

**Minutes of the Meeting
of the Glenorchy City Council
held at the Council Chambers
on Tuesday, 13 June 2017 at 3.00 p.m.**



Present: Commissioner Sue Smith (Chair)

In attendance: Mr. T. McMullen (Acting General Manager), Mr. S. Scott (Acting Director, Corporate Governance), Mr. P. Garnsey (Acting Director, City Services and Infrastructure), Mr. D. Ronaldson (Acting Director, Community, Economic Development and Business), Ms. C. Higgins (Manager, Legal and Property), Mr. R. Grierson (Manager Infrastructure, Engineering and Design), Mr. B. Hannan (Acting Manager, Governance and Risk), Mr. A. Falaki (Acting Manager, Community and Customer Service), Mr. A. Woodward (Acting Manager, Environment and Development), Mr. A. Mousavi (Transport Engineer), Ms. N. Huang (Asset Management Coordinator), Ms. J. Gauden (Executive Assistant) and Mrs. J. King (Mayoral and Executive Support Officer).

The Chair began the meeting by giving an Acknowledgement of Country, paying respect to the Tasmanian Aboriginal Community.

The Chair read then the following two (2) statements:

Statement 1

In relation to the Audio Recording of the Council Meeting under Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* and Council's 'Audio Recording Council Meetings' Policy.

Statement 2

In relation to Work Health and Safety at the Council Meeting.

1. APOLOGIES

None.

2. CONFIRMATION OF MINUTES

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

- (a) That the minutes of the Council Meeting held on Monday, 15 May 2017 be confirmed.
- (b) That the minutes of the Special Council Meeting held on Thursday, 25 May 2017 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

None

4. PECUNIARY INTEREST NOTIFICATION

The Chairperson asked if any Aldermen had or were likely to have a pecuniary interest in any items on the Agenda.

No declarations of pecuniary interest were declared.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Mrs. Kaye Smith – 10 Constance Avenue, Glenorchy

In relation to the credit card expense of \$5,194.83 related for the General Manager's return travel to Western Australia to attend a meeting:

Who authorised the credit card expenditure?

The credit card expenditure was authorised by the General Manager. The authorisation to pay the outstanding balance on the relevant credit card was given by the Director, Corporate Governance and General Counsel.

Why was it business class?

Please refer to the answer below in relation to Council's travel policy.

Why was this just for a return flight for one person, or were there also accommodation costs?

The \$5,194.83 expense was for the cost of the return airfare for the General Manager. Any accommodation costs related to the trip were incurred in different transactions.

Is there, or should there be, a policy regarding lower cost travel options?

Council has a Travel Policy that applies to travel by Council officers. The policy relevantly provides, in relation to airline travel, that:

"Staff should endeavour to book the cheapest airfare available"

Accordingly, there is a policy in place of the nature you are referring to.

It is understood that an exception to that policy was made in this case due the length of the trip and the fact that General Manager is a senior executive who was travelling as a representative of the organisation.

It is understood that the General Manager and the Director, Corporate Governance and General Counsel are on leave:

Will any of their legal expenses be covered while they are on leave?

The legal expenses of the General Manager and Director, Corporate Governance and General Counsel will be covered by Council's Directors and Officers Liability Insurance Policy, provided the claims relate to legal issues arising whilst they are employed by Council and in connection with their role as Council employees.

Council is unable to comment on whether such expenses would be paid by Council in the event they are not covered by the policy, because such a decision would depend on the particular circumstances of the relevant claim.

How long are they expected to be on leave for?

This question relates to matters concerning the employment information of Council employees, and is protected under the *Personal Information Protection Act 2004*.

Council is therefore unable to provide any further information.

Mrs. Pam Harvey – 32 Katoomba Crescent, Rosetta

In interviews with the Board of Inquiry (BOI), I was assured that the information given was to be kept confidential. Were the personal details of the interviewees that were given to the BOI released in the report that was given to the interested parties?

In response to your question, a Council officer spoke with the Board of Inquiry Secretariat.

