Interim Planning Scheme 2015*, approved car parking plans will also enable Council to require cash-in-lieu for car parking shortfalls, where developments do not provide required off-street car parking spaces.

Action 1.1:

Review the existing Council's 'Commercial Precincts Car Parking Plan' and develop separate car parking plans for each commercial precinct.

Glenorchy has more people with a disability living in the municipality than other Council areas in Southern Tasmania; 6.9% of people in Glenorchy as compared to 5.4% in the Greater Hobart region. Figures also show that the proportion of older persons (85 years old and older) has grown from 2.1% in 2006 to 2.3% in 2011³, and is predicted to continue to increase with the ageing demographics. Over half of the older residents

³ Figures extracted from *id Community Profile* website (<http://profile.id.com.au/glenorchy/home>)

(58%), use their own car for transport. Given the ageing population and the proportion of people living with a disability in our area, this indicates the need to provide more designated accessible parking spaces near key services and facilities throughout our municipality. The results of a parking occupancy survey in 2016 associated with accessible parking spaces in the Glenorchy CBD⁴, shows that there is a need for additional accessible parking spaces in specific locations.

In addition, Council regularly receives requests from members of the public for the provision of bicycle and motorcycle parking facilities. There is a lack of sufficient parking facilities for bicycles and motorcycles, both in Council owned car parks, and on the roads within the commercial precincts.

Council is committed to providing parking facilities for all modes of transports and to support the aged demographic. To do so, we will need to provide adequate bicycle and motorcycle parking facilities as well as accessible parking spaces within Commercial Precincts and in Council owned car parks.

Action 1.2:

Review Council owned car park layouts to accommodate adequate accessible parking spaces.

Action 1.3:

Develop a plan to identify appropriate locations for providing motorcycle/bicycle parking facilities.

Council's off-street parking infrastructure has the potential to be used as park and ride facilities. Park and ride is a system for reducing urban traffic congestion, in which drivers can leave their cars in car parks on the outskirts of a city and travel to the city centre on public transport. Accordingly, park and ride facilities are parking lots with public transport connections that allow commuters and other people heading to city centres to leave their vehicles (including bikes and motorbikes) and transfer to a bus, rail system or carpool for the remainder of the journey.

To date only one park and ride commuter survey was undertaken in the Glenorchy CBD area, November 2006. This survey information is now outdated and the results of the survey are not reliable.

Council will investigate to identify whether appropriate park and ride facilities are needed in the vicinity of the transport hubs and the major transit corridors.

⁴ Accessible Parking Occupancy Survey Report (Glenorchy Commercial Precinct) – Glenorchy City Council – June 2016

Action 1.4:

Explore the feasibility of park and ride facilities in commercial precincts and develop a plan for park and ride facilities for each commercial precinct (i.e. Moonah, Glenorchy and Claremont) if required.

As part of the *'Parking Strategy'* review, the importance of providing appropriate infrastructure for new technologies was acknowledged, including electric cars and bikes. In this regard, the options for parking facilities for electric cars and bikes should be explored together with developing a plan for providing electric car/bike parking spaces.

We will consider the provision of parking facilities for electric cars/bikes and for future technologies (e.g. driverless cars) in Council owned car parks.

Action 1.5:

Explore the options for parking facilities for electric cars and bikes and develop a plan for providing electric car/bike parking spaces in Council owned car parks.

Good parking information tends to reduce motorist delay and frustration and can improve the efficiency and uptake of drivers parking in an area. Providing convenient and accurate information on parking availability typically results in reducing traffic volumes on the road network (i.e. by reducing the circulating traffic looking to park).

The use of parking signage is one of the most common ways to provide information on parking availability. Parking signs may also be able to provide real-time information on the location of available parking spaces (similar to those used for the Hobart multi-storey car parks). However, the provision of real-time information requires the public car parks to be managed through mechanical and/or electronic devices (e.g. boom gates, ticket machines, etc.), there needs to be some means of recording entering and exiting cars.

Currently, static parking direction signage has been installed on the approaches to the commercial precincts within Glenorchy. However, the existing parking direction signs need to be reviewed to ensure that accurate information on parking availability is provided for parking users. This will be undertaken through the development of a comprehensive plan for parking directional signs for all Council owned public car parks.

Action 1.6:

Develop a plan for parking directional signs within Glenorchy.

Research shows that a safer environment in off-street car parks will result in higher use of parking facilities. Parking facilities should be designed to minimise crash risk to vehicles and pedestrians and to provide personal security with appropriate visibility,

lighting and patrols. Appropriate and safe pedestrian linkages between carparks / park & ride facilities and businesses / shopping centres facilities should also be considered in the design of parking facilities.

We will provide a safe environment for parking facilities within Glenorchy through the review of Council owned car park layouts in order to identify and address safety issues.

Action 1.7:

Review Council owned car park layouts in order to identify safety issues and to identify solutions for rectifying the issues.

The maintenance of existing parking infrastructure (including signs and linemarking) is significant. Clear and visible signs and linemarking will help all road users to easily identify parking locations and parking restrictions, and is in fact required, for effective enforcement. However, Council does not have a procedure to provide guidance on when and where the existing parking infrastructure should be maintained. Currently, a large number of parking related signs and linemarking are significantly faded and worn and there is no system in place to inspect and replace worn signs or linemarking. Council essentially relies on reports from car park users or staff to identify the locations needing maintenance.

The development of a long term plan for parking infrastructure maintenance will help Council to approach maintenance in a systematic and more efficient way.

Action 1.8:

Develop a long term plan for parking infrastructure maintenance.

The Australian Standard 'AS1742.11 Manual of uniform traffic control devices – Part 11: Parking Controls' provides information in relation to the minimum requirements for the installation of parking related signs and linemarking. However, the Standard is silent in some areas, such as the distance between consecutive signs, type of linemarking for parking bays (i.e. full or partial linemarking), combined signs and the like.

The development of a guideline for the installation of parking related signs and linemarking will help Council to install consistent parking infrastructure in Glenorchy and to avoid unnecessary signs and linemarking, which may make our built environment visually unpleasant.

Action 1.9:

Develop a guideline for the installation of parking related signs and linemarking.

It is envisaged that through the implementation of this strategy, Council will not only maintain the existing and future parking infrastructure sustainably but will also provide

parking facilities for all mode of transports, support the aged demographic, enhance environmental and economic outcomes and investigate parking facilities for future technologies.

Draft for Consultation

Strategy 2: Parking Management

Manage Council owned public car parks and on-street parking to maximise the use of parking facilities within Glenorchy municipality while ensuring that the available parking supply is adequate, safe and fair for all users.

Several initiatives were considered by the working group for managing parking within Glenorchy municipality. However, it is understood that any changes to the existing parking arrangements such as parking supply reductions, restrictions and pricing may result in parking problems in nearby areas as motorists seek additional or cheaper parking.

Where parking availability is reduced within a commercial precinct, or a cost is applied to the user, it is envisaged that the on-street parking supply within the nearby residential areas will be used more frequently. This in turn will increase complaints from residents in relation to all day parking in residential areas. There are various ways to mitigate these problems as part of an area parking management program. One approach to this issue is to restrict on-street parking within the nearby affected residential areas (e.g. 1 or 2 hours parking restriction) in conjunction with the implementation of 'Residential Parking Permit Schemes'. However, this will require new administrative responsibilities with inherent costs. It is noted that there have been some requests from residents for the introduction of 'Residential Parking Permit Schemes' in the past.

We will consider the introduction of 'Residential Parking Permit Schemes' to manage the demand for all day parking and to make the parking supply fair for all users (i.e. by preventing overstaying).

Action 2.1:

Explore the options for 'Residential Parking Permit Schemes' and develop a procedure for implementing, if it is feasible and cost effective.

Changes to the existing parking management arrangements may also result in increased use of private car parks (i.e. those car parks which are provided by the businesses for their customers) by long-stay parkers. Consequently, it is important to have a plan for both public and private parking areas and to manage them simultaneously in order to ensure that the actions associated with the future strategy work effectively. This may require agreements with the private car park owners to manage/patrol these parking areas by Council.

Currently, there are 10 private car parking areas within the commercial precincts (i.e. Glenorchy, Moonah and Claremont CBDs), 5 of them have agreements with Council for

the patrol and enforcement of car parking restrictions. Most of the other 5 private car parks are in the Moonah commercial precinct (i.e. 4 out of 5 car parks); all of them are unrestricted off-street parking areas and are not patrolled or enforced by Council. It would be beneficial for those businesses that have private car parking to enter into a management agreement with Council to ensure that sufficient parking supply remains available for their customers.

We will start discussion with private car park owners to promote management agreements in order to manage private car parks, consistent with the strategy's objectives and initiatives.

Action 2.2:

Establish Promote management agreements between Council and private car park owners to ensure consistent parking restrictions and enforcement within commercial precincts.

In terms of off-street parking areas, the existing Council owned public car parks are at grade parking facilities and tend to be scattered around the Glenorchy and Moonah CBDs. The *'Glenorchy CBD Strategic Framework'*⁵ recommends moving carparks to the edge of the CBD (possibly in the form of multilevel carparks). This concept was supported by the recommendations in the *'Main Road Corridor Master Plan'*⁶ – to mask parking and to reduce the "sprawl" of asphalt car parks around the CBD. However, shifting from scattered at grade carparks to centralised multilevel carparks requires a large amount of investment.

We will investigate the feasibility of constructing multi-storey car parks in Glenorchy and Moonah CBDs in order to provide adequate parking supply in commercial precincts to meet parking demand in the future. It is expected that the consolidation of car parks will be funded through the revenue gained from the disposal of lands associated with some of the existing at grade car parks.

Action 2.3:

Explore the options for consolidating Council owned scattered car parks in commercial precincts.

In addition, cash-in-lieu for car parking can be used as a management tool to encourage developers to find other solutions to overcoming parking shortfalls. It is noted that the initial rationale for cash-in-lieu for parking was to provide a 'reserve' to fund future public parking provisions when parking is not provided directly on development sites.

⁵ *Glenorchy CBD Strategic Framework* can be accessed from http://gcc.tas.gov.au/content/upload/Appendix K_Draft_Glenorchy_CBD_Strategic_Framework_Volume_2_14_Mar_2014_4895.pdf

⁶ *Main Road Corridor Master Plan* - Annand Alcock Consultants - 2004

The concept of cash-in-lieu for car parking is based on the Town Planning philosophy that where commercial developments have a shortfall of car parking, it is reasonable for the Council to assist by accepting money for this shortfall, to provide car parking bays in an adjacent or nearby existing, or proposed public 'car park'. The cash-in-lieu system involves the payment for shortfall in the number of parking spaces required on-site for the proposed land use.

The '*Glenorchy Interim Planning Scheme 2015 - Parking and Access Code*⁷' allows discretion in the taking of cash-in-lieu for car parking shortfalls where a 'parking plan' has been developed and adopted by Council. The decision as to whether to apply cash-in-lieu, based on planning grounds, is then made by the '*Glenorchy Planning Authority*'. A decision to waive payment on non-planning grounds is required to be made by full Council, as set by the Council decision of 7th December 2009.

Currently, Council does not have a policy associated with cash-in-lieu for car parking. The development of a policy will make it clear for Council staff, the *Planning Authority* members and developers, as to when and where cash-in-lieu for car parking will be applied.

Action 2.4:

Review the current application of cash-in-lieu for car parking and develop a 'Cash-in-lieu for Car Parking' policy.

Parking demand peaks over occasional periods such as busy shopping days, special events, emergencies, etc. In such cases, establishing plans to manage occasional peak parking demands is vital. The plans may include prioritising the use of parking (e.g. for customers), information for motorists on where to find additional parking, the provision of shuttle bus services between remote parking and the key destinations and special programs to encourage the use of alternative travel modes. The development of overflow parking plans can be a quick and cost effective solution to occasional parking problems.

The development of a '*Special Events Parking Plan*' will enable Council to manage the occasional peak parking demands during a special event.

Action 2.5:

Develop a "Special Events" parking plan for the provision of overflow parking where required.

A regular monitoring program for Council's parking areas (both on and off street) will allow Council to identify the issues associated with parking occupancy (i.e. parking

⁷ Section E6.6.1 Number of Car Parking Spaces – Acceptable Solutions A1
(<http://www.iplan.tas.gov.au/pages/plan/book.aspx?exhibit=gccips>)

supply and demand). This information helps Council to identify deficiencies (or over supply) in parking supply and, consequently, the requirement to investigate solutions. It also provides useful data that can feedback into the review of this Parking Strategy.

To date, Council has undertaken parking occupancy surveys in the Glenorchy and Moonah Commercial Precincts on a rotating annual basis, so that each area is surveyed once every two years. The most recent parking occupancy surveys in the Glenorchy and Moonah Commercial Precincts were undertaken in 2015 and 2016 respectively. A parking occupancy survey in the Claremont Commercial Precinct was also undertaken in 2016.

We will continue undertaking regular parking surveys within the Glenorchy municipality to keep parking data up to date.

Action 2.6:

Continue undertaking regular parking surveys within the Glenorchy municipality to keep parking data up to date.

Similar to parking directional signs, convenient and accurate information on parking availability will not only reduce traffic within the commercial precincts, but will reduce motorist delay and frustration. This information can be distributed to the community through brochures, pamphlets or Council's website.

The development of a parking guide for each commercial precinct (including details on parking availability for all modes of transport) will help people to plan for their trip (i.e. selection of the mode of transport and the route to the destination) based on the availability of parking facilities.

Action 2.7:

Prepare information booklets/pamphlets and website content for each commercial precinct, including information on the different types of parking facilities available in the area.

As part of the '*Parking Strategy*' review, it was identified that a parking database (including parking infrastructure and time restrictions) is required to enable Council to better undertake parking related initiatives (e.g. reviewing Council owned car park layouts, preparing parking guide booklets, reviewing parking restrictions within commercial precincts, etc.).

We will develop a database for parking restrictions and parking infrastructure and will maintain the database regularly in order to keep the database current.

Action 2.8:

Develop a database for parking restrictions and parking infrastructure.

Overall, this strategy will enable Council to provide a safer environment for parking facilities within the Glenorchy municipality, make parking supply fairer for all users, provide adequate parking supply to meet the parking demand in the future and manage the demand for all day parking.

Draft for Consultation

Strategy 3: Parking Enforcement

Use effective and efficient parking enforcement methods to patrol and enforce parking restrictions within Glenorchy.

Parking enforcement plays a vital role in ensuring that parking resources are used efficiently and in the best interests of the community.

In accordance with the *Traffic (Road Rules) Regulations 1999*⁸, the use of approved parking spaces may be policed by those Councils participating in the joint Police/Council Parking Enforcement Program. As a participant in this scheme, Council conducts this role through enforcement procedures adopted for parking enforcement.

Currently, time restricted parking is monitored by the 'walk and chalk' method. All other restrictions are monitored through observation (whilst walking and chalking). Walking and chalking is an inefficient method of parking overstays detection; it is labour intensive, antiquated in an information technology era, difficult to apply in bad weather and is easy to defeat. However, there are other technologies available and under development that can improve enforcement efficiencies markedly, including:

- 'Automated chalking' (through integrating licence plate recognition, digital photographs and Global Positioning System (GPS) technology)
- Parking meters
- PODS (electronic device to allow for time restrictions without paid parking)
- Voucher machines

We will investigate available technologies to increase the efficiency of parking enforcement throughout the City of Glenorchy.

Action 3.1:

Explore the options for using voucher machines, pods or parking meters in parking enforcement.

Effective enforcement is an important component of parking management. In order to ensure that the desired outcomes of the parking strategy are achieved, an appropriate level of enforcement is required.

Surveys have shown that the current enforcement regime has not been wholly effective in targeting vehicles overstaying the time limit in the commercial precincts. A review of the enforcement regime is necessary to ensure that parking turnover is maintained for the use of customers. This improved enforcement will result in long-stay vehicles being displaced from the available time restricted car parking spaces in preference to off-street all day parking areas.

⁸ *Traffic (Road Rules) Regulations 1999* can be accessed from http://www.thelaw.tas.gov.au/print/index.w3p;doc_id=+131+1999+AT@EN+20080510000000;rec=0

Action 3.2:

Review the current parking enforcement regime and develop a plan for regular parking enforcement including a 'Standard Operating Procedure' manual.

Currently, Council's parking section is part of a bigger group named 'Compliance Section'. This group is responsible for a wide range of duties including animal management, parking enforcement, bush fire hazard control and the like. The reason for combining several duties under one group is to allow Council to use its human resources more efficiently through resource sharing. This enables flexibility for Council to use staff in the areas where there are higher workloads and vary individual duties from time to time. However a consequence is that, in some cases, parking enforcement and parking related matters may become the lower priority when there is an urgent need for more staff in other areas (e.g. animal management or bush fire hazard control).

There are currently 2.3 full time equivalent officers working in the Compliance section as parking officers. However, this does not mean that there are 2.3 parking officers available for parking enforcement every day. With the existing human resources available for parking enforcement, in the best situation, the focus of the parking section is to only enforce parking in Glenorchy and Moonah CBD during weekdays; other areas are not proactively enforced.

Parking compliance for the areas other than Moonah and Glenorchy CBDs is conducted in a complaint basis. However, there is no guarantee that the complaints can be responded on the same day. After hours and weekend parking restrictions are enforced by Tas Police, only on a complaints basis as Council does not have sufficient or committed human resources for systematic after hours or weekend parking compliance.

To address the lack of human resources for parking enforcement and to meet the targeted enforcement regime, we will plan to ensure that a certain number of human resources are available at any time for parking enforcement. We will also investigate making the parking section a separate group within the Compliance Section. These actions will allow parking restrictions and public car parks within the Glenorchy municipality to be enforced on a regular basis and to a targeted level.

Action 3.3:

Investigate the required number of human resources for an agreed enforcement regime.

Action 3.4:

Explore the options for making parking section a separate group within the Compliance Section.

In conclusion, by applying this strategy, Council will increase parking officers' efficiency and will provide adequate human resources for parking enforcement and investigate new technologies for better parking compliance.

Draft for Consultation

Strategy 4: Parking Finance

Provide sustainable financial resources to offset the costs associated with parking infrastructure (including new and existing parking facilities), parking initiatives and parking enforcement.

Currently, parking related initiatives are funded through the normal budgetary process (i.e. by preparing budget bids based on priorities). However, in the past few years, budgetary constraints have made the parking related initiatives and the employment of additional human resources for parking enforcement harder to implement.

Currently, parking fines and cash-in-lieu for car parking are the only revenue sources related to parking. However, income from fines and cash-in-lieu are not reliable resources, as income from these sources will vary from year to year. Currently income from fines, at approximately \$340,000 per year, only covers the cost of staffing and is linked directly to the level of enforcement. Review of the income from cash-in-lieu for car parking also shows that Council did not receive any contributions from developers in the form of cash-in lieu for car parking in the past three years.

Based on the above information and alongside the 28 actions identified with this strategy document, it is recognised that lack of adequate funding for implementing these identified actions may cause significant delays to implementation of the overall strategy. As a result, it is considered that it is necessary to make Council's parking section financially sustainable and self-reliant, by exploring other alternatives for generating income.

We will investigate sustainable income sources for use in parking related initiatives with a view to making parking related activities and initiatives financially self-reliant by exploring other alternatives for generating income.

Action 4.1:

Explore the options for alternative sources of income for parking related initiatives.

'Price parking' is one of the options available to Council for generating income. This solution involves charging motorists directly for using parking facilities. Paid parking is not only a more reliable source of income compared to fines and cash-in-lieu, but also is an efficient way to manage parking demand, and support objectives to reduce private vehicle travel. The impact of paid parking on the reduction of private vehicle usage has been acknowledged in the Tasmanian Government's *Draft Transport Access Strategy*⁹ (the *Draft Strategy*). The *Draft Strategy* indicates that:

⁹ *Draft Transport Access Strategy* can be accessed from http://www.statelibrary.tas.gov.au/data/assets/pdf_file/0010/135775/Draft_Transport_Access_Strategy.pdf

“Parking pricing provides another mechanism for incentivising effective public transport usage both in general and for particular groups (for example, commuters). Low cost or free parking in and around Tasmania’s urban centres has been identified as a factor that contributes to on-going dependency on private cars for transport.”¹⁰

The *Draft Strategy* also states that, based on the results of the *Hobart Passenger Transport Case Study*¹¹, an increase in the price of car parking would result in a decrease in car vehicle kilometres travelled and an increase in public transport share.

The concept of paid parking involves charging parking users directly, rather than subsidising parking infrastructure and management costs via other income sources such as general rates revenue. A robust enforcement regime is required to be conducted simultaneously to ensure that the concept of paid parking will achieve its objectives.

It should be noted that the introduction of paid parking does not mean that all parking users should pay for parking. For example, free parking can be kept in the off-street car parks for the first 1½ hours, similar to the approach adopted by Hobart City Council. Parking prices can also be structured to achieve particular objectives (e.g. more convenient parking spaces priced to favour customers and clients, while other parking can be priced to favour long-term parkers).

It is important to note however that the provision of free parking is seen as being a marketing advantage for businesses in the City of Glenorchy. In other words, there is a perception that the introduction of paid parking will result in people going elsewhere for shopping and this will have a negative impact on the economy of Glenorchy. However, this impact highly depends on the price of parking (i.e. a lower parking fee will not necessarily deter shoppers from using the commercial areas in their locality). It is recommended that an Economic Impact Assessment be undertaken into the advantages and disadvantages of paid parking, including a full investigation of the likely consequences of implementing different approaches to paid parking.

We will investigate whether paid parking is appropriate to be implemented in Glenorchy and if so, the most equitable way to implement it.

Action 4.2:

Undertake an Economic Impact Assessment of paid parking in Glenorchy to investigate the advantages and disadvantages of paid parking, including a full investigation of the likely consequences of implementing different approaches to paid parking.

¹⁰ *Draft Transport Access Strategy* – page 20

¹¹ Cited in the Tasmanian Government’s *Draft Transport Access Strategy*

While cash-in-lieu for car parking is considered to be generally, an unreliable financial resource, it can also be considered as a management tool (i.e. a disincentive for developments which do not provide adequate on-site parking facilities). It is recommended that the cash-in-lieu amount be reviewed and the circumstances where cash-in-lieu can be applied be reviewed (noting that under current controls income from cash-in-lieu can only be spent in the areas which have approved parking plans¹²).

The determination of the cash-in-lieu rate is a critical task. The amount of cash-in-lieu can have a direct impact on the developers' decision making, in terms of whether or not the proposed development proceeds and the form in which it proceeds. While a higher cash-in-lieu rate, in some cases, may lead to withdrawal of an application due to cost implications, alternatively it may encourage the developer to find other solutions to overcome the parking shortfall (e.g. re-arrangement of parking layout to provide more parking spaces, agreement for shared parking arrangement with adjacent businesses and the like) or adopt a smaller building footprint.

On the other hand, having a lower cash-in-lieu rate may result in placing pressure on public car park supply. In other words, a lower cash-in-lieu rate may lead developers to make the decision to pay cash-in-lieu rather than providing adequate on-site parking. In such situations, a developer might choose to develop up to the maximum building footprint (which also results in higher parking demand based on floor area), and thus place undue pressure on the supply of public parking, which then becomes the responsibility of Council to address. This cycle can be translated as transferring the developers' responsibility for on-site parking provision to Council through the provision of additional public car parking.

As a general comment, the determination of cash-in-lieu rate should be balanced such that investment is not widely discouraged but that parking needs are appropriately assessed and provided for in conjunction with development.

We will review the current cash-in-lieu amount and the circumstances in which it is applied.

Action 4.3:

Review the current cash-in-lieu amount and the circumstances in which it is applied

In addition, as part of the 'Parking Strategy' review, it was identified that a defined procedure needs to be in place to set parking related fees and charges including parking fines, cash-in-lieu for car parking and parking charges. The procedure will define the frequency and the way parking related fees and charges are reviewed and approved for implementation.

¹² Refer to Section E6.6.1 Number of Car Parking Spaces – Acceptable Solutions A1 of the *Glenorchy Interim Planning Scheme 2015* (see <http://www.iplan.tas.gov.au/pages/plan/book.aspx?exhibit=gccips>)

Action 4.4:

Develop a procedure to set parking related charges and fees.

It is expected that by undertaking the above actions, Council will provide sustainable income resources for parking related initiatives and will make parking related activities and initiatives financially self-reliant.

Draft for Consultation

Strategy 5: Parking Education

Develop educational programs to elevate the community's knowledge about parking related matters.

As part of the 'Parking Strategy' review, it was identified that a high number of parking related complaints are in relation to parking on footpaths and parking in cul-de-sacs. It may be that this high number of parking related complaints are a result of misunderstanding or misinterpretation of the road rules. As a result, it is necessary to consider undertaking parking related educational initiatives as part of this strategy to increase the community's understanding about appropriate parking related behaviour. Transport related matters could also be combined with the parking educational initiatives.

It is recommended that parking related educational initiatives be developed for different target groups and in different languages, given the multicultural community within the City of Glenorchy. The initiatives can be undertaken in different ways such as preparing of brochures for education on parking, providing parking related information on Council's website and conducting information sessions for schools and the like.

We will provide road rules' information relevant to parking to the community to increase the community's understanding about appropriate parking related behaviours.

Action 5.1:

Develop a plan for parking related educational initiatives for different target groups and identify the areas of focus for education.

Misunderstanding or misinterpretation of the road rules is not an exclusive matter to the City of Glenorchy. For this reason, it is considered that parking related educational initiatives should be conducted in conjunction with other neighbouring Council's to distribute the knowledge about parking related behaviours to a wider range of residents within Southern Tasmania.

To do this, we will engage State Government bodies, adjoining Councils, other transport service providers and interested groups, such as RACT, LGAT, Metro, Migrant Resource Centre and the like, to undertake parking related educational initiatives collectively.

Action 5.2:

Collaborate / negotiate with relevant state government bodies, adjoining local governments and other transport agencies and interested parties to undertake parking related educational initiatives collectively.

In addition, adequate funding should be secured for conducting the parking related educational initiatives. This can potentially be achieved through various grant programs, both Federal and State Government to fund the proposed initiatives.

We will liaise with the Federal and State Government to seek funding for parking related educational initiatives.

Action 5.3:

Identify appropriate grant programs for undertaking parking related educational initiatives.

Council will increase the community's understanding about road rules and appropriate parking related behaviours by undertaking the above actions.

Draft for Consultation

6. Implementation

An Action Plan has been compiled and includes the 28 actions identified throughout this strategy document, along with an assessment of the priority and timing of these actions.

The projects identified in the Action Plan will be implemented in order of priority and subject to staffing and funding availability. The Action Plan will be funded through the normal budgetary process – with budget bids being prepared based on the actions and priorities as set out in the plan.

Draft for Consultation

Action Plan and Priorities
Strategy 1: Parking Infrastructure

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
1.1	Review the existing Council's 'Commercial Precincts Car Parking Plan' and develop separate car parking plans for each commercial precinct.	High	Plans approved by Council	-Commercial Precincts Dec 2019 -Other Localities Dec 2021	CSI - Transport	Results from Action 4.2 may have significant impact on this action
1.2	Review Council owned car park layouts to accommodate adequate accessible parking spaces.	High	Car Parks for additional accessible parking identified and plans prepared	Jun 2020	CSI – Transport CSI – Engineering Projects CGGC - Property	This action requires parking occupancy survey for accessible parking spaces in each commercial precinct
1.3	Develop a plan to identify appropriate locations for providing motorcycle/bicycle parking facilities.	High	Bicycle and motorcycle parking facilities approved as part of Car Parking Plans	Dec 2019	CSI – Transport	Proposed locations can be considered as part of Action 1.1 A Bicycle Strategy may require to be developed in conjunction with this action
1.4	Explore the feasibility of park and ride facilities in commercial precincts and develop a plan for park and ride facilities for each commercial precinct (i.e. Moonah, Glenorchy and Claremont) if required.	High	Park & Ride facilities approved as part of Car Parking Plans	Dec 2019	CSI - Transport	To be considered as part of Action 1.1

Strategy 1: Parking Infrastructure (Continue)

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
1.5	Explore the options for parking facilities for electric cars and bikes and develop a plan for providing electric car/bike parking spaces in Council owned car parks.	Medium	Preliminary study undertaken, project specification developed and plans approved as part of Car Parking Plans	-Preliminary Study March 2018 -Project Specification Dec 2018 -Plans Dec 2019	CSI - Transport	Proposed locations can be considered as part of Action 1.1
1.6	Develop a plan for parking directional signs within Glenorchy.	Medium	Plans approved as part of Car Parking Plans	Dec 2019	CSI - Transport	To be considered as part of Action 1.1
1.7	Review Council owned car park layouts in order to identify safety issues and to identify solutions for rectifying the issues.	High	Car Parks with safety issues identified and plans prepared	Jun 2020	CSI – Transport CSI – Engineering Projects	To be considered as part of Action 1.2
1.8	Develop a long term plan for parking infrastructure maintenance.	Medium	Plan complete	Mar 2020	CSI – Transport CSI – Asset Management CSI - Maintenance	Action 2.8 is a prerequisite for this action
1.9	Develop a guideline for the installation of parking related signs and linemarking.	Low	Guideline complete	Jun 2018	CSI – Transport CGGC - Compliance	Should be finished prior to Action 1.1

Strategy 2: Parking Management

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
2.1	Explore the options for 'Residential Parking Permit Schemes' and develop a procedure for implementing, if it is feasible and cost effective.	Medium	Feasibility study complete and procedure developed and approved by Council	-Feasibility Study Jun 2019 -Procedure development Jun 2020	CSI – Transport CGGC - Compliance	
2.2	Establish management agreements between Council and private car park owners to ensure consistent parking restrictions and enforcement within commercial precincts.	High	Parking management agreements completed	Mar 2020	CSI – Transport	Can be undertaken as part of public consultation for Action 1.1
2.3	Explore the options for consolidating Council owned scattered car parks in commercial precincts.	High	Plans approved as part of Car Parking Plans	Dec 2019	CSI – Transport	To be considered as part of Action 1.1
2.4	Review the current application of cash-in-lieu for car parking and develop a 'Cash-in-lieu for Car Parking' policy.	High	Policy approved by Council	Sep 2018	CSI – Transport CSI – Planning CGGC – Legal & Property	To be done in conjunction with Action 4.3
2.5	Develop a "Special Events" parking plan for the provision of overflow parking where required.	High	Plans approved by Council	Jun 2019	CSI – Transport	

Strategy 2: Parking Management (Continue)

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
2.6	Continue undertaking regular parking surveys within the Glenorchy municipality to keep parking data up to date.	High	Final report(s) prepared each year	Ongoing	CSI – Transport CGGC - Compliance	
2.7	Prepare information booklets/pamphlets and website content for each commercial precinct including information on the different types of available parking facilities available in the area.	Medium	Booklets / pamphlets prepared and distributed and Council website updated	Sep 2019	CSI – Transport CED – Business & Finance	Information to be updated every two years
2.8	Develop a database for parking restrictions and parking infrastructures.	Medium	Database developed	Jun 2019	CSI – Transport CSI – Asset Management CED – GIS	

Strategy 3: Parking Enforcement

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
3.1	Explore the options for using voucher machines, pods or parking metres in parking enforcement	Medium	Preferred option approved by Council for implementation	Dec 2019	CSI – Transport CGGC - Compliance	
3.2	Review the current parking enforcement regime and develop a plan for regular parking enforcement including a 'Standard Operating Procedure' manual.	Medium	Parking enforcement regime approved as part of Car Parking Plans	Standard Operating Procedure Jun 2018 -Parking Enforcement Plan Dec 2019	CSI – Transport CGGC - Compliance	Parking enforcement plan can be considered as part of Action 1.1
3.3	Investigate the required number of human resources for an agreed enforcement scheme.	Medium	Number of human resources approved as part of Car Parking Plans	Dec 2019	CSI – Transport CGGC - Compliance	To be considered as part of Action 1.1
3.4	Explore the options for making parking section a separate group within the Compliance section.	High	Adequate human resources for an agreed parking enforcement provided at any time	Jun 2020	CSI – Transport CGGC - Compliance	

Strategy 4: Finance

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
4.1	Explore the options for alternative source of income for parking related initiatives.	Medium	Accepted option approved by Council	Jun 2019	CSI - Transport	
4.2	Undertake an Economic Impact Assessment of paid parking in Glenorchy to investigate the advantages and disadvantages of paid parking, including a full investigation of the likely consequences of implementing different approaches to paid parking.	Medium	Assessment complete and recommendation approved by Council	-Economic Impact Assessment Nov 2018 -Plans Dec 2019	CSI - Transport	Plan for the areas appropriate for paid parking can be considered as part of Action 1.1
4.3	Review the current cash-in-lieu amount and the circumstances in which it is applied.	High	New amount for Cash-in-lieu adopted by Council	Sep 2018	CSI - Transport	To be done in conjunction with Action 2.4
4.4	Develop a procedure to set parking related charges and fees.	Medium	Procedure approved by Council / Management team	Jun 2020	CSI – Transport CED – Business & Finance	

Strategy 5: Education

No.	Action	Priority	Measure	Timing	Responsible Section	Comment
5.1	Develop a plan for parking related educational initiatives for different target groups and identify the areas of focus for education.	Medium	Plan developed and approve by Council / Management team	June 2018 Subject to grant opportunities	CSI – Transport CGGC - Compliance CED – Community Development	
5.2	Collaborate/negotiate with relevant state government bodies, adjoining local governments and other transport agencies and interested parties to undertake parking related educational initiatives collectively.	Medium	Agreement signed with other parties	ongoing	CSI – Transport CED – Community Development	
5.3	Identify appropriate grant programs for undertaking parking related educational initiatives.	Medium	Applications submitted to the funding program	ongoing	CSI – Transport CED – Community Development	



COMMUNITY ENGAGEMENT PLAN

Proposed Glenorchy Parking Strategy 2017-2027

May 2017

Community Engagement Plan - Proposed Glenorchy Parking Strategy 2017 - 2027

Background

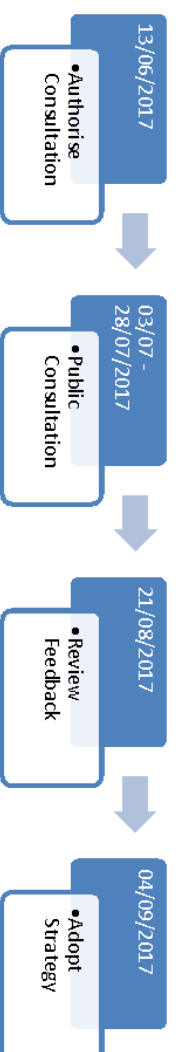
The proposed Glenorchy Parking Strategy 2017 - 2027 is an important strategy which will shape Council's future priorities and resource allocation decisions associated with parking infrastructures.

Feedback is required from the community, interested businesses and relevant agencies and bodies prior to the implementation of the Strategy.

Given the importance of this document, the proposed consultation period is from 3 July 2017 until 28 July 2017 (four weeks).

The community of Glenorchy and other relevant stakeholders will be invited to comment on the proposed Parking Strategy.

Following the consultation period, all comments will be compiled by Council officers and reported to Commissioner at a briefing meeting. After that, any changes required will be made to the proposed Parking Strategy. A Council report will then be prepared recommending that Council adopt the new Parking Strategy.



Stakeholder	Technique	Key Messages	Date	By whom?
Commissioner	Briefing	Familiarisation with proposed Parking Strategy before Council meeting to authorise consultation.	03/04/2017 (Done)	Amir
	Council meeting	Authorise consultation	13/06/2017	Amir
	Briefing	Review feedback from consultation and consider potential changes.	21/08/2017	Amir
	Council meeting	Approve Parking Strategy.	04/09/2017	Amir
Commissioner & ELT	Email	Advise that Community Engagement Plan will be implemented	03/07/2017	Amir
General Community	Advertisement in The Wednesday and Saturday Mercury	Submissions invited on proposed Parking Strategy. Give consultation dates and options for contributing.	05/07/2017 08/07/2017 Deadline: 28/06/2017	Amir
	Website: News item, copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017 – 28/07/2017	Amir, David
	Article in the Glenorchy Gazette	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	July edition. Deadline: 14/06/2017	Amir to draft, Andrea to review

Stakeholder	Technique	Key Messages	Date	By whom?
General Community	Display in Council foyer Copies of the proposed Parking Strategy, the FAQ sheet and comment forms available at the GCC Customer Service Centre.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017 – 28/07/2017	Amir, Customer Service, Di
Community Panel	Email letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms. Hard copy letter with details on accessing copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Di to review and circulate
Authorities and Bodies (adjacent Councils, Department of State Growth, Metro, RACT, LGAT, Cycling South, Emergency Services)	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Tony to dispatch
Community Groups e.g. Lions Club, Rotary Clubs, etc.	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Di to dispatch

Stakeholder	Technique	Key Messages	Date	By whom?
Other Groups e.g. schools, aged cares, child cares, etc.	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Di to dispatch
Special Committees of Council Glenorchy Youth Task Force Access Committee Safer Communities Committee Sport and Recreation Committee Cultural Diversity Advisory Committee Arts and Cultural Advisory Committee Tracks and Trails	Email: Invitation to convenors to circulate to membership and contribute; with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Di to review and circulate
Citizens for Glenorchy Inc.	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms. Attendance at an info session/presentation upon request.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft and dispatch

Stakeholder	Technique	Key Messages	Date	By whom?
Moonaah Business Community	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms. Attendance at an info session/presentation upon request.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft and dispatch
Moonaah and Glenorchy Business Association	Email or letter with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms. Attendance at an info session/presentation upon request.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft and dispatch
Info session/presentation for Interested Business Groups	Attendance at an info session/presentation upon request from interested business groups.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017 – 28/07/2017	Amir
Council Staff	All staff Email with link to online copy of proposed Parking Strategy, the FAQ sheet and comment forms.	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017	Amir to draft, Russell to dispatch

Stakeholder	Technique	Key Messages	Date	By whom?
Council Staff	Attendance at staff meetings upon request from relevant Director/Manager	Submissions invited on proposed Parking Strategy. Brief background on the Parking Strategy – link to the Draft Strategy and the FAQ sheet. Give consultation dates and options for contributing.	03/07/2017 – 28/07/2017	Amir

APPROVED
SECTION 49 & 59
TRAFFIC ACT 1925
MANAGER TRAFFIC
ENGINEERING
22/11/13

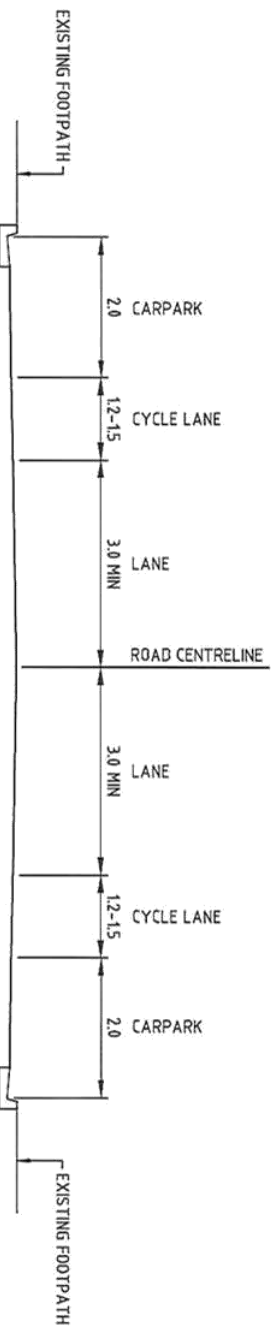
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[Signature]
(Simon Beard)
D.I.E.R.

