

GLENORCHY CITY COUNCIL
ATTACHMENTS
MONDAY, 19 DECEMBER 2016



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[Title]

Title	Access Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes [this will equate to the date of policy commencement]
Responsible Directorate	Community, Economic Development & Business
Due for Review	[Four (4) years from Council Resolution Date]
Strategic Plan Reference	GCC Strategic Plan 2016- 2025 Community Goal: Making Lives Better Objective 1.2: Support our communities to pursue and achieve their goals.
ECM	Council Policies by Directorate

PURPOSE

This policy outlines how the Glenorchy City Council will provide equal opportunities and non-discriminatory practices that enable people with disability to access, participate and be included in the social, economic, political and cultural life of our City.

SCOPE

This policy applies to access:

- for people with disability that live, work or visit the City of Glenorchy
- to all of Glenorchy City Council's facilities, infrastructure, services, policies and processes.

STATUTORY REQUIREMENTS

The Glenorchy City Council must not discriminate against people with disability when we provide goods, services and facilities. This is a requirement under the Commonwealth Disability Discrimination Act 1992 and the Tasmanian Anti-Discrimination Act 1998.

Acts	The Commonwealth Disability Discrimination Act 1992 Tasmanian Anti-Discrimination Act 1998
Regulations	Not Applicable
Australian/International Standards	UN Declaration on the Rights of People With Disabilities 2006 Australian Government National Disability Strategy 2010 - 2020

[Date of Approval]

[Directorate]

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[Title]



DEFINITIONS

Disability	Council's understanding of disability is defined by the World Health Organisation. Disability is an umbrella term, covering impairments, activity limitations, and participation restrictions. An impairment is a problem in body function or structure; an activity limitation is a difficulty encountered by an individual in carrying out a task or action; while a participation restriction is a problem experienced by an individual that makes it difficult to be involved in everyday life activities.
Impairment	Council's understanding of impairment is defined by the <i>Disability Discrimination Act 1992 (s4)</i> as a. total or partial loss of the person's bodily or mental function b. total or partial loss of a part of the body c. the presence in the body of organisms causing disease or illness d. the presence in the body of organisms capable of disease or illness e. the malfunction, malformation or disfigurement of a part of the person's body f. a disorder or malfunction which results in the person learning differently from a person without the disorder or malfunctioning g. a disorder illness or disease which affects a person's thought processes, perception of reality, emotions or judgement or which results in disturbed behaviour h. the disability previously exists i. the disability previously existed but no longer exists j. the disability may exist in the future k. the disability is imputed to a person
Inclusion	Disability inclusion means making sure everybody has the same opportunities to participate in every aspect of life to the best of their abilities and desires.

[Date of Approval]

[Directorate]

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[Title]

Glenorchy City Council recognises that people with a disability are valued and respected members of our diverse community. They have a right to the same opportunities as people without disability. They have a right to access, participate in, be free from discrimination, and be included in all aspects of community life in our City.

We acknowledge that disability is a complex interaction between the features of a person's body and features of the community in which he or she lives. We need to address the environmental and social barriers that make it difficult for people with disability to participate.

The Australian National Disability Strategy 2010-2020 calls on all levels of government to work towards an inclusive Australian society that enables people with disability to fulfil their potential as equal citizens. We are committed to playing our part in working towards an inclusive and accessible City.

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 and infrastructure;
5. ensure all work on Council facilities and 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.

[Date of Approval]

[Directorate]

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Summary of Comments
Proposed Strategic Plan 2016-2025 Comment Period 29/10/2016 to 25/11/2016

Submission No.	Date Rcd	Name	Submission Summary
1	28/10/2016	Council officer	Check the formatting of the Strategic Planning Hierarchy diagram on p. 7
2	1/11/2016	Cycling South	Comments on Objectives I support the overall objectives in the strategy. They provide a positive and clear vision for the City. Comments on Strategies I would like to see additional strategies added to section 3.1 Create a liveable and desirable City and 3.2 Manage our natural environments now and for the future. My comments are in red. 3.1.3 Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity for all modes, including walking, cycling and mobility scooters. 3.2.2 Encourage access to and appreciation of natural areas through the development of trail networks through parks, along waterways, bushland areas and other easements. Comments on Performance Measures The performance measures seem appropriate. I would like Council resources directed towards implementing the objectives, especially in the area of "Valuing our Environment". In particular improving active transport and recreation networks through trail development and appointing a staff person to monitor and implement a trails and cycleways strategy.
3	2/11/2016	Council officer	Council structure - Community, Economic Development & Business. Under Community Development it should not say "Youth and Community Safety". The programs are: Community Development (includes Children and Families & Cultural Diversity), Youth Development, Youth Participator (or could just be listed as Youth), Sport and Recreation, Positive Ageing and Access, Safer Communities
4	9/11/2016	Private individual	A community member attended Council today in regards to the strategic plan. She was given a comment form and got a copy of the proposed plan. She would like to speak with someone further in regards to the plan as she has some concerns in regards to implementation of the plan – The community member said it is a full time job having to clean up around Glenorchy (she dropped off a bag of rubbish at the front counter too to prove the large quantities she collects). Her main concerns are with building image and pride if we currently can't keep up with rubbish collection.
5	11/11/2016	Department of Health & Human Services	On behalf of the Secretary, Michael Pervan, I thank you for your correspondence of 31 October 2016 regarding the Proposed Glenorchy City Council Strategic Plan 2016-25. I appreciate the opportunity for the Department of Health and Human Services (DHHS) to provide feedback on the Plan. DHHS are fully committed to the outcomes outlined in your Council's Strategic Plan and are particularly excited by the development of the new Glenorchy Health Centre on the Main Road. We support this Strategic Plan and welcome any future opportunities to work with the Glenorchy City Council to improve the health outcomes of the Glenorchy community.

Submission No.	Date Recd	Name	Submission Summary
6	14/11/2016	Metro Tasmania	Metro is proud to call the City of Glenorchy home, with the largest of our depots, and our administrative centre, located in Moonah. Glenorchy's retail precincts of Glenorchy, Moonah and Claremont are connected by some of Metro's busiest general access services, with more than one million journeys per year being undertaken on what was our first high frequency 'Turn Up and Go' corridor, between Glenorchy and the Hobart Central Business District. Metro's comment focuses predominately on strategy 3.1.3 - Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity. Metro sees itself as uniquely well-placed to support advancement against this community goal. Public transport offers considerable sustainability advantages in comparison to private vehicle usage - equally, with an awareness that every journey made by public transport incorporates some active transport, we are also cognisant of the extent to which infrastructure which supports pedestrians and cyclists is good for public transport. Metro was delighted to receive an equity injection in this year's state budget which will allow for the accelerated replacement of 100 vehicles in our fleet and will see Metro operate a fully low-floor fleet from 2020, offering greater travel choices for a range of community members who may have encountered difficulties in boarding older vehicles within our fleet. This will, however, bring the accessibility of on-street infrastructure into sharper focus, and Metro urges the Council to ensure the vital role of footpaths, kerb and guttering and street lighting play in mode choice, safety and amenity is not overlooked. The centrality of Glenorchy to the northern section of our network is reflected in the magnitude of bus movements through the Glenorchy Bus Interchange, with more the 600 services passing through this key location on weekdays. Metro is aware of the work Council has underway in support of strategy 3.1.1 - Revitalise our CBD areas through infrastructure improvements, and acknowledges that scope exists to improve (perceptions of) safety and amenity in Interchange, thereby promoting access and choice. We would also urge Council to consider the benefits of incorporating bus prioritisation measures on the approaches to this interchange. More broadly, we would also point to the extent to which the new Hobart network endeavoured to align with strategy 1.2.1 - Encourage and support communities to express and achieve their aspirations, through service innovation such as direct link between Glenorchy and the Sandy Bay campus of the University of Tasmania. With the University signalling a clear intent to increase its presence, and service offerings, in the Hobart CBD, this link supports the City of Glenorchy's positioning as a compelling alternative for students and staff seeking the convenience in location and affordability the City offers.
7	22/11/2016	Glenorchy Arts & Culture Advisory Committee	The Glenorchy Arts & Culture Advisory Committee, (GACAC) a special committee of Council, would like to offer the following response to the draft Glenorchy City Council Strategic Plan 2016 – 25. The generally held view of the Committee was that the draft Strategic Plan does not connect the Community Plan 2015 – 2040's goal of Glenorchy a 'city of arts' to the stated goals/objectives/performance measures in the Strategic Plan. The Committee is concerned the Strategic Plan reads as if being the 'city of arts' is a starting point rather than an aspirational goal that requires ongoing strategic planning. The Committee strongly believes 'city of the arts' is an aspiration, with current achievements in that area MONA, (Museum of Old and New Art), GASPI (Glenorchy Art and Sculpture Park) and MAC (Moonah Arts Centre), a promising platform to build upon. To that end, the Strategic Plan needs to reflect how Council and the community will practically achieve the goals and objectives of the Community Plan - the 'why and how to' of achieving them. The Committee believes the Strategic Plan should include strategic steps to ensure that Glenorchy moves closer to its aspiration as a 'city of the art' maintaining that identity into the future. Comments from individual members were also included.

Submission No.	Date Recd	Name	Submission Summary
8	24/11/2016	Private individual	Comments on objectives "Making Lives Better" should have these words added: "And our citizens healthier". Add this objective: More 'green belts' for more healthy people. Also, encourage growing of organic vegies, fruit and crops to protect our health. Encourage owners of larger properties and unused but arable land to have grown on them crops like blueberries, strawberries for more jobs and replace imports of those from overseas. (often rotting or poisonous). Also utilise the railway lines to ease traffic e.g. light rail Glenorchy to Hobart and 5th lane on Brooker Highway, into City only 6am - 9am, out of city only 4pm to 7pm.
9	24/11/2016	GASP	Comments on Strategies Make contact and share ideas with similar cities on the mainland and overseas to share ideas, techniques and triumphs in making lives better - there and here. Encourage more walking and cycling as good methods to get about - more safe walkways and cycleways. Encourage "low impact" activities in natural areas & provide enough bins for people to use them for their waste there. Comments on the Strategic Performance Measures Building Image & Pride: Add to community survey: Ask Councillors to survey some of the ratepayers in their local areas for ideas on adding to image and pride. Some shops in Glenorchy (e.g. Vegies Shop in Glenorchy Central) have a board at exit where people could lodge submissions to Council. Making Lives Better: Census latest one a failure, so disregard old stats and records from this one. Valuing our Environment: Use services like Bob Brown Foundation, Environment Tasmania to assist in this matter. Leading our Community: Ask local councillors to survey ratepayers in their local areas on their perceptions. The Glenorchy City Council draft strategic plan 2016-2025 does not adequately support the development of one of the Glenorchy Communities key priorities, namely: Becoming The Creative Arts and Culture Hub for Tasmania and forging a national and international reputation as a leading destination for arts tourism. A major opportunity currently exists for Glenorchy to leverage its Creative Economy alongside the success of MONA. There is no current GCC plan to do this, despite the Community Plan priorities. GASP is ideally positioned to grow this engagement in partnership with GCC and MAC, as well as many new partners. Growing an ambitious Creative Economy in Glenorchy is vital in realizing this potential for the Glenorchy community as a whole. GASP is currently developing a five year plan, as the first stage in our 2017-2040 Vision - which is in line with the Glenorchy Community Plan priorities and timeframe.

Submission No.	Date Recd	Name	Submission Summary
			Proposed Amendments 1. Page 6: (About Glenorchy) NEW TEXT: ACTION: Work with GASP to develop new strategy to grow Tourism, Economy, Arts & Culture as the centrepiece of a new Creative Economy in Glenorchy. Glenorchy City Council in partnership with GASP are jointly developing a major new Creative Innovation strategy for the City of Glenorchy. GASP is the primary champion of an ambitious new program working towards achieving the priorities as outlined in the Glenorchy Community Plan. A significant expansion of GASP's role in partnership with GCC, will enable dynamic new partnerships across the city and beyond, including with Moonah Arts Centre, LINC Glenorchy, the Migrant Resource Centre, Derwent Entertainment Centre and MONA. In addition to bringing new life to the Elwick and Montrose Bay foreshore, GASP will engage the full diversity of our community throughout the City of Glenorchy and grow a range of major new public and private partnerships and programs. Rationale: GASP believes that an ambitious and collaborative program of investment and cultural development centred around growing the creative economy in partnership with GCC is key to achieving the goals and objectives in the Community Plan, including a strong economy, new jobs, investment, a national and international reputation for the arts, celebrating diversity, building city pride and providing safe quality public spaces.. Amendment 2 - Infrastructure - p. 6 (About Glenorchy) NEW TEXT ACTION: Support GASP to co-ordinate the concept development, commissioning, design and development of a dynamic 'ART BRIDGE' - a cross Brooker Highway linking Anfield St with GASP/DEC. After para: Other important infrastructure includes electricity ... water supply ... gas ... etc. A proposal from GASP to build an exciting new 'Art bridge' across the Brooker Highway is currently being investigated. The bridge would be both a pragmatic and symbolic project of state significance - a spectacular foot and cycle bridge linking the Glenorchy city centre with the foreshore of the Derwent River, GASP foreshore and the Derwent Entertainment Centre. Rationale: The City of Glenorchy is divided by the Brooker Highway. A bridge would signify unity across the city. The city requires a major new iconic gateway distinguish itself as the Tasmanian City for Creative Economy.

Submission No.	Date Recd	Name	Submission Summary
10	24/11/2016	Private individual	Amendment 3 - page 13: Open for Business - Additional Strategy Objective 2.3 Identify and support priority growth sectors. Strategy 2.2.2 Stimulate Significant Development & Growth in Local, National and International Arts & Culture, further investing in GASP & MAC as the drivers of a new Creative Innovation Economy in Glenorchy. Rationale: The GC Strategic Plan 2016 - 2025 does not adequately support the development of the one of the Glenorchy Community priorities, namely: Becoming the Creative Arts and Culture Hub for Tasmania and forging a national and international reputation as a leading destination for arts tourism. A significant opportunity exists to leverage the success of MONA across the City of Glenorchy. There is no current GCC Plan to do this in line with the Community Plan. Significant support of both GASP (national and international) and MAC (local) as the core drivers and key partners in developing new Creative Economy programming and pathways in Glenorchy is vital in this respect. GASP proposes a working group, involving GASP, MAC, Aldermen, Council staff and key business community members to represent the community further the arts and cultural ambitions of the City and to further the GCC strategic plan. Comments on Strategic Performance Measures Page 15 refers to 5 common goals - only 4 are listed. It might be an idea to mention how often and in what format you are going to report on progress using the strategic performance measures. The community survey as a way to collect feedback on progress is an excellent approach. Not sure whether the built environment measure is the best available. Any Other Comments Good plan, compact and high level. Other Councils should take note.

Submission No.	Date Recd	Name	Submission Summary
11	24/11/2016	Private individual	Comments on Objectives 3.1 Create a Liveable and Desirable City (liveable is so nebulous) needs explanation or defining. 3.2 Manage our environments now and for the future 3.2.1 Identify if they are known now. There is a failure in GCC knowledge base 3.2.2 Encourage access (define) 3.2.3 Enhance: No reference to State Coastal Policy Comments on Strategies The strategies are intrinsically linked to the objectives. Comments on the Strategic Performance Measures Valuing our environment The performance measure is too nebulous. Please indicate KPI's. 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.

2016-25

Glenorchy City Council Strategic Plan



FOR ADOPTION 19/12/2016

This document is available
from Council in alternative
formats.

Cover photo: GCC imagery

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Introduction

Welcome to the Glenorchy City Council Strategic Plan 2016-25.

The Strategic Plan identifies the community goals, objectives and strategies that Council is going to follow to give effect to the community's vision for Glenorchy over the next 10 years.

The strategies in the Strategic Plan will be actioned through Council's Annual Plan, which Council prepares annually to guide its operations.

The Strategic Plan is based on the community vision in the City of Glenorchy Community Plan 2015-2040 which was adopted by Council on 19th January 2015 after an unprecedented community consultation process.

The community contributed nearly 2000 comments and 7,500 ideas about the future of the City through 69 different consultation activities.

The Community Plan sets out the Glenorchy community's vision, goals and priorities for the City over the period to 2040.

The Community Plan has been central to the development of this Strategic Plan by the Aldermen and Council staff.

Council has a number of different roles in bringing the community's vision into reality – from Manager/Leader to Partner to Advocate to Facilitator to Supporter.

On 28th September 2015, Council adopted a strategic planning framework, based on the five community goals in the Community Plan:

- Building Image and Pride
- Making Lives Better
- Open for Business
- Valuing our Environment; and
- Leading our Community

The framework also states a range of objectives for each community goal.

The Strategic Plan is for a 10 year period under the Local Government Act, and must be reviewed at least every 4 years.

