

**GLENORCHY CITY COUNCIL
ATTACHMENTS
MONDAY, 16 DECEMBER 2024**



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Glenorchy City Council Priority Projects

Glenorchy City Council is seeking funding to deliver priority actions that matter to our community. These important community projects will provide significant economic and social benefits to the people of Glenorchy and Greater Hobart. Funding these projects will provide lasting benefits to our city and ensure it continues to grow and thrive along with the broader region.

Tolosa Park Stage B Redevelopment

- Funding sought: \$9 million
- Estimated project duration: 19 months



Tolosa Park, a 25-hectare regional park at the foothills of Mount Wellington/kunanyi, is one of Tasmania's most popular recreation destinations. It offers opportunities for bushwalking, cycling, family gatherings, and major outdoor events. As the Northern Suburbs gateway to Wellington Park/kunanyi and the Glenorchy Mountain Bike Park, Tolosa Park is positioned to leverage Tasmania's reputation as Australia's leading mountain bike tourism destination and the 1.6 million annual visits

to Wellington Park/kunanyi.

With a \$6.2 million investment by Glenorchy City Council and TasWater, the park's former reservoir has been transformed into an outdoor parkland featuring walking trails and water features. The Stage B redevelopment builds on this investment to create a vibrant, accessible, and inclusive regional park that enhances community recreation, tourism, and livability.

Key Project Components:

- **Inclusive Play Space:** A destination play area catering to all ages and abilities, with accessible pathways and equipment.
- **Community Facilities:** BBQ areas, shelters, seating, drink fountains, and modern, fully accessible toilets with parenting amenities.
- **Environmental Enhancements:** Native landscaping, irrigation systems, and footbridges over constructed wetlands and ponds.
- **Youth Engagement:** A full-sized multi-use games arena (MUGA court) and a pump track connecting to the Mountain Bike Park.
- **Cycling Infrastructure:** Partial realignment of the Criterium Track and car park extension.

Impact:

The Stage B redevelopment aligns with community needs identified through extensive engagement and will transform Tolosa Park into an accessible, free public space for recreation, social inclusion, and healthy lifestyles. It prioritises accessibility for people with disabilities and affordability for Glenorchy's low-income residents, fostering community cohesion, well-being, and a connection to nature.

By investing in Tolosa Park's redevelopment, Glenorchy City Council seeks to deliver lasting social, recreational, and economic benefits for Southern Tasmania, ensuring the park remains a cherished asset for future generations.

Glenorchy War Memorial Pool Redevelopment

- Funding sought: \$83.8 million
- Estimated project duration: up to 10 years

The Glenorchy War Memorial Pool has been a cherished community asset for over 60 years, providing recreational opportunities and honouring local servicemen and women. Following its closure in July 2023 due to significant structural issues, the Glenorchy City Council is pursuing the redevelopment of the site to meet the growing needs of the local and Greater Hobart communities.

A \$200,000 State Government grant funded a feasibility study and business case, confirmed community support for maintaining the pool at its current location. The redevelopment aims to transform the facility into a sustainable aquatic hub that delivers year-round health, social, and economic benefits.

The proposed facility will feature outdoor amenities, including a 50-meter pool, grandstand seating for 700, a splash pad, slides, picnic areas, and seasonal change facilities, alongside year-round indoor amenities such as a 25-meter lap pool, a warm learn-to-swim pool, leisure and toddler pools, a wellness hall, modern change facilities, a 1,500-square-meter gym, and support spaces like a crèche, café, and retail outlets.



Impact:

- **Health and Safety:** Promoting water safety education, reducing drowning risks, and improving physical and mental well-being.
- **Social Impact:** Strengthening community identity, fostering engagement, and supports inclusivity across all demographics, including multicultural groups.
- **Economic Growth:** Creating local jobs, supports businesses, and contributing to the generation of \$2.5 billion annually in health and social benefits¹.
- **Sustainability and Utilisation:** High utilisation rates and an estimated annual revenue of \$3.8 million with a strong business case, net economic benefit of \$7.1 million, and a benefit-cost ratio (BCR) of 1.07.

This investment will preserve the historical significance of the site while addressing critical community needs, ensuring Glenorchy has a world-class aquatic facility that fosters health, economic development, and social connection for generations to come.

¹ Price Waterhouse Cooper's (PwC) "The Social, Health and Economic Value of the Australian National Aquatic Industry, July 2021"

Humphreys Rivulet Path

- Funding sought: \$17.5 million
- Estimated project duration: 2025-26



The Humphrey's Rivulet Path is a transformative project aimed at creating a safe, accessible, and well-connected 2.5-meter-wide shared-use pathway linking key recreational sites, including Tolosa Park, Wellington Park, and Glenorchy's city services. This initiative capitalises on the rivulet's natural corridor, which extends from Mount Wellington to the Derwent River, to enhance the region's active transport network and recreational opportunities.

Impact:

- **Improved Connectivity:** Bridges gaps between Glenorchy's existing cycling infrastructure, including the Intercity Cycleway, Tolosa Street bike lanes, Mountain Bike Park, and Criterium Cycling Circuit.
- **Active Transport Promotion:** Encourages walking and cycling as sustainable transport options, reducing vehicle reliance and supporting a healthier, greener community.
- **Community Recreation:** Enhances access to preserved natural areas in Wellington and Tolosa Parks, popular for bushwalking and outdoor activities.
- **Flood Control Integration:** Aligns with community priorities to ensure effective flood management while improving public access and appreciation of the rivulet.

This project aligns with Glenorchy's sustainability goals and responds to community demand for enhanced walking and cycling infrastructure. It builds on the city's existing assets to strengthen its appeal as a destination for active recreation and sustainable living.

Funding support will enable Glenorchy City Council to deliver this vital pathway, creating lasting social, environmental, and economic benefits for residents and visitors alike.

Glenorchy Youth Hub

- Funding sought: \$500 000 in 2025-26 and \$400 000 pa 2026-27 – 2028-29
- Estimated project duration: ASAP



The Glenorchy region faces significant youth challenges, including social isolation, family violence, mental health struggles, substance abuse, and disengagement from education and employment. Generational disadvantage, family breakdown, and barriers faced by Indigenous and marginalised groups exacerbate these issues.

Glenorchy City Council, in partnership with local police and community organisations, has initiated programs focused on early intervention, education, and engagement. The implementation of these youth activities has yielded significant benefits, including student behaviour, engagement, academic performance, and parental satisfaction².

To build on this work, the Council proposes the establishment of a safe, inclusive space providing essential services, support, and opportunities to empower young people and foster community connections.

Project Objectives:

- Provide a safe and supportive environment for youth to gather and access services.
- Offer job training, substance abuse prevention, mental health support, anti-racism education, and career counselling.
- Foster positive behaviour, social inclusion, and educational engagement.
- Collaborate with not-for-profit organisations to deliver accessible, community-led programs.

Funding Requirements:

- **One-off Setup Costs:** Computers, furniture, and equipment – **\$100,000**.
- **Annual Operational Costs:**
 - Youth Engagement Officers (2 positions) – **\$300,000**.
 - Stationery and minor equipment – **\$20,000**.
 - Food and consumables – **\$50,000**.
 - Utilities (electricity, rates, water) – **\$30,000**.

Impact:

The Youth Hub will address the critical needs of Glenorchy's growing youth population, reducing social isolation, fostering community engagement, and promoting positive pathways. By creating opportunities and providing essential support, this project will empower young people to overcome challenges and build meaningful futures. Funding support is essential to sustain this vital initiative and create long-term social and economic benefits for the Glenorchy community.

² 2024 report on key measures from a high school in the Glenorchy Municipality.

DRAFT

2025 – 26 TASMANIAN GOVERNMENT BUDGET COMMUNITY CONSULTATION SUBMISSION



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Executive Summary

As part of the Tasmanian State Government Budget process, the Glenorchy City Council has determined key priorities and recommendations to enhance community services and infrastructure while fostering economic and social growth. These priorities focus on youth engagement, transportation development, recreational infrastructure, and collaboration with the Tasmanian Government to ensure efficient use of resources.

A central initiative is the establishment of a youth hub in Glenorchy, which aims to provide a safe, inclusive space to address challenges faced by young people, such as mental health issues, social isolation, and disengagement. The hub will offer activities that promote personal development and early intervention services to reduce youth crime and generational disadvantage. The Council is seeking funding of up to \$500,000 per annum to bring this project to fruition.

Transportation infrastructure is another focus area. The Council is advocating for a rapid bus transit system within the Northern Suburbs Transit Corridor to improve mobility. It also aims to expand the ferry system by working with Federal and State Governments to secure funding for additional ferry stops and increased services. Furthermore, the integration of active transport infrastructure is being pursued to promote sustainable mobility solutions.

Significant investment is planned for recreational infrastructure. The redevelopment of Tolosa Park, with an estimated cost of \$9 million, will transform the recommissioned dam into a vibrant hub for community recreation. The Glenorchy War Memorial Pool redevelopment, requiring \$83.8 million, will address growing community needs while delivering health and social benefits. Additionally, the Humphreys Rivulet Path project, with an estimated cost of \$17.5 million, will establish a shared-use pathway to improve connectivity and encourage active transport.

The Council advocates for collaborative and integrated approaches to address youth issues and co-locating government services through a civic hub model, which builds on successful initiatives in other Tasmanian regions. Joint funding for youth and civic services will ensure shared accountability and long-term sustainability.

Investing in these projects is expected to yield significant economic and social benefits. These include reducing future costs in healthcare, youth justice, and social services through early intervention, enhancing social inclusion and community resilience, and boosting local economic activity through tourism and improved infrastructure.

To achieve savings and streamline processes, the Glenorchy City Council recommends improvements to the Valuer-General's property indexation process to enhance tax efficiency. It also advocates for a review of the Heavy Vehicle Motor Tax to ensure fair allocation that reflects Glenorchy's industrial infrastructure usage.

By prioritising these initiatives, Glenorchy City Council aims to align local and state government efforts, fostering a more inclusive, active, and sustainable community while addressing pressing needs across multiple sectors.

Prioritisation of Recommendations

High Priority Services

Identification of services that Glenorchy City Council considers should be a high priority to the Government.

Glenorchy Youth Hub

The establishment of a youth hub mirrors successful models such as the Jobs Hub, where youth-focused services are delivered in a welcoming, accessible environment. This type of hub allows for a safe space where young people can engage in a range of activities that promote personal development, mental health, and social cohesion. The state's investment in youth justice reforms, combined with local government's focus on community engagement, can further enhance the impact of a youth hub by offering a prevention-focused approach to issues such as youth crime and disengagement.

Investing in youth-focused infrastructure such as a youth hub can result in long-term social and economic benefits. Research suggests that early intervention and support programs targeting youth can reduce future costs in areas like healthcare, criminal justice, and social services.¹ A well-supported youth population is more likely to engage in education, find stable employment, and contribute positively to the community breaking generational cycles.² Moreover, addressing youth issues collectively at both local and state levels can promote a unified vision, which strengthens regional resilience and reduces socioeconomic disparities.

Further information on the Glenorchy Youth Hub project can be found in the Funding Goods and Services section of this submission.

Transport Infrastructure Development including:

- **Northern Suburbs Transit Corridor:** Advocate for the "Keeping Hobart Moving" plan, focusing on establishing rapid transit bus systems for improved mobility.
- **Ferry System Expansion:** Work with the Federal Government to secure \$20–\$30 million in additional funding for ferry stops at Kingston Beach, Howrah, and Regatta/Macquarie Point; and leverage State Government's \$20 million commitment to rent or purchase ferries to complement this infrastructure.
- **Active Transport Program:** Integrate active transport infrastructure into broader mobility solutions, such as connections to the Macquarie Point Stadium and other key areas. State Government to provide support for priority actions in the Active Transport Plan.

Advocacy for Glenorchy Pool Redevelopment

To build on the State Government's initial investments of \$200 000 for a feasibility study and business case, and \$5 million for the repair of the current pool Council is seeking formal letters of support from State Government Ministers and officers to advocate for and strengthen its funding proposal.

Further information on the Glenorchy Pool Redevelopment can be found in the Funding Goods and Services section of this submission.

¹ OECD (2017). *Investing in Youth: Australia*.

² Social Ventures Australia (2016). *Fundamental Principles for Youth Social Impact*.

Delivery of Goods and Services

Identification of services that Glenorchy City council considers should be a high priority to the Government.

Creating a Civic Hub

By collaborating with State Government, Glenorchy City Council has the potential to support the delivery of integrated services to its community.

Exploring the potential benefits of creating a civic hub at Council Chambers that provides both local and state government services, could provide the rationale for co-locating some services. By doing so, there may be improved access to essential community services and valuable resources save for both local and state government.

This model has been implemented by the Devonport City Council.

Integrated approach to addressing youth issues

An integrated approach between local and state governments to address youth issues is vital for providing comprehensive, effective support for young people, especially in areas such as education, mental health, employment, and community engagement.

By coordinating efforts, both levels of government can maximise resources and expertise, ensuring a more holistic response to the complex challenges faced by the young people of Glenorchy.

By pooling resources, Glenorchy City Council and State Government can fund and manage youth services more effectively. The proposed funding model for the Youth Hub—where the state provides operational funding and Glenorchy City Council contributes through provision of a building—ensures shared accountability and long-term sustainability.

Further information on the Glenorchy Youth Hub project can be found in the Funding Goods and Services section of this submission.

Achieving Savings

Identification of instances where savings could be achieved by either ceasing activities or changing the way in which Government activities are performed or delivered.

Glenorchy City Council believes that significant savings will be achieved by adopting the aforementioned aligned and integrated approaches to both State and Local Government service delivery and addressing youth issues.

Funding Goods and Services

Identification of options for the funding of goods and services

Glenorchy City Council is seeking funding to deliver priority projects that matter to our community. These important community projects will provide significant economic and social benefits to the people of Glenorchy and Greater Hobart. Funding these projects will provide lasting benefits to our city and ensure it continues to grow and thrive along with the broader region.

Tolosa Park Redevelopment***Funding sought:*** \$9 million***Estimated project duration:*** 19 months***Alignment with Glenorchy's Priority Projects:***

4.2.2.5 Actively pursue external grant funding to support and deliver on strategic priority projects including **Tolosa Park Stage B** and the Glenorchy War Memorial Pool

Alignment with State Government's 2030 Strong Plan for Tasmania's Future:

- Keeping our parks accessible
- Supporting stronger communities
- Keeping Tasmanians Active

Tolosa Park is one of Tasmania's largest and most popular passive recreation areas and is classified as a regional park for Southern Tasmania. With an area of over 25-hectares, the Park is set in the foothills of Mount Wellington/kunanyi. It provides a popular place for visitors and families to socialise, BBQ, bushwalk, play, skateboard, cycle and appreciate the outdoors. The Park is also a popular venue for major open-air concerts, symphonies and Christmas Carol events.