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APPROVED ORIGINAL COPY ON FILE "S" SIGNED BY RAMNERNING SIGNED 20/06/2013						PROJECT PROPOSED CYCLING FACILITIES CLAREMONT TO MAIN ROAD GRANTON STATUS FOR APPROVAL	
TABLE OF CONTENTS UPDATED L ALLEN RAMNERNING 20/06/2013 DATE						DRAWING No. HB12313-C200 REVISION A	
DATE Nov 15 '13 11:55:22 Name: HB12313-C200.dwg Updated By: Lloyd Allen							

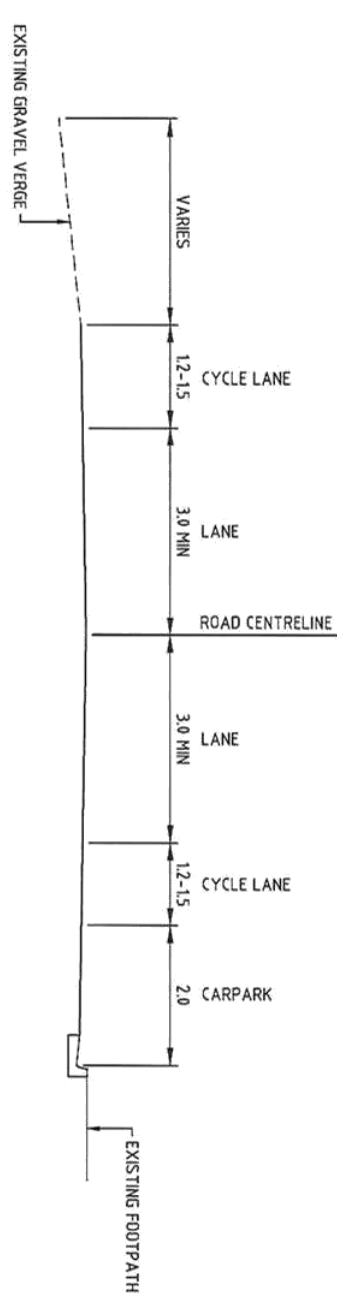
Attachments - Council - 13 June 2017

Attachments - Council - 13 June 2017





TYPICAL SECTION OF CYCLE LANE AND CAR PARKING ON LHS & RHS

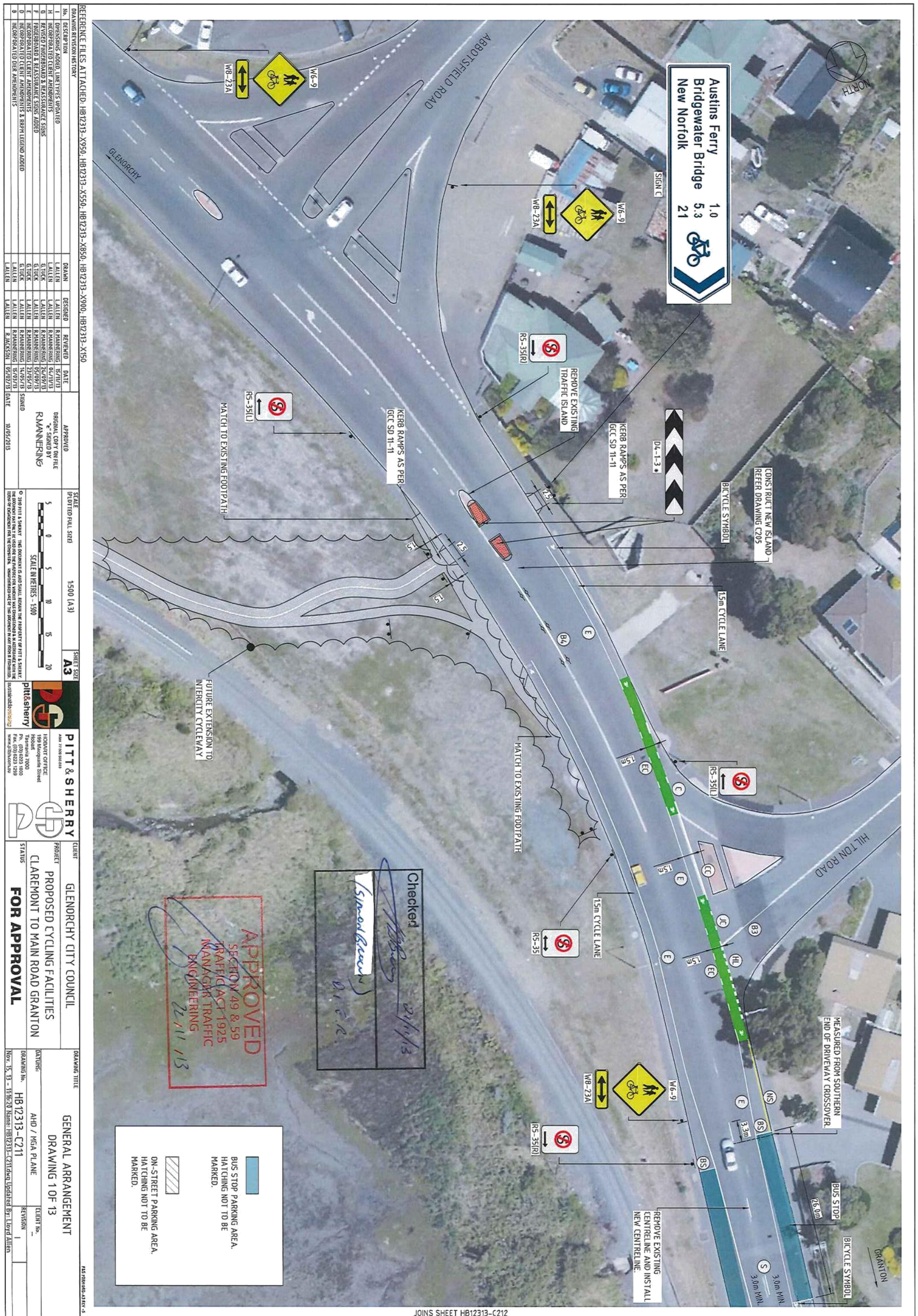


TYPICAL SECTION OF 1.5m CYCLE LANE ON LHS & CYCLE LANE AND CAR PARKING ON RHS

Checked
21/11/13
(Simon Brown)
D.I.C.E.

APPROVED
SECTION 49 & 59
TRAFFIC ACT 1925
MANAGER TRAFFIC
ENGINEERING
22/11/13

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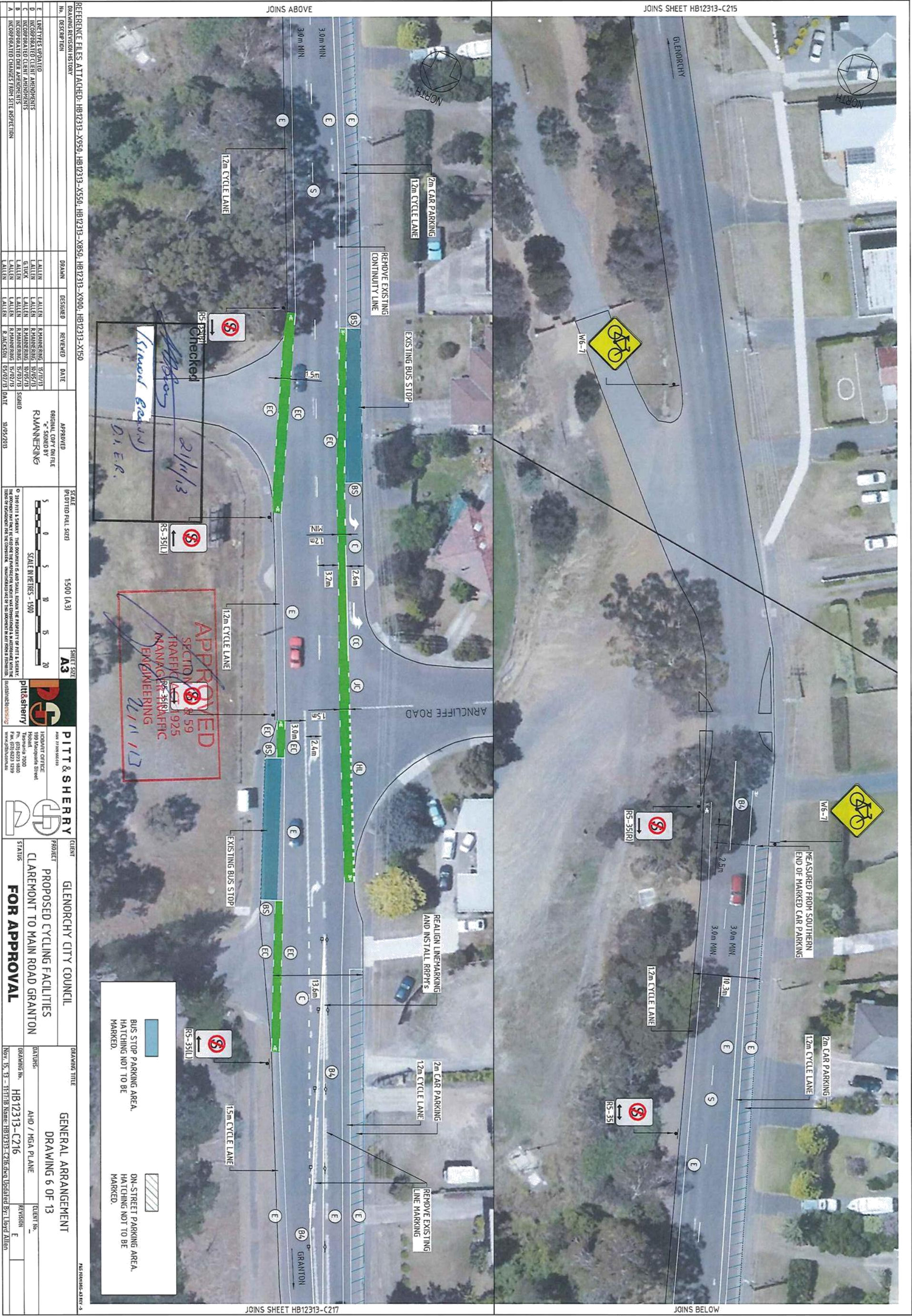
















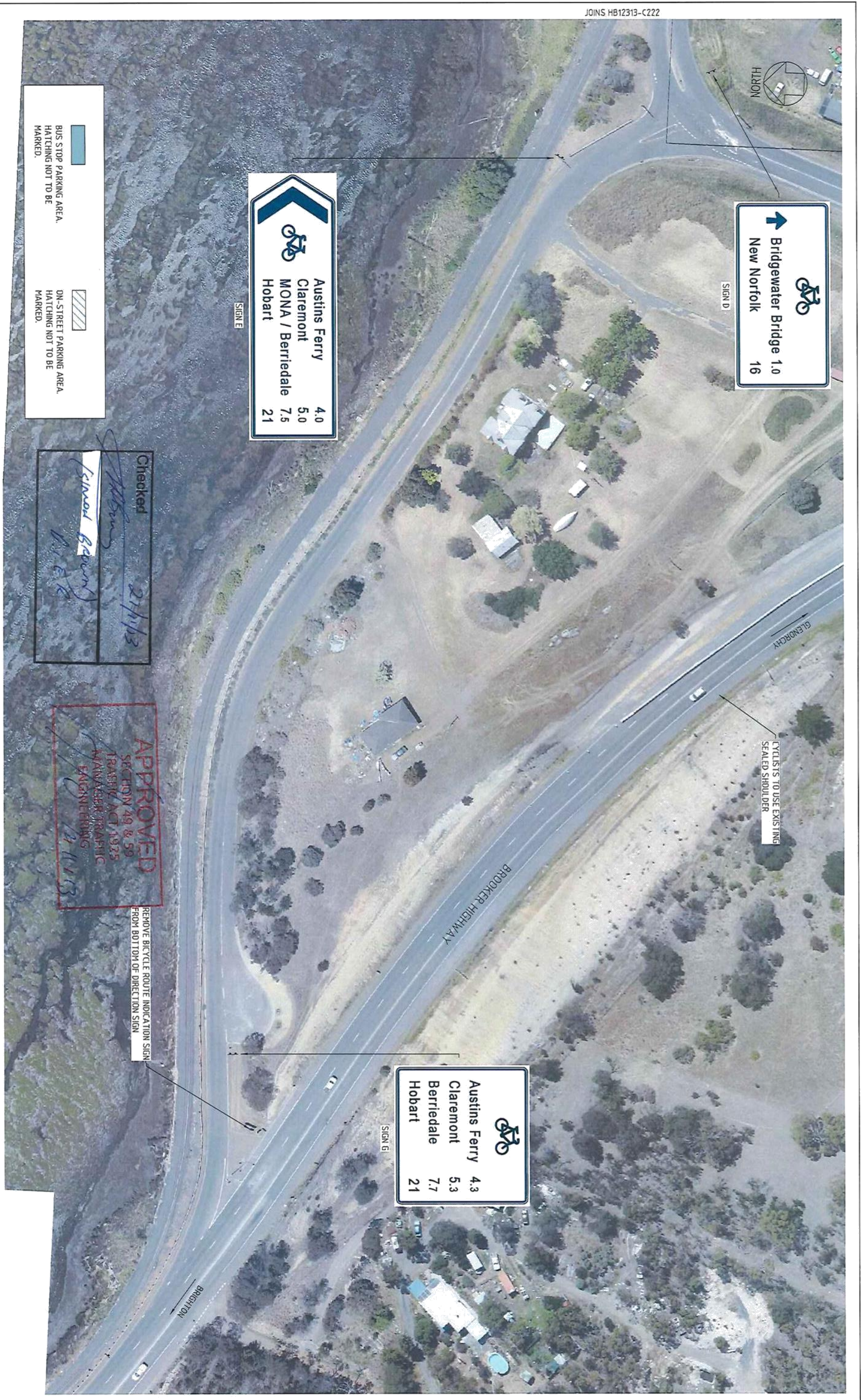








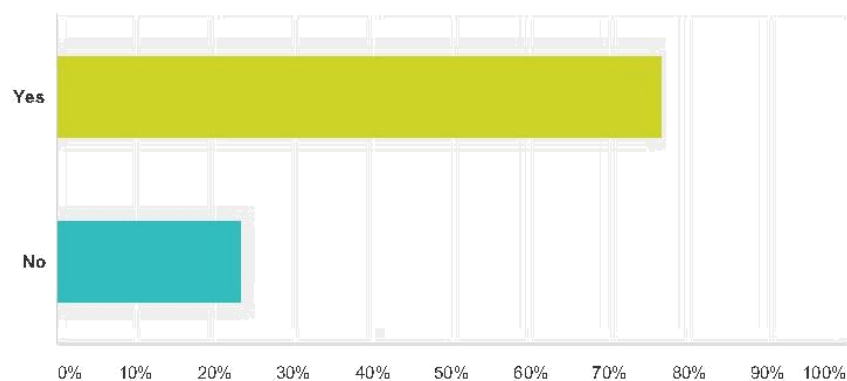
JOINS HB12313-C222



REFERENCE FILES ATTACHED: HB12313-X950, HB12313-X150, HB12313-X550, HB12313-X850			
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**Q1 Would you support the stage 2
installation of on-road cycle lanes on Main
Road, from St Virgil's College, Austins Ferry
to Black Snake Road, Granton?**

Answered: 94 Skipped: 0



Answer Choices	Responses	
Yes	76.60%	72
No	23.40%	22
Total		94

Proposed On-road Cycle Lanes Stage Two - April 2017

Q2 Please tell us why you do not support this?

Answered: 22 Skipped: 72

#	Responses	Date
1	We have a bike track, why not continue further on bike track from Abbotsfield Road to Granton.	5/2/2017 2:59 PM
2	The bike lanes and parking lanes installed in Main Road Austins Ferry have made the road narrow and dangerous. There is a real danger for cars and trucks and buses colliding or side swiping each other, particularly if there are cyclists about. Some cyclists ride outside their designated lanes. What was once a wide and safe road for everyone is now a dangerous road.	5/2/2017 2:55 PM
3	For the amount of bike riders daily I do think the cost is too much, an unnecessary financial burden.	5/2/2017 2:53 PM
4	Because Cycle End Walking Ways.	5/1/2017 5:51 PM
5	Waste of good council money nobody uses them. Money should be spent on cleaning up Glenorchy Northgate: Get rid of the bus mall- Since MacDonalds has gone the place is a bit cleaner so get rid of Bus Mall and you will get rid of all the riffraff people.	5/1/2017 5:45 PM
6	Cyclists and motorists don't mix. Taking part of a road for a cycle track means that the part of the road left for motorists is very narrow- its dangerous. The worst case in point I've seen is the narrow old road out from Kingston, down past the Antarctic centre, and to the "Fork in the Road". Its terrifying to drive there- I'm always afraid I'll hit a cyclist, as meet another car at the same time as I draw alongside a cyclist. As a young person, cycling was dangerous time too. The slope on the sides of the roads were difficult to negotiate safely, and I felt that I took my life in my hands whenever I rode by bicycle. A cyclists need dedicated, safe, cycling tracks. i wouldn't allow my children to ride on these roads- but I'm sure they did, because they were afraid of being arrested for riding on the footpaths. I'm in favour of cycling- safe cycling- dedicated cycle tracks. Narrow roads cannot safely accommodate cycle tracks. Think without \$ signs as numbers to influence you. The cost of a shorter, dedicated cycle track is far out weighed by the (same/similar) cost of a longer shared road/cycle lane the human dangers are far fewer. DONT LET MONEY MAKE YOUR DECISIONS FOR YOU	5/1/2017 5:39 PM
7	I believe the attached copy of a letter adequately expresses my views.	5/1/2017 5:38 PM
8	Sick of the cycle riders thinking they own road we have to stay clear of them when overtaking but they allowed to ride right beside you up to & wait at intersections etc	5/1/2017 5:36 PM
9	Because Its a waste of money. People have the bicycle track in Glenorchy to Hobart, but insist on riding into town down the Main Rd, holding up the traffic	5/1/2017 5:34 PM
10	Road too narrow in parts.	5/1/2017 5:33 PM
11	Why start more work when Tolosa Street cycles are not finished - no beginning and no end, just the middle bit. Some two years ago I asked for repairs, maintenance on the curb walls - still waiting.	5/1/2017 5:32 PM
12	Considering the structure of this particular roadway, width, poor lighting, questionable number of so called road hogging cyclists using this particular road. I have many times been the recipient of their abuse and riding 4 abreast.	5/1/2017 5:32 PM
13	Prefer to see extension of the existing, separate cycle/walking path. I fell this is a safer option for cyclists and can also be used by walkers, joggers/runners, children and parents with prams.	5/1/2017 5:29 PM
14	I do not believe that the Main Road was designed in the first place for an additional lane for bikes!! Stage 1 in places the road too narrow with Car Parking. Main Road from the "Sanctuary" to Granton is the same. Would not it be a better outcome to direct funding towards an extension of the current bikeway to cater for bikes & pedestrians?	4/27/2017 4:06 PM
15	This section is extremely narrow - especially over the Goulds Lagoon area. It doesn't widen until the end of the section where entry to the Brooker occurs. I think that this would be a most unsatisfactory plan both to the cyclist and the motorist. ntry to the Brooker occurs.	4/16/2017 4:14 PM
16	Can not see the need. Very few of them seen on this section of the road.	4/12/2017 9:29 PM
17	It narrows the road too much after the one metre passing allowance. Motorists have to watch for cyclists and cars moving off.	4/12/2017 8:44 PM
18	Extremely dangerous stretch of road	4/12/2017 10:25 AM
19	groups of cyclists don,t often use the lanes, they seem to have the opinion that it is still ok to go several abreast causing a danger to themselves & motorists	4/12/2017 8:43 AM
20	I and the whole of the previous Austins Ferry Precinct opposed it on the basis it was felt the money should be spent on extending the Cycleway along the rail corridor It is also believed that this marking is a waste of money and has in no way improved safety for cyclists now increased the numbers of casual cyclists	4/11/2017 11:46 PM

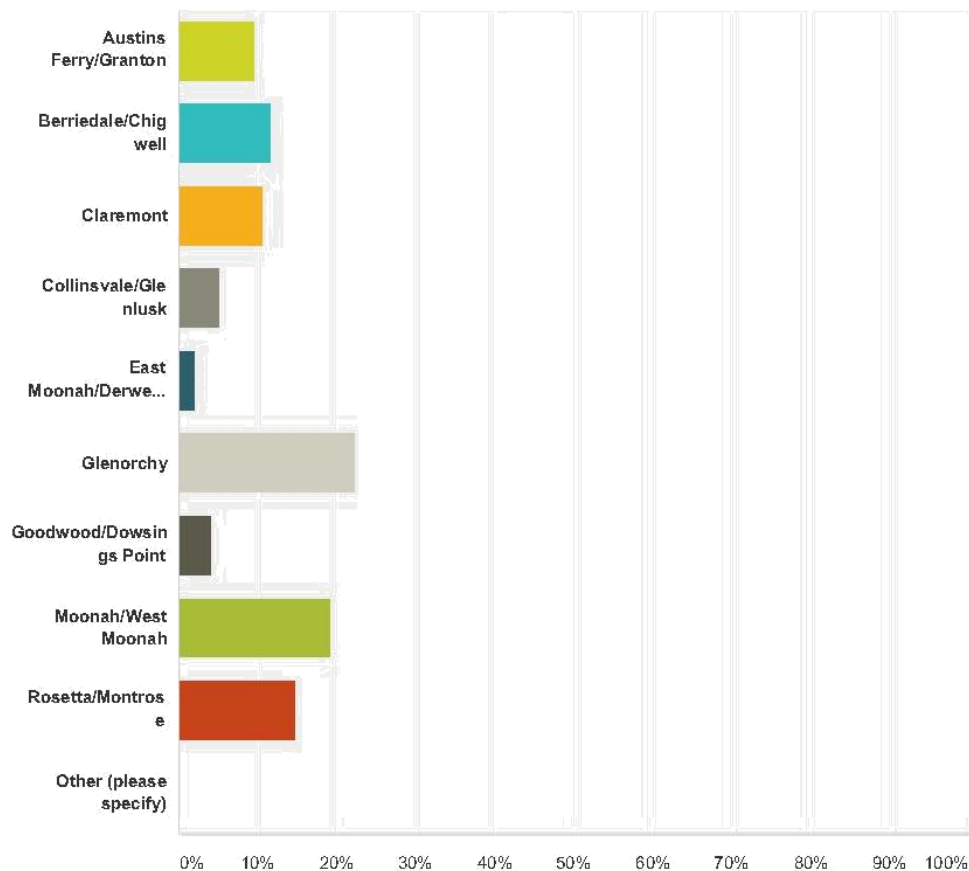
Proposed On-road Cycle Lanes Stage Two - April 2017

21	seems an absolute waste of money. Council spent \$500,000 +on a bike lane from old Claremont primary school to Cadburys. See more people use road than bike track.	4/11/2017 6:27 PM
22	1- The road is too narrow in most parts. 2- It would be nice to have proper footpaths before developing cycle lanes.	4/11/2017 4:29 PM

Proposed On-road Cycle Lanes Stage Two - April 2017

Q3 What suburb do you live in?

Answered: 94 Skipped: 0



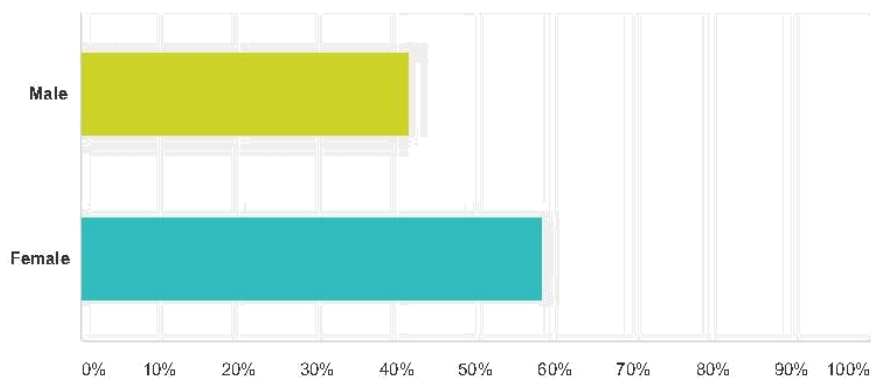
Answer Choices	Responses
Austins Ferry/Granton	9.57% 9
Berriedale/Chigwell	11.70% 11
Claremont	10.64% 10
Collinsvale/Glenlusk	5.32% 5
East Moonah/Derwent Park/Lutana	2.13% 2
Glenorchy	22.34% 21
Goodwood/Dowsings Point	4.26% 4
Moonah/West Moonah	19.15% 18
Rosetta/Montrose	14.89% 14
Other (please specify)	0.00% 0
Total	94

#	Other (please specify)	Date
	There are no responses.	

Proposed On-road Cycle Lanes Stage Two - April 2017

Q4 Please indicate your gender:

Answered: 94 Skipped: 0

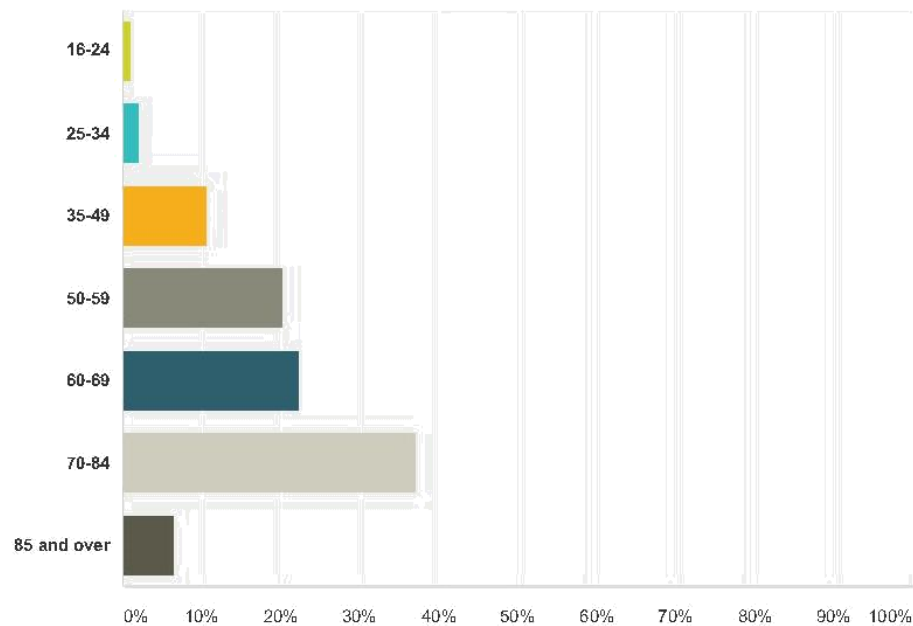


Answer Choices	Responses	
Male	41.49%	39
Female	58.51%	55
Total		94

Proposed On-road Cycle Lanes Stage Two - April 2017

Q5 Please indicate your age group:

Answered: 94 Skipped: 0



Answer Choices	Responses
16-24	1.06% 1
25-34	2.13% 2
35-49	10.64% 10
50-59	20.21% 19
60-69	22.34% 21
70-84	37.23% 35
85 and over	6.38% 6
Total	94

Proposed On-road Cycle Lanes Stage Two - April 2017

Q6 Any other comments:

Answered: 36 Skipped: 58

#	Responses	Date
1	This is a great plan, it will take more families out at the weekends and away from computers etc. Also it would encourage more people to at least cycle half way to work if there were proper lock up areas at interchanges for the bikes while people are at work in the city etc. This must link up with the bike path.	5/2/2017 3:03 PM
2	The number of cyclist using the cycling lanes does not warrant an extension to Granton and will make the road dangerous for everyone. The Austins Ferry section is now dangerous. A fire truck almost side swiped a car recently and there was no cyclist in sight. This was because everything is now narrower and dangerous.	5/2/2017 2:58 PM
3	It will be a win-win.	5/2/2017 2:52 PM
4	i think the Stage 2 installation of the on-road cycle lanes would be very useful. Children who live at Granton, and areas close by, could cycle to and from school St Virgils safely, without having to dodge cars. It would also encourage other people to continue riding their cycle after the end of the bike track. People could then cycle from the centotaph to Granton. The extension would also be used by skateboarders and in-line skaters, people with scooters, etc in safety. Great for Glenorchy! I would prefer to receive information by post if possible.	5/1/2017 5:55 PM
5	name:	5/1/2017 5:51 PM
6	A great idea- good way to keep fit and also to catch the bus from Claremont 1. Cycling Safety Concerns Glenlusk Rd: Please consider making the road edges safer as a number of cyclists use it UP for exercise and DOWN for free wheeling & relaxing. WITHOUT improvement of vergo there will be accidents. 2 PUT up a sign clarifying cyclists right to ride within the usual space they are entitled to on our roads.3 Another sign reminding motorists to take extra care if walking/cyclists are on the Road.	5/1/2017 5:42 PM
7	I use the cycle way regularly and would encourage its development as a matter of convenience, safety and well-being.	5/1/2017 5:41 PM
8	Hopefully it gets the green light to proceed, anything to help get people out for cycling or walking/running along the track can only benefit peoples health both physically and mentally plus reducing our environmental footprint is a huge plus as well, I would support this 100% fully.	5/1/2017 5:38 PM
9	We need more lights on the poles for riders.	4/27/2017 5:51 PM
10	I am in agreement with all these changes.	4/27/2017 5:35 PM
11	There are many other more important projects which should be undertaken instead of this wasteful, ridiculous money wasting thing for the small minority crowd of want this and want that.	4/27/2017 5:29 PM
12	Yes I guess so . however there are many more important issues you should be engaged upon, viz reducing speed limit to stop spending millions on basically useless road works (which you believe will got you people more votes to stay in power) and making the area (particular) bus mall safer places, especially at night; etc etc etc. You give too much power and money to your bureaucrats there, viz city manager, Traffic engineers, etc. They get double what your aldermen receive. Ridiculous! You should be making these decisions, not these dickheads. We elect you people, not them. I doubt this!!!	4/27/2017 5:17 PM
13	The cycle lane is extremely important as it keeps cyclists safe and motorists can drive safely	4/27/2017 5:06 PM
14	Please don't make the road any narrower for cars	4/27/2017 5:04 PM
15	We need to do something about the bus mall getting the riff raff out, what happened to that chap how use to look after the youth in Glenorchy, send them to military service.	4/27/2017 5:03 PM
16	I very much support this idea	4/27/2017 4:58 PM
17	With winter approaching can something please be done about educating people with wood heaters learn how to use them. Some of us really have alot of problems breathing.	4/27/2017 4:57 PM
18	Provide options for both yes and no, (transparency) I agree in principle This process need to be open and transparent as per the governance principles	4/27/2017 4:49 PM

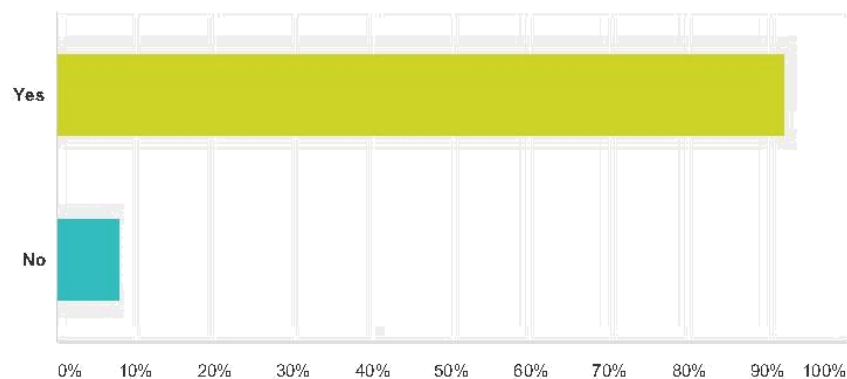
Proposed On-road Cycle Lanes Stage Two - April 2017

19	At the last meeting of the Claremont/Granton Precinct, and following an address by a Council Officer, attendees were invited to submit their views on the current proposals for the extension of the Cycleway beyond Billiton Street. My personal view is that painted lines on the road achieve nothing, invite unsafe practices, complicate parking and are simply not an option, however inviting from a cost angle. On the other hand I do agree that a cycleway extension is a highly desirable aim. It simply shouldn't be done in the "least trouble" manner proposed. While aware that alternatives are few, and basically unattractive, I believe that we need to accept this, and soberly investigate them. The obvious option is to continue to follow the rail alignment even where it morphs into a single line, and while the difficulties may not be as daunting as they first appear. Further, to follow the existing permanent way would provide a natural lead on to the new Bridgewater bridge when it is built. In any event, I firmly believe that to call lines on a road a cycleway is not an option, and the green lines on Argyle Street, which I have never seen used by cyclists, support this view. So it seems that the real problem is to come up with a practical alternative, and to seek funding from outside the Council if this seems as frighteningly expensive.	4/27/2017 4:43 PM
20	I have said yes but with some reservations. Bike lanes are important to keep them away from motor traffic, as bikes are not often a hazard to themselves and the rest of us. I hope sensible care has been taken to ensure the road is wide enough for such lanes and if needed widen the road to make the process safe for all.	4/27/2017 4:21 PM
21	A very good idea	4/27/2017 4:17 PM
22	I truly believe this survey is a waste of time because the Council will proceed with this project anyway- Stage one proceeded even though as I recall it was not going ahead in the first place. I believe that the bike lane is not being processed!! (for bikes and pedestrians)	4/27/2017 4:10 PM
23	Any thing to do with fitness is good in my eyes. There is too much mental illness in our society keep them activated and alive, outdoors is great for the mind and body.	4/27/2017 4:00 PM
24	The street cleaner has not been down my street for at least 5 months. More rubbish bins around Northgate & Glenorchy Central: It not hard to empty bins or is it.	4/27/2017 3:53 PM
25	A great idea and once up and running it should be well supported. Cycling has important part to play in transportation around Hobart.	4/27/2017 3:26 PM
26	Its a good idea. All we have to do is rid our roads of rednecks and hoons.	4/27/2017 3:23 PM
27	Pity this section cannot be offroad	4/27/2017 3:10 PM
28	Safer travel on Glenorchy Main Road for cyclists and motorists; keeps cyclists off the Brooker.	4/19/2017 4:57 PM
29	This will further extend opportunities for alternate transport, access to community facilities and support cycle tourism around Mona and surrounding areas while also helping reduce environmental pollution in the longer term by encouraging alternatives to cars as a means of local community transport for those community members that can cycle. Fully support stage 2 and well done GCC. A good supportive strategy should stage 2 works go ahead would be for GCC to host some bicycle workshops (school holiday period or linked to special events such as gig in the gardens or national youth week, Moonah Taste World, Dads Day Out etc.) for children and adolescents where they can access experts on bike maintenance, have access to support re bike riding and bike care and safe riding information/resources. In addition for at risk youth maybe some workshops where they can do up a bike they own to ensure it is roadworthy and safe (and looks good!) with support from youth services and GCC while also receiving 1:1 support, info on bike rules and safety etc. Good luck with stage 2.	4/12/2017 12:42 PM
30	The grant would be better spent on upgrading the safe cycleway into the city- clearing of rubbish, planting some greenery, murals on blank walls etc.	4/12/2017 10:27 AM
31	Most people I know think that cyclists on the roads in groups become arrogant in their attitude to other road users causing tension which can lead to potentially dangerous situations. Generally no problem with minority of riders who ride in single file.	4/12/2017 8:49 AM
32	Yes I believe this survey like the last one is poorly designed for its purported purpose and like the last one will be gamed by a group pushing for on road rather than separated cycle ways, just like happened last time	4/11/2017 11:49 PM
33	Need to consider what happens when lanes start & end. How to get on and off.	4/11/2017 10:28 PM
34	Before any lanes are constructed there needs to be an installation of pedestrian refuges mid-way across the Main Road at the intersection of Amcliffe Road because this intersection is too wide for young mothers with prams, the elderly or infirm to reach the other side of Main Road when traffic is approaching. Pedestrians wishing to reach the bus stop on the eastern side of Main Road are at risk and will be more so if another form of traffic is funnelled across their path.	4/11/2017 9:22 PM
35	My experience with the bike lane already installed in Austins Ferry is that it seems to have an overall calming effect on motorists. Lane also makes access to and egress from my property safer.	4/11/2017 6:44 PM
36	No Thanks.	4/11/2017 2:55 PM

Proposed On-road Cycle Lanes Stage Two - April 2017 - GENERAL PUBLIC

**Q1 Would you support the stage 2
installation of on-road cycle lanes on Main
Road, from St Virgil's College, Austins Ferry
to Black Snake Road, Granton?**

Answered: 100 Skipped: 0



Answer Choices	Responses	
Yes	92.00%	92
No	8.00%	8
Total		100

Proposed On-road Cycle Lanes Stage Two - April 2017

Q2 Please tell us why you do not support this?

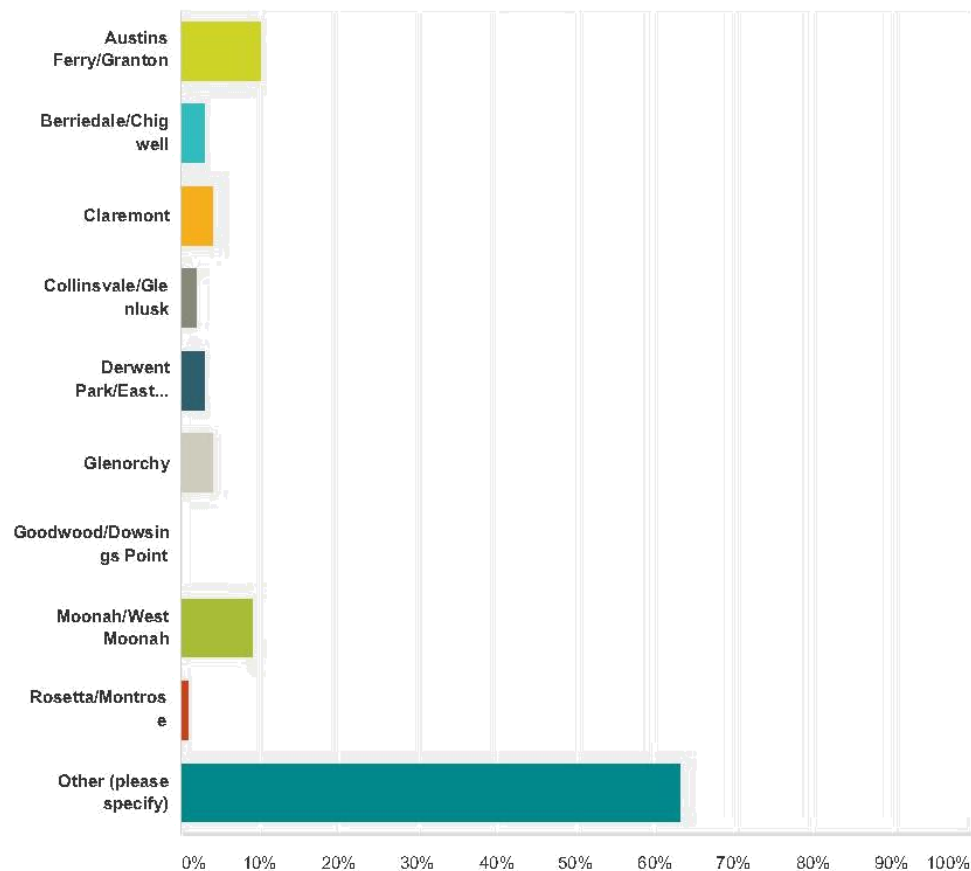
Answered: 9 Skipped: 91

#	Responses	Date
1	The road is too narrow and cyclists are minimal in this area.	4/10/2017 4:59 PM
2	because	4/10/2017 11:06 AM
3	My concern would be there are certain parts of this area that is not wide enough.	4/10/2017 11:01 AM
4	rather the cycleway be developed and used instead of on road	4/10/2017 11:01 AM
5	Money needs to be better spent elsewhere. People say they cycle but only a minority actually replace their car with a bike.	4/8/2017 11:48 AM
6	Unnecessary. The road is wide and the traffic is light. Painting lines on roads does not achieve much.	4/7/2017 7:06 PM
7	Unless bike lanes are incorporated as part of original road design, the result is less space for both cyclists and cars. The current lanes in Augusta Road, Campbell Street, Mollie Street and Main Road in Austins Ferry, resulted in cyclists and drivers taking a territorial attitude to space either side of the white dividing line making it less safe for cyclists. Austins Ferry in particular is an example of car parking spaces that are only wide enough for very small cars to park easily, with larger cars protruding into an already under-width cycle lane. Add to this drivers with the understandable belief that as long as they are on their side of the white line, they are driving safely. So, we have parked cars protruding into the cycle lane and moving vehicles hard up against the dividing line, leaving 600 to 700mm for the cyclist in many places. Open a car door in one of the parked cars and the cycle lane is reduced to 300mm or less. A standard road bike handlebar is 440mm... and mountain bikes or flat bar bikes are far, far wider. This is a serious accident waiting to happen. I personally have already been 'doored' by a parked car in Augusta Road within two weeks of its placement. The answer is to apply the 1 metre passing rule and to take on the Queensland Govt Advisory recommendation that the penalty for drivers not leaving room is significant - a \$4000 fine and demerit points was the recommendation I believe. Making this rule work will cost us nothing and make the roads safer for all of us. Marking more cycle lanes on existing roads will cost us millions and make us less safe. There is a very simple inexpensive way (\$400ish) way to make this work and if we can get Government on board to change the approach to road rules, it will save councils \$millions that they can spend on dedicated cycle paths (not lanes) that encourage tourists to visit by bike and give those who are now afraid to brave our roads, a place to ride for pleasure... and feel safe.	4/7/2017 6:59 PM
8	The current cycle lanes are dangerous for cyclists. There are people opening doors onto the cycle lanes and motorists expect cyclists to remain in the lanes and drive right up to the line, providing insufficient room for cyclists to move to avoid opening doors and other hazards. Even if a cyclist is within a bike lane, cars should still give them 1 metre and this is not happening with the advent of the new cycle lanes. In order to put a cycle lane in there should be a 1m gap between parked cars and the cycle lane and the cycle lane needs to be wide enough for 2 cyclists travelling side by side and still allow 1 metre to allow cars to pass	4/7/2017 5:11 PM
9	On road cycling needs to be safer for families.	4/6/2017 10:11 AM

Proposed On-road Cycle Lanes Stage Two - April 2017

Q3 What suburb do you live in?

