

COUNCIL AGENDA

MONDAY, 19 DECEMBER 2016



GLENORCHY CITY COUNCIL

* *The General Manager certifies that the reports contained in this Agenda have been written by qualified persons under Section 65 of the Local Government Act 1993.*

Hour: 3.00 p.m.

Present:

In attendance:

Leave of Absence:

Workshops held since last Council Meeting

Date: Monday, 28 November 2016

Purpose: To discuss:

- Update on Council's Sport and Recreation Advisory Committee actions and achievements

Date: Monday, 5 December 2016

Purpose: To discuss:

- Governance Framework for GCC
- Strategic Plan 2016-2026
- CBD Revitalisation Presentation

Date: Monday, 12 December 2016

Purpose: To discuss:

- GASP Update Presentation

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1. APOLOGIES

2. CONFIRMATION OF MINUTES

That the minutes of the Council Meeting held on 21 November 2016 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

6. PUBLIC QUESTION TIME (15 MINUTES)

7. PETITIONS/DEPUTATIONS

A Deputation was received from Mr. Michael Galpin and Mr. John W. Avery regarding Prince of Wales Bay Plan of Action.

COMMUNITY

8. ANNOUNCEMENTS BY THE MAYOR

Author: Mayor (Ald. Kristie Johnston)
Qualified Person: General Manager (Peter Brooks)
ECM File Reference: Mayoral Announcements

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Annual Plan Reference *4.2.4.03 Implement the Governance Strategy*.

Reporting Brief:

To receive the announcement of events by the Mayor.

Proposal in Detail:

The following is a list of events the mayor has attended during the period 16 November 2016 and 13 December 2016.

Wednesday, 16 November 2016

- Briefed the Legislative Council on the Gaming Control Amendments Bill
- Travelled to Frankston City for the National Keep Australia Beautiful Awards

Thursday, 17 November 2016

- Attended the National Keep Australia Beautiful Awards

Friday, 18 November 2016

- Returned from the National Keep Australia Beautiful Awards

Monday, 21 November 2016

- Attended the Citizen of the Year and Australia Day Committee meeting
- Attended the Brooker Highway Liaison Working Group meeting
- Chaired the Council Meeting

Tuesday, 22 November 2016

- Attended a meeting with community representatives

Wednesday, 23 November 2016

- Attended a meeting with Orange Sky Laundry
- Attended a meeting with a resident
- Attended a meeting regarding emergency communications
- Attended the Glenorchy Community Fund Annual General Meeting

Thursday, 24 November 2016

- Attended the Destination Southern Tasmania Board meeting
- Attended the launch of the Domestic PEACE initiative on Council lawns
- Attended the OneCare Board Dinner

Friday, 25 November 2016

- Presented awards at the Dominic College Grade 6 to 10 Awards Assembly
- Attended the Media Announcement of the Hobart Chargers move to the DEC
- Attended the former Glenorchy Precinct Christmas BBQ

Saturday, 26 November 2016

- Attended the Bright Stars rehearsal
- Attended the Glenorchy Lions and Leo's Christmas Dinner

Sunday, 27 November 2016

- Coordinated the Clean Up Glenorchy Taskforce monthly activity
- Opened the Festival of the Smiles and danced with the Bright Stars for International Day of People with a Disability

Monday, 28 November 2016

- Attended a meeting with TasWater Chair and CEO
- Chaired an Extra Council Workshop
- Chaired the Glenorchy Planning Authority meeting

Tuesday, 29 November 2016

- Attended a meeting regarding the Women In Leadership Summit
- Attended the combined Citizens for Glenorchy, Glenorchy Historical Society and YMCA Annual General Meetings and Christmas function

Thursday, 1 December 2016

- Participated in HEART FM Rescue with Heart
- Attended the opening of Dance Like Everyone Is Watching Exhibition at the MAC
- Attended the Hobart Northern Suburbs Rail Action Group Annual General Meeting

Monday, 5 December 2016

- Attended the Great Hobart Steering Committee meeting
- Attended a meeting with the Director of Local Government
- Chaired the Special Council Meeting
- Chaired the Council Workshop

Tuesday, 6 December 2016

- Attended as Guest Panellist at the Women In Leadership Summit
- Attended the former Greater Moonah Precinct Christmas function

Wednesday, 7 December 2016

- Attended the Launch of the Access Action Plan and the Access Committee Christmas celebrations
- Presented awards at the Combined Staff Achievements and Years of Service Awards
- Attended the inaugural Claremont Men's Shed meeting

Thursday, 8 December 2016

- Attended and presented awards at the Goodwood Primary School Christmas Assembly
- Attended and presented awards at the Montrose Bay High School End of Year Assembly

Friday, 9 December 2016

- Attended and spoke at the Wellington Park Trust Christmas breakfast
- Attended a meeting with a resident
- Officially opened Claremont House

Saturday, 10 December 2016

- Attended and officially opened the 2016 Glenorchy Carols by Candlelight

Sunday, 11 December 2016

- Attended Matthew Groom MP's Christmas BBQ

Monday, 12 December 2016

- Attended the Glenorchy Community Fund Board meeting
- Attended the Southern Tasmanian Council Association meeting
- Chaired the Council Annual General Meeting
- Chaired the Glenorchy Planning Authority meeting
- Attended the Jian Shen School of Tai Chi Christmas function

Tuesday, 13 December 2016

- Joined the Choir of High Hopes for carol singing in the Elizabeth Street Mall
- Attended the West Moonah Community House Christmas Luncheon
- Attended the Glenorchy Youth Taskforce Christmas Dinner

Numerous internal meetings and administrative duties were also undertaken.

Consultations:

Nil.

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

RECEIVE the announcements about the activities of the Mayor's office for the period 16 November to 13 December 2016.

9. ACCESS POLICY

Author: Manager, Community and Customer Service (David Ronaldson)

Qualified Person: Acting Director, Community, Economic Development and Business (Tony McMullen)

ECM File Reference: Council Policy

Community Plan Reference:

Making Lives Better

We continue to be a safe inclusive, active and vibrant community. Our Ageing population, people with disabilities, and parents with young families will be able to easily access all public areas, and have public facilities to support them. There will be community services and programs for people of all ages and abilities to connect, support and make lives better.

Strategic or Annual Plan Reference:

Glenorchy City Council Annual Plan 2016-17 to 2019-20

- 1.1.2 Encourage diversity in our community by facilitating opportunities and connections.
- 3.1.4 Deliver new and existing services to improve the city's liveability.
- 3.1.4.05 Implement Council's Disability Discrimination Act Action Plan.

Reporting Brief:

The report presents the revised Access Policy to Council for adoption. The revised Access Policy has been prepared following the recent adoption of Council's Access Action Plan.

Proposal in Detail:

Introduction

Following the adoption of Council's Access Action Plan on 29 August 2016, a review of Council's existing Access Policy has been undertaken to ensure consistency with the plan and also with Council's new policy format.

The revised Access Policy is **Attachment 1**.

Glenorchy City Council wants to make Glenorchy the Best Place in Tasmania for People with Disability to Live, Work and Play.

As Council is aware, during the last twelve months, Management used an appreciative inquiry approach to develop the Glenorchy City Council Access Action Plan. The Plan looks at identifying how people successfully participate in the community now and how we can expand on this to create better opportunities for people with a disability. To do this, the Glenorchy City Council will be a leader in creating opportunities for people with disability, their families and carers to participate as valued members of the social, cultural, economic, political and environmental life of the community.

Changes to the Policy

The major overall change in the Policy has been a shift in emphasis from a compliance focus towards recognising access for people with disability as a fundamental human right. The focus is on enabling people with disability to participate fully in the social, economic, cultural and political life of our community.

Key changes from the previous Access Policy are:

- Changing the definition of “disability” to align with the World Health Organisation definition to recognise that disability is a complex interaction between someone’s physical and cognitive impairments and the environment in which they live.
- Adding definitions of impairment and inclusion.
- Simplifying and changing the policy statements as follows:

To do this the Council will:

- 1. ensure that people with disability accessing our facilities and services are treated respectfully as equal and independent persons;*
- 2. maintain a current Access Action Plan;*
- 3. implement actions and priorities from the Access Action Plan;*
- 4. Identify and address any access issues with Council facilities or infrastructure;*
- 5. ensure all work on Council facilities or infrastructure meets or exceeds Access Standards requirements;*
- 6. provide Disability Awareness Training to all paid staff;*
- 7. maintain the Glenorchy City Council Access Committee as per the Terms of Reference;*
- 8. consult the Access Committee on access and inclusion issues;*
- 9. provide administrative support to the Glenorchy City Council Access Committee;*
- 10. ensure all public meetings and events are inclusive for people with disability (see inclusive meeting procedures);*

- 11. ensure public information and documents are accessible to people with disability (see accessible documents procedures);*
- 12. work collaboratively with other authorities, agencies, and organisations to address access issues within the Glenorchy Local Government area.*

Consultations:

Management developed the policy through consultation and advice from the Council's Access Committee, which includes officers of Council's property and projects sections.

Human Resource / Financial and Risk Management Implications:

The Policy is aligned with Council's Access Action Plan to be delivered within existing Council resources and business structures.

The Policy is an important risk mitigation as it outlines Council's position to proactively meet its obligations under the Disability Discrimination Act.

Community Consultation and Public Relations Implications:

Our Access Committee plays a role in representing the broader disability community and provide input on their behalf. Our eight individual and five organisational members represent a range of disability type and experience. Additionally the updated policy reflects the intents and underlying principles of the Access Action plan that involved extensive consultation with the community.

The policy is underpinned by fundamental principles from the UN Rights of People with Disability Declaration, and the National Disability Strategy 2010-2020.

Recommendation:

That Council:

ADOPT the Glenorchy City Council Access Policy in the form of Attachment 1.

Attachments/Annexures

- 1** Access Policy

10. GLENORCHY CITY COUNCIL STRATEGIC PLAN 2016 - 2025

Author: Acting Director, Community, Economic Development and Business (Tony McMullen)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: GCC Strategic Plan 2016-2025

Community Plan Reference:

City of Glenorchy Community Plan 2015-2040

We are a proud city; a city of arts; of opportunity; of partnerships; a city that makes exciting things happen.

The future of Glenorchy will be created through:

Building Image and pride

We will show our pride as a city and others will see it.

Making Lives Better

We continue to be a safe, inclusive, active and vibrant community. We will focus on developing a hub of multiculturalism, arts and culture.

Valuing Our Environment

We will value and enhance our natural and built environment. Our central business district (CBD) areas of Glenorchy, Moonah and Claremont will be revitalised, with a strong emphasis on great design, open spaces and public art.

Open for Business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Leading Our Community

We are a progressive, positive community with strong Council leadership, striving to make Our Community's Vision a reality.

Strategic or Annual Plan Reference:

Glenorchy City Council Strategic Plan 2013-2018

Leading Our Community

Objective 4.1 Govern in an open and responsible manner in the best interests of the community.

Strategy 4.1.2 Ensure Council is open and transparent in its communication and dealings with our communities.