The Park also serves as the Northern Suburbs gateway to Wellington Park/kunanyi and the Glenorchy Mountain Bike Park. Wellington Park/kunanyi is the most visited natural area in Tasmania with 1.6 million visits from 385 000 people annually. Mountain bike recreation and tourism is a significant industry, with Tasmania now recognised as the leading mount bike tourism destination in Australia.

The former drinking water reservoir that dominated the site has recently been decommissioned and following a \$6.2 million investment by Glenorchy City Council and TasWater, the former reservoir has been converted into an outdoor parkland, with extensive walking trails and water features that provide a connection to the former water reservoir.

Glenorchy City Council is now seeking to redevelop Tolosa Park to leverage the recent investment in decommissioning the water reservoir, enhancing and extending the parkland, and to realise the opportunities to expand on the outstanding opportunities that the Park holds for increased socialisation, recreation, tourism, liveability and accessibility.

Tolosa Park Stage B includes the following key elements and activities:

- Development of a destination play space with features to suit all ages and abilities, including accessible pathways and equipment.
- Community BBQs, shelters, drink fountains, and seating for the community to enjoy.
- Native plant landscaping and an irrigation system for efficient water usage and environmental benefits.
- Footbridges linking walking paths over the constructed wetlands/ponds.
- Full sized multi-use games arena (MUGA court), to provide free-to-use recreation facilities for youth and teenagers and encourage youth engagement.

- Full sized pump track near the base of the Glenorchy Mountain Bike Park to further engage with youth and create a better connection to Wellington Park/kunanyi and the Mountain Bike Park.
- Modern public toilet facility with full accessibility and parenting facilities.
- Partial realignment of Criterium Track (cycling) and carpark extension.

The Tolosa Park redevelopment project aligns with Glenorchy's growing community needs, as identified through extensive community engagement. Completing this project will create an outstanding regional parkland that will serve not only the people of Glenorchy but the broader Southern Tasmania. The project will provide outdoor recreation areas for the community and offer opportunities for social inclusion and healthy active lifestyles regardless of age or ability.

The Park's design emphasises accessibility, reflecting the high proportion of residents with disabilities and health conditions, and affordability, addressing Glenorchy's lower median income levels. As a free public space, Tolosa Park supports social inclusion, community cohesion, and physical and mental well-being while fostering a connection to nature and encouraging family-friendly activities. This project is expected to deliver lasting social and recreational benefits for current and future generations.

Humphreys Rivulet Path

Funding sought: \$17.5 million

Estimated project duration: 2025-26

Alignment with Glenorchy's Priority Projects :

- 2.1.1.2 Partner with government and community organisations to deliver programs that improve community safety and inclusion

Alignment with State Government's 2030 Strong Plan for Tasmania's Future:

- Keeping our parks accessible
- Supporting stronger communities
- Keeping Tasmanians Active

Humphrey's Rivulet is a key natural feature in the City of Glenorchy, flowing from Mount Wellington through urban areas to the Derwent River. It has been identified by Cycling South, Bicycle Tasmania, and Glenorchy City Council as an ideal corridor for a walking and cycling connection linking recreational sites at Tolosa Park, Wellington Park, and city services.

The upper reaches of the rivulet, preserved as part of Wellington Park and Tolosa Park, have been historically managed for water supply and limited development, maintaining their natural state. This area is now popular for bushwalks and serves as a scenic backdrop for the city. Tolosa Street features bicycle recreation hubs, including the Glenorchy Mountain Bike Park, Tolosa Criterium Cycling Circuit, and a new Children's Bike Track.

A 1999 community survey highlighted the importance of prioritizing flood control along the rivulet. However, residents supported developing walking and cycling tracks, which could enhance community use, awareness, and care for the rivulet as a valuable public asset.

The Humphreys Rivulet Path will be an invaluable addition to the region's active transport infrastructure, supporting the growing needs of Glenorchy's residents and visitors alike.

Whilst the Glenorchy City Council boasts notable cycling infrastructure, including the Intercity Cycleway, an on-road bike lane on Tolosa Street, the Mountain Bike Park, and the Criterium Cycling Circuit at Tolosa Park, connectivity between these facilities and the broader city network is inadequate.

This project aims to address the gap by constructing a 2.5-meter-wide shared-use pathway along the Humphrey's Rivulet corridor, following AUSTROADS Guidelines. The initiative supports Glenorchy's goal of becoming a more sustainable community by promoting active transport with safe, accessible, and well-connected pathways for cyclists and pedestrians.

Glenorchy War Memorial Pool Redevelopment

Funding sought: \$83.8 million

Estimated project duration: up to 10 years

Alignment with Glenorchy's Priority Projects :

4.2.2.5 Actively pursue external grant funding to support and deliver on strategic priority projects including **Tolosa Park Stage B** and the **Glenorchy War Memorial Pool**

Alignment with State Government's 2030 Strong Plan for Tasmania's Future:

- Supporting stronger communities
- Keeping Tasmanians Active
- Supporting those with a disability

The Glenorchy War Memorial Pool has historically served as a vital community asset, providing a recreational hub and honouring the area's servicemen and women. Established after the 1956 Melbourne Olympics, the facility offered a range of amenities, including a 50-metre pool, wading pools and waterslide and became integral to Glenorchy's community identity and social infrastructure.

However, following a 2023 condition inspection and report by Lacus Consulting, significant structural and operational issues were identified, rendering the 60-year-old site unsafe and resulting in its closure in July 2023.

A \$200 000 grant from the State Government to commission an investigation into the feasibility of a pool redevelopment enabled a comprehensive study that clearly showed that community want a pool to stay on the current pool site. It also funded a full design and options assessment along with a business case for funding of the preferred option.

Investing in a sustainable aquatic facility in Glenorchy will address the growing needs of the local and Greater Hobart community, offering long-term health, economic, and social benefits.

The facility will boost swimming participation and competency, enhance inclusivity, support year-round events and athlete training, and strengthen community identity. By preserving the site's historical significance and fostering connections, it will serve as a vital hub for future generations.

The Investing in a new aquatic facility in Glenorchy will address critical community needs. It will provide year-round access to swimming and water safety education, boosting participation, reducing childhood drowning risks, and promoting health and well-being. According to PwC, aquatic facilities generate \$2.5 billion annually in economic, health, and social benefits through disease prevention, mental health improvements, and increased productivity.³

The facility will also drive local economic growth by creating jobs and supporting businesses such as cafes and fitness programs. Additionally, it will enhance social cohesion by fostering community engagement, reducing loneliness, and serving diverse multicultural groups. This investment will transform the facility into a vital hub for health, economic development, and social connection in Glenorchy.

The proposed aquatic facility will include outdoor amenities such as a 50m pool, grandstand for 700 spectators, splashpad, slides, picnic areas, and seasonal change facilities (open 8 months/year), alongside year-round indoor features like a 25m lap pool, a warm learn-to-swim pool, a wellness hall, leisure and toddler pools, modern change facilities, and a 1,500 sqm gymnasium, complemented by support spaces including a creche, café, retail, and essential operational areas.

This option offers the highest positive outcomes based on its total capital cost of \$83.8 million (escalated to 2027), a net economic benefit (NPV) of \$7.1 million with a BCR of 1.07, annual revenue of \$3.8 million, significant social benefits through high utilisation, and the highest selection criteria score of 32/40.

The plan is to utilise the \$5 million State Government grant to repair and reopen the existing pool, extending its life by five to seven years while pursuing funding for the proposed \$83.8 million redevelopment.

If full funding is secured before repairs begin in early to mid- 2025, we will prioritise commencing the redevelopment immediately. Otherwise, we will proceed with repairs and continue seeking redevelopment funding, aiming to start construction within the extended 5–7-year timeline.

Glenorchy Youth Hub

Funding sought: \$500 000 in 2025-26 and \$400 000 pa 2026-27 – 2028-29

Estimated project duration: Commence as soon as possible and continue indefinitely

Alignment with Glenorchy's Priority Projects:

- 2.1.1.1 Deliver programs to improve opportunities for our young people
- 2.1.1.2 Partner with government and community organisations to deliver programs that improve community safety and inclusion

Alignment with State Government's priorities:

2030 Strong Plan for Tasmania's Future:

^{3 3} Price Waterhouse Cooper's (PwC) "The Social, Health and Economic Value of the Australian National Aquatic Industry, July 2021"

- Supporting stronger communities
- Keeping Tasmanians safe
- Supporting those with a disability

Youth Justice Blueprint 2022-2032

The establishment of a youth hub in Glenorchy strongly aligns with Government's strategic direction to deliver a contemporary, evidence-informed and connected youth justice system for Tasmania by supporting Government's investment in four of the five strategies to provide improved services including:

1. Prioritise prevention and early intervention to reduce engagement with the youth justice system.
2. Ensure diversion from the justice system is early and lasting.
4. Integrate and connect whole-of-government and community service systems.
5. Provide an appropriately trained, supported and culturally aligned therapeutic workforce.

The Glenorchy area has a growing youth population facing complex challenges such as social isolation, family violence, mental health issues, substance abuse, and limited access to services. Generational disadvantage and family breakdown further contribute to disengagement from education, employment, and recreation. Indigenous and marginalised groups face additional barriers, including discrimination and cultural disconnection

Addressing these issues requires a comprehensive and collaborative approach: providing job training and opportunities, substance abuse prevention, mental health support, anti-racism education, and accessible resources.

Safe spaces, peer-led programs, community support, and career counselling are essential to fostering positive behaviour, enhancing educational engagement, and inspiring youth toward meaningful futures.

Glenorchy City Council, in partnership with local police and community organisations, has implemented initiatives focused on early intervention, education, and engagement to address the challenges faced by young people and support their development.

A dedicated youth hub will expand on this work to provide essential services, support, and opportunities, addressing these needs and fostering engagement within the community.

The aim is to collaborate with a local not-for-profit service providers to establish a place that serves as a central hub, providing a safe, supportive environment where young people can gather, connect, and engage in essential services and meaningful activities.

Council is currently working to secure a building accommodate the youth hub and has recently received a \$250 000 bequest to fit out of this yet to be determined space.

The funding request from State Government is for ongoing operational costs for this important work, which include:

- Computers, furniture, phones etc - \$100 000 one off
- Two Youth Engagement Officers - \$300 000 pa
- Stationery, minor equipment - \$20 000 pa

- Food and consumables - \$50 000 pa
- Utilities (electricity, rates, water) - \$30 000

State Taxes and Charges

The impact of State taxes and charges within the context of Glenorchy City Council's current role in the Tasmanian community or opportunities to streamline taxes and charges.

Streamlining the property indexation process

Glenorchy City Council supports the Local Government Association of Tasmania (LGAT) efforts to work with the Valuer-General to improve the indexation process for properties.

Improving accuracy of the indexation process will reduce negative feedback from community in respect of land, capital and AAV valuations. It will also improve the amount of property tax levied on land owners.

Heavy Vehicle Levy

Glenorchy City Council supports recommendation 21 of the Future of Local Government Review "The Tasmanian Government should review the total amount of Heavy Vehicle Motor Tax revenue made available to councils and consider basing this total amount on service usage date."

A review of the Heavy Vehicle Motor Tax revenue amount and distribution methodology is supported because Glenorchy City Council has a large industrial area, which has very high heavy vehicle usage that damages our road infrastructure.

Organisations Role and Function

About Glenorchy

The City of Glenorchy is Tasmania's fourth largest local government area with a population of just under 51,000 people distributed over an area of 121km.

Glenorchy is a vibrant, progressive City with unique physical, built, and community assets that has experienced significant growth in recent years.

From 2016 to 2021, the City's population increased by 4,167 people (9.0%). This represents an average annual population change of 1.74% per year over the period. The largest change in age over this time was an increase of nearly 3,500 people in the 25–34 year age group. With a median age of 37, the Glenorchy area has the equal second youngest demographic in Tasmania.

Glenorchy is culturally diverse, with 26.1% of people living in the City born overseas. Of those born overseas, 33% arrived from 2016 onwards. Our residents come from 72 different countries and nearly 19% speak a language other than English at home.

Over 5% of the City's population identify as Aboriginal or Torres Strait Islander, which is a higher proportion than the Greater Hobart area.

Glenorchy City's Gross Regional Product – the amount of wealth generated by businesses, organisations and individuals working in the area – was \$2,608 million in 2021, approximately 7.5% of Tasmania's Gross Regional Product.

There are more jobs in Greater Glenorchy than resident workers. This means the City not only provides work for its residents, but it also employs and attracts people from across the region. Social Assistance and Construction Services are the largest employers in Glenorchy, making up 13.6% of total employment.

About Glenorchy City Council

Glenorchy City Council aims to represent our community and provide services to make Glenorchy a better place every day.

Glenorchy City Council has a strong strategic framework that shapes our direction and actions. Our work is guided by big picture thinking. We have a number of community-informed plans that we use to guide our activities

Along with key stakeholders we have co-created five community goals to make sure that these goals work for our city.

1. **Building Image and Pride** – Our aim is that Glenorchy radiates pride through clean, attractive streets, welcoming entrances that celebrate arts and opportunity, vibrant commercial hubs, and a shared sense of community that builds our positive reputation as a place we are proud to call home.
2. **Making lives better** - We are working for a safe, inclusive, and vibrant community that celebrates multiculturalism, arts, and culture, ensuring accessible public spaces, services, and opportunities for people of all ages and abilities, while fostering connections, honouring Aboriginal heritage, and enhancing lives through thoughtful design and a well-connected city.
3. **Valuing our environment** - We will enhance our natural and built environments, revitalising our CBDs with vibrant design, open spaces, and public art while extending walking and bike paths to connect inviting natural treasures, heritage, and modern spaces, fostering a distinctive, sustainable, and welcoming city for all.
4. **Open for business** - We are fostering a strong, diverse economy by championing innovation, technology, and education, creating opportunities for businesses to thrive, supporting modern industries and vibrant small enterprises, and revitalising our city to attract visitors, generate jobs, and ensure economic prosperity for the future.
5. **Leading our community** - With strong council leadership and active collaboration with community and business leaders, we aim to be a progressive and positive community, confidently managing assets and empowering everyone to shape and achieve our shared vision for the future.