Answered: 98 Skipped: 2



Answer Choices	Responses
Austins Ferry/Granton	10.20% 10
Berriedale/Chigwell	3.06% 3
Claremont	4.08% 4
Collinsvale/Glenlusk	2.04% 2
Derwent Park/East Moonah/Lutana	3.06% 3
Glenorchy	4.08% 4
Goodwood/Dowsings Point	0.00% 0
Moonah/West Moonah	9.18% 9
Rosetta/Montrose	1.02% 1
Other (please specify)	63.27% 62
Total	98

#	Other (please specify)	Date
1	Midway Point	4/24/2017 3:59 PM
2	Kingborough	4/21/2017 11:56 PM

Proposed On-road Cycle Lanes Stage Two - April 2017

3	Howrah	4/12/2017 10:47 AM
4	Rose Bay	4/12/2017 10:21 AM
5	Rose Bay	4/11/2017 9:05 PM
6	Kingston Beach	4/10/2017 11:03 PM
7	howrah	4/10/2017 8:02 PM
8	blackmans bay	4/10/2017 6:11 PM
9	South Hobart	4/10/2017 4:02 PM
10	Mount Stuart	4/10/2017 2:59 PM
11	Southern Midlands Council suburb	4/10/2017 1:01 PM
12	South Hobart	4/10/2017 12:27 PM
13	Lindisfame	4/10/2017 12:02 PM
14	Montagu Bay	4/10/2017 11:55 AM
15	brighton	4/10/2017 11:54 AM
16	Apsley	4/10/2017 11:23 AM
17	Lenah Valley	4/10/2017 11:21 AM
18	Blackmans Bay	4/10/2017 11:17 AM
19	Outside of GCC but cycle infrastructure is needed everywhere	4/10/2017 11:14 AM
20	Sorell	4/10/2017 11:06 AM
21	Clifton Beach	4/10/2017 11:04 AM
22	Brighton	4/10/2017 11:02 AM
23	New Town	4/10/2017 11:00 AM
24	Acton	4/10/2017 10:58 AM
25	Blackmans Bay	4/10/2017 10:41 AM
26	Lenah Valley	4/10/2017 10:35 AM
27	West Hobart	4/10/2017 8:23 AM
28	Sandy bay	4/9/2017 10:24 PM
29	South Hobart	4/9/2017 9:29 AM
30	North Hobart	4/8/2017 9:15 PM
31	Hobart	4/8/2017 4:06 PM
32	I work in Austins Ferry and cycle to work	4/8/2017 3:50 PM
33	Sandy Bay	4/8/2017 1:37 PM
34	Hobart	4/8/2017 10:38 AM
35	Kettering	4/8/2017 9:47 AM
36	Lindisfame	4/8/2017 9:05 AM
37	Sandy Bay	4/8/2017 8:35 AM
38	Rose Bay	4/8/2017 8:13 AM
39	New town	4/8/2017 7:46 AM
40	New Norfolk	4/7/2017 11:34 PM
41	Roches Beach	4/7/2017 10:25 PM
42	South Hobart	4/7/2017 9:29 PM
43	West Hobart	4/7/2017 9:25 PM
44	Mount Nelson	4/7/2017 9:10 PM
45	Molesworth	4/7/2017 8:55 PM
46	Otago	4/7/2017 8:15 PM

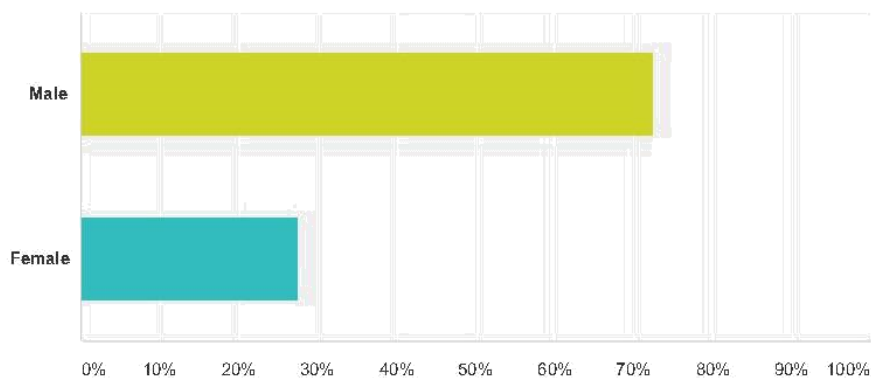
Proposed On-road Cycle Lanes Stage Two - April 2017

47	Bellerive	4/7/2017 7:44 PM
48	Leslie Vale	4/7/2017 7:19 PM
49	West Hobart	4/7/2017 7:00 PM
50	Kettering	4/7/2017 6:42 PM
51	Dynnyme	4/7/2017 6:07 PM
52	South Hobart	4/7/2017 6:04 PM
53	Brighton	4/7/2017 5:52 PM
54	Dynnyme	4/7/2017 5:43 PM
55	7024	4/7/2017 5:41 PM
56	Campania	4/7/2017 5:19 PM
57	bellerive	4/7/2017 5:15 PM
58	Mt Nelson	4/7/2017 5:12 PM
59	Lenah Valley	4/7/2017 5:11 PM
60	Taroona	4/7/2017 5:07 PM
61	Derwent park	4/6/2017 7:21 PM
62	South Hobart	4/6/2017 11:52 AM

Proposed On-road Cycle Lanes Stage Two - April 2017

Q4 Please indicate your gender:

Answered: 98 Skipped: 2

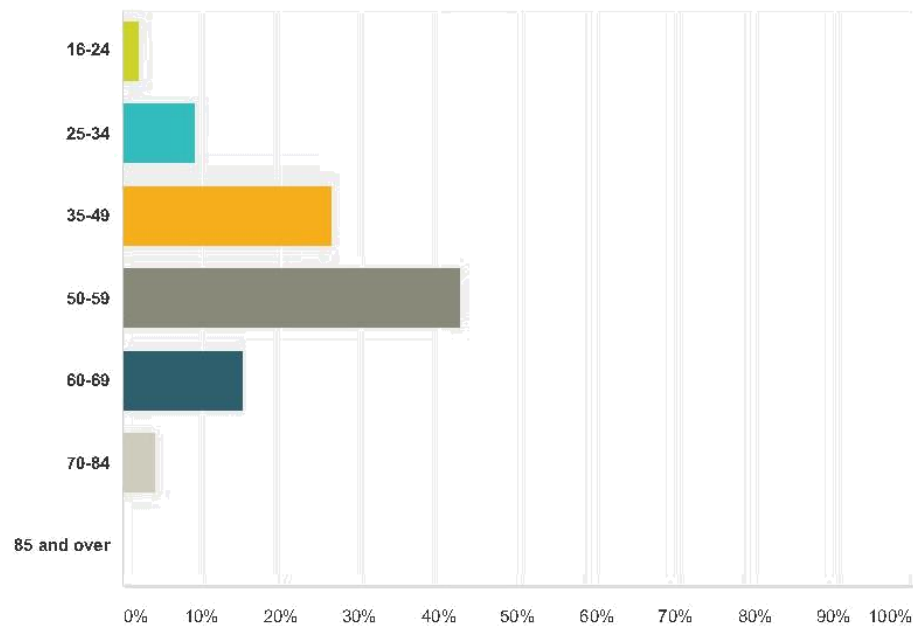


Answer Choices	Responses	
Male	72.45%	71
Female	27.55%	27
Total		98

Proposed On-road Cycle Lanes Stage Two - April 2017

Q5 Please indicate your age group:

Answered: 98 Skipped: 2



Answer Choices	Responses
16-24	2.04% 2
25-34	9.18% 9
35-49	26.53% 26
50-59	42.86% 42
60-69	15.31% 15
70-84	4.08% 4
85 and over	0.00% 0
Total	98

Proposed On-road Cycle Lanes Stage Two - April 2017

Q6 Any other comments:

Answered: 39 Skipped: 61

#	Responses	Date
1	I suggest the road outside St Virgil's College is too narrow for a bike lane on the side going towards Granton. By Goulds Lagoon the bike lane would have to be over where the guide posts are at present. What happens near the York Hotel at Granton because vehicles park outside the front door. The water catchment pit just past George Street, if cyclists ride on the roadside if this it is too narrow (the road) then becomes dangerous.	5/1/2017 5:26 PM
2	Although I live in Kingborough, I often cycle the cycleway and out to Granton. I think that there should be cycling lanes or a continuation of the cycleway from the current end of the cycleway to Granton. In fact, I think there should be good cycling shoulders on the road all the way to New Norfolk and beyond. I wish too, that the Cycleway, cycling lanes, and good shoulders on the road would continue south as well ... south to Kingborough. Cycling is very important.	4/21/2017 11:56 PM
3	Please note, high speed (40-60 kph) downhill sections of road result in bike lanes being incompatible with adjacent parked cars. It looks like you have avoided this conflict on the descent to the wetlands.	4/11/2017 9:05 PM
4	Live in SH but the return run out to Granton is my favourite ride.	4/10/2017 4:02 PM
5	This on road cycle way is an important part of the cycling wine route, allowing access to the Granton wineries.	4/10/2017 12:27 PM
6	Any improvement to aid the communities safety whilst exercising is a fantastic move.	4/10/2017 11:17 AM
7	I understand it's probably hard to retro-fit cycle lanes into a street-scape built for cars. The efforts to encourage and protect cycling is really important for our community and your efforts are appreciated.	4/10/2017 11:14 AM
8	An obvious choice for cycle lanes, it is already very well used by cyclists.	4/10/2017 11:04 AM
9	It's very narrow on sections of the road around the nature reserve, I support the bike lane as long as its not at the expense of further road narrowing for motorists.	4/10/2017 10:58 AM
10	This road is already reasonable for cycling. Although improvements are welcome some type of connector to the Bridgewater Bridge should be a priority.	4/10/2017 9:19 AM
11	This would be a good, cost-effective safety initiative that's well worth considering	4/10/2017 8:23 AM
12	The added safety factor is a major consideration	4/9/2017 10:24 PM
13	Bike lanes that begin and then abruptly end only to restart further down the road are pretty useless. That's not the way we plan other transport, why do we do it with bikes?	4/8/2017 4:06 PM
14	I would also like the missing section to be completed between Mason St and Austin Ferry Rd.	4/8/2017 3:50 PM
15	Please complete the missing link between Mason St and Austins Ferry Road	4/8/2017 1:37 PM
16	I'm not local but I do use this road as a cyclist.	4/8/2017 9:47 AM
17	Cycle the bike path from city to Granton regularly, the continuation of cycle lane through to Granton would be fantastic.	4/8/2017 9:05 AM
18	\$200,000 just for line markings. We want more bike infrastructure! Continue the bike track!	4/8/2017 8:35 AM
19	I don't think it's all that bad, but any improvement for less confident riders is most welcome.	4/8/2017 7:46 AM
20	I usually ride to Goulds Lagoon at least monthly and would go further if I felt safer.	4/7/2017 10:25 PM
21	I regularly (3-5 times per week) ride each way out Main Road to Granton and beyond. There are occasions when bike-unfriendly folk go past in cars and either don't leave enough room or yell some obscenity out the window or blare their horn. This added section of bike path would make that part of the journey more pleasant.	4/7/2017 9:25 PM
22	Need to endure coated surface at intersections is finished to the same standard as the city bike lanes - the coating in stage one appears to be missing top coat, I had four flat tyres from the green shades used in stage one	4/7/2017 8:05 PM
23	If we are going to do it let's do it thoroughly and generously. Unbroken lanes that have enough width for safe riding (consider the width of the intercity cycleway lanes as a goal) and protected from on road parking (examples of how not to do it are seen on Campbell and Argyle in Hobart and on Sandy Bay Road).	4/7/2017 7:48 PM
24	I live on the Eastern Shore but often ride thru to Granton having a cycle lane marked on that section of road would be very helpful	4/7/2017 7:44 PM
25	I use this stretch of road by bike once a week each way.	4/7/2017 7:19 PM
26	Cycle paths are occasionally useful where they offer new opportunities. The budget should not be squandered merely painting lines on roads.	4/7/2017 7:11 PM

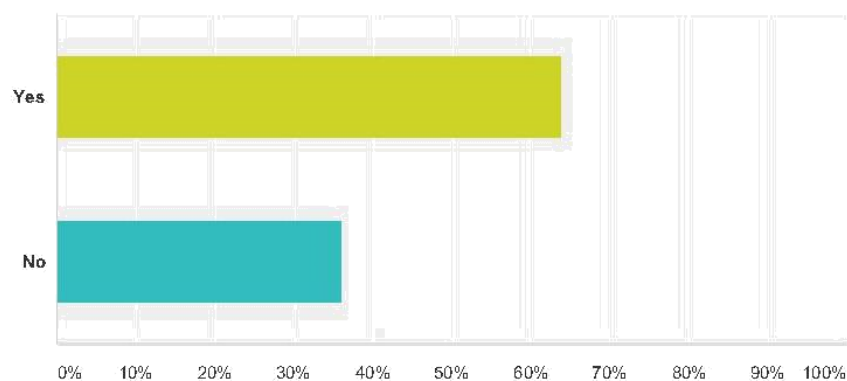
Proposed On-road Cycle Lanes Stage Two - April 2017

27	I regularly ride along the InterCity Cycleway and have been deterred from riding the full distance to Granton by the lack of bikelanes. It would be greatly appreciated if the missing section adjacent to the park, between Mason St and Austins Ferry Rd could be fixed. There is ample offstreet parking there, and on the side roads, so there is no reason to have a gap in the bikelane.	4/7/2017 7:00 PM
28	Thanks for the opportunity to put a case from a frequent cyclist's point of view.)	4/7/2017 7:00 PM
29	We travel to Glenorchy to cycle! Appreciate safe places to go and give you every support. Quite a few of our friends also travel to do so ... and we shop in your area as a result! And of course have lunch and coffee.	4/7/2017 6:42 PM
30	the road is fairly wide all along there as it is, so i don't really have any issues with this proposal. it sounds good	4/7/2017 6:28 PM
31	Good work so far. Well done. Completion of missing section of bike lane from Stage 1 of the project between Mason St and Austins Ferry Rd would be appreciated	4/7/2017 6:07 PM
32	The cycling lane between Claremont and St Virgils has been a major improvement. It would be great to see these extended to Granton.	4/7/2017 5:52 PM
33	I request Council complete the missing section of bike lane from Stage 1 of the project between Mason St and Austins Ferry Road	4/7/2017 5:19 PM
34	One of my favourite routes for exercise and recreation. the existing cycle lanes are great!	4/7/2017 5:12 PM
35	Regular cyclist on this route	4/7/2017 5:07 PM
36	Please complete the missing section of bike lanes between Mason St and Austins Ferry Road.	4/7/2017 3:52 PM
37	Will the lanes actually be wider? What will be the edge treatment of the road, gravel shoulder or kerb?	4/6/2017 1:02 PM
38	Keep up the good work. And how about tidying up the section past Mason Street in Stage 1 where the lanes just end and run through the mostly vacant parking spaces?	4/6/2017 11:52 AM
39	The health benefits of cycling are well understood. There is insufficient cycling opportunity in southern Tasmania, particularly offroad cycling	4/6/2017 10:13 AM

Proposed On-road Cycle Lanes Stage Two - April 2017 - RESIDENTS

Q1 Would you support the stage 2 installation of on-road cycle lanes on Main Road, from St Virgil's College, Austins Ferry to Black Snake Road, Granton?

Answered: 36 Skipped: 0



Answer Choices	Responses	
Yes	63.89%	23
No	36.11%	13
Total		36

Proposed On-road Cycle Lanes Stage Two - April 2017

Q2 Please tell us why you do not support this?

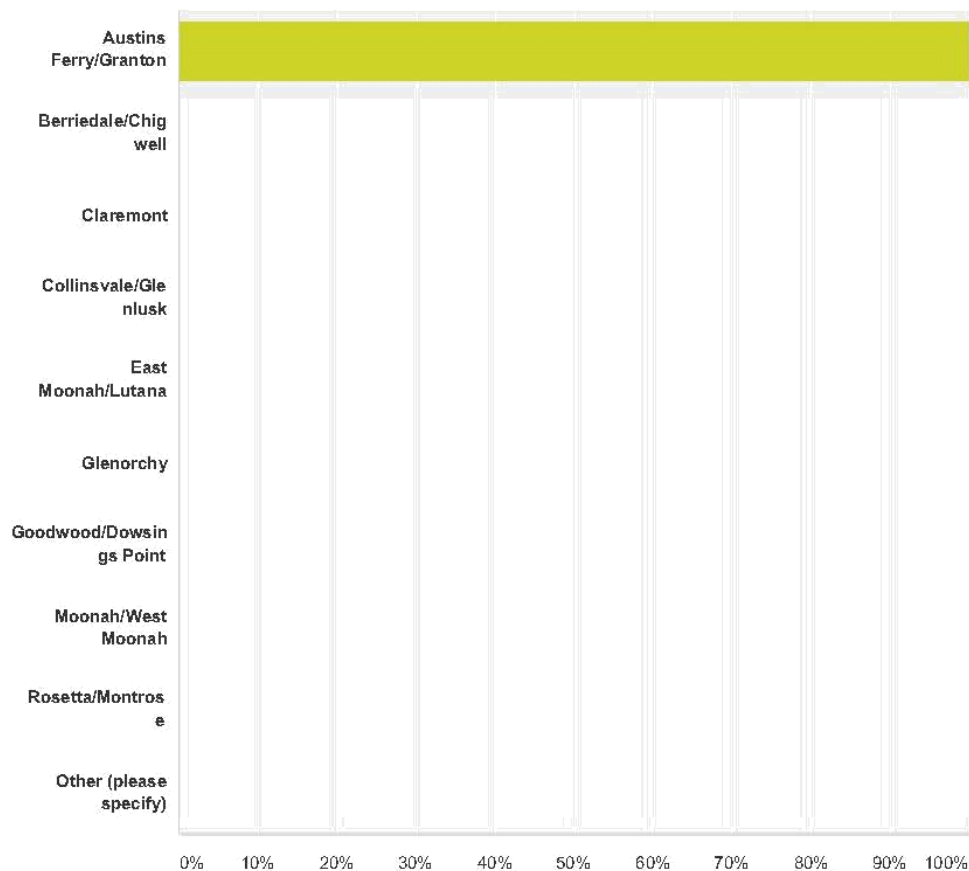
Answered: 13 Skipped: 23

#	Responses	Date
1	From Arncliffe Rd to Ten Mile Hill the Road narrows, what you are proposing will increase the risks for cyclist and motorist. From St Virgils College more signage is not enough. The road needs widening, at least put a mirror, at the blind bend. From Claremont to Granton the Speed Limit should be fifty.	5/2/2017 12:44 PM
2	Footpaths & Stormwater infrastructure are more important. As a rate payer we would prefer our money spent on footpaths so you can safely go for a walk. \$200 000 for a bike lane from St Virgils to Hestercomb Rd Austins Ferry has got to be a joke- this would not even be 1 klm in distance.WE DO NOT SUPPORT THIS PROJECT & WASTE OF RATE/TAX PAYERS MONEY!!	5/2/2017 12:42 PM
3	The Road through Austins Ferry is wide enough, but the road past Gould's Lagoon to Granton Black Snake Road is not and also it is too windy.	5/2/2017 12:41 PM
4	You have a pedestrian walkway that will be hard enough for a bus or truck to pass & you also want to narrow the road even further to provide a lane for cyclist to ride within when they ride side by side anyway	5/2/2017 12:41 PM
5	We don't support this plan at this time because: 1. The higher priority is footpaths in South Granton on Main Road. 2. Most cyclists are not from this area and local residents should take precedence.	5/2/2017 12:40 PM
6	the Bike riders are going ok as they are. I think the money could be put to better use.	5/2/2017 12:39 PM
7	I find it ridiculous that money is being spent on signage and roadmarkings when the roads in this suburb are in a poor state eg. potholes, breaking up, markings worn away. Parts of Main Rd from St Virgils to Black Snake Rd, don't even have footpaths and gutters.Ridiculous waste of money. Continue the bike track and keep the cyclists safe.	5/2/2017 12:34 PM
8	Not unless the road across Gould's Lagoon is made wider & proper footpath for the safety of pedestrians/bike riders & vehicles. As at this stage there isn't footpaths or safe pedestrian crossings for access to bus stop even.	5/2/2017 12:32 PM
9	The road is too narrow, they already take up half the road with no regard to traffic following. Aren't they supposed to use the "bike track"?	5/2/2017 12:31 PM
10	It will not allow traffic to run freely. Residents will have difficulty in accessing Driveways. The Main Road in this Area is too narrow now in places.	5/2/2017 12:31 PM
11	This would be an outrageous waste of money! The cycle lanes in Austins Ferry have actually turned a safe road into a narrow, dangerous one. There is not enough room to park even a small car, with the added danger of bikes brushing alongside as they pass. The road you are considering would be even narrower???	5/2/2017 12:31 PM
12	The area is not wide enough in most places (too dangerous) especially if there two abreast & most times they are- they don't move over at all- They use the road now, why waste the money.	5/2/2017 12:30 PM
13	They think they own the road - 2 and 3 bikes across the road, they make it impossible to pass and what's more they pay nothing for it. Let them go the other way on the bike track. I also think bikes should have numbers and pay a fee for using the roads, why should car drivers have to pay four cycles which are a nuisance.	5/2/2017 12:06 PM

Proposed On-road Cycle Lanes Stage Two - April 2017

Q3 What suburb do you live in?

Answered: 36 Skipped: 0



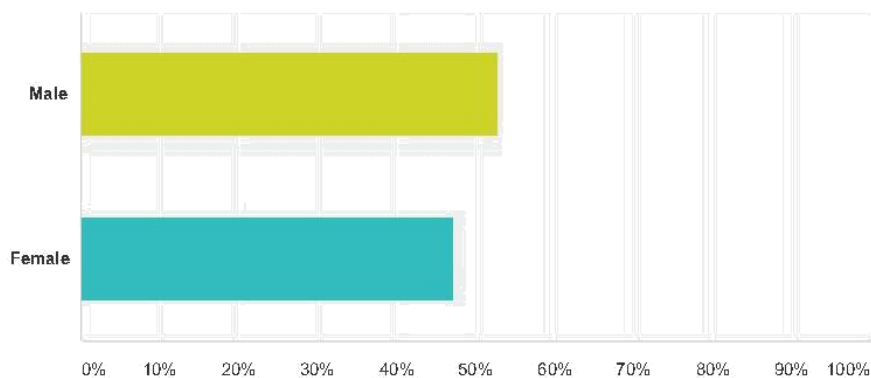
Answer Choices	Responses
Austins Ferry/Grantton	100.00% 36
Berriedale/Chigwell	0.00% 0
Claremont	0.00% 0
Collinsvale/Glenlusk	0.00% 0
East Moonah/Lutana	0.00% 0
Glenorchy	0.00% 0
Goodwood/Dowsings Point	0.00% 0
Moonah/West Moonah	0.00% 0
Rosetta/Montrose	0.00% 0
Other (please specify)	0.00% 0
Total	36

#	Other (please specify)	Date
	There are no responses.	

Proposed On-road Cycle Lanes Stage Two - April 2017

Q4 Please indicate your gender:

Answered: 36 Skipped: 0

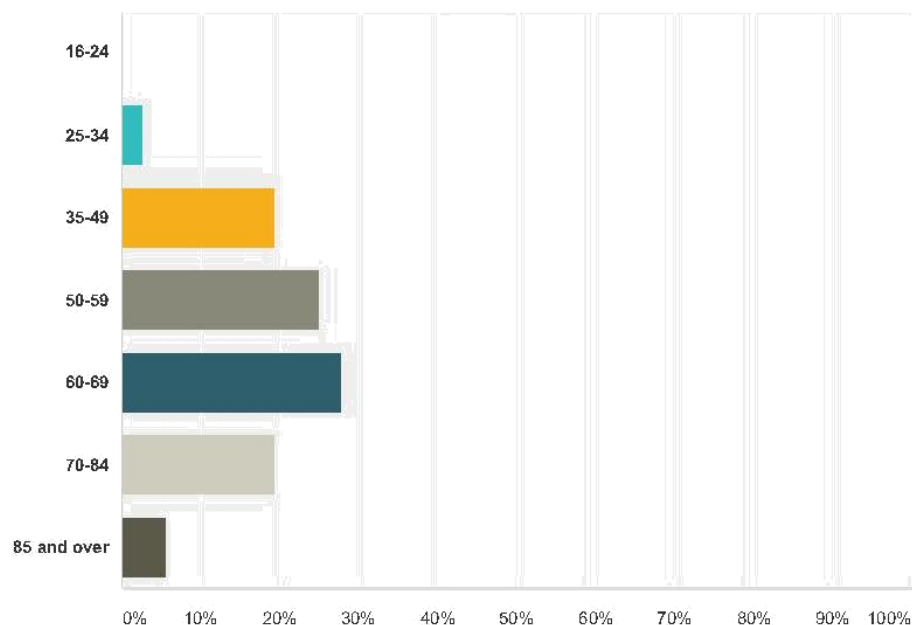


Answer Choices	Responses
Male	52.78% 19
Female	47.22% 17
Total	36

Proposed On-road Cycle Lanes Stage Two - April 2017

Q5 Please indicate your age group:

Answered: 36 Skipped: 0



Answer Choices	Responses
16-24	0.00% 0
25-34	2.78% 1
35-49	19.44% 7
50-59	25.00% 9
60-69	27.78% 10
70-84	19.44% 7
85 and over	5.56% 2
Total	36

Proposed On-road Cycle Lanes Stage Two - April 2017

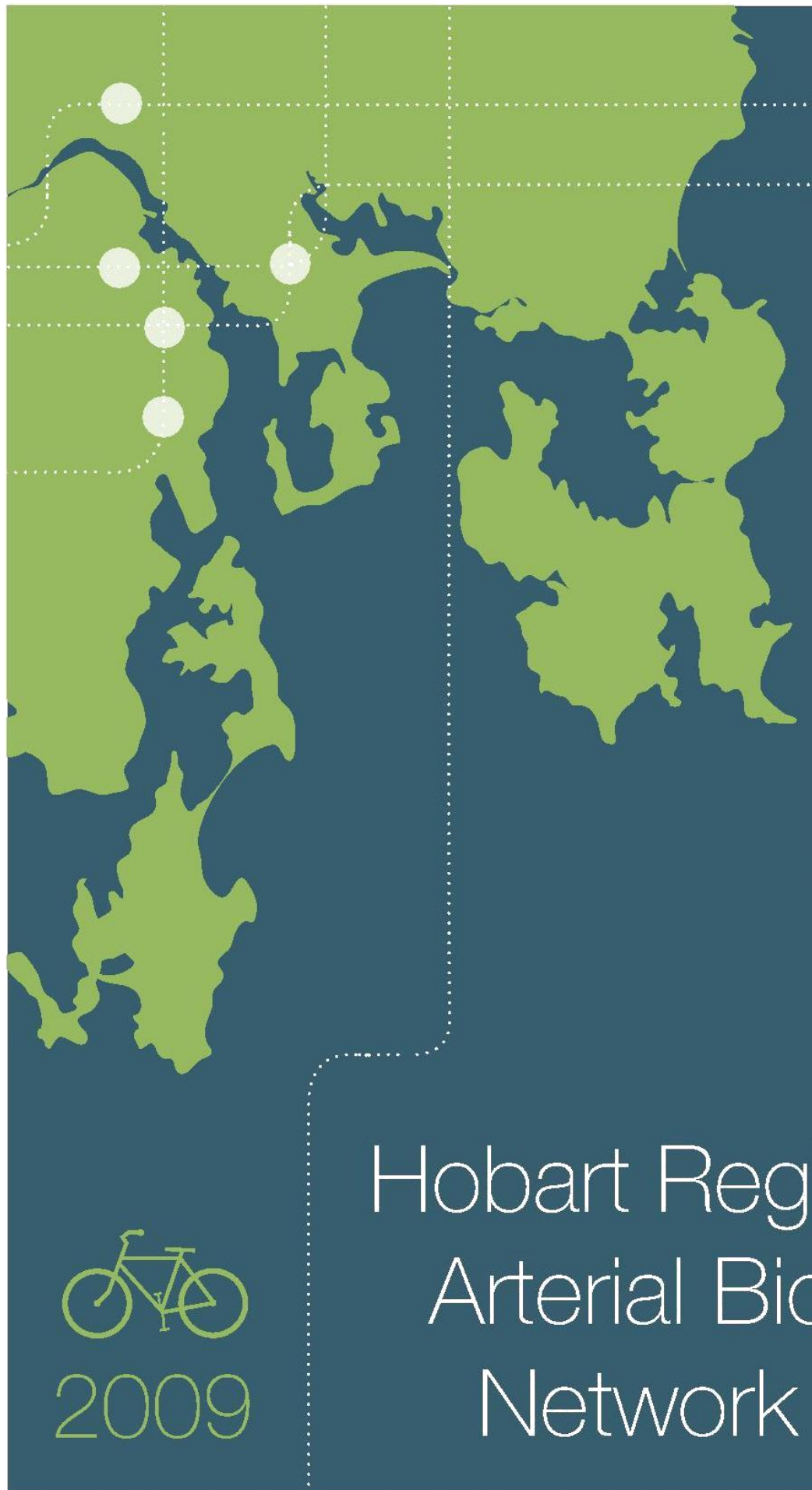
Q6 Any other comments:

Answered: 19 Skipped: 17

#	Responses	Date
1	Some motorist seem to think that the 60 sign past St Virgil's going towards Ten Mile Hill, is the end of the 60 speed limit, so by the time they get to Ten Mile Hill, their travelling at least Eighty or even a Hundred. (V8 Utes, Motorbikes). I think a speed camera established at the crest of Ten Mile Hill could help with your proposal.	5/2/2017 4:45 AM
2	Where you intend on putting the pedestrian crossing its far too narrow to include the intended island. Please consider moving the crossing 100-200 meters up the road where there is sufficient room to extend the width of the road.	5/2/2017 4:42 AM
3	I think the safety of pedestrians is a higher priority & the installation of footpaths is needed more than bike lanes. I have made several calls to GCC asking when we will be getting footpaths & stormwater drainage which are both no doubt both included in our rates but can never get an answer.	5/2/2017 4:42 AM
4	The Cycling Clubs train Tues mornings, early and continue to ride 2 and 3 abreast along this road.	5/2/2017 4:41 AM
5	The road is a bit narrow from the bottom 10 Mile Hill & we have noticed an increased number of bikes specially of a weekend, the only thing about bike lanes is it should keep bikies from wandering all over the road. Should they wander out of the bike lanes there should not be a penalty for bowling them over.	5/2/2017 4:41 AM
6	I live on the Main Road at Granton and we have limited access to safe walking areas, the new footpath is very much appreciated but the new extension to the bike track would be even better!	5/2/2017 4:41 AM
7	If safety is your main concern then it should be taken into consideration that pedestrians are in need of proper places to walk. 3/4 of the sides of the road (and it is a main rd) is not safe for pedestrians and certainly not safe for anyone in a wheelchair or pushing prams, this is especially true in Granton. Just because you have bike lanes in Claremont on the main Rd does not mean the cyclists are using them properly. Numerous times we have still been behind them and they are side by side and we have had to cross the white lines to go around them.	5/2/2017 4:40 AM
8	Bike lanes all the way to Black Snake Road if haven't already.	5/2/2017 4:35 AM
9	I have read about the cycleway that was meant to run from Hobart to Brighton. It goes at the moment from Hobart to Claremont, off road, which pedestrians use as well. I would prefer that the cycleway was a continuation of this, rather than lines painted on the road. There needs to be consideration of a footpath from Granton, Main Rd there is only the train tracks or road to walk on which is dangerous and not good for parents with children and prams, or for pedestrians in general. Please consider a footpath. from Granton, Main Rd there is only the train tracks or road to walk on. I am not opposed to a cycleway but I think a footpath is more important or should be part of an off road cycleway which is safer than on road lines painted on the road. Wasn't the Hobart Cycleway meant to continue past Granton and on to Brighton?	5/2/2017 4:34 AM
10	Im not against a bike lane, but I do hope the road outside my house is fixed, when it rains heavy the water lays on the road where the road has worn away. Hope a bike lane slows the idiots down and keeps them safe. Im at Thanks	5/2/2017 4:33 AM
11	I reside at and I have observed an increase in the number of cyclists, both adults training and students from St Virgils College. The installation of on-road cycle lanes on this strip of road to extend to Granton would be advantageous from a safety aspect for both cyclists and motorists. I welcome the completion of the next stage of cycle lanes. 12/04/2017	5/2/2017 4:33 AM
12	Why can't the money be put into extending the bike track? This would make it safer for everyone and open up a walking track for the many families that live in the area. The bike track was once upon a time on the Council Agenda with a promise of being extended to Granton. Put it back on the agenda & don't make an already narrow road more dangerous than it needs to be!	5/2/2017 4:31 AM
13	I support Stage 2 of Cycle Lanes but I don't think the road is wide enough. There isn't enough room to park a car properly along Riverview Estate. The buses have got to go over the white line.	5/2/2017 4:31 AM
14	The money should be spent elsewhere. They should have to pay registration fee to be on the road, why waste money when they don't give anything back.	5/2/2017 4:30 AM
15	Use the old rail line.	5/2/2017 4:11 AM
16	I support Cycle Lanes anywhere to ensure cyclists stay in the designated lane for them. There are short sections of cycle lanes already on Main Rd Austins Ferry, however I have seen cyclists riding three abreast across the cycle lane and car lane, riding at speed on the car lane either in front or behind cars and other dangerous riding. There are already signs for motorists to say stay well away from cyclists; there also needs to be signs for cyclists about being mindful of cars.	5/2/2017 4:06 AM
17	There is a need for a designated cycle lane. At the moment along the Main Rd Granton stretch it is very frustrating when the road lanes are taken up by cyclists and there are many that pass this way.	5/2/2017 4:01 AM

Proposed On-road Cycle Lanes Stage Two - April 2017

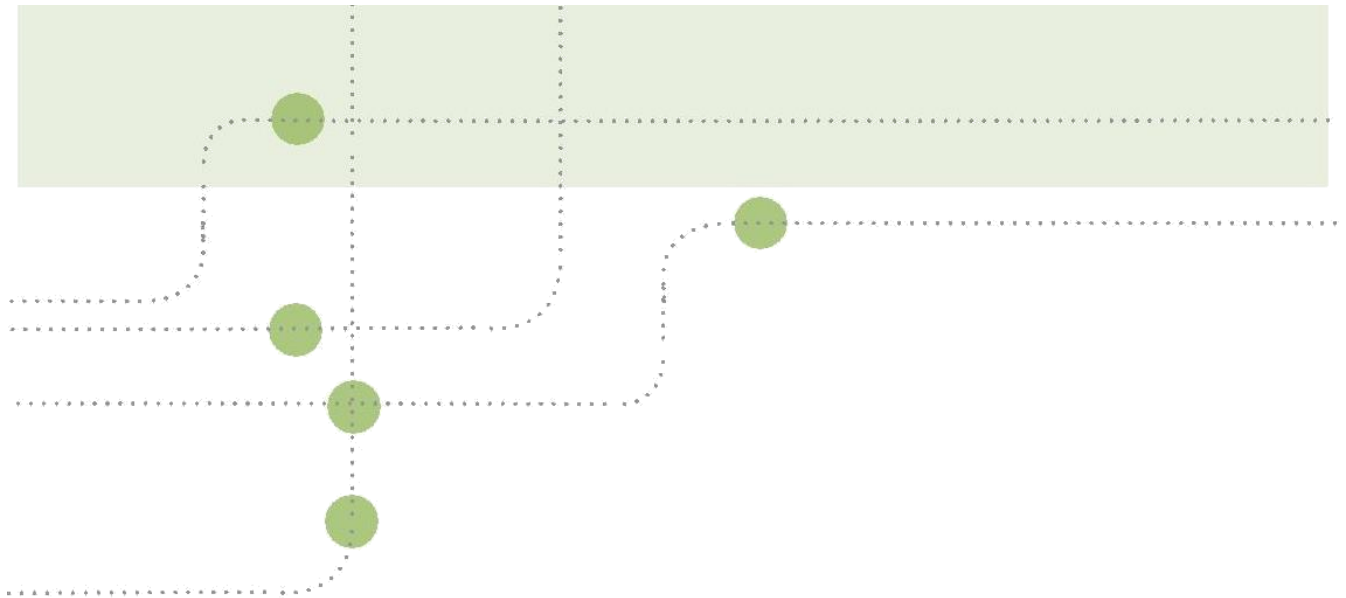
18	Please note that walkers are frequent around here and prefer the soft ground on the left side of the road Austins Ferry to Granton on Ten Mile Hill. Soft ground, not pavement is kinder to the joints. Do not pave the right side, leave it rural style, it's better for drainage as it is. Remember avoid contamination of Goulds Lagoon and the wildlife.	5/1/2017 8:02 AM
19	Bus/motor bikes/cars/trucks that use the road pay a registration to use the roads. Why should GCC waste money on cyclists that pay nothing? They should have to pay some kind of fee and should display a number, if they go past and scratch your car which they do, how do you give a description to police - it was one of the twelve wearing ladies underwear? Whereas if they were displaying a number would help. I saw a bike scrape along the side of a car at Austins Ferry Store and did not stop, I told the lady. A car door costs \$500 to get sprayed - is that fair - you seem to think so.	5/1/2017 7:58 AM



Australian Government
Department of the Environment,
Water, Heritage and the Arts



Hobart Regional Arterial Bicycle Network Plan



Contents

1.0 Introduction	1
2.0 Why value and provide for cycling?	2
3.0 Why we need the Hobart Regional Arterial Bicycle Network	4
4.0 Development of the Hobart Regional Arterial Bicycle Network	5
5.0 Cycling Support Facilities	7
6.0 Stakeholders	8
7.0 Implementing the Plan	9
8.0 Hobart Regional Arterial Bicycle Network Routes & Mapping	10
References	16

1.0 Introduction

The Hobart Regional
Arterial Bicycle
Network Plan identifies
arterial cycling routes
across the Hobart
region and provides
a framework for
developing on-road
and path networks for
cycling.

Cities need cycling facilities to assist facing the challenges of the coming century. This plan has been developed through a working group made up of representatives from Hobart, Clarence, Glenorchy, Kingborough and Brighton Councils as well as a representative from the Department of Infrastructure Energy and Resources. A small funding grant was provided by the Australian Government to assist with the development of the plan. CyclingSouth prepared the document with reference to the municipal bicycle plans of each Council and in consultation with the working group. The draft plan was launched in 2008 and the feedback received has been incorporated. This plan does not seek to identify every bicycle route that could be developed to link our communities; it focuses on the core arterial bicycle networks to provide urban connectivity. Similarly, this plan does not cover recreational or mountain biking trails, these will be the subject of a separate strategy being lead by Sport and Recreation Tasmania.

The purpose of the plan is to:

- Identify roads that are part of the arterial bicycle network to ensure future state and local road projects incorporate bicycle-friendly design in future works.
- Record existing and proposed arterial cycle routes on a regional map.
- Provide strategic direction in the development of an integrated cycling network and enable funding and grants to be directed towards cycling projects.
- Identify locations where end-of-trip facilities are required to enhance the cycling network



Mayors at the launch of the Draft Regional Arterial Bicycle Network Plan on 8 May 2008 - Cr Graham Bury (Kingborough), Ald Jock Campbell (Clarence), Ald Adriana Taylor (Glenorchy) and Ald Rob Valentine (Hobart). Photograph Courtesy of the Mercury

2.0 Why value and provide for cycling?

Cycling has the potential to address many of the issues facing governments and communities today. Some of the advantages of cycling are:

2.1 Efficient and cost effective transport

Travelling by bicycle, particularly for short journeys and local trips, is a cheap and efficient form of transport. Bicycles require less road space and reduce car parking demand at destinations. They are also inexpensive to maintain and can be seen as a panacea to offsetting increasing petrol costs and the impact rising fuel costs have on household budgets.

In Australia typically 52% of journeys are less than 5km. Replacing these short car trips with bicycle travel can have a significant impact on congestion, wear and tear on existing roads and road maintenance budgets. Congestion is estimated to cost the Australian economy \$21 billion each year (Bureau of Transport and Regional Economics, cited in Bus Industry Confederation of Australia 2006).

2.2 Healthy communities

Tasmania has the highest rate of heart disease in Australia and significantly high levels of obesity and diabetes, caused primarily through inactivity. Cycling is a convenient method for fitting exercise into daily routine, particularly if it is used to replace car trips to work, school or shopping. According to the World Health Organisation a 30 minute cycle trip per day halves the chance of becoming obese or diabetic.