Council's efforts over this time will be focussed on our City's vision:

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

Your Council



Front row (from left): Alderman Matt Stevenson, Alderman Harry Quick (Deputy Mayor), Alderman Kristie Johnston (Mayor), Mr Peter Brooks (General Manager), Alderman David Pearce OAM

Back row (from left): Alderman Jan Dunsby, Alderman Haydyn Neilsen OAM, Alderman Jenny Branch-Allen, Alderman Stuart Slade, Alderman Christine Lucas, Aldermen Steven King

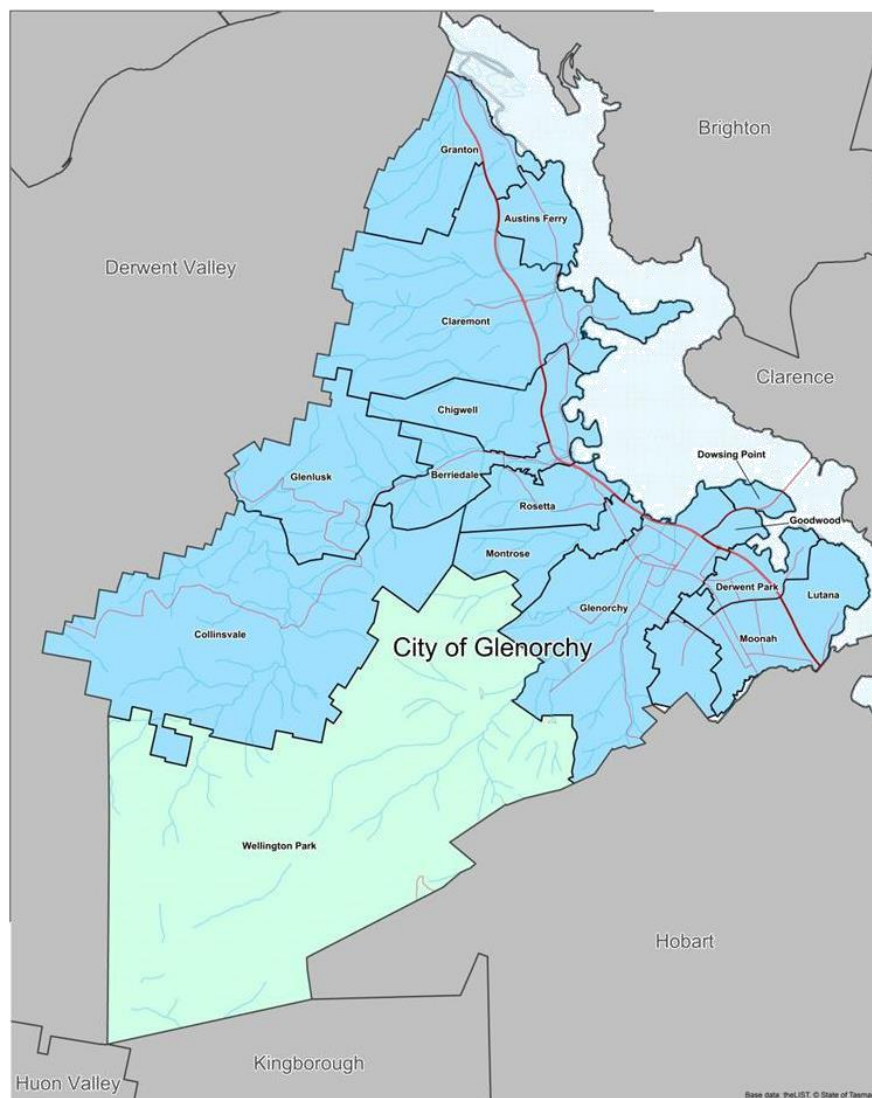
Council Structure



About Glenorchy

The City of Glenorchy, Tasmania's fourth largest City, lies on the western shore of the River Derwent in Southern Tasmania.

Glenorchy is located next to Tasmania's capital city, Hobart and is part of the Greater Hobart metropolitan area.



Population

Glenorchy has a population of 45,827¹.

Glenorchy is home to a proud and diverse community.

History

Glenorchy is believed to have been named by Governor Lachlan Macquarie after his wife's home in Scotland. The name means 'glen of tumbling waters'.

Originally home to the Mouheneener Aboriginal people, early European exploration from the 1790's onwards very quickly led to European settlement of Glenorchy, with Tasmania's first private land grants made along New Town Rivulet around Moonah in 1804.

The City developed over the next century as an agricultural district. Many of Glenorchy's place names are those of old farming properties.

Glenorchy was proclaimed a municipality in 1864.

Glenorchy developed into an industrial area, beginning with the establishment of the Electrolytic Zinc Company (now Nyrstar) at Risdon in 1917 followed shortly afterwards by the Cadbury chocolate factory (now

Mondelez International) at Claremont in the early 1920s.

Glenorchy was proclaimed a City on 24th October 1964.

Economy

Glenorchy has a strong, private sector economy with a mix of traditional industries, innovative high-tech enterprises and dynamic small businesses.

The City is the industrial centre of Tasmania. Major industries such as Nyrstar, Mondelez International, Incat and Blundstone are located in the City along with a defence and maritime industry precinct and the Tasmanian Technopark.

Glenorchy's retail precincts of Glenorchy, Moonah and Claremont are important in the metropolitan region.

The Derwent Park showroom precinct also plays an important part in the regional economy.

Tourism

The City is home to the Museum of Old and New Art (MONA), which is the largest private art gallery in the Southern Hemisphere. With over 330,000 visitors per year, it is Tasmania's second-most visited attraction.

¹ Australian Bureau of Statistics, Estimated Residential Population, 2015

The Glenorchy Art and Sculpture Park (GASP!) is bringing new life to the nearby Elwick Bay foreshore.

Infrastructure

Glenorchy is host to and benefits from a range of regionally-critical infrastructure.

Important transport linkages are provided by the Brooker Highway, along with Tasmania's highest frequency public transport corridor along Main Road and the Inter-city cycleway as well as significant infrastructure such as the former North-South rail corridor.

Other important infrastructure includes high voltage electricity transmission lines and injection points; trunk water supply and high pressure gas pipelines.

Culture and Recreation

Glenorchy contains a range of regional cultural and recreation facilities such as the Derwent Entertainment Centre, the Moonah Arts Centre, the Royal Agricultural Showgrounds, the

Tattersalls Park Racecourse, the KGV Sports and Community Hub and the Glenorchy Mountain Bike Park.

The iconic North-South Mountain Bike Track in Wellington Park has been the recent recipient of a national award.

Geography

The City has an area of 121km². About one third of the City lies within Wellington Park - a natural reserve set up to protect Mount Wellington and its surrounds.

Glenorchy's treed skyline is an important part of Greater Hobart's landscape.

Glenorchy has about 30km frontage to the River Derwent including many bays.

Compared to urban Greater Hobart as a whole, Glenorchy has a large area of flat land ideal for industrial or residential use.

Council's Strategic Planning Processes

Council's strategic planning processes involve a series of plans which help Council to put the community's vision into action.



Vision, Mission and Values

Our Vision

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

Our Mission

Our mission is to deliver the community's vision, goals and priorities from the City of Glenorchy Community Plan 2015-2040.

Our Values

People: We believe that each person is equal and has a positive contribution to make. The rights and opinions of all are heard, valued and respected.

Diversity: We value differences that enrich our community and the positive contributions everyone can make in improving the quality of community life.

Progress: We value innovation, flexibility and imagination in building a better and sustainable community.

Prosperity: We commit ourselves to achieving social and economic prosperity for all.

Environment: We work together to improve our City so we can enjoy a safe and healthy environment and a good quality of life. We respect our heritage and have pride in our City.

"a proud city"

*"a city of arts; of
opportunity; of
partnerships ..."*

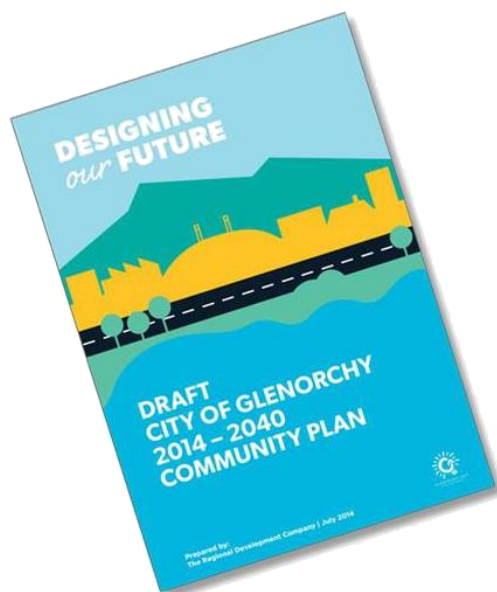
*"a city that makes
exciting things
happen"*

City of Glenorchy Community Plan

The Strategic Plan is based on the community vision in the City of Glenorchy Community Plan 2015-2040.

The Community Plan was adopted by Council on 19th January 2015 after an unprecedented community consultation process.

The Community Plan sets out the Glenorchy community's vision, goals and priorities for the City over the period to 2040.



The community gave us nearly 2000 comments and 7,500 ideas about the future of the City during 69 different consultation activities and events in the making of the Plan.

The Community Plan has been central to developing the Strategic Plan and has been heavily used by the Aldermen and Council staff in this process.

Council will need to play different roles in bringing the community's vision into reality – from Manager/Leader to Partner to Advocate to Facilitator to Supporter.

The core message of the Community Plan is set out in its Summary section:

It is 2040 ...

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

This is the Glenorchy of the future, created by over 7,500 ideas and thoughts of the people and communities of Glenorchy today.

Today, locals love:

- *The community feel and inclusion*
- *Multiculturalism*
- *Convenience in location, great shopping and affordability*
- *Emerging arts and culture*
- *MONA, GASP, Derwent Entertainment Centre, Moonah Arts Centre*

- Parks, playgrounds, walking and bike tracks and sporting venues
- Events
- Open spaces, the environment and natural accessible beauty, the River Derwent, Wellington Park, Tolosa Park, Myrtle Forest, the hills and parks.

The community wants to keep these strengths and build on them for the future.

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.

Community Priorities

The Community's top five priorities for the future are:

- Becoming the hub for arts and culture in Tasmania and forging a national and international reputation as a leading destination for arts tourism
- Creating a strong economy; creating more local jobs; encouraging investment; revitalising our CBD areas
- Supporting and celebrating our diversity
- Providing a safe city with quality open space and community and recreation facilities and services for all age groups
- Building city pride, appearance and reputation

Strategic Planning Framework

The Strategic Planning Framework adopted by Council on 28th September 2015 uses the five community goals from the Community Plan:

- Building Image and Pride
- Making Lives Better
- Open for Business
- Valuing our Environment; and
- Leading our Community

In adopting the Framework, Council aims to build image and pride in the City of Glenorchy by acting to make lives better, be open for business, value our environment and lead our community.

The Framework also sets out a range of objectives for each community goal.

The Strategic Planning Framework is set out below:

Community Goal	Objective	
Making Lives Better	• Know our communities and what they value. • Support our communities to pursue and achieve their goals. • Facilitate and/or deliver services to our communities.	
Open for Business	• Stimulate a prosperous economy. • Identify and support priority growth sectors.	
Valuing our Environment	• Create a liveable and desirable City. • Manage our natural environments now and for the future.	
Leading Our Community	• Govern in the best interests of our communities. • Prioritise resources to achieve our communities' goals. • Build strong relationships to deliver our communities' goals.	

Building Image and Pride

Position Glenorchy as a welcoming community and the place to be.

Strategic Plan Objectives & Strategies

In order to build image and pride in the City of Glenorchy, a series of objectives and strategies has been developed for each of the remaining four community goals.

These are:

Making Lives Better

Objective	Strategy
1.1 Know our communities and what they value.	1.1.1 Guide decision making through continued community engagement based on our Community Plan. 1.1.2 Encourage diversity in our community by facilitating opportunities and connections.
1.2 Support our communities to pursue and achieve their goals.	1.2.1 Encourage and support communities to express and achieve their aspirations. 1.2.2 Build relationships and networks that create opportunities for our communities. 1.2.3 Promote creative expression and participation and life-long learning as priorities for our communities.
1.3 Facilitate and/or deliver services to our communities.	1.3.1 Directly deliver defined service levels to our communities. 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities.

Open for Business

Objective	Strategy
2.1 Stimulate a prosperous economy.	2.1.1 Foster an environment that encourages investment and jobs. 2.1.2 Build relationships with government and the private sector that create job opportunities for our communities.
2.2 Identify and support priority growth sectors.	2.2.1 Target growth sectors based on our understanding of the City's competitive advantages.

Valuing our Environment

Objective	Strategy
3.1 Create a liveable and desirable City.	3.1.1 Revitalise our CBD areas through infrastructure improvements. 3.1.2 Enhance our parks and public spaces with public art and contemporary design. 3.1.3 Manage the City's transport network and the associated infrastructure to promote sustainability, accessibility, choice, safety and amenity for all modes of transport. 3.1.4 Deliver new and existing services to improve the City's liveability.
3.2 Manage our natural environments now and for the future.	3.2.1 Identify and protect areas of high natural values. 3.2.2 Encourage access to and appreciation of natural areas through the development of trail networks and environmental education.

Objective	Strategy
	3.2.3 Enhance, protect and celebrate the Derwent Foreshore.

Leading our Community

Objective	Strategy
4.1 Govern in the best interests of our community.	4.1.1 Manage Council for maximum efficiency, accountability and transparency. 4.1.2 Manage the City's assets soundly for the long term benefit of the Community. 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes.
4.2 Prioritise resources to achieve our communities' goals.	4.2.1 Deploy the Council's resources effectively to deliver value. 4.2.2 Ensure that we have a skilled, capable and safety-focused workforce.
4.3 Build strong relationships to deliver our communities' goals.	4.3.1 Foster productive relationships with other levels of government, other councils and peak bodies to achieve community outcomes.

Measuring Performance

Council will use the following strategic performance measures to help it track how it is going in meeting its strategic objectives.

The aim of the measures is to help Council to check how it is going in making the community's vision, goals and priorities from the City of Glenorchy Community Plan 2015-2040 happen.

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.

The number of measures is small. This is on purpose because we want to measure the main things that matter and not to get bogged down in fine detail.

We will be looking at the measures over time to see whether the things that are important to the Glenorchy community are getting better or worse.

Council does not have total control about this because other things can affect the measures like a downturn in the economy or what other levels of government might do.

However, we hope that by watching how the measures change over time, we will know where Council needs to put its efforts to make life better in Glenorchy.

The measures are grouped around the five community goals in the Community Plan:

- Building Image and Pride
- Making Lives Better
- Open for Business
- Valuing our Environment
- Leading our Community

Community Goal	Strategic Performance Measure
Building image and pride	Net promoter score - Proportion of those surveyed who would recommend Glenorchy to others as a place to live. Source: Community Survey
Making lives better	Index of overall standard of living in the City – health & safety, belonging, connection to health Source: Census data
	Australian early development index – readiness for learning across 5 domains Source: National early development census
	Participation in arts and cultural activities. (Source: Community Survey)
Open for business	Gross regional product Source: i.d. Economic Profile
	Local employment Source: i.d. Economic Profile
Valuing our environment	Quality of built and social environment Source: Bank West Quality of Life index
	Community engagement in the natural environment. Source: Community Survey
Leading our community	Satisfaction with Council leadership. (Community perception of residents surveyed who perceive that Council is "headed in the right direction"). Source: Community Survey

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DRAFT

Main Road Glenorchy

Concept Urban Design



prepared for
Glenorchy City Council





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MRCagney

MR Cagney



Village Well

DATE	VERSION
23.11.16	For Steering Committee Review
25.11.16	

Project 16-21

Acknowledgments

This project has been conducted under the auspices of the Glenorchy City Council and overseen by its Streetscape Advisory Committee.

The findings herein are the result of a close collaboration between Council's engineering and economic development officers and a team of consulting urban designers led by Inspiring Place Pty Ltd assisted by: Steven Burgess, Transport Planner, MR Cagney; Gilbert Rouchecouste, Agent Provocateur, Village Well; Perry Lethlean, Landscape Architect, TCL Landscape Architect; Leigh Woolley, Architect and Urban Planner and Nick Booth, NBD Space, Urban Design and Visualisation.

Community and stakeholder engagement has been a central component of the project with the aim of 'involving' all parties in an iterative process that has ensured public concerns and aspirations have been consistently understood and considered (Attachment A).

The contributions and support of all parties are greatly appreciated.

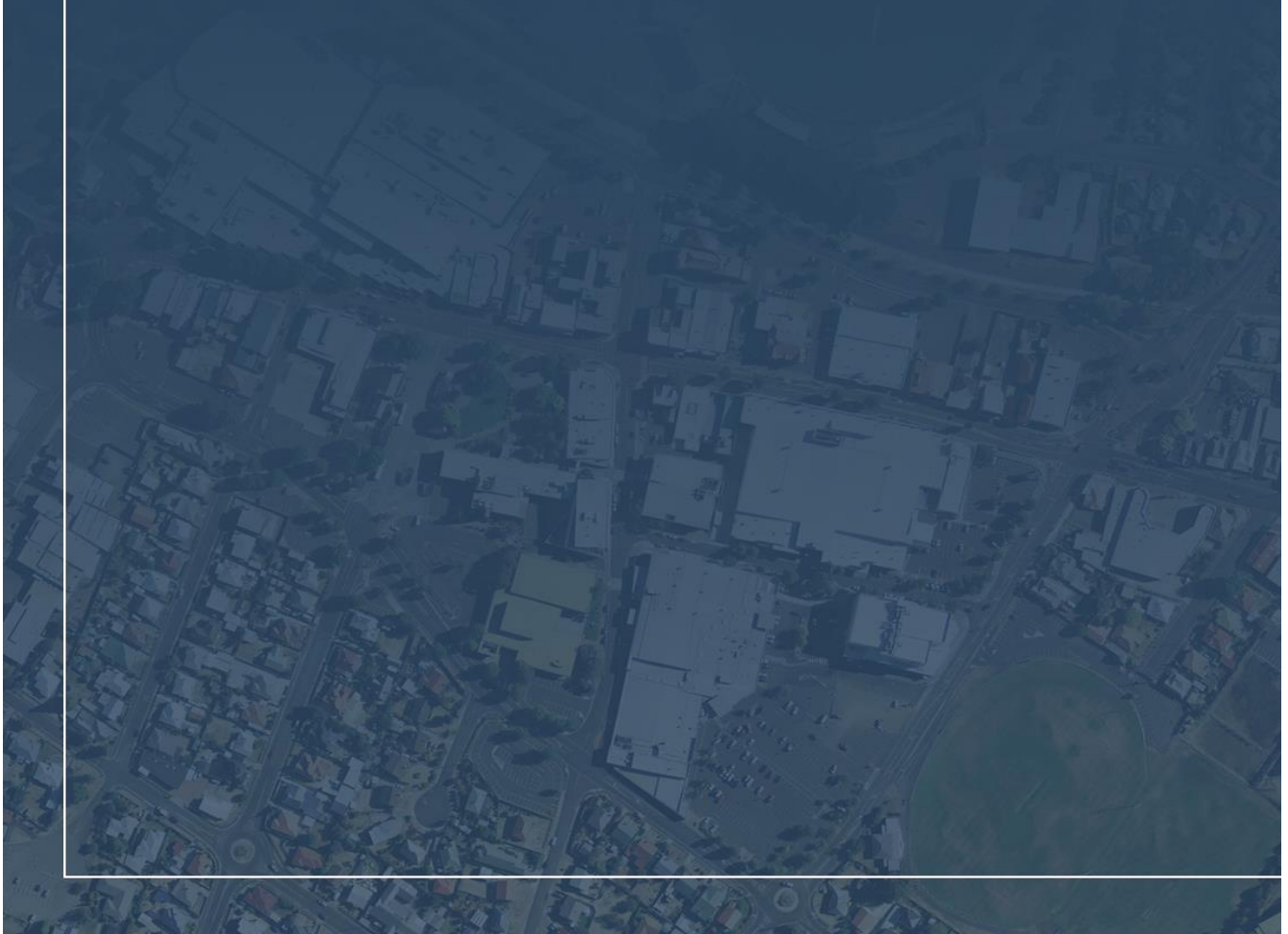


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PART ONE

CREATING THE STAGE FOR DAILY LIFE



PART ONE CREATING THE STAGE FOR DAILY LIFE

The *Glenorchy CBD Strategic Framework*¹ examined the role, function and success of its largest Central Business District² (the CBD). It established principles to guide statutory planning and investment in renewal of the CBD so as to create a safe, sustainable, beautiful and pedestrian-friendly street. The *Framework* highlighted that livable cities are the stage for daily life, accommodating a range of activities that add value to the lifestyles of a city's citizens and benefit the commerce of the street. The *Framework* envisioned that:

The Glenorchy CBD will be a modern, vibrant and accessible city centre steeped in history but always looking to the future. It will be the place where people want to do business, shop, work, visit and engage in the life of the community.