Strategy 4.1.3 Use corporate planning processes, informed by community input, to identify and determine clear priorities for action.

Objective 4.2 Manage our resources to achieve community outcomes.

Strategy 4.2.1 Deploy the Council's resources in a way that maximises the effectiveness of the organisation and delivers value for money.

Reporting Brief:

The purpose of this report is to:

- inform Council about comments received on the proposed Strategic Plan during the public comment period that ended on 25 November 2016,
- recommend changes to the proposed Strategic Plan as a result of those comments, and
- recommend that Council adopt the *Glenorchy City Council Strategic Plan 2016-2025*, with those changes.

Proposal in Detail:

Community Engagement Process

At its meeting on 24 October 2016, Council authorised a community engagement process about the proposed Glenorchy City Council Strategic Plan 2016 - 2025.

The comment period ran from 29 October until 25 November 2016.

The community engagement process was based on the community engagement plan provided to Council.

The community engagement process had the following steps:

- Advertisement in The Mercury on Saturday, 29 October 2016
- Article in the November 2016 Glenorchy Gazette
- News item, copy of proposed Strategic Plan and comment form on Council's website
- Letters/emails to Community Panel members
- Letters/emails to authorities and bodies – adjacent Councils, State Government Departments, Destination Southern Tasmania and community sector organisations
- Letters/emails to convenors of Special Committees of Council
- Letters/emails to the business community including the MGBA and Maritime Network
- Copies of the draft Strategic Plan available at the Customer Service Centre, and
- Notification email to all Council staff.

Comments Received

Twelve (12) comments were received during the comment period and a detailed summary of the comments is attached (**Attachment 1**).

Comments were received from:

- GASP
- Glenorchy Arts and Culture Advisory Committee
- Arts and Cultural Development Section
- Cycling South
- Metro
- Department of Health and Human Services
- 4 private individuals, and
- 2 Council officers.

Types of Comment

The comments were about the following things:

- Overall comments
- Art and cultural development
- Transport
- Environment
- Performance measures
- Waste Management
- Errors in the proposed Strategic Plan, and
- Other comments.

A summary of the comments grouped under each of the different categories aforementioned follows:

Overall Comments

- *Good plan, compact and high level. Other Councils should take note.*
- *We support this strategic plan and welcome any future opportunities to work with GCC to improve the health outcomes of the Glenorchy community*
- *I support the overall objectives in the strategy. They provide a positive and clear vision for the City.*
- *The “so called” Strategic Plan fundamentally is flawed due to its failure to recognise or acknowledge Federal and State laws and regulations. It is not worth the paper it is written on.*

Art and cultural development

- *A priority in the Community Plan but almost absent from the Strategic Plan.*
- *Need for an explicit strategy in the Strategic Plan on arts and cultural development*
- *Need to recognise creative innovation with a specific strategy in the Open for Business part of the Strategic Plan*
- *Need to acknowledge partnership with GASP and GASP initiatives in the Strategic Plan*

Transport

- *Metro considers proposed strategies are consistent with its operations*
- *Need to encourage active transport modes - walking and cycling*
- *Need to acknowledge transport infrastructure, not just the network*
- *Consider bus prioritisation on interchange approaches*
- *Consider light rail*
- *Consider a 5th (tidal) lane on Brooker Highway*

Environment

- *Need for more tracks and trails*
- *More resources needed to implement the objectives – trail development and staffing*
- *“Valuing the Environment” is too nebulous. Measure required*
- *No reference to the State Coastal policy*
- *Consider more green belts*
- *Encourage “low impact” activities in natural areas*
- *If we need to identify high value areas (3.2.1), our information base has failed*

Performance measures

- *Mention how often and in what format you are going to report on the performance measures*
- *The community survey as a way to collect feedback on progress is an excellent approach*
- *Need KPI's for Valuing our Environment as too nebulous*
- *Not sure the built environment measure is the best available*
- *Need for performance measure to track arts and cultural development*

- *Aldermen to survey community members in their local areas*
- *Disregard the Census as this was a failure*
- *Use notice boards in shops for people to lodge submissions to Council.*

Waste Management

- *Difficult to build image and pride if we can't keep up with garbage collection*
- *Need to provide enough bins for people to use for their waste*

Errors in the Proposed Strategic Plan

- *Building Image and Pride goal missing from commentary on p. 15.*
- *Ensure consistent font on strategic plan diagram on p. 7*
- *Update the community development section activities in the Council structure diagram on p. 3*

Other Comments

- *Make contact and share ideas with similar cities on the mainland and overseas*
- *Grow organic fruit vegies and crops for health – including on arable land for more jobs and import replacement*
- *Limit rises in rates to maintain affordability*
- *Control gambling*
- *Assist refugees as a caring Council and community*

Changes Recommended to Proposed Strategic Plan

After carefully considering all of the submissions and seeking comments from relevant specialist Council officers, it is recommended that the following changes are made to the proposed Strategic Plan:

Arts and culture

A new Strategy 1.2.3 to be included under Objective 1.2 "Support our communities to pursue and achieve their goals" as follows:

Promote creative expression and participation and life-long learning as priorities for our communities

Arts and culture and life-long learning are community priorities from the City of Glenorchy Community Plan 2015-2040 that are not adequately covered by the proposed strategies. This is reinforced by the comments made by GASP, the Glenorchy Arts and Culture Advisory Committee and Council's own Arts and Cultural Development Section.

The Arts and Cultural Development Co-ordinator, after reviewing all comments relating to arts and cultural development agreed with the proposed changes.

Consideration was given to GASP's submission that a new Strategy 2.2.2 ought to be included in "Open for Business" as follows:

Stimulate significant development and growth in local, national and international arts and culture programming, further investing in GASP and MAC as the drivers of a new creative innovation economy in Glenorchy.

It is **not** recommend that Council adopt this proposed strategy. It is noted that the community's vision in the Community Plan is for the creation of a State, national and international hub for arts and creativity.

However, Council already have a proposed Strategy 2.2.1 to target growth sectors based on its understanding of the City's competitive advantages. The proposed strategy is broad enough to cover the creative innovation economy, as well as other priority growth sectors such as maritime and defence industry, community support etc.

Naming creative innovation up as a specific strategy is premature given that Council is yet to develop an economic development strategy or to review its arts and cultural development strategy or to finalise its future funding arrangements with GASP. There is potential to include creative innovation in both of these strategies.

There is room to consider a specific action in the Council's Annual Plan under Strategy 2.2.1.

"Making Lives Better" has been strengthened by recommending the addition of Strategy 1.2.3 above (promote creative expression and life-long learning).

The GASP submission suggests other changes in the form of two actions:

- Work with GASP to develop new strategy to grow tourism, economy, arts and culture as the centrepiece of a new Creative Economy in Glenorchy, and
- Support GASP to co-ordinate the concept development, commissioning, design and development of a dynamic 'Art Bridge' – across Brooker Highway linking Anfield Street with GASP/DEC etc.

The submission suggests words to be included in the proposed Strategic Plan to complement these actions.

It is **not** recommend the suggested wording be added to the Strategic Plan. The Strategic Plan is a 'high level' plan that sets out the objectives and strategies for each community goal. Under Council's corporate planning processes, there is a lower level plan called an 'Annual Plan' that sets out the actions that Council plans to take for each strategy. The right place to put "action-level" information is in the Annual Plan.

Transport

It is recommended that Strategy 3.1.3 under Objective 3.1 “Create a liveable and desirable City”, be changed by adding the underlined wording as follows:

Manage the City’s transport network and the associated infrastructure to promote sustainability, accessibility, choice, safety and amenity for all modes of transport

Comments were made about the need to support active transport measures such as walking and cycling; and to consider transport infrastructure, not just the “network”.

The Transport Engineer, after reviewing all comments relating to transport, recommended these changes.

Environment

It is recommended that Strategy 3.2.2 under Objective 3.2 “Manage our natural environments now and for the future”, be changed by adding the underlined wording as follows:

Encourage access to and appreciation of natural areas through the development of trail networks and environmental education.

The Environment Co-ordinator, after reviewing all comments relating to the environment, recommended these changes and considers that environmental education needs to be added as well because trail networks are not the only means of giving effect to the strategy.

Strategic Performance Measures

It is recommended that Council add another paragraph on p. 15 after the second paragraph about how often and in what format Council reports on progress using the strategic performance measures, as follows:

We will review the measures every two years and report on them to a Council meeting as a number of measures rely on the community survey which is carried out every two years.

It is also recommended that Council add a third strategic performance measure for the ‘Making lives better’ community goal relating to arts and cultural development on p. 16 as follows:

Participation in arts and cultural activities. (Source: Community Survey).

This change is supported by the Arts and Cultural Development Co-ordinator.

Correct Document Errors

A number of errors and oversights in the proposed Strategic Plan should be rectified:

- Add ‘Building Image and Pride’ community goal to commentary on p. 15
- Ensure consistent font on strategic plan diagram on p. 7, and

- Update the community development section activities in the Council structure diagram on p. 3.

Conclusion:

This Report has informed the community engagement period for the proposed Strategic Plan, including the process carried out, the comments received and the changes recommended to the exhibited Strategic Plan in response to those comments.

The proposed Glenorchy City Council Strategic Plan 2016-25, including the changes set out above, is at **Attachment 2**. It is recommended to Council for adoption as Council's new Strategic Plan.

Consultations:

The submissions were reported to and discussed with Aldermen in a Council workshop on 5 December 2016. The workshop was also attended by Directors and Managers.

Specialist advice about the comments was also sought from the Transport Engineer, Environment Co-ordinator, Manager Community and Customer Service and Arts and Cultural Development Co-ordinator.

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

The Strategic Plan sets out Council's organisational priorities, informed by the community's priorities from the City of Glenorchy Community Plan 2015-2040.

Further operational planning is carried out to identify the actions that Council will take for each of the strategies. These actions are listed in the Annual Plan. Council's Annual Plan sets the program for the next year and three "out-years" beyond that.

The Annual Plan, based on the proposed Strategic Plan, will be an integral part of the budget setting process for the 2017/18 financial year.

Risk

From a risk management perspective, the Strategic Plan has been developed following an "environmental scan" workshop with Aldermen on 5 and 6 May 2015, involving a review of the political, economic, social, technological, environmental and legal context within which Council operates.

The development of the 2016-2025 Strategic Plan will bring Council into statutory compliance with the *Local Government Act 1993* (the Act) requirement for a 10 year strategic plan (s. 66).

Consultation on the draft Plan is also a compliance requirement under s. 66 of the the Act.

Community Consultation and Public Relations Implications:

Acknowledgement of Comments Received

Council has written to the submission responders thanking them for their comments and advising them that:

- Management will formally report all the submissions received during the comment period to Council
- Management will also recommend any changes to the proposed Strategic Plan before Council formally adopts the new Strategic Plan
- Responders are welcome to attend the Council meeting on 19 December 2016 to hear the proposed Strategic Plan being discussed; and
- there is a public question time near the beginning of the Council meeting where individuals can ask questions about items on the meeting agenda.