2.3 Liveable Communities

Our neighbourhoods are enhanced when more people get out of their cars and hop onto bikes or walk. Cycling helps to promote social interaction in local neighbourhoods by providing a human presence on our streets. Replacing car journeys with bike trips can improve the quality of life in residential areas through reduced noise pollution, less space taken up with carparking and improved security through passive surveillance.

Why value and provide for cycling?

2.4 Environmentally sustainable

Transport is responsible for 34% of household greenhouse gas emissions (Australian Greenhouse Office 2006). With short car trips being the most polluting, cycling is well placed to alleviate the level of pollution private motor vehicles produce. Driving 4km less a day reduces driving by 1460km a year - and cuts greenhouse gas by 3358kg and running costs by \$876 for an average medium car (RACV figures).

2.5 Economic Benefits to local communities

Increased levels of cycling has broad economic benefits for the community. Household transport costs can be significantly reduced by replacing a proportion car trips with cycling, leaving additional funds in household budgets for spending on local goods and services. Cycling also supports retention of local businesses by being conducive to local shopping.

2.6 Economic contribution through cycle tourism

Tasmania is already recognised as a destination for cycle tourism. A survey of tourism operators carried out in 2008 found that cycle tourism, although still in its infancy, was a rapidly growing area (Cycle Tourism Australia Tasmanian Case Study Research 2008). In areas where good cycling facilities have been developed cycle tourism can make a significant economic contribution (Cycling Research Centre Cycle Tourism Report). The Greater Hobart region has potential cycling routes that would not only serve the local population but also appeal to visitors, including wine and gourmet food areas, natural attractions and historic sites of interest.



Tasmania's political leaders accepting their 'Cycling Promotion Fund' awards in 2009.

Why we need the Hobart Regional 3.0 Arterial Bicycle Network

A seamless bicycle network across the Hobart Region can be achieved with continuing co-ordination between Councils and State Government. This document shows the way for the required Infrastructure development.

Although Greater Hobart has a popular cycling facility in the form of the Intercity Cycleway, some foreshore paths and a few urban on-road bicycle lanes; generally the region is poorly serviced with bicycle facilities. Major activity centres such as the Hobart CBD, large shopping areas in Kingston, Rosny Park, Sandy Bay, Moonah and Glenorchy, Brighton and Bridgewater as well as the University of Tasmania campus in Sandy Bay are not easily accessible by bicycle.

Links from arterial cycling routes to recreation areas (eg Wellington

Mountain Bike Park, Clarence Mountain Bike Park) and large employers (eg Nyrstar-zinc works) need to be established.

Cyclists also cross municipal boundaries and a regional plan allows for consistent planning for cycling infrastructure between council areas. The Regional Arterial Bicycle Network Plan provides the state government department responsible for transport a document that identifies cycling routes and shows how they can become an integral part of the overall transport network for the region.



Development of the Hobart Regional 4.0 Arterial Bicycle Network

The regional
Councils have
recognised the
need to develop an
integrated bicycle
network to confront
the challenges of
the coming century
and have taken the
lead in developing
this plan.

The Hobart Regional Arterial Bicycle Network Plan sets out to identify activity centres for retail, education and employment and outline a network of arterial routes linking residential areas to these zones. In addition, links to public transport hubs are also a priority.

The 2007 Kingborough Council Bicycle Plan, 2008 Clarence Council Bicycle Action Plan, 2008 Hobart Council Principal Bicycle Network and 2008 Draft Glenorchy Council Bicycle Strategy were used as the foundation for developing the arterial bicycle route maps. Local bicycle routes are not

included in this plan and will still need to be developed by Councils through their municipal bicycle strategies.

The intention of the plan is to identify routes that provide a high level of service by providing fast, direct links along routes with the best available grades. It is envisaged that the determination of the bicycle facility type will be evaluated in the detailed design phase of individual links of the network. (eg. On-road: sealed shoulders, bicycle lanes, contra flow lanes, clearways, Copenhagen separated facilities. Off-road: shared paths, exclusive paths)



Development of the Hobart Regional Arterial Bicycle Network

Terminology

Arterial bicycle routes

These are bicycle routes along main road corridors. Traffic speeds and volumes are usually higher along these roads but they are attractive to cyclists because of their directness, conduciveness to maintaining cycling speed and generally sympathetic gradients. In some areas, these are the only option for cycling between population centres. There are a number of treatments that can be applied which aim to create a degree of separation from motor vehicle traffic. These include:

Sealed shoulders – Generally on non urban roads where space for cyclists can be created outside the edge line by sealing road shoulders.

Wide kerbside lanes – On multi-lane roads central lanes can be narrowed to provide additional space in the kerbside lane to give more space to cyclists and drivers sharing the lane.

Shared parking bicycle lanes – A wider parking lane which provides

space for cyclists to ride within the lane with adequate clearance from parked cars.

Exclusive bicycle lanes – Designated bike lane adjacent to the kerb for exclusive use by cyclists.

Contra flow bicycle lanes – A bicycle lane on a one-way street that travels in the opposite direction to motor vehicle traffic.

Clearway bicycle lanes – A kerbside bicycle lane that functions only during clearway times. Parking is permitted over the top of the bicycle lane at other times.

Copenhagen separated facilities – Barrier-separated bicycle lanes within the road reservation usually adjacent to footpaths.

Arterial paths

These are high quality trails or pathways constructed away from roads, sometimes along waterways or other easements. They may also be

constructed within the road reservation. They offer comfortable and continuous cycling along gently graded pathways which link to the on-road bicycle network.

Shared paths – such as the intercity cycleway allow a mix of pedestrians and cyclists.

Exclusive paths – separate space for pedestrians and cyclists.

Activity centres

The Hobart CBD is the principal activity centre in the Hobart region. Rosny Park in Clarence, Glenorchy CBD, Kingston CBD and Brighton town centre are the primary activity centres in each municipality.

Within each council area, additional activity areas have been identified on the maps where a particular land use is concentrated. These include:

- Retail centres
- Commercial and industrial zones
- Education facilities and schools
- Transport hubs

Cycling Support 5.0 Facilities

Cycling support facilities, including secure bicycle parking are necessary to compliment paths and on road cycling lanes.

End of trip facilities

Commuting, Recreational and Touring cyclists all have special needs during and at the conclusion of their journey.

These needs are generally termed "End of Trip Facilities" and include infrastructure such as directional signage, water fountains and public toilets along with secure bicycle parking and storage at key destinations. For commuters additional requirements include clothing storage, lockers, showers and change rooms in close proximity to workplaces.

The Hobart Region needs a significant number of facility improvements and new infrastructure to cater for cyclists needs. Industry and business has a major part to play in encouraging and promoting cycling. Copies of the Bicycle Victoria publications, "The Cycle-Friendly Workplace" and "The Bicycle Parking Handbook" are available from the participating Councils or online.

Signage

The Department of Infrastructure, Energy and Resources has prepared a Tasmanian Cycle Signs Manual which is expected to be finalised by the end of 2009.



6.0 Stakeholders

In order for the Hobart Regional Arterial Bicycle Network Plan to progress from being a proposed bicycle network on paper to infrastructure on the ground, conscientious effort is required from all levels of government.

Federal - Department of Infrastructure, Transport, Regional Development and Local Government

The department is a member of the Australian Bicycle Council which manages and coordinates the implementation of the Australian National Cycling Strategy 2005-2010.

State - Department of Infrastructure Energy and Resources (DIER)

DIER is responsible for highways including the Southern Outlet, South Arm Hwy, East Derwent Hwy, Channel Hwy, Brooker Highway and Midland Hwy, as well as all signalised intersections. For other roads under the jurisdiction of local councils, approval must be sought from DIER for any traffic management changes including bicycle facilities. Therefore DIER has a crucial role to play in the implementation of the regional bicycle plan.

State – Department of Health

On several leading indicators the Tasmanian community is in poor health. A strategic objective of the Department is to assist in developing a healthier, more resilient and socially inclusive population through preventative measures. Cycling provides low impact

exercise which has been proven to have positive health benefits for individuals and society as a whole.

State – Department of Economic Development Tourism and the Arts Sport & Recreation Tasmania

In 2008 Sport and Recreation Tasmania established a trails and bikeways program. This program is developing a state mountain biking strategy and is responsible for the disbursement of a limited pool of matching funding for local government across Tasmania to implement cycling projects.

Tourism Tasmania

Cycle tourism is an important niche market for Tasmania and Tourism Tasmania has recognised this potential through the development of promotional material aimed at this market.

Local Councils - Hobart, Clarence, Glenorchy, Kingborough and Brighton

Councils carry out the majority of work on most arterial and local roads in their municipality. They are also responsible for construction and maintenance of trails and paths. The participating councils in the Hobart Regional Arterial Bicycle Network Plan are the key drivers for implementing bicycle projects through their annual works programs under guidance from their local bicycle strategies. It is expected that councils will be a driving factor in the implementation of the regional bicycle plan.

Community - Cycling groups and bicycle advisory committees

Each Greater Hobart Council has a community bicycle advisory committee that provides the opportunity for members of the public to have input into the development of the bicycle plan. They provide a valuable resource for gaining insight and suggestions for provision of cycling facilities on specific routes.

Regional body - CyclingSouth

CyclingSouth is made up of elected representatives and officers from Hobart, Glenorchy, Clarence, Brighton and Kingborough Councils. Also represented on the committee is Bicycle Tasmania. An Executive Officer is employed part-time to promote and assist with cycling development in the region. This body provides a framework for ongoing liaison for implementing the Hobart Regional Arterial Bicycle Network Plan. It is recommended that a representative from DIER be invited to future meetings in order to provide a mechanism for communication between local and state government on cycling issues.

Transport bodies

Organisations such as the RACT, Motor Accidents Insurance Board and the Road Safety Task Force will have an interest in any proposed developments on the road network which will benefit cyclists and improve safety.

7.0 Implementing the Plan

With the launch of the original draft plan in 2008, the greater Hobart Councils invited the State Government to respond with a position to better provide cycling facilities to the citizens of greater Hobart and Tasmania.

Since that time Local Government has welcomed the initial move by the State Government through Sport and Recreation Tasmania to commit \$4 million in the 2008/09 state budget to support tracks, trails and city bikeways.

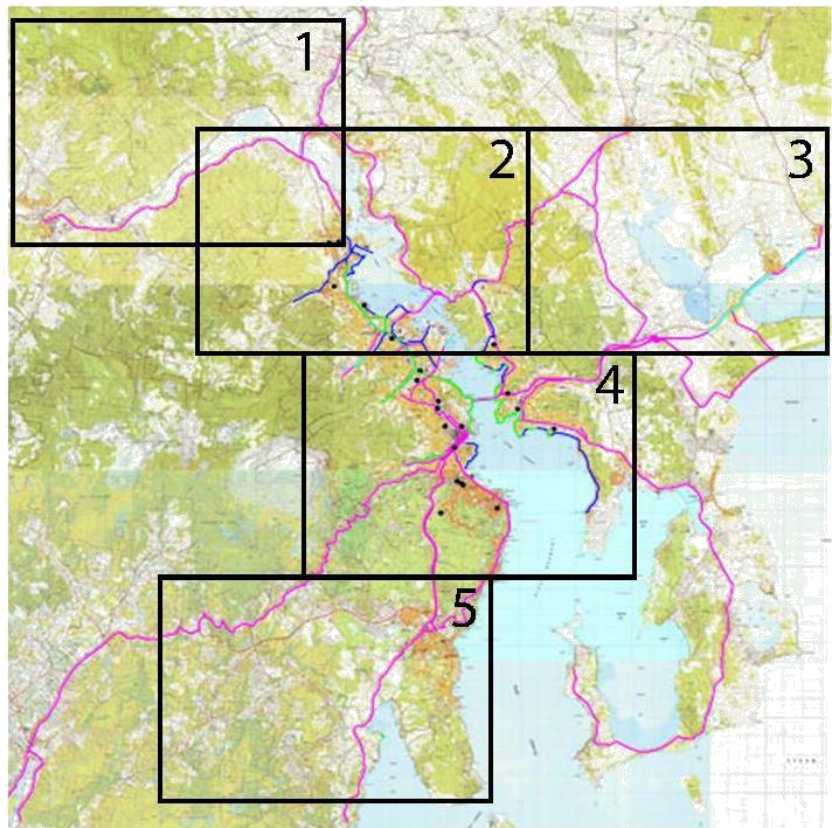
There has also been welcome movement by the State Department of Infrastructure, Energy and Resources (DIER) in conjunction with the State Climate Change Office to begin investigating urban passenger transport in greater Hobart. It is hoped the study being undertaken will recognise the important role cycling and walking can serve in delivering a larger share of the passenger transport task in the region.

The proposed cycling network crosses State and Local government boundaries and jurisdictions. Funding responsibilities for this transport network and associated facilities will need to be borne by new State Government commitments, possibly along similar lines of arrangement as exist in other Australian States.

In order to progress this plan for an integrated cycling network for the greater Hobart region the following actions would assist:

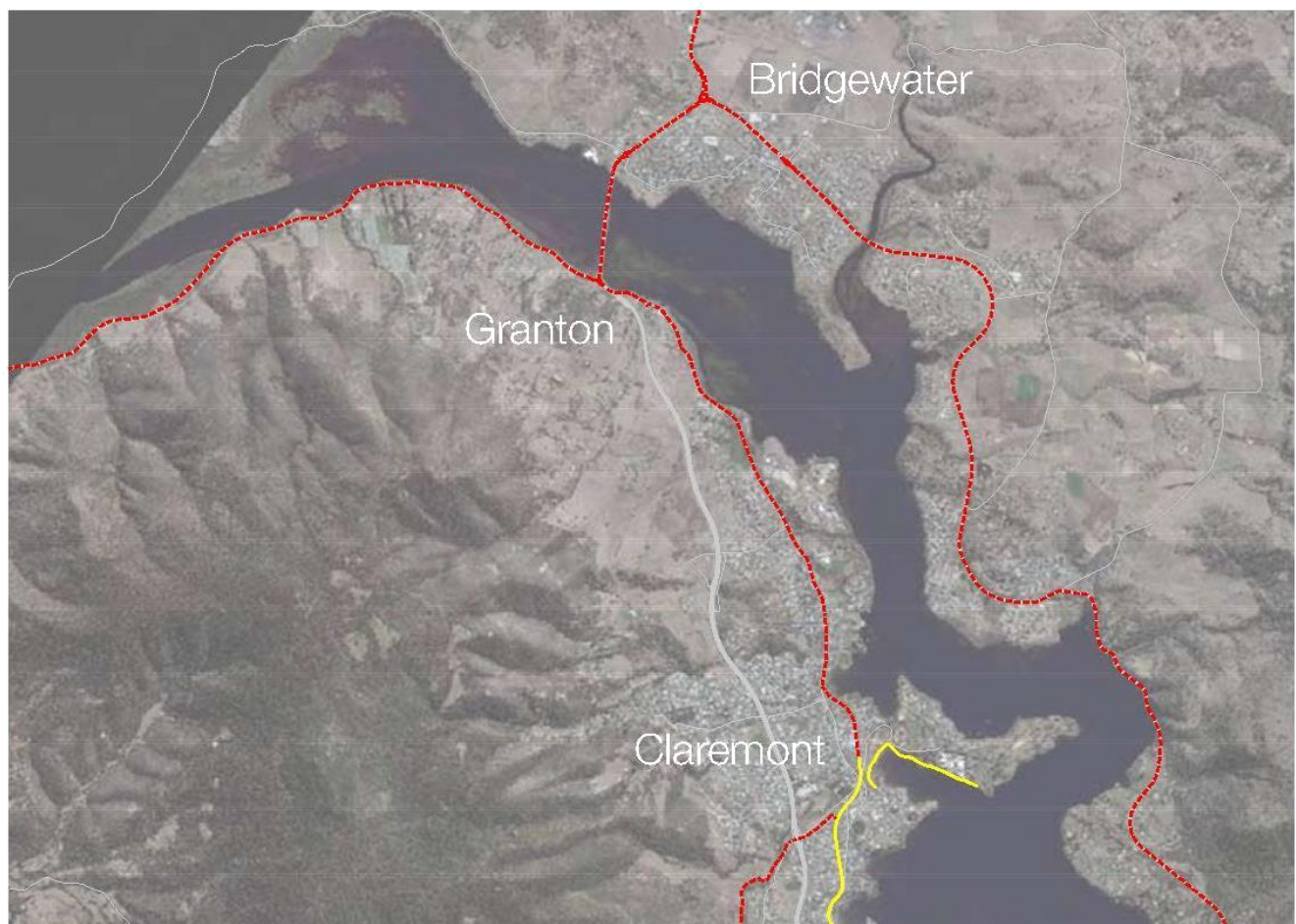
1. A commitment from State Government to advance the Arterial Bicycle Network plan together with development of an implementation strategy.
2. Establishment of a co-ordinating body. Cycling South and the greater Hobart Councils will facilitate an ongoing forum with DIER and other appropriate State Government Department representatives.
3. Resolution of roles and responsibilities along with funding for the plan between Local and State Government, with the models used in other Australian States forming the basis of a negotiated agreement.
4. Development of a priority project list through the co-ordinating body.
5. Dedicated State Government funding and resourcing within DIER to advance planning, design and construction of the integrated network and its associated elements.

Hobart Regional Arterial Bicycle Network 8.0 Routes & Mapping



The information shown on these maps does not represent current Commonwealth, State or Local Government Policy. The publisher does not guarantee or make any representation or completeness, nor will they accept any responsibility for loss or damage arising from its use. Source: Various State and Local Government data sets.

Map 1 : Brighton

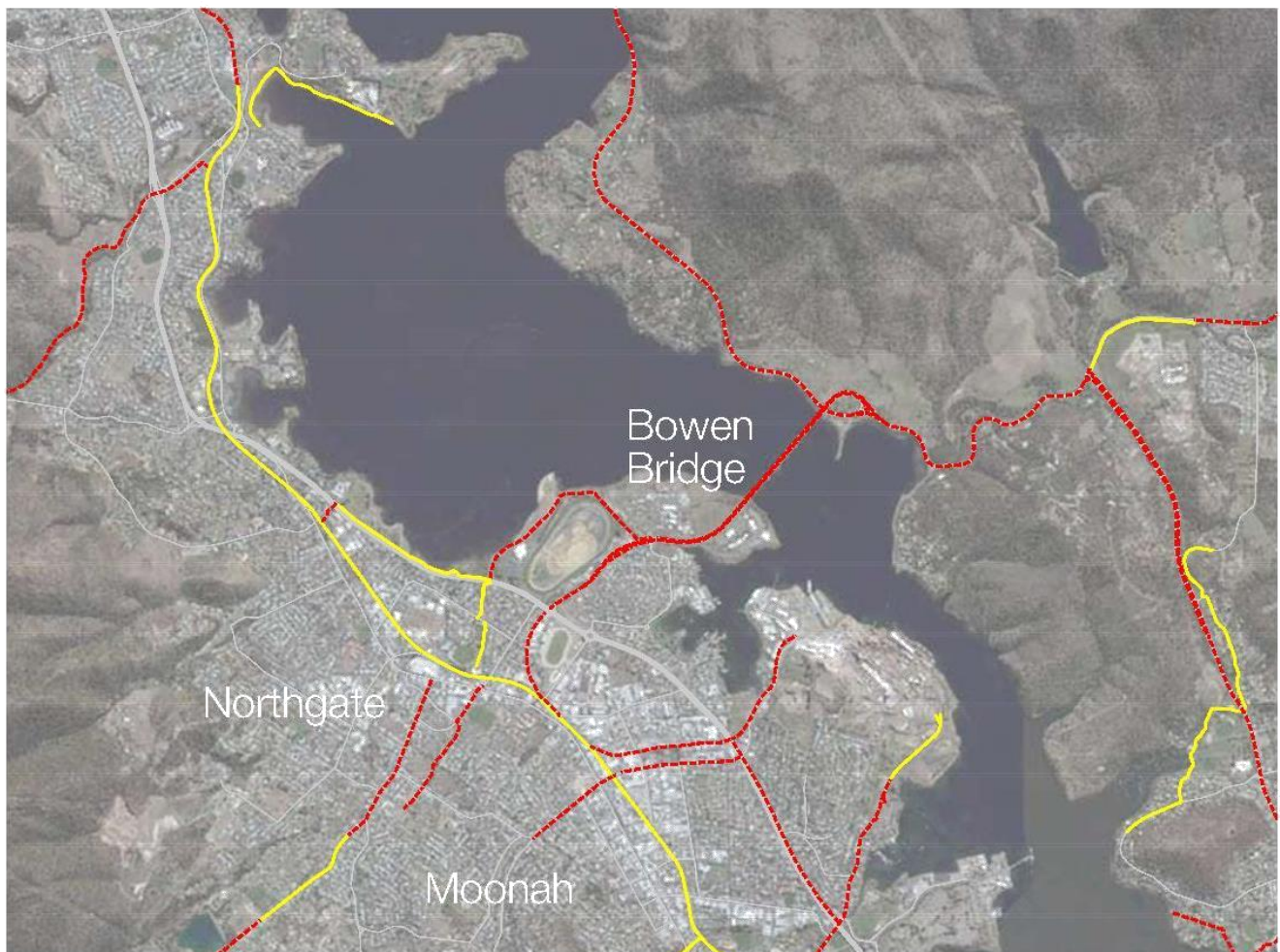


Legend

Arterial Cycleways Status

- Existing
- - - Future

Map 2 : Glenorchy



Legend

Arterial Cycleways Status

- Existing
- Future

Map 3 : Clarence

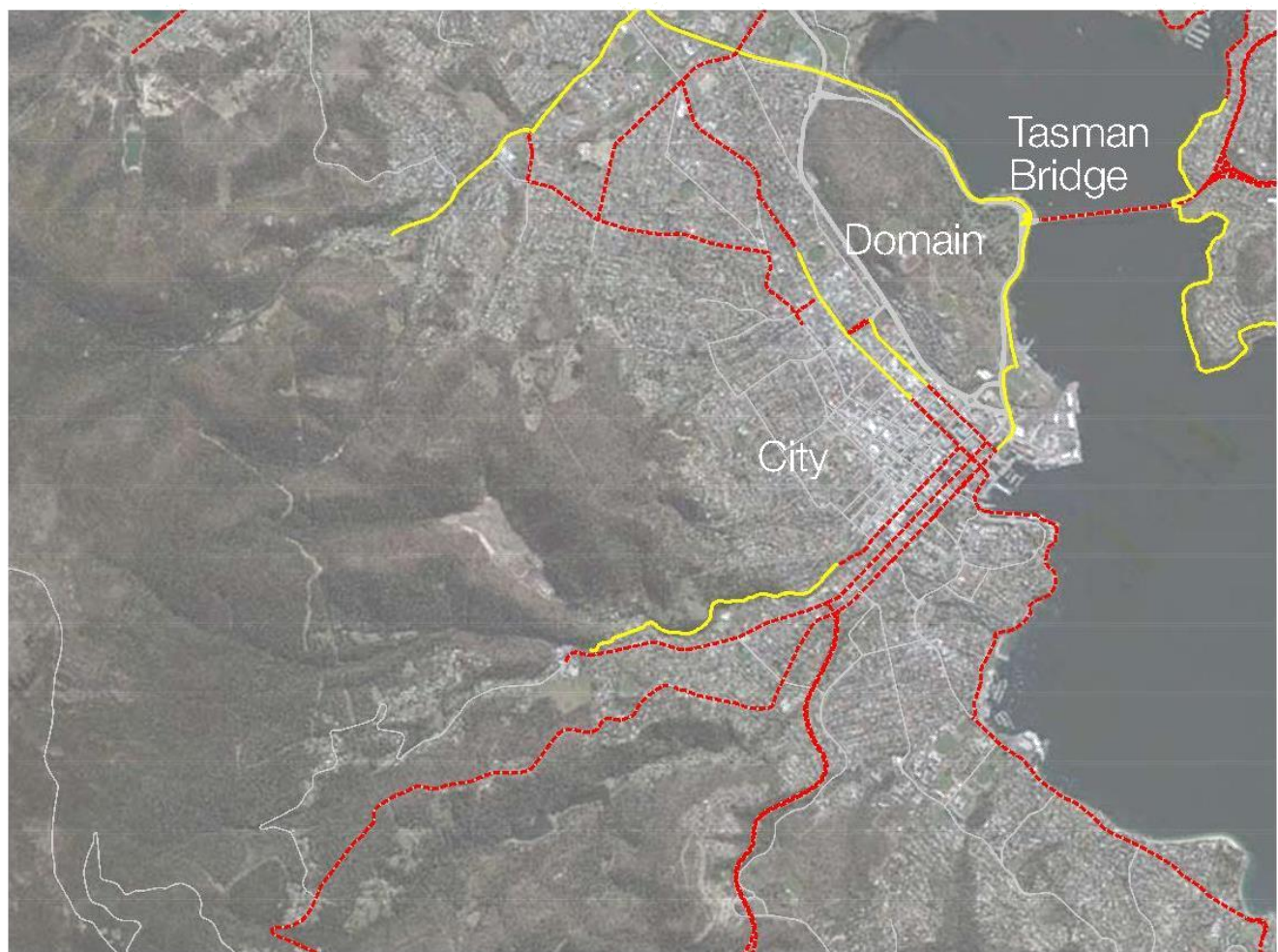


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Arterial Cycleways Status

- Existing
- Future

Map 4: Hobart

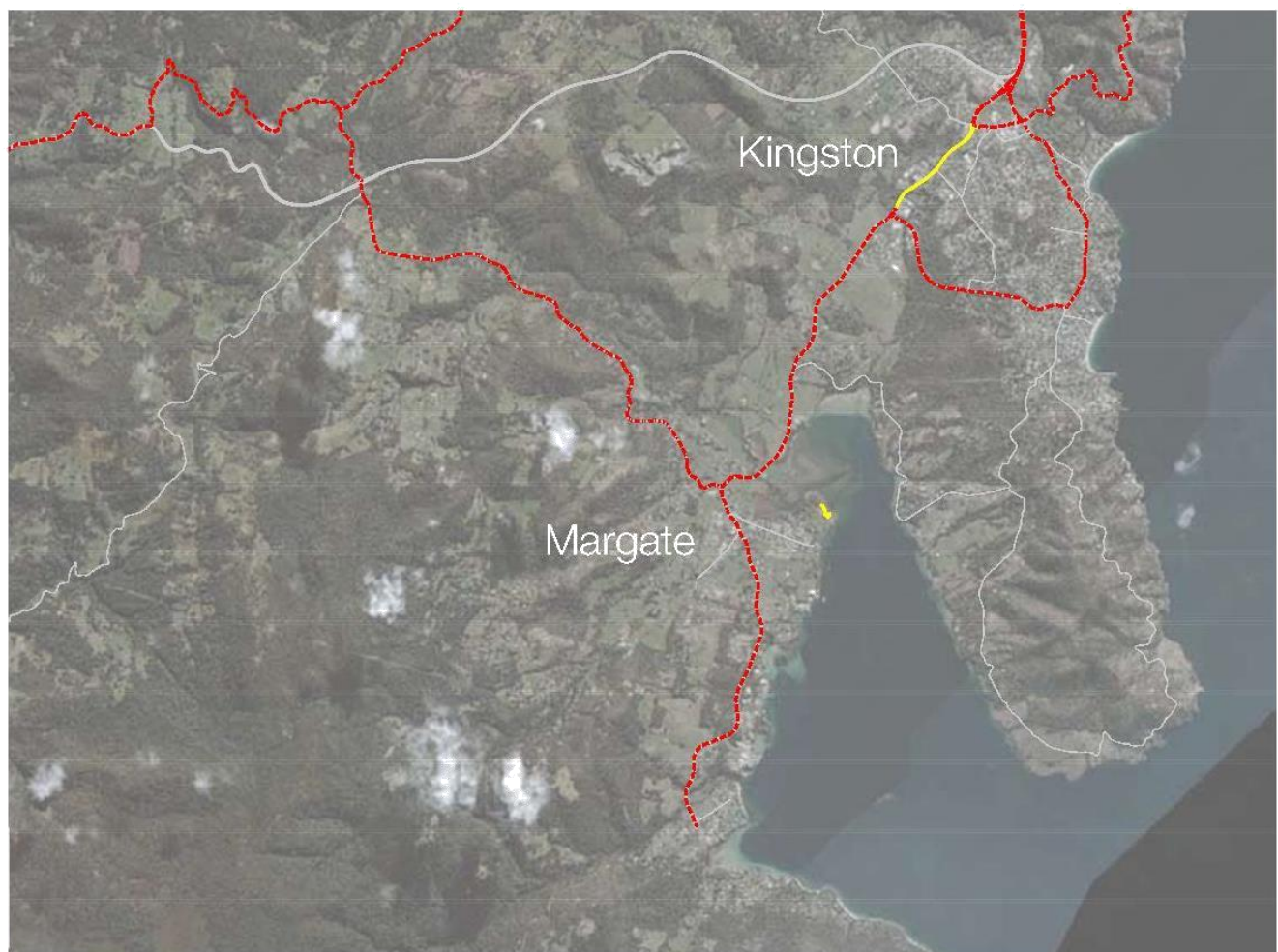


Legend

Arterial Cycleways Status

- Existing
- Future

Map 5 : Kingborough



Legend

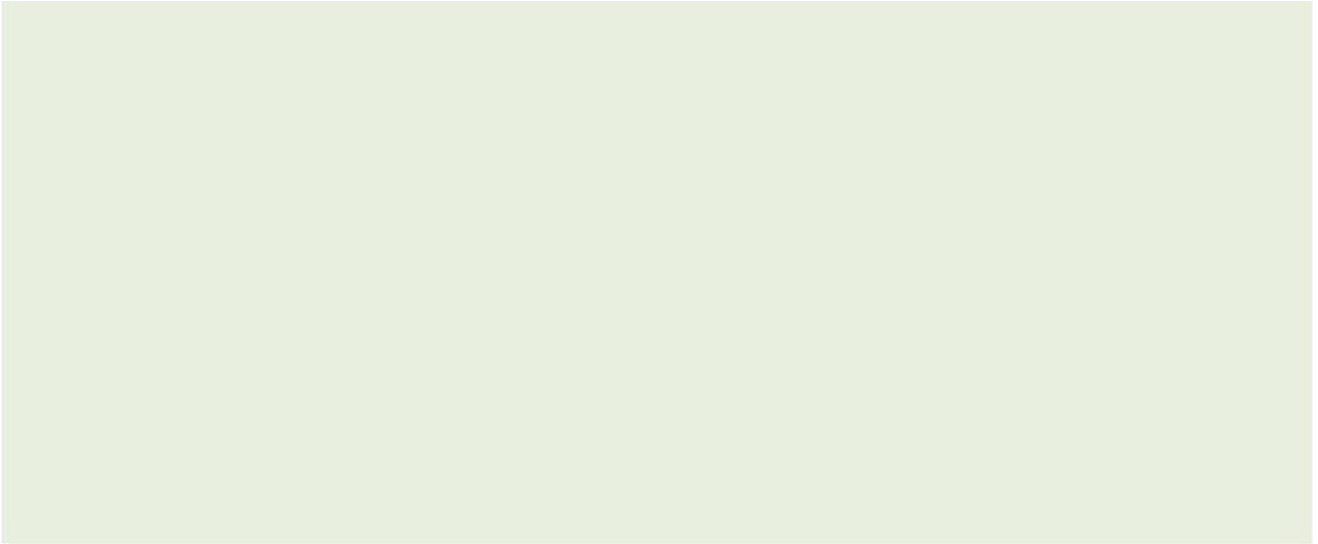
Arterial Cycleways Status

- Existing
- Future



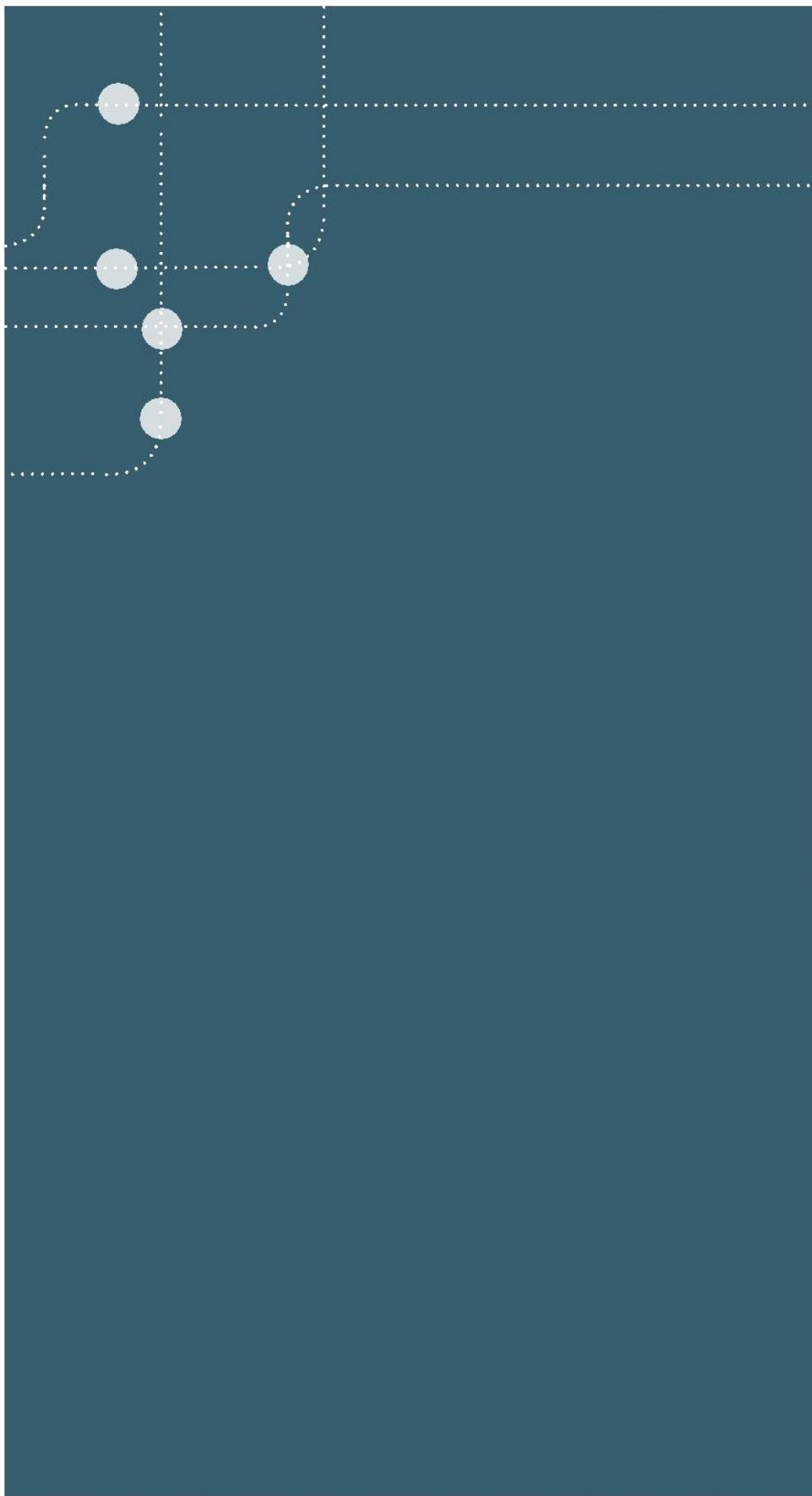
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1. Austroads 1999, *Australia cycling 1999-2004: The national strategy*, Austroads, Sydney.
2. Cycling Promotion Fund 2007, *Cycling, Moving Australia Forward*, Cycling Promotion Fund, Melbourne
3. Queensland Transport 2007, *South East Queensland Principal Cycle Network Plan* Queensland Government
4. Cycle Tourism Australia 2008, *Tasmanian Case Study Research*
5. Sustainable Tourism *Cycling Research Centre 2007*, Cycle Tourism in Australia



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Australian Government
Department of the Environment,
Water, Heritage and the Arts



Reasons for Referral of Decisions to GPA - January 2017 to May 2017.

Meeting Date	Type of Application	Discretions	Rep's recv'd	Zone	Trigger for Referral to GPA
16/1/17	Sport and Recreation (paintball facility)	Operating Hours Signage	11	Light Industrial	11 representations received
	Sport and Recreation (Gym – extension to operating hours)	Operating Hours	1	Light Industrial	1 representation received
	Bulky Goods Store Car Sales	Car parking spaces (7 space variation) Parking areas standards	0	Light Industrial	Car parking variation
30/1/17	Bulky Goods Store (Vehicle storage and sales)	Use Car parking and Access Code (39 space variation).	0	Light Industrial	Car parking variation
	Signage on Heritage listed property	Heritage	0	Community Purpose	Recommended Refusal (decision deferred)
	Works to Forecourt of Civic Building	Urban design standards	0	Central Business	Works not included in Delegations to officers
14/2/17	Signage on Heritage listed property	Heritage	0	Community Purpose	Rec Refusal
	Business and professional services	Car parking (1 space variation)	0	Community purpose	Car parking variation
27/2/17	Additions to Bulky Goods Sales	Setback, use car parking signs. (7 spaces variation)	0	General Business	Car parking variation. New Commercial development
	Multiple Dwellings	Res standards, Car parking	0	General Res	Recommended refusal
14/3/17	Alterations and Additions to Takeaway	Car parking (1 space variation)	0	Commercial	Car parking variation
27/3/17	Research and Development (Engineering company)	Height, design parking and access (26 space variations)	1	Part Purpose (technopark)	Car parking variation. Representation received
	Multiple Dwellings	Privacy	0	Gen Res	Multiple Dwellings (3)
	Educational Care (early learning centre)	Car parking		Comm Purpose and Env Man	Car parking
	Change of use food services	Car parking (22 spaces)	0	Central Business	Car parking variation
	Change of use business and professional services (Veterinary centre)	Car parking (5 space variation), signs	0	Commercial	Car parking variation
10/4	Two holiday units	Use	0	Gen Res	Non-dwelling dev
	Carpark for racecourse development	Codes triggered	0	Open Space and utilities	Misc works not covered in officer delegation
24/4	Change of use place of worship	Car parking	0	Central Business	Car parking variation
	Three multiple dwelling units				Multiple dwellings (3)

Schedule: Proposed Changes to Delegations under Land Use Planning and Approvals Act 1998 (LUPAA)

- Coordinator, Planning Services,
- Senior Statutory Planner
- Strategic Planner

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Provision	Function or Power	Nature of Decision (Planning Proposal)	Existing Conditions/Restrictions of Delegation to Planning Officers	Proposed amended Conditions/Restrictions of Delegation to Planning Officers	Planning Section Comments
LUPAA s. 57(2) & (6)	To determine applications for discretionary permits	Multiple Dwellings	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act 2008</i>, for the following uses and developments: ... (b) Multiple dwellings to maximum of <u>two</u> dwellings in the General Residential and Inner Residential zones.	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act 2008</i>, for the following uses and ... (b) Multiple dwellings to maximum of <u>four</u> dwellings in the General Residential and Inner Residential zones.	Applications involving multiple dwellings often attract representations and the concerns raised are commonly related to objection to increased density, perceived loss of amenity and increased traffic. All of these matters are dealt with by the provisions of the GIPs to varying degrees. In practice a very low number of applications for these types of developments are refused. More often than not, discussions during the appraisal process result in redesign of a proposal where these issues are considered to hold determining weight. Nevertheless, there is a community interest or concern in the development of multiple dwellings. It is considered it would be a balanced approach to allow for applications involving a maximum number of multiple dwellings to be dealt with under delegated authority except where a representation is received.
LUPAA s. 57(2) & (6)	To determine applications for discretionary permits	Car parking Standards	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act 2008</i>, for the following uses and	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act 2008</i>, for the following uses and	The Parking and Access Code (E6.0) of the GIPs results in a significant number of developments being assessed in terms of the Performance Criteria of the relevant standards. There is actually evidence of a greater exercise of discretion required than previously was the case. For example of the twenty applications considered by the GPA from 16/1/17 to 24/4/17 (see Attachment 1), eleven involved this type of assessment, and therefore could not be dealt with under Officer recommendation. Except where the subject of representation, these assessments are typically supported by a qualified traffic engineer and Council's

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Provision	Function or Power	Nature of Decision (Planning Proposal)	Existing Conditions/Restrictions of Delegation to Planning Officers	Proposed amended Conditions/Restrictions of Delegation to Planning Officers	Planning Section Comments
LUPAA s 57(2) & (6)	To determine applications for discretionary permits	Development of Commercial/Industrial Buildings	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act</i>	Only in the following circumstances: ... 6. Where an application for a permit is made pursuant to the <i>Glenorchy Interim Planning Scheme 2015</i> and for which no representations are received and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the <i>Water and Sewerage Industry Act</i>	The existing delegation for development and change of use in commercial and industrial zones was drafted to align with the provisions of the former Planning Scheme (GPS 1992) in relation to whether the development or change of use triggered the need for a revaluation of car parking requirement. It was also seen as a general indicator of the scale of the development that may need to be considered by Aldermen as representatives of the community. In practice these types of applications rarely attract representations and this would indicate a degree of public acceptance. It is however acknowledged that
			developments: ... (f) Change of use and/or extension of existing buildings by up to twenty five percent (25%) of the existing gross floor area where car parking is provided in accordance with the <i>Glenorchy Interim Planning Scheme 2015</i>, except where the development is an existing non-conforming use.	developments: ... (f) New development or Change of use and/or extension of existing buildings where the estimated cost of development does not exceed \$500,000 except where the development is an existing non-conforming use and/or the applicant is disputing a requirement for the provision of cash in lieu of car parking.	development Engineer. An additional consideration with this delegation is the capacity to require the provision of cash in lieu of car parking. It was generally agreed by the previous GPA members that Council should not apply Cash in lieu of car parking as provided for in the Interim Scheme until such time as there was a car parking strategy adopted by Council. This Strategy has developed actions for the development of car parking in the City and can guide the use of funds obtained through the cash in lieu process. A report on the progress of this strategy prepared by the Transport Engineer is also on this Agenda for consideration. If this Strategy is adopted by Council it forms an accepted approach to the determination of cash in lieu of car parking. It is considered that with this Strategy in place and the requirements of the GPS re-enforcing the ability to require cash in lieu that the delegation be expanded to allow for such requirements to be made at officer level, except where the applicant has been notified of the requirement and disputes it. The matter would then appropriately be dealt with by the GPA.