Our strategic planning framework is based on our five community goals. The [Glenorchy Strategic Plan 2023 – 2032](#) identifies the community goals, objectives and strategies that Council will follow to give effect to the community's vision for Glenorchy over the next 10 years. Council reviews this plan every four years and consults with community to ensure it is still in alignment with the vision of Glenorchy's people.

Every year we draft an [Annual Plan](#) to show how our activities support and deliver on the objectives and strategies of the Strategic Plan. The Annual Plan outlines what we will do along with who and when we will do it.

2024 – 25 Priority Actions

As part of the Annual Planning process Glenorchy City Council has established a clear set of priority actions to help determine the allocation of limited resources or target external funding sources to deliver what matters to our community throughout 2024/25 – 2027/28.

The list below outlines our ten priority actions. Those in bold highlight the priority actions for which we are seeking external funding. Further details on each of the priority actions that require external funding can be found in the attached Priority Projects Prospectus

- 5.2.2.2 Commence the project to repair and reopen the Glenorchy War Memorial Pool
- 4.2.2.5 Actively pursue external grant funding to support and deliver on strategic priority projects including Tolosa Park Stage B and the Glenorchy War Memorial Pool**
- 5.1.2.2 Increase Council's tracks and trails network through the Berriedale-Windermere Foreshore Project
- 5.2.3.4 Complete the delivery of the federally funded sport and recreation projects at KGV Football Park and North Chigwell Junior Soccer Club
- 5.2.3.5 Redevelop the Claremont Skatepark
- 5.1.3.2 Extend the Jackson Street landfill cell to increase Council's waste management capacity
- 2.1.1.1 Deliver programs to improve opportunities for our young people**
- 2.1.1.2 Partner with government and community organisations to deliver programs that improve community safety and inclusion**
- 2.1.2.1 Research and recommend an improved approach to tackle graffiti in our City
- 1.2.2.1 Support increased housing supply in the City through land release, proactive planning and advocacy

Each quarter we ensure accountability by reporting on how we are delivering on the actions outlined in our Annual Plan. The [Quarterly Reports](#) provide strategic and operational highlights for the previous three months.

COUNCIL POLICY

AUDIT PANEL CHARTER



PURPOSE

The Glenorchy City Council (the Council) has established the Audit Panel in compliance with Division 4 of the *Local Government Act 1993* (the Act), the *Local Government (Audit Panels) Order 2014* and the *Local Government (Audit Panels) Amendment Order 2015*.

This Charter sets out the Audit Panel's objectives, authority, composition, tenure, functions, reporting and administrative arrangements.

SCOPE

The objective of the Audit Panel is to review Council's performance under section 85A of the Act and report to Council its conclusions and recommendations.

STATUTORY REQUIREMENTS

Acts	<i>Personal Information Protection Act 2004</i> (Tas) <i>Archives Act 1993</i> (Tas) <i>Local Government Act 1993</i> (Tas)
Regulations	<i>Local Government (Audit Panels) Order 2014</i> and the <i>Local Government (Audit Panels) Amendment Order 2015</i> .
Australian/International Standards	N/A

DEFINITIONS

Act means the *Local Government Act 1993*.

Audit Panel means an audit panel that Glenorchy City Council is required to establish under section 85(1) of the Act.

Code of Conduct means the Glenorchy City Council approved Audit Panel Code of Conduct.

Council means Glenorchy City Council established under section 18 of the Act.

Councillor means a person elected to Council and includes the Mayor, Deputy Mayor and Alderman.

Chairperson means the chairperson of the Audit Panel appointed by Council in accordance with the *Local Government (Audit Panels) Order 2014*.



Chief Financial Officer means the person, determined by the General Manager of Council by notice provided to the person, to be responsible to the General Manager in relation to the preparation of Council's financial statements.

Employee of council means any person employed, hired, or contracted by the Council to undertake works or services on behalf of the Council.

Financial statements means the annual financial statements required by section 84 of the Act and produced in accordance with the *Audit Act 2008* (Tas).

General Manager means the General Manager of Council appointed under section 61 of the Act.

Independent person means a person who is not a Councillor or an employee of Council

Member means a member appointed to the Audit Panel that is either a Councillor or an independent person.

Order means the *Local Government (Audit Panels) Order 2014*.

Part 7 plan means a strategic plan, an annual plan, a long-term financial management plan or a long-term strategic asset management plan of Council prepared under Division 2 of Part 7 of the Act.

Related party has the meaning given in Australian Accounting Standards ("AASB 124 - Related Party Disclosures").

Secretariat means the person, determined by the General Manager of Council by notice provided to the person, to be responsible to Audit Panel in relation to assisting with Audit Panel related activities.

POLICY STATEMENT

The Audit Panel is to consider in a review of Council's performance:

- (a) whether the annual financial statements of Council accurately represent the state of affairs of Council
- (b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared
- (c) Council's financial system, financial governance arrangements and financial management
- (d) the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that Council has in relation to safeguarding its long-term financial position
- (e) whether Council is complying with the provisions of the Act and all other relevant legislation
- (f) whether Council is complying with its internal policies and procedures
- (g) whether Council has taken any action in relation to previous recommendations provided by the Audit Panel to Council and, if it has taken action, what that action was and its effectiveness, and



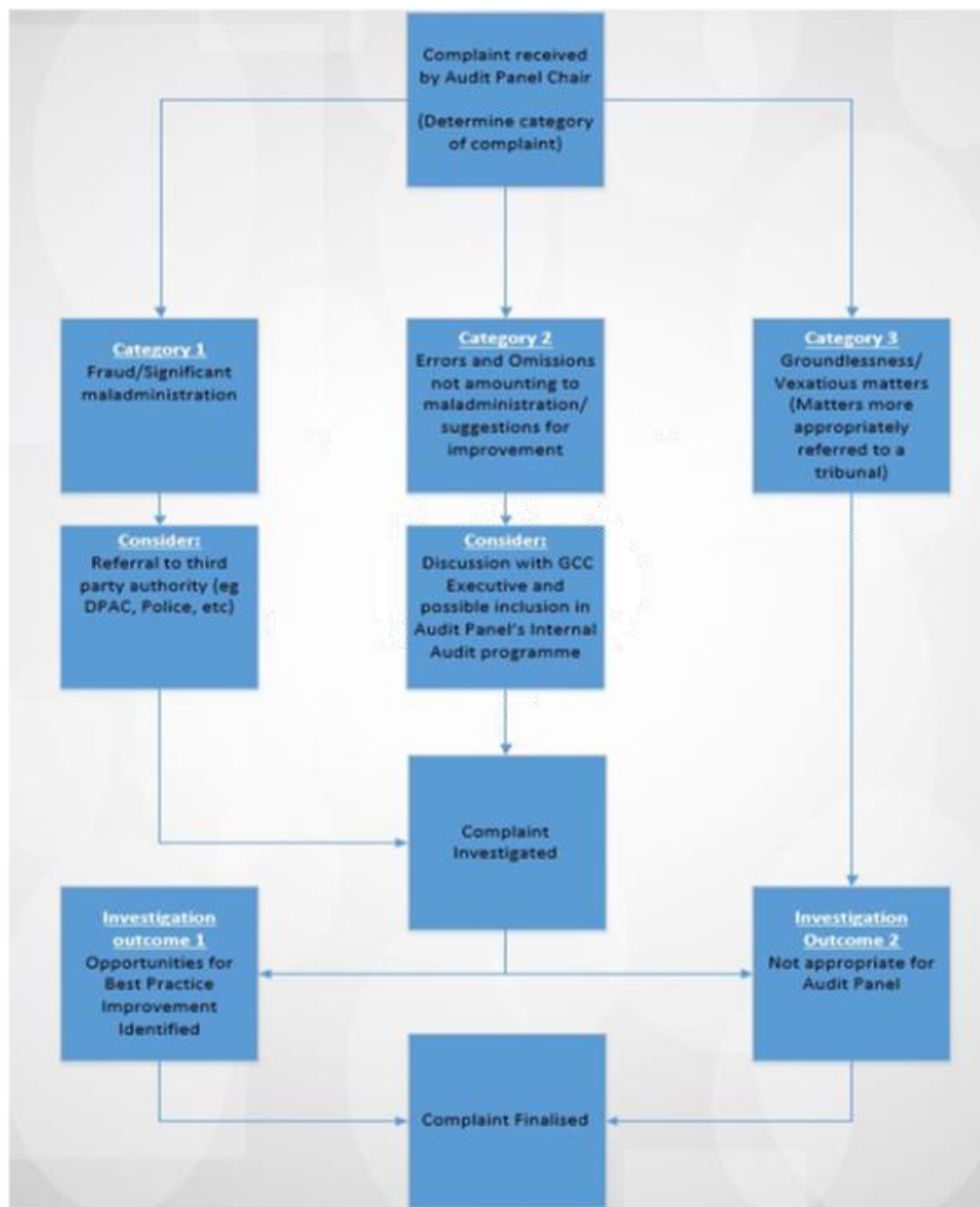
- (h) any other matters specified in an Order under section 85B of the Act as matters that the Audit Panel is to consider.

The Audit Panel is to review the General Manager's corporate credit card expenditure including the relevance and integrity of transactions and the evidence of appropriate and independent authorisation of that expenditure.

The Audit Panel is to consider Councillor requests for reviews in accordance with Diagram 1 below.

Where the Councillor request may, in the Audit Panel's considered opinion, require significant resources or run counter to the Council approved annual plan and budget, the request should be referred back to the Councillor requiring that Councillor to seek Council approval for the Audit Panel to proceed.

Diagram 1





KEY AREAS FOR CONSIDERATION

In fulfilling its functions, under Part 4, the Audit Panel should consider the following key operational areas within Council:

- (a) corporate governance
- (b) systems of internal controls
- (c) risk management frameworks
- (d) human resource and work health and safety management, including policies, procedures and enterprise agreements
- (e) information and communication technology governance
- (f) management and governance of the data, information and knowledge, and
- (g) internal and external reporting requirements (both financial and non-financial).

RESPONSIBILITIES OF THE AUDIT PANEL MEMBERS

A member of the Audit Panel is expected to understand and comply with the legal requirements of the Act and the Order.

A member of the Audit Panel is expected to understand and comply with the Audit Panel Code of Conduct.

A member of the Audit Panel is expected to:

- (a) act in the best interests of Council
- (b) apply sound analytical skills, objectivity and judgment
- (c) express opinions constructively and openly
- (d) raise issues that relate to the Audit Panel's functions
- (e) pursue independent lines of enquiry, and
- (f) contribute the time required to review the papers provided.

Except as required, or allowed, under the Act, another Act or any other law, a member must not disclose information that is:

- (a) seen or heard by the member at a meeting or part of a meeting of the Audit Panel meeting that is closed to the public that is not authorized by the Audit Panel to be disclosed, or
- (b) given to the member by the Mayor, Deputy Mayor, Councillor, Chairperson of a meeting of the Council or Council Committee, Council employee, General Manager, or another member on the condition that it be kept confidential.



A member of the Audit Panel must not make improper use of any information acquired as a member of the Audit Panel.

Improper use of information includes using the information:

- (a) to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for oneself, a member of one's family or a close associate, or
- (b) to cause any loss or damage to any council, controlling authority, single authority, joint authority, or person.

A member of the Audit Panel must not procure the doing or not doing of anything by the council to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for:

- (a) the member, or
- (b) a close associate of the member, or
- (c) a member of the member's family.

A Member of the Audit Panel is expected to act ethically and to treat all persons with fairness and respect. A member should not interact directly with Council staff and externally contracted staff without the prior approval of both the Audit Panel and the General Manager.

MEMBERSHIP OF THE AUDIT PANEL

The Audit Panel of Council is to be made up of five (5) members of whom three (3) must be independent persons.

Without limiting who may be members of the Audit Panel, the following persons are eligible to be members of the Audit Panel:

- (a) a Councillor, other than the Mayor, of Council, or
- (b) an independent member of an Audit Panel of another Council.

A person who is an employee, the General Manager, or the Mayor of Council, or is a Councillor of another Tasmanian Council, is not entitled to be a member of the Audit Panel of Council.

Council is to seek expressions of interest for the appointment of Elected Members of the Audit Panel in accordance with Council's Committee Nominations and Appointments Policy.

Council is to seek expressions of interest for appointment of independent members of the Audit Panel, including through publicly advertising.

Council is to appoint the independent persons to its Audit Panel after a selection process conducted by Council Officers, and by majority vote at the Council meeting.

In appointing an independent person as a member of the Audit Panel, Council –



- (a) is to ensure that the person possesses good business acumen and sound management and communication skills, and
- (b) may take into account any other relevant knowledge, abilities and skills of the person including (but not limited to):
 - i) knowledge and expertise in the areas of audit practices and financial management
 - ii) knowledge of, and experience in, relevant industries
 - iii) experience in, and good understanding of, relevant legal requirements, and
 - iv) experience with governance processes including, but not limited to, risk management.

Council is to appoint two (2) Councillor proxies through a secret ballot process. These proxies are to be called upon when the Councillors elected to the Audit Panel are unavailable to attend the Audit Panel meeting(s).

CHAIRPERSON OF THE AUDIT PANEL

The Chairperson of the Audit Panel must be an independent member of the Audit Panel and not a Councillor of the Glenorchy City Council.

Council is to appoint one (1) of the independent persons as Chairperson of the Audit Panel in a Closed Council Meeting.

When the Chairperson is unavailable to attend a meeting of the Audit Panel, a Deputy Chairperson is to be selected from the remaining two (2) independent persons as voted on by the Audit Panel or as voted on by Council at the time of appointing the Chairperson.

TERM AND CONDITIONS OF APPOINTMENT OF THE AUDIT PANEL MEMBERS

Terms of appointment of independent members are as follows:

- (a) the Chairperson and the two (2) other independent members will hold office for a maximum of a three (3) year term, and
- (b) in making these appointments, the Council will ensure that these terms for the three (3) appointments, do not terminate at the same time.

An independent member of the Audit Panel, if eligible, may be re-appointed by Council, provided the member's reappointment will not cause their total term to exceed six (6) consecutive years.

Subject to Part 10, a Councillor, as a member of the Audit Panel, holds office from the date of their appointment to the Audit Panel, until the termination or expiry (whichever occurs earlier) of their term as a Councillor.

An independent member of the Audit Panel is entitled to be paid the remuneration and allowances as determined by Council as specified in the member's instrument of appointment.