Announcing the Adoption of a New Strategic Plan

Once the Strategic Plan is adopted by Council, Management will:

- write to all submission responders advising them of its approval and where they can obtain a copy
- place a news item and a link to the Strategic Plan on Council's website
- include an article in the February edition of the Glenorchy Gazette
- meet the Act requirements to:
 - (a) make a copy of the strategic plan available for public inspection at the public office during ordinary office hours, and
 - (b) notify the Director of Local Government as soon as practicable after adoption of the Plan and provide the Director with a copy of the same.

The key messages are that:

- Council has adopted its new 10 year Strategic Plan
- The Strategic Plan sets Council's future direction
- The Strategic Plan has been shaped by the community vision, goals and priorities in the City of Glenorchy Community Plan 2015-2040, and
- The Strategic Plan will guide the actions that Council takes, based on its Annual Plan, which is reviewed every year.

Recommendation:

That Council:

- (a) NOTE the comments received during the comment period on the proposed Glenorchy City Council Strategic Plan 2016-2025 which ran from 29 October 2016 until 25 November 2016;

- (b) ENDORSE the changes to the proposed Strategic Plan recommended in the body of this report in response to comments received; and
- (c) ADOPT the Glenorchy City Council Strategic Plan 2016-2025, as amended.

Attachments/Annexures

- 1** Summary of Comments
- 2** GCC Strategic Plan 2016 - 2025

ENVIRONMENT

11. CBD REVITALISATION PROJECT (MAIN ROAD GLENORCHY) CONCEPT URBAN DESIGN

Author: Engineering Projects Officer (Greg Blackwell)
Coordinator City Strategy (Erin McGoldrick)

Qualified Person: Director, City Services and Infrastructure (Emilio Reale) and
Acting Director, Community, Economic Development and
Business (Tony McMullen)

ECM File Reference: CBD Steering Committee

Community Plan Reference:

Valuing Our Environment

We will value and enhance our natural and built environment. Our central business district (CBD) areas of Glenorchy, Moonah and Claremont will be revitalised, with a strong emphasis on great design, open spaces and public art.

Open for Business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Strategic or Annual Plan Reference:

Objective: 3.1 Create a liveable and desirable City.

Strategy: 3.1.1 Revitalise our CBD areas through infrastructure improvements.

Action: 3.1.1.01 Implement the Glenorchy CBD Strategic Framework.

Reporting Brief:

To seek Council's approval to undertake the various tasks required to implement the Glenorchy CBD Revitalisation Project in accordance with the Concept Urban Design for Main Road Glenorchy report.

Proposal in Detail:

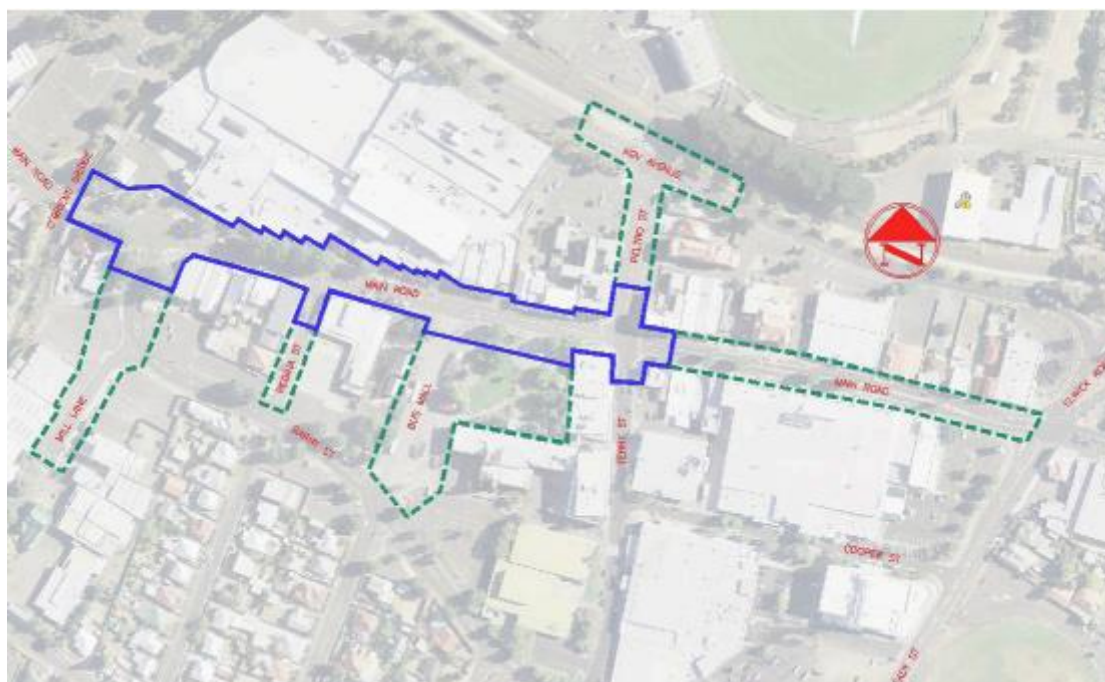
Background

While developing the *Glenorchy Community Plan 2015 – 2040*, consultation with Council's communities articulated a clear need for revitalisation of the Glenorchy CBD area. The kerbs, footpaths, stormwater and street furniture are at, or nearing, the end of their useable lives and this project is about developing clear designs and a plan aiming to create an accessible, welcoming and distinctive heart for Glenorchy's Main Road, where commerce and community will thrive.

The Community's prioritisation of projects such as this (in the Community Plan) is factored into Council's asset planning decision-making.

The Glenorchy CBD Revitalisation Steering Committee engaged consultants Inspiring Place to prepare a concept urban design plan for the northern part of the Glenorchy CBD. Inspiring Place assembled a team from around Australia who are recognised leaders in urban design, stakeholder engagement, retail planning, street engineering, traffic management and landscape architecture.

The concept urban design plan covers the area between Terry Street and O'Brien's Bridge (see map below).



Whilst the main focus of the project is within the blue area (bounded by a solid line), the relationship of this area to surrounding CBD areas (shown as green dotted) is also addressed in the recommendations.

The project is about developing a clear design and plans to guide investment in creating a livable, pedestrian friendly street environment. It provides the opportunity to reframe the city centre and make the CBD more distinctive, compact, accessible, comfortable, vibrant, activated and loved. It is driven by the aim to create a great place to do business, create more sales and generate more customers.

Process

Prior to the appointment of the successful urban design consultants, Council officers workshopped with Aldermen recommended road layout options, including modelled traffic impacts (7 March 2016). The modelling that was undertaken so to ensure that traffic impacts for each of the options was understood before recommendations could be made on the preferred road layout option.

Following appointment of Inspiring Place to develop concept designs and recommendations, an inception meeting occurred (30 May 2016) to determine expectations, scope and key sign-off dates. The consultants considered the recommended road layout options for urban design implications; resulting in a layout incorporating a mix of options 3 and 1 (Raised Tables and Median Treatment).

Engagement with priority stakeholders further informed the proposed road layout and vision for the Glenorchy CBD area both offline and at the CBD Business Inspiration workshop (4 July 2016). An evaluation report, developed with CBD Steering committee direction, was presented at an Aldermen's Workshop (18 July 2016).

To recognise scale and significance of this project for businesses and the community, both the second and third stages of the project sought to use public/business engagement to guide design development. Aldermen attended a workshop outlining a Community Engagement Strategy (5 September 2016) and at a Council meeting (26 September 2016) authorised the invitation for public feedback on the draft concept design images.

Consultation sought out a wide range of stakeholders; service providers, local businesses, shopping centre management, Council committees, Council staff, government agencies and of course our community (from 3 – 14 October 2016). Feedback was reviewed by the consultants and presented to the CBD Steering Committee (24 October 2016). Analysis of the feedback and survey results provided a rich source of information for the development of the draft concept designs and suggested good overall support for implementation of the proposed designs.

The final stage involved further liaison with Quantity surveyors, service providers, key stakeholders and peer review of the final draft designs. Council officers then confirmed the next steps and required resources for implementation, and the Steering Committee provided final recommendations to the consultants (23 November 2016).

Report

Should the Concept Urban Design for Main Road Glenorchy report and recommendations be endorsed by Council, the project will transition, as Council officers prepare and undertake work in the follow areas:

- commencement of detailed engineering design work
- submission of a Planning Permit Application
- seek approval from State Growth to undertake reduction of the vehicle speed limit in some areas of the Glenorchy CBD
- investigation to undertake temporary community lead pop-up activities in the Glenorchy CBD area, and
- investigation of processes for development of public art as per Council's current Public Art Policy.

Consultant's Report and Concept Plans

The consultant's report from Urban Designer firm Inspiring Place provides concept designs and recommendations for three (3) main areas:

- evaluation of proposed street layouts
- define a new street configuration to improve access and safety, improve amenity, enhance user experience and establish spaces to conduct civic life, and
- recommendation for a suite of street furnishings and materials.

In addition, Council officers will explore use of the consultant's report to:

- guide further planning, design and construction documentation, and
- assist Council departments to invite community activities to 'activate' the CBD area.

Capital Budgets, Construction Timing and Staging

Council's Asset team and the Infrastructure Management Group have commenced the process of forming the draft FY 2017/18 Capital Budget and it is expected that the Glenorchy CBD project will form a significant part of the FY 2017/18 Transport Budget. Council's Asset Management Plans and Long Term Financial Plan provide guidance on appropriate budgets for individual asset classes over a 10 year window, based on maintaining a 'level of service', consistent with Council's Asset Management Strategy. A Transport Budget of nominally \$7.5M is allocated to road renewal in FY 2017/18. The estimated cost of the CBD Revitalisation Project is \$5.5M subject to final design, scope and specifications. This Project will be subject of a competitive tendering process and it is expected that physical works could commence in early 2018, so that some of the FY 2017/18 Transport Budget could be allocated to the project. An approximate allocation for forthcoming capital budgets is \$1.5 M in FY 2017/18, \$3.8 M in FY 2018/19 and \$0.2 M in FY 2019/20. As described above capital funding for the project will be required over multiple financial years: provisionally FYs 2017/18 and 2018/19 and to a lesser extent FY 2019/20, and Council's forward capital planning for the Transport asset class has been prepared on this basis:

- the 10 Year Transport Asset Management Plan which has been workshopped with the Council includes the planning and renewal of Main Rd Glenorchy from Barry Street to Peltro Street
- Council's detailed 3 year capital plan includes funding these works with a value in the vicinity of \$3-5M (dependent on the final scope of works)
- long term capital modelling using Council's predictive software includes these proposed works
- these predictive models indicate overall transport asset condition will remain at current levels (Condition 2.6, on a 1-5 condition rating) based on the current 10 year long term financial plan forecast spend, and

- long term asset modelling which is based on a number of criteria (hierarchy, condition, maintenance and life cycle costs, service level and community expectation) includes the CBD Redevelopment.

A preliminary project delivery program has been prepared, including allowance for the development application, preliminary and detailed design, tender documentation and contract award. It is planned to commence construction in early 2018 and engage a single contractor to complete the project.