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Provision	Function or Power	Nature of Decision (Planning Proposal)	Existing Conditions/Restrictions of Delegation to Planning Officers	Proposed amended Conditions/Restrictions of Delegation to Planning Officers	Planning Section Comments
			2008, for the following use and developments: ... (f) Change of use and/or extension of existing buildings by up to twenty five percent (25%) of the existing gross floor area where car parking is provided in accordance with the <i>Glenorchy Interim Planning Scheme 2015</i>, except where the development is an existing non-conforming use.	2008, for the following uses and developments: ... (f) New development or Change of use and/or extension of existing buildings where the estimated cost of development does not exceed \$500,000 except where the development is an existing non-conforming use and/or the applicant is disputing a requirement for the provision of cash in lieu of car parking.	the Commissioner, as the Council, may wish to determine large scale commercial or industrial development on behalf of the community.

Estimated Value of Developments in Industrial and Commercial Zones

Application ID	Full Details	Zone	Estimated Cost	GPA/ Delegated/Under Assessment
PLN-16-149	Additions to Waste Transfer Station (Recycling and Waste Disposal) relying on performance criteria	General Industrial	\$8,100	Delegated
PLN-16-179	Alterations and additions to the Crumb Plant.	General Industrial	\$150,000	Delegated
PLN-16-180	Chocolate Storage Silo	General Industrial	\$250,000	Delegated
PLN-16-181	New building and signage	General Industrial	\$254,000	Delegated
PLN-16-210	Proposed coastal protection works along existing wharf relying on performance criteria	General Industrial	\$150,000	Delegated
PLN-16-251	Signage relying on Performance Criteria	General Industrial	\$10,000	Delegated
PLN-16-274	Additions and alterations to warehouse (Storage) and car parking	General Industrial	\$20,000	Delegated
PLN-16-280	Alterations to boat building structure (Manufacturing and processing) relying on performance criteria	General Industrial	\$465,000	Delegated
PLN-17-046	Warehouse (storage) and signage relying on performance criteria	General Industrial	\$2,350,000	GPA
PLN-16-148	Demolition and construction of Wood and Metal Fabrication (Manufacturing and Processing) relying on performance criteria for height, hours of operation, and parking and access	Light Industrial	\$400,000	GPA
PLN-16-163	Proposed additions and change of use (storage) relying on performance criteria	Light Industrial	\$60,000	Delegated
PLN-16-165	Change of use to car sales (bulky goods sales) and signage, relying on performance criteria.	Light Industrial	\$50,000	GPA
PLN-16-188	Change of Use to Sports and Recreation relying on performance criteria	Light Industrial	\$250	Delegated
PLN-16-193	Minor additions (air locks) to existing bakery	Light Industrial	\$68,000	Delegated
PLN-16-204	Change of use to storage (vehicle storage) relying on performance criteria	Light Industrial	\$200	Delegated
PLN-16-209	Proposed Bakery and Coffee Processing (Resource Processing) and Take Away Food Premises (Food Services) with a variation to parking relying on performance criteria	Light Industrial	\$100,000	GPA
PLN-16-211	Partial change of use to Indoor Paintball Recreation Facility (Sports and Recreation) and signage relying on performance criteria for extension to hours of operation and parking (including 2 Howard Road)	Light Industrial	\$80,000	GPA
PLN-16-285	Demolition and construction of warehouse (storage) relying on performance criteria	Light Industrial	\$400,000	Delegated
PLN-17-015	Partial demolition, additions and alterations to warehouses	Light Industrial	\$180,000	Delegated
PLN-17-017	New Warehouse (Storage) including demolition of existing buildings relying on performance criteria	Light Industrial	\$400,000	Delegated

Application ID	Full Details	Zone	Estimated Cost	GPA/ Delegated/Under Assessment
PLN-17-028	Additions and alterations to Metal Fabrication (Manufacturing and Processing) relying on performance criteria	Light Industrial	\$100,000	Under Assessment
PLN-17-066	Demolition, additions and alterations at existing service industry	Light Industrial	\$250,000	GPA
PLN-17-085	Sign for Warehouse (Storage) relying on performance criteria	Light Industrial	\$30,000	Delegated
PLN-16-279	Conversion of shop to three shops (General Retail and Hire), alterations and additional parking	Local Business	\$40,000	Delegated
PLN-16-281	Proposed increase to the car parking area relying on performance criteria	Local Business	\$80,000	Under Assessment
PLN-17-077	Alterations to Service Station (Vehicle Fuel Sales and Services) and signage relying on performance criteria.	Local Business	\$20,000	Delegated
PLN-16-164	Additions to existing Bulky Goods Sales and change of use to a Bulky Goods Sales, including demolition of dwellings (20 and 22 Station Street)	General Business	\$800,000	GPA
PLN-16-183	Change of use to veterinary centre (Business and Professional services) and signage, relying on performance criteria	General Business	\$125,000	GPA
PLN-16-197	Partial change of use to consulting room (Business and Professional Services) relying on performance criteria	General Business	\$5,000	Withdrawn
PLN-16-214	Change of use to Shop (General retail and Hire) and signage relying on performance criteria.	General Business	\$40,000	GPA
PLN-16-230	Addition to Medical Centre (Business and Professional Services) Relying on Performance Criteria	General Business	\$60,000	Delegated
PLN-17-128	Shop (General Retail and Hire) relying on performance criteria	General Business	\$280,000	Under Assessment
PLN-16-151	Change of use to cafe (food services) relying on performance criteria and signage - Tenancy 2	Central Business	\$80,000	GPA
PLN-16-191	Proposed food services wall sign relying on performance criteria	Central Business	\$5,000	Delegated
PLN-16-244	Commercial carpark (vehicle parking), relying on performance criteria	Central Business	\$80,000	Delegated
PLN-16-289	Works to the forecourt, including landscaping subject to The Glenorchy Activity Centre Urban Design.	Central Business	\$200,000	GPA
PLN-17-022	Change of Use to Food Service (take-away food premises) relying on performance criteria	Central Business	\$200,000	GPA
PLN-16-271	Deck (residential) relying on performance criteria	Rural Resource	\$20,000	Delegated
PLN-17-029	Shed for a Single Dwelling (Residential) relying on performance criteria	Rural Resource	\$10,000	Delegated
PLN-16-159	Two 20ML water reservoirs and associated buildings, with change to hours of construction for Water Storage (Utilities) on CT-116485/1	Environmental Management	\$15,035,000	Delegated
PLN-16-173	Alterations and additions	Environmental	\$75,000	Delegated

Application ID	Full Details	Zone	Estimated Cost	GPA/ Delegated/Under Assessment
		Management		
PLN-16-201	Outbuilding (residential) on a heritage listed place relying on performance criteria	Environmental Management	\$22,000	Delegated
PLN-17-095	Single dwelling (Residential) and outbuilding relying on performance criteria	Environmental Management	\$50,000	Under Assessment
PLN-16-206	Change of use to Service Industry and workshop addition	Commercial	\$200,000	Delegated
PLN-16-236	Alterations and additions to Cafe and Take Away food premises (Food Services) relying on performance criteria	Commercial	\$250,000	GPA
PLN-16-247	Partial change of use to employment training centre (Education and Occasional care) with associated signage relying on performance criteria with parking on 449 Main Road (Heritage listed site)	Commercial	\$5,000	Delegated
PLN-17-023	Change of Use to Business and Professional Services (veterinary centre) and signage relying on performance criteria	Commercial	\$380,000	GPA
PLN-17-051	Change of use to Bulky Goods (car distribution and sales), Service Industry (car servicing and detailing) and General Retail and Hire (auto part sales)	Commercial	\$25,000	Delegated
PLN-17-081	Change of use to furniture showroom (Bulky Goods Sales) with signage at heritage listed site	Commercial	\$1,000	Under Assessment
PLN-17-090	Storage Container (Business and professional services) relying on performance criteria	Commercial	\$4,000	GPA
PLN-17-121	Conversion to three tenancies, sale of motor vehicles (bulky goods sales) and two shops (general retail and hire) and signage.	Commercial	\$346,000	Under Assessment
PLN-17-133	Partial demolition, additions, alterations and signage at a Heritage place	Commercial	\$20,000	GPA



Title	Bushfire Mitigation Policy
Council Resolution	Item ##
Responsible Directorate	City Services and Infrastructure
Due for Review	One (1) year from Council Resolution Date, and annually thereafter
Strategic Plan Reference	<u>Valuing our Environment</u> 3.2 Manage our natural environments now and for future 3.2.1 Identify and protect areas of high natural values <u>Leading our Community</u> 4.3 Build strong relationships to deliver our communities' goals 4.3.1 Foster productive relationships with other levels of government, other Councils and peak bodies to achieve community outcomes
ECM	Council Policy

PURPOSE

This policy provides direction on how Council will prescribe mitigation treatments for low probability but high impact bushfire events which impact the Greater Hobart area.

SCOPE

This Bushfire Mitigation Policy provides guidance and a framework for the development of Council's Bushfire Mitigation Strategy and Bushfire Mitigation Plans. It will assist in mitigating the impact of bushfire to human settlements and loss of life within the Greater Hobart community, and where possible promote and maintain natural and cultural values.

The underpinning principle is the protection of life.

This policy applies to any bushland which is owned and managed by Council which is:

- mapped as being 'bushfire-prone' on a planning scheme overlay map, or
- not mapped as being 'bushfire-prone', but which meets the definition of a 'bushfire-prone area' under the Bushfire-Prone Areas Code.

It does not apply to:

- land which is not owned and managed by Council (including privately owned land, or land which is owned by Council but managed by a separate authority);
- Fire Hazard Nuisances under Section 199 of the *Local Government Act 1993*; or
- 'responses' to bushfires which is responsibility of the Tasmania Fire Service (TFS) and other emergency services.

STATUTORY REQUIREMENTS

Fire Service Act 1979

Council's powers, responsibilities and obligations under this *Act* include:

- to take all reasonable precautions to prevent any fire lit on their property from spreading to adjoining land (Section 63).
- to take diligent steps to extinguish or control any unauthorised fire on their property during a fire permit period, and to report that fire to the TFS, or the Police (Section 64).



Bushfire Mitigation Policy

- to “cause the formation in its municipal area of such fire breaks as it considers necessary or desirable to arrest the spread, or to facilitate the suppression of, fires” (Section 56).
- to contribute towards the operating costs of fire brigades (Sections 79 to 95).
- to deal with a fire danger which Council has been notified of under section 49 within such reasonable period of not less than 30 days as is specified in the notice, as if that fire danger were a nuisance under the Local Government Act, 1993.

Local Government Act 1993

Under section 93(a) of the *Local Government Act 1993*, Council can make a service rate on rateable land for the purpose of ‘fire protection’.

Council may also have obligations under the legislation listed in the following table when conducting bushfire mitigation activities

Acts	<i>Aboriginal Relics Act 1975</i> <i>Environmental Management and Pollution Control Act 1994</i> <i>Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)</i> <i>Environment Protection Policy (Air Quality) 2004</i> <i>Fire Service Act 1979</i> <i>Local Government Act 1993</i> <i>Nature Conservation Act 2002</i> <i>Tasmanian Threatened Species Protection Act 1995</i> <i>Tasmanian Weed Management Act 1999</i> <i>Wellington Park Act 1993</i>
Regulations	Not applicable
Australian/International Standards	AS/NZS ISO 31000:2009 Risk management – Principles and guidelines AS 3959-2009 Construction of buildings in bushfire-prone areas (incorporating Amendments Nos 1, 2 and 3) (AS3959)

DEFINITIONS

Asset	Anything valued by people which includes houses, crops, forests and, in many cases, the environment.
Bushfire	An unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
Bushfire Attack Level (BAL)	the ‘bushfire attack level’ as defined in AS3959
Bushfire-prone area	a) land that is within the boundary of a bushfire-prone area shown on an overlay on a planning scheme map; or b) where there is no overlay on a planning scheme map, land that is within 100m of an area of bushfire-prone vegetation equal to or greater than 1 hectare.
Bushfire-Prone Areas Code	<i>Draft Planning Directive No. 5.1 Bushfire-Prone Areas Code (issued as Interim Planning Directive No. 1.1)</i> issued by the Minister for Planning and Local Government under section 12A(2) of the former provisions of the <i>Land Use Planning and Approvals Act 1993</i> , which came into effect on 23 February 2017.
Bushfire-prone	contiguous vegetation including grasses and shrubs but not including maintained



vegetation	lawns, parks and gardens, nature strips, plant nurseries, golf courses, vineyards, orchards or vegetation on land that is used for horticultural purposes.
Defendable space	an area around an asset where vegetation is modified and most flammable material has been removed to reduce the fire's radiant heat intensity.
Fire Danger Rating (FDR)	a system to warn of the potential impact of a bushfire on any given day, based on forecast weather conditions.
Planned burning	the process of planning and applying fire to a predetermined area, under specific environmental conditions, to achieve a desired outcome.
Strategic planned burning	the utilisation of prescribed fire in key areas of the landscape not within an urban interface, having significant potential to influence bushfire intensity and rate of spread. Generally deriving from a holistic planned burning approach throughout a broad mosaic of bushland.
Tolerable risk	the lowest level of likely risk from the relevant hazard: a) to secure the benefits of a use or development in a relevant hazard area; and b) which can be managed through: i. routine regulatory measures; or ii. by specific hazard management measures for the intended life of each use or development.

POLICY STATEMENT

Objectives

The key objectives of this policy are to mitigate the risks to Glenorchy and the Greater Hobart area by bushfires by:

- mitigating the impact to human settlements, and loss of life deriving from bushfire;
- continuously improving bushfire risk mitigation treatments;
- delivering a tenure-blind, integrated approach to mitigating bushfire risk;
- promoting a 'no-blame, lessons learnt' approach to planned burning; and
- complying with legislative requirements.

Bushfire Mitigation

Council has employed a dedicated Coordinator, Bushfire Management to develop and implement Council's bushfire mitigation activities.

All actions carried out under this policy, including the development of supporting plans, strategies and other documents, and the review of this policy, are the responsibility, of the Coordinator, Bushfire Management.

Measures to Mitigate Bushfire Risk

Council will make informed decisions, and improve the management of risk by working jointly with other fire agencies, land owners, land managers and neighbouring Councils to contribute to a tenure-blind, integrated approach to mitigating bushfire risk by:

- maintaining defendable spaces on Council managed bushland to the most current TFS guidelines;
- maintaining fire trails on Council managed bushland to the most current Tasmanian Parks and Wildlife Service Managed Vehicular Fire Trail categories;



- supporting the provision of appropriate resources to carry out effective bushfire mitigation treatments;
- developing, coordinating, implementing and maintaining a five-year planned burning program;
- minimising smoke impact to communities resulting from bushfires and planned burning;
- maintaining an annual planned burning vegetation monitoring program;
- providing an annual report to Alderman and other stakeholders on bushfire mitigation treatments undertaken on Council managed bushland;
- regularly investing in developing and expanding Council's knowledge base, and ability to mitigate bushfire risk;
- regularly educating Council and the local community on bushfire mitigation treatments and biodiversity values;
- involving local communities in decision making, and capturing local knowledge and expertise;
- strengthening understandings of relationships between fire and sensitive environments;
- acknowledging the potential effects of climate change and the likelihood that they will increase the risk of bushfire in Glenorchy; and
- ensuring compliance with statutory responsibilities.

Bushfire Mitigation Procedures

Council will implement the objectives of this policy by developing a Bushfire Mitigation Strategy, Bushfire Mitigation Plans, and Council Bushfire Mitigation Guidelines. These documents will set out the detailed procedures to be undertaken to implement Council's bushfire mitigation activities.

Council's bushfire mitigation procedures will contribute to a 'tenure-blind' approach, reflecting the approach of neighbouring Councils, land managers and fire agencies. These will provide a level of assurance that bushfire risks faced by Councils are mitigated holistically, and that firefighting agencies are put in levels of tolerable risk.

Planned Burning Approval

Operational Planned Burn Plans are to be prepared and reviewed by separate parties. Those parties must hold the nationally recognised competency *Develop Prescribed Burning Plans*, and *Conduct Prescribed Burning*, or equivalent.

Council's Coordinator, Bushfire Management is responsible for approving Council's Operational Planned Burn Plans.

Policy Review and Monitoring

This policy must be initially reviewed twelve (12) months after its initial adoption by Council. The policy is thereafter to be reviewed annually after the end of each bushfire season or as required to facilitate:

- a change in legislation that has a bearing on the document;
- a change in Council's position on a particular subject area;
- a recommendation from a governance body (e.g. TFS, State Fire Management Council, Tasmanian Parks and Wildlife Service);
- where quality assurance guidelines change due to continuous improvement initiatives, or
- changes in Council's agreed service levels.



BACKGROUND

Bushfire mitigation is critical to Glenorchy given that a third of the Glenorchy municipality is bushland located in the Wellington Park Ranges. Fire is the most significant issue for this area of bushland, in the form of the threat of bushfire.

This policy was developed to delineate Council's perceived bushfire risks to human settlements and loss of life against the actual high risks that Council is responsible to manage. It is reflective of Council's increased commitment to actively and adaptively mitigate bushfire risks to Glenorchy and the Greater Hobart area.

DRAFT



Title	Asset Management Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Making Lives Better</u> 1.3 Facilitate and/or Deliver Services to our communities. 1.3.1. Directly deliver defined service levels to our communities <u>Valuing our environment</u> 3.1 Create a liveable and desirable city. 3.1.4. Deliver new and existing services to improve the City's liveability. <u>Leading our community</u> 4.1 Govern in the best interests of our community 4.1.2 Manage the City's assets soundly for the long term benefit of the Community
ECM	Council Policy

PURPOSE

This policy sets out the guidelines for implementing consistent asset management processes throughout the Glenorchy City Council. Its aim is to ensure that adequate provision is made for the long-term replacement of major assets by:

- ensuring that Council's services and infrastructure are provided in a sustainable manner with the appropriate levels of service to residents, visitors and the environment
- safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and committing appropriate financial resources for those assets
- creating an environment where all Council employees play an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the organisation by way of training and development
- meeting legislative requirements for asset management
- ensuring resources and operational capabilities are identified and responsibility for asset management is allocated, and
- demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

SCOPE

This policy applies to all Council Assets which are owned and or managed by Council, and to all activities in any way connected with the management of Council's Assets.



STATUTORY REQUIREMENTS

Section 70C of the *Local Government Act 1993* requires that Council must prepare an asset management policy for its municipal area, which is to:

- (a) be consistent with the strategic plan for the municipal area; and
- (b) guide the development of the long-term strategic asset management plan for the municipal area; and
- (c) guide the development of the long-term financial management plan for the municipal area; and
- (d) contain at least the matters that are specified in an order made under section 70F as required to be included in an asset management policy.

Acts	<i>Local Government Act 1993</i>
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DEFINITIONS

Asset	A resource controlled by an entity as a result of past events and from which future economic benefits are expected to flow to the entity.
Asset Class	A group of assets having a similar nature or function in the operations of an entity, and which, for purposes of disclosure, is shown as a single item without supplementary disclosure.
Asset Management	The combination of management, financial, economic, and engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.
Asset Management Policy	An asset management policy sets out the principles by which the Council intends applying asset management to achieve its organisational objectives.
Asset Management Strategy	An asset management strategy should support and implement the organisation's asset management policy. The development of an asset management strategy will enable councils to show how their asset portfolio will meet the service delivery needs of their communities into the future.
Asset Management Plan	An asset management plan defines the activities, resources and timescales required for an individual asset or grouping of assets to achieve the organisation's asset management (service) objectives. An asset management plan is derived from the asset management strategy.
Long Term Financial Plan	A long-term financial management plan is a plan for generating, spending and investing future income and raising and repaying borrowings. It should highlight the financial implications of a council's proposed activities and anticipated events.
Level of service	The defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental impact, acceptability and cost.
Life Cycle Cost	The total cost of an asset throughout its life, including planning, design, construction, acquisition, operation, maintenance, and rehabilitation and disposal costs.
Asset Renewal	Expenditure on an existing asset or on replacing an existing asset, which returns the service capability of the asset to that which it had originally.
Asset Upgrade	Expenditure on an existing asset which increases the capacity or functionality



	of the asset
Asset New	Expenditure to create a new asset

POLICY STATEMENT

Principles

1. A consistent Asset Management Strategy must exist for implementing systematic and appropriate asset management throughout Council.
2. All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
3. Asset management principles will be integrated within existing planning and operational processes.
4. Asset Management Plans will be developed for major service/asset categories. The plans will be informed by financial planning and reporting.
5. An inspection regime will be used as part of asset management to ensure service levels are maintained and to identify the priorities of asset renewals, upgrades and new assets.
6. Asset renewals, upgrades and new assets required to meet service levels and identified in adopted Asset Management Plans and Long Term Financial Plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset projects and budget resources documented in budget documentation.
7. Plans of asset renewals, upgrades and new assets will be prioritised and implemented progressively based on service levels and the effectiveness of the assets to provide that level of service.
8. Systematic and cyclic reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards and in accordance with Council's Asset Management Annual Review Guideline.
9. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
10. Training in asset and financial management will be provided for Aldermen and relevant staff.

Related Documents

This Policy is to be read with the following:

- Asset Management Strategy
- Asset Management Plans, and

Asset Management Annual Review Guideline.

Roles and Responsibilities

Council is responsible for providing high level oversight of the delivery of the organisation's asset management strategy and plans.

The General Manager has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council. The General Manager is responsible for the allocation of resources and maintaining accountability mechanisms to ensure that organisational resources are appropriately assigned to meet the organisation's strategic plans and priorities.



BACKGROUND

Council is committed to implementing systematic asset management methods in order to apply appropriate asset management practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

Council owns and uses approximately 1 billion dollars' worth of non-current assets to support its core business of delivery of service to the community. Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist Council in achieving its Strategic Plan and Long Term Financial Plan objectives. A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on:

- members of the public and staff
- Council's financial position
- the ability of Council to deliver the expected level of service and infrastructure
- the political environment in which Council operates, and
- the legal liabilities of Council.



Title	Environmental Health Services Pro-rata and Refund Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Leading our Community</u> 4.1 Govern in the best interests of our community.
ECM	Council Policy

PURPOSE

This policy provides direction on Council's pro-rata and refund provisions for the early cancellation and mid-term licence applications for all Environmental Health Services licences, registrations and permits.

SCOPE

This policy applies to:

- Refund requests for licences, permits, registrations and approvals of Glenorchy City Council's adopted fees and charges specifically relating to Council's Environmental Health Services section
- Applications made for annual Environmental Health Services licences and registrations made after the start of the currency period (i.e. food business applications made after July 1 each year)

It does not apply to licences, permits, approvals and registrations issued by sections other than Environmental Health.

This policy should be read in conjunction with the 'Schedule of Fees and Charges' adopted by Council annually and any explanatory notes that accompany that schedule.

STATUTORY REQUIREMENTS

Section 106 of the *Local Government Act 1993* outlines the requirements in relation to a refund of a separate rate or charge:

(1) A council is to refund any revenue raised by the payment of a separate rate or separate charge to affected ratepayers if–

(a) the council resolves not to carry into effect the purpose for which the separate rate or separate charge was imposed; or

(b) there is an excess of funds over the amount required for that purpose.

(2) Any refund is to be paid to the affected ratepayers proportionally according to the amounts paid by each of them.

(3) Instead of refunding an amount to a ratepayer, a council may credit that amount against any other rate or charge payable by the ratepayer.

Acts	<i>Local Government Act 1993</i>
Regulations	N/A
Australian/International Standards	N/A



DEFINITIONS

Currency period	The defined term of the licence, permit, approval or registration (e.g. 1 July to 30 June)
Pro-rata	A portion of a standard currency period e.g. a yearly permit (12 months)

POLICY STATEMENT

Refunds generally

1. All refund requests must be made by completing the application form in 'Attachment A' and submitted to Council. Verbal requests will not be accepted.
2. Refunds will only be provided to the applicant. The applicant must attach a copy of their driver's license or other valid identification to the application form.
3. If a refund application is made with 6 months of the start of the currency period, the applicant will be eligible for a refund of 50% of the application fee. For example:

If a food business owner paid \$350 for a food business application and applied for a refund 3 months into their licence period, they would be eligible for a \$175.00 refund i.e. \$350 – \$175 (50%) = \$175.

4. Refund applications made after 6 months of the start of the currency period will not be eligible for any refund.

Pro-rata licence fees

1. Pro-rata provisions are only available for licences or registrations under the *Food Act 2003* or the *Public Health Act 1993*
2. If an application is made at any time within the first 6 months of the currency period, the full fee will be payable, and
3. If an application is made at any time within the last 6 months of the currency period, 50% of the full fee will be payable.

BACKGROUND

Council's Environmental Health section is responsible for approving various licences, registrations, permits and approvals. These approvals usually require annual renewal and attract a Council fee. As businesses close or proprietors leave, requests are often made for refunds.

Generally the majority of costs incurred for issuing licences, registrations, permits or approvals are consumed up front by initial inspections, administration and processing costs, therefore this must be considered when calculating refunds or pro-rata amounts for applications made after the initial application period.

This policy provides direction on Council's pro-rata and refund provisions for the early cancellation of all Environmental Health Services licences, registrations and permits.



Title	Subdivisions – Public Open Space Acquisitions and Contributions Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Leading our Community</u> 3.1 Create a liveable and desirable City.
ECM	Council Policy

PURPOSE

This policy provides guidance on Council's decisions regarding the provision of public open space in new subdivisions, as well as setting out a consistent approach to Council requiring cash in lieu of open space.

SCOPE

This policy applies to all applications for subdivision of land in accordance with the *Land Use Planning and Approvals Act 1993*.

STATUTORY REQUIREMENTS

Acts	<i>Local Government (Building and Miscellaneous Provisions) Act 1993</i> <i>Land Use Planning and Approvals Act 1993</i>
Regulations	N/A
Australian/International Standards	N/A

DEFINITIONS

Public open space	Space for public recreation or public gardens or for similar purposes.
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POLICY STATEMENT

Guiding Principles

This policy is based on the following principles:

1. All subdivisions creating new lots will contribute to an increased demand for open space, however some subdivisions because of their location and/or purpose will not increase demand significantly.
2. Subdivisions involving the creation or extension of new suburban neighbourhoods should include provision for open space which:
 - is within convenient walking distance for the residents;
 - is useable for recreational purposes;
 - provides permeability in the form of pedestrian linkages;
 - is safe and easily maintained;
 - caters for diversity of recreational experiences across the neighbourhood area; and



- protects areas of natural and cultural value.
3. Where public open space which is accessible to the residents of a proposed subdivision already exists, a cash in lieu contribution should generally be required to provide for the upgrading or enhancement of that open space.
 4. Public open space that is accessible to the community for both active and passive recreation should generally be provided within 500 metres of any dwelling within an urban residential subdivision.
 5. Every subdivision should be assessed on its merits and according to this policy as to the requirement for an area of public open space and/or a cash in lieu contribution. Departure from the policy may be appropriate in certain circumstances.

Public Open Space Requirements

6. Council will not require provision of public open space or a contribution of cash in lieu where:
 - (a) one (1) lot is being subdivided from an existing residential lot for a purpose other than multiple dwelling development, or
 - (b) fully developed public open space exists within 500 metres walking distance of any lot, unless the acquisition of land will provide more convenient access to that open space.
7. Public open space will be required where a subdivision involves the creation of more than one residential lot, or the creation of a lot designated for multiple dwellings, and public open space does not exist within 500 metres walking distance of any lot, unless it is impracticable to provide public open space.
8. Public open space will be required if it is considered necessary to protect and/or provide public access to a significant natural or historic feature, or to preserve important habitat.
9. A contribution of cash in lieu of open space will be required where:
 - (a) public open space exists within 500 metres walking distance of any lot and there is an opportunity to improve that open space, or
 - (b) it is impracticable to provide public open space as part of the subdivision.
10. Areas proposed to be set aside for public open space will be assessed in terms of:
 - (a) whether they are conveniently located for use by surrounding residents
 - (b) whether they are of a size, shape and gradient suited to their proposed use
 - (c) whether they allow for a reasonable level of safety and security for users and adjoining residents
 - (d) whether they can be developed and maintained within Council's resources
 - (e) whether they complement existing open space facilities
 - (f) their ability to support a diversity of recreational activities
 - (g) protection of environmental and/or visual values, and
 - (h) potential connection to other open spaces and contribution to the recreational trails system throughout the City.
11. Recommendations for public open space and/or cash in lieu contributions will be made jointly by the Environment Coordinator, the Planning section and Property & Legal Department, and will be supported by:



- (a) an assessment of open space facilities in the locality
- (b) an indication as to how the open space or cash contribution will enhance open space facilities
- (c) appropriate consultation with the subdivider and any other interested parties, and
- (d) consultation with the Crown is compulsory in the case of proposed littoral or riparian reserves.

BACKGROUND

The *Local Government (Building and Miscellaneous Provisions) Act 1993* empowers Council to acquire public open space as a part of any subdivision proposal, to require cash in lieu of open space, or to refuse a subdivision application because it should include or omit public open space.

Historically, Planning Appeal Tribunal decisions have placed more emphasis on the need for specific assessments of open space requirements before requiring its provision or the payment of cash in lieu. The Tribunal has also confirmed a rather bureaucratic approach to decision-making, based on the literal interpretation of the Act, which requires Council to determine the issue of open space contributions *before* determining a subdivision application, rather than at the time of determining it.

Subdivisions - Public Open Space Acquisitions and Contributions

Policy Manual Number: 18-4

Council Minutes Ref: Council (Item 7) dated 7th October 2002

File Ref: 03777

Background

The Local Government (Buildings and Miscellaneous Provisions) Act 1993 empowers Council to acquire public open space as a part of any subdivision proposal, to require cash in lieu of open space, or to refuse a subdivision application because it should include or omit public open space.

Recent Planning Appeal Tribunal decisions have placed more emphasis on the need for specific assessments of open space requirements before requiring its provision or the payment of cash in lieu. The Tribunal has also confirmed a rather bureaucratic approach to decision-making, based on the literal interpretation of the Act, which requires Council to determine the issue of open space contributions *before* determining a subdivision application, rather than at the time of determining it.

The following policy is not rigid or prescriptive, but is intended to provide a clear rationale for decisions, based on clear objectives and principles regarding the provision of well-designed and located open space in new subdivisions, as well as a consistent approach to requiring cash in lieu of open space. See Council's Recreation Strategy for further information.

Policy Statement

Aim

The aim of this policy is to guide Council, in approving subdivisions, as to:

- a) whether an area should be set aside for public open space;
- b) what function the public open space should serve and what form it should take;
- c) whether cash in lieu of open space should be required to contribute to the development of existing open space;
- d) whether no contribution of land or cash in lieu of open space is required.

Objectives

The objectives of the policy are to:

- a) provide a rational and consistent basis for decisions on open space contributions;
- b) provide sufficient areas of public open space to meet the needs of the local population;
- c) ensure that public open space areas are located and designed for public safety and security;
- d) ensure that resources are available for developing or improving existing open space areas;

- e) ensure that, where appropriate, subdividers contribute to the provision of suitable open space facilities in the locality; and
- f) provide an equitable distribution of open space for the whole community.

Principles

The principles which Council shall apply to public open space contributions are:

1. All subdivisions creating new lots will contribute to an increased demand for open space, however some subdivisions because of their location and/or purpose will not increase demand significantly.
2. Subdivisions involving the creation or extension of new suburban neighbourhoods should include provision for open space which:
 - is within convenient walking distance for the residents;
 - is useable for recreational purposes;
 - provides permeability in the form of pedestrian linkages;
 - is safe and easily maintained;
 - caters for diversity of recreational experiences across the neighbourhood area; and
 - protects areas of natural and cultural value.
3. Where public open space which is accessible to the residents of a proposed subdivision already exists, a cash in lieu contribution should generally be required to provide for the upgrading or enhancement of that open space.
4. Public open space that is accessible to the community for both active and passive recreation should generally be provided within 500 metres of any dwelling within an urban residential subdivision.
5. Every subdivision should be assessed on its merits and according to this policy as to the requirement for an area of public open space and/or a cash in lieu contribution. Departure from the policy may be appropriate in certain circumstances.

Policy

1. Council will not require provision of public open space or a contribution of cash in lieu where:
 - a) one (1) lot is being subdivided from an existing residential lot for a purpose other than multiple dwelling unit development; or
 - b) fully developed public open space exists within 500 metres walking distance of any lot, unless the acquisition of land will provide more convenient access to that open space.
2. Public open space will be required where a subdivision involves the creation of more than one residential lot and public open space does not exist within 500 metres walking distance of any lot, unless it is impracticable to provide public open space.
3. Public open space will be required if it is considered necessary to protect and/or provide public access to a significant natural or historic feature, or to preserve important habitat.

4. A contribution of cash in lieu of open space will be required where:
 - a) public open space exists within 500 metres walking distance of any lot and there is an opportunity to improve that open space; or
 - b) it is impracticable to provide public open space as part of the subdivision.
5. Areas proposed to be set aside for public open space will be assessed in terms of:
 - a) whether they are conveniently located for use by surrounding residents;
 - b) whether they are of a size, shape and gradient suited to their proposed use;
 - c) whether they allow for a reasonable level of safety and security for users and adjoining residents;
 - d) whether they can be developed and maintained within Council's resources;
 - e) whether they compliment existing open space facilities;
 - f) their ability to support a diversity of recreational activities;
 - g) protection of environmental and/or visual values; and
 - h) potential connection to other open spaces and contribution to the recreational trails system throughout the City.
6. Recommendations for public open space and/or cash in lieu contributions will be made jointly by the Planning and Property Management Programs and the Natural Resources Officer, and will be supported by:
 - a) an assessment of open space facilities in the locality;
 - b) an indication as to how the open space or cash contribution will enhance open space facilities;
 - c) appropriate consultation with the subdivider and any other interested parties;
 - d) consultation with the Crown is compulsory in the case of proposed littoral or riparian reserves.

Review **5 years**

Status: *Current*

POLICY DOCUMENT CONTROL SHEET

Policy Name: Subdivisions - Public Open Space
Acquisitions and Contributions

Policy Manual Number: 18-4

Department: Environment Planning and Development

Date Policy Approved by Council: 7th October 2002

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Greg French Manager Environment Planning and Development	Review	7 th October 2002
Tony McMullen Senior Planning Officer	Review	8 th October 2001

INFRASTRUCTURE ASSETS POLICY

Policy Manual Number: 36-2

Council Minutes Ref: 6th March 2006 (Item No. 9)
File Ref: 03931
Author: Corporate Accountant (Mr. Kim Wiggins)
Department: Corporate Services

Background

Due to the size of the expenditure involved and the importance of the services provided, infrastructure assets are the cornerstone of any long term planning that the organisation undertakes. The work undertaken by Council's Strategic Asset Management Group (SAMG) in this area has for the first time, provided the opportunity for the organisation to accurately analyse its expenditure requirements for the future.

Based on current trends, our asset modelling indicates that unless expenditure is increased, Council's infrastructure will deteriorate from its present condition in the near future. The modelling further indicates that the additional expenditure required over the medium term to maintain our assets in their current state is approximately \$4,000,000 per annum.

Realistically, the organisation is unable to provide those additional funds immediately and as such we need to set ourselves a medium term goal to close this gap.

Policy Statement

1. The overriding objective when establishing expenditure and service levels for the organisation's asset base is to ensure Council's strategic objectives and financial policies can be met.
2. Council will maintain and annually update a long-term asset modelling system that provides expenditure predictions for assets on both an individual and network level.
3. Utilising the additional funds provided by the Finance – Master Funding Policy (37-2), Council will make available the following additional, recurring funds to Infrastructure Assets over the next six years
 - 2006/07 – \$400,000
 - 2007/08 – \$650,000
 - 2008/09 – \$700,000
 - 2009/10 – \$750,000
 - 2010/11 – \$850,000
 - 2011/12 – \$850,000
4. The amounts shown in clause 3 are stated in 'today's dollars' and ignore the diluting impact of inflation on future year funds. To accommodate this, the amounts for 2007/08 and beyond will be adjusted by relevant prices indices to ensure accurate purchasing power is maintained.

5. To ensure the organisation keeps pace with the changes in the costs of construction, Council will reference the Australian Bureau of Statistics' (ABS) Non-Building Construction index when setting the annual budget.

Review

5 Years

Status: Current

POLICY DOCUMENT CONTROL SHEET

Policy Name: INFRASTRUCTURE ASSETS POLICY

Policy Manual Number: 36-2

Department: Corporate Services

Date Policy Approved by Council: 6th March 2006

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Kim Wiggins Corporate Accountant	New Policy adopted as part of revision of Council's Financial policies.	6 th March 2006

CORPORATE AND HERITAGE COLLECTIONS MANAGEMENT POLICY

Policy Manual Number 22-4

Council Minutes Ref: 12th October 2009

File Ref: Corporate collections

Author: Heritage Officer (Brad Williams)

Department: Environment Planning and Development

Background

Glenorchy City Council recognises the importance of the city's heritage as manifested by art, photographs, ephemera, artefacts and other cultural items. Council is the custodian of a large number of such items, acquired by donation, purchase or those which have been created or generated by Council's corporate operations.

As custodians of such items, Council recognises the responsibility to manage, conserve and display items (where appropriate) and to encourage appropriate public access, usually through the public heritage and arts & cultural development programs. For the purposes of this policy, these items will be referred to as the corporate and heritage collection, as per the definitions of the sub-categories below.

Policy Statement

1. **Intent:** The intent of this policy is to guide the development, accessibility and maintenance of Council's heritage collection, which is to reflect the historical, social, cultural and local governance history of the area now comprising Glenorchy city.

It is not intended that this form the basis of any museum initiative, but to guide the management of Council's existing collection, within existing facilities, and any additions to that collection that may opportunistically arise, within the scope of the current Heritage Program.

2. **Management:** A management group will be formed to administer this policy, which shall meet at least every six months (or at call) and comprise of the following Council officers:
 - a. Heritage Officer (chair)
 - b. Coordinator of Arts and Cultural Development
 - c. Coordinator of Information Management

The management group may, by majority decision:

- a. Accession items under the terms of (3).
- b. Deaccession items under the terms of (7).
- c. Approve outward loans under the terms of (11).
- d. Approve development and amendment to procedures manuals pursuant to (6 & 14).
- e. Appoint an Auditor pursuant to (12).

Day to day management of the collection will be the responsibility of the Heritage Officer. The Heritage Officer may:

- a. Accept inward loans under the terms of (10).
 - b. Update the database pursuant to (5).
 - c. Manage on-site (Council sites) display and research pursuant to (8 & 9).
3. **Accession:** Items will only be accessioned (whether by ownership or loan) into the collection if:

It is considered that Council administration is the best way of maintaining an item in public ownership or in the most appropriate context.