The Framework highlighted six over-riding imperatives that needed to be addressed if this vision were to be achieved:

- Glenorchy's CBD needs to be a distinctive place;
- the CBD should be easy to reach;
- the CBD needs to be a vibrant, lived in place;
- the CBD should be easy to get around;
- the CBD should be much cared for; and
- the density of living within walking distance to the CBD should be intensified.

The vision and principles were accepted as the starting point for the concept design work and as such forms an integral part of the objectives and aims of this project.

The current study, a Concept Urban Design for the Glenorchy Central Business District, has focused on the area of CBD along Main Road between Terry Street and Barry Street (Study Area A) with consideration also being given to the adjacent streets (Study Area B) (Figure 1).

The three main tasks in this stage of the CBD renewal process are to:

- evaluate optional street layouts through the lens of the *Glenorchy CBD Strategic Framework* to determine an appropriate direction for new infrastructure works;
- define a new street configuration that will:
 - calm and manage the movement of vehicular traffic within the CBD,
 - ease access and enhance the experience of the street for pedestrians, bicycles and public transport,
 - establish a diverse, well connected suite of public spaces of varying scales for the conduct of civic life; and
- recommend a coherent suite of beautiful, simple and functional street furnishings.

Together, these tasks focus on the 'hardware' of the street i.e. its 'livability' or 'green' infrastructure as opposed to simple replacement of 'grey' infrastructure.

Of equal importance to the street's 'hardware', is the provision of the 'software' of the street i.e. the public art, interpretation, programming and way-finding to enrich community life by putting the 'hardware' to use in a creative and sustained manner that celebrates local distinctiveness. In this scenario, the 'hardware' becomes a 'canvas' for the 'software' – a surface on which to render new ideas about the public life of the City.

Council's intention is to use the *Glenorchy CBD Concept Urban Design* as a tool to:

- guide the City's engineers in their further planning, design and construction documentation of the street's 'hardware' as part of their asset renewal program; and
- assist related Council departments to enable 'software' opportunities to activate the CBD.

The 'hardware and software', working in tandem will make the CBD cared for, distinctive, vibrant and easy to reach and get around. It will make the CBD the place it aspires to be – *the place where people want to do business, shop, work, visit and engage in the life of the community.*

¹ Inspiring Place 2014. *Glenorchy CBD Strategic Framework* prepared for the Glenorchy City Council.

² The Glenorchy CBD is the City's largest business district but there are CBD's also located at Claremont and Moorah.

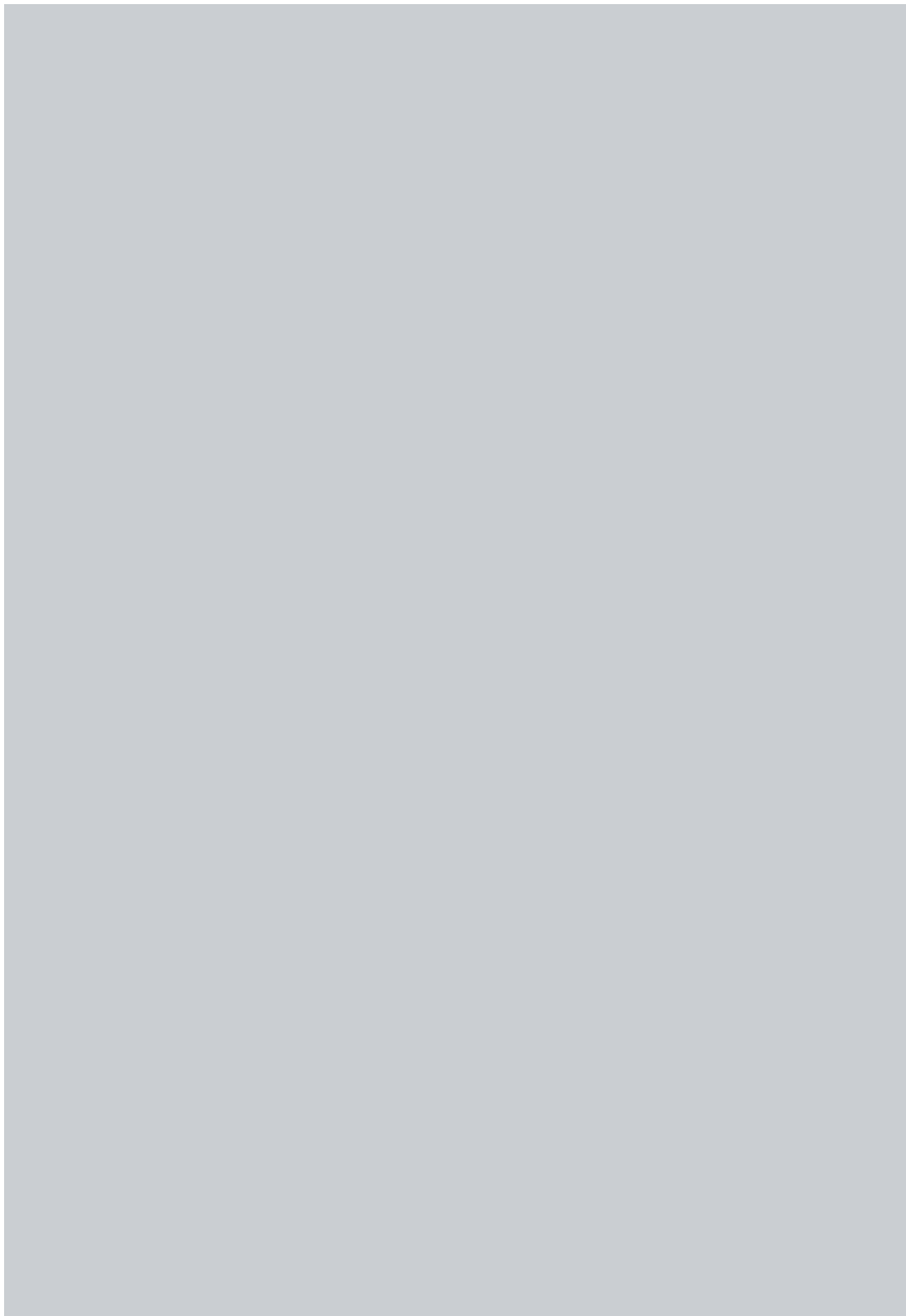
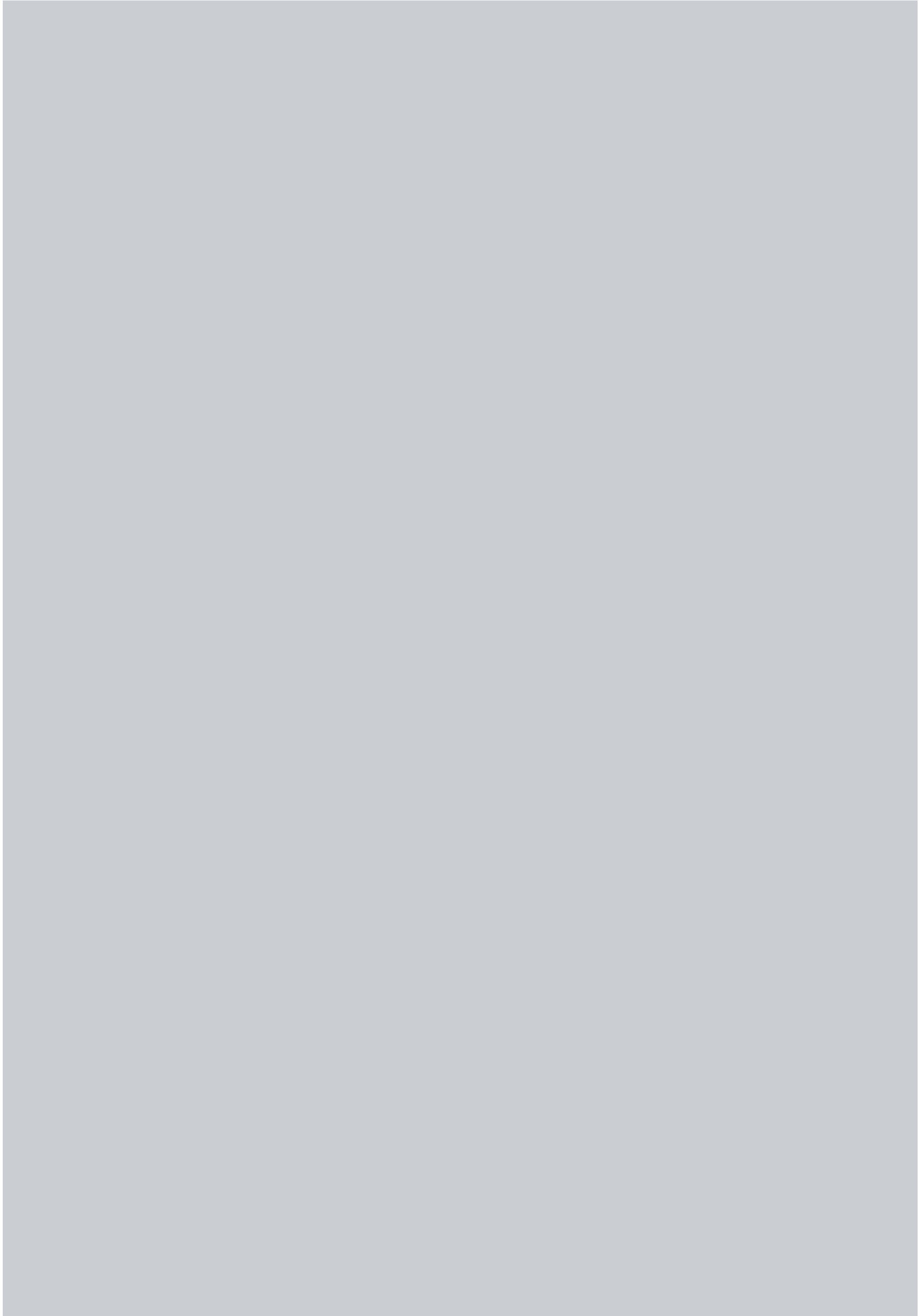
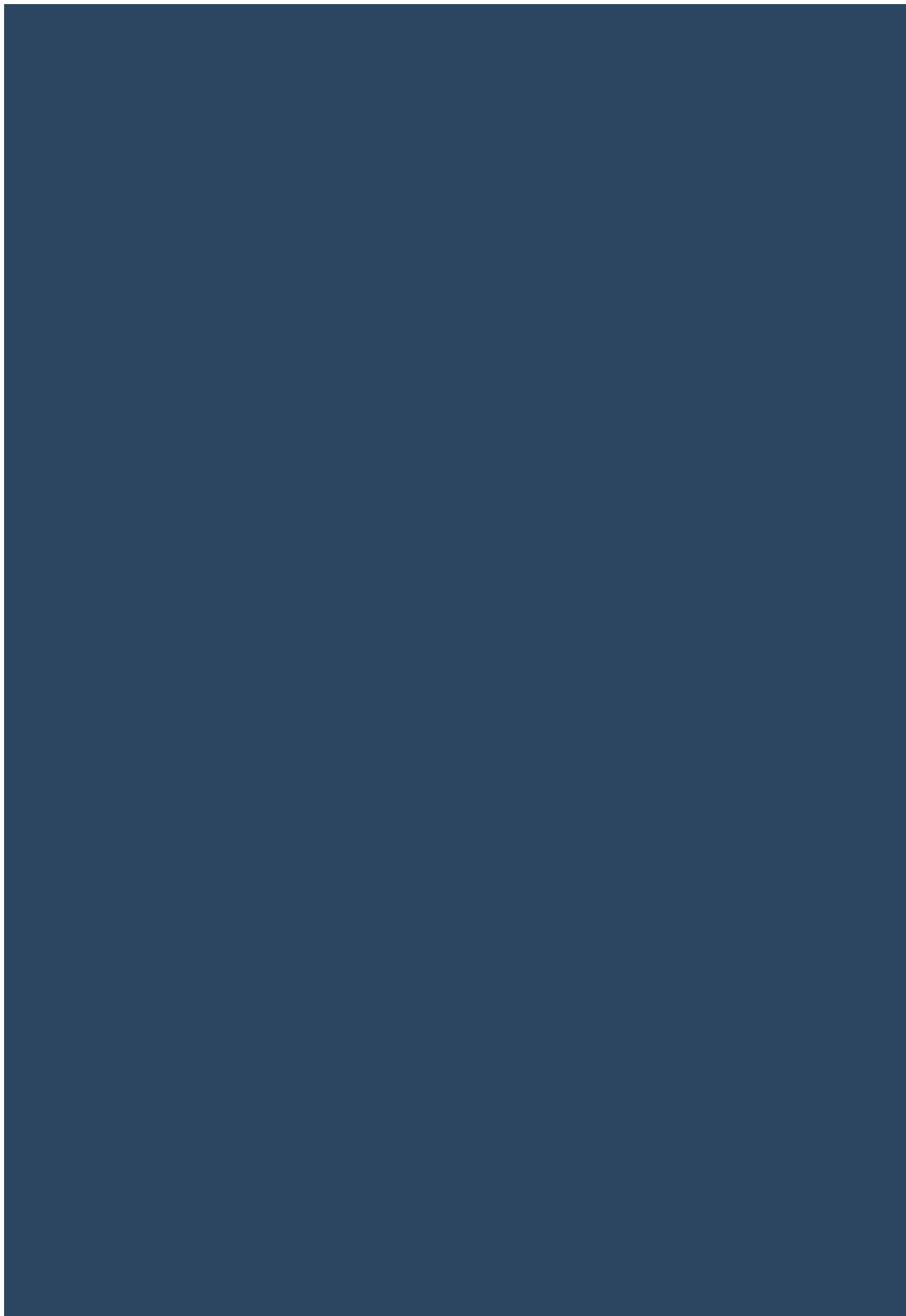


FIGURE 1 STUDY AREA

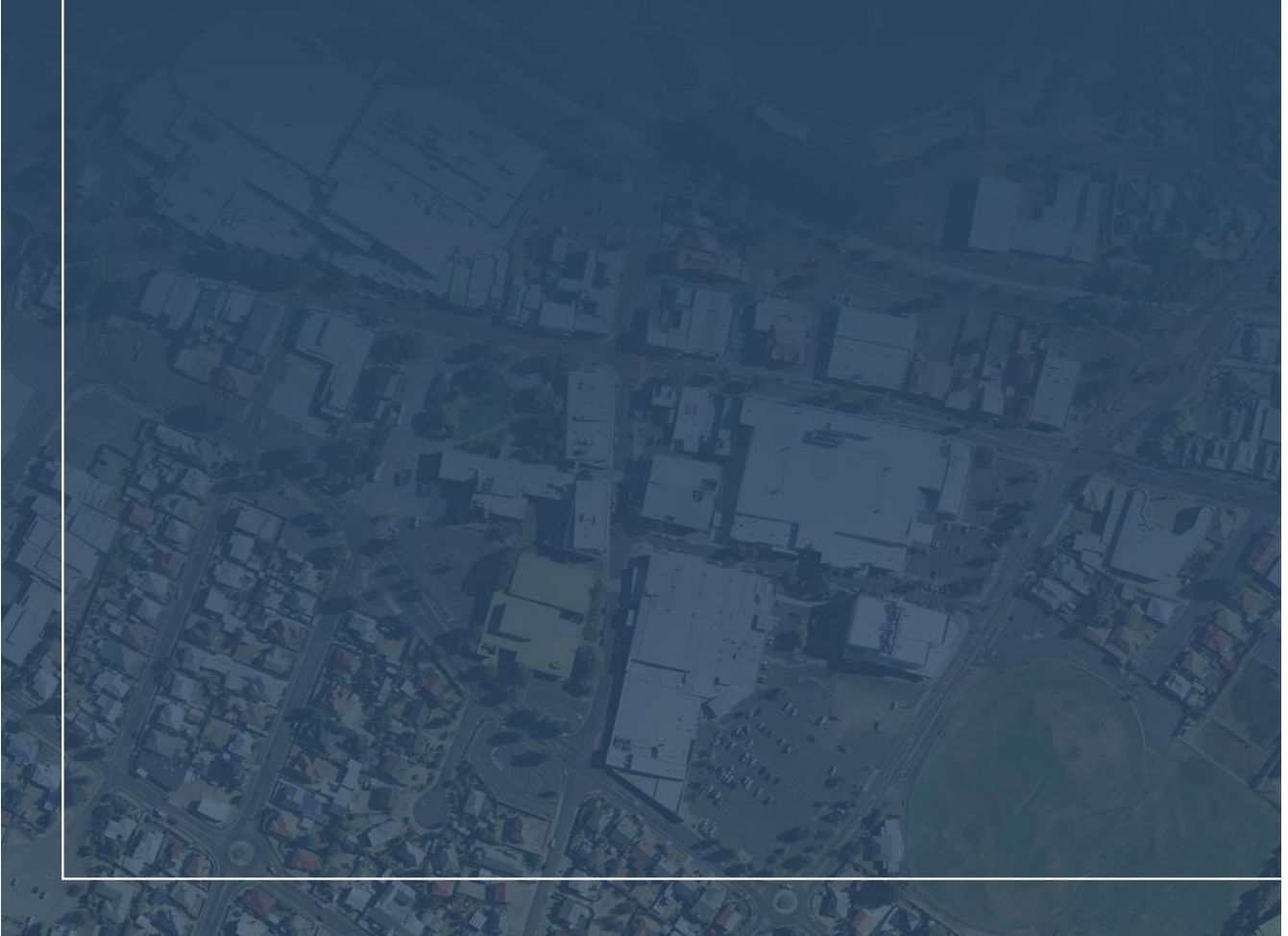






PART TWO

CONSIDERING THE OPTIONS



PART TWO CONSIDERING THE OPTIONS

Prior to the commencement of the project, the City had prepared 6 conceptual road reconfigurations for Study Area A (Figure 2) including lane closures, a mall and one-way flow of traffic. Several of the options incorporated roundabouts. Each option, along with the existing situation, was then tested for its potential impact on traffic flow by GHD Engineers.