The opportunity exists to divide the project into discrete stages, so as to potentially limit the impact of the discrete stages of construction on the affected CBD businesses. At this stage this is not the preferred approach, given that it will extend the overall time taken to complete the project, simply by introducing periods where construction would be inactive, yet the works would be incomplete. There would also be increased costs in taking a staged approach in this way, due to inefficiencies in stopping and restarting works and the associated disestablishment and re-establishment of the site. This can be further explored during development of the design and project planning, however at this point it is considered that the project should be constructed in one continuous construction program, albeit over at least two (2) financial years.

It is envisaged that the various treatments recommended in the Inspiring Place report for the roads in the Area B study area will be put forward for consideration by Council in future Capital Works budgets.

Detailed Engineering Design and Assessments

Engineering Project officers are scheduled to commence detailed design and engineering assessments in January 2017. Officers will take the concept plans through to fully developed designs that will include considerations of the various road components (e.g., footpaths, kerbs, raised tables, medians, drainage etc.) as well as underground services, lighting, landscaping and the various urban design components of the design. It is anticipated that detailed designs and project documentation suitable for taking to tender will be complete by late 2017.

Planning Permit Application

Council officers are liaising with Planning staff regarding the best approach for the Planning process. A Planning Permit Application (or Applications) will be further explored during development of the design and project planning stages in the first half of 2017 once the construction timing and staging is established.

Reducing Speed Limits

One of the key desired outcomes of the proposed changes to Main Road was the need to make the CBD safer for pedestrians. Traffic modelling undertaken on the proposed new road layout has indicated that crashes involving pedestrians would be reduced by approximately 50% due to the reduction of traffic on Main Road and the lower speed environment created. The Department of State Growth have indicated that the lower speed environment created by the proposed works would be consistent with reducing the speed limit through the shopping centre from 50 to 40 km/h and that they would support this change.

There are a number of streets within the Glenorchy CBD that are already sign posted at 40 km/h, and these include Cooper Street, Tolosa Street (Bus Mall) and Terry Street. It is recommended that the remainder of the roads within the Glenorchy CBD should be set to 40km/h so to support the desired safety outcomes. These roads include:

- Main Road, between Barry Street and Eady Street
- Regina Street, between Barry Street and Main Road, and
- Peltro Street between King George V Avenue and Main Road.

The recent (Let's Activate Glenorchy's CBD) surveys showed significant support for the 40 km/h speed limit on the above streets with approximately 80% of survey respondents listing this proposed change as being either very important or important. It should be noted that the ring roads around the CBD (Barry Street and KGV Avenue) would remain at 50 km/h.

Temporary Pilot Projects

The consultant's report references the need for both 'hardware' and 'software' to fully recoup the rewards of investing public funds in projects such as the Glenorchy CBD Revitalisation. Community activities centred in the Glenorchy CBD area, facilitated by Council officers can provide useful proof of concept pilot projects through the practise of tactical urbanism.

Tactical urbanism projects are temporary projects focussing on urban interventions—quick, temporary, cheap community led or facilitated projects that aim to make a small part of a city more lively or enjoyable. Tactical urbanism is low-cost, temporary changes to the built environment, usually in cities, intended to improve local neighbourhoods and city gathering places.

A portion of capital funds from this project is available for tactical urbanism and Council officers are collaborating to develop a project plan to bring to the CBD Steering Committee for review. The aim of this proposal is twofold; tangible 'on the ground' CBD Revitalisation activities while infrastructure works are in preparation and testing of some of the recommendations and areas earmarked for change in the consultant's report.

Public Art Policy and Process

The Glenorchy City Council Community Plan describes a vision for the City as a city of arts. The Plan identifies arts and culture as one of the community's most important priorities for the future. CBD areas will be revitalised with a strong emphasis on great design, open spaces and public art. Arts activities will be supported to create and sustain opportunities to ensure the city and suburbs are vibrant, engaging and dynamic.

Council's Public Art Policy identifies the potential of public art to reflect the City, its people and their diversity, celebrating local distinctiveness and enriching community life. The Policy articulates the following:

- best practice public art outcomes can only be achieved through the allocation of adequate budgets, and will consider public art opportunities in the development of annual capital works budgets
- Council will consider opportunities for art components in new capital or major renewal capital projects in public spaces where these spaces could be further enhanced by public art, and
- Council will advocate for public art funding to be included on major development and infrastructure projects within the City.

Provision for public art is integral to the urban renewal process: starting with the Glenorchy CBD Revitalisation. Public art will reflect the new confidence of the City as it ventures into the 21st century. It will be reflective of the Community Plan goal of making lives better thereby contributing to a safe, inclusive, active and vibrant community.

It is proposed that a public art project be undertaken as part of the CBD Revitalisation Project. A project brief is currently being developed along with the establishment of a steering committee for the project. It is envisaged that the project will involve the broader community in its development and be delivered in FY 2018/19.

Consultations:

Glenorchy CBD Revitalisation Steering Committee

Metro

Department of State Growth

Emergency Services

Glenorchy Police

Local Businesses (including Moonah Glenorchy Business Association)

Philp Lighton (Accommodation Strategy Consultants)

Glenorchy Access Committee

Glenorchy Youth Taskforce

Sport and Recreation Committee

Safer Communities Committee

Tracks, Trails and Cycleway Committee

Arts and Cultural Committee

Cultural Diversity Committee

Aldermen's Workshops (18 July, 12 September and 5 December)

Community Development

Legal and Property

Human Resource / Financial and Risk Management Implications:

Council officers undertaking project management of this project have included provision in current financial year work-plans to undertake the required detail engineering design work required.

Council Asset Management Plans include provision of funding for asset renewals in the area of Main Road for the years; 2017/18 and 2018/19 and 2019/20, if required.

Community Consultation and Public Relations Implications:

A media release, including a summary of community feedback was prepared for the Glenorchy Gazette for publication in December 2016. Further information regarding the Concept Urban Design for Main Road Glenorchy may be developed for a media release if required.

Recommendations

That Council:

- (a) ENDORSE the Concept Urban Design for Main Road Glenorchy and recommendations contained therein
- (b) RECOGNISE forward asset planning expenditure will extend across the 2017/18 and 2018/19 financial years, and 2019/20 if required, in accordance with the 10 Year Transport Asset Management Plan, and
- (c) AUTHORISE Council officers to:
 - i) Commence detailed engineering design work
 - ii) Submit a Planning Permit Application
 - iii) Seek formal approval from The Department of State Growth for the speed limits within the Glenorchy CBD that are currently 50 km/h be reduced to 40 km/h
 - iv) Investigation temporary community lead pop-up activities in the Glenorchy CBD area, and
 - v) Investigate processes for the development of public art as per Council's current Public Art Policy.

Attachments/Annexures

- 1 Draft Main Road Glenorchy (Concept Urban Design)

12. UPDATED BUILDING AND PLUMBING FEES AND CHARGES

Author: Manager, Environment and Development (Paul Garnsey)

Qualified Person: Director, City Services and Infrastructure (Emilio Reale)

ECM File Reference: Building and Plumbing

Community Plan Reference:

Open for Business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Strategic or Annual Plan Reference:

Valuing our environment

- 3.1: Create liveable built environments and sustainably manage our natural and built environments.

Leading our community

- 4.1: Govern in an open and responsible manner in the best interests of the community.
- 4.2: Manage our resources to achieve community outcomes.

Reporting Brief:

To seek Council's approval to introduce new charges and amend the current 2016/2017 Building and Plumbing fees and charges to accommodate the new *Building Act 2016*.

Proposal in Detail:

Background

The new *Building Act 2016* (the Act) will come into effect on 1 January 2017. The Act will introduce several new processes that require the amendment of a number of existing fees and the introduction of two new fees.

The changes to the Act requires additional functions to be undertaken with lodgement of proposed building work documentation and post notification of some low risk plumbing work to Council.

Accordingly, amendments to processes and charges have been made to align Councils fees with the value of work that introduces the Building Administration Levy and Training Industry Levy that is collected by Council for distribution to the responsible organisations.

The changes are best explained in the document forming **Attachment 1**, entitled 'Building and Plumbing fees and charges – AMENDMENTS'. Attachment 1 shows the existing building and plumbing fees and charges for 2016/2017 'marked up' with the required amendments in red text and the original text in black. Additional information is also supplied in the comments column.

The amount of the two new fees is based on the expected amount of time that will be required to register and maintain the documents mandated in the notification process. Further modifications can be applied to the 2017/2018 fees and charges if required.

The final document that is the subject of approval of this report is **Attachment 2**, entitled 'Building and Plumbing fees and charges 01 Jan 2017 – 30 Jun 2017'.

For ease of reference, copies of the attachments will be sent by email to Aldermen, in addition to being included in the attachments to this report.

Consultations:

Director, City Services and Infrastructure (Emilio Reale)
Manager, Environment and Development (Paul Garnsey)
Coordinator, Building and Plumbing Services (Andrew Askey)

Human Resource / Financial and Risk Management Implications:

The introduction of the new fees is based on the expected amount of time that will be required to register and maintain documents mandated in the notification process and will partially offset the expected drop in the current fees and charges resulting from the fewer number of building works that will require a building permit.

This expected reduction in fees and charges has already been addressed in the proceeding budgets associated with the long term financial plan.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

ADOPT, pursuant to section 205 of the *Local Government Act 1993*, the new fees for building and plumbing services as set in Attachment 1 to this report, effective from 1 January 2017.

Attachments/Annexures

- 1 Building & Plumbing fees and charges - AMENDMENTS
- 2 Building and Plumbing fees and charges 01 Jan 2017 - 30 Jun 2017

13. WASTE MANAGEMENT CENTRE FREE LANDFILL PASSES/ENTRY

Author: Manager Waste Services (Shafiq Mohamed)
Qualified Person: Director City Services and Infrastructure (Emilio Reale)
ECM File Reference: Waste Management and Landfill - Fees and Charges

Community Plan Reference:

Open for Business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Strategic or Annual Plan Reference:

Making lives better

- 1.3 Lead the provision of value for money services
- 1.3.3 Advocate for, partner with, or deliver services that address identified levels of community need.
- 1.3.3.2 Administer kerbside waste collection services; promote waste minimisation, recycling and environmentally responsible disposal options.

Reporting Brief:

This report briefs Council on the feasibility of providing free Landfill passes/entry to Glenorchy's Waste Management Centre and Landfill, in response to the Notice of Motion passed at the 29 August 2016 Council meeting, and recommend that the proposal does not proceed.

Proposal in Detail:

Council currently operates the Jackson Street Landfill. The Landfill is operated in accordance with Council's current Waste Management Strategy.

The Glenorchy Landfill currently has an estimated life of up to 6 years and is expected to close by 2023. This date will vary depending Landfill space and the tonnages of waste Council receives.

The Landfill is operated by Council on the 'user pays' principle through public and commercial waste disposals. The entry fee is set each year by Council based on the cost to process and bury waste and to maintain the Landfill site as per the Environmental Protection Agency Regulations.