AND

- a. It is an item which can demonstrate the intent (1) of the collection.
 - b. It is an item which will assist in the interpretation of a significant Glenorchy place, person, event or theme.
 - c. For purchased items, a budget must exist, and such expenditure must be justifiable when considering the significance of the item. Purchase of items must comply with Council's *Purchasing Policy for Ordering Goods and Services* (Policy 20-2).
 - d. For donated items Council must receive full and unconditional ownership, and be indemnified against any liability arising from ownership of the item.
 - e. Adequate provision is foreseeable for conservation, security, insurance and maintenance requirements in perpetuity, or for the stated term of any loan.
4. **Categories:** The collection will be divided into several sub-categories where relevant to reflect different management requisites. These categories are:
- a. **Archaeological artifacts:** Items deriving from archaeological excavations undertaken by Council or from a Council administered site, or a significant archaeological site within the city where there are no other feasible options for storage of artifacts.
 - e.g. artifacts excavated at St Matthews or Voss Cottage.
 - b. **Corporate items:** Items relevant to Council's role as a governing body, or items produced by Council which have foreseeable future heritage value and are not required for retention by any other Council policy or State Act.
 - e.g. Civic gifts, corporate branded items.
 - c. **Documents:** Documents with relevance to the intent of the collection which are not active Council records, and do not constitute a State Archive under the *Archives Act 1983*, or where an exemption has been granted from the requirements of that Act.
 - e.g. Ephemera, certificates, corporate branded stationary.
 - d. **Objects:** Items which do not fit any other category, but meet the eligibility for accession into the collection.
 - e.g. War honour boards, St Matthews furniture.
 - e. **Photographs:** Historic images of Glenorchy scenes/people, or images of events relevant to the past, present and future heritage, governance and culture of the city.
 - e.g. Historic photos of Glenorchy buildings, people or events.

- f. **Art:** Artworks in a range of media that depict images of Glenorchy scenes or people, represent themes relevant to or reflect the communities of Glenorchy. Artwork commissioned by Council, or artwork by Glenorchy artists or artworks created by both artists and community during arts activities, events and festivals facilitated by the Council.
- e.g. Mollie Tomlin works, Aboriginal art by the local community.

Note: Public art owned by Council, as defined by the *Public Art Policy* (08-3), should be considered part of the collection, however its management should be undertaken by the Public Art Management Group, guided by the *Public Art Policy* 08-3 and Public Art Guidelines.

5. **Catalogue:** A database will be kept of all items in the collection which will be updated regularly to reflect the current state of the collection. Adequate resourcing must be provided for effective maintenance of the database.
6. **Procedures manual:** A procedures manual will guide management of the collection (e.g. display, storage, conservation, cataloguing etc) to relevant industry/museum standards and will be approved by the management group.
7. **Deaccession:** Items will only be deaccessioned from the collection if:
 - a. The management group unanimously consider that an item is not of a level of significance worthy of retention, or has an inability to demonstrate the intent of the collection.
 - b. The item is a duplicate, an equal or better example is retained, and no benefit is evident from keeping multiple examples.
 - c. Any foreseeable display or research potential is outweighed by management requirements of the item.
 - d. Reasonable avenues of enquiry have failed to find another public institution interested in acquiring the item by gift, loan or purchase.
 - e. That reasonable efforts have been made to gauge public opinion on deaccession, and any comments have been considered accordingly.
 - f. It has been damaged beyond repair, or stolen with no likelihood of return.

Deaccession is subject to a six month cooling off period, during which time the item to be deaccessioned must be stored as if still part of the collection.

No deaccessioned item may directly become the property of any Glenorchy City Council staff or elected member.

8. **Display & public access:** Every reasonable endeavour will be made to display items where appropriate (i.e. with appropriate security and environmental conditions) and to provide public access to duplicates (i.e. photos or electronic copies) with appropriate acknowledgment.
9. **Research:** Every reasonable endeavour will be made to encourage research into aspects of the collection, with appropriate acknowledgement.
10. **Inward loan of items:** Inward loans may be accepted under the following circumstances:
 - a. That an item fits the accession criteria in this policy.

- b. Adequate provision is demonstrated for security and environmental conditions during transit, preparation and display of the item.
 - c. Council carries adequate insurance for the item during transit, preparation and display.
 - d. Council agrees to abide by all reasonable terms, policies and conditions imposed by the owner of the item.
11. **Outward loan of items:** Council may loan to another institution, or incorporated body, items from the collection under the following circumstances:
- a. The loan terms are agreed to by majority of the management group.
 - b. The borrower will use the item in a temporary display which highlights the heritage value of the item or related theme, or can demonstrate a legitimate need to borrow the item for meaningful research which will add to knowledge of the item or related theme.
 - c. Adequate provision can be demonstrated for security, insurance (if appropriate) and environmental stability of the item during transit, preparation, study and/or display.
 - d. The borrower agrees to comply with any condition that the management group sees fit to impose.
12. **Audit:** An annual audit will be undertaken of the collection to check environmental conditions and update necessary database information. This audit must be undertaken by an independent consultant suitably qualified in the field of museums/conservation.
13. **Insurance:** Any single item with an anticipated or known monetary value exceeding \$1000 will be listed on Council's asset register and insured accordingly, in consultation with Council's Insurance Officer.
14. **Risk Management:** An appropriate level of duty of care will be exercised to address any identified risks in the management of the collection. A risk management manual will be developed to guide risk management or disaster, and be integrated into Council's business continuity plan.
15. **Deviation from policy:** Any deviation from this policy may only be by Council decision.

This policy rescinds

Corporate Collection Management Policy 22-4

Review (5 years)

Status:

Draft

POLICY DOCUMENT CONTROL SHEET

Policy Name: Heritage Collections Management Policy

Policy No:

Department: Environment Planning and Development

Date Policy Approved by Council:

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
G.Monks – Heritage Officer.	Complete review of policy	12 October 2009

GLENORCHY CITY COUNCIL

GRIEVANCE POLICY

Policy Manual Number:	PEOPLE & SAFETY
Council Minutes Ref:	
File Ref:	
Author:	
Directorate:	CORPORATE GOVERNANCE

Relevant Legislation:	• <i>Anti-Discrimination Act 1998 (Tas)</i> • <i>Work Health & Safety Act 2012 (Tas)</i> • <i>Workers Rehabilitation Compensation Act 1988 (Tas)</i> • <i>Local Government Act 1993 (Tas)</i> • <i>Human Rights & Equal Opportunity Commission Act 1986 (Cth)</i> • <i>Racial Discrimination Act 1975 (Cth)</i> • <i>Sex Discrimination Act 1984 (Cth)</i> • <i>Disability Discrimination Act 1992 (Cth)</i> • <i>Age Discrimination Act 2004 (Cth)</i> • <i>Fair Work Act 2009 (Cth)</i>
Commencement Date:	
Review Date:	

1 Purpose

Glenorchy City Council is committed to ensuring a work environment free of unlawful discrimination and offensive conduct including harassment and bullying.

Glenorchy City Council is committed to the principles of diversity, fairness and equal treatment for all persons within its work environment.

Persons may wish to raise concerns or complaints about how they are being, or have been, treated. This Policy sets out the principles and procedures for dealing with such concerns and complaints in an objective, reasonable and consistent manner.

2 Scope

This Policy applies to all persons employed at Glenorchy City Council. The term "persons" for the purpose of this Policy includes:

- employees;
- volunteers; and
- work experience students.

3 Objective

Glenorchy City Council recognises its obligations under Commonwealth and State legislation as set out above and will comply with that legislation.

Glenorchy City Council will proactively manage discrimination and offensive conduct, including bullying and harassment, within the workplace by providing procedures, information and training to minimise such instances.

All complaints of discrimination or offensive conduct will be managed pursuant to the processes and procedures set out in this Policy.

4 Definitions

Bullying

Bullying is any repeated, unreasonable and inappropriate behaviour directed towards another person or group of persons at work where the behaviour creates a risk to health and safety. Bullying does not include reasonable management action carried out in a reasonable manner. Bullying may involve aggressive or intimidating conduct, spreading malicious rumours, teasing, practical jokes or initiation ceremonies or displaying offensive material. Bullying may occur by the use of electronic communication the internet, online forums, social media etc.

Complainant

The person or persons who initiate the grievance.

Complaint

An informal or formal complaint alleging discrimination, offensive conduct, bullying **or** any other unjust or unfair treatment in the course of the person's work or activity with Glenorchy City Council.

Contact Officer

A trained employee whose role is to inform and support either the person making a complaint or a person who has a complaint made against them. A Contact Officer is not on any one person's side. He or she is a resource for persons and their role will facilitate the resolution of issues where it is reasonably practicable to do so.

Direct Discrimination

This occurs if a person is treated less favourably because of their race, sex, disability or other attribute specified in the discrimination legislation, than a person without that attribute.

Discrimination

Under Commonwealth and State legislation, unlawful discrimination occurs when someone is treated less favourably than another person because of their race, colour, national or ethnic origin, sex, pregnancy, marital status, age, disability, religion, sexual orientation, trade union activity, or some other attributes specified under Anti-Discrimination or Human Rights legislation.

EAP means Employee Assistance Programme.

Indirect Discrimination

This occurs when a practice, policy, procedure, or rule appears to treat everyone equally but has the effect of disadvantaging a person on the basis of an attribute (e.g. race, sex or disability). By not taking the differences into account the group benefits at the expense of the person.

Offensive Conduct including Sexual Harassment

Section 17(1) of the *Tasmanian Anti-Discrimination Act 1998* prohibits **offensive conduct** which is defined as:

1. Engaging in any conduct which offends, humiliates, intimidates, insults or ridicules another person on the grounds of, but not limited to, the following attributes:

- (a) Gender including gender identity;
- (b) Age;
- (c) Race;
- (d) Marital status – includes the status of being married or single;
- (e) Relationship status – includes de facto couples (including same sex relationships) and couples in a caring relationship;
- (f) Sexual Orientation;
- (g) Pregnancy;
- (h) Breast feeding;
- (i) Disability;
- (j) Industrial activity;
- (k) Religious activity;
- (l) Political activity;
- (m) Parental status – includes the status of being a parent or childless; or
- (n) Family responsibilities – includes responsibilities to care for a dependent child or an immediate family member in the need of care or support provided a reasonable person, having regard to all the circumstances, would have expected that the other person would be offended, humiliated, intimidated, insulted or ridiculed

2. **Sexual harassment** is where a person subjects another person to an unsolicited act of physical contact of a sexual nature or makes an unwelcome sexual advance or request for sexual favours, unwelcome remarks, gestures, actions or comments of a sexual nature, provided that a reasonable person, having regard to all the circumstances, would have expected that the other person would be offended, humiliated, intimidated, insulted or ridiculed.

3. **Victimisation** occurs when a person subjects or threatens another person to any detriment because that other person made or intends to make a complaint under this policy or the discrimination legislation. Detriment means any emotional or physical harm or disadvantage or loss of any kind.

4. **Inciting hatred by public act** – on the grounds of race, disability, sexual orientation, lawful sexual activity, religious belief or affiliation, or religious activity.

5. **Publishing, displaying or advertising matter** that promotes expresses or depicts discrimination or prohibited conduct.

Respondent

The person or persons who have had a complaint made against them.

Support Person

The role of a support person is to assist persons by providing emotional support, aiding their understanding. An appropriate support person is a person who is not a potential witness or otherwise has a conflict of interest.

5 Policy Information**5.1 Types of Complaints**

The persons listed in Section 2 may elect to make an informal or formal complaint.

Informal Complaint

- Informal complaints involve complaints or grievances of a minor nature or complaints or concerns which may be resolved through direct discussion with the parties. Informal complaints must be kept confidential at all times, and all persons involved in the resolution of a complaint will be required to agree to confidentiality during the process.

Informal Complaint Process

Where possible, persons are encouraged to raise, and attempt to resolve, the concern or complaint with the person to whom the issues relate.

- If persons are not confident or comfortable with raising the matter with the person directly, then they should raise it with their direct supervisor or the Contact Officer.
- It is the direct supervisor's responsibility to attempt to resolve the problem at this stage of the process.
- If the complaint or concern involves their direct supervisor, then they should raise the matter with their next level manager or the People & Safety Department directly. An informal meeting may be held to discuss the issues to determine if it can be resolved directly between the parties.
- If the informal approach does not lead to an acceptable resolution then the concern or complaint may be referred to the People & Safety Manager or their delegate for resolution. The decision of the People & Safety Manager or their delegate will be final.
- If the complaint relates to the People & Safety Manager or another Director other than the Director Corporate Governance & General Counsel then the concern or complaint will be referred to the Director Corporate Governance & General Counsel for resolution. The decision of the Director Corporate Governance & General Counsel will be final.
- If the complaint relates to the Director Corporate Governance & General Counsel, then the concern or complaint will be referred to the General Manager for resolution. The decision of the General Manager will be final.

The People & Safety Manager or their delegate or the Director Corporate Governance & General Counsel or the General Manager may refer the complaint to be treated as a formal complaint if that is appropriate with the agreement of the complainant

Glenorchy City Council expects that in most cases, direct discussion with the person concerned will result in a prompt and acceptable resolution of the matter.

Formal Complaint

- A formal complaint involves matters of a more serious nature, or where the parties are unable through discussion to resolve the complaint or concern.
- Formal complaints must be kept confidential at all times, and all employees involved in the resolution of a complaint will be required to agree to confidentiality during the process.

5.2 Making a Formal Complaint

A formal complaint:

- Must be in writing.
- Should identify all of the parties involved.
- Should include full details of the grounds of the complaint.
- Should include all relevant documents.
- Should be addressed to the People & Safety Manager directly or via the Manager/Supervisor. If the complaint relates to the Manager/Supervisor, it should be addressed directly to the People & Safety Manager.
- If the complaint relates to the People & Safety Manager or a Director other than the Director Corporate Governance & General Counsel then the complaint will be addressed to the Director Corporate Governance & General Counsel who will take all steps under this Policy under sections 5.3, 5.4, 5.5 and 5.6 as if he or she were the People & Safety Manager.
- If the complaint relates to the Director Corporate Governance & General Counsel then the complaint will be addressed to the General Manager who will take all steps under this Policy under sections 5.3, 5.4, 5.5 and 5.6 as if he or she were the People & Safety Manager.

5.3 Handling a Formal Complaint

- The People & Safety Manager or their delegate will acknowledge receipt of a formal complaint within five (5) working days of receiving that complaint.
- The People & Safety Manager or their delegate will offer to the complainant and the respondent the assistance of the Contact Officer.
- The People & Safety Manager or their delegate will, as a first step, determine if the complaint is of a sufficient gravity to constitute a formal complaint. The complainant may be requested to provide further information.
- If it is determined that the complaint is not of sufficient gravity to constitute a formal complaint, a direction will be made that it be dealt with in accordance with the informal complaint procedure above.

A formal complaint will be dealt with as set out below.

5.3.1 Preliminary Investigation

The People & Safety Manager or their delegate will conduct an initial assessment of the formal complaint. They will:

- Advise the complainant how the process will be managed. This may include

interviewing the complainant to clarify any matters. EAP is offered and information on Contact Officers will be provided.

- Notify the respondent and advise them of the substance of the complaint and obtain their response to it. EAP is offered.
- Decide whether further information is required from the complainant.
- Decide whether the formal complaint warrants any further investigation and if so, how and by whom that investigation will be conducted. (Full investigation).
- Decide whether it is appropriate to refer the parties to the complaint to mediation.
- Decide if the complaint is frivolous or vexatious or without foundation and dismiss it.

Glenorchy City Council aims to resolve formal complaints as promptly and as efficiently as possible. Procedural fairness will be afforded to both parties at all stages of the process. Both parties will be kept informed of progress throughout the process.

5.3.2 Full Investigation

If a full investigation is necessary the following principles and procedures will apply:

- Where the People & Safety Manager or their delegate believes it is appropriate an independent person or organisation will be appointed to undertake the investigation.
- The respondent will be provided with full details of the complaint and given fourteen (14) calendar days to respond to it. This includes being given copies of all documents relied on by the complainant where appropriate.
- The complainant will be provided with full details of the respondent's response to it and will be given seven (7) calendar days to respond to any new and relevant matters raised in response. This includes seeing copies of all documents relied on by the respondent to the formal complaint where appropriate.
- Time frames can be extended by the People & Safety Manager or their delegate.
- Both parties will be entitled to have a support person present during any meetings or discussions about the complaint.
- Other persons who are witnesses or have relevant knowledge related to the complaint may be interviewed.
- EAP will be offered throughout the process.
- If the formal complaint involves credible allegations of serious criminal conduct it will be referred to Tasmania Police for investigation. If the formal complaint becomes the subject of a criminal investigation by Police then the formal complaint handling process will be suspended until that investigation has been completed and the Council has been notified of the outcome.

5.4 Resolution

The People & Safety Manager or their delegate will consider all the evidence and make a decision in writing. The complainant and respondent will be provided with a copy of the written decision as soon as reasonably practicable following the investigation of the complaint.

The decision will specify:

- If the formal complaint is substantiated.
- What further action will be taken.
- If the formal complaint is not substantiated and is dismissed.

In some cases, the parties may be required to participate in mediation even though the formal complaint has not been substantiated.

5.5 Outcomes

If the complaint is substantiated the following may occur:

- The parties may be required to attend mediation.
- The respondent may be required to apologise.
- The respondent may be counselled.
- The respondent may be given a written or verbal warning.
- The respondent may be required to undertake training.
- The respondent may be demoted.
- The respondent's employment may be terminated.

If a complaint is not substantiated and it is determined by the People & Safety Manager or their delegate to be vexatious, frivolous or malicious, the complainant will be dealt with under the Discipline Policy.

5.6 If a Complaint is Withdrawn

If a complaint is withdrawn either the People & Safety Manager or their delegate may do any of the following:

- Conduct a meeting with the complainant to ascertain why the complaint has been withdrawn;
- Ask that the complainant apologise for lodging a complaint against the Respondent;
- Require the parties to attend mediation;

Conclude that the complaint was vexatious, frivolous or malicious and the complainant be dealt with under the Discipline Policy

5.7 Right of Appeal

- 5.7.1 The complainant and/or the respondent may appeal the decision of the People & Safety Manager or their delegate. An appeal must be in writing to the Director Corporate Governance & General Counsel and must be lodged within five (5) working days of the issue of the written decision. The Director Corporate Governance & General Counsel will consider the appeal and make a decision and give the findings within ten (10) working days or such other time as he/she may determine.
- 5.7.2 If the decision maker for the complaint was the Director Corporate Governance & General Counsel then the complainant or respondent may appeal the decision to the General Manager. An appeal must be in writing addressed to the General Manager and must be lodged within five (5) working days of the issue of the written decision. The General Manager will consider the appeal and make a decision and give the findings within ten (10) working days or such other time as he/she may determine. The decision of the General Manager is final.
- 5.7.3 Where the complainant or respondent wish to appeal the General Manager's decision regarding the decision of the Director Corporate Governance & General Counsel then the General Manager will appoint an independent person with experience in the law or human resources and being external to Glenorchy City Council to determine the appeal. An appeal must be in writing addressed to the independent person and must be lodged within five (5) working days of the written decision of the General Manager. The independent person will consider the appeal and make a decision and findings within ten (10) working days or such other time as he/she may determine. The decision of the independent person is final.

6 Complaints against the General Manager

6.1 Complaints

All complaints against the General Manager will be addressed to the Chair of the General Manager's Performance Review Committee (Chair of the GMPRC).

6.2 Complaint Procedure

The Chair of the GMPRC will refer the complaint to the full General Manager's Performance Review Committee (the Committee) and the Committee will follow the procedures set out in this Grievance Policy at Sections 5.1, 5.2, 5.3, 5.4, 5.5, and 5.6 as if the Committee were the People & Safety Manager.

6.3 Advice

The Committee on receiving a complaint will seek advice from the Director Corporate Governance & General Counsel as to whether the process for informal or formal complaints should be followed as set out in Sections 5.1, 5.2 and 5.3 of this Policy. The Director Corporate Governance & General Counsel will give reasons for that advice.

6.3.1 With the informal complaints process the Director Corporate Governance & General Counsel will provide assistance to the Committee in its deliberations regarding the complaint and the processes to be followed as set out in Section 5.1 as if the Committee were the People & Safety Manager and if required whether the complaint should be treated as a formal complaint.

6.3.2 With the formal complaint process the Committee will seek independent legal or human resources advice to assist the Committee in its deliberations regarding the nature of the complaint and how to deal with the complaint any advice which the Committee wishes to seek from an independent lawyer or an independent human resources provider should be arranged by the Director Corporate Governance & General Counsel.

6.4 Resolution

On receipt of the investigation report from the independent lawyer or independent human resources provider the Chair of the GMPRC will refer the report to the Committee.

6.5 Processes

The Committee will follow the processes as applicable for resolution of the complaint, the outcomes and for a withdrawn complaint, as set out in sections 5.4, 5.5 and 5.6 of the Grievance Policy, as if they were the People & Safety Manager.

6.6 Right of Appeal

- 6.6.1 The Complainant and/or the General Manager may appeal the decision of the Committee to an independent lawyer of no less than seven (7) years standing and with experience in the area of workplace relations and who is appointed by the President of the Law Society of Tasmania at the time.
- 6.6.2 Glenorchy City Council's Director Corporate Governance & General Counsel will arrange the appointment of the independent lawyer with the then President of the Law Society of Tasmania.
- 6.6.3 An appeal must be in writing and must be lodged within ten (10) working days of the issue of the written decision of the Committee and lodged with Glenorchy City Council's Director Corporate Governance & General Counsel who is required to forward the appeal and all relevant documents to the independent lawyer appointed under section 6.6.2 to conduct the appeal.
- 6.6.4 The appeal is conducted as a review of the documents available to the Committee. The appeal will be determined within twenty eight (28) days of receiving all the documents or at such other time as the parties may be advised by the independent lawyer conducting the appeal. The decision by the independent lawyer conducting the appeal is final.

7 Supporting Procedures and/or Guidelines

The Employee Assistance Programme (EAP) will be offered to both the complainant and respondent:

- During the informal process;
- During the formal process;
- Once an outcome has been determined.

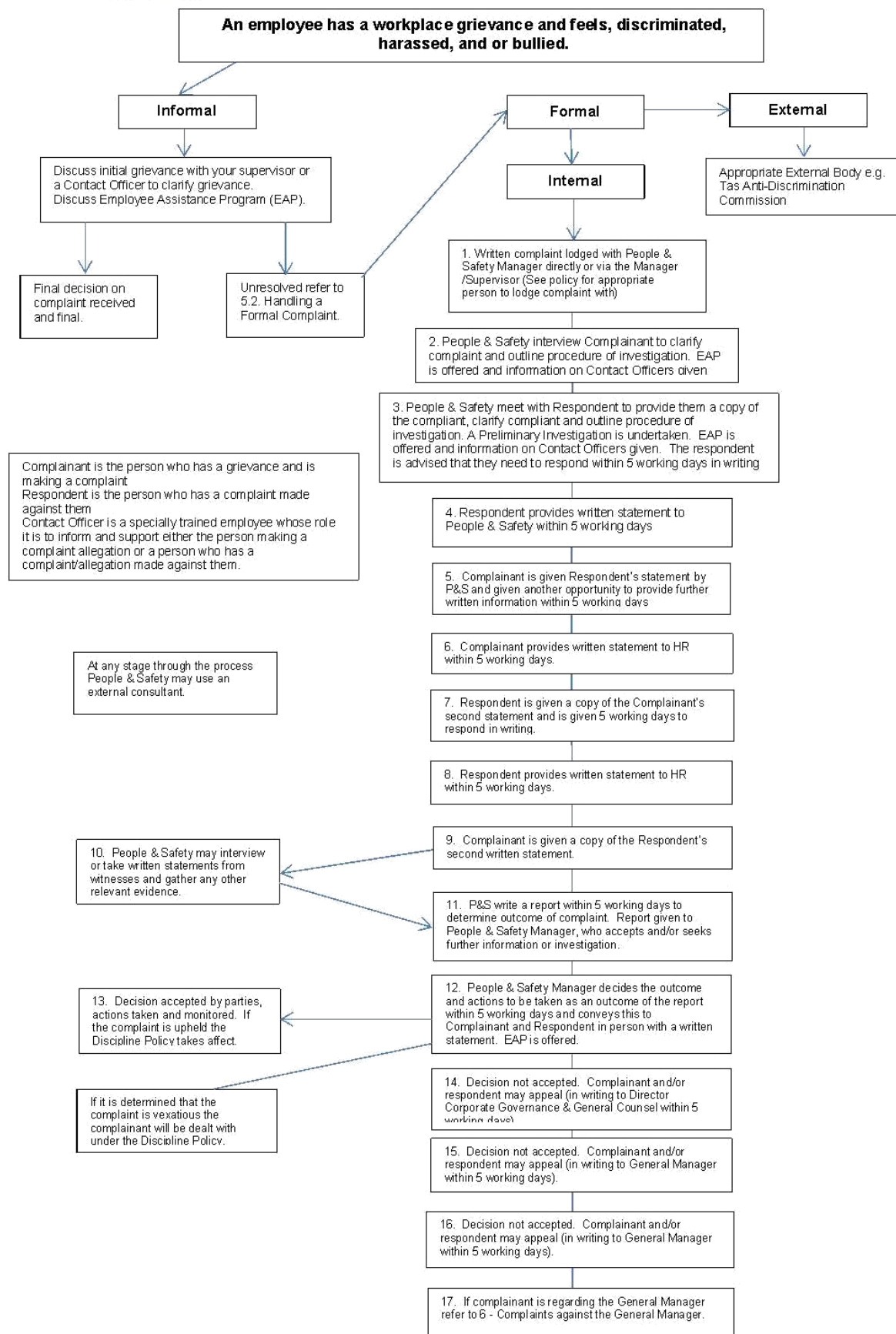
8 Record Keeping

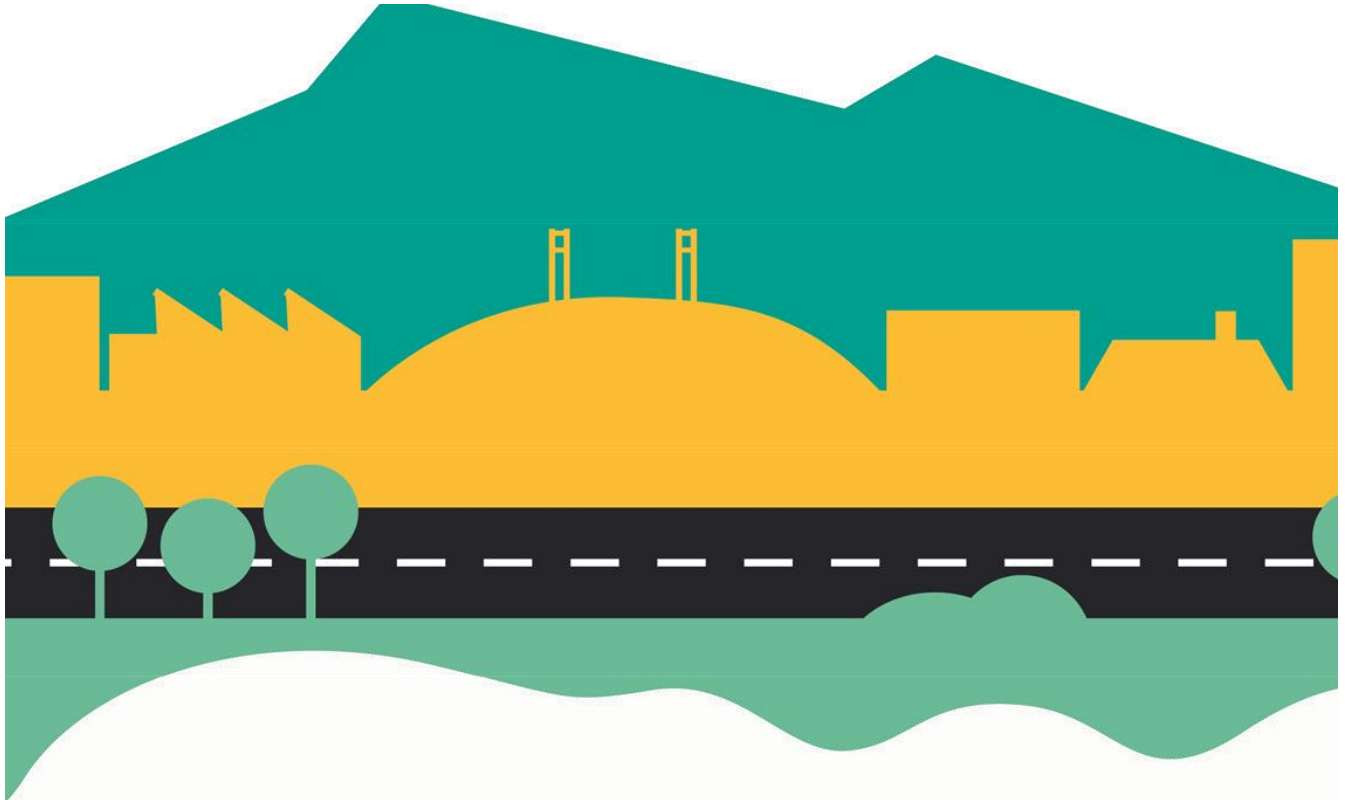
All and any documents generated during the course of a complaint will be held on a confidential basis by the People & Safety Department. Documents will only be released with the authority of the Director Corporate Governance & General Counsel, General Manager or the Committee as applicable. Appropriate records such as the Decision may be recorded on personnel records.

9 Policy Review

Glenorchy City Council is committed to the continuous improvement of its policies and procedures. This Policy will be reviewed every two (2) years unless there is a significant legislative or organisational change that may prompt an earlier review.

10 Flowchart





Glenorchy City Council

Grievance Directive



TABLE OF CONTENTS

1. PURPOSE	3
2. SCOPE.....	3
3. OBJECTIVE	3
4. DEFINITIONS	3
5. DIRECTIVE INFORMATION	6
5.1 Types of Complaints	6
5.1.1 Informal Complaints	6
5.1.1.1 Informal Complaint process	6
5.2 Formal Complaints	7
5.2.1 Making a formal complaint.....	7
5.2.2 Handling a formal complaint	7
5.2.3 Preliminary investigation	7
5.2.4 Full investigation.....	8
5.2.5 Resolution	9
5.2.6 Outcomes.....	9
5.2.7 If a complaint is withdrawn	9
5.3 Right of appeal	10
6. COMPLAINTS AGAINST THE GENERAL MANAGER.....	11
6.1 Complaints	11
6.2 Complaint procedure	11
6.3 Advice.....	11
6.4 Resolution	11
6.5 Processes.....	11
6.6 Right of appeal	11
7. SUPPORTING PROCEDURES AND/OR GUIDELINES	12
8. RECORD KEEPING.....	12
9. DIRECTIVE REVIEW.....	12
10. FLOWCHART	14

1. PURPOSE

Glenorchy City Council is committed to ensuring a work environment free of unlawful discrimination and offensive conduct including harassment and bullying.

Glenorchy City Council is committed to the principles of diversity, fairness and equal treatment for all persons within its work environment.

Persons may wish to raise concerns or complaints about how they are being, or have been, treated. This Directive sets out the principles and procedures for dealing with such concerns and complaints in an objective, reasonable and consistent manner.

2. SCOPE

This Directive applies to all persons employed at Glenorchy City Council. The term 'persons' for the purpose of this Directive includes:

- employees;
- volunteers; and
- work experience students.

3. OBJECTIVE

Glenorchy City Council recognises its obligations under Commonwealth and State legislation as set out above and will comply with that legislation.

Glenorchy City Council will proactively manage discrimination and offensive conduct, including bullying and harassment, within the workplace by providing procedures, information and training to minimise such instances.

All complaints of discrimination or offensive conduct will be managed pursuant to the processes and procedures set out in this Directive.

4. DEFINITIONS

Bullying

Bullying is any repeated, unreasonable and inappropriate behaviour directed towards another person or group of persons at work where the behaviour creates a risk to health and safety. Bullying does not include reasonable management action carried out in a reasonable manner. Bullying may involve aggressive or intimidating conduct, spreading malicious rumours, teasing, practical jokes or initiation ceremonies or displaying offensive material. Bullying may occur by the use of electronic communication the internet, online forums, social media etc.

Complainant

The person or persons who initiate the grievance.

Complaint

An informal or formal complaint alleging discrimination, offensive conduct, bullying or any other unjust or unfair treatment in the course of the person's work or activity with Glenorchy City Council.

Contact Officer

A trained employee whose role is to inform and support either the person making a complaint or a person who has a complaint made against them. A Contact Officer is not on any one person's side. He or she is a resource for employees and their role will facilitate the resolution of issues where it is reasonably practicable to do so.

Direct Discrimination

This occurs if a person is treated less favourably because of their race, sex, disability or other attribute specified in the discrimination legislation, than a person without that attribute.

Discrimination

Under Commonwealth and State legislation, unlawful discrimination occurs when someone is treated less favourably than another person because of their race, colour, national or ethnic origin, sex, pregnancy, marital status, age, disability, religion, sexual orientation, trade union activity, or some other attributes specified under Anti-Discrimination or Human Rights legislation.

EAP means Employee Assistance Program.

Indirect Discrimination

This occurs when a practice, directive, policy, procedure, or rule appears to treat everyone equally but has the effect of disadvantaging a person on the basis of an attribute (e.g. race, sex or disability). By not taking the differences into account the group benefits at the expense of the person.

Offensive Conduct including Sexual Harassment

Section 17(1) of the *Tasmanian Anti-Discrimination Act 1998* prohibits **offensive conduct** which is defined as:

Engaging in any conduct which offends, humiliates, intimidates, insults or ridicules another person on the grounds of, but not limited to, the following attributes:

- a) Gender including gender identity;
- b) Age;
- c) Race;
- d) Marital status – includes the status of being married or single;
- e) Relationship status – includes de facto couples (including same sex relationships) and couples in a caring relationship;
- f) Sexual Orientation;
- g) Pregnancy;
- h) Breast feeding;
- i) Disability;
- j) Industrial activity;
- k) Religious activity;
- l) Political activity;
- m) Parental status – includes the status of being a parent or childless; or
- n) Family responsibilities – includes responsibilities to care for a dependent child or an immediate family member in the need of care or support provided a reasonable person, having regard to all the circumstances, would have expected that the other person would be offended, humiliated, intimidated, insulted or ridiculed

Sexual harassment

Where a person subjects another person to an unsolicited act of physical contact of a sexual nature or makes an unwelcome sexual advance or request for sexual favours, unwelcome remarks, gestures, actions or comments of a sexual nature, provided that a reasonable person, having regard to all the circumstances, would have expected that the other person would be offended, humiliated, intimidated, insulted or ridiculed.

Victimisation

This occurs when a person subjects or threatens another person to any detriment because that other person made or intends to make a complaint under this Directive or the discrimination legislation. Detriment means any emotional or physical harm or disadvantage or loss of any kind.

Inciting hatred by public act – on the grounds of race, disability, sexual orientation, lawful sexual activity, religious belief or affiliation, or religious activity.

Publishing, displaying or advertising matter that promotes expresses or depicts discrimination or prohibited conduct.

Respondent

The person or persons who have had a complaint made against them.

Support Person

The role of a support person is to assist persons by providing emotional support, aiding their understanding. An appropriate support person is a person who is not a potential witness or otherwise has a conflict of interest.

5. DIRECTIVE INFORMATION

5.1 TYPES OF COMPLAINTS

The persons listed in Section 2 may elect to make an informal or formal complaint.

5.1.1 INFORMAL COMPLAINTS

Informal complaints involve complaints or grievances of a minor nature or complaints or concerns which may be resolved through direct discussion with the parties. Informal complaints must be kept confidential at all times, and all persons involved in the resolution of a complaint will be required to agree to confidentiality during the process.

5.1.1.1 INFORMAL COMPLAINT PROCESS

Where possible, persons are encouraged to raise, and attempt to resolve, the concern or complaint with the person to whom the issues relate.

- If persons are not confident or comfortable with raising the matter with the person directly, then they should raise it with their direct supervisor or the Contact Officer.
- It is the direct supervisor's responsibility to attempt to resolve the problem at this stage of the process.
- If the complaint or concern involves their direct supervisor, then they should raise the matter with their next level manager or the People & Safety Department directly. An informal meeting may be held to discuss the issues to determine if it can be resolved directly between the parties.
- If the informal approach does not lead to an acceptable resolution then the concern or complaint may be referred to the People & Safety Manager or their delegate for resolution. The decision of the People & Safety Manager or their delegate will be final.
- If the complaint relates to the People & Safety Manager or another Director other than the Director Corporate Governance then the concern or complaint will be referred to the Director Corporate Governance for resolution. The decision of the Director Corporate Governance will be final.
- If the complaint relates to the Director Corporate Governance, then the concern or complaint will be referred to the General Manager for resolution. The decision of the General Manager will be final.

The People & Safety Manager or their delegate or the Director Corporate Governance or the General Manager may refer the complaint to be treated as a formal complaint if that is appropriate with the agreement of the complainant.

Glenorchy City Council expects that in most cases, direct discussion with the person concerned will result in a prompt and acceptable resolution of the matter.

5.2 FORMAL COMPLAINTS

A formal complaint involves matters of a more serious nature, or where the parties are unable through discussion to resolve the complaint or concern. Formal complaints must be kept confidential at all times, and all employees involved in the resolution of a complaint will be required to agree to confidentiality during the process.

5.2.1 MAKING A FORMAL COMPLAINT

A formal complaint:

- Must be in writing;
- Should identify all of the parties involved;
- Should include full details of the grounds of the complaint;
- Should include all relevant documents;
- Should be addressed to the People & Safety Manager directly or via the Manager/Supervisor. If the complaint relates to the Manager/Supervisor, it should be addressed directly to the People & Safety Manager;
- If the complaint relates to the People & Safety Manager or a Director other than the Director Corporate Governance then the complaint will be addressed to the Director Corporate Governance who will take all steps under this Directive under sections 5.3, 5.4, 5.5 and 5.6 as if he or she were the People & Safety Manager; and
- If the complaint relates to the Director Corporate Governance then the complaint will be addressed to the General Manager who will take all steps under this Directive under sections 5.3, 5.4, 5.5 and 5.6 as if he or she were the People & Safety Manager.

5.2.2 HANDLING A FORMAL COMPLAINT

- The People & Safety Manager or their delegate will acknowledge receipt of a formal complaint within five (5) working days of receiving that complaint.
- The People & Safety Manager or their delegate will offer to the complainant and the respondent the assistance of a Contact Officer.
- The People & Safety Manager or their delegate will, as a first step, determine if the complaint is of a sufficient gravity to constitute a formal complaint. The complainant may be requested to provide further information.
- If it is determined that the complaint is not of sufficient gravity to constitute a formal complaint, a direction will be made that it be dealt with in accordance with the informal complaint procedure above.

A formal complaint will be dealt with as set out below.

5.2.3 PRELIMINARY INVESTIGATION

The People & Safety Manager or their delegate will conduct an initial assessment of the formal complaint. They will:

- Advise the complainant how the process will be managed. This may include interviewing the complainant to clarify any matters. EAP is offered and information on Contact Officers will be provided.

- Notify the respondent and advise them of the substance of the complaint and obtain their response to it. EAP is offered.
- Decide whether further information is required from the complainant.
- Decide whether the formal complaint warrants any further investigation and if so, how and by whom that investigation will be conducted (full investigation).
- Decide whether it is appropriate to refer the parties to the complaint to mediation.
- Decide if the complaint is frivolous or vexatious or without foundation and dismiss it.

Glenorchy City Council aims to resolve formal complaints as promptly and as efficiently as possible. Procedural fairness will be afforded to both parties at all stages of the process. Both parties will be kept informed of progress throughout the process.

5.2.4 FULL INVESTIGATION

If a full investigation is necessary the following principles and procedures will apply:

- Where the People & Safety Manager or their delegate believes it is appropriate an independent person or organisation will be appointed to undertake the investigation.
- The respondent will be provided with full details of the complaint and given fourteen (14) calendar days to respond to it. This includes being given copies of all documents relied on by the complainant where appropriate.
- The complainant will be provided with full details of the respondent's response to it and will be given seven (7) calendar days to respond to any new and relevant matters raised in response. This includes seeing copies of all documents relied on by the respondent to the formal complaint where appropriate.
- Time frames can be extended by the People & Safety Manager or their delegate.
- Both parties will be entitled to have a support person present during any meetings or discussions about the complaint.
- Other persons who are witnesses or have relevant knowledge related to the complaint may be interviewed.
- EAP will be offered throughout the process.
- If the formal complaint involves credible allegations of serious criminal conduct it will be referred to Tasmania Police for investigation. If the formal complaint becomes the subject of a criminal investigation by Police then the formal complaint handling process will be suspended until that investigation has been completed and the Council has been notified of the outcome.

5.2.5 RESOLUTION

The People & Safety Manager or their delegate will consider all the evidence and make a decision in writing. The complainant and respondent will be provided with a copy of the written decision as soon as reasonably practicable following the investigation of the complaint.

The decision will specify:

- If the formal complaint is substantiated;
- What further action will be taken; and
- If the formal complaint is not substantiated and is dismissed.

In some cases, the parties may be required to participate in mediation even though the formal complaint has not been substantiated.

5.2.6 OUTCOMES

If the complaint is substantiated the following may occur:

- The parties may be required to attend mediation;
- The respondent may be required to apologise;
- The respondent may be counselled;
- The respondent may be given a written or verbal warning;
- The respondent may be required to undertake training;
- The respondent may be demoted; and/or
- The respondent's employment may be terminated.