The Secretariat advised that it was normal for a Board of Inquiry to give an undertaking that the identity of witnesses be kept confidential, but in this instance, in order for the Board to meet its procedural fairness obligations, the Board disclosed details, where necessary, to affected persons.

Nevertheless, the Board Secretariat advised the Council officer that Mrs. Harvey's identity has not been divulged in the Board's Draft Findings and Recommendations document or in the attachments that were provided to the affected persons.

6. PUBLIC QUESTION TIME (15 MINUTES)

Mr. Phil Butler, 33A Clydesdale Avenue, Glenorchy

Can the Commissioner confirm that the mobile phone number [REDACTED] is a GCC phone used by the General Manager? Further, can the Commissioner explain why that phone is a contact number to order fish and chips from the Short & Stout Café at Snug?

The Commissioner confirmed that the mobile phone number in question is a mobile phone that is in the property and usage of the General Manager of Council. The Commissioner also confirmed that on one occasion that number was advertised on a Facebook page due to telephone outages in the local area. The Commissioner also commented that because the number was listed on a Facebook page and invited people to call the number, there was no financial cost to ratepayers.

In-terms of whether it was appropriate, the Commissioner noted that it was the first time something like this has occurred and would be something to look at when determining an appropriate policy for mobile phone usage into the future.

Media recently indicated that a Glenorchy City Council credit card was used to purchase groceries from the Snug IGA Supermarket. Can the Commissioner confirm that this was the case? Can she also advise who the credit card is issued to, and offer any explanation as to why it was used to purchase groceries at that location?

The Commissioner advised that she was aware that there was an amount of \$27.80 spent at the Snug Friendly IGA on groceries. She also noted that the appropriate process was followed completely, in that the person involved accidentally pulled wrong credit card out of their wallet and used it by mistake. The person notified the appropriate Council financial officers of the error the following morning and reimbursed the amount in accordance with Council's procedures. The Commissioner was satisfied that the use of the Council credit card on this occasion was an error which was immediately rectified.

Mr. George Burrows, Blacksnake Lane, Granton

Over a period of years, I have raised the issue of the delivery of the Glenorchy Gazette to citizens. The cost to taxpayers is approximately \$5 per year, and anecdotally delivery is not very good, in spite of complaints to Council's staff and the printers. I am aware of more than a dozen other ratepayers who receive sporadic delivery. What measures does the Council take to check on universal delivery? If it cannot be delivered to at least 98% of Glenorchy citizens, how can the expenditure of approximately \$75,000 per year be justified.

The Commissioner advised that she was under the impression that the Glenorchy Gazette is not under the auspices of the Glenorchy City Council and is in fact privately operated. She noted that Council has some corporate communications regularly published in there, but that other than that Council could do nothing more than express concern that the Glenorchy people are not receiving the newspaper.

Nevertheless, the Commissioner undertook to investigate and provide Mr. Burrows with further information.

Mrs. Pam Harvey, 32 Katoomba Crescent, Rosetta

Can the Commissioner please advise how the recycling material that is collected by Council is disposed of?

The Commissioner took the question on notice, but undertook to answer Mrs. Harvey's query in writing.

7. PETITIONS/DEPUTATIONS

None.

COMMUNITY

8. COMMUNITY GRANT PROCESSES

File Reference: Glenorchy City Council Community Grants Program

Reporting Brief:

In August 2016 Council resolved to create a small, one-off, grants process to facilitate community based initiatives, based on the funding saved from discontinuing the Community Precinct Program. This report provides Council with a way to achieve this initiative.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council

1. APPROVE the redirection of the funds previously used to support the Community Precinct Program (\$4,000) to the Glenorchy Community Fund annually for distribution through their funding program for a period of three years
2. APPOINT an officer to the Glenorchy Community Fund allocations committee of the Glenorchy Community Fund to participate in the allocations process, and
3. REVIEW the allocation of funding to the Glenorchy Community Fund after two (2) years to determine the effectiveness of the contribution.

9. DRAFT GLENORCHY PARKING STRATEGY – PUBLIC CONSULTATION

File Reference: Parking Working Group

Reporting Brief:

The purpose of this report is to seek Council's approval to undertake public consultation for the *Draft Glenorchy Parking Strategy 2017 - 2027*.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

AUTHORISE Council officers to commence public consultation for the *Draft Glenorchy Parking Strategy 2017-2027*, to be conducted in accordance with the Community Engagement Plan.