The fees also include an amount that is set aside for future rehabilitation of the site once the closure date is reached. Once the Landfill is closed a number of environmental treatments will be required such as but not limited to, clay capping to the site to prevent water ingress that could form environmentally damaging leachate, managing methane gas emissions and a drainage system to deter water away from the site.

These fees are considered and set by Council as part of the overall budget process and the setting of all other Council Fees and Charges.

Considerations for Council

If free Landfill passes/entry was to be implemented the following volumes need to be considered:

The Landfill receives on average about 98,000 light vehicles entries per year disposing of waste. Average weekend (Saturday and Sunday only) usage of the Landfill based on the last 2 years of data for December and January tally as follows: (For the purposes of this report only these 2 months were considered as they are the peak periods for disposal).

2014/15

December light vehicle average on weekends - 900

January light vehicle average on weekends - 800

2015/16

December light vehicle averages on weekends - 730

January light vehicle averages on weekends – 780

Based on current peak trends for the use of the Landfill, if an average 800 vehicles are let in for free per weekend, the cost to Council would be around \$12,000 - \$15,000 (based on average Landfill volume charges priced between \$10 - \$22).

However, if there is to be free disposal weekends one would have to assume that the volume of vehicles would increase up to 2 to 3 times more than average times to take advantage of free entry and therefore costs accordingly would go up to \$40,000 - \$50,000 per weekend.

Based on the above analysis, it is estimated that if free Landfill passes/entry was to occur 3 or 4 times a year costs would be up to \$200,000.

(Council should note that the numerical data is based on assumptions only as there is no real data to draw comparison; however Hobart City Council confirmed that their volumes increased to a similar magnitude on free entry weekends).

There is a risk that free Landfill passes/entry could be seen as an additional cost to Glenorchy ratepayers, as the user pays principle which Council has adopted would not be applied. Free passes/entry also has the potential for the reduction of Landfill life, due to the increased volume that would be received without the corresponding fees that would be required to facilitate the early rehabilitation process. The accelerated filling of the Landfill would result in Landfill fee's increasing to cover an earlier than estimated rehabilitation process that would not be fully funded at the point of reaching capacity.

It is worth noting that Council has been providing limited free Landfill pass concessions to not for profit/charity organisations to dispose of the waste at the Jackson Street Landfill. The budget, which falls into the in-kind category has been between \$8,000 - \$10,000 each year. Concession passes are provided as a way of helping community based organisations dispose their waste. This program includes supporting initiatives such as Clean Up Australia activities and other occasional special requests at the discretion of the General Manager.

Consultations:

ELT

Waste Services Coordinator

Landfill Coordinator

Waste/Landfill/Tollbooth staff

Human Resource / Financial and Risk Management Implications:

Should free Landfill passes/entry be allowed to all Glenorchy residents there will be additional cost to subsidise the Landfill operating costs. The cost assumptions are made as per the below tables.

Item	Cost
One landfill pass for all 20,650 properties @average cost of boot load - \$10 to small trailer of \$16 per load - @ \$13 a load (approximate number of properties) cost are estimated at lesser rate due to assuming all properties will not participate	\$268,000 (approx. 100% participation) \$134,000 (50% participation) \$67,000 (25% participation)
Item	Cost
Two Landfill passes for all 20,650 properties @13 per load	\$536,000 (approx. 100% participation) \$268,000 (approx. 50% participation) \$134,000 (25% participation)

Free weekends

Item	Cost
One free weekend for 2500-3000 vehicles @average of boot load - \$10 to medium trailer of \$22 per load - hence at \$16 per load (approximate number of vehicles based on 3 times current averages) costs are estimated at higher rate due to assuming participation will increase for free weekends	\$40,000 - \$48,000 (approx. one free weekend) \$80,000 - \$96,000 (approx. two free weekend) \$120,000 - \$144,000 (approx. three free weekend)

Please note: the above costs are based on the current Landfill fees and charges and the cost that will be subsidised by Council. These are assumptions only and can only be confirmed if Council implements a free entry scheme. No budget has been allocated for extra resourcing of staff, administration and public relations.

Current Year	Amounts not included in current budget
Next Year	As contained within report will have to be included in the budgets
Future Years	N/A at this stage

Community Consultation and Public Relations Implications:

No community consultation has been undertaken in respect to this report. If a scheme is adopted by Council a communications strategy will be required in the form of advertisements, letters and flyers to advice residents of the scheme.

Recommendation:

That Council:

- (a) RECEIVE and NOTE the report on Free Landfill passes/entry.
- (b) RESOLVE not to approve a free Landfill pass/entry scheme due to the additional cost that will be imposed on ratepayers and the impact on the life of the Landfill site.

Attachments/Annexures

- 1 Attachment - Council Resolution - 29 August 2016

GOVERNANCE

14. 2016 ANNUAL GENERAL MEETING

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: AGM

Community Plan Reference:

This item discusses a corporate management/governance issue. Since the Community Plan is outwardly focussed, there is no applicable reference to this matter.

Strategic or Annual Plan Reference:

The strategic and annual plans are based upon the Community Plan which is outwardly focussed. Since this item discusses a management/governance issue there is no applicable reference to this matter.

Reporting Brief:

To report on the 2016 Annual General Meeting as required by Section 72B(6) of the *Local Government Act 1993* and consider motions that were passed at that meeting.

Proposal in Detail:

The Glenorchy City Council Annual General Meeting was held at the Glenorchy Council Chambers on Monday, 12 December 2016 (**2016 AGM**). 59 People attended, of whom 35 were registered Electors of Glenorchy, 9 were Aldermen, 14 were Council staff, and 2 representatives of Council's Board of Inquiry.

The following is a summary of the 2016 AGM.

Minutes of 2015 AGM

Alderman Pearce moved a motion (seconded by Alderman Nielsen) that the minutes of Council's 2015 AGM be confirmed.

However, Mr Phil Butler of Glenorchy raised the following issues about the accuracy of the 2015 minutes, namely that:

- the minutes incorrectly recorded the meeting as having commenced at 2:30 pm when it in-fact commenced at 2:00 pm
- there is no record of any of the questions received from the public or the answers provided, and
- the names and addresses of members of the public who voted are not shown on the minutes, only the votes of Aldermen were recorded.

Alderman Dunsby also raised a concern about the reference in the minutes to 'members of the public' rather than the names of the electors who addressed the meeting. She advised that she considered this to be demeaning.

A vote was taken on the motion.

The motion was defeated by majority.

Amended Minutes of 2015 AGM

To resolve the issue of the 2015 minutes not being confirmed, Alderman Branch-Allen moved the following motion during the General Business section of the AGM:

- (a) that the AGM requires that at the next ordinary Council meeting on 19 December 2016, the Council confirms the amended minutes of the 2014-15 AGM, and
- (b) that this meeting instructs the General Manager to deal with this matter as a matter of urgency.

A vote was taken on the motion.

The motion was carried unanimously.

In accordance with part '(b)' of the above resolution, Council staff have prepared a set of amended minutes of the 2015 AGM, which address the concerns raised by Mr Butler and Alderman Dunsby, on an urgent basis.

The amended minutes are Attachment 1 to this report.

In accordance with part '(a)' of the above resolution, the recommendations this report recommend that Council confirms the amended minutes of the 2015 AGM in the form of Attachment 1.

2015-16 Annual Report

Alderman Pearce moved a motion (seconded by Alderman King) to accept Council's 2015-16 Annual Report (**Annual Report**).

The Mayor read her Mayor's Message as contained in the Annual Report. The General Manager provided a summary of the key points of his General Manager's Report from the Annual Report.

In accordance with the requirements of Section 72(3) of the *Local Government Act 1993*, the community had been invited to make submissions on the report for discussion at the 2016 AGM. The following submissions were received:

- a submission containing two (2) questions on notice was received from Mr Bob Holderness Roddam of Austins Ferry
- two (2) separate notices of motion were received from Mr Holderness Roddam, and
- a submission containing ten (10) questions on notice was received from Mr Butler on behalf of the Citizens for Glenorchy Inc.

Each of the community submissions was addressed at the meeting, and either answered verbally, taken on notice, or was agreed to be provided in writing.

Following further debate, a vote on the motion was taken.

The motion was defeated by majority.

It should be noted in that Council prepared the Annual Report in accordance with section 72 of the *Local Government Act 1993 (the Act)*, and adopted the Annual Report by majority at its Special Meeting held on 7 November 2016.

Section 72(2)(d) of the Act requires that the Annual Report is tabled “for discussion” at the AGM.

Accordingly, the defeat of the motion to accept the Annual Report does not affect Council’s compliance with the requirements of section 72 of the Act.

Question Taken on Notice

During the General Business section of the meeting, Mr. Bob-Holderness Roddam of Austins Ferry asked the following Question which the General Manager took on notice:

In relation to the Public Health Statement in Annual Report, and the ‘Burn Brighter This Winter’ program which provides education and community involvement about wood burning stoves.

Further, Mr Holderness-Roddam has phoned Council on several occasions to complain and has not received satisfactory responses. Mr. Holderness-Roddam asked for actions to the following effect of the General Manager:

- (a) an explanation of how Council officers will address his concerns in the future, and
- (b) a report on the effectiveness of the ‘Burn Brighter This Winter’ campaign.

An answer to Mr Holderness-Roddam’s question will be provided in writing.

Consultations:

Nil.

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

- (a) NOTE the summary of Council's 2016 Annual General Meeting provided in this report, and
- (b) CONFIRM the amended minutes of the 2015 Glenorchy City Council Annual General Meeting in the form of Attachment 1.

Attachments/Annexures

- 1** Amended Minutes of 2015 AGM

15. LUCILLE BUTTERWORTH MEMORIAL SIGN

Author: Acting Property Coordinator (Richard Blackwell)
Manager Legal and Property (Carey Higgins)

Qualified Person: Director, Corporate Governance and General Counsel (Seva Iskandarli)

ECM File Reference: Lucille Butterworth

Community Plan Reference:

Making Lives Better

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

Strategic or Annual Plan Reference:

- 1.1 Building understanding and engagement of the issues, needs and expectations of communities
- 4.1 Govern in an open and responsible manner in the best interests of the community
- 4.3 Foster relationships to deliver community outcomes

Reporting Brief:

The purpose of this report is to seek Council's endorsement for a memorial sign for Lucille Butterworth on the corner of Box Hill Road and Main Road, Claremont, opposite the bus stop where Ms Butterworth was reportedly last seen in 1969.

Proposal in Detail:

Background

Lucille Butterworth disappeared 47 years ago at the age of 20 from a bus stop on Main Road, Claremont on August 25, 1969. No trace of her has been found since.

A coronial inquiry was recently completed over her disappearance. That chapter having now closed, Ms. Butterworth's brother, Mr. Jim Butterworth (on behalf of her family) has approached Council to seek its support for the installation of a sign and small memorial garden adjacent to the place at which Ms Butterworth was last seen (a location map is **Attachment 1**). A copy of a letter received from Mr Butterworth is **Attachment 2**.

Scope of Works and Estimated Cost

A preliminary draft of the proposed sign, indicating how it might look is **Attachment 3**. The size of the sign to be erected is approximately 600mm high by 900mm wide.