If a complaint is not substantiated and it is determined by the People & Safety Manager or their delegate to be vexatious, frivolous or malicious, the complainant will be dealt with under the Discipline Policy.

5.2.7 IF A COMPLAINT IS WITHDRAWN

If a complaint is withdrawn either the People & Safety Manager or their delegate may do any of the following:

- Conduct a meeting with the complainant to ascertain why the complaint has been withdrawn;
- Ask that the complainant apologise for lodging a complaint against the Respondent;
- Require the parties to attend mediation;

Conclude that the complaint was vexatious, frivolous or malicious and the complainant be dealt with under the Discipline Policy.

5.3 RIGHT OF APPEAL

- 5.3.1** The complainant and/or the respondent may appeal the decision of the People & Safety Manager or their delegate. An appeal must be in writing to the Director Corporate Governance and must be lodged within five (5) working days of the issue of the written decision. The Director Corporate Governance will consider the appeal and make a decision and give the findings within ten (10) working days or such other time as he/she may determine.
- 5.3.2** If the decision maker for the complaint was the Director Corporate Governance then the complainant or respondent may appeal the decision to the General Manager. An appeal must be in writing addressed to the General Manager and must be lodged within five (5) working days of the issue of the written decision. The General Manager will consider the appeal and make a decision and give the findings within ten (10) working days or such other time as he/she may determine. The decision of the General Manager is final.
- 5.3.3** Where the complainant or respondent wish to appeal the General Manager's decision regarding the decision of the Director Corporate Governance then the General Manager will appoint an independent person with experience in the law or human resources and being external to Glenorchy City Council to determine the appeal. An appeal must be in writing addressed to the independent person and must be lodged within five (5) working days of the written decision of the General Manager. The independent person will consider the appeal and make a decision and findings within ten (10) working days or such other time as he/she may determine. The decision of the independent person is final.

6. COMPLAINTS AGAINST THE GENERAL MANAGER

6.1 COMPLAINTS

All complaints against the General Manager will be addressed to the Chair of the General Manager's Performance Review Committee (Chair of the GMPRC).

6.2 COMPLAINT PROCEDURE

The Chair of the GMPRC will refer the complaint to the full General Manager's Performance Review Committee (the Committee) and the Committee will follow the procedures set out in this Grievance Directive at Sections 5.1, 5.2, 5.3, 5.4, 5.5, and 5.6 as if the Committee were the People & Safety Manager.

6.3 ADVICE

The Committee on receiving a complaint will seek advice from the Director Corporate Governance as to whether the process for informal or formal complaints should be followed as set out in Sections 5.1, 5.2 and 5.3 of this Directive. The Director Corporate Governance will give reasons for that advice.

6.3.1 With the informal complaints process the Director Corporate Governance will provide assistance to the Committee in its deliberations regarding the complaint and the processes to be followed as set out in Section 5.1 as if the Committee were the People & Safety Manager and if required whether the complaint should be treated as a formal complaint.

6.3.2 With the formal complaint process the Committee will seek independent legal or human resources advice to assist the Committee in its deliberations regarding the nature of the complaint and how to deal with the complaint any advice which the Committee wishes to seek from an independent lawyer or an independent human resources provider should be arranged by the Director Corporate Governance.

6.4 RESOLUTION

On receipt of the investigation report from the independent lawyer or independent human resources provider the Chair of the GMPRC will refer the report to the Committee.

6.5 PROCESSES

The Committee will follow the processes as applicable for resolution of the complaint, the outcomes and for a withdrawn complaint, as set out in sections 5.4, 5.5 and 5.6 of the Grievance Directive, as if they were the People & Safety Manager.

6.6 RIGHT OF APPEAL

6.6.1 The Complainant and/or the General Manager may appeal the decision of the Committee to an independent lawyer of no less than seven (7) years standing and with experience in the area of workplace relations and who is appointed by the President of the Law Society of Tasmania at the time.

6.6.2 Glenorchy City Council's Director Corporate Governance will arrange the appointment of the independent lawyer with the then President of the Law Society of Tasmania.

6.6.3 An appeal must be in writing and must be lodged within ten (10) working days of the issue of the written decision of the Committee and lodged with Glenorchy City Council's Director Corporate Governance who is required to forward the appeal and all relevant documents to the independent lawyer appointed under section 6.6.2 to conduct the appeal.

6.6.4 The appeal is conducted as a review of the documents available to the Committee. The appeal will be determined within twenty eight (28) days of receiving all the documents or at such other time as the parties may be advised by the independent lawyer conducting the appeal. The decision by the independent lawyer conducting the appeal is final.

7 SUPPORTING PROCEDURES AND/OR GUIDELINES

The Employee Assistance Program (EAP) will be offered to both the complainant and respondent:

- During the informal process;
- During the formal process; and
- Once an outcome has been determined.

8 RECORD KEEPING

All and any documents generated during the course of a complaint will be held on a confidential basis by the People & Safety Department. Documents will only be released with the authority of the Director Corporate Governance, General Manager or the Committee as applicable. Appropriate records such as the Decision may be recorded on personnel records.

9 DIRECTIVE REVIEW

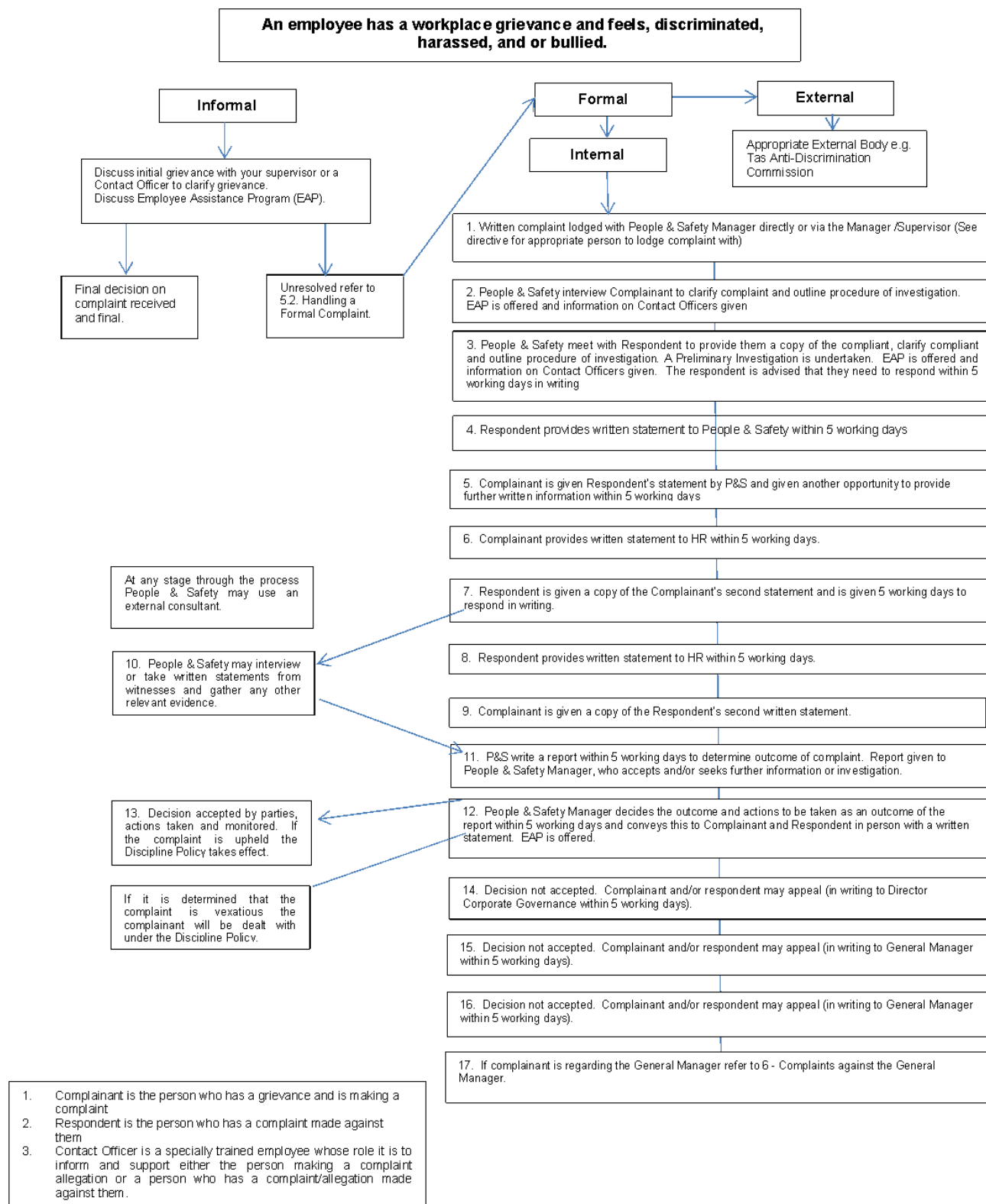
Glenorchy City Council is committed to the continuous improvement of its policies and procedures. This Directive will be reviewed every two (2) years unless there is a significant legislative or organisational change that may prompt an earlier review.

GRIEVANCE DIRECTIVE

Document Owner:	Manager People & Safety Corporate Governance Directorate
Endorsed for Approval:	Director Corporate Governance
Approved:	General Manager Glenorchy City Council
Date Approved:	INSERT DATE 2017
Commencement Date:	INSERT DATE 2017
Review Date:	INSERT DATE 2019 (2 years from commencement date)

Previously called the Grievance Policy, this document has been updated to reflect that it is an internal People & Safety document and therefore, is now retitled and referred to Directive throughout. Also to ensure consistency, the branding has been updated in line with People & Safety's other documents.

10 FLOWCHART





Our Ref: KS/CA
File No.:

25 May 2017

Commissioner Sue Smith
Glenorchy City Council
PO Box 103
GLENORCHY TAS 7010

Dear Sue

As you are aware, on Sunday 19 February, the Minister launched a campaign to support the forced takeover of TasWater by State Government. Having considered all the information to hand, on the 11th May 2017, the majority (23) of Tasmanian Councils determined that:

That Members confirm there is no water and sewerage crisis, reject the proposed State Government ownership of TasWater and, through LGAT, urge the State Government to work cooperatively with LGAT, Councils and TasWater on the optimal water and sewerage infrastructure upgrade program to achieve the best outcome for Councils and Consumers.

In so doing, Members tasked the Local Government Association of Tasmania with leading a campaign against the takeover by State Government.

As noted at the Meeting, this is an extraordinary role for LGAT in both nature and scale and will require additional expertise and resourcing, particularly given the context of both an election environment and LGAT's broader advocacy and service role which must still be maintained.

A Campaign Steering Committee has been formed and an Expression of Interest process for specialist support has commenced.

When Tasmanian councils agreed to campaign for Constitutional Recognition a special fund was established towards the national resourcing effort, with unspent funds returned to councils at the end of the campaign. LGAT would like to take a similar approach with Water and Sewerage. However, noting that there is not consensus amongst Members, the GMC has agreed we will invite councils to contribute to this fund, rather than adopt it as part of the budget process.

Given that the TasWater distributions are a significant enabler of local infrastructure and services for most councils, our suggestion is that councils commit to contributing at least the equivalent of 1% of their annual distribution.

We note that some councils have already considered this matter and allocated funds and that is most welcome.

We would appreciate formal advice on your Council's position as soon as possible in order to inform our campaign planning.

Yours sincerely



Doug Chipman
PRESIDENT

cc General Manager



Glenorchy City Council

Glenorchy City Council Corporate Performance Indicators

April 2017



Profit & Loss

• Monthly Profit and Loss - Revenue	5
• Monthly Profit and Loss - Expenditure	8
• Grants Revenue – All Departments	11
• Total Revenue (excluding rates and grants)	11
• Total Expenditure	12
• City Services and Infrastructure	13
• Community Economic Development & Business	14
• Corporate Governance	15

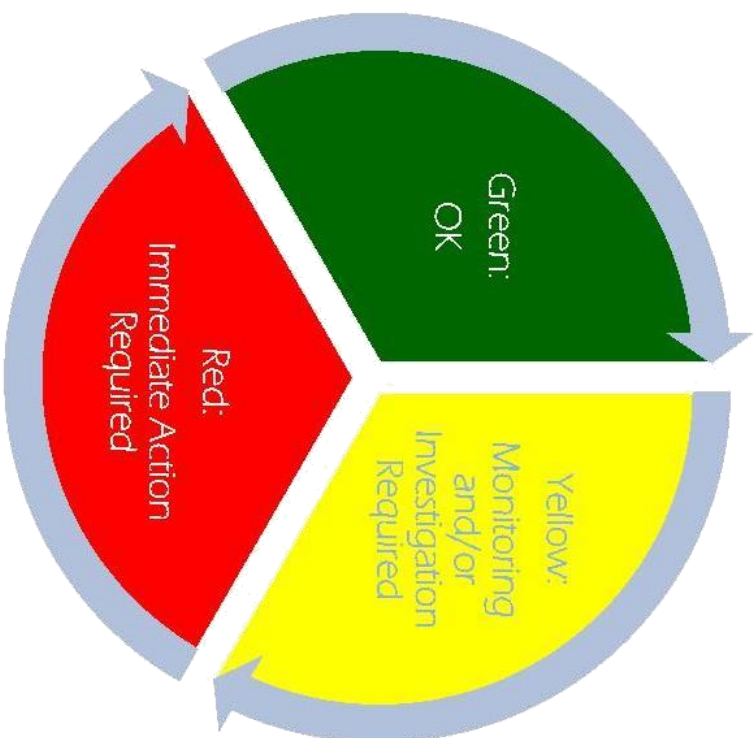
People & Safety

• Salaries & Wages including on-cost – Operational	24
• Salaries & Wages including on-costs – Capital Projects	24
• Other Employment Costs – Operational	25
• Staff Turnover Rate	25
• Average Sick Leave by Department Indicator	26
• Lost Time Injury Frequency Rate	26

Balance Sheet

• Total Capital Expenditure	17
• Capital – Roads	18
• Capital – Property	18
• Capital – Stormwater	19
• Capital – Other	19
• Cash Flow Movement	20
• Investment Profile and Interest Earned	20
• Loan Profile and Interest Expense	21
• Annual Growth AAV	21
• Percentage of Rates Outstanding	22
• Accounts Receivable	22

Corporate Performance Indicator Legend



Considerations when reviewing performance statistics:

- » Indicators for previous months may change in the future as adjustments are made to the accounting system after that month's reporting period.
- » Scales on the charts vary within indicator groups



Glenorchy City Council

Profit and Loss Corporate Performance Indicators

April 2017

Monthly Profit and Loss Summary								
Revenue \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Rates Income (includes SFL)	22	19	4	34,447	34,305	142	0%	
Statutory Charges	135	133	2	1,861	1,748	113	6%	
User Charges	534	400	133	7,808	8,086	(278)	-3%	
Grants Subsidies	78	57	21	4,320	3,082	1,238	40%	
Investment Income	119	113	6	2,156	2,270	(114)	-5%	
Water Wastewater Charges	21	58	(37)	204	358	(154)	-43%	
Reimbursements	2	24	(23)	442	472	(30)	-6%	
Other Income	176	61	114	946	716	230	32%	
Total Revenue	1,086	866	220	52,184	51,036	1,148	2%	

REVENUE - COMMITMENTS FOR MONTHLY VARIANCE:
(\$'000)

Rates - \$4 over budget

One supplementary rates notice was levied during the month.

Statutory Charges - \$2 over budget

Lower application fees for building activities were more than offset by higher fees for production of 337 and 132 certificates.

User Charges – \$133 over budget

Primarily due to charges for annual rent on sports grounds and building fitout contributions which are being disputed by the tenant.

Grants Subsidies - \$21 over budget

Primarily due to the invoicing of Operation BounceBack and Cricket Australia grants.

Investment Income - \$6 over budget

Primarily due to higher interest income due to higher amounts of cash on hand and higher interest rates achieved.

Water Wastewater Charges - \$37 under budget

Sales to Nyrstar were lower than budget.

Reimbursements - \$23 under budget

Primarily due to reversal of private works income where the customer sourced the work from elsewhere.

Other Income - \$114 over budget

Primarily due to a payment from State Government re future works at Grove and Elwick Roads intersection.

(\$'000)

Rates - \$142 over budget

Primarily due to an increase in rateable properties after the budget was finalised.

Statutory Charges - \$113 over budget

Primarily due to a higher number of building applications being received and animal charges fees received earlier due to improved reminder process.

User Charges – \$278 under budget

Primarily due to lower income from Childcare operations and lower income from the Derwent Entertainment Centre.

Grants Subsidies - \$1,238 over budget

Primarily due to payments from the State Government for Blackspot Roads program and Federal Government for Roads to Recovery program.

Investment Income - \$114 under budget

Primarily due to a lower dividend received from Taswater.

Water Wastewater Charges - \$154 under budget

Primarily due to lower than budgeted sales due to no Stage 2 sales.

Reimbursements - \$30 under budget

Electricity cost recoveries on KGV tenancies are below budget.

Other Income - \$230 over budget

Primarily due to one off funding for Grove / Elwick Road intersection works, two Childcare Centres, provision of a regional waste education officer and royalties received for landfill gas extraction.

Monthly Profit and Loss Summary								
Expenditure \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Finance Charges	30	33	3	313	308	(5)	-1%	
Employee Costs	1,439	1,513	74	16,196	15,973	(223)	-1%	
Admin Office Costs	316	422	105	4,609	4,784	175	4%	
Materials, Contractors & Other	825	777	(48)	7,281	7,903	623	8%	
Depreciation	1,140	1,769	629	11,498	12,961	1,463	11%	
Rates Expenses	-	-	-	3,792	3,792	-	0%	
Total Expenditure	3,751	4,513	762	43,689	45,721	2,033	4%	
Total Surplus (Deficit)	(2,664)	(3,647)	983	8,495	5,315	3,181	60%	

(\$'000)

Finance Charges – \$3 under budget

Due to reduced incidence of Bpay payments being processed by Council.

Employee Costs – \$74 under budget

Primarily due to employees taking additional leave around Easter and the school holiday period compared to the amount budgeted for with the additional amount being charged against the employee provisions account.

Admin Office Costs – \$105 under budget

Primarily due to reductions in payments to alderman, IT support and maintenance and electricity charges.

Materials, Contractors & Other – \$48 over budget

Primarily due to increased payments to contractors, consultants and labour hire companies for provision of services, partially offset by lower water and sewerage charges (which were paid in the prior month) and reduced costs relating to motor vehicles leases and fuel.

Depreciation and Asset Write-off – \$629 under budget

Primarily due to lower than budget depreciation on IT Systems \$41 due to delays in project implementation and the disposal of Council property not proceeding as budgeted.

Rates Expenses – \$0 on budget

**EXPENDITURE - COMMITMENTS FOR YTD VARIANCE:
(\$'000)****Finance Charges – \$5 over budget**

Due to increased incidence of Bpay payments being processed by Council.

Employee Costs – \$223 over budget

Primarily due to delays in the implementation of savings strategies outlined in the CT Management Report, as well as overspends in a small number of areas as a result of seasonal activity or uneven work patterns partially offset by underspends in other areas.

Admin Office Costs – \$175 under budget

Primarily due to underspends on electricity, Derwent Entertainment Centre catering costs and insurance premiums, partially offset by higher legal expenses.

Materials, Contractors & Other – \$623 under budget

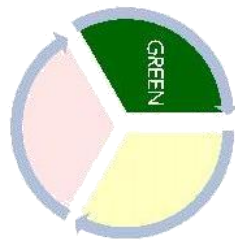
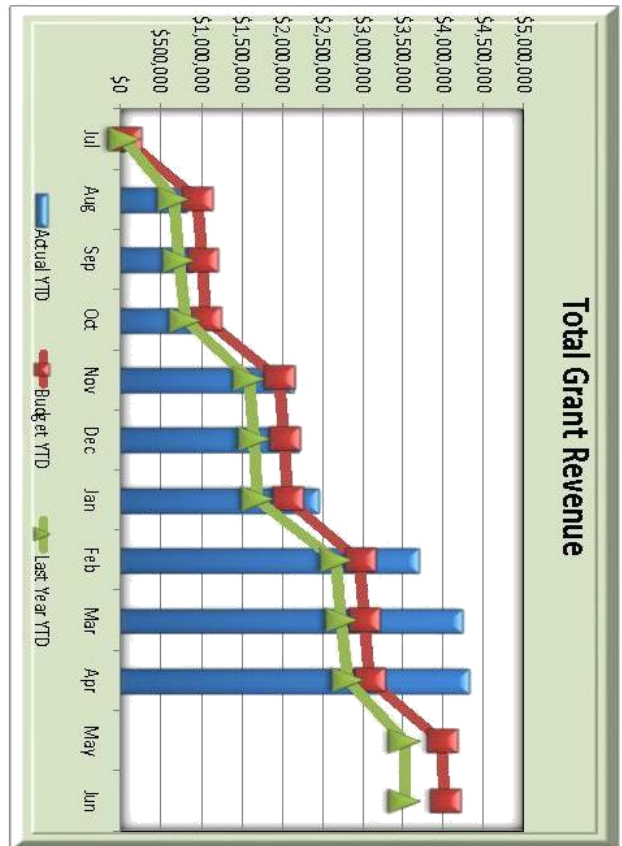
Primarily due to underspends in contractors and motor vehicle costs (leases and fuel).

Depreciation and Asset Write-off – \$1,463 under budget

Primarily due to lower than budget depreciation on IT Systems \$398 due to delays in project implementation and the disposal of Council property not proceeding as budgeted.

Rates Expenses – \$0 on budget

On budget.



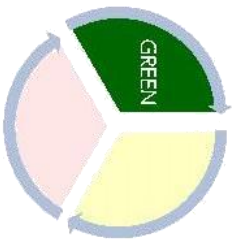
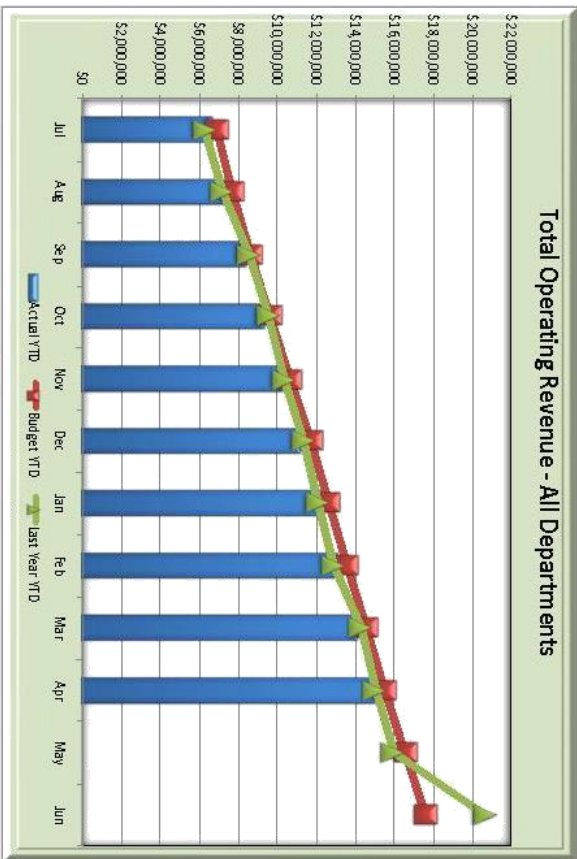
Grants Revenue for All Departments – Graph 1

The total of grants revenue received from Government bodies.

Responsible: Executive Leadership Team

- Actual YTD:	\$4,320
- Budget YTD:	\$3,082
Over Budget:	\$1,238

Refer to comments on pages 6-7



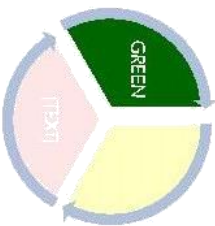
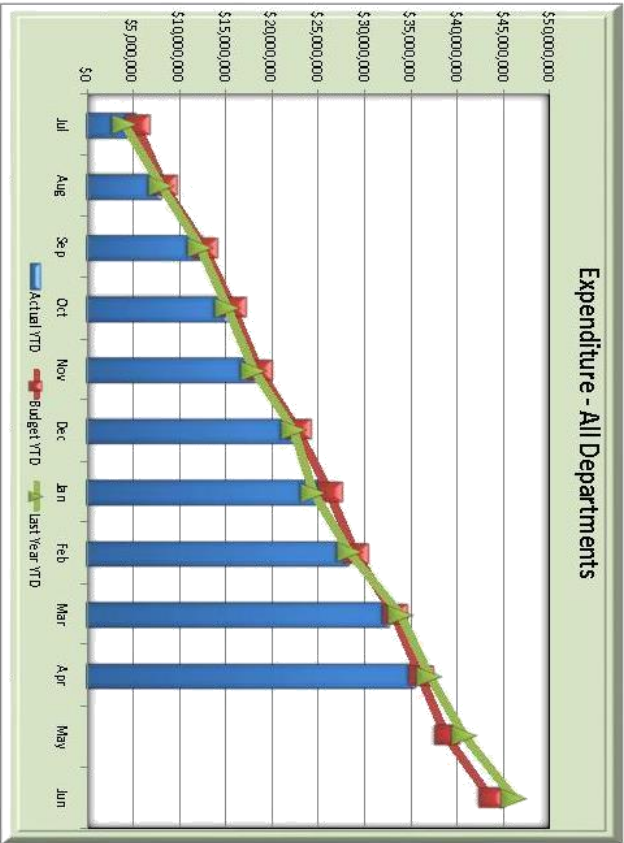
Total Operating Revenue (excluding rates, grants, Tas/Water income) – Graph 2

Total revenue earned by all areas of the council through fees, charges and fines compared to budget.

Responsible: Executive Leadership Team

- Actual YTD	\$15,220
- Budget YTD	\$15,460
Under Budget	\$240

Refer to comments on pages 6-7



Total Operating Expenditure (excludes depreciation) – Graph 3

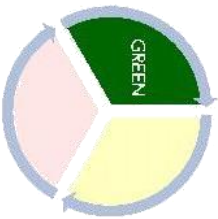
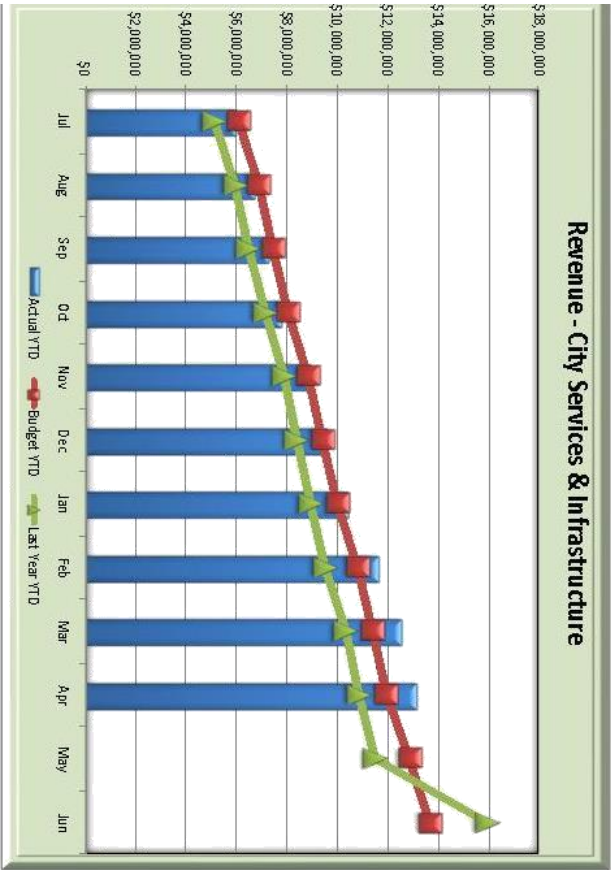
Total op. expenditure for all areas of the council compared to budget.

Responsible: Executive Leadership Team

-	Actual YTD	\$35,506
-	Budget YTD	\$36,070
-	Under Budget	\$ 564

Refer to comments on pages 6-10

Note: Variance to Consolidated Profit & Loss is result of removing Internal Income and Internal Expenditure



City Services and Infrastructure Revenue - Graph 4

Total revenue for City Services and Infrastructure for fees, charges and grants compared to budget.

Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$ 13,166
- Budget YTD	\$ 11,979
Over Budget	\$ 1,187

State Government Blackspot Road grant funding was not budgeted.

City Services and Infrastructure Expenditure -

Graph 5

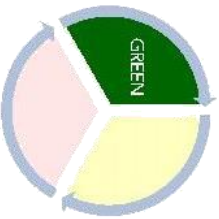
Total expense for City Services and Infrastructure compared to Budget, less depreciation.

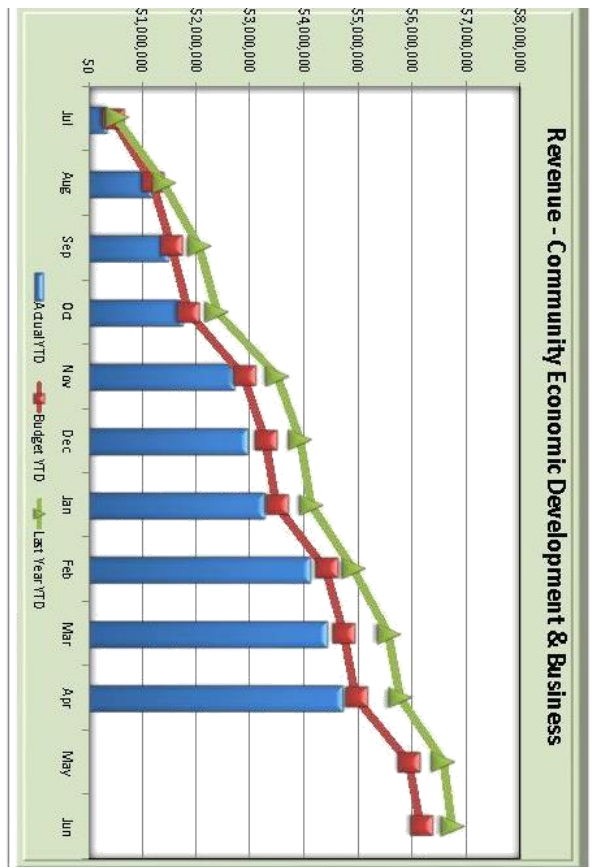
Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$ 17,228
- Budget YTD	\$ 17,895
Under Budget	\$ 667

Some budgeted spends have been deferred to later in the year.





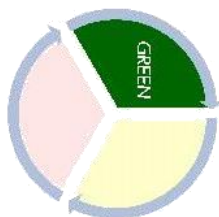
Community Economic Development and Business Revenue – Graph 6

Total revenue of Community Economic Development and Business, for fees, charges and grants.

Responsible: Director Community Economic Development and Business

\$'000		
- Actual YTD	\$4,721	
- Budget YTD	\$4,955	
Under Budget	\$ 234	

Refer to Comments on Page 6-7.



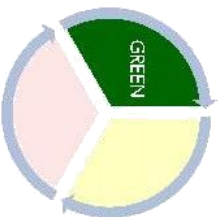
Community Economic Development and Business Expenditure – Graph 7

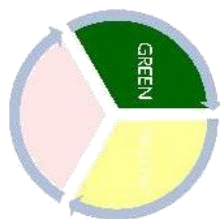
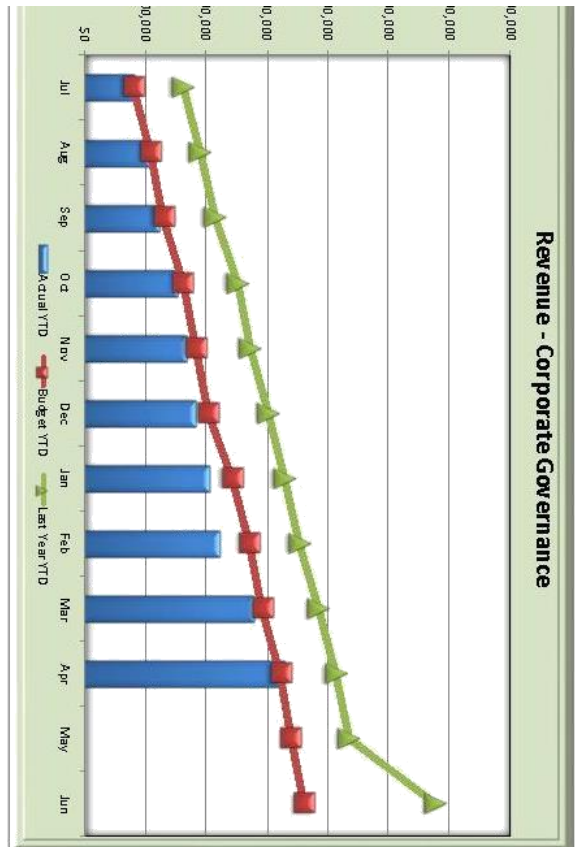
Total expense for Community Economic Development and Business.

Responsible: Director Community Economic Development and Business

\$'000		
- Actual YTD	\$11,880	
- Budget YTD	\$11,920	
Under Budget	\$ 40	

Lower catering expenses and contract labour have been partly offset by above budget wages and salaries expenses.





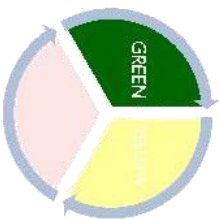
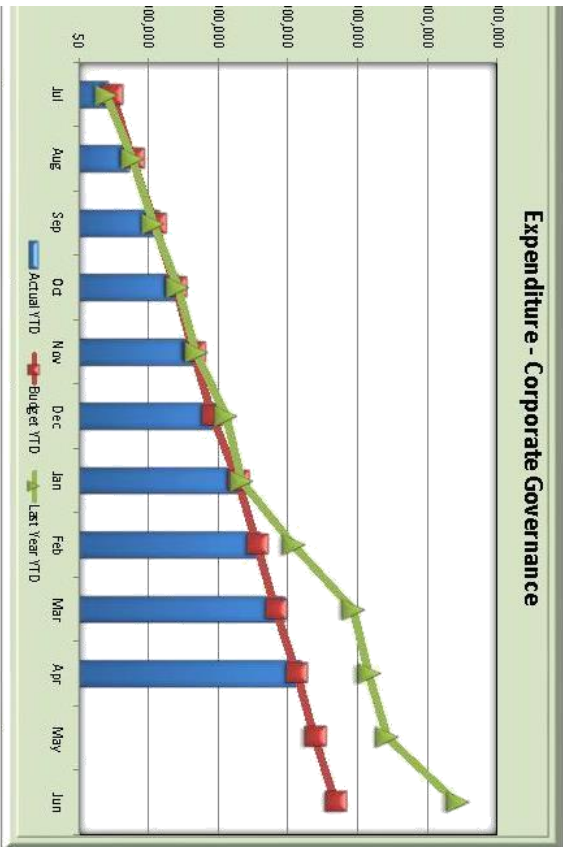
Corporate Governance Revenue - Graph 8

Total revenue for Corporate Governance.

Responsible: *Director Corporate Governance*

-	Actual YTD	\$1,652
-	Budget YTD	\$1,607
	Over Budget	\$ 45

Capital grants partly offset lower facilities hire and electricity recoveries from KGV tenants..



Corporate Governance Expenditure - Graph 9

Total expense for Corporate Governance compared to budget (exc. depreciation).

Responsible: *Director Corporate Governance*

-	Actual YTD	\$6,398
-	Budget YTD	\$6,255
	Over Budget	\$ 143

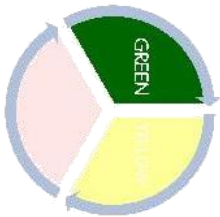
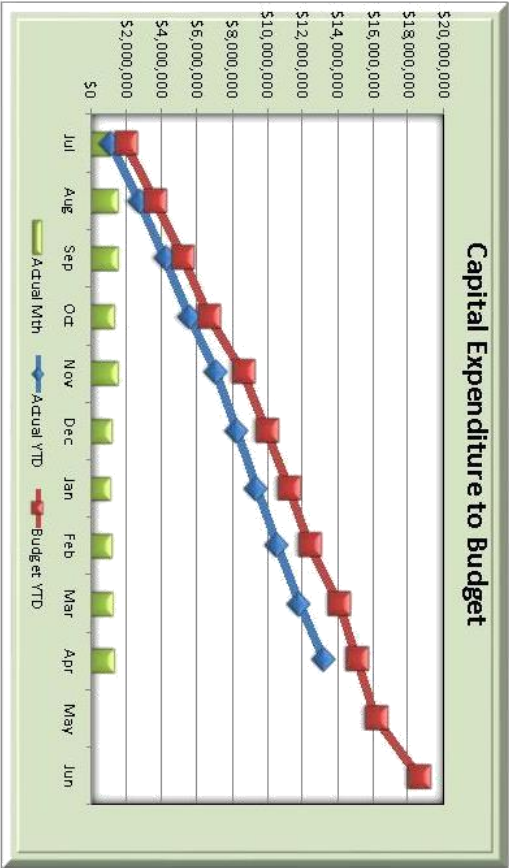
Legal expenses, consultancy and property costs were well above budget.



Glenorchy City Council

Balance Sheet Corporate Performance Indicators

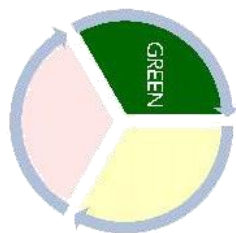
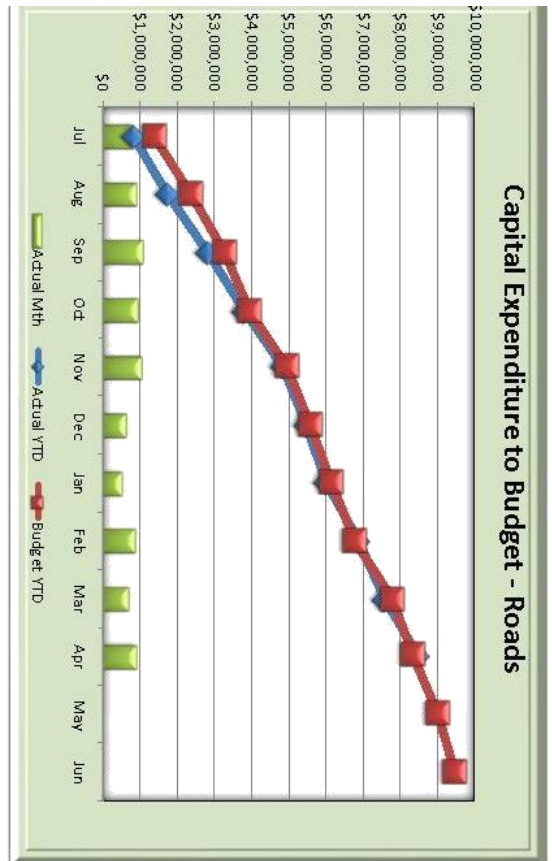
April 2017



Total Capital Expenditure – Graph 14
Total Capital expenditure compared to budget.
Responsible: Executive Leadership Team

-	Actual YTD	\$13,202
-	Budget YTD	\$15,122
-	Under Budget	\$ 1,920

Refer pages 18-19 . Additional information regarding capital variances is contained in Appendix B.



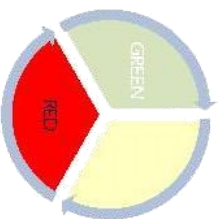
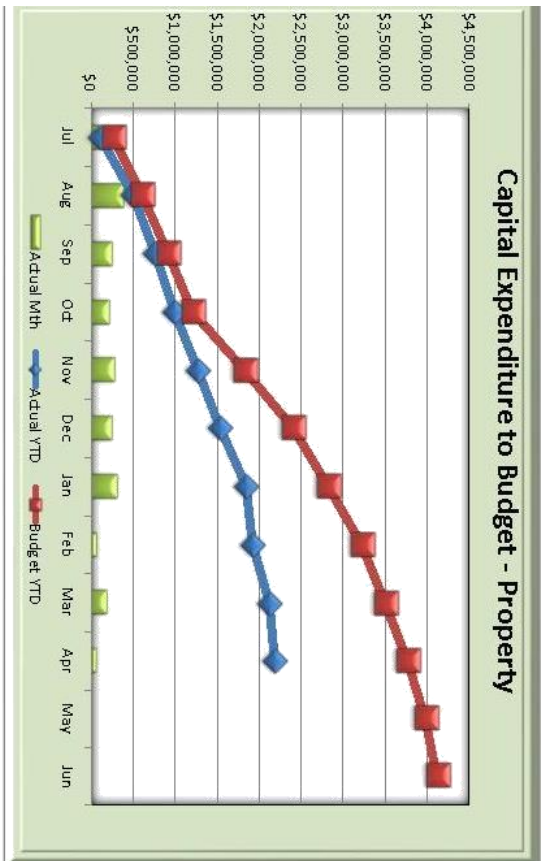
Capital Expenditure - Roads – Graph 15

Total expenditure for roads compared to budget

Responsible: *Director City Services and Infrastructure*

-	Actual YTD	\$8,475
-	Budget YTD	\$8,338
	Over Budget	\$ 137

Additional information regarding capital variances is contained in Appendix B.