On the basis of the GHD reporting, the Council's preference was for Options 3, 4 and 5 to be explored more fully during the current work.

The consulting team evaluated the 6 options, including Council's preferred directions, against a suite of criteria (Attachment B). Their review indicated that a blend of options 1, 2 and 3 offered the best potential to achieve the objectives of the project for a pedestrian friendly street without undue impacts on traffic flows.

A preliminary draft concept was prepared on this basis that blended elements from each option. These elements included:

- a flush central median to allow a staged crossing of the street by pedestrians;
- raised tables to provide easier access for people of all abilities;
- reduction in the numbers of parked cars;
- realignment of the roadway between Barry and Regina Streets; and
- a narrowing of lane widths throughout the study area.

The preliminary draft option was tested for its impacts on traffic flow by GHD. Their findings suggest that that there would be a minor reduction in throughput capacity at the intersections in Main Road, a reduction in traffic speed and an increase in the diversion of through traffic to the ring-road network. The changes were considered insignificant in terms of traffic performance along Main Road but offered value in terms of the objective for a pedestrian friendly street environment.

This result gave the Glenorchy CBD Steering Committee and Council the confidence to move forward with further development of the preliminary concept designs as the preferred option.

PART TWO CONSIDERING THE OPTIONS

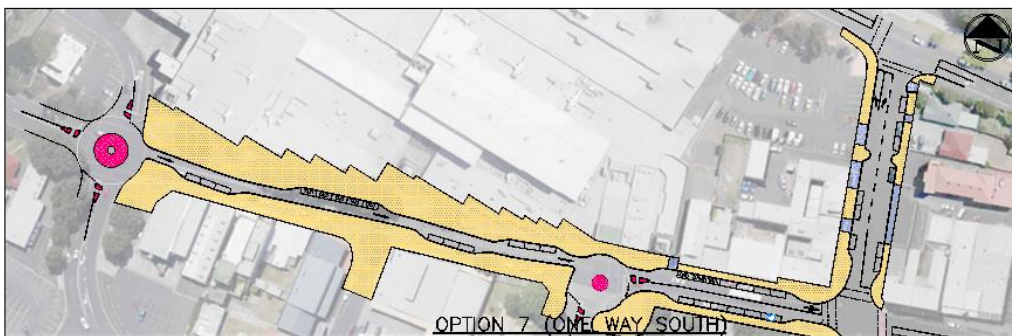
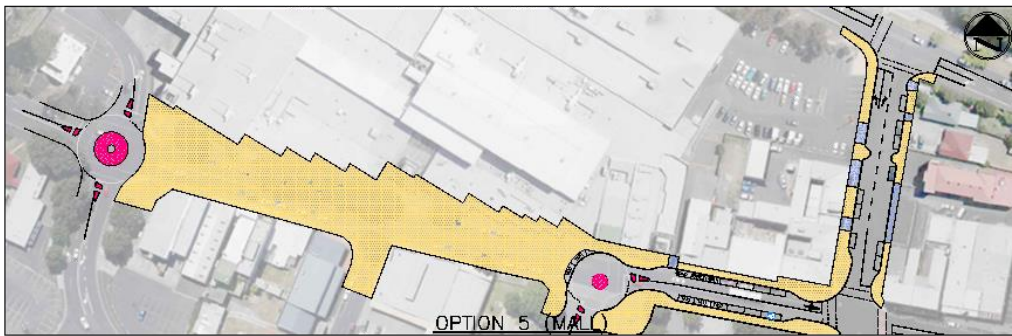
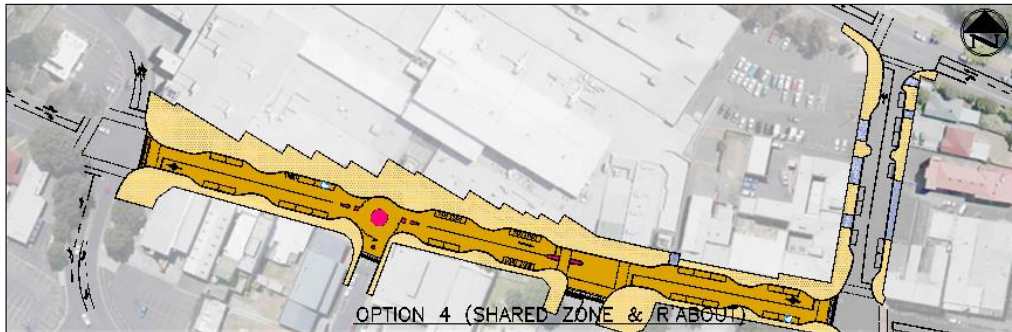
FIGURE 2 OPTIONAL STREET CONFIGURATIONS

Main Road Layout Options

(prepared by Glenorchy City Council March 2016)

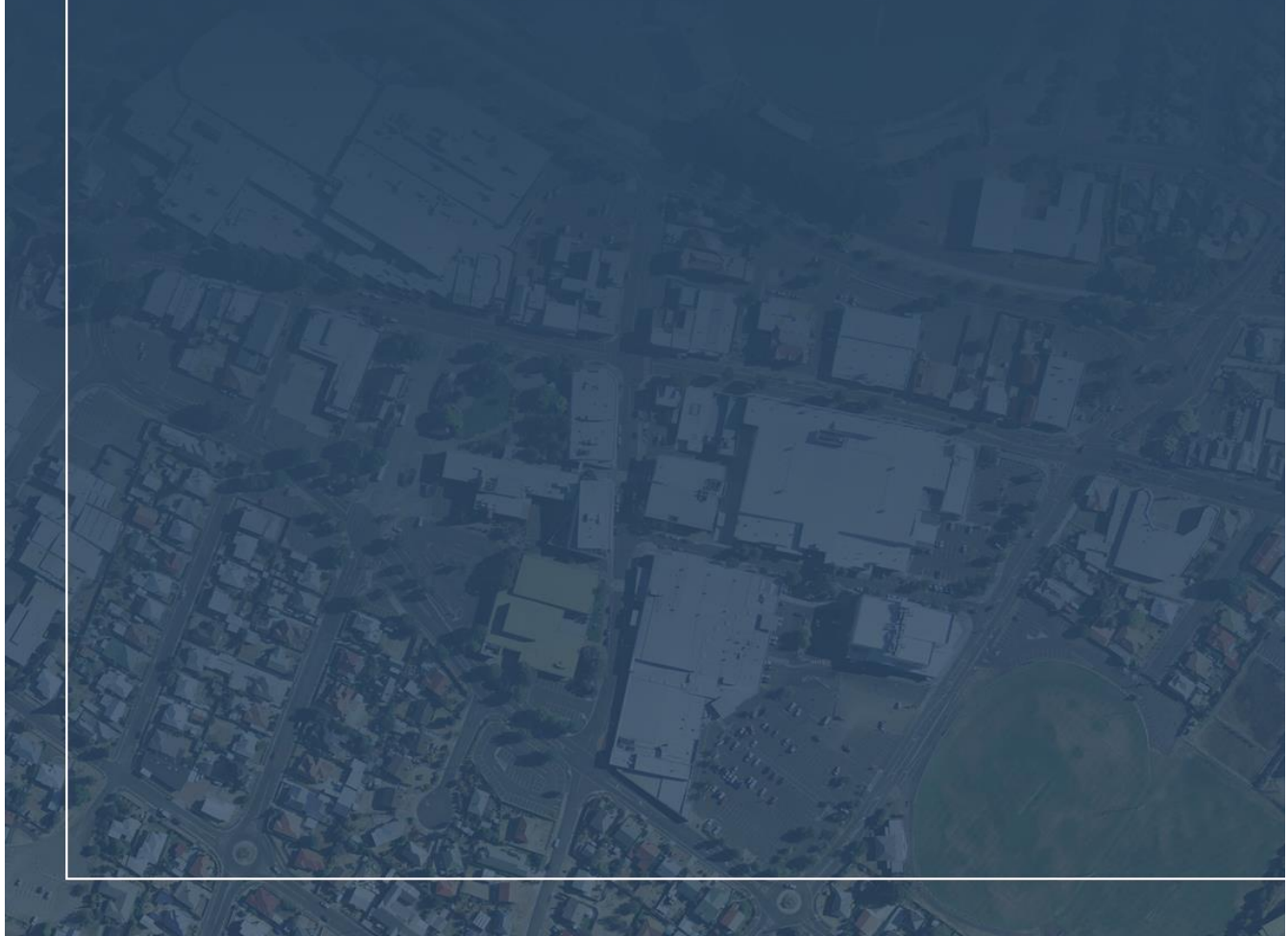


PART TWO CONSIDERING THE OPTIONS



PART THREE

DEVELOPING A PREFERRED APPROACH



PART THREE DEVELOPING A PREFERRED APPROACH

Figures 3 and 4 show the preferred urban design concept for the area of Main Road between Barry Street and Terry/Peltro Street.

The preferred option addresses two over-arching and interrelated strategies. These are the need to:

- make the roadway more permeable for pedestrians by minimising the impact of vehicles on the amenity of the street through a reconfiguration of the roadway to reduce its width, realign its course, add alternative road treatments and re-examine parking requirements (Section 3.1); and
- enhance the experience of the street for pedestrians to attract more people into the CBD and to encourage them to stay longer and engage with the life of the City (Section 3.2) through the introduction of a coherent suite of street furnishings and pavements.

3.1 Minimising the impact of cars on the amenity of the CBD

3.1.1 Reduce the Road Pavement Width

Detailed examination of the cross section of the street revealed the opportunity to reduce the width of the travel lanes to slow traffic but without inappropriately impeding flow or safety for drivers. Slower road speeds reduce the number of road accidents and impact of collisions between vehicles, pedestrians and cyclists.

Narrowing the road also enhances pedestrian safety by reducing the amount of time required to cross the street.

The critical control on the width of the travel lanes in Glenorchy is the presence or absence of buses. Thus in Figures 5-7 where there buses are present, lane widths have been set at 3.2 – 3.3m and where they are absent, lanes have been reduced to 2.8m.

The sections also indicate the width of parking bays being fixed at 2.2m.

All of these dimensions address current best practice in Australia and the City's previous experiences in the CBD. Importantly, the reduction in road width has enabled a widening of available space on the footpath for activation, particularly on the southern side of the street where direct sunlight is highest.

The sections in Figures 5 and 6 also illustrate the creation of a 2m wide central median, between Barry Street and Regina Street, flush with the adjacent road pavement. The plan at Figure 3.1 shows the median delineated by a change of pavement within which there is a line of advanced tree plantings and bollards.

Together these changes to the road widths will contribute to a much lower vehicle speed environment than at present. This will be reinforced by the signposting of Main Road as a 40km/hr zone (in effect though traffic will rarely if ever reach these speeds due to the proposed changes to the street environment). At these low speeds, it is expected that experienced cyclists will be able 'share the lane' through the CBD³.

³ The concepts consider the CBD is a 'destination' for cyclists rather than a through route for commuting or recreation. As such, separate bike lanes have not been provided in Main Road.