10. ON-ROAD BICYCLE LANES ON MAIN ROAD (STAGE 2) FROM AUSTINS FERRY TO GRANTON

File Reference: Safer Roads - Vulnerable Road Users

Reporting Brief:

The purpose of this report is to inform Council on the status of this project and recommend that Council approve the implementation the Stage 2 of the on-road cycle lanes project on Main Road, from Austins Ferry to Granton.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

- a) APPROVE the implementation of Stage 2 of the on-road bicycle lanes on Main Road, between St Virgil's College and the end of Main Road in Granton, and
- b) ENDORSE this project as a fully funded project through the Department of State Growth Safer Roads: Vulnerable Road Users program, including construction by an external contractor.

ECONOMIC

11. GLENORCHY TO HOBART PUBLIC TRANSIT CORRIDOR PROJECT - IMPLEMENTATION

File Reference: Glenorchy / Hobart Public Transit Corridor

Reporting Brief:

The purpose of this report is to provide Council with an update on the actions endorsed by Council when it considered the outcomes of the Glenorchy to Hobart Public Transit Corridor Study (GHD 2016) on 20 February 2017.

The report also recommends matching Hobart City Council's \$20,000 contribution to jointly fund specialist assistance to progress the Glenorchy to Hobart Public Transit Corridor Project.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

1. ENDORSE the recommendation of the Glenorchy to Hobart Transit Corridor Steering Committee, that the committee be comprised of the following members:
 - (a) Lord Mayor of Hobart (Chair)
 - (b) HCC Aldermen Thomas and Reynolds
 - (c) HCC General Manager (N.D. Heath)
 - (d) GCC Council representative(s)
 - (e) GCC Acting General Manager (T. McMullen), and
 - (f) Infrastructure Tasmania representative (Allan Garcia).
2. AGREE to contribute \$20,000 to match the contribution provided by HCC to engage a suitably qualified consultant with specialist expertise in implementation of urban renewal and transit oriented development projects, and
3. AGREE to a variation to the 2016/17 budget estimates to fund the shared contribution.

ENVIRONMENT

12. CHANGES TO PLANNING DELEGATIONS AND FREQUENCY OF GLENORCHY PLANNING AUTHORITY MEETINGS

File Reference: Glenorchy Planning Authority (Council Committee)

Reporting Brief:

The purpose of this report is to recommend that Council amends the delegations given to senior planning positions under the *Land Use Planning and Approvals Act 1993*, in order to facilitate a change in the frequency of meetings of the Glenorchy Planning Authority from once every fortnight to once every four weeks.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

1. APPROVE the changes to the relevant delegations of functions and powers under section 57(2) and (6) of the *Land Use Planning and Approvals Act 1993* given to the positions of Coordinator, Planning Services, Senior Statutory Planner and Strategic Planner that are identified in Column 5 of the Schedule forming Attachment 1 to this report, being the following:

Provision	Function or Power	Changed Conditions or Restrictions
LUPAA s. 57(2) & (6)	To determine applications for discretionary permits	Only in the following circumstances: 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: <u>Multiple Dwellings</u> Multiple dwellings to maximum of four dwellings in the General Residential and Inner Residential zones. <u>Car Parking Standards</u> 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. <u>Development of Commercial/Industrial Buildings</u> 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.

2. NOTE, for the avoidance of any doubt, that the changes to the delegations as a result of the resolution in paragraph 1 do not in any way affect any other delegations currently given to the positions of Coordinator, Planning Services, Senior Statutory Planner and Strategic Planner under the *Land Use Planning and Approvals Act 1993* or any other Act, and
3. APPROVE changes to the frequency of meetings of the Glenorchy Planning Authority from once every fortnight to once every four weeks, effective from 24 July 2017, and amend to the Meeting Schedule for the Glenorchy Planning Authority for the remainder of 2017 to hold meeting on the following dates:
 - (a) 19 June 2017 (currently scheduled)
 - (b) 3 July 2017 (currently scheduled)

- (c) 24 July 2017
- (d) 21 August 2017
- (e) 18 September 2017
- (f) 16 October 2017
- (g) 13 November 2017, and
- (h) 11 December 2017.