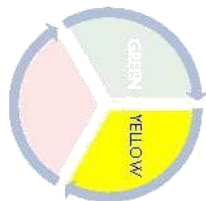
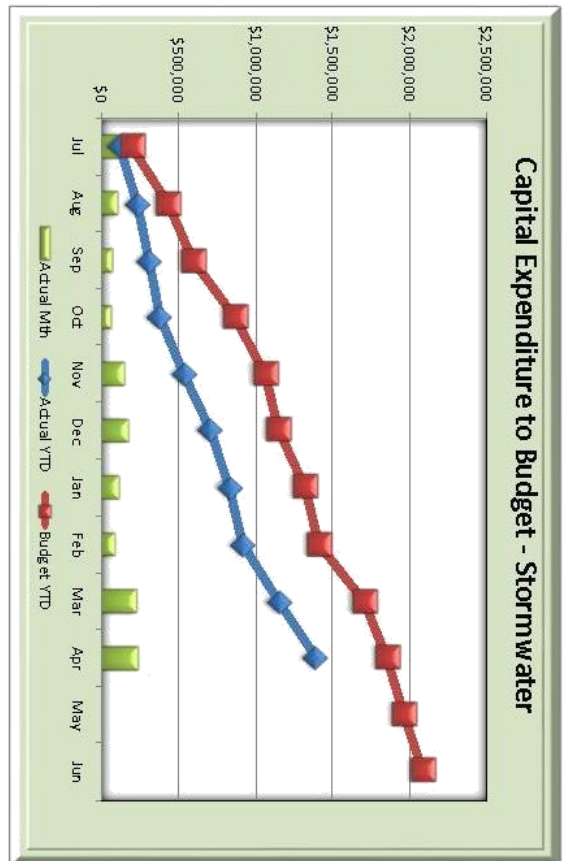
Capital Expenditure – Property – Graph 16

Total expenditure for property compared to budget

Responsible: *Director Corporate Governance*

-	Actual YTD	\$2,193
-	Budget YTD	\$3,773
	Under Budget	\$1,580

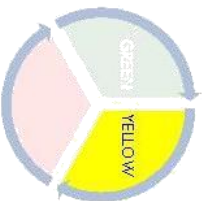
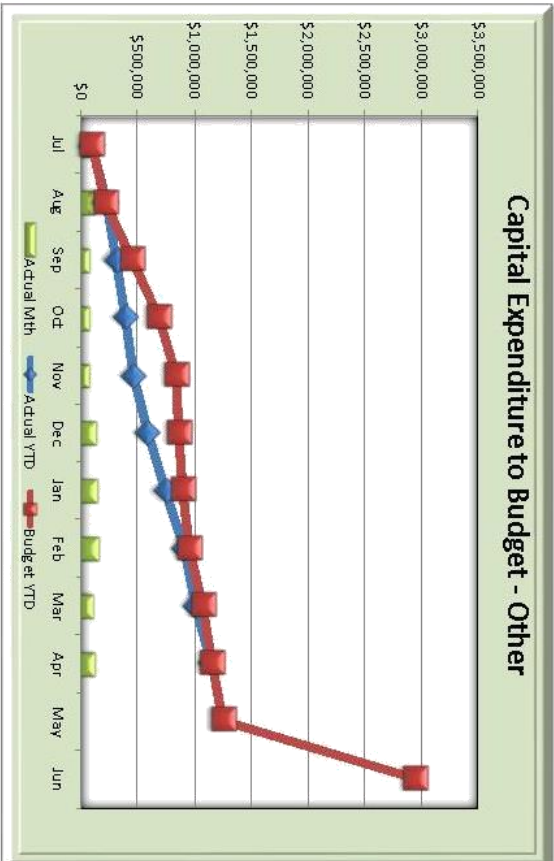
Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure – Stormwater (excluding stormwater property connections) – Graph 17
Total expenditure for stormwater compared to budget
Responsible: Director City Services and Infrastructure

-	Actual YTD	\$1,390
-	Budget YTD	\$1,853
-	Under Budget	\$ 463

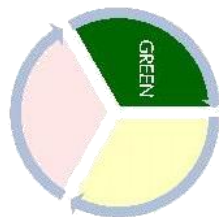
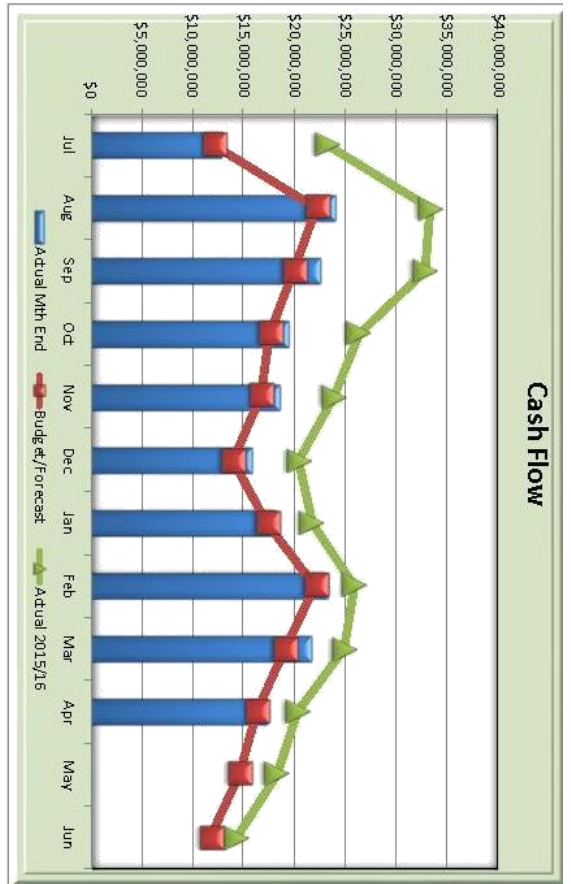
Additional information regarding capital variances is contained in Appendix B.



Capital Expenditure – Other (e.g. capital grants, technology, plant and equipment etc.) – Graph 18
Total expenditure for other capital compared to budget
Responsible: Director Community Economic Development and Business

-	Actual YTD	\$1,144
-	Budget YTD	\$1,157
-	Under Budget	\$ 13

Additional information regarding capital variances is contained in Appendix B.



Cash Flow Movement - Graph 19

Total cash assets available (cheque account, cash floats and short term deposits), compared to budget and last year.

Responsible: Director Community Economic Development and Business

		\$'000
-	Actual Cash	\$17,447
-	Budget	\$16,319
	Variance	\$ 1,128

Interest Earned – Graph 20

Total interest earned (accrued and received) compared to budget

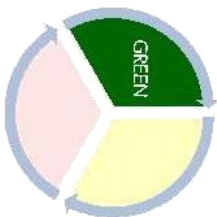
Responsible: Director Community Economic Development and Business

		\$'000
-	Actual YTD	\$ 331
-	Budget YTD	\$ 304
-	Over Budget	\$ 27

Effective Interest Rate: 2.61%

Benchmark:

RBA Cash Rate (currently 1.50%) + 0.50% = 2.00%



Investment Profile		
Maturity	Total Amount	Average Rate
Cash on hand	\$ 95,171	0.00%
At call	\$ 1,311,915	1.80%
30 - 60 days	\$ 3,540,049	2.04%
61 - 90 days	\$ 4,500,000	2.51%
91 - 120 days	\$ 6,000,000	2.72%
120+ days	\$ 2,000,000	4.15%
Total	\$ 17,447,135	2.61%

Loan Profile		
Maturity Date	Rate	Loan Balance YTD
15-Jun-21	4.84%	\$ 779,552
15-Jun-22	6.76%	\$ 727,909
15-Jun-24	3.49%	\$ 269,544
15-Jun-25	4.78%	\$ 447,758
15-Jun-27	4.75%	\$ 261,759
30-Jun-22	5.01%	\$ 3,113,173
Total		\$ 5,599,695



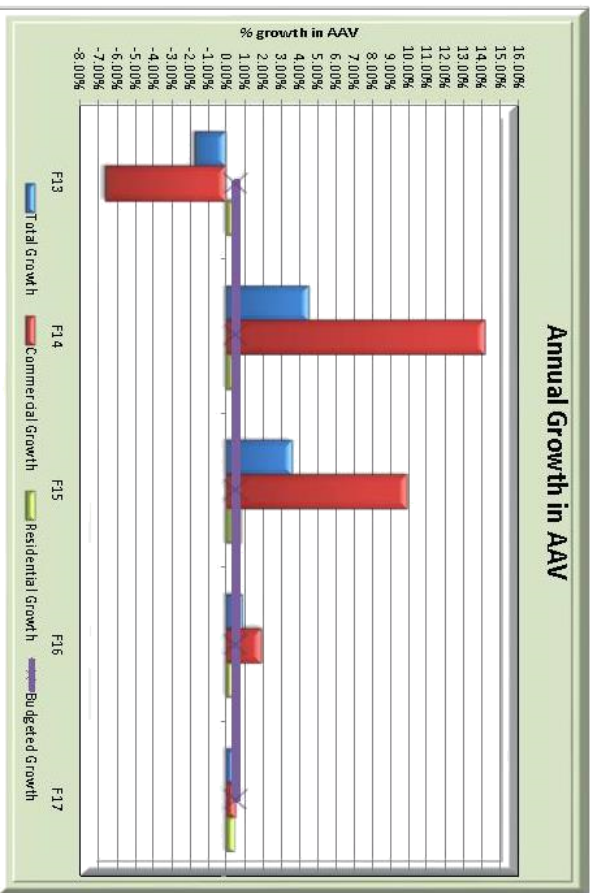
Interest Expense – Graph 21

Total interest expense (accrued and paid) compared to budget

Responsible: Director Community Economic Development and Business

	\$'000
- Actual YTD	\$ 252
- Budget YTD	\$ 247
Variance	\$ 5

Comment: Total loan repayments due during year ending 2016/17 is \$1,145.



Annual Growth in AAV – Graph 22

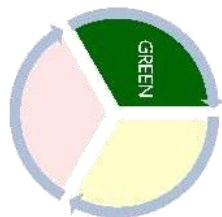
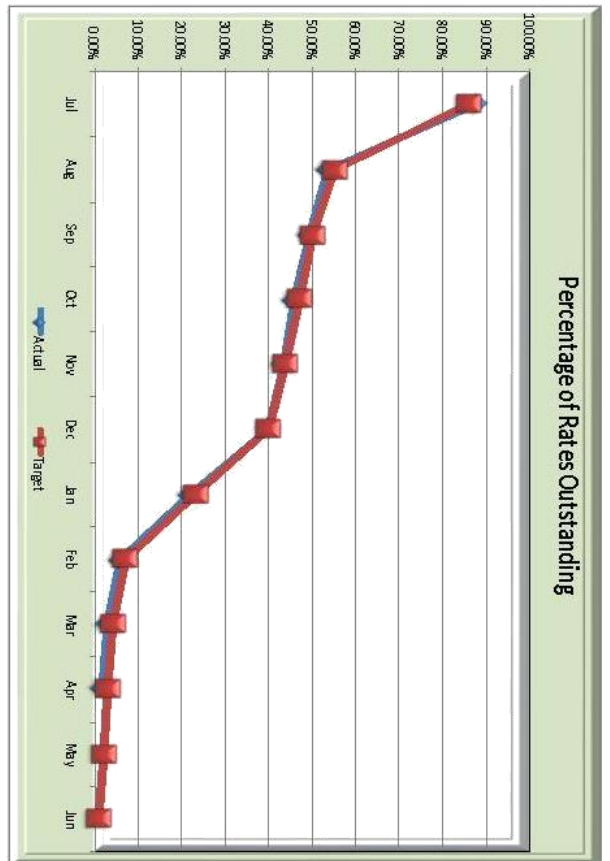
A comparison of the annual growth in the Assessed Annual Value (AAV) for Commercial, Residential and Overall Total.

Responsible: Director Community Economic Development and Business

AAV growth 2016/17 on July 1st 2016 Base

- Commercial 0.54% (being 69% of the total AAV growth)
- Residential 0.47% (being 31% of the total AAV growth)
- Total AAV growth 0.49%

Target 0.50% AAV growth compared to previous year



Percentage of Invoiced Rates Outstanding – Graph 23

Shows the percentage amount of invoiced rates not paid.

Responsible: Director Community Economic Development and Business

- Actual 30 April 2017: 1.85%
- Target 30 April 2017: 3.00%
- Variance: 1.15%

Total outstanding 30 April 2017: \$742 \$'000

Arrears as at	this month	last month	Movement
2016:	\$128	\$133	\$5
2015:	\$42	\$45	\$3
2014:	\$1	\$1	\$0
2013:	\$1	\$2	\$1
2012+:	\$0	\$0	\$0
TOTAL	\$172	\$181	\$9

Accounts Receivable (AR) – Graph 24

A monthly summary of the level of money owing to council for non rate income.

Responsible: Director Community Economic Development and Business

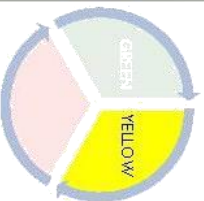
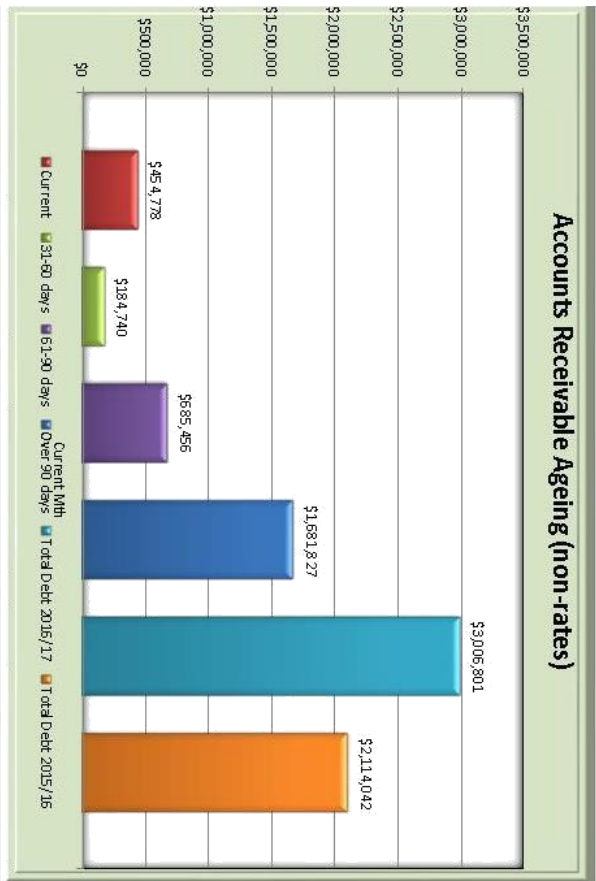
- Total 30 April 2017: \$3,007 \$'000
- % of AR 61 days & over: 78.7 %

Target <25% of AR 61 days and over (excluding property debts)

Comment:

Major component is \$1.6M contractor debt relating to Derwent Park Re-use scheme in the process of being written off. Other debts are being managed in accord with policy.

77

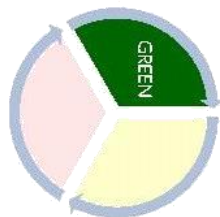
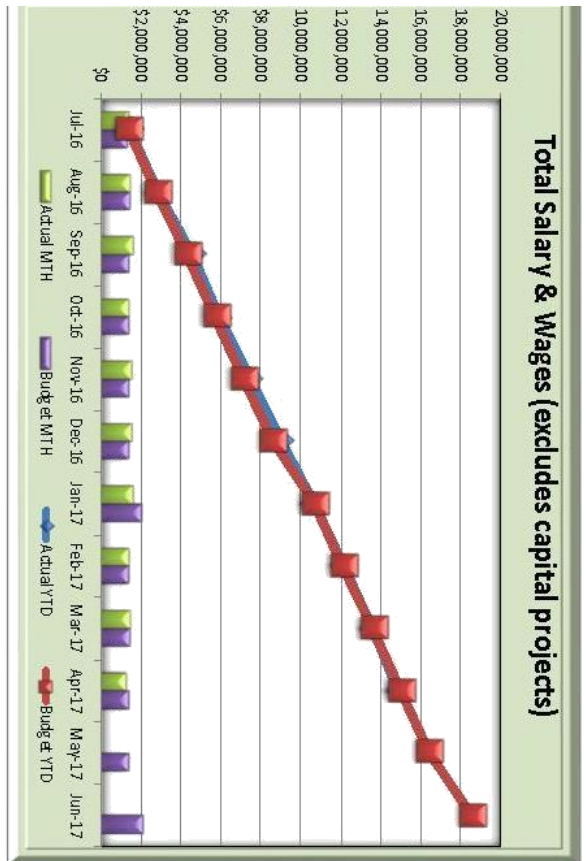




Glenorchy City Council

People & Safety Corporate Performance Indicators

April 2017



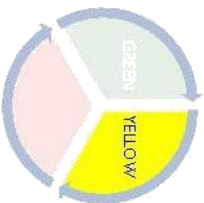
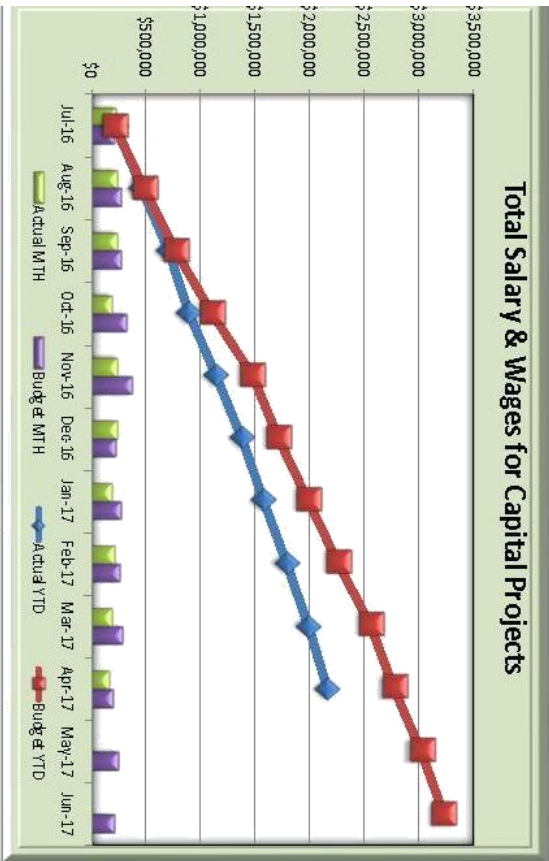
Salaries & Wages including on-costs – Operational (excludes capital projects) – Graph 25

Total operational salary costs compared to budget
Responsible: Executive Leadership Team

-	Actual YTD	\$14,897
-	Budget YTD	\$14,987
	Under Budget	\$ 90

\$'000

Total Salary & Wages for Capital Projects



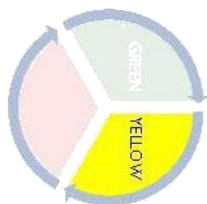
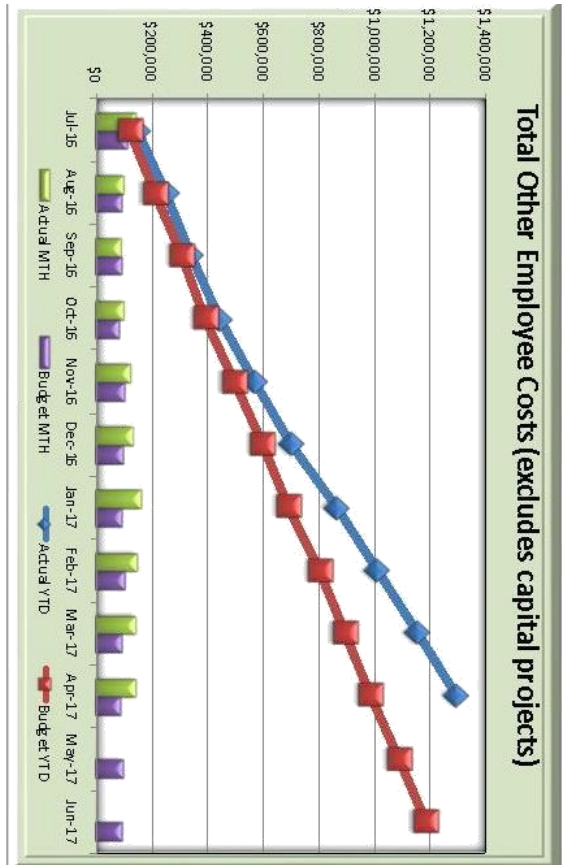
Salaries & Wages including on-costs – Capital Projects – Graph 26

Total salary costs for capital projects compared to budget
Responsible: Executive Leadership Team

-	Actual YTD	\$2,164
-	Budget YTD	\$2,769
	Under Budget	\$ 605

\$'000

Some works that were budgeted to be completed internally are now being provided by external contractors, whilst some other works have been delayed.



Other Employment Costs – Operational (excludes capital projects) – Graph 27

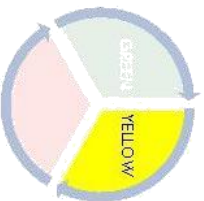
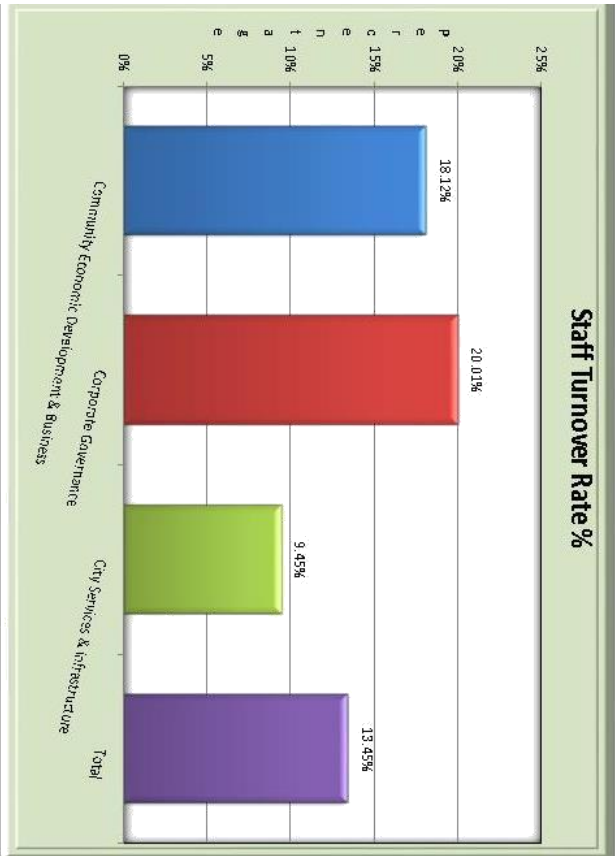
Total operational other employment costs compared to budget (i.e. relief/casuals, overtime, medical expenses, FBT etc).

Responsible: Executive Leadership Team

-	Actual YTD	\$1,299
-	Budget YTD	\$ 986
	Over Budget	\$ 313

\$'000

Staff Turnover Rate %



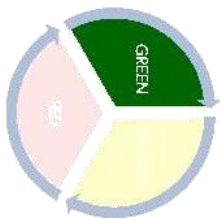
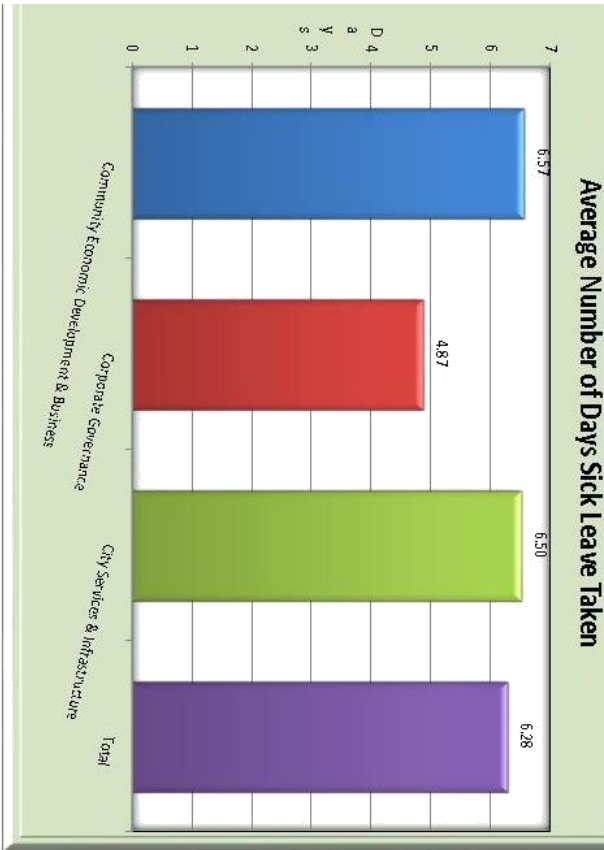
Permanent Staff Turnover Rate – Graph 28

Total staff turnover is the total number of terminations over the last twelve months divided by the number of staff as at the last day of the month. This ratio represents the percentage of our total workforce who leave the council.

Responsible: Executive Leadership Team

Rolling 12 month av. turnover rate calculations used

	2016	2015
Rolling 12 month turnover rate	13.45%	10.05%
Benchmark: LGAT All Tasmanian Councils Group Average (2007/08) recorded: 15.20%		



Average Number of Days Sick Leave Taken - Graph 29

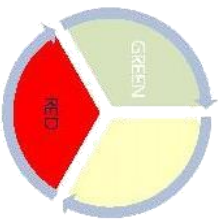
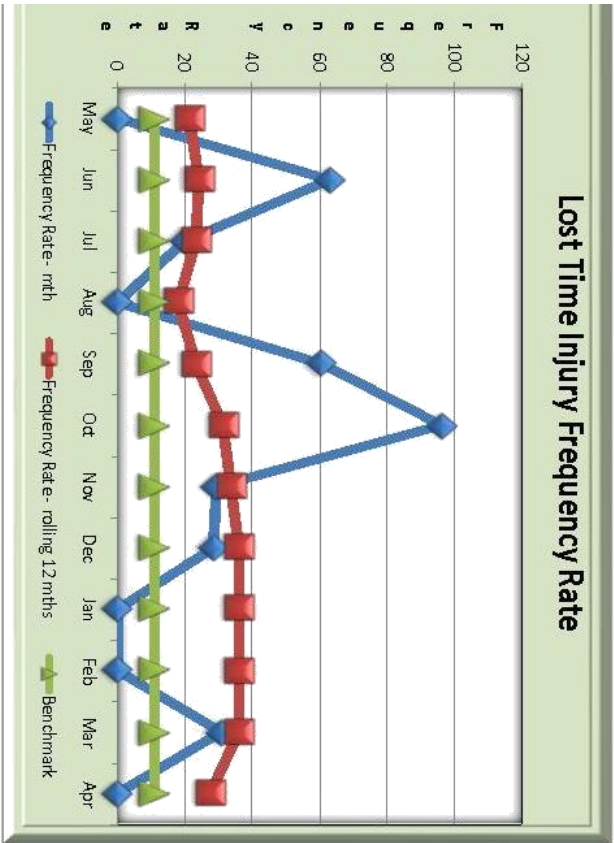
For each department Total number of days sick taken divided by number of staff for previous 12 months. This ratio represents the number of sick days taken per person on average.

Responsible: *Executive Leadership Team*

- Total average sick leave days taken last 12 months:

Last 12 mths: 6.28 Days
Prev. 12 mths: 7.70 Days

Benchmark: LGAT All Tasmanian Councils Group
Average (2007/08) recorded: 6.80 days



Lost Time Injury Frequency Rate - Graph 30

The Lost Time Injury Frequency Rate is the number of lost time claims per one million hours worked for permanent, casual and overtime staff.

Responsible: *Executive Leadership Team*

- Claims per 1 million hours worked:
 - Rolling 12 month average 27.36
 - Current month 0.00

Benchmark: Work Cover Tasmania All Industries
(2010/11) recorded: 10.80 claims.

Capital Expenditure Summary (£'000)		30/04/2017
2016/17 Capital Budget Year to Date		15,122
2016/17 Capital Year to Date Expenditure		13,202
Total Over/(Under) Spend		(1,920)
Total Over/(Under) Spend Comments		
Roads Capital - Over Budget \$137		
Primarily over budget due to:		
12008 - Berriedale Roundabout \$(619) - blackspot project now completed		
12014 - Ashbourne Grove \$191 - this project deferred due to school closure		
11854 - Terry Street Carpark \$166 - delayed but has now commenced		
12118 - Continental Road \$133 - late start to project.		
12013 - Panorama Crescent \$125 - works underway.		
11855 - Browning Road \$105 - delayed but now commenced		
Property Capital - Under Budget \$1,580		
Primarily under budget due to:		
12005 - Public Space Revitalisation Grant \$340 - delayed		
11865 - Elwick Bay Seawall \$287 - awaiting seawall quotes		
3961 - Glenorchy Skate Park \$245 - project delayed due to ongoing community consultation.		
12173 - Montrose Bay Jetty \$180 - awaiting consultants report		
3031 - KGV project \$(399) - cost overruns due to tenant fitout changes		
Stormwater Capital - Under Budget \$463		
Primarily under budget due to:		
300* - Derwent Park Reuse Scheme \$147 - delays with gas co-generation commissioning. (now completed)		
11856 - Browning Road \$106 - project design delayed (combined with road project)		
12159 - Goodwood 31 SW \$89 - delayed start to works		
Other Capital - Under Budget \$13		
Primarily under budget due to:		
3433 - Tech1 reimplementation \$167 - under spend due to change in task allocations		
3296 - External website redevelopment \$35 - project delayed		
MV's - various MV purchases - (\$54)		

Emergency/Unforeseen Projects Commenced (No budget allocated in 2016/17 Funded from IMG Unallocated Capital a/c \$400,000)			
Project Number	Description	Budget Approved	Comments
3296	GCC Website	\$117,690	Approved IMG 28/7/16
12167	Tolosa Hut renovations	\$21,400	Approved IMG 22/9/16
3975	Cresswell Beakley Lift alterations	\$9,835	Approved IMG 22/9/16
12009	Goodwood Community Centre Extension	\$12,500	Approved IMG 22/9/16
12179	DEC curtains / rigging / mechanical system	\$26,982	Approved IMG 29/11/16
DPRS	additional spending incorrectly identified as OPEX	\$38,895	Approved IMG 27/4/17
Total		\$227,302	balance now \$172,698

Emergency/Unforeseen Projects Commenced (No budget allocated in 2016/17) Funded from Reserve funds			
Project Number	Description	Estimated Full Cost of Project	Comments
	Four projects (DEC floor, CBD CCTV, Nth Chigwell sports ground lighting, chicane gates)	\$505,500	Four projects approved by Council at October meeting
Total		\$505,500	balance now \$112,339

Budgeted 2016/17 projects that will not be undertaken this Financial Year			
Project Number	Description	Annual Budget	Comments
Total		0	

Outstanding Actions List: Open Council Meeting

Action List - Open Council Meeting

Attachment 1

Council Meeting Date	Item No.	Subject / Issue	Council Adopted Action	Directorate	Comments / Update	Estimated Completion Date
0/06/2014	22.3	Notice of Motion - Alderman C. Lucas - 2 - Car Parking Strategy	Council provide a report on current Car parking strategy in the City commercial precincts including: 1. The present parking strategy for the future of the city, and any proposed changes. 2. Details Cash-In-Lieu payments in Commercial areas, Glenorchy precinct, Moonah and Claremont – including total fees collected and numbers of spaces-in-lieu by year since the year 2000. 3. Any feedback received from developers. 4. How application of this policy and fee levels relate to the Regional Planning scheme. 5. A schedule of fee rates for all Southern councils.	CSI	A Council Workshop was held on 9 January 2017 to present a summary of the proposed Parking Strategy to Aldermen. A briefing on the draft strategy was given to the Commissioner on 2 April 2017. The draft report will be presented to Council at the June 2017 Council meeting, seeking Council's approval to commence public consultation. It is hoped that the Strategy will be presented to Council in July or August 2017 for formal endorsement, following the completion of the consultation process.	01-Jul-17
/09/2014	13.4	Question on Notice - Alderman K. Johnston (Relates to Notice of Motion - Alderman K. Johnston - CCTV Evaluation (12 February 2013))	That a report be prepared by the Director Community, Economic Development & Business following consultation with Tasmania Police with respect to the Closed Circuit TV system. That the CCTV system be evaluated every six months and a report produced with a range of identified KPIs. That Council as a priority develop and adopt CCTV system operating procedures and protocols. (refer to Question On Notice for specific details)	CSI / CEBD	An audit of the location and condition of existing security cameras has been undertaken using a new contractor. An estimate of the cost involved with rectifying a range of identified issues has been provided. A report was presented to Council at meeting on 24 October 2016, at which Council agreed to an additional funding allocation to repair and upgrade the cameras. A contractor has now been engaged to carry out the works, which will be complete by the end of June 2017.	30-Jun-17
y/06/2015	13.3	Notice of Motion Alderman M. Stevenson	That a brief projects and major operational items summary be provided at each Council meeting.	General Manager	Blackadder Consultants provided a draft report to Council on 27 December 2016. The The draft report has been circulated to departmental managers who are currently formulating a structure for the reporting model. The reporting model and potential actions will be presented to Council at a future meeting.	To be advised
y/08/2015	8	Community Garden - Kenbrae Avenue and Pitcairn Street	That Council acknowledges that the Legal and Property Department will negotiate a lease under section 179 of the Local Government Act with the Glenorchy Precinct Group for the portion of land between Kenbrae Avenue and Pitcairn Street on either side of the footpath to develop a community garden for the benefit of our community.	CG	Given that the Greater Glenorchy Precinct Group is no longer associated with Council, the Community Garden project will need to find a new auspicing group. The final completion date is dependent on how long that process takes. A meeting between Council officers and the Community Garden Group was held on 6 October 2016. Council is currently waiting for feedback from the Precinct Group about their negotiations with potential auspicing groups before deciding how best to proceed and being able to provide an estimated completion date.	TBA (subject to feedback from Precinct Group)
y/08/2015	20	Public Space Enhancement Grant - Project Selection	That the General Manager or his delegate write to the Director of Local Government advising of the allocation of grant funding to the children's playground and café project and seeking payment by invoice of the second grant instalment of \$250,000.	CEBD	The Director of Local Government has granted a final extension of the grant until 30 June 2017. The Minister for Local Government, Peter Gutwein, provided permission for Council to use the grant monies to support our application to the Building Better Regions Fund for a grant to complete the CBD Revitalisation Project (Item 8, 20 March 2017). Until Council is informed of the success (or otherwise) of this application, the PSEG funds cannot be used for implementation by Council.	30-Jun-17
5/01/2016	11	Actions List - Update Report	Corporate Performance Reporting • Management to provide a framework at February workshop. • Clarification as to reporting requirements of the Council.	General Manager	Blackadder Consultants provided a draft report to Council on 27 December 2016. The The draft report has been circulated to departmental managers who are currently formulating a structure for the reporting model. The reporting model and potential actions will be presented to Council at a future meeting.	To be advised
5/03/2016	9	Intercity Cycleway Proposed Chicane Gate Changes at Road Intersections	That Council remove one of the existing "paired" chicane gates, to replicate what the Hobart City Council has completed, at all road crossings along the intercity cycleway.	CSI	At the 24 October 2016 meeting, Council approved the release of \$105,000 from the Strategic Asset Management Reserve to fund the project. Project planning has been completed and line marking and the first stage of signage installed. Cycling South is ordering the remaining signs and these will be installed over the coming months.	31-Jul-17

Outstanding Actions List: Open Council Meeting

Action List - Open Council Meeting

Council Meeting Date	Item No.	Subject / Issue	Council Adopted Action	Directorate	Comments / Update	Estimated Completion Date
3/04/2016	10	Smoking Ban Along the Intercity Shared Pathway	That this item lay on the table for further information and consideration of this item at a future Council Workshop.	CSI	A Council workshop was held on 20 June 2016. Council formally wrote to Hobart City Council (HCC) in August 2016 seeking HCC's support in jointly lobbying the State Government to declare the Intercity Shared Pathway smoke-free. If HCC's support is obtained, other bodies such as Quit Tasmania, the Heart Foundation, the Cancer Council and the AMA will be invited to support the initiative. HCC's City Planning Committee approved HCC's support for the initiative at its meeting on 10 April 2017. HCC will provide a formal letter of support to Council, and Council will commence lobbying the State government to declare the Cycleway a smoke free zone. Public consultation on the proposed By-law and Regulatory Impact Statement closed on 6 Jan 2017. 3 Submissions were received (1 each from a resident, DPAC and DPIPWE). Council is currently finalising the amendments to the draft law as a result of submissions received during the consultation process. A report is expected to be presented to the July 2017 Council meeting seeking Council's final endorsement of the new By-law.	TBA (subject to receiving a formal response from HCC)
1/05/2016	11	Proposed Environmental Amenity By-law	That Council: DECLARES its intention to make the Environmental Amenity By-law No. 1 2016 pursuant to s156 of the Local Government Act 1993; and APPROVES the initiation of the statutory process required under Part 11 of the Local Government Act 1993 for making the proposed Environmental Amenity By-law No. 1 of 2016.	CSI		10-Jul-17
1/07/2016	11	Acquisition and Disposal of Land - Bosco Drive AND Dalmacia Place	That Council: APPROVE Council Officers negotiations and settlement of the purchase of private land at 2/1 Dalmacia Place for the purpose of allowing Council to formalise and maintain a public walkway through Dalmacia Place to Bosco Drive APPROVE Council Officers to continue negotiations to dispose of part of the public land at 23 Bosco Drive for the purpose of extending the private rear yard of 19 Bosco Drive, subject to the compliance of the requirements of section 178 of the Local Government Act 1993 (noting the investigation of the possibility of a similar sale to the owners of 21 Bosco Drive, to establish a safe, easily maintained and monitored piece of land which will comprise part of the public walk way). APPROVES the advertising of Council's intention to dispose of any part of the public land at 23 Bosco Drive under section 178 of the Local Government Act 1993.	CG	The owners of 19 Bosco and 2/1 Dalmacia Place have been notified of Council's decision. Discussions with the owners of 21 Boscoe Drive regarding a potential sale of part of the public land on 23 Bosco Drive have progressed. A survey plan was received on 8 December 2017. The division of the affected parcels of land has been agreed. A contract for the purchase of the adjoining parcel of land (to be used by Council as a reserve) is currently with the vendor for execution.	30-Jun-17
1/08/2016	13.3	Notice of Motion - Alderman D. Pearce	That Council ends its formal relationship with the Community Precinct Consultation System. That Council re-direct the money used to support the precincts to provide small one-off grants to facilitate community based initiatives on merit.	CEBD	A report in relation to a small, one-off grants process, will be presented to Council in the second half of 2017.	31-Oct-17
9/08/2016	17.1	Notice of Motion - Alderman J Branch-Allen	1. That Aldermen be on a rotating roster system at Council once a month to meet with the community. 2. Appointment could be pre arranged for members of the community who wanted to book or a drop-in system. 3. Advertising to be put in the Glenorchy Gazette each month of who is on duty and day and time they will be at Council. 4. That the office down stairs used by the JP on duty be used with similar signage outside the door, and 5. That this be conducted on a 3 month trial.	CEBD	Planning was underway to implement this process in the first quarter of 2017, with a trial planned for Feb, Mar and April 2017. However, the process has been placed on hold due to the suspension of Aldermen and will be resumed subject to the outcome of the Board of Inquiry.	To be advised

Outstanding Actions List: Open Council Meeting

Action List - Open Council Meeting

Council Meeting Date	Item No.	Subject / Issue	Council Adopted Action	Directorate	Comments / Update	Estimated Completion Date
1/11/2016	19.4	Question on Notice - Alderman M. Stevenson	Alderman Stevenson noted that the Shared Services Agreement included a requirement that the committee receive an Annual Report on the group's activities. He requested that Council receive regular reports on the activities of the Shared Services Committee.	CG	Council received a final draft of the LGSS Agreement on 10 March 2017, which is currently being reviewed. A report presenting the draft agreement to Council and making recommendations will be presented to Council at a future meeting.	To be advised
3/01/2017	11	Question taken on notice - Alderman Stevenson	Management to provide a report to Council identifying the deficiencies in items that are include in the Good Governance Framework which was adopted by Council on 23 January 2017.	CG	A report will be provided to Council before 31 July 2017.	31-Jul-17
3/01/2017	14.1	Notice of Motion - Alderman Dunsby	That Council auspice a working party to enable planning to commence for community celebrations to mark Australia Day in 2018 and beyond.	CEBD	A working party has been established and has had the met on several occasions. A report will be presented to Council providing an update on progress and seeking further guidance later in 2017	31-Aug-17