REMOVAL FROM OFFICE



A member of the Audit Panel may only be removed as a member by a resolution of an absolute majority of Council.

NOTIFICATION OF APPOINTMENT OF MEMBERS OF AUDIT PANEL

The General Manager is to notify the Director of Local Government of:

- (a) the appointment of all the members of Council's Audit Panel, and the term of each of those appointments, as soon as practicable after establishing the Audit Panel
- (b) the name of the Chairperson and each independent person of the Audit Panel, and
- (c) the appointment of each new member of the Audit Panel and the term of his or her appointment, as soon as practicable after making that appointment.

ANNUAL WORK PLAN

To assist the Audit Panel in performing its functions efficiently and effectively, the Audit Panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each scheduled meeting.

The forward meeting schedule should include the dates, start time and location for each meeting.

MEETINGS OF THE AUDIT PANEL

The Audit Panel is to hold not less than four (4) ordinary meetings in each financial year (not including any special meetings).

At a meeting of the Audit Panel, a quorum is made up of three (3) members in attendance one (1) of whom must be an independent member, and another Councillor member of the Audit Panel.

The following Officers of Council are to attend, or to ensure that their respective delegates attend, each meeting of Council's Audit Panel as an ex-officio (non-voting) member:

- (a) General Manager
- (b) Director Community and Corporate Services
- (c) Chief Financial Officer, and
- (d) Secretariat (Manager Governance).

The Audit Panel may invite or allow a councillor of Council and/or an employee of Council and/or internal and/or, external auditor to attend one or more meetings of the Audit Panel.

The Chairperson may determine that the meeting (or part of a meeting) is to be held in private. In this case the Council staff attending (including the General Manager) are to leave the meeting until invited to rejoin the meeting by the Audit Panel Chairperson.



Subject to this Charter the Audit Panel may regulate its own meetings.

Any relevant provisions of the *Local Government (Meeting Procedures) Regulations 2015* are to apply to meetings of the Audit Panel.

The Chairperson is required to call a meeting if requested to do so by Council, or by an Audit Panel member.

REPORTING

The Audit Panel is to report to Council on its operations and activities during the year.

With respect to communicating with Council about Audit Panel meetings:

- (a) Panel meeting minutes will be circulated out of session to Audit Panel members for review and endorsement prior to being submitted to Council for consideration, noting that these minutes are to be considered at the next Audit Panel meeting for adoption.
- (b) The unconfirmed but endorsed minutes will be placed on the next available Council agenda for the open part of the meeting unless there are matters contained in the minutes that would be covered by Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, in which case these matters will be included in the closed part of the Council agenda.
- (c) Council is to be advised of any changes to the endorsed unconfirmed minutes when subsequently adopted by the Audit Panel.
- (d) At the request of Council, the Chairperson of the Audit Panel, or another Panel member if the Chairperson is unavailable, will attend the Council meeting where the Audit Panel minutes are listed for consideration to report on and answer questions about issues in the minutes.
- (e) Copies of Audit Panel meeting agenda and related attachments are to be made available to all Councillors.

The Audit Panel may, at any time, report to Council any other matter it deems to be of sufficient importance to do so.

The Audit Panel, through the Chairperson, must report annually to Council on its overall operation and activities during the financial year.

The Audit Panel's annual report is to include but not limited to:

- (a) a summary of the work the Audit Panel performed to fully discharge its responsibilities during the preceding year, and
- (b) an overall assessment of Council's legal, governance, financial, risk, control and compliance framework including details of any significant emerging risk impacting on Council.

CHAIRPERSON'S ANNUAL REPORT TO COUNCIL



The Chairperson of the Audit Panel is to provide Council with an annual report detailing the activities that the Panel has undertaken and any concerns raised by the Audit Panel which they wish to draw to Council's attention. This report is to be completed in July/August of each year and Council Officers are to place on the next available Council meeting agenda.

RESOURCES OF THE AUDIT PANEL

Council is to provide secretarial support to, and all necessary funding required by, the Audit Panel.

The Secretariat is to ensure the agenda for each meeting and supporting papers are circulated, after approval from the Chairperson, at least four (4) days before the meeting.

The Secretariat is to ensure the minutes of Audit Panel meetings are prepared and maintained.

The draft minutes must be reviewed by the Chairperson before being distributed to Audit Panel members and will be confirmed at the next meeting of the Audit Panel.

The Audit Panel, through the General Manager, will obtain any information and/or document it needs from any employee of Council and/or external party when such information and/or document is required to carry out its functions. This is subject to the Audit Panel members' legal obligations to protect the obtained information and/or document.

Subject to Council's approval of expenditure, the Audit Panel will obtain, (at Council's cost), external professional advice as it determines is appropriate.

Subject to Part 6, the Audit Panel will discuss any matters with the internal and/or external auditor when required.

Council is to provide induction for the members of the Audit Panel to enable them to meet their responsibilities under this Charter.

CONFLICTS OF INTEREST

The Conflict-of-Interest provisions of Part 5 of the Act and as contained in the Audit Panel Code of Conduct are to apply to members of the Audit Panel, Council and Council employees who provide advice or recommendations to the Audit Panel.

At each Audit Panel Meeting a member must declare any potential or actual pecuniary or non-pecuniary interests that may affect the carrying out of the member's functions and responsibilities under the Act and the Order.

In considering whether to declare an interest, members must consider whether the potential interest may, in any way, impact or influence, or be seen to impact or influence, the member's ability to make impartial decisions in accordance with this Charter.

All declaration of interests must be recorded in the meeting minutes.

Where required by the Chairperson the member will be excused from the meeting or from the Audit Panel's consideration of the relevant agenda item(s).

The General Manager is to keep a register of interests of members of the Audit Panel.



REVIEW OF THE AUDIT PANEL AND THE CHARTER

Performance Review of the Audit Panel

- (a) The Chairperson of the Audit Panel, in consultation with Council, will initiate a review of the performance of the Audit Panel at least once every two (2) years.
- (b) The review will be conducted on a self-assessment basis (unless otherwise determined by Council) with appropriate input sought from the Audit Panel, the General Manager, management and any other relevant stakeholders, as determined by the Audit Panel.
- (c) The Audit Panel's review will include a section on the performance of the Chairperson, and the discharge of their duties and responsibilities under the Charter.

Review of the Charter

- (a) At least every fourth year the Audit Panel will review the Charter to ensure its provisions comply with the Act and the Order.
- (b) Any changes to the Charter will be recommended by the Audit Panel and approved by Council.

DOCUMENT CONTROL

Version:	6.0	Adopted	25 March 2024	Commencement Date	26 March 2024
Minutes Reference	Council Meeting, 25 March 2024, Item 10			Review Period	4 Years from adoption
Previous Versions:	1.0 20 April 2016 (Item 7) 2.0 6 June 2016 (Item 14) 3.0 15 January 2018 (Item 12) 4.0 26 November 2018 (Item 14) 5.0 20 December 2020 (Item 13) 6.0 25 March 2024 (Item 10)				
Responsible Directorate	Community & Corporate Services	Controller:	Manager People & Governance		
ECM Document No.:	Policies				

COMMITTEE DETAIL SHEET

Committee Name: Chief Executive Officer Performance Review Committee

Type of Committee: Special Committee (Section 24 of *Local Government Act 1993*)

Purpose of Committee

To review the performance of the Chief Executive Officer on an annual basis and make recommendations to Council.

Extent of Delegated Authority

No delegated authority

Membership of Committee

Mayor
3 Elected Members

Council Representation

As above

Term of Appointment

2 years from each Council election.

Office Bearers Required (And method of Appointment)

Chairperson – Mayor

Quorum Requirements

3 members

Circulation of Minutes

To committee members

Reporting Requirements (to Council)

Mayor to submit committee's report to Council

Frequency of Meetings

As required - at least annually

Audit Requirements

None

Any other Requirements

- Elected Members other than those appointed to the Chief Executive Officer's Performance review committee may not participate in, or observe, meetings of that committee.
- Secretarial support for the Chief Executive Officer's Performance Review Committee may be contracted by the Chairman of the committee provided that:
 - a) Secretarial support is not provided by a Glenorchy City Council employee or Elected Member.
 - b) There is a reasonable expectation that the information available to the support person will remain confidential.
- Council's solicitor(s) may be present if the chairman considers that legal advice may be needed during the meeting.

- The chairperson may permit others to be present during meetings of the committee for the purpose of providing additional information about the Chief Executive Officer's performance.

Glenorchy Planning Authority – Terms of Reference. Approved OCM 26th October 2015.

COMMITTEE DETAIL SHEET

Committee Name:

Glenorchy Planning Authority

Type of Committee:

Council Committee (Section 23 of *Local Government Act 1993*) Council Meeting 27 November 2000

Organisation details if “External Committee”

Not applicable

Council Officer / Key contact name/details

Name: Coordinator Planning Services

Phone: 6216 6427

Mobile:

Fax:

e-mail: kwilliams@gcc.tas.gov.au

Purpose of Committee

To determine those statutory land use planning matters listed on the Glenorchy Planning Authority meeting agenda.

Extent of Delegated Authority

Delegated power to determine those statutory land use planning matters listed on the Glenorchy Planning Authority meeting agenda.

Membership of Committee

Standing members - Mayor and 4 Aldermen.

Proxies - All other Aldermen. Apologies for non-attendance at a meeting are to be directed to the Mayoral and Executive Support Officer who will coordinate a proxy on a rostered basis.

Term of Appointment

Based on Council’s elected term and renewed after each election.

Council Representation

To operate as the Glenorchy Planning Authority.

Office Bearers Required (And method of Appointment)

Chairperson – Mayor

Quorum Requirements

3 members

Glenorchy Planning Authority – Terms of Reference. Approved OCM 26th October 2015.

Circulation of Agenda and Minutes

Agenda will be circulated to all Aldermen prior to GPA meetings and Minutes will be tabled at Council Meetings.

Reporting Requirements (to Council)

Performance Reports on Development Applications will be provided to Aldermen on a quarterly basis.

Frequency of Meetings

Fortnightly or as nominated by the GPA via the Chairperson (Mayor).

Audit Requirements

None

Any other Requirements

Some of the provisions of Council policy 28-1 Meeting Procedure Policy apply to the Glenorchy Planning Authority; however there are other specific procedures that also apply.

The Glenorchy City Council Glenorchy Planning Authority will display photographs and plans of proposed developments to the public gallery.

The Glenorchy Planning Authority will act as a “planning authority” under the Land Use Planning and Approvals Act 1993. The planning authority has full power to make planning decisions on behalf of the Council.

The Glenorchy Planning Authority (GPA) is composed of 5 of the 10 Aldermen of the Glenorchy City Council. Other Aldermen, who are not Committee members, may attend. However, they have no voting rights.

Staff will be present at GPA meetings and will include professionally qualified planning officers, as well as other staff such as development/traffic engineers and environmental health officers. Planning Officers will present assessments and recommendations, and then answer any questions of Aldermen.

The Chairperson will invite the applicant and any interested parties to give a presentation and have their say. Speakers will be limited to 10 minutes to address the Authority members. The Chairperson may ask the planning officer to comment on any matters raised.

The Planning Authority will discuss the application and decide on the application. The Senior Statutory Planner will explain appeal rights that are available to Applicants and Representors.

When deciding an application, the Authority is required by law, under s. 51(2) & (3) of the Land Use Planning and Approvals Act 1993 to make its decision (on a planning permit application) to:

- Seek to further the sustainable development objectives of the Act (LUPAA).
- Consider representations received during the public notification period.
- Make decisions by reference to the current planning scheme provisions.

Glenorchy Planning Authority – Terms of Reference. Approved OCM 26th October 2015.

The Planning Authority shall act in a manner that seeks to address issues objectively by:

- Directing conversations between members of the gallery.
- Directing conversations between the members of the gallery and Council officers.
- Not personalising remarks.
- Being concise.

The Mayor will ask Authority members and staff that are present if they have a pecuniary interest to declare in any item on the agenda.

Voting Procedure

At the GPA Committee Meetings, in addition to *Local Government (Meeting Procedures) Regulations 2005* Regulation 27, and in accordance with Regulation 27(2), the vote shall be taken as follows:

- (i) The Chairperson will ask all those in favour of the motion to indicate their affirmative vote;
- (ii) The Chairperson will call out the names of all Aldermen voting in favour of the motion;
- (iii) The Chairperson will ask all those against the motion to indicate their negative vote;
- (iv) The Chairperson will call out the names of all Aldermen voting against the motion;
- (v) If necessary, the Chairperson will call out the name of any Alderman who has abstained from the vote;
- (vi) The names of Aldermen abstaining from the vote will be shown in the minutes as voting in the negative, in accordance with Regulation 28(2), with the word “abstain” in brackets after their name.

Review of Terms of Reference

The Terms of Reference will be reviewed with the formation of each new Glenorchy Planning Authority.



ACCESS AND INCLUSION SPECIAL COMMITTEE

Committee Terms of Reference

Name of Committee	Access and Inclusion Special Committee
Type of Committee	Special Committee
Date of Formation	TBC
Resolution Details	TBC
Strategic Reference	Community Plan: Making Lives Better Building image and pride. Strategic and Annual Plan as updated
Responsible Officer	Inclusive City Officer

1.0 Purpose of Committee

1.1 Purpose of Committee and Area of Focus

The Committee is formed to oversee Council's strategy to facilitate and advocate for a welcoming, inclusive community. To actively contribute to the development of a welcoming, respectful, accessible, and inclusive community, as described in the priority outcomes of the Community Development Action Plan.

This aligns to our community goal of Making Lives Better and Building Image and Pride.

1.2 Terms of Reference

To provide advice to Glenorchy City Council on matters relating to access and inclusion including:

- Public spaces, council owned assets such as roads, footpaths and buildings (physical and psychosocial)
- Council Action Plans (including implementation of the Reconciliation Action Plan)
- Statements of Commitment (including the LGBTQIA+ Statement of Commitment)
- Professional development of Elected Members and Council staff (including Disability Awareness training, LGBTQIA+ safety and Easy English)
- Professional Development of Elected Members, Council Staff, committee members of the Child and Youth Safe Framework within various Council / Community programs and partnerships
- Youth and Positive Aging Policy
- Advocacy

To support the ongoing development of the Multicultural Hub.

To support Council events and initiatives that contribute to making Glenorchy a welcoming city by serving on, or inviting others to serve on, Project Teams established for particular events (including events that recognise International Day of People with Disability and Reconciliation Week).