GOVERNANCE

13. ADOPTION AND RESCISSION OF COUNCIL POLICIES

File Reference: Council Policy

Reporting Brief:

The purpose of this report is to:

- recommend that Council adopts three (3) new policies and one (1) updated policy, and rescinds three (3) policies, in accordance with Council's ongoing policy review process, and
- provide Council with an update on the progress of Council's ongoing policy review process.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

1. ADOPT the 'Bushfire Mitigation' policy in the form of [Attachment 1](#)
2. ADOPT the 'Asset Management' policy in the form of [Attachment 2](#)
3. ADOPT the 'Environmental Health Services Pro-rata and Refunds' policy in the form of [Attachment 3](#)
4. ADOPT the updated 'Subdivisions - Public Open Space Acquisitions and Contributions' policy in the form of [Attachment 4](#)
5. RESCIND the 'Infrastructure Assets Policy' (No. 36-2) in the form of [Attachment 6](#)
6. RESCIND the 'Corporate and Heritage Collections Management Policy' (No. 22-4) policy in the form of [Attachment 7](#), and
7. NOTE the progress of Council's ongoing policy review process.

The Commissioner declared an interest in the following item, namely that she is a life member of the Local Government Association of Tasmania.

14. LGAT TASWATER CAMPAIGN CONTRIBUTION

File Reference: LGAT

Reporting Brief:

To seek Council's decision about making a financial contribution to the LGAT campaign on behalf of member owner councils against the forced takeover of TasWater by the State Government.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

- (a) APPROVE the contribution of \$20,525 to the LGAT campaign on behalf of TasWater owner councils against the forced takeover of TasWater by the State Government
- (b) RESOLVE under section 82(4) of the *Local Government Act 1993* to vary the 2016-17 budget estimates to support the additional, unbudgeted expenditure of \$20,525, and
- (c) AUTHORISE the Acting General Manager to formally advise LGAT of Council's decision, understanding that if the amount is not spent it is returned pro-rata to those Councils as they have made their contributions.

15. CORPORATE PERFORMANCE INDICATORS - APRIL 2017

File Reference: Traffic Lights

Reporting Brief:

The purpose of this report is to present Council's Corporate Performance Indicators as at the end of April 2017.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

ACCEPT the information provided by the Corporate Performance Indicators for April 2017.

16. ACTIONS LIST (OPEN COUNCIL MEETING): UPDATE REPORT

File Reference: Actions List - Council Meetings

Reporting Brief:

To provide Council with the Actions List (Open Council Meeting), updated following the Council meeting on 15 May 2017.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That Council:

NOTE the progress of the items on the Actions List (Open Council Meeting), as updated following the 15 May 2017 Council meeting.

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

None.

Moved: COMMISSIONER SMITH

Approved by Commissioner Smith:

That the meeting be closed to the public to allow discussion of matters that are described in Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

CLOSED TO MEMBERS OF THE PUBLIC

18. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

19. 2017 LGAT PRESIDENT ELECTION

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

20. DISPOSAL OF A PORTION OF COUNCIL LAND AT 23 BOSCO DRIVE, GLENORCHY

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15 (2)(f) (Proposals for the Council to acquire land or an interest in land or for the disposal of land) and 15(2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

21. DISPOSAL OF A PORTION OF COUNCIL LAND AT VICTOR PLACE RESERVE, GLENORCHY

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15 (2)(f) (Proposals for the Council to acquire land or an interest in land or for the disposal of land) and 15(2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

22. ACTIONS LIST (CLOSED COUNCIL MEETING): UPDATE REPORT

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

The following item was not on the Agenda for the meeting, and was considered by Council under regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2015*.

23. UPDATE ON BERRIEDALE CARAVAN PARK SITE

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

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

The meeting closed at 4.56 p.m.

Confirmed,

CHAIR