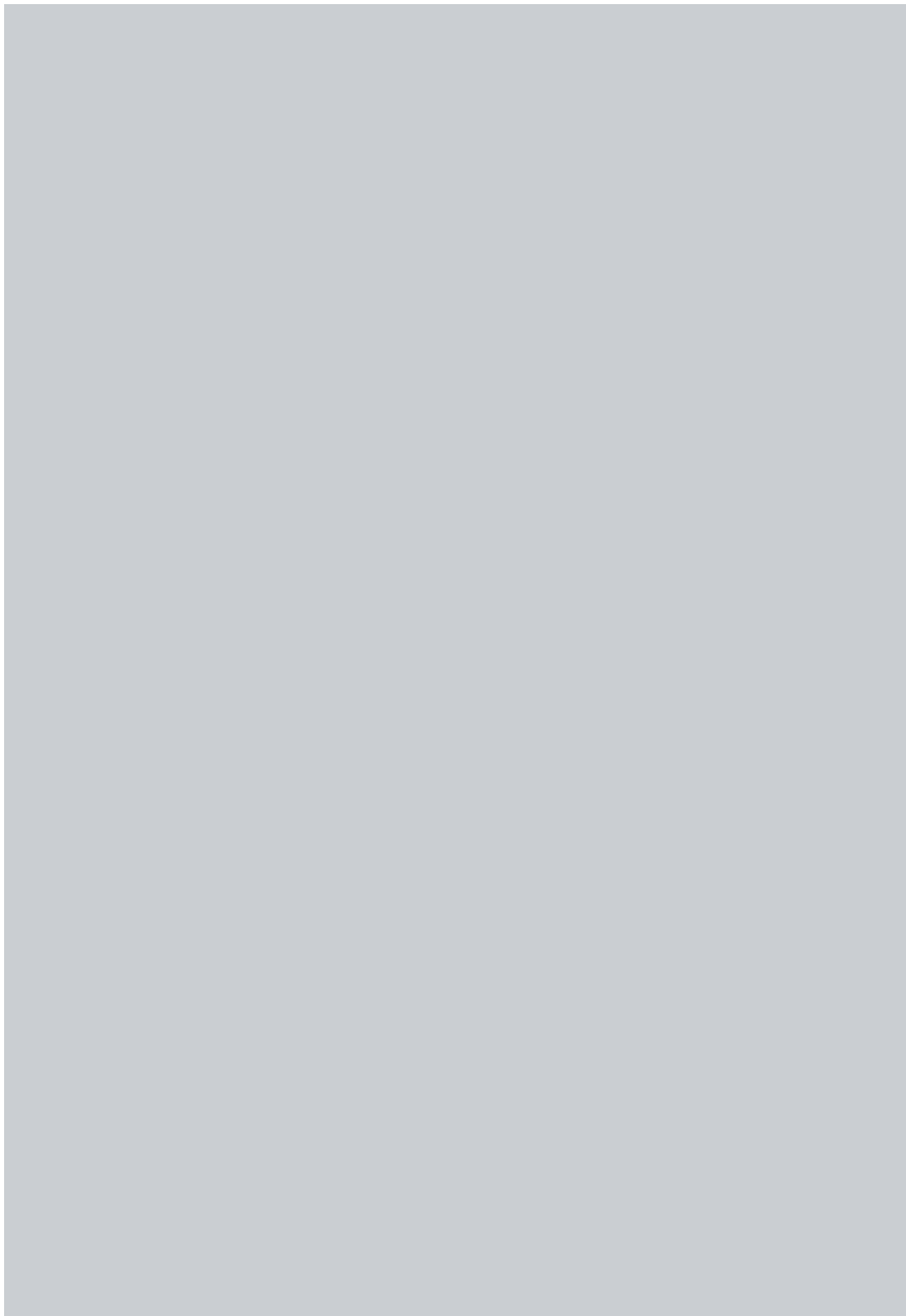


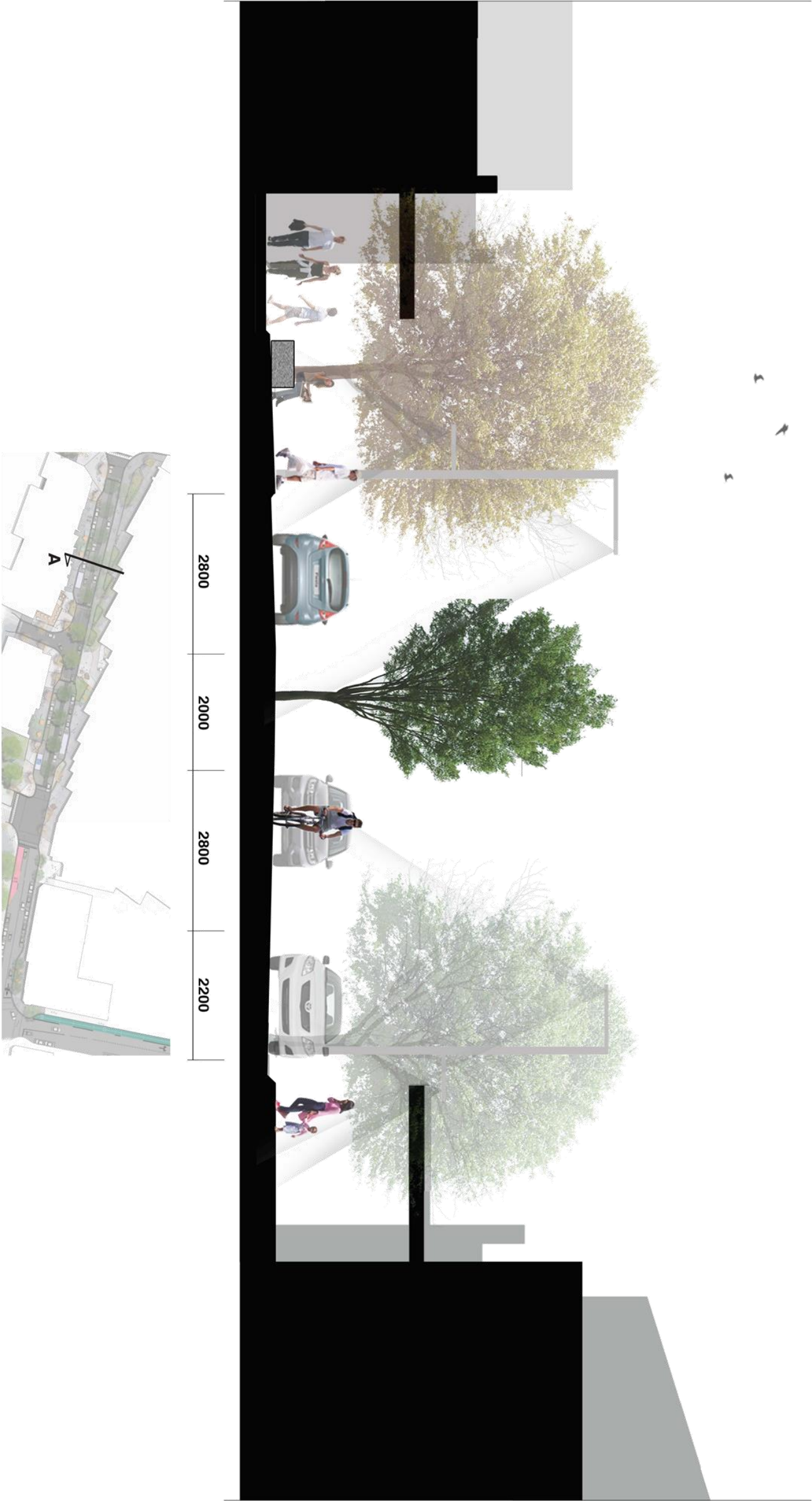
FIGURE 3 MAIN ROAD WEST



FIGURE 4 MAIN ROAD EAST



Figure 5



GCC Main Road Urban Design Concept

Main Road, Northgate Section A



FIGURE 6 CROSS SECTION B

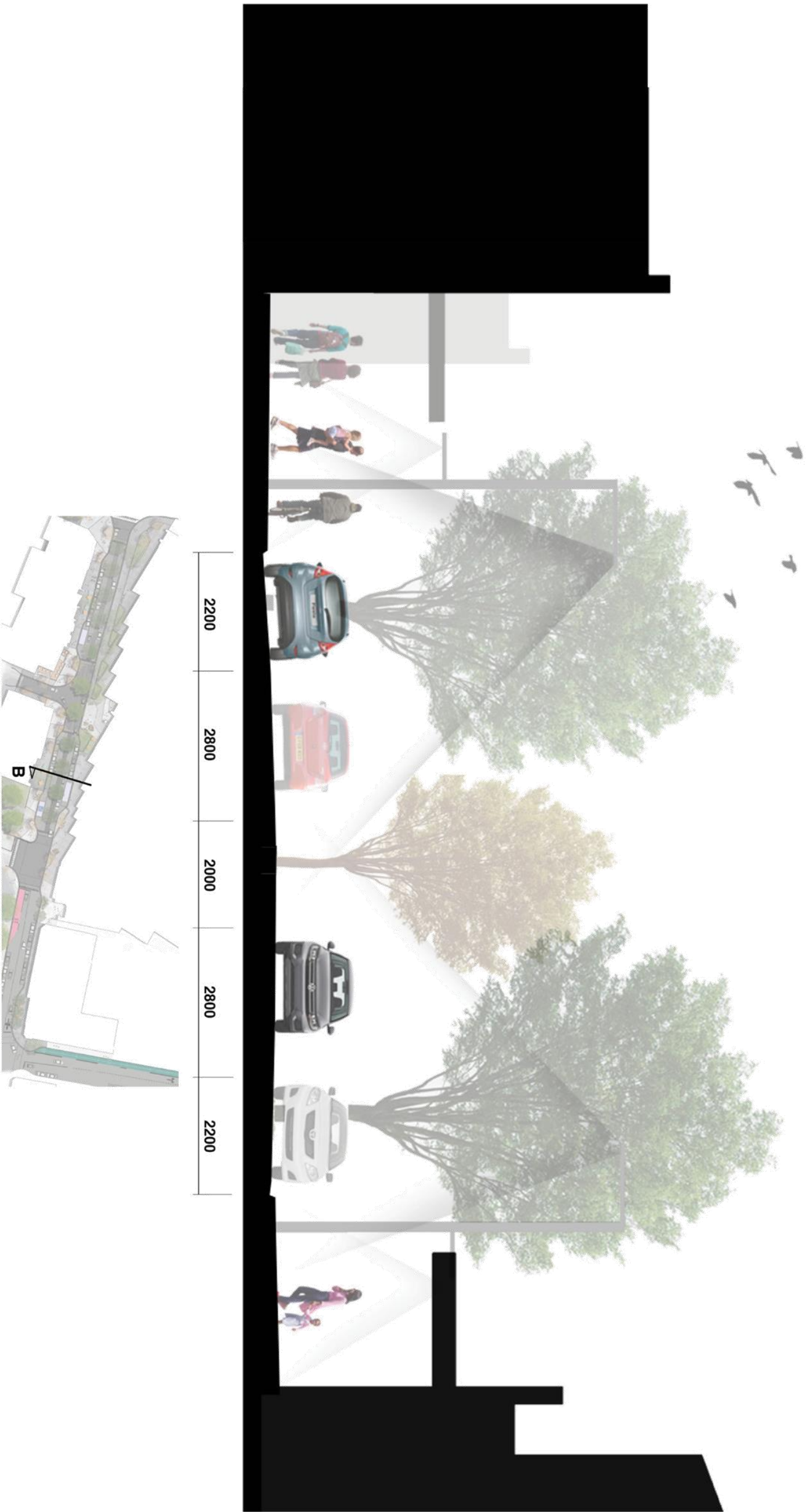
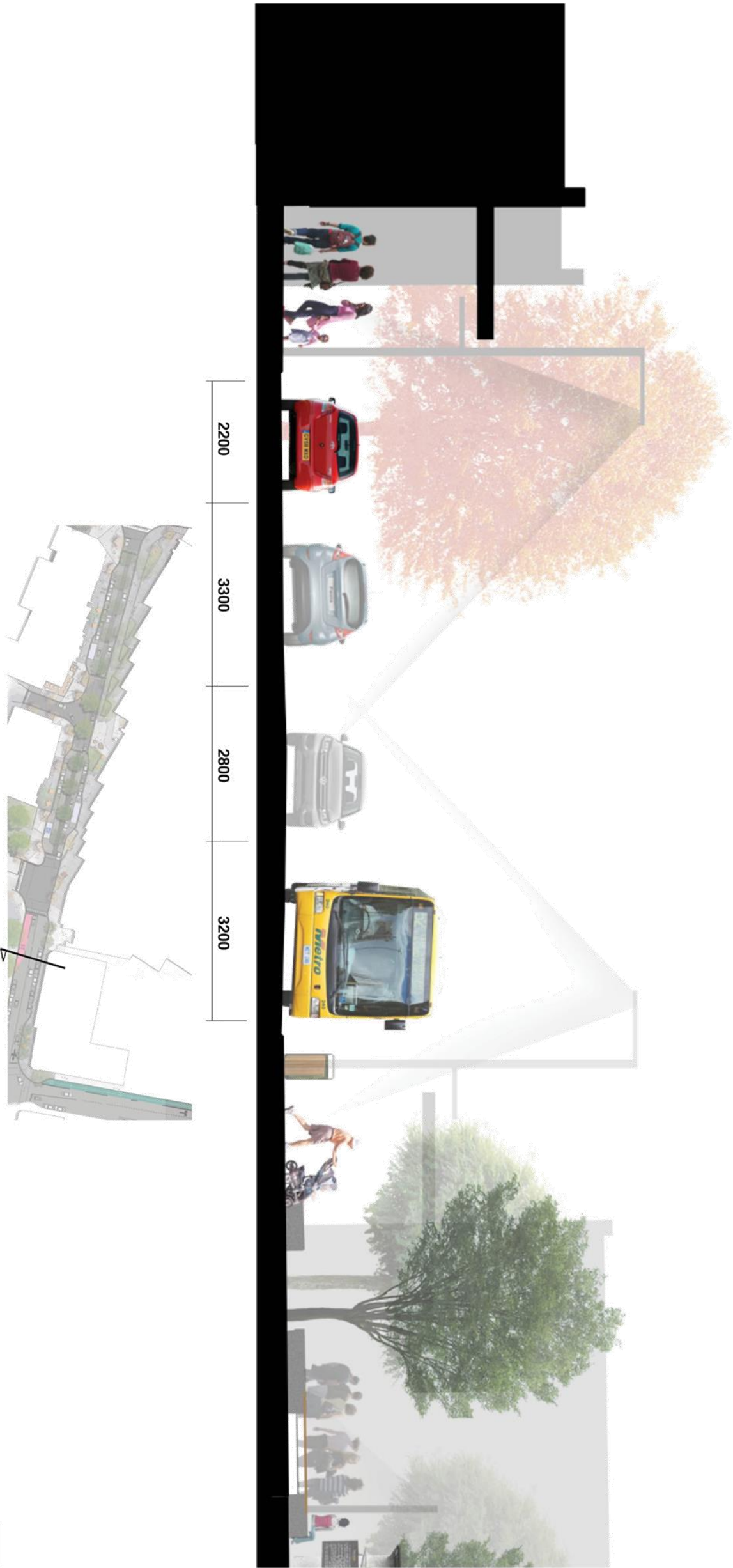
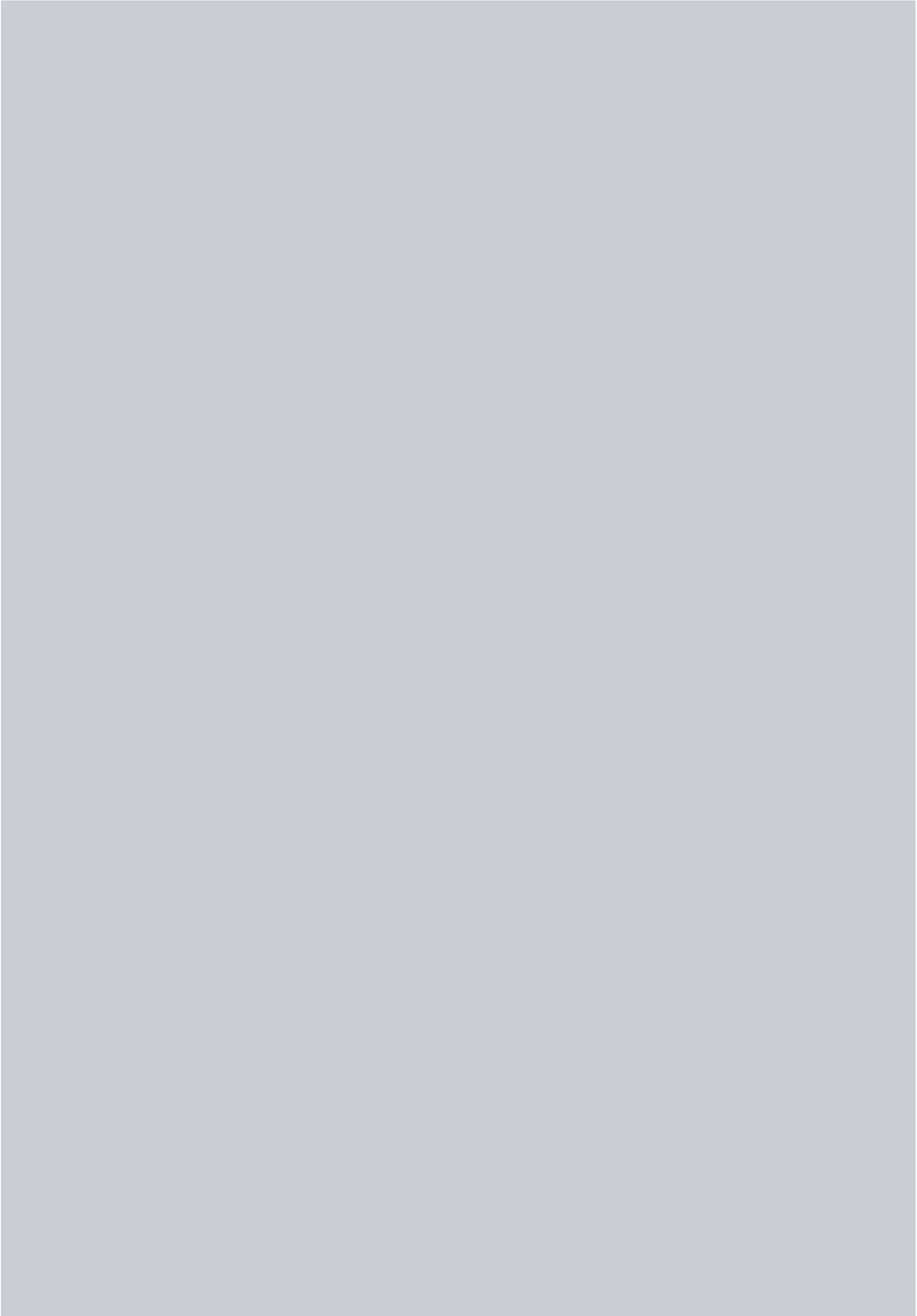


FIGURE 7 CROSS SECTION C





PART THREE DEVELOPING A PREFERRED APPROACH

3.1.2 Realign the Roadway

The straight run of Main Road contributes to a higher speed environment than desired within the shopping precinct. Opportunities to realign the road were examined.

Discussions with Northgate revealed that the parallel parking along their street frontage was not essential to their operations. Removal of this row of parking enabled the street alignment to be shifted north to existing kerb line between Barry Street to Regina street (Figure 3). Through this section the kerb alignment and existing footpath along Northgate remain unaltered. The footpath through this section is wide enough, 3.8m to 4.2m depending on the location (plus 600mm for the kerb and channel), to allow comfortable passage of pedestrians along the road edge.

The plans also show:

- kerb bulbing at Barry Street and Regina Street;
- a tightening of the turning radius on the western corner at Tolosa Street to reflect the fact that no vehicles are turning left at that point (Figure 4);
- a realignment of the turning motion at the corner of Peltro Street to allow for the protected bicycle lane along the western side of that street (Figure 4); and
- kerb-bulbing at the intersection of Main Road and Peltro Street to increase the scale of the footpath (Figure 4); and
- realignment of the kerb to meet Australian Standards at locations proposed for disability parking and for maxi taxis.

Figure 8 indicates how much additional pedestrian space has been created through the narrowing of the vehicle road sections and the realignment of the road.

3.1.3 Add Alternative Road Treatments

The value gained in realigning the road and reducing its width has been further enhanced by a variety of additional road treatments aimed at further reducing traffic speed while enhancing the pedestrian environment and access for public transport and cycling. These treatments include:

- creation of raised tables (road pavement) at Barry Street, Regina Street and Tolosa Street to allow a smooth transition from the footpath across Main Road at these locations – this treatment responds to calls from those with mobility challenges who find uneven surfaces and pram ramps difficult to traverse;
- line marking to identify a priority bus lane into Tolosa Street from Main Road – this treatment responds to discussions with the MTT and their desire to improve efficiencies in the network to provide a better public transport service; and
- development of a two-way protected cycleway along the western side of Peltro Street – this establishes a safe, clear and direct link from the Inter-City Cycleway to Main Road.

The construction of the protected lane in Peltro Street along with changes to regulations to allow cycling on widened footpaths and the reduction in road speeds will further encourage active transport in the CBD.

PART THREE DEVELOPING A PREFERRED APPROACH

3.1.4 Re-examine Parking Requirements

A reduction in on-street parking has several livability benefits including reduced movement of vehicles looking for available parking spaces⁴ and enhanced vehicle and pedestrian safety as fewer vehicles will be reversing into parking spaces.

There is scope for a reduction in the number of car parks in the City. Parking occupancy surveys conducted in the CBD indicate that on average only 52% of on-street and 61% of off-street parking spaces are used at any one time.

There are currently 42 on-street parking spaces on Main Road between Barry Street and Terry Street including one loading zone space and 3 designated spaces in the taxi rank at the entry to Northgate. The current plan has 30 on-street parking spaces including 3 designated disability parking spots, a designated maxi taxi parking spot and a designated area for motorcycle parking.

The loss of 14 parking spaces is largely accounted for by the realignment of the road corridor to the north along the frontage of Northgate (11 spaces). Other parking spots were lost:

- to add length to the bus priority lane (1 car park); and
- when the taxi rank was shifted east to move it away from the entry to Northgate (2 car parks).

Elsewhere, on the south side of Main Road between Barry Street and Peltro Street and from the eastern most entry to Northgate to the corner with Peltro Street the number of parking spaces remains unchanged.

There is the possibility to pick up an additional 3 new parking spaces in Peltro Street along the edge of the former police station where there has previously been a 'no standing except police vehicles' parking area.

Greater efficiency of parking could be achieved on the eastern side of Peltro Street where there are no marked parking spaces.

⁴ Studies have shown that up to 1/3 of all traffic congestion is made up of people trying to find a parking space.

FIGURE 8
FOOTPATH INCREASE DIAGRAM



PART THREE DEVELOPING A PREFERRED APPROACH

3.2 Enhancing the experience of the street for pedestrians and others

Reconfiguration of the road has created the opportunity to enlarge and reconsider the space of the footpath including the introduction of new street furniture.

Quality street furniture plays an important role in determining the success of the urban environment and in representing the image of a city. Function, unity and identity all need to be considered. With this in mind, research was undertaken to identify a suite of furniture types that:

- addressed questions of comfort and ease of installation;
- were robust in design;
- had a shared aesthetic;
- were readily available in the marketplace; and
- were cost effective, vandal resistant and suited to the local climate.

Figures 9-13 illustrate the style of the proposed paving and street furniture and its application. Furniture elements include: new pavements, seating spaces, landscaping and supporting street furniture such as bicycle racks, bollards, lighting, rubbish bins and tree guards. Gun-metal black steel features in many of the elements as does timber for seating elements with concrete plinths that provide further seating or can double as retaining wall/barriers. The furniture elements will be further refined during detailed design prior to tender of works.

Figures 3 and 4 show the distribution of these elements along the street.

Footpath paving is a mixture of exposed aggregate concrete and concrete pavers. Concrete pavements are featured at high use intersections and the major entries to Northgate. White tactile markers are used along the road edge. The median strip is load-bearing, concrete pavers. Tree grates and tree-guards are matte black galvanised steel.

The plans show where permanent seating areas are proposed along the length of Main Road as well as locations where café seating could be introduced. Most of these areas are on the southern side of the street to take advantage of northerly sunlight. Proposed seats are shaped to encourage socialising and incorporate armrests to assist those with infirmities.

Seats have also been provided adjacent to, or incorporated as part of, the landscape surrounds to existing trees along the Northgate frontage. These surrounds capture the root zones of the existing trees to reduce the lifting of pavement that has previously occurred. The surrounds can also be used as places to lean, sit or rest bags.

Larger seating platforms are also shown in several locations.

Bollards are shown along the centreline of the street between Barry Street and Tolosa Street, at street corners and along the frontage to Northgate's new entry.

A number of potential locations for bike racks have been identified along the length of the street. Bicycle storage units are shown adjacent to the bus mall on the northwest corner of the bus mall. These lockers would allow safe all day storage for commuter cyclists heading into the city or north on public transport.

Street lighting serves multiple functions including road safety, pedestrian perception of crime and as a crime preventative. Lighting levels on the roadway through the CBD meet the required standard for an urban centre, however, the distribution of light onto the footpaths is uneven due to the presence of trees and awnings.

Additional lighting fixtures have been recommended throughout the study area to increase the amount of available footpath lighting and as a decorative element. Pathways in the CBD are already achieving a minimum P1 lighting standard as per Council's Street Lighting Policy⁵. A perceived need for additional street level lighting was identified in survey data.

The general reaction to the proposed suite of street furniture elements has been favourable. One exception was the proposed rubbish bin selection. Further investigation is required to determine the appropriate solution to this element to better meet criteria for cost and resistance to vandalism.

Widening of the footpaths has also enabled the introduction of landscape areas along the length of the street including the introduction of additional advanced tree plantings along the centre median and elsewhere. The retention of the existing trees already established in the street as shown on Figures 3 and 4.

Plantings and large canopy street trees are seen as a critical element of the livability infrastructure of the city. This fact was appreciated by a number of people who talked about the positive qualities of the plane trees in the street in terms of shade, ambience and how they

⁵ P1 is the highest category of lighting identified in the Australian Standards

PART THREE DEVELOPING A PREFERRED APPROACH

reduce the harshness of the architecture and road environment. In contrast, concerns were expressed about the retention of the existing trees, particularly along the frontage to Northgate. People mentioned the trip hazards created by roots that are lifting pavers and the number and size of the leaves being dropped on the footpath as issues that needed to be addressed.

Figure 3 shows enlarged planting islands around these trees to provide greater space for tree roots at the ground surface. The edge of these beds will be raised and back-filled with mulch so that foot traffic can be directed around them. Detailed design will determine whether this solution is practical or if some trees may need to be removed.

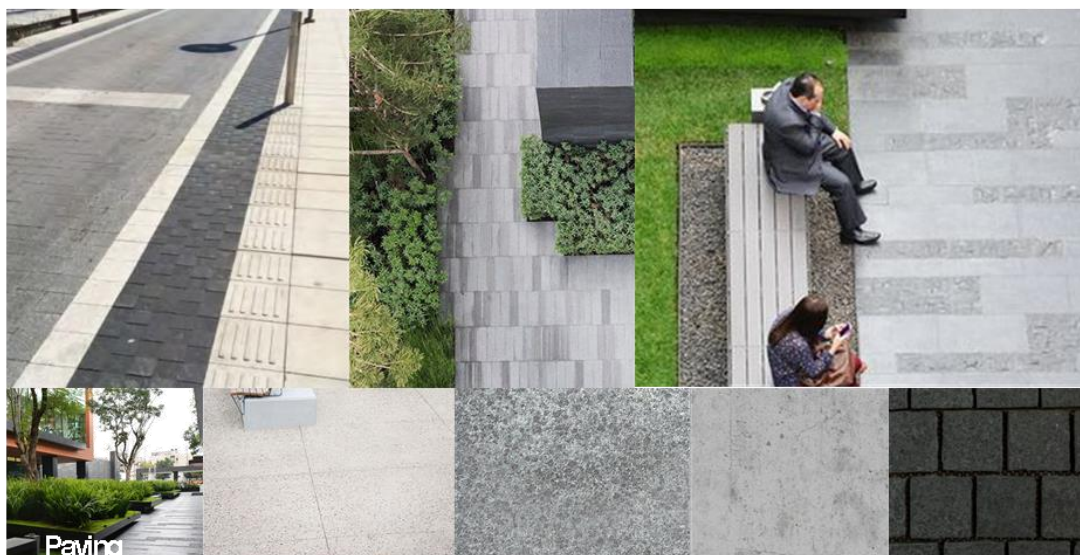
As for leaf litter, leaves are a problem with all trees about which little can be done. In their favour, deciduous trees all loose their leaves in a short space of time as opposed to native trees which loose leaves year around. Deciduous trees also have the advantage of letting sunlight into the space during the winter months.

Landscape areas below the trees would include low growing species to ensure sight lines are maintained in accordance with Crime Prevention Through Environmental Design (CPTED) principles.

The success of the proposed landscaping will depend on the species selected and the proper installation of

the trees in particular to allow enough underground space for roots to grow and thrive without impacts on the path or road surface. Whilst the investment underground can add expense to a tree planting, the long term benefits of reduced impacts on infrastructure and livability gains ultimately result in a net saving.

FIGURE 9



PART THREE DEVELOPING A PREFERRED APPROACH

FIGURE 10



FIGURE 11

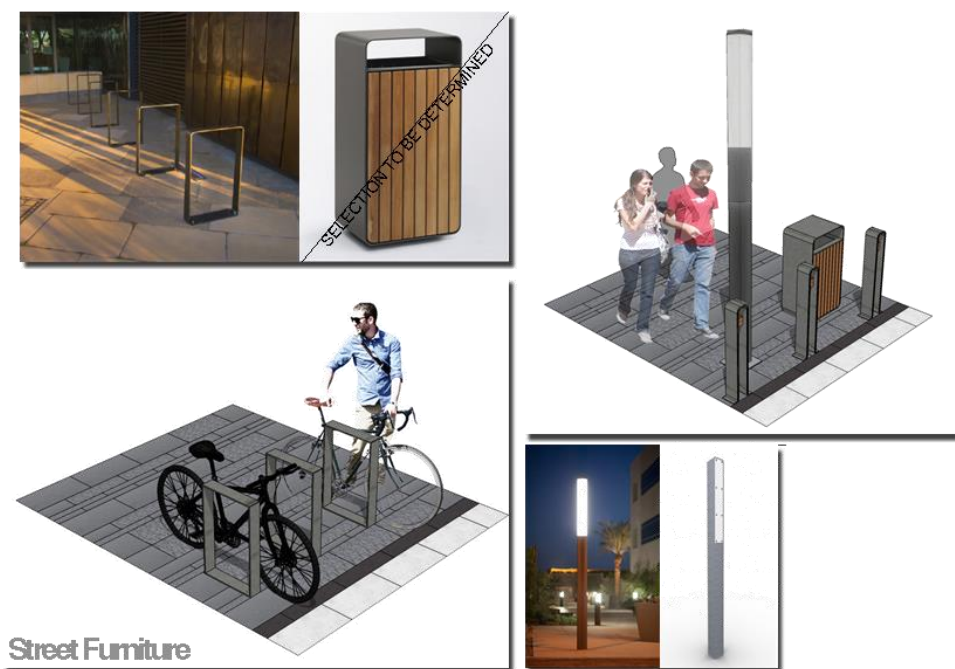


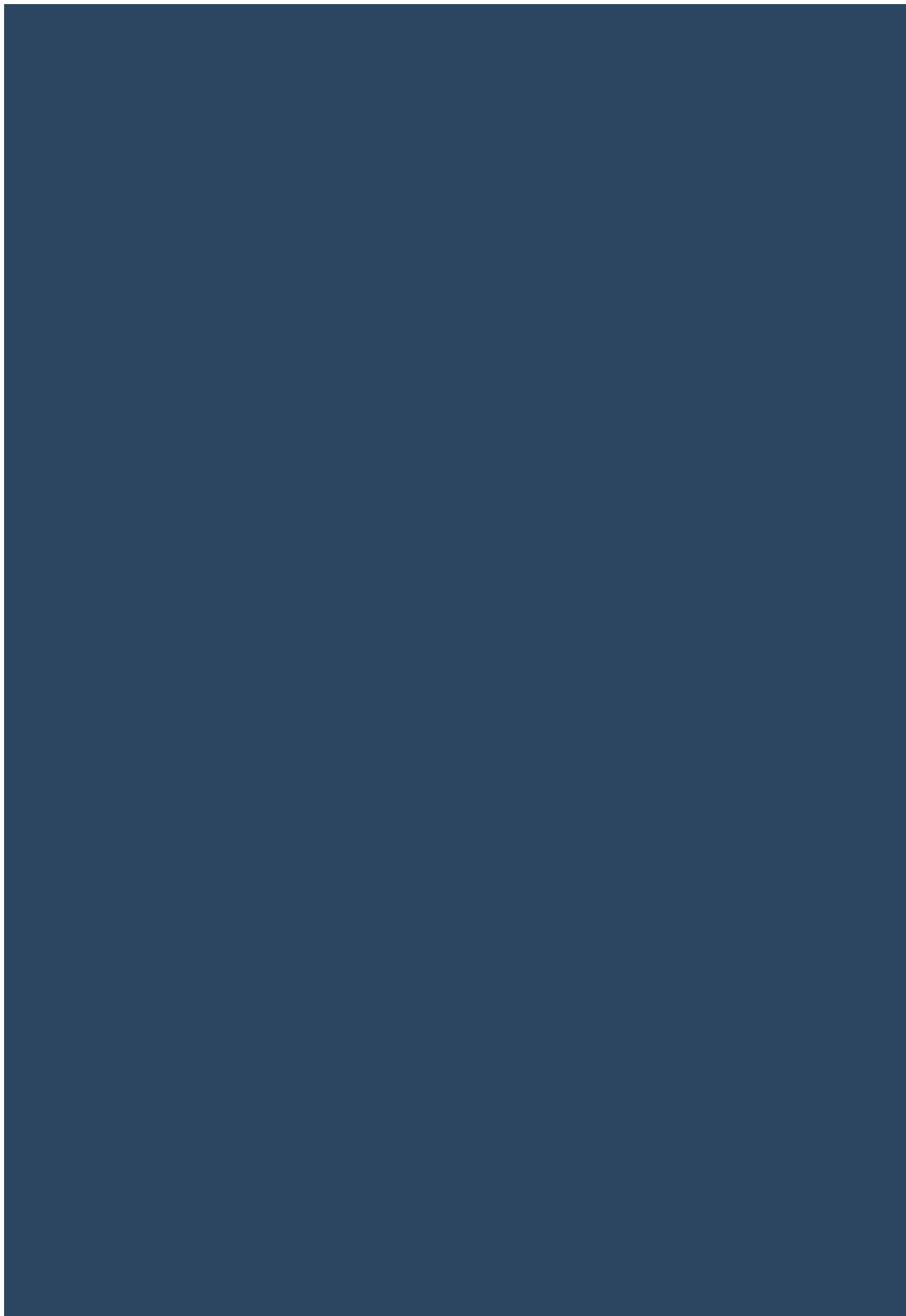
PART THREE DEVELOPING A PREFERRED APPROACH

FIGURE 12



FIGURE 13

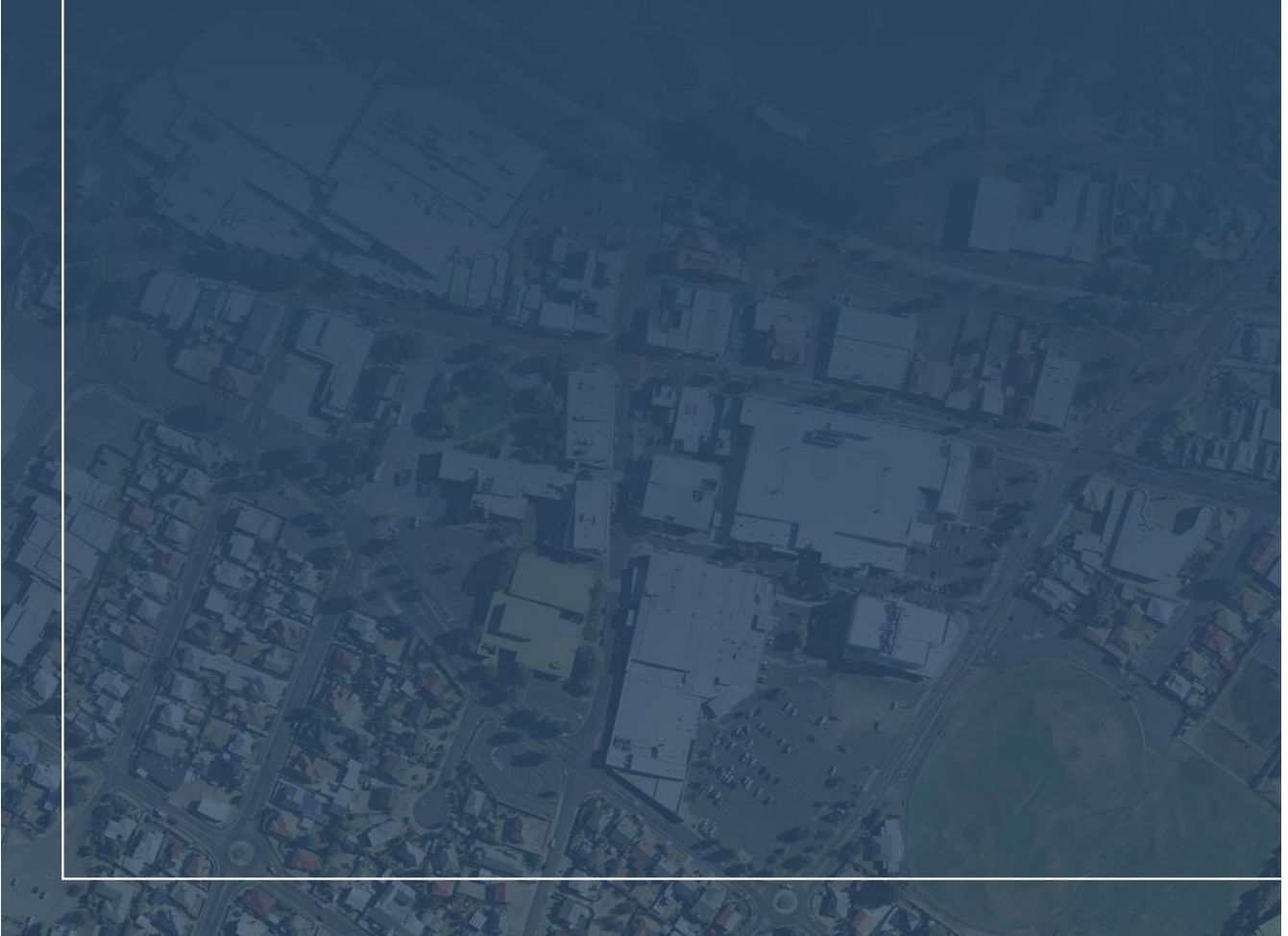




PART FOUR

SOFTWARE –

“THE EVENTS THAT HAPPEN”



PART FOUR SOFTWARE – "THE EVENTS THAT HAPPEN"

4.1 Public gestures

The *Glenorchy CBD Strategic Framework* proposed development of a toddler's play space and alfresco coffee shop at the front of the forecourt to Council Chambers. These facilities had the benefit of significantly adding to the invitation to people to come and stay in the street. The proposals received strong support within Council and since their proposal, Council have applied for and received Federal grant monies to enable their construction.

St Matthews Church is a significant heritage feature in Main Road. The sandstone church and its landscaped churchyard with its historic graves create a quiet place of reflection away from the roadway. The seating, interpretation and pathways within the churchyard are largely under-utilised as they are locked away behind a locked steel boundary fence.

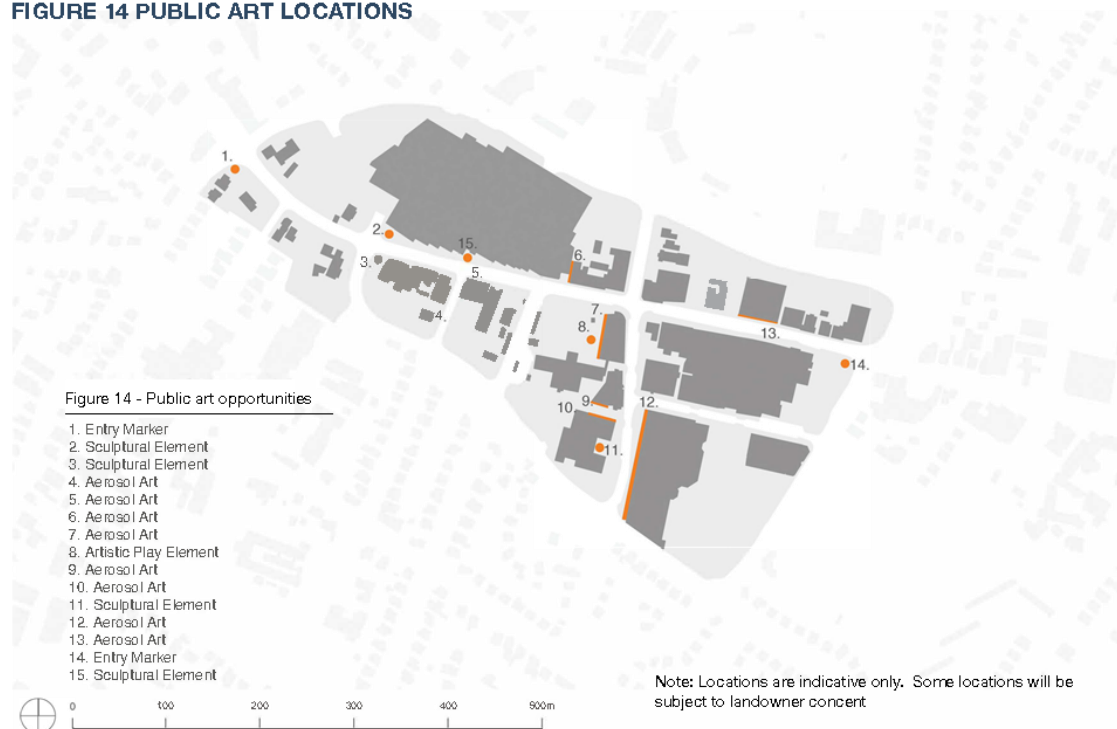
The urban design concepts propose St Matthew's Churchyard be reopened to public use and enjoyment. This would require a new fence to close off access to the side and rear of the churchyard and management of the front gate so that it was open during the day but closed at night.

4.2 Public art – Engaging and Enlivening the place

Early in the process, it was noted that the 'hardware of the street' was only part of the solution to making the CBD the vibrant lived in centre of the City. In particular, the role of the Arts in making complete the CBD's 'hardware' to create a distinctive flavour unique to a place was highlighted by the community, staff and the consulting team as key to the success of the project.

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 Council's most important priorities for the future, where CBD areas will be revitalised with a strong emphasis on great design, open spaces and public art. Council's Public Art Policy suggests that Arts activities will be supported as part of a redevelopment of public space, to create and sustain opportunities to ensure the city and suburbs are vibrant, engaging and dynamic.

FIGURE 14 PUBLIC ART LOCATIONS



PART FOUR SOFTWARE – "THE EVENTS THAT HAPPEN"

Authentic public art, reflective of the community's heritage, aspirations, culture and distinct character stems from a process of community engagement that was beyond the scope of the current process.

In response, the urban design plans put forward herein have treated the 'hardware' of the street as a canvas for the introduction of public art as part of final detailed design and implementation. The plans aim to "create the opportunities for events to happen"⁶ rather than to dictate where and when 'software' might be located or eventuate. As such, the plans are 'enabling' not 'controlling' – the scope for public art only being bounded by imagination and funding rather than spatial expanse.

For instance, the plans create public spaces of varying sizes – small pocket settings along either side of the street, larger spaces and raised pavement tables at street corners, and the large public plaza at the front of Council chambers. The creation of level, unencumbered pavements in these areas creates options for performance, stalls or markets, the introduction of sculpture, etc.

Likewise, the muted colouration and hard wearing qualities of the materials proposed offers endless potential for the introduction of colourful sculpture, specialised paving or surface treatments of varying colours and patterns or the application of mural or projection art to blank wall surfaces.