Promoting Project Team events and initiatives through their networks.



1.3 Extent of Delegated Authority

The group does not have the authority to instruct or bind the Council (including Council officers with the relevant delegated duties) in its decision making or activities.

2.0 Membership

2.1 Composition

Membership is by invitation of Glenorchy City Council and expressions of interest are advertised via social media channels, Council website, print media and posters.

Staff (Committee's Officer and other relevant staff)

8-10 Core members (community, subject matter experts, representatives of key stakeholders, etc)

Two elected members (to enable Council to understand the views presented and provide insight into Council's strategic direction)

2.2 Current Members

New Special Committee

2.3 Term of Appointment

Appointment will be invited for the term of the Council.

2.4 Selection and Appointment of Non-Elected Members

The Committee Officer will be the Inclusive City Officer or proxy (Coordinator Community Development).

Following advertisement for nominations in the local newspaper, on Council's website and via relevant networks, nominations by community members are to be made in writing. Applicants will provide relevant details to support their application.

All applicants must have or be willing and able to obtain a working with vulnerable people card and maintain this for the duration of their appointment.

Community member applications will be reviewed and will be appointed by a selection committee made up of the Elected Member, Inclusive City Officer, and the Manager Community. Representatives from a wide range of community groups are encouraged to apply.

3.0 Meetings

3.1 Frequency

Meetings are to be held at a minimum of once every three months.

Additional meetings can be called as deemed necessary by committee consensus as required.

Members are required to attend a minimum of 50% of meetings with extended absences requiring a proxy or alternate nomination to maintain membership.

3.2 Quorum

A minimum number of 50% plus one of members are required for meetings to proceed.

3.3 Meeting Procedures

Meeting will comply with the Council's Meetings Policy. In addition:



- Agenda items should be in accordance with the Terms of Reference and called for at least 7 days prior to the next meeting.
- Meetings agendas and minutes must include apologies, confirm minutes of the previous meeting and deal with each item of business separately.
- Agendas to the meeting are to be circulated to all members at least 3 days prior to the meeting.
- Items not on the agenda may be brought up in general business.
- Access issues of an individual nature are to be identified and should be reported through Council's Customer Service and not through the Access and Inclusion Special Committee.

3.4 Minutes

- Minutes of the meeting will be recorded by the Committee's Officer or appropriate Glenorchy City Council staff member.
- Minutes are required to be recorded in Council's minute template however may be written in Easy English or plain text for accessible purposes where required.
- Draft minutes will be sent to all members within 10 working days of a meeting.

3.5 Action Items

- The group does not have the authority to instruct or bind the Council (including Council officers with the relevant delegated duties) in its decision making or activities. Action Items identified from the meetings must align with the Strategic and Annual Plans, Terms of Reference, be within an existing allocated budget, or for consideration for future budget requests.
- Advocacy positions must be forwarded to Council Workshops for discussion and Council meetings for consideration.
- Any actions identified by the Committee, when required, will be brought to the next practicable meeting of Council for decision.

4.0 Reporting Requirements

4.1 Frequency of Reports

Reports are prepared by the Committee's Officer and are to be provided to Council after each meeting. In addition to the reporting requirements in Council's Committees Policy, any actions identified by the Committee, when required, will be brought to the next practicable meeting of Council for decision.

4.2 Content of Reports

The report provides Council with a summary of recent activity of the Committee and specific recommendations to Council.

An annual report will also be provided at the completion of the financial year. This report will be from the Inclusive City Officer summarising:

- Attendance of members
- Details of projects/initiatives completed within the financial year
- Key outcomes for the period
- Priorities for the following period
- Any financial consideration for future priorities
- Review of members and recommendations for makeup of the committee ongoing.



5.0 Other Information

N/A



Appendix 2: Internal Committee Terms of Reference

Appendix 2 TEMPLATE: Committee Minutes

(a) Name of Committee MINUTES OF MEETING (DD Month YYYY)		 GLENORCHY CITY COUNCIL	
Venue:		Time:	

In attendance:	Present	Apology	Absent
Chairperson	✓		
Members			
Officers			

Item	Action
1	Acknowledgement of Country -
2	Minutes (approve / changes) and actions from previous meeting:
3	Correspondence: 3.1 3.2 etc
4	Business arising:
5	Update on projects:
6	Other Business:
7	Agenda items for next meeting:
Next Meeting:	

Safer City Working Group

Terms of Reference (TOR): Internal Working Group

Name of Internal Working Group	Safer City Working Group
Briefly state the Working Group's Specific Purpose	• Information sharing with Community groups regarding public safety, including youth and other crime. • Promoting safety within the Glenorchy community. • Providing advice to Council regarding graffiti and vandalism issues within Glenorchy and • Providing advice to Council regarding public events within the municipality.
Date of Formation	July 2024
Resolution Details	
Strategic Reference	Include Strategic Plan and Annual Plan related items and any relevant strategies / frameworks
Elected Members Chair and Co-Chair	Chair Emilio Reale Elected Members as nominated
Invited Subject Matter Experts	As requested/required
Responsible Officer(s)	Emilio Reale
Working Group Review Date (if prior to next LG election)	July 2028 NOTE: All Working Groups will be subject to: 1. A maximum term of 4 years; or 2. Cessation upon notification of the start of the Election Caretaker Period. All Working Groups are subject to Council review and possible amendment or cessation after the Local Government elections and Council mandated review of its strategic plans (s. 70E Local Government Act 1993).

• Principles

Working Groups are committed to the following principles:

Community: Encouraging the development of a strong and inclusive community that advances access, equity, connections and participation in decision-making and shapes a better community for everyone.

Creativity: Encouraging diversity and creative expression in the community, nurturing innovation and always seeking opportunities for continuous improvement.

Sustainability: Ensuring that all decisions and future planning considers a balance of economic, environmental, cultural and social factors to enhance the quality of life in our local community.

Community engagement: Promoting ideas for actions, initiatives, events and programs that are authentic and fit the future vision and needs of our local Community.

- **Purpose**

.1 Purpose of Working Group and Area of Focus

The Safer City Working Group will engage with the community and subject matter experts to inform itself and Council on the current issues relating to crime, youth justice, vandalism and graffiti.

Additionally, the working group will also provide advice to Council regarding Council events.

The working group's purpose aligns to the following Council strategies:

Making Lives Better

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

Strategy Deliver services to our community at defined levels.

Objective We champion greater opportunities for our community.

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

Leading our Community

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

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

Strategy Champion and work together to address our community's needs and priorities.

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

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

.2 Detailed Terms of Reference (objectives)

INFORMING:

To deliver the above areas of focus the working group will liaise with Tasmania Police, local charities, local schools, community support agencies (including Youth Justice) and community representatives.

IMPACTS:

The working group may also seek information from community members and businesses regarding the impacts of anti-social behaviour on the various segments of the Glenorchy community.

PLANNING:

The above material will be reported to Council to assist it in planning for the future delivery of its services.

.3 Extent of Authority

- The Working Group does not have the authority to instruct or bind the Council (including Council officers with the relevant delegated duties) in its decision making or activities.
- The Working Group must adhere to the Media and Communications and Social Media Policies in its external communications.

• Membership

.4 Composition

Elected Members are elected to Working Groups in accordance with the adopted Committee Nominations and Appointments Policy. Council Officers are selected by ELT and with the Chief Executive Officer's (CEO) approval. Council Officers will present to the Working Group on an ad hoc basis.

Other membership is by invitation of Glenorchy City Council and expressions of interest are advertised via social media channels and on the Council's website. This is also detailed in the Committees Nominations and Appointments Policy.

If external persons are needed to be members of the Working Group, then selection criterion is to be developed to define the conditions used to determine a successful applicant. This could include specialist subject matter, lived experience, residential address (i.e. within subject geographical area if relevant), etc.

The Council will then advertise an "Expressions of Interest" (EOI) process and also invite applications from relevant subject matter experts (eg. Tas Police). The EOI will detail the selection criteria. The selection criteria will be used to assess applications received under the EOI process. The selection will be subject to CEO oversight, delegated to the relevant Director. The CEO will formally invite approved applicants to join the Working Group via a letter of offer.

- **Meetings**

.5 Frequency

Meetings are held at least quarterly at Council Chambers, or at an alternative venue approved by a majority of the working group.

.6 Quorum

Identify the number of Working Group members (Core, Chair, minute taker) that makes up a quorum, including any specific office bearers. Example: a simple majority of members one of whom must be the Chair or Co-Chair.

.7 Meeting Procedures

Identify any specific procedures that apply to the meeting. This might be by reference to Council's Meetings Policy (if formal meeting procedures are required) or can simply be in bullet point form.

- Meetings are to be conducted formally.
- Meetings agendas and minutes must include apologies, confirm minutes of previous meeting, deal with each item of business separately.
- Agendas for the meetings are to be circulated to members at least 24 hours in advance of the meeting.
- Items not on the agenda may be considered with the consent of the Chair.

.8 Conflict Resolution

- The Working Group is not a decision-making group, however if a vote is required to seek the opinion of the group on a particular issue, then the majority vote will be taken as the group's position. This may be done informally (show of hands) or formally (ballot box voting) depending upon the issue.
- While a collaborative approach to resolving issues and identifying opportunities of interest will always be preferred, overall responsibility for all decisions for Glenorchy City Council's adopted strategy and action plans strategy remains with the Council.
- It is acknowledged that parties will at times differ in their views and may agree to disagree. While every attempt will be made to reach common ground, this may not always be possible. In such cases, individual member views will be documented in the meeting notes subject to the approval of the relevant member(s).

.9 Minutes

Identify how and by whom minutes are to be recorded, and the degree of formality.

- Minutes are to be recorded using the template attached to this TOR.
- Draft Minutes are to be circulated to members within 10 working days of a meeting.

• Reporting Requirements

.1 Frequency of Reports

How often formal reports are required and who they are to be provided to.

Quarterly reports are to be provided to the ELT and Council, drafted by the Secretariate of the Working Group and approved by the Chair of the Working Group prior to submission.

A report is also to be presented to Council at the conclusion of the Working Group.

.2 Content of Reports

Set out the exact requirements that reports are required to capture.

The report is to provide:

- A summary report of the actions of the Working Group summarising:
 - attendance.
 - an update on the key outcomes and achievements of the Working Group matched to the objectives contained in the terms of reference.
 - an outline of how the outcomes have been communicated to internal stakeholders in the formulation of related strategies, frameworks and plans and
 - any recommendations for future consideration.

• Other Information including the creation of Working Groups

In this section, any other relevant details of the Working Group can be recorded. Subheadings can be used where appropriate.

Working Groups are short term units implemented to undertake specific research on behalf of the Working Group to inform Working Group outcomes and recommendations to Council. This could include specific subject matter expertise or detailed investigations into an issue of relevance. It is expected Working Groups will consist of staff and/or external subject matter experts who are tasked with a clear outcome achievable in a short (maximum 6 months) timeframe.

It is likely Working Groups will require budgeted resources and, as such, should be approved by Council prior to implementation. Given this Working Groups should be aware of budget cycles and include Working Groups in the Annual Planning / Budgeting of Council where possible.

• Version History

This section is used to show amendments that were made to the Working Group Terms of Reference. The table below should be used. Examples are provided.

Version	Date	Adoption	Amendments Made

--	--	--	--

TEMPLATE: Internal Working Group Minutes

(Name of Working Group) MINUTES OF MEETING (DD Month YYYY)		 GLENORCHY CITY COUNCIL	
Venue:		Time:	

In attendance:	Present	Apology	Absent
Chairperson	✓		
Members			
Staff			

Item	Action
1	Acknowledgement of Country -
2	Minutes (approve / changes) and actions from previous meeting:
3	Correspondence: 3.1 3.2 etc
4	Business arising:
5	Update on projects:
6	Other Business:
7	Agenda items for next meeting:
Next Meeting:	

COMMITTEE NOMINATIONS AND APPOINTMENTS



PURPOSE

This policy sets out the procedures which Council will follow when making nominations and appointments to Committees and External Bodies.

The policy aims to ensure that nominations and appointments are fair, democratic, and transparent.

SCOPE

This policy applies to all nominations and appointments to Committees and External Bodies, other than the appointment of independent persons to Council's Audit Panel (the procedure for which is as set out in the Audit Panel Charter).

RELATED DOCUMENTS

- Committees Policy
- Media & Communications Policy
- Social Media Policy

STATUTORY REQUIREMENTS

Section 20 of the *Local Government Act 1993* (the Act) provides that one of the functions of a Council is to represent and promote the interests of the community.

Section 23 of the Act provides that Council may establish council Committees to assist it in carrying out its functions under the Act or any other Act, and that a Committee consists of councillors appointed by the Council.

Section 24 of the Act provides that a council may establish special Committees, which consist of such persons appointed by the Council as the Council considers appropriate.

Acts	<i>Local Government Act 1993</i> (Tas)
Regulations	<i>Local Government (Meeting Procedures) Regulations 2015</i>
Australian/International Standards	N/A

DEFINITIONS

Ballot means a ballot conducted in accordance with Part 3 of this Policy.

Chair means the person chairing a council meeting in accordance with the Regulations.

Committee means any Committee or other body established by Council over which Council has control, whether comprised of Elected Member, independent person, or both and includes, but not limited to:

- (a) A Council Committee
- (b) A Special Committee
- (c) An Internal Committee
- (d) An Audit Panel established under Section 85 of the Act.

Council Committee means Committees established by a Council resolution made under section 23 of the Act. Council Committees assist Council in carrying out its functions under the Act or any other Act. Council Committees are constituted by Elected Member only.

Council Election means an election held under Part 15 of the Act.

Council Meeting means an ordinary council meeting or special council meeting, unless expressly specified otherwise.

External Body means Committees or other bodies that are established and administered by an external organisation to which representatives of Council have been appointed and with which Council has a formal and ongoing relationship.

Internal Committee means Committees or other bodies established by Council over which Council has control. An Internal Committee is formed to oversee and implement a project, plan, strategy, or event. Internal Committees may be working groups, steering groups, organising Committees, taskforces, and other groups. Internal Committees can be constituted by Elected Members, Council staff and external representatives.

General Manager means the General Manager of Council, or delegate.

Regulations means the Local Government (Meeting Procedures) Regulations 2015.

Special Committee means Committees established by a Council resolution made under section 24 of the Act. A Special Committee is established to oversee or implement a project, plan, strategy, or event. Special Committees can be constituted by anyone, including Elected Members.