Attachment 4 is a photograph of a sign of similar size and style, to give an idea of what the completed sign, if installed, may look like.

The final design of the sign would be subject to approval from Council management following further consultation and development.

The design and manufacture of the signs are to be completed by external companies which Mr Butterworth has independently engaged at his expense, namely:

- Podcast Productions
- Hall and Jones Advertising
- Eye Spy Signs

Mr Butterworth has confirmed he will pay any costs associated with the manufacture and installation of the sign.

Council has consulted its Transport Engineer and confirmed that the sign, if installed in the proposed location and of the proposed dimensions, will not create any potential traffic or pedestrian hazards.

The installation of the sign would to be subject to any required regulatory approval (which may include a planning application).

Consultations:

Director, Corporate Governance and General Counsel
 Director, City Services and Infrastructure
 Manager, Legal and Property
 Acting Property Coordinator
 Transport Engineer
 Coordinator, Urban Services
 Dial Before You Dig

Human Resource / Financial and Risk Management Implications:

Financial

Current Year	\$0
Next Year	Existing maintenance
Future Years	Existing maintenance

Risk

Risk Identification	Consequence	Probability	Rating	Risk Mitigation Treatment
If the sign is not erected, Council may be seen to be failing to adhere to one of the core principles of its Community Plan, namely that We continue to be a safe, inclusive, active and vibrant community. There would also likely be negative public relations implications	Moderate	Almost Certain	Medium	That Council endorse the installation of the Lucille Butterworth Memorial Sign as recommended.

Community Consultation and Public Relations Implications:

Jim Butterworth, brother of Lucille Butterworth and the Butterworth family

Media outlets such as The Mercury Newspaper, Southern Cross News, Win TAS News and ABC Tasmania News

There is also an extensive support group on Facebook social media comprising over 2,100 members

Recommendation:

That Council:

ENDORSE the installation of a memorial sign for Lucille Butterworth to be erected on the corner of Box Hill Road and Main Road in the Claremont Reserve, subject to regulatory approvals (if required).

Attachments/Annexures

- 1 Attachment - Location Map for Lucille Butterworth Memorial
- 2 Attachment - Letter from Jim Butterworth
- 3 Attachment - Artist's Draft of Lucille Butterworth memorial Sign
- 4 Attachment - Photograph showing sign style example

16. CORPORATE PERFORMANCE INDICATORS - OCTOBER 2016

Author: Reporting Officer (Len Newton)
Qualified Person: Acting Director, Community Economic Development and Business (Tony McMullen)
ECM File Reference: Traffic Lights

Community Plan Reference:

The Communities of Glenorchy will be confident that Council manages the Community's assets soundly for the long term benefit of the Community.

Strategic or Annual Plan Reference:

The Corporate Performance Indicators are provided to Council in accordance with the following strategies:

- 4.1.2 Ensure Council is open and transparent in its communication and dealings with our communities; and
- 4.2.1 Deploy the Council's resources in a way that maximises the effectiveness of the organisation and delivers value for money.

Reporting Brief:

To present the Corporate Performance Indicators as at the end of October 2016 for Aldermen's information.

Proposal in Detail:

The Corporate Performance Indicators are attached (**Attachment 1**) along with Appendix B (**Attachment 2**). Appendix B outlines expected year-to-date variances within the various Capital Works programs for this financial year.

Please note the Indicators include the 2015/2016 Budget Carry Forwards as approved at the August 2016 Council Meeting.

For October 2016 we have one red light and four yellow lights, with the remainder being green lights.

Red light

Lost Time Injury Frequency Rate (LTIFR): Month (MTD) 96.23 LTIFR for October (page 29). There were three LTI's for October and the rolling 12 month LTIFR is 31.22. This is up on the September result (23.20) but still lower than for the same time last year which was 41.46. Safety remains a priority for the organisation and all incidents are reviewed to ensure policies and practices are refined to avoid future incidents.

Yellow lights

Capital Expenditure Stormwater (page 19): The capital program for 2016/17 started slowly and remains well under budget. Forecasts suggest that the program will be completed for the full year. For that to eventuate, spending will need to increase.

Capital Expenditure Other (page 19): The capital program for 2016/17 started slowly and remains well under budget. Forecasts suggest that the program will be completed for the full year. For that to eventuate, spending will need to increase.

Accounts Receivable (page 22): Overdue debtors are above target due primarily to Derwent Park Reuse Scheme Contractor \$1,597k.

Total Salaries and Wages for Capital Projects (page 24): Some capital works that were budgeted to be completed internally are now being provided by external contractors, whilst some other works have been delayed.

Consultations:

Capital and Operational Expenditure Program Leaders
Relevant Staff

Human Resource / Financial and Risk Management Implications:

As outlined in the Corporate Performance Indicators reports.

Community Consultation and Public Relations Implications:

No public relations implications are known at this point, and no community consultation has been undertaken.

Recommendation:

That Council:

ACCEPT the information provided by the Corporate Performance Indicators for October 2016.

Attachments/Annexures

- 1 Corporate Indicators - October 2016
- 2 Appendix B - Report Indicators

17. COUNCIL POLICIES: ADOPTION AND RESCISSION

Author: Senior Internal Compliance Advisor (Bryn Hannan)

Qualified Person: Director, Corporate Governance and General Counsel (Seva Iskandarli)

ECM File Reference: Council Policy

Community Plan Reference:

Under the City of Glenorchy Community Plan 2015 – 2040, the Community has prioritised ‘transparent and accountable government’.

Strategic or Annual Plan Reference:

Annual Plan Reference 4.2.4.03 *Implement the Governance Strategy*.

Reporting Brief:

This report recommends that Council adopts nine (9) updated Council policies and rescinds seven (7) Council policies, in accordance with the ongoing Council Policy Review process.

Proposal in Detail:

This Report follows the Aldermanic Workshops held on 25 May and 12 October 2015 in which management presented to Council the current and proposed actions with respect to the ongoing Council Policy review.

As part of the review process, it is recommended that Council adopt eight (8) revised policies and rescind eight (8) policies which have become superfluous or are otherwise not required.

1. Adoption of Council Policies (new and updated)

Management has prepared the following updated policies for review by Council. It is recommended that Council adopt each of the updated policies described below.

All policies have been re-drafted for consistency with Council’s new Policy format, and have been placed on Council’s new policy template.

Each updated policy is attached to this report (see column 3 in the table).

Brief comments on each policy are also provided:

POLICY	COMMENTS	ATTACHMENT
COMMUNITY AND CUSTOMER SERVICE (CEDB)		
Cultural Development Policy (Updated Policy)	The policy has been updated to make it a more concise statement of policy. Provisions including the history of Council's support of Cultural Development have been removed on the basis that they are not relevant to the current policy (despite being important from a historical perspective). It is likely that this policy and the Public Art Policy will be replaced by a future Arts and Culture Strategy, however should remain in place until the adoption of such a strategy.	<u>Attachment 1</u> (proposed) <u>Attachment 2</u> (current)
Public Art Policy (Updated Policy)	As with the Cultural Development policy, this policy has been updated to make it a more concise statement of policy. Provisions including the history of Council's support for Public Art in Glenorchy have been removed on the basis that they are not relevant to the current policy (despite being important from a historical perspective). It is likely that this policy and the Public Art Policy will be replaced by a future Arts and Culture Strategy, however should remain in place until the adoption of such a strategy.	<u>Attachment 3</u> (proposed) <u>Attachment 4</u> (current)
Child Care Connections – Water Safety Policy and Procedure (Updated Policy)	This is a Child Care Connections policy that applies to Council's two approved child care centres (at Berriedale and Benjafield). It has been reviewed and updated as required under regulation 168 of the <i>Education and Care Services National Regulations</i> , which requires that Council ensure that the child care centres have in place a range of legislated policies and procedures.	<u>Attachment 5</u> (proposed)
Child Care Connections – Responsible Person Policy (Updated Policy)	This is a Child Care Connections policy that applies to Council's two approved child care centres (at Berriedale and Benjafield). It has been reviewed and updated as required under regulation 168 of the <i>Education and Care Services National Regulations</i> , which requires that Council ensure that the child care centres have in place a range of legislated policies and procedures.	<u>Attachment 6</u> (proposed)
GOVERNANCE AND RISK (CG)		
Short Term Parking Permits for Persons With a Disability (New Policy)	This policy will replace the existing 'Policing of Parking Spaces for Disabled Persons' policy. The new policy outlines Council's position with respect to the issuing of temporary parking permits for disabled persons, including eligibility criteria and evidence required. All other matters the subject of the rescinded policy are superfluous in that they are covered by state legislation (for example, that Council will issue an infringement notice if a person parks in a disabled parking space without a permit).	<u>Attachment 7</u> (proposed) (current policy to be rescinded, see Attachment 17 below)
Use of Animals for Entertainment on Council Property (Updated Policy)	The policy has been updated to make the language clearer and reiterate that Council is opposed to any use of animals that has the potential to harm the animal, and prohibits the use of exotic animals on Council property. A definition of 'exotic animal' has also been included and the policy has been renamed for better clarity.	<u>Attachment 8</u> (proposed) <u>Attachment 9</u> (current)

POLICY	COMMENTS	ATTACHMENT
ENVIRONMENT AND DEVELOPMENT (CSI)		
Building over or in close proximity to Council Stormwater systems or within service easements (Updated Policy)	This policy has been renamed from the existing 'Building over or in close proximity to GCC mains' policy. It provides detailed information on the restrictions on erecting buildings and structures over or in close proximity to Council stormwater systems or services easements, and the limited circumstances under which this will be permitted.	<u>Attachment 10</u> (proposed) <u>Attachment 11</u> (current)
Public Open Space Reserve and Expenditure Policy (New Policy)	This policy combines the provisions of Council's existing <i>Public Open Space Reserve Policy</i> and <i>Public Open Space - Cash in Lieu Reserve Expenditure</i> policy (both of which are proposed for rescission). The policy provides for the consolidation of cash collected in lieu of public open space contributions to go in to a consolidated 'Open Space Reserve' and outlines the procedures for the administration of and expenditure from that fund.	<u>Attachment 12</u> (proposed)
WASTE SERVICES (CSI)		
Waste Services Policy	The Policy has been updated following the release of the publically accessible version of Council's Waste Management Strategy (approved by Council on 24 October 2016). Minor amendments have been made to the existing policy, to provide better clarity, to ensure consistency with the Waste Management, and for consistency with Council's other policies.	<u>Attachment 13</u> (proposed) <u>Attachment 14</u> (existing)

2. Rescission of Council Policies

The following policies have been reviewed and it has been determined that, for various reasons, there is no longer any value to Council in retaining them.

Accordingly, and consistent with the aim of reducing the total number of policies that Council administers, it is recommended that Council resolves to rescind the policies in the below table.

Brief comments on the reasons for rescinding each policy are provided.