The breadth of opportunity for the introduction of public art on such a canvas is endless. Figure 14⁷ highlights some of the opportunities identified by the current study as potential locations for public art including aerosol art (Figure 15), accepting that the possibilities are only limited by the imagination of the community.

Public art can be large or small, abstract or realistic, site specific or contrast with its surroundings. What will distinguish the work is how it is made, where it is and what it means – questions that are best answered by the community and its artists working collaboratively to express place and local values.

This is best achieved through liaison with the Public Arts Management Group whose role includes the provision of advice and expertise, planning and project development, site assessment and project evaluation and review for public art in the City.

Council has also recognised in its Public Art Policy that best practice public art outcomes can only be achieved through the allocation of adequate budgets and professional assistance to guide the community in implementing such art. To this end the budget planning for construction of the street's hardware should incorporate a fund for development of site-specific artworks to further enhance the outcomes from the capital investment in the reconstruction of Main Road and its adjacent streets.

**FIGURE 15 MURAL ART
IN SMALL LANEWAY**



⁶ The noted Landscape Architect Lawrence Halprin has been attributed with saying that "Landscape Architecture creates the opportunities for events to happen". By this he meant that the public realm is a stage on which the life of the city is played out where "people are the generators, their creative activities are the aim, and the physical elements are the tools". He approached cities as complex spaces that afford chance occurrences and happenings – the "strange and beautiful which no fixed, pre-conceived order can produce" (from "Roads: Lawrence Halprin: Modern Dance and the American Freeway Landscape" Memman, P. in *Geographies of Mobilities: Practices, Spaces and Subjects*. Cresswell, T and Memman, P. 2011. Ashgate Publishing, Burlington, Vermont). This approach is central to the work herein.

⁷ In many locations, the approval of the landowner will be required in the first instance for public art to be created or installed on blank walls.

PART FOUR SOFTWARE – "THE EVENTS THAT HAPPEN"

4.3 Interpretation – the Story of the Place

Interpretation can be a powerful tool for delivering authentic experiences, motivating a deep understanding of place and making history and heritage relevant to the everyday lives of the audience. Good interpretation identifies the take home messages – the central themes at the core of the place – and targets these to the relevant audience using media that they can relate to and which adds to the meaning and values being expressed.

In the past, interpretation has often been limited to 'signs' and placards sprinkled around a location and laden with text and historic images that once seen are often quickly forgotten.

Certainly, there are points of historic interest in the City worthy of interpretation – O'Brien's Bridge, Dusty Miller and Mill Lane, to name a few as well as contemporary locations such as the Migrant Resource Centre that are exemplary of the modern life of Glenorchy (Figure 16). However, a focus on signs and where to put them is extremely limiting in terms of the value that can be gained from interpretation.

The preferred direction, and the one recommended herein, is to develop a 'thematic interpretation strategy' for the whole of the Glenorchy municipality. Thematic Interpretation is a proven methodology, adopted by many authorities in Australia and overseas.

It is a world best practice approach, drawing on two decades of communications psychology and research, and has a strong evidence base. The aim of thematic interpretation is to provoke people to

think about the subject matter and to create their own meaning, resulting in a lasting connection and sense of significance.

One of the key reasons that thematic interpretation works is that the audiences and their needs and preferences are the starting point for planning. This ensures that interpretation delivers an authentic experience that goes beyond visitor satisfaction to create champions who promote a place and generate referrals through word-of-mouth and social media.

At the core of the Thematic Interpretation approach are themes. These are the 'take-home messages' or the 'big idea' messages that make it easy for visitors to connect personally with the subject matter. Research shows that people generally forget facts but they remember the 'so what' or the compelling idea that a theme encapsulates. In this way, they can be more readily motivated to retain an appreciation of a site and to pursue further discovery and learning beyond the visit.

Using the methodology, themes are matched to interpretive audiences via methods of delivery that work for the audiences.

Contemporary interpretation aims to make history and heritage relevant to interpretive audiences and their lives now, rather than treating it as something walled off in the past.

It is, therefore, important to plan interpretation before nominating locations for signs or other interpretive media – planning that will take into account the place values that matter to those who access the CBD and the way in which those values underpin the experiences that people will have there.

FIGURE 16 SITE OF INTERPRETATION INTEREST



PART FOUR SOFTWARE – "THE EVENTS THAT HAPPEN"

4.4 Programming – Activating the Place

The best hardware, art and interpretation are incomplete if use of the spaces of the street is not well programmed. People will come to shop and they will stay if safety, comfort and protection are provided. To maximise the investment in the hardware of the street, however, the invitation into the city centre has to be greater – life and animation need to be introduced that add value to being in the place.

Activities need to be scheduled for the use of the street space that are targeted to differing age groups, people of cultural backgrounds and people of all abilities. Leisure, recreation, charitable and arts activities all enliven public space.

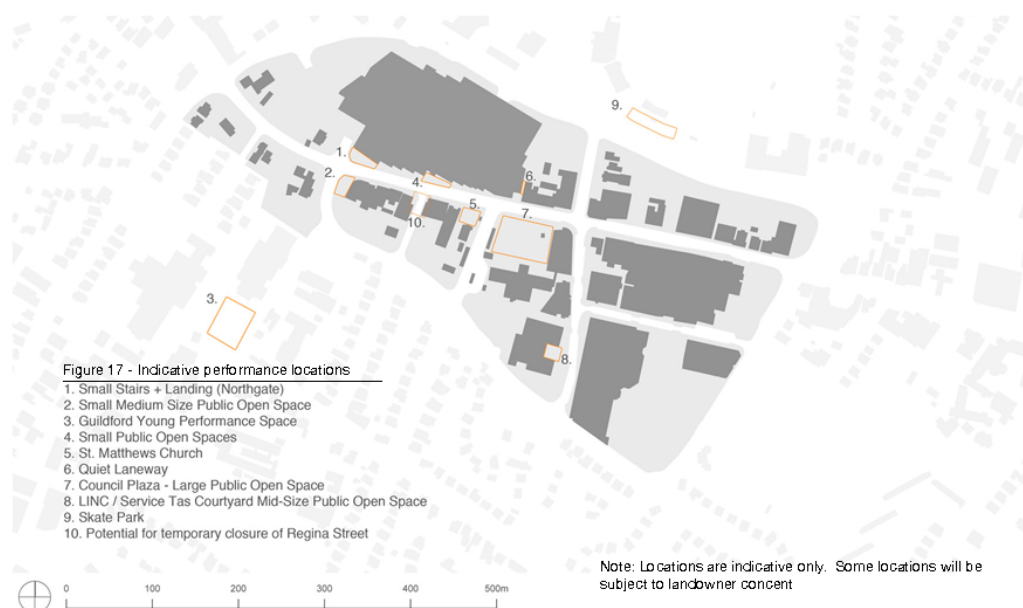
Shakespeare said that "all the world is a stage". The urban design concepts herein, provide an excellent 'stage' for programmed activities (Figure 17). The open space of the plaza can hold events catering for several hundreds of people, whilst street corners or wider pavements can be smaller 'stages' for more intimate

activities. St Matthew's Church is an intimate indoor venue for small performance events waiting to be used more regularly while the Guildford Young Performance Centre is a state-of-the-art theatre capable of seating 650 people.

The recommendations for street furniture that includes USB charging points, external power points, lighting and drinking water, all provide infrastructure in support of events and activation of the streetscape.

The stage is set, so to speak, what is required is a strategy and commitment to the energetic programming of activities into the public realm of Main Road. Event planners and creative minds should be invited in and supported in their desire to stage activities in the CBD. Council's role is to provide the space, ensure there is planning support and then let the "events happen".

FIGURE 17 POTENTIAL PERFORMANCE SPACES



PART FOUR SOFTWARE – "THE EVENTS THAT HAPPEN"

4.5 Way Finding – Orienting People to the Place

Wayfinding recognises the important role that directional information plays in making day-to-day journeys easy and efficient and in enticing visitors to spend time in the City's spaces. It encourages people to walk more often to more destinations and reduces any confusion about access to facilities and services within the area.

Simple, hierarchical information is required with detailed mapping to communicate what is in the CBD and how to find it. It would be beneficial to integrate wayfinding with a thematic interpretation strategy for the City as part of a comprehensive investigation of way-finding in Glenorchy. Consistency across the City would communicate the City brand, lend legitimacy to the information and would inform and direct people to the diverse experience opportunities available within the City.

The proposed locations for wayfinding within Study Area A are:

- corner of Barry Street and Main Road – the southern side as an entry into the CBD;
- outside the main entry into Northgate;
- within the central plaza in front of the Council Offices (near the entry into Tolosa Street and easily accessed from the bus mall);
- corner of Peltro Street and Main Road; and
- near the Intercity Cycleway (near the path connection to King George V) that would give orientation to King George V precinct and the CBD.

4.6 Private Moves

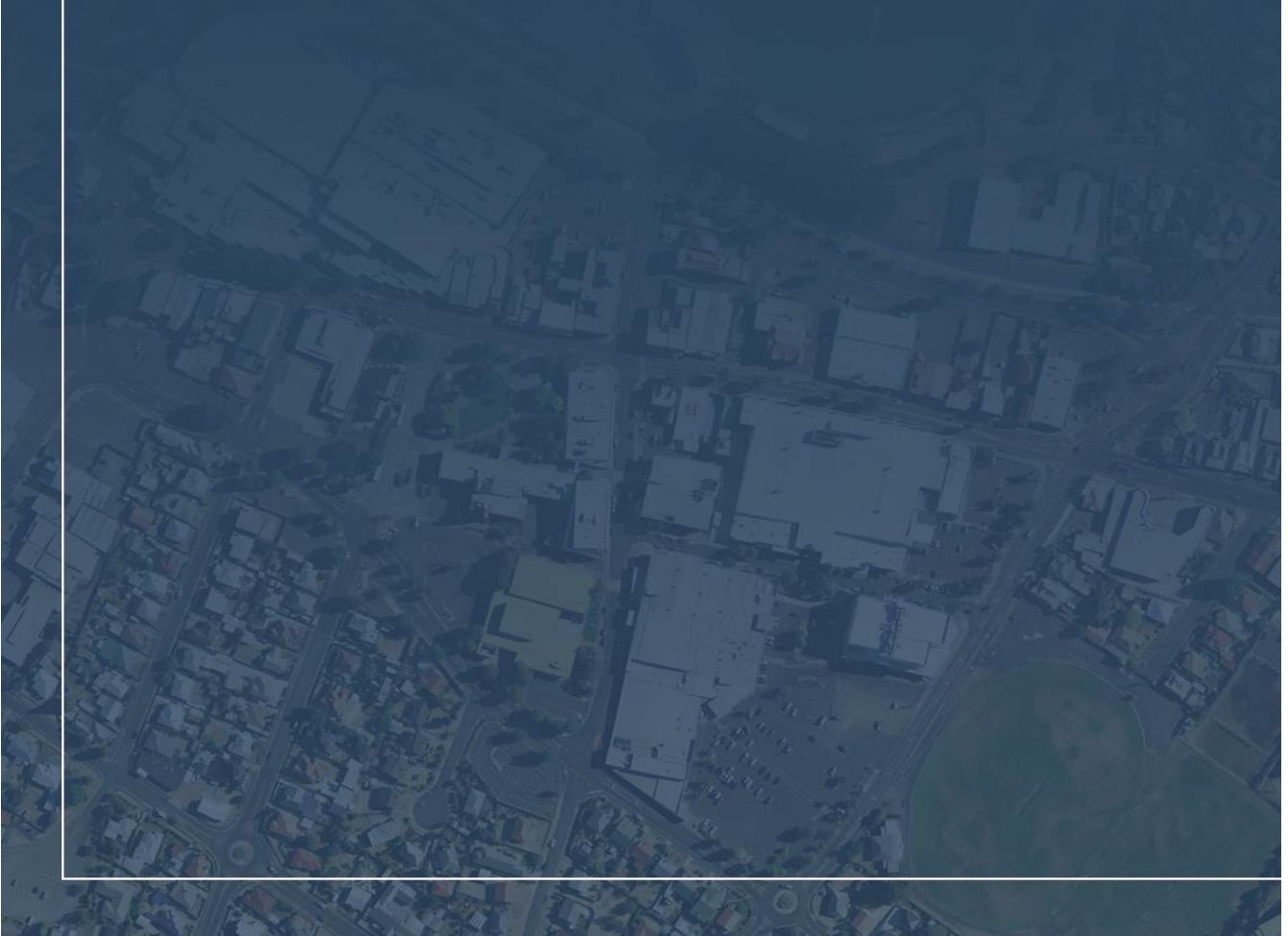
Whilst outside the scope of the project, a number of opportunities that would be beneficial for the life of the street were identified that could be taken up by private property owners. These included activation of:

- the frontage of the A1 Fruit Market to its Main Road and Regina Street edges – as for instance happened in North Hobart in the 1990s at the ex-Purity site where the blank wall was punctuated with access to new retail business on Elizabeth Street;
- activation of the Snow's Dry Cleaning building – the scale and presence of the space seems ideal for a restaurant/café, micro-brewery type use along the lines of St Albi's, Albert Road, Moonah or the Hobart Brewing Company, at Macquarie Point or Shambles, Elizabeth Street, Hobart;
- activation of the LJ Hooker Corner – the spacious public plaza on this corner with its advanced trees has tremendous potential for outdoor dining in a highly visible location, opposite two large pedestrian destinations (Northgate and the Glenorchy Integrated Care Centre);
- the under cover car park on the north of Northgate through the creation of a sheltered pick up and drop off taxi area (it is recognised that this would not be available to some people with disabilities given the current internal elevator ramps); and
- the laneway along the eastern side of Northgate through the use of mural art to enliven the blank facades either side of the lane.

It is hoped that improvements to the public realm will stimulate investment interest by the private sector. Already, the former Police Station site has been re-imagined as an Irish Pub with some success and a notable impact on the life of the street. The fact that the internal space opens onto the street edge is a positive outcome.

PART FIVE

DIRECTIONS FOR AREA B



PART FIVE DIRECTIONS FOR AREA B

While the focus of the current study has been on Area A of the study area, consideration has been given to areas adjacent to it and how these can be progressively updated to create a more livable CBD. Figure 18 highlights the areas that have been considered.

5.1 Main Road – Barry Street to Chapel Street

This portion of Area B is the natural entry point to the CBD from the west. The historic Methodist Chapel marks the historic entry to the centre and sits at the transition point from the larger street frontages to the west and smaller street frontages in the heart of the CBD.

Consideration of the following opportunities is recommended for this area:

- footpath improvements at the Glenorchy Integrated Care Centre (GICC) including replacement of barrier fence and kerb realignment to increase the pedestrian waiting area at the streetlights (Figure 20);
- explore options to reduce width of entry/exit to Northgate opposite Barry Street;
- plant large spreading tree on small triangular parcel of Council land in Main Road (between Humphreys Rivulet and 435 Main Road, opposite the Denture Clinic) and negotiate with Northgate to create a small, paved pedestrian plaza on their land;
- explore reduction in the width of road to increase the functionality of footpaths, in any case upgrade standard of footpaths both sides and explore opportunities to introduce street furniture and/or street trees;
- interpretation of Methodist Chapel at Chapel Street and O'Briens Bridge;
- look for opportunities to introduce street trees into Swallow Parade; and
- continue to pursue the development of a shared path along Humphreys Rivulet.

**FIGURE 18 STUDY
AREA B COMPONENTS**



PART FIVE DIRECTIONS FOR AREA B

FIGURE 19



Figure 19
Glenorchy Integrated Care Centre Street Improvements
(prepared by Inspiring Place for Liminal Architecture - 2014)

PART FIVE DIRECTIONS FOR AREA B

5.2 Mill Lane

Mill Lane is a historic alignment along which water from Humphreys Rivulet was conducted to a mill north of Main Road. For some time it has been a link to the businesses along it and to an entry to the Guildford Young school campus. It has recently gained greater prominence as a key entry point to the Guilford Young Performing Arts Centre.

Consideration of the following opportunities is recommended for this area:

- reduction in the width of the street crossing at the intersection of Mill Lane and Barry Street and/or introduction of pedestrian refuge at halfway point;
- introduction of large spreading trees along the perimeter of Council's car park at the intersection of Mill Lane and Barry Street;
- construction of quality footpaths both sides including negotiation with landowners on the western side of the street to move the footpath to the front of cars parked perpendicular to the street; and
- develop a landscaped entry at the school site including large spreading trees, under-planting and an artistically designed entry gate.

5.3 Regina Street

Regina Street links Main Road to Barry Street, providing access to Council car parks and the A1 Fruit Market storefront at the rear of Main Street. The A1 Fruit Market frontage to Regina Street is a blank wall. Snows Dry Cleaners presents an attractive glazed feature wall to the street would enable viewing to the activities inside if it remained uncovered.

Consideration of the following opportunities is recommended for this area:

- negotiation to support mural or projection art projects on blank wall spaces facing the street;
- exploration of opportunities to introduce large spreading street trees through the removal of on-street parking; and
- support during the planning process for appropriate redevelopment of the Snows Dry Cleaners or alterations to the way that the A1 Fruit Market addresses the street.

PART FIVE DIRECTIONS FOR AREA B

5.4 Council's Forecourt and Tolosa Street Bus Mall

Council's forecourt is the prime public open space in the CBD and in combination with Council's offices is an important element of the civic realm of the city. It has the scale, presence and location to be a key feature in the activation of the street. Its current layout, however, is cluttered and lacks a coherent plan that supports its highest and best usage.

Discussion with Metro indicate that the bus mall will remain in its present location for the short-medium future and its movement to a new location (Peltro Street) would only be considered as part of an integrated transport strategy that included light rail and if Peltro Street could be reconfigured to generate more lay-by street along its kerb edge (at present, the majority of the street edge is driveway aprons).

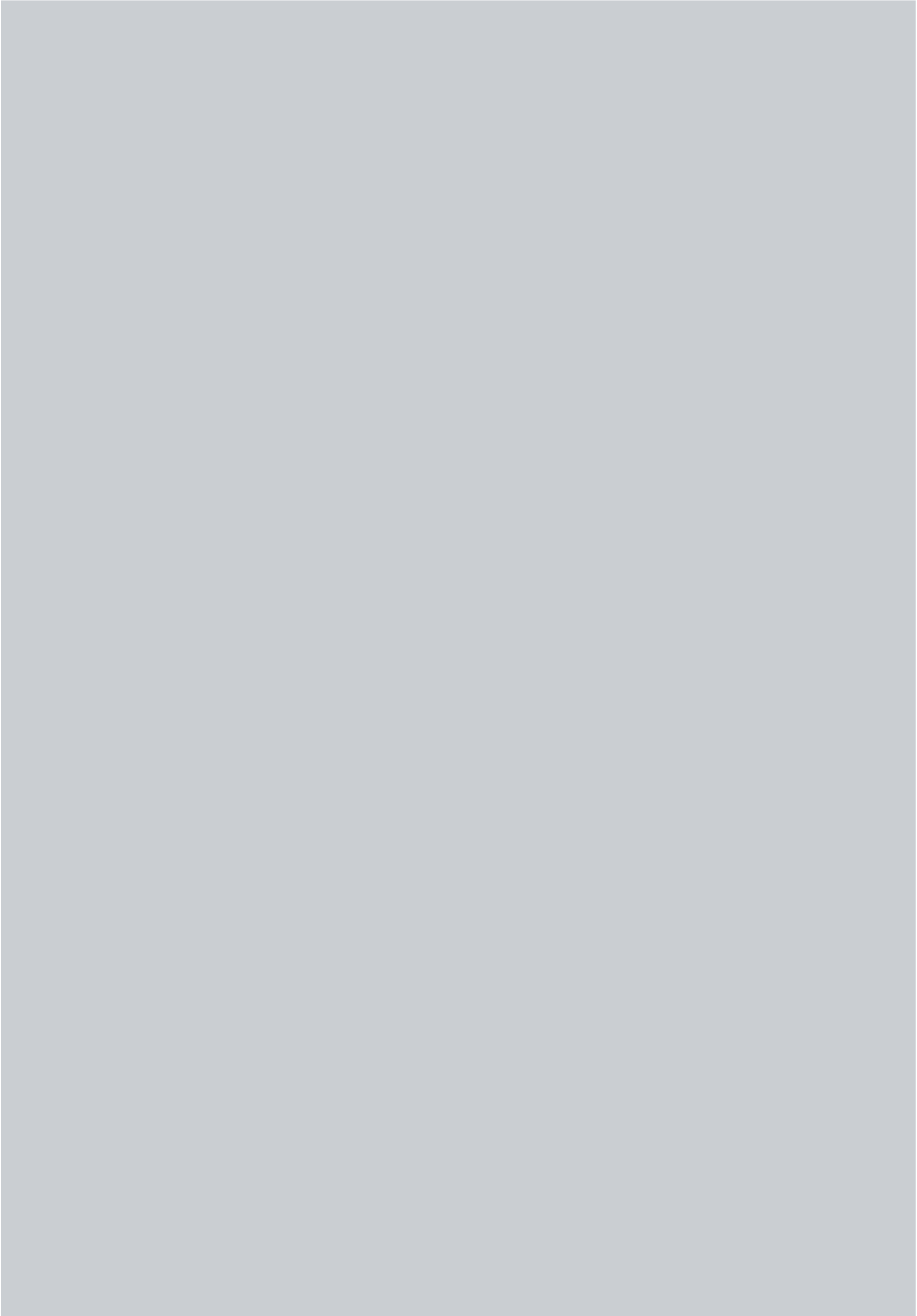
Study Area A included the eastern side of the forecourt where a playground and coffee shop (Figures 20 and 21) are proposed but excluded the remainder as an over-arching master plan was required. The design of the remaining space should address a wide functional brief that recognises the role of the space as a key gathering and performance space.

Master planning for this area should consider:

- the entire space as an expansive urban plaza;
- confirm the extent/ location of archaeological remains of the Dusty Miller Hotel and consider interpretation opportunities that arise from the study including the possibility of expressing its footprint in a meaningful way;
- incorporate an 'entertainment' area in the forecourt with the following characteristics – level, hard surface, of a scale to accommodate 200-300 people seated in chairs and including electrical infrastructure to support expected activities;
- a raised seating area (terraced platforms) embracing the entertainment area and separating it from the playground side of the plaza;
- explore activation opportunities for the former Labour Bureau building;
- relocate rose beds to the garden bed at the base of the Council chambers to open up the plaza space;
- redevelop the entry to Council Chambers to address changes in access standards;
- reduction of the number of seats in the bus mall and their replacement with 'leaning rails';
- introduction of electronic notice of arrival times for incoming buses;
- introduction of large spreading street trees to ameliorate the hardness of the space and to reduce perception of waiting time; and
- negotiation to support mural or projection art projects on blank wall spaces facing the plaza and the laneway leading to Terry street.

FIGURE 20 COFFEE SHOP AND PLAYGROUND PLAN





PART FIVE DIRECTIONS FOR AREA B

5.5 Peltro Street

Peltro Street is an important link between the Intercity Cycleway, the future light rail corridor and Main Road.

Consideration of the following opportunities is recommended for this area:

- creation of a protected bicycle lane linking Intercity Cycleway and Main Road (Figure 22);
- widening of the path connection from the Intercity Cycleway to King George V Avenue;
- marking of parking spaces along either side of the street to maximise effectiveness of available parking; and
- maximise future planning opportunities to rationalise the number and location of driveway entries onto the street, bearing in mind the long term potential for this street to be the location for future bus pick up and drop off in association with light rail development.

5.6 Terry Street

Terry Street is a continuation of Peltro Street to the south. This section of Terry Street provides pedestrian access to the LINC/Service Tasmania and other businesses. The street frontage on the east is dominated by a long blank wall that is the rear of the SCA shopping centre. This section of Terry Street has relatively low traffic volume compared with Main Road.

Consideration of the following is recommended for this area:

- exploration of the deletion of parking and bus stop on the west side of the street to allow continuation of the protected bike lane in Peltro Street through to the LINC/Service Tasmania and then on to Barry Street⁸;
- inter-planting of car parks on the east side of the street with large spreading street trees;
- negotiation to support mural or projection art projects on blank wall spaces facing the laneway adjacent to the LINC and/or to the rear of the SCA shopping centre;
- creation of a disability car park in the street outside the LINC;
- support for the upgrading of the LINC forecourt as a publicly accessible open space;
- support for the relocation of seating from the front of the LINC to the car park behind; and
- examine opportunities for large street trees along laneway from the forecourt to Council's chambers through to Terry Street.

FIGURE 21 PLAZA MONTAGE



⁸ The City lacks a bicycling network plan against which proposed improvements to Terry Street can be compared. While Terry Street is a direct extension of Peltro Street, its intersection with Barry Street is busy and uncontrolled. Terry Street does continue further south to a parking area at Bowden/Eady Street, which could become a connector to Moonah (east) and Tolosa Street (west). For this reason, the proposal to put a bicycle lane in section of Terry Street between Main Road and Barry Street has merit for consideration.

PART FIVE DIRECTIONS FOR AREA B

5.7 Cooper Street

Cooper Street links Terry Street to Eady Street. The street has a pleasant character with its large trees, street furniture (including bicycle racks) and the raised public open space on the south side of the street.

Consideration of the following is recommended for this area:

- add shelter and seating adjacent to the taxi rank; and
- gradually replace street furniture to match the proposed upgrade in Study Area A.

5.8 Main Road – Peltro/Terry Street to Elwick Road

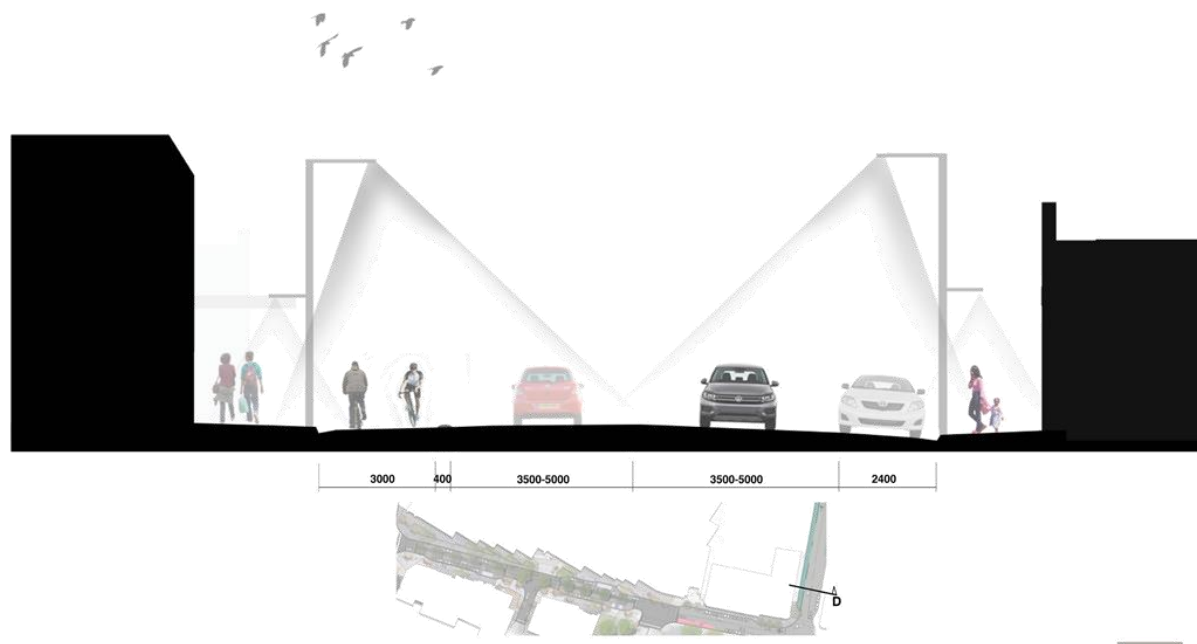
This area continues Main Road through to the logical end point of the CBD at Elwick Road. Street improvements were completed here in the last decade and included tree plantings, new brick pavements, street furniture, lighting and a planted median strip. The median strip has proven to be difficult to maintain because of OH&S requirements for lane closures when working adjacent to the roadway.

Consideration of the following opportunities is recommended for this area:

- remove central median strip including its vegetation and kerbing and repave flush with the adjacent travel lanes – mark the new median with line-marking and a row of bollards between the existing trees which should be retained;
- explore potential to narrow vehicle lanes to enable central median to achieve a 2m width as per the proposed median in Study Area A;
- gradually replace street furniture to match upgrade in Study Area A;
- reduce the amount of ‘yellow’ clutter along the street including removal or repainting of the guard rails at the road crossings and at the hotel and bollards along the frontage of the hotel and chemist;
- add a disability car park at the eastern end of the street;
- work with the hotel to explore ways they might be able to activate their street frontage; and
- support for mural or projection art projects where blank walls face the street.

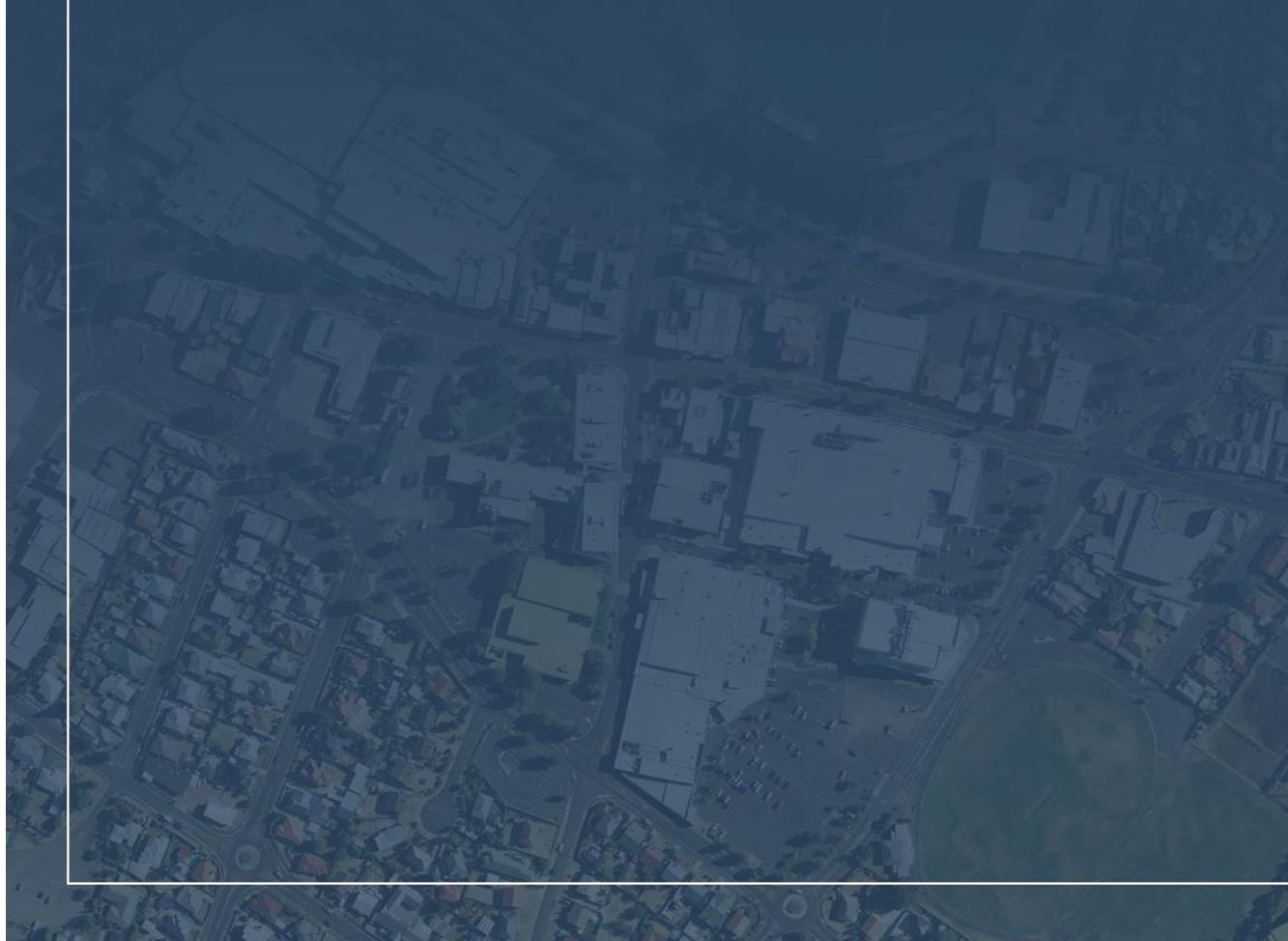
PART FIVE DIRECTIONS FOR AREA B

FIGURE 22 ROAD CROSS SECTION
AT PELTRO STREET



PART SIX

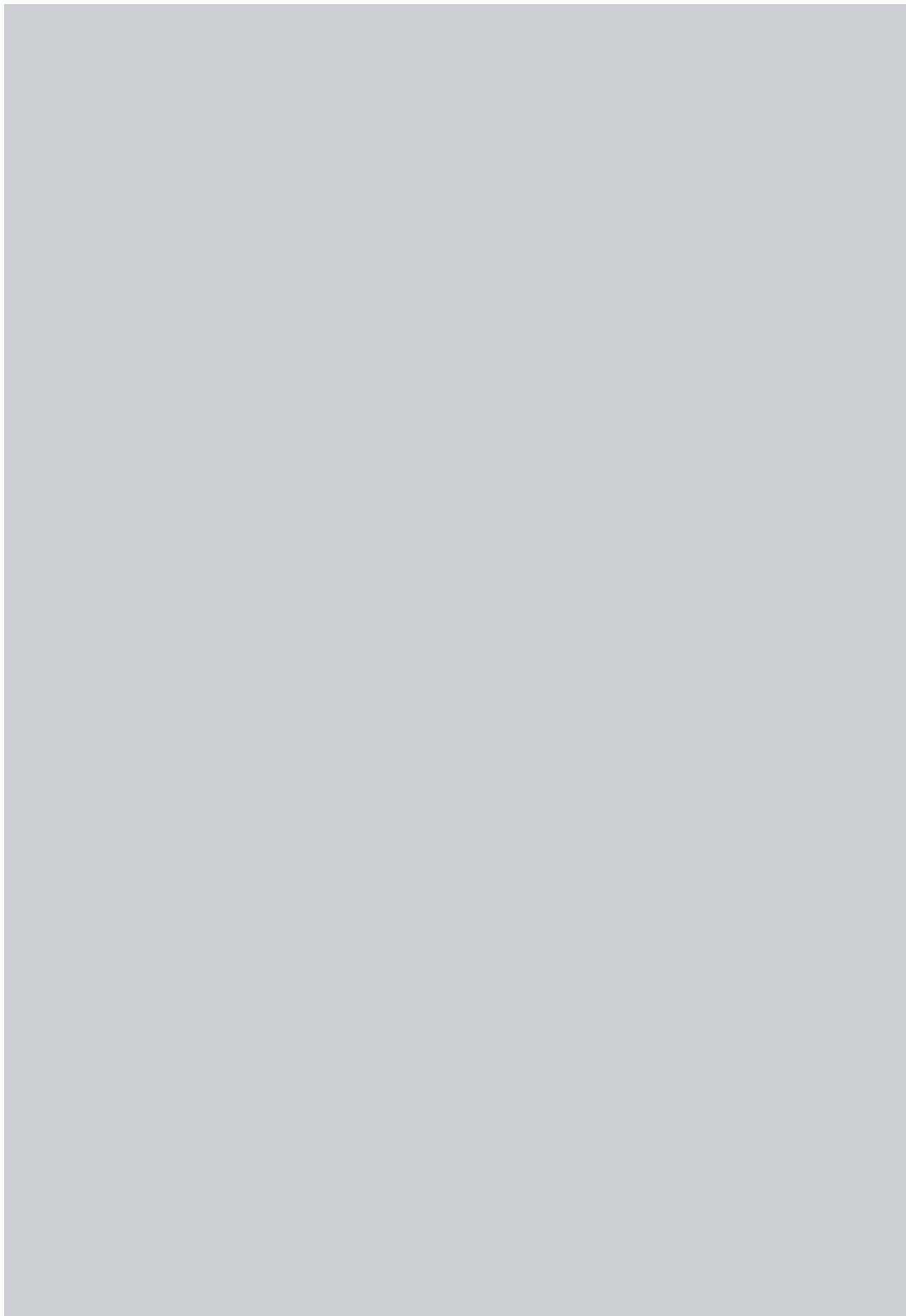
BEFORE AND AFTER



PART SIX BEFORE AND AFTER

The *Glenorchy CBD Strategic Framework* the City embraced challenges of creating a livable city suited to the conditions of the 21st Century – a city with a CBD steeped in history but looking forward to being a place where people want to do business, shop, work, visit and engage in the life of the community.

With the current project, Council has moved in a positive way to modernise the stage for daily life in the City. The cover photo and the before and after images that follow (Figures 23-26), illustrate a CBD that is safe, well-maintained and contributing towards a vibrant city centre – the modern and dynamic city that Glenorchy aspires to be.



PART SIX BEFORE AND AFTER

FIGURE 23
BEFORE