POLICY STATEMENT

From time to time, Council is required to appoint Elected Members and independent persons to Committees and External Bodies.

PART 1 – NOMINATIONS AND APPOINTMENTS OF ELECTED MEMBERS

Appointments Following Council Election

Council will appoint and re-appoint (and, where necessary, nominate or re-nominate) Elected Members to Committees and External Bodies at the first ordinary meeting of council following a council election (or at a special meeting of Council if a special meeting for that purpose is called).

Procedure

1. Where it is necessary to appoint Elected Members to Committees (including as a result of a casual vacancy), the General Manager will circulate a notice to Elected Members which—
 - (a) notifies Elected Members that appointments, re-appointments, and nominations for appointment to Committees and External Bodies are to be made at the relevant meeting, and
 - (b) lists the appointments and nominations to be made, and, for each, identifies—
 - i) the Committee or External Body
 - ii) the position available (including, for an External Body, whether Council will be making a nomination only)
 - iii) the nature of the duties to be undertaken
 - iv) the proposed term of the appointment
 - v) whether the position is to be held ex-officio by the Mayor or Deputy Mayor, and
 - vi) any other information the General Manager considers relevant.
 - (c) requests that Elected Members submit nominations for the available positions one (1) week before the next council meeting.
2. The notice is to be circulated to all Elected Members by email no later than five days before nominations close (or as soon as practicable if it is not possible to circulate the notice five days before nominations close), and
3. Nominations may contain a statement in support of the nomination, to a maximum of 150 words.
4. Nominations may be for a position or a proxy position.
5. The General Manager will present a report to Council for consideration at the relevant council meeting which will contain, for each available position—

- (a) the information specified in clause 2(1)(b), and
 - (b) a list of the nominations received, and the documentation provided in support of each.
6. Where the number of nominees for a position does not exceed the number of positions available, the Council will determine the appointment in accordance with its ordinary meeting procedures.
7. If the number of nominees for a position exceeds the number of positions available—
- (a) a ballot will be held to select the appointee or appointees (or nominees for a position on an External Body, if applicable), and
 - (b) once the result of the ballot is determined, the chair will call for the appointment to be confirmed in accordance with Council's ordinary meeting procedures.
8. Where Council's nominee for a position on an External Body is required to be confirmed by the External Body, the General Manager is to write to the External Body advising it of Council's decision.
9. For the avoidance of doubt, where a Committee detail sheet that has previously been adopted by Council provides for a position to be held ex officio by the Mayor or the Deputy Mayor, the appointment of the Mayor or Deputy Mayor to that position is automatic, and no other Elected Members are entitled to nominate for that position.

PART 2 – NOMINATIONS AND APPOINTMENTS OF INDEPENDENT PERSONS OR SUBJECT MATTER EXPERTS

Procedure

1. Where there is a vacancy for the position of an independent person or subject matter expert on a Committee or External Body, the General Manager is to circulate a notice calling for expressions of interest for appointment, containing the information specified in clause 2(1)(b)—
2. The notice is to be circulated by—
 - (a) publishing the notice on Council's website
 - (b) sending an email to all Council staff, and
 - (c) if the General Manager considers it necessary, publishing the notice in a local newspaper.
3. The General Manager must circulate the notice under 3(1) no later than five days before nominations close (or as soon as practicable if it is not possible to circulate the notice five days before nominations close).
4. Following the receipt of nominations, the appointment of the independent person is to be determined in accordance with the procedure set out in the Committee's Terms of Reference.
5. For nominations or appointments to External Bodies, or if no procedure is specified in the Committee detail sheet, the General Manager will assess each nomination on its merits and will make a recommendation to



Council seeking Council's endorsement and nomination or appointment (as applicable) of the preferred nominee.

PART 3 – BALLOTS

Application

Where the provisions of this policy require that a ballot is held, the ballot is to be conducted in accordance with this part.

Rules for Ballots

1. When a ballot is required under this policy, the chair of the council meeting will call a ballot.
2. Ballots are to be secret unless Council resolves otherwise.
3. Votes are to be cast on ballot papers distributed to Elected Members by the General Manager. Ballot papers may be distributed either prior to or at the relevant council meeting.
4. Elected Members are to place completed ballot papers in a ballot box which is to be visible to all attendees of the Council meeting during the process of casting the ballots.
5. The ballot box must not be opened until all Elected Members who intend to vote have cast their votes.
6. Votes will be counted by a Council officer nominated by the General Manager, with another Council officer acting as a scrutineer.
7. Where there are—
 - (a) two or more candidates for a single position, the candidate with the most votes will be the appointee, or
 - (b) more than two candidates for multiple positions (for example, two member spots on a council Committee), the successful candidates will be the candidates with the most votes, in descending order until the number of positions have been filled. For example, if there are 2 positions and 4 candidates, the successful candidates will be those with the highest and second highest number of votes.
8. The officer who counts the votes will advise the chair of the council meeting by writing the name of the successful candidate/s on a piece of paper and delivering it to the chair.
9. In the event of a tie, the chair (at their discretion) may determine the winner by:
 - (a) the toss of a coin (conducted by the chair), or
 - (b) a further ballot, in which the only candidates are those which were tied in the first ballot.
10. All ballot papers and other ballot material are to be destroyed as soon as practicable after the conclusion of the ballot.

Proxies

1. Where proxy positions for Committees or External Bodies are available, unsuccessful candidates will be offered the position of proxy in the order in which they placed in the ballot.
2. Where a proxy is required but there are not sufficient candidates for a proxy after positions have been filled, or if all unsuccessful candidates decline the proxy appointment, the chair may call for nominations for proxy positions.
3. Where the chair has called for nominations in accordance with subclause (2), the selection of the nominees is to be determined in accordance with Council's ordinary meeting procedures.

MISCELLANEOUS

Vacation of Positions on Leaving Office

An Elected Member's appointment to a Committee or External Body will cease immediately upon the person ceasing, for any reason, to be an Elected Member.

Nominations Need not be Personal

To avoid any doubt, a person may nominate another person for a position the subject of this policy, and the nomination need not be made by the person seeking nomination.

Refusal of Nominations or Appointments

1. An Elected Member or independent person may refuse any nomination or appointment made under this policy, including nomination or appointment as a proxy.
2. Council may refuse to appoint or nominate a person (including an Elected Member) to a position if it considers that the person is not suitably qualified for or is otherwise unable to provide satisfactory representation on the Committee or External Body.

Inconsistency with Meeting Procedures Regulations

If a provision of this policy is inconsistent with the Regulations, the Regulations will prevail to the extent of the inconsistency.

Attendance and Performance

If an Elected Member's attendance record at Committee or External Body meetings is unsatisfactory, or if Council receives notification from a Committee or External Body that the Elected Member is not properly discharging the duties required of the position, Council may resolve to withdraw the Elected Member's appointment and appoint another Elected Member as a replacement.

BACKGROUND

Council has established and maintains control over multiple Committees, special Committees, working groups, steering Committees, task forces and other bodies to assist in discharging its role and functions. Council is also, required to appoint (or nominate) representatives to External Bodies.

In making any nomination or appointment, Council must ensure that the process for determining appointees and nominees is fair, democratic, and transparent.

DOCUMENT CONTROL

Version:	3.0	Adopted	25 September 2023	Commencement Date	26 September 2023
Minutes Reference	Council Meeting, 25 September 2023 (Item 9)			Review Period	4 Years from adoption
Previous Versions:	v 1.0 adopted 19 December 2016 (Council meeting, Item 17) 2.0 adopted 19 December 2022 (Council meeting, item 8)				
Responsible Directorate	General Manager	Controller:	Executive Manager Stakeholder Engagement		
ECM Document No.:	Policies by Directorate				

Emma Watkins

From: Emilio Reale
Sent: Tuesday, 3 December 2024 3:49 PM
To: All Elected Members; timmarks2
Cc: All Directors; Emma Watkins; Mel Burk
Subject: Call for Nominations: Audit Panel, CEO's Performance Review Committee, Glenorchy Planning Authority, the Access and Inclusion Committee, and Safer City Working Group
Attachments: Nomination Form - Committees.docx; Nominations and Appointments Policy.pdf; Audit Panel Charter.pdf; Glenorchy Planning Authority Terms of Reference.pdf; Access and Inclusion Terms of Reference.pdf; Chief Executive Officer Performance Review Committee Details.pdf; Safer City Working Group TOR 2024.docx

Dear Elected Members,

Due to the sad passing of both Cr. Harry Quick and Ald. Jan Dunsby, several vacancies have arisen on Council Committees and Working Groups. Council will seek to fill these vacancies at the December Council meeting.

This email is an invitation to nominate for membership one or more of the following:

- Audit Panel
- Proxy membership to the Audit Panel
- Chief Executive Officer's Performance Review Committee
- Glenorchy Planning Authority
- Access and Inclusion Committee
- Safer City Working Group

There is one vacancy for each position.

Please find attached:

- Nomination form
- Nominations and Appointments Policy
- Audit Panel Charter
- Chief Executive Officer's Performance Review Committee Details Sheet
- Glenorchy Planning Authority Terms of Reference
- Access & Inclusion Committee Terms of Reference
- Safer City Working Group Terms of Reference

Please complete one nomination form per nomination.

The closing date and time for nominations is **6.00pm Monday 9 December 2024**.

Please forward your nominations to Executive Assistant to the Mayor, Mel Burk Melanie.Burk@gcc.tas.gov.au, and copy in Coordinator Executive & Strategy Emma Watkins emma.watkins@gcc.tas.gov.au, or return a hard copy in person to either Mel or Emma.

The vacancies will be considered at the December Council meeting. If more than one nomination for any of the vacancies is received, a secret ballot process will be conducted in accordance with the Policy.

Thank you

Emilio Reale

Acting Chief Executive Officer
Director Infrastructure and
Development



(03) 6216 6444 | www.gcc.tas.gov.au

emilio.reale@gcc.tas.gov.au | 374 Main Road, Glenorchy

Glenorchy City Council acknowledges the Muwinina people as the traditional owners of this Land. We recognise all Tasmanian Aboriginal people as the original owners and continuing custodians of the land and waters of this island, lutruwita. We pay our respect to Aboriginal Elders, past and present. We commit to working for a City that welcomes and respects all Aboriginal and Torres Strait Islander people.

COUNCIL POLICY

DISPOSAL OF COUNCIL LAND



PURPOSE

The purpose of this policy is to ensure that, when deciding whether to dispose of Council Land, Council explores possible options for the use of the land, applies processes that are demonstrably equitable, consistent and transparent, complies with appropriate legislative requirements and obtains the best outcome for the Glenorchy community.

SCOPE

This policy applies to all land owned by Council. It does not apply to land managed or administered by Council that is not owned by Council (e.g. Crown land).

RELATED DOCUMENTS

- Proceeds of Property Disposal Policy

STATUTORY REQUIREMENTS

Council's obligations with respect to the sale of Council Land are set out in Part 12, Division 1 of the *Local Government Act 1993*.

Acts	<i>Local Government Act 1993</i>
Regulations	<i>Local Government (Meeting Procedures) Regulations 2015</i>
Australian/International Standards	N/A

DEFINITIONS

Council Land means land owned by Council.

Dispose means Includes sell, lease, donate, exchange or otherwise dispose of, and 'disposal' has the corresponding meaning.

Public Land means 'public land' as defined in section 177A of the *Local Government Act 1993*.

The Act refers to the *Local Government Act 1993*.

POLICY STATEMENT

1. Introduction

Council has fundamental duties to act in the best interests of its community and comply with its obligations under the Act. These duties include the prudent management of the community's assets and Council's finances.

This policy aims to ensure that those obligations are met when disposing of Council Land.

2. Treatment of Council Land as Public Land

For the purpose of this section 177A(1)(f) of the Act, Council considers all Council Land to be Public Land.

Council will follow the procedure set out in section 178 of the Act when disposing of Council Land.

3. Matters to be Considered

3.1. Fundamental principles

Council must have regard to the following fundamental principles when disposing of Council Land:

Transparency

Council will be open and transparent in how it undertakes the disposal of Council Land.

Consistency

Council will take a similar approach in similar matters to achieve similar outcomes.

Accountability

Council will explain decisions and make avenues of comment or appeal available.

Public Interest

Any decision to dispose of Council Land will be in the best interests of the community and provide the best result for both Council and the community.

Compliance

Council will ensure any sale of Council Land complies with its statutory obligations.

3.2. Other Matters

In addition to the fundamental principles, Council must ensure that:

- the Council Land can be disposed of in a way which:
 - transparently demonstrates achievement of the best value for the community, and

- does not expose Council or the community to unacceptable risks around the process or the outcome
- any transaction can be justified if questions are asked about market testing and competition
- the community is given the opportunity to provide feedback about any potential disposal of Council Land
- the disposal of the Council Land would be consistent with Council Strategies and Plans
- access and connectivity with adjacent Public Land is maintained to a level that is acceptable and in keeping with reasonable community expectations
- any cost associated with creating saleable parcels of land is considered
- compliance with all applicable planning requirements is achieved, and
- any other relevant matters are considered.

4. Procedure

A flowchart that summaries Council's land disposal process is provided in Appendix 1.

4.1. Identification of Disposable Council Land

The identification of Council Land potentially suitable for disposal may come from the public, a property developer or potential purchaser, or through an internal Council assessment process.

If Council Land potentially suitable for disposal is identified, an assessment of the identified Council Land will be undertaken by appropriate Council staff, with assistance from external consultants if required. If the assessment determines that the disposal is appropriate, a report is to be submitted to Council recommending that Council forms an intention to dispose of the Council Land and to commence the public consultation process set out in section 178 of the Act.

The report to Council must contain information about how the matters in clause 3.2 (above) been considered and addressed, and will include the following information where relevant:

- the current use and history of the Council Land
- details of the values of the Council Land (e.g. cultural, heritage, environmental, recreation, landscape)
- any statutory or legal considerations
- the rationale for the recommended disposal, including details of any internal referrals
- any encumbrances on the Council Land (easements, mortgages etc)
- the estimated timeframe for the disposal
- any other relevant matters in the circumstances, and
- the recommended course of action.



In accordance with section 15(3)(c) of the Local Government (Meeting Procedures) Regulations 2015, Council must not close part of a meeting when it is considering proposals to deal with Public Land under section 178 of the Act.

4.2. Community consultation

A community engagement strategy must be developed and implemented for each Council Land disposal project. This consultation will be undertaken in accordance with Council's Community Engagement Framework and must comply with section 178 of the Act.