POLICY	REASON FOR RESCISSION	ATTACHMENT
COMMUNITY AND CUSTOMER SERVICE (CEDB)		
Sponsorship of Grant Applications by Unincorporated Bodies Policy (15-1)	This policy was relevant when first adopted in 2001. Since then, risk management processes have improved and Council should no longer be dealing with groups that are not incorporated operating on Council controlled land and buildings. Accordingly, the policy is superfluous.	<u>Attachment 15</u>
GOVERNANCE AND RISK (CG)		
Alderman Income Sacrifice Policy (33-1)	The policy effectively enacts the provisions of the ATO's interpretive decision no. ATO ID 2007/205 which provides for elected members to enter into income sacrificing agreements for contributions to a complying superannuation	<u>Attachment 16</u>

POLICY	REASON FOR RESCISSION	ATTACHMENT
	fund. Those arrangements are now dealt with under the relevant legislation. It is not necessary to have a policy providing for this.	
The Council and the Policies and Actions of Other Governments (18-1)	It is considered that the circumstances addressed by the policy ought to be discretionary and that a policy specifically addressing this has the potential to be restrictive and is otherwise unnecessary. In-line with the approach of reducing the total number of overall policies, it is recommended that this policy be rescinded as it is outdated and not necessary for the day to day operations of Council.	<u>Attachment 17</u>
Policing of Parking Spaces for Disabled Persons (13-5)	The policy is to be replaced by the new Short Term Parking Permits for Persons With a Disability Policy (see Attachment 7). The relevant parts of the policy have been adopted in the new policy. All other matters are addressed in State legislation and it is not necessary or practical for Council to have a policy in place for them.	<u>Attachment 18</u>
Visiting Dignitaries (35-1)	The policy effectively advises that Council should develop a policy but has been unable to. The tentative procedures outlined in the policy statement are procedures that would ordinarily be followed as a matter of due course and good governance in the event that Council was visited by an important dignitary. There is no need for the policy to remain in force.	<u>Attachment 19</u>
ENVIRONMENT AND DEVELOPMENT (CSI)		
Public Open Space Reserve Policy	To be replaced with new 'Public Open Space Reserve and Expenditure Policy' (see Attachment 12)	<u>Attachment 20</u>
Public Open Space - Cash in Lieu Reserve Expenditure (18-5)	To be replaced with new 'Public Open Space Reserve and Expenditure Policy' (see Attachment 12)	<u>Attachment 21</u>

Consultations:

Director, Corporate Governance and General Counsel
 Executive Leadership Team
 Manager, Governance and Risk
 Manager, Environment and Development
 Manager, Community and Customer Service

Human Resource / Financial and Risk Management Implications:

There are no material human resource or financial risk implications.

Risk Identification	Consequence	Probability	Rating	Risk Mitigation Treatment
If the identified policies are not adopted as recommended governance control effectiveness is less optimal due to the presence of policies which are outdated and do not reflect current practice and or procedure.	Minor	Almost Certain	Medium	Council adopts the identified policies as recommended.
If the identified policies are not rescinded as recommended, governance control effectiveness is less optimal due to the presence of superfluous or redundant policies leading to confusion and ambiguity.	Minor	Almost Certain	Medium	Council rescinds the identified policies as recommended.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

1. ADOPT the *Cultural Development Policy* in the form of Attachment 1
2. ADOPT the *Public Art Policy* the in the form of Attachment 3
3. ADOPT the *Child Care Connections – Water Safety Policy and Procedure* in the form of Attachment 5
4. ADOPT the *Child Care Connections – Responsible Person Policy* in the form of Attachment 6
5. ADOPT the *Short Term Parking Permits for Persons With a Disability* policy in the form of Attachment 7
6. ADOPT the *Use of Animals for Entertainment on Council Property* policy in the form of Attachment 8
7. ADOPT the *Building over or in close proximity to Council Stormwater systems or within service easements* policy in the form of Attachment 10
8. ADOPT the *Public Open Space Reserve and Expenditure Policy* in the form of Attachment 12
9. ADOPT the *Waste Services Policy* in the form of Attachment 13
10. RESCIND the *Sponsorship of Grant Applications by Unincorporated Bodies Policy* (15-1)

11. RESCIND the *Alderman Income Sacrifice Policy* (33-1)
12. RESCIND the *The Council and the Policies and Actions of Other Governments* policy (18-1)
13. RESCIND the Policing of Parking Spaces for Disabled Persons policy (13-5)
14. RESCIND the *Visiting Dignitaries* policy (35-1)
15. RESCIND the *Public Open Space Reserve* policy
16. RESCIND the *Public Open Space - Cash in Lieu Reserve Expenditure* policy (18-5)

Attachments/Annexures

- 1 Cultural Development Policy
- 2 Cultural Development Policy - Superseded
- 3 Public Art Policy
- 4 Public Art Policy - Superseded
- 5 Child Care Connections - Water Safety Policy
- 6 Child Care Connections - Responsible Person Policy
- 7 Short Term Parking Permits for Persons with a Disability
- 8 Use of Animals for Entertainment on Council Property
- 9 Use of Animals for Entertainment Policy - Superseded
- 10 Building over or in close proximity to Council Stormwater systems or within service easements
- 11 Building over or in close proximity to Council mains policy - Superseded
- 12 Public Open Space Reserve and Expenditure Policy
- 13 Waste Services Policy
- 14 Waste Services Policy - Superseded
- 15 Sponsorship of Grant Applications Policy
- 16 Alderman Income Sacrifice Policy
- 17 The Council and the Policies of Other Governments
- 18 Policing of Parking Spaces for Disabled Persons
- 19 Visiting Dignitaries Policy
- 20 Public Open Space Reserve Policy
- 21 Public Open Space Cash in Lieu of Reserve Policy

18. ANNUAL PLAN PROGRESS REPORT AS AT 30 SEPTEMBER 2016

Author: Coordinator City Strategy (Erin McGoldrick)
Qualified Person: Acting Director, Community, Economic Development & Business (Tony McMullen)
ECM File Reference: Quarterly Report - Annual Plan Progress

Community Plan Reference:

City of Glenorchy Community Plan 2015-2040

Leading Our Community

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

Strategic or Annual Plan Reference:

Glenorchy City Council Strategic Plan 2013-18 (Interim)

Leading Our Community

Objective 4.1 Govern in an open and responsible manner in the best interests of the community.

Strategy 4.1.3 Use corporate planning processes, informed by community input, to identify and determine clear priorities for action.

Glenorchy City Council Annual Plan 2016/17 – 2019/20

4.1.3.02 Implement the performance reporting system for corporate strategic planning.

Reporting Brief:

To provide Council with the Quarterly Annual Plan Progress Report for the quarter ending 30 September 2016.

Proposal in Detail:

Council Management is in the process of working with Aldermen to clarify the corporate reporting regime.

Council workshops to discuss corporate reporting were held on 18 January, 26 April and 10 October 2016 to progress this.

In the interim, it was agreed in response to a question on notice from the Council meeting on 15 March 2016, that the annual plan progress will be reported quarterly.

This report follows directly from the 30 June 2016 progress report and details the status for the first quarter of the 2016/17 – 2019/20 Annual Plan period from 1 July to 30 September 2016.

The Quarterly Annual Plan Progress Report as at 30 September 2016 is **Attachment 1**.

Report Format

The format of the Quarterly Annual Plan Progress Summary is as follows:

- Action status business rules and definition of status descriptors
- High Priority Actions - Status chart, description and comments
- All Actions - Overview
- 'Review required' - Status chart, description and comments

The rationale behind this format is to recognise the strategic level focus of Council in monitoring annual plan progress, using an exception reporting approach.

Consultations:

Council workshops held 18 January, 26 April and 10 October 2016.

Annual plan progress reporting is undertaken by individual management team members in respect of each of their allotted annual plan actions and vetted by the Directors.

Human Resource / Financial and Risk Management Implications:

The Annual Plan Progress Report shows the progress of implementation of the Glenorchy City Council Annual Plan 2016/17 to 2019/20. The Annual Plan is resourced as part of the annual budget process.

Community Consultation and Public Relations Implications:

It is envisaged that quarterly reporting of annual plan progress in the public domain via Council meetings will continue under any new corporate performance regime.

Recommendation:

That Council:

RECEIVE and NOTE the Quarterly Annual Plan Progress Report for the quarter ending 30 September 2016.

Attachments/Annexures

- 1 Quarterly Annual Plan Progress Report Q1

19. APPOINTMENT OF INDEPENDENT MEMBERS OF THE AUDIT PANEL

Author: Director, Corporate Governance and General Counsel (Seva Iskandarli)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Audit Panel

Community Plan Reference:

Under the City of Glenorchy Community Plan 2015 – 2040, the Community has prioritised ‘transparent and accountable government’.

Strategic or Annual Plan Reference:

Objective 4.1: Govern in the best interests of the community

Strategy 4.1.1: Manage Council for maximum efficiency, accountability and transparency.

Reporting Brief:

This Report is to brief Council on the response to the advertisements in ‘The Mercury’ dated 19 November and 3 December 2016 for independent members for the Glenorchy City Council Audit Panel and recommends the appointment of a Selection Panel from Aldermen to interview the three (3) independent members and the Chairperson of the Audit Panel.

Proposal in Detail:

At the 24 October 2016 meeting Council resolved to call for public expressions of interest for the three independent members including the Chair of the Audit Panel and appoints the members and the Chair as a result of the selection process.

On 19 November and 3 December 2016, Council advertised in ‘The Mercury’ for expressions of interest for selection as independent members, as well as the Chairperson from the three (3) selected independent members to its Audit Panel.

In response to the advertisements Council has received three (3) applications who expressed their interest to be an independent member of the Audit Panel.

It is recommended that Council appoint a Selection Panel of two Aldermen (other than the members currently appointed to the Audit Panel being Aldermen Lucas and Branch-Allen) and the General Manager to interview for the appointment of the three (3) independent members and the prospective Chairperson from the three (3) appointed independent members to the Audit Panel. This recommendation would be presented to Council for consideration for adoption at a future Council meeting.

It is anticipated that the Selection Panel would be conducted via a Secret Ballot with nominations to the General Manager to be received by midnight, Sunday 18 December 2016 (invitation sent by email through the General Manager during the week commencing, Monday, 12 December 2016).

The relevant selection criteria to be taken into consideration when appointing an independent person as a member of the Audit Panel are provided under subclauses 7.7(a) and (b) of the Audit Panel Charter. The Audit Panel Charter is attached (**Attachment 1**).

Consultations:

General Manager

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

1. APPOINT a Selection Panel via a secret ballot from the Aldermen (other than the members currently appointed to the Audit Panel) and the General Manager, and authorises that Selection Panel to interview the applicants for recommending to Council the appointment of the three (3) independent members of the Audit Panel as well as the Chairperson from those three (3) independent members, and
2. NOTE that the Selection Panel will prepare a report with the outcomes of that process and submits its recommendations to a future Council Meeting for consideration.

Attachments/Annexures

- 1 Audit Panel Charter (June 2016)

20. ACTIONS LIST - UPDATE REPORT

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Actions List - Council Meetings

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Annual Plan Reference *4.2.4.03 Implement the Governance Strategy*.

Reporting Brief:

To provide Council with the latest Actions List (Open Council Meeting), updated following the 21 November 2016 Council meeting.

Proposal in Detail:

Key actions arising out of Council resolutions and/or throughout the general business of Council meetings are captured as appropriate and distributed throughout Council for completion and update by departmental staff.

The Actions List (Open Council Meeting) (**Attachment 1**) highlights the progress of the items on the list following the 21 November 2016 Council meeting.

Consultations:

Relevant Council officers

Human Resource / Financial and Risk Management Implications:

No cost

Community Consultation and Public Relations Implications:

Nil applicable

Recommendation:

That Council:

NOTE the progress of the items on the Actions List (Open Council Meeting), as updated following the 21 November 2016 Council meeting.

Attachments/Annexures

- 1 Actions List Update (Open)

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

Annual General Meeting – 12 December 2016

Under section 72B(6) of the *Local Government Act 1993*, a motion passed at an Annual General Meeting is to be considered at the next meeting of the Council.

Two (2) notices of motion were received by Council on 5 December 2016 by Mr Bob Holderness-Roddam (Main Road, Austins Ferry):

1. Given that the Tasmanian Fire Services *Nearby Safer Places* program is regional based, rather than local, I propose that the Glenorchy City Council assess local areas as possible *Nearby Safer Places* for local use – for example the Shoobridge Park sports ground for Austins Ferry residents.
2. As a consequence of several recent heavy rainfall periods, the sewerage cover/manhole on the eastern footpath on Main Road, Claremont at the Hilton Road junction has been lifted. The result is that the contents has been spewed out over the footpath and related area of Beedhams Reserve. I propose THAT the Glenorchy City Council and TasWater [Sewerage] investigate what appears to be stormwater entering the sewerage pipes and rectify the situation.

The General Manager has stated at the Annual General Meeting that Management will provide responses by in writing to Mr Holderness-Roddam as soon as practicable.

At the Annual General Meeting, Alderman Pearce moved a motion (seconded by Alderman King) to accept Council's 2015-16 Annual Report (Annual Report).

Following further debate, a vote on the motion was taken.

The motion was defeated by majority.

It should be noted in that Council prepared the Annual Report in accordance with section 72 of the *Local Government Act 1993* (the Act), and it was adopted by Council (majority) at its Special Meeting held on 7 November 2016. In addition, under section 72(2)(a) and (b) of the Act, the General Manager has submitted the requisite copies of the Annual Report to the Directors of Local Government and of Public Health respectively, and made available copies for public inspection.

Section 72(2)(d) of the Act requires that the Annual Report is tabled 'for discussion' at the AGM. There was extensive discussion of the Annual Report at the 2016 AGM.

Accordingly, the defeat of the motion to accept the Annual Report does not affect Council's compliance with the requirements of section 72 of the Act.

Mr George Burrows of Black Snake Inn, Granton moved a motion (seconded by Alderman Branch-Allen) for Council at an ordinary Council meeting in 2017 to consider the implementation of citizens' juries.

The motion was accepted by majority.

21.1 QUESTION ON NOTICE - ALDERMAN M. STEVENSON - 2

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Question on Notice

Question on Notice:

To consider a Question on Notice by Alderman Matt Stevenson submitted in accordance with the requirements of Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015*.

Question on Notice:

May the general manager confirm under his term as General Manager when a review on service levels first began?

Answer:

The review of the operational service levels commenced in April 2016 and the final report will be presented to a future Aldermanic Workshop for discussion.

21.2 QUESTION ON NOTICE - ALDERMAN M. STEVENSON - 3

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Question on Notice

Question on Notice:

To consider a Question on Notice by Alderman Matt Stevenson submitted in accordance with the requirements of Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015*.

Question on Notice:

May the General Manager please provide an update on progress towards achieving the efficiency dividend within the budget?

Answer:

Under Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015* an answer to this question will be tabled at the Council Meeting in writing.

21.3 QUESTION ON NOTICE - ALDERMAN M. STEVENSON - 6

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Question on Notice

Question on Notice:

To consider a Question on Notice by Alderman Matt Stevenson submitted in accordance with the requirements of Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015*.

Question on Notice:

May the general manager provide an update on the shared services agreement, Glenorchy's contribution, and details of savings achieved due to its use?

Answer:

On 8 December 2016 the signatories to the Local Government Shared Services Meeting met to discuss a number of strategic planning matters for LGSS and its future. The meeting also considered a revised the LGSS Agreement and agreed that each Council finalise the execution of the revised Agreement subject to the internal procedures.

Glenorchy City Council is awaiting the final LGSS Agreement from Brighton Council as well as the minutes of the 8 December 2016 LGSS meeting. It is anticipated that an officer's report with the revised Agreement will be presented to Council for its consideration at its future meeting once the minutes of 8 December 2016 meeting and the revised Agreement are received.

21.4 QUESTION ON NOTICE - ALDERMAN K. JOHNSTON - 2

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Question on Notice

Question on Notice:

To consider a Question on Notice by Alderman Kristie Johnston submitted in accordance with the requirements of Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015*.

Question on Notice:

During discussion of the 16/17 budget prior to its adoption, I specifically asked the GM if there were any cuts to the maintenance budget as I was concerned that by comparison to the 15/16 budget expenditure on maintenance had been reduced. He advised that there had not been any cuts but that salaries/wages had been accounted for elsewhere. However I remain concerned that, despite the mine and the community's clear desire to see improvements in the tidiness of our streets, the situation appears to have worsened. The attached photos of streets within a kilometre radius of Council Chambers demonstrate that basic vegetation maintenance in high visible areas has not been done. The further one travels from the Council Chambers the worse it gets. It is also of note that cleaning of public toilets, pothole repairs, and other basic maintenance appears to be significantly behind schedule. May the General Manager please:

- a. Provide the details of actual expenditure on all maintenance areas for the last three years and the YTD expenditure against 16/17 budget?
- b. Provide information which shows the number of work order requests outstanding at the time of publishing and how long they have been waiting to be actioned?
- c. Confirm if there have been any cuts, in real terms, to the maintenance budget, and if not an explanation of why works have not been done?

Answer:

Council's Works Department works to defined service levels. Copies of the Service Level Manuals that the Works Department follows will be tabled at the Council meeting (they are quite voluminous and it would be impractical to attach them to the Agenda).

The service levels specify the response times and intervention levels for a number of maintenance tasks. The Works Department consistently works to maintain these service levels. It is common for there to be a spike in maintenance works during the spring growing season and the number of complaints received does escalate during this time. It should be evident soon that weeds are dying due to a programmed round of weed spraying that will be completed before the end of calendar year (weather permitting).

In real terms, there have been some reductions to maintenance budgets, however fluctuations do occur on an annual basis for various reasons. For example, the Facilities Maintenance budget has reduced this year due to the completion of a number of one-off operational bids for painting that was undertaken last year. The Stormwater Maintenance budget is set to increase by \$90,000 next year for one-off maintenance works to the Rosetta rail bridge on Main Rd.

As capital renewal projects are completed, this reduces the need for intense maintenance of assets that are in poor condition such as Tolosa St and various others.

The details of **actual expenditure** on all maintenance areas for the last three years and the YTD **expenditure against 16/17 budget** are attached below as requested.

(Enquiry)					
	30/6/2016		30/6/2015		30/6/2014
Program	Total Prds		Total Prds		Total Prds
500 - Parks and Recreation	2,910,769		2,929,173		3,075,968
510 - Roads Maintenance	1,865,054		1,947,311		2,480,115
550 - Stormwater Maintenance	899,152		809,179		873,000
570 - Facilities Maintenance	1,198,119		1,216,285		1,152,562
	6,873,095		6,901,948		7,581,645
(Enquiry) - YTD to 30 October 2016					
	Month October 2016			YTD to 30 October 2016	
	Period	Period		Accum	Accum
Program	Actual	Budget		Actual	Budget
500 - Parks and Recreation	240,321	247,198		850,390	970,540
510 - Roads Maintenance	148,604	142,278		569,619	561,957
550 - Stormwater Maintenance	63,892	73,866		260,928	316,007
570 - Facilities Maintenance	72,797	93,341		311,561	376,445
	525,615	556,682		1,992,498	2,224,950

A comparison of **budget** changes from last year is summarised below, which includes the changes of how supervision costs are now allocated.

Parks and Recreation Maintenance \$124,418 reduction in budget

Stormwater Maintenance \$15,150 reduction in budget

Facilities Maintenance \$118,094 Reduction in budget

Roads Maintenance no change to budget

Budgets are made up of a number of components that include Labour, Plant, Materials, Contractors, etc. Depending on the sort of work undertaken, these components can vary for every job so it is difficult to provide a detailed analysis on each program.

Please find attached below Work Order Summary (all work tickets 2016-2017.xlsx) as requested for your information, however it should be noted that 80 work tickets are programmed for the end of December and next Calendar Year for Road Maintenance.

Section	Completed	In Progress	2016/2017 Work Tickets issued
Stormwater Maintenance	80	14	94
Building / Facilities Maintenance	302	24	326
Roads Maintenance (80 programmed into the future)	516	212	728
Parks & Reserves Maintenance	138	8	146
Urban Services	218	5	223
2016/2017 Total Work Tickets	July - Dec	6 Months	1517
2015/2016 Total Number of Work Tickets	July - Jun	12 Months	3109

Attachments/Annexures

- 1** Attachment - Question on Notice - Mayor Johnston

21.5 QUESTION ON NOTICE - ALDERMAN K. JOHNSTON - 3

Author: General Manager (Peter Brooks)

Qualified Person: General Manager (Peter Brooks)

ECM File Reference: Question on Notice

Question on Notice:

To consider a Question on Notice by Alderman Kristie Johnston submitted in accordance with the requirements of Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015*.

Question on Notice:

Significant concerns have been raised at Council workshops and Council meetings about the progress of the KGV Redevelopment project. May the GM please provide Council with the actuals against budget as they apply for each of the three tenancies functions/floors and also the hydrotherapy pool?

Answer:

During the recent Aldermanic Workshop on 14 November 2016 (which incorporated a site visit to the KGV facility), Management advised that is in the process of preparing a Project Close-Out Report to Council. The final budget figures, other matters relevant to the project and a consequent answer to this question, will be provided as part of that report.

Management is targeting the Council meeting on 23 January 2017 as the date for presenting the Close Out Report: however if that is not achievable, the report will be presented at the next meeting after that on 20 February 2017. It is proposed that the KGV facility will be officially opened in early February 2017.

CLOSED TO MEMBERS OF THE PUBLIC

22. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

23. MINUTES AND CHAIR'S REPORTS OF AUDIT PANEL MEETINGS - 21 SEPTEMBER AND 23 NOVEMBER 2016

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

24. ACTIONS LIST - UPDATE REPORT

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

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

25.1. QUESTION ON NOTICE - ALDERMAN K. JOHNSTON - 1

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

25.2. QUESTION ON NOTICE - ALDERMAN M. STEVENSON - 1

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

25.3. QUESTION ON NOTICE - ALDERMAN K. JOHNSTON - 4

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

25.4. QUESTION ON NOTICE - ALDERMAN M. STEVENSON

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