4.3. Valuation

Council must obtain a valuation of any Council Land being recommended for disposal from the Valuer-General or a person who is qualified to practise as a land valuer under Section 4 of the *Land Valuers Act 2001*. For the avoidance of doubt, this requirement applies to Council Land, which is Public Land, even though this is not expressly provided for in the Act. The results of the valuation will be provided to Council out of session in order to keep the related Council Reports in an Open Council Meeting, as publicising the valuation at this stage could commercially disadvantage Council.

4.4. Public Notification

In addition to the notification requirements prescribed in section 178, the General Manager will:

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

4.5. Objections to be considered by Council

Following the completion of the statutory twenty-one (21) day advertising period, a report is to be presented to Council, to consider any objections received during that time.

In accordance with section 15(3)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council must not close part of a meeting when it is considering proposals to deal with Public Land under section 178 of the Act.

4.6. Method of disposal

Council will determine a method of disposal for any land identified as being appropriate for disposal that achieves the best value for the community in the circumstances.

This may include public tender, auction, listing with a real estate agent or a negotiated private sale.

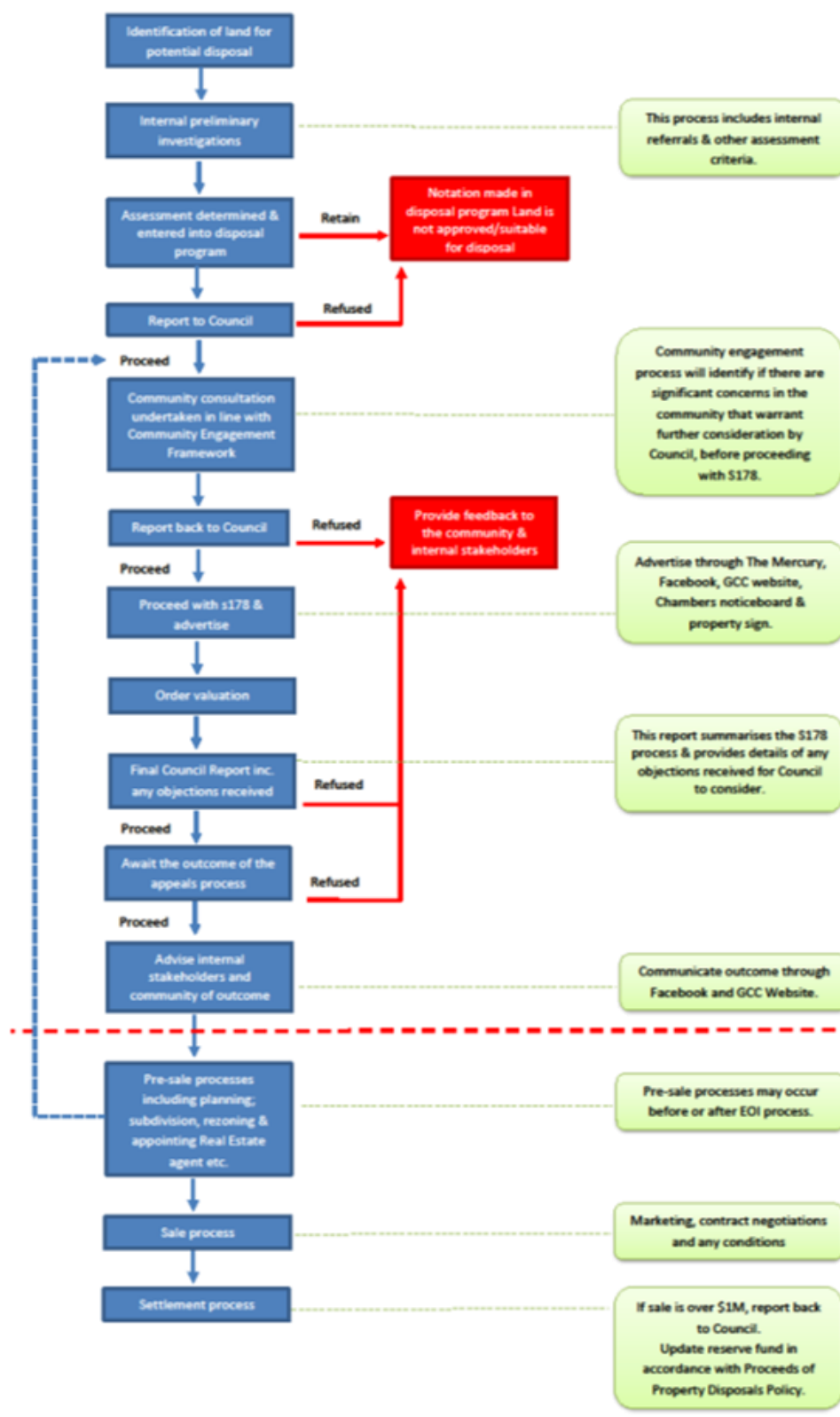
BACKGROUND

Council currently owns or controls many properties ranging from small road widening strips through to large reserves. In accordance with this Policy, Council will identify surplus land which is no longer required for community use or future operational requirements and may consider disposing of those properties to limit costs, raise revenue, and/or support strategic outcomes. When considering whether to dispose of Council Land, Council must ensure that it meets its obligations to prudently manage its assets and finances for the benefit of the community.

DOCUMENT CONTROL

Version:	2.0	Adopted	30 October 2023	Commencement Date	31 October 2023
Minutes Reference	Council Meeting, Item 14			Review Period	4 Years from adoption
Previous Versions:	v 1.0 adopted 25 March 2019 (Council meeting, Item 15)				
Responsible Directorate	Infrastructure & Development		Controller:	Manager Property, Environment & Waste	
ECM Document No.:	Policies and Directorate				

Appendix 1 – Disposal of Council Land Workflow





Attachment 1



Monthly Financial Performance Report

For the year-to-date ending 30 November 2024

Statement of Comprehensive Income

Glenorchy City Council Financial Report Statement of Comprehensive Income to 30 November 2024					
Year-to-Date (YTD)	Note	2025 Budget \$'000	2025 Actual \$'000	2024 Actual \$'000	2025 Variance Actual to Budget
Operating Revenue					
Rates	1	51,932	52,045	49,255	↑
User charges and licences	2	10,952	10,820	10,390	↓
Interest	3	406	665	495	↑
Grants	4	1,600	1,935	2,024	↑
Contributions - cash	5	18	51	5	↑
Investment income from Tas Water	6	543	543	543	↔
Other income	7	124	174	263	↑
Total Operating Revenue		65,575	66,232	62,975	↑
Operating Expenditure					
Employment costs	8	12,635	11,643	10,940	↓
Materials and services	9	9,183	8,524	7,312	↓
Depreciation and amortisation	10	7,418	7,180	7,583	↓
Finance costs	11	58	51	66	↓
Bad and doubtful debts	13	-	-	-	↔
Other expenses	14	2,150	2,168	1,988	↑
Total Operating Expenditure		31,444	29,566	27,888	↓
Total Operating Surplus/(Deficit)		34,132	36,666	35,087	↑
Non-Operating Revenue					
Contributions – non-monetary assets	15	-	-	-	↔
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	16	(3)	173	12	↑
Capital grants received specifically for new or upgraded assets	17	3,311	3,752	6,056	↑
Contributions –monetary	18	-	9	150	↑
Total Non-Operating Revenue		3,308	3,935	6,217	↑
Non-Operating Expenses					
Assets written off	12	-	-	-	↔
Total Non-Operating Expense		-	-	-	
Total Surplus/(Deficit)		37,440	40,601	41,304	↑

Operating Revenue

Year-to-date operational revenue is \$66.232m compared to budgeted operational revenue of \$65.575m. This represents a favourable result of \$0.657m or 1.0% against budget.

All noted amounts are reported as variance to budget.

Note 1 – Rates Revenue

Favourable against the year-to-date \$51.932m budget by \$113k, noting the ending of the rating remission relating to the sale of the Derwent Entertainment Centre \$98k.

Note 2 – User Charges and Licences Revenue

Unfavourable against the year-to-date \$10.952m budget by \$133k, noting cost centre revenue shortfalls in Planning \$88k and Landfill \$70k offset by an increase in Property Services \$58k.

Note 3 – Interest on Investments

Interest received to date \$817k less \$153k partial write-back to 2023/24 for term deposits maturing in 2024/25. Five term deposits matured in November generating \$499k of reinvested interest.

Note 4 – Operating Grants

Favourable against the year-to-date \$1.600m budget by \$335k, noting quarterly financial assistant grant payments received \$237k.

Note 5 – Contributions - Cash

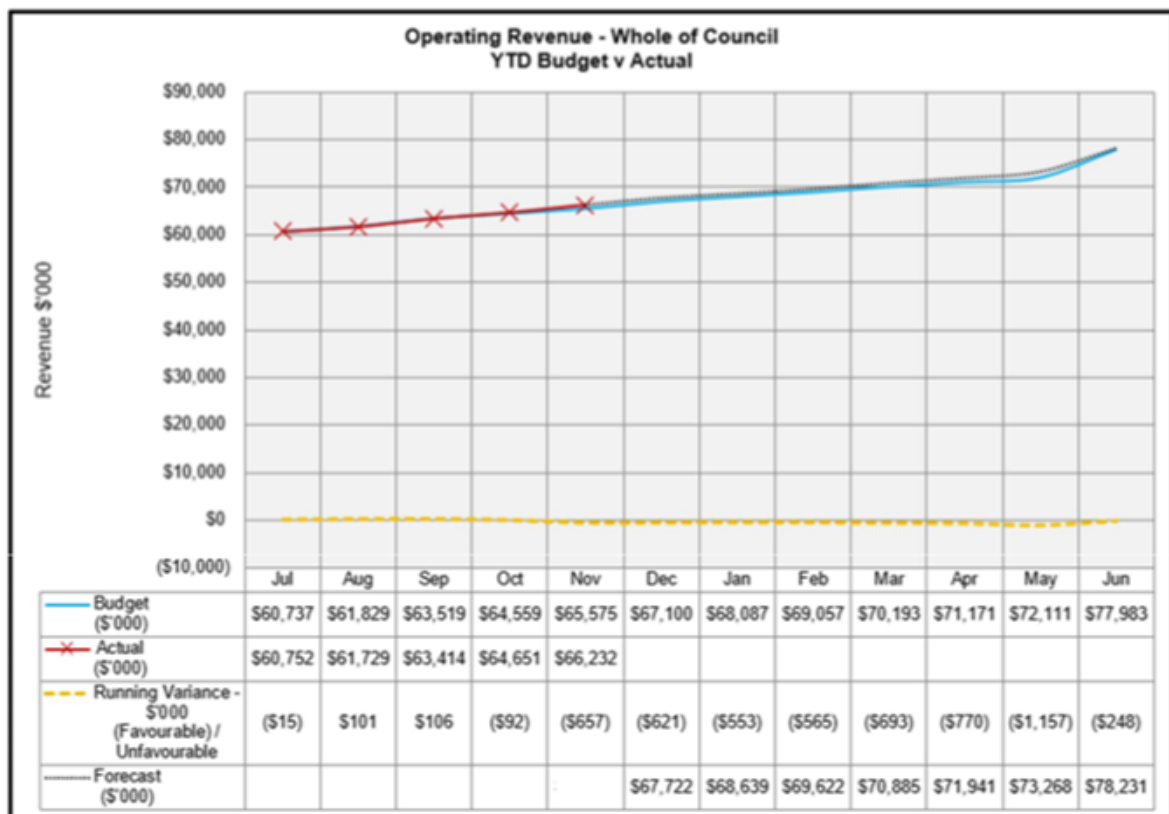
Favourable against the year-to-date \$18k budget by \$33k, noting a cash-in-lieu for open space contribution of \$28k and stormwater connection point fess of \$5k.

Note 6 – Tas Water Income

On track noting the first interim dividend of \$543k has been received.

Note 7 – Other Income

Favourable against the year-to-date \$124k budget by \$50k, noting insurance claim reimbursements \$35k.



Operating Expenditure

Year-to-date operational expenditure is \$29.566m compared to budgeted expenditure of \$31.444m. This represents a favourable result of \$1.878m or 6.0% against budget.

All noted amounts are reported as variance to budget.

Note 8 – Employment Costs

Favourable against the year-to-date \$12.635m budget by \$992k, representing position vacancies and recruitment lead times across the organisation.

Note 9 – Materials and Services Expenditure

Favourable against the year-to-date \$9.183m budget by \$659k, noting underspends in information technology systems and software \$305k, regional contributions \$163k and insurance premiums \$112k.

Note 10 – Depreciation and Amortisation

Favourable against the year-to-date \$7.418m budget by \$238k, noting fleet amortisation \$132k and office depreciation \$99k.

Note 11 – Finance Costs

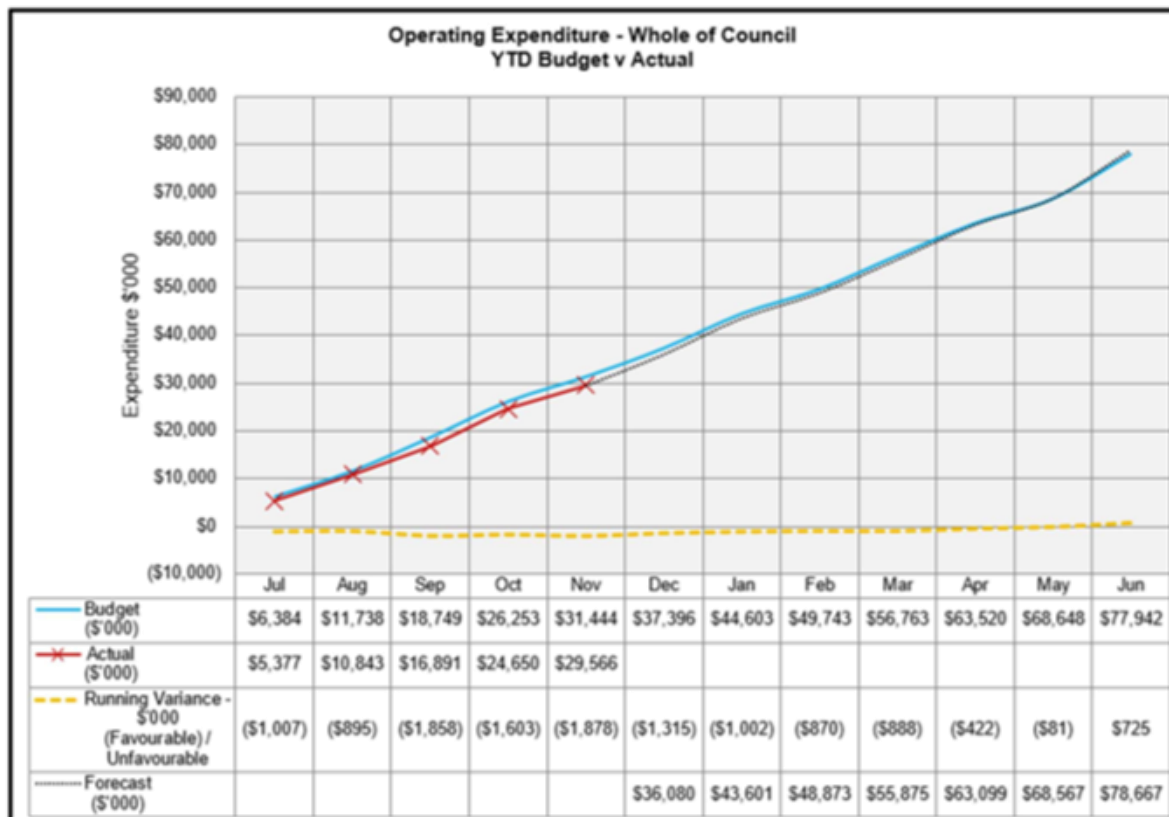
Favourable against the year-to-date \$58k budget by \$7k fleet amortisation \$12k offset by reduced loan interest \$5k

Note 13 – Bad and Doubtful Debts

No bad or doubtful debts identified to date.

Note 14 – Other Expenses

Unfavourable against the year-to-date \$2.150m budget by \$18k, with no notable variances.

**Non-Operating Revenue****Note 15 – Contributions – Non-Monetary Assets**

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

Note 16 – Gain or Loss on Disposal of Assets / Derecognition of Assets

Gain on disposal of assets is \$173k against the annual \$1.375m budget loss, noting \$32k expenses in preparing land for sale and offset by \$205k received from the sale of fleet, plant and obsolete technology equipment.

Note 17 – Capital Grants

Capital grant revenue is \$3.752m against the annual \$7.598m budget, noting funding received for north chigwell / kgv football redevelopment \$1.280m, playground renewals \$675k, lrci phase 4 \$547k, roads to recovery \$518k, better active transport \$385k, vrup \$99k and blackspots \$207k.

Note 18 – Contributions - Monetary

Contributions - Monetary revenue is \$9k against no budget allocation, noting a contribution for stormwater WSUD has been received.

Non-Operating Expenditure

Note 12 – Assets Written Off

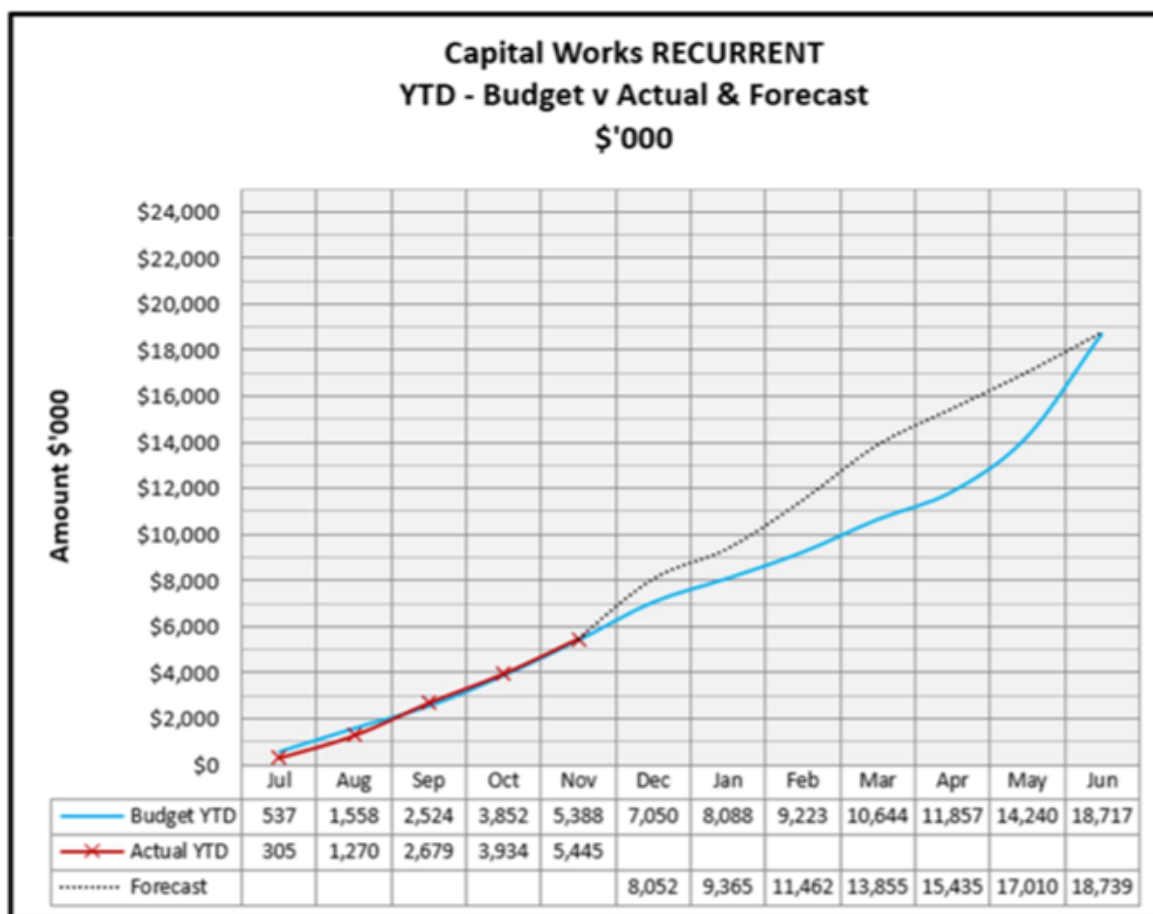
No assets have been written off to date against an annual budget of \$1.700m.

Capital Works

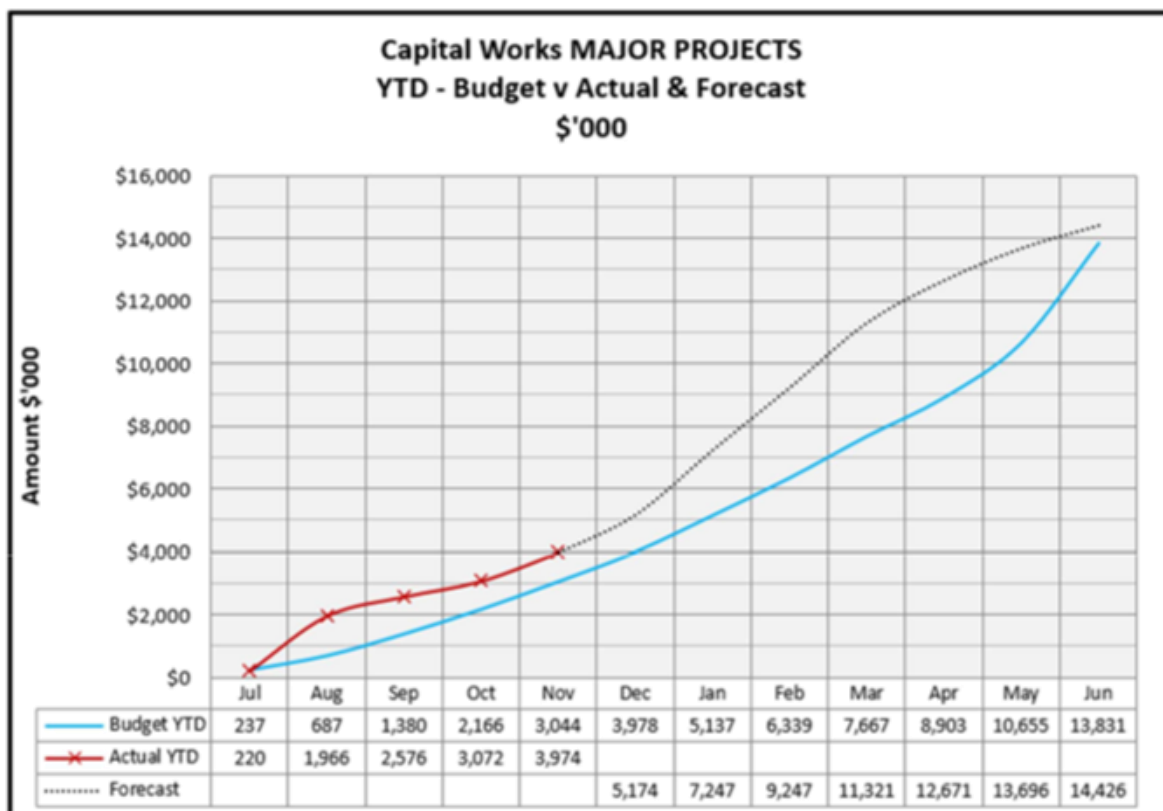
Year-to-date Capital Works expenditure is \$9.419m against a combined annual budget of \$32.548m. At the end of October, the expenditure split between recurrent and major projects is:

- \$5.445m or 29% of the annual RECURRENT budget has been expended
- \$3.974m or 28% of the MAJOR PROJECTS budget has been expended

Capital Program – Recurrent



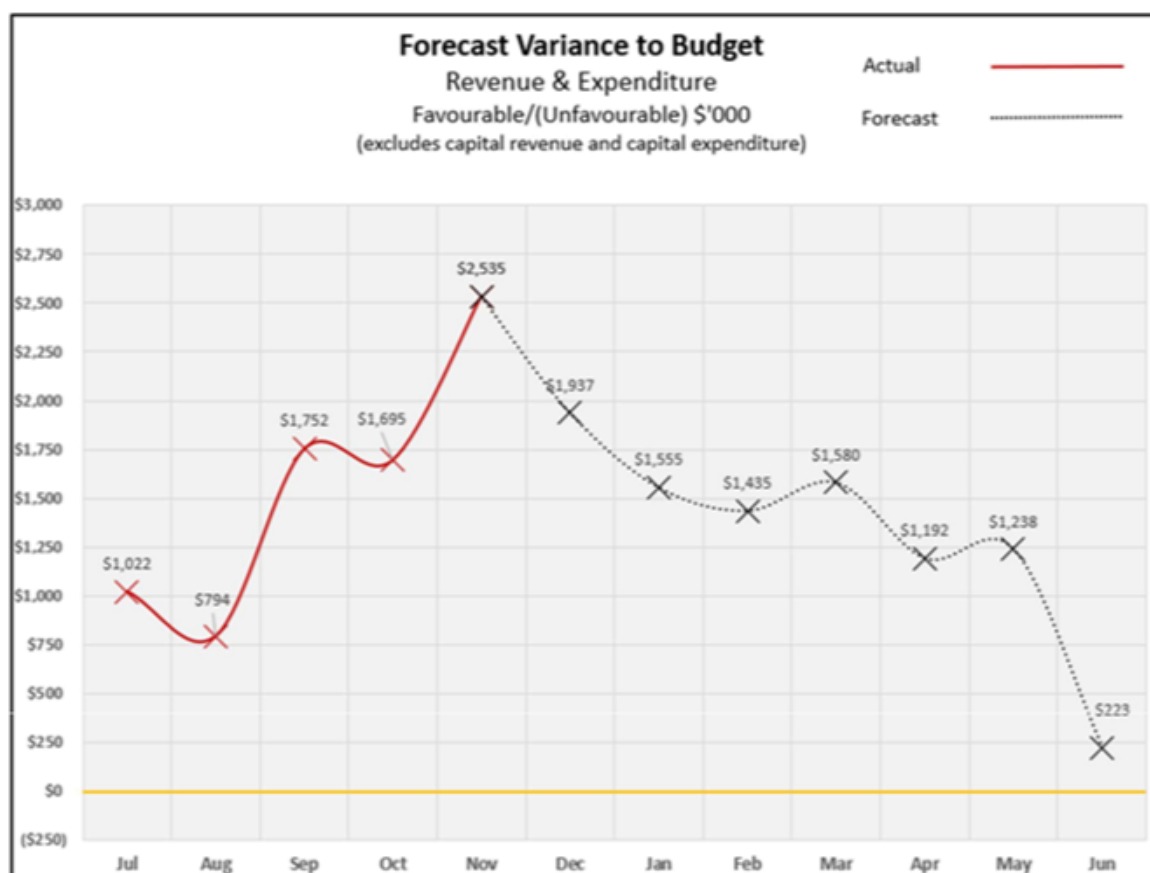
Capital Program – Major Projects*



*The following projects form the Major Projects capital works program:

Project	YTD Actual	ANNUAL Budget	ANNUAL Forecast
101059 - KGV Soccer Design & Construction	\$557,838	\$1,755,000	\$1,757,838
101250 - North Chigwell Football and Community Facility	\$1,740,868	\$4,065,000	\$4,065,868
101536 - Tolosa Park Dam Rehabilitation	\$861,551	\$1,373,000	\$1,361,551
101915 - Playground Renewal - Federal	\$574,989	\$250,000	\$1,297,631
102173 - Landfill Lift	\$21,500	\$700,000	\$1,101,500
102174 - Benjafield Child Care	\$43,287	\$500,000	\$617,287
102175 - Landfill Office	\$0	\$450,000	\$450,000
102176 - Chambers Renovations - Stage 2	\$0	\$200,000	\$200,000
102177 - Roseneath Reserve	\$0	\$440,000	\$0
102178 - Lutana Woodland	\$0	\$127,772	\$0
102179 - Battersby Drive	\$0	\$90,000	\$0
102180 - Coolinda Reserve	\$0	\$380,045	\$0
102231 - Glenorchy Pool Repairs	\$108,138	\$3,500,000	\$3,508,138
Various Unbudgeted Expenditure on Carryover Projects	\$65,825	\$0	\$65,825
TOTALS	\$3,973,996	\$13,830,817	\$14,425,638

Operating Forecast to 30 June 2025



Note 1: The data in this chart is a compilation of actual, budget and forecast revenue / expenditure. It is recalculated each month to ensure it represents the most up-to-date analysis of Councils financial position which may result in differences to previously reported charts.

Adjustments to amounts previously reported

There are instances where ledger adjustments are required in respect of amounts reported in prior periods. These adjustments will be visible when comparing this report against previously presented Financial Performance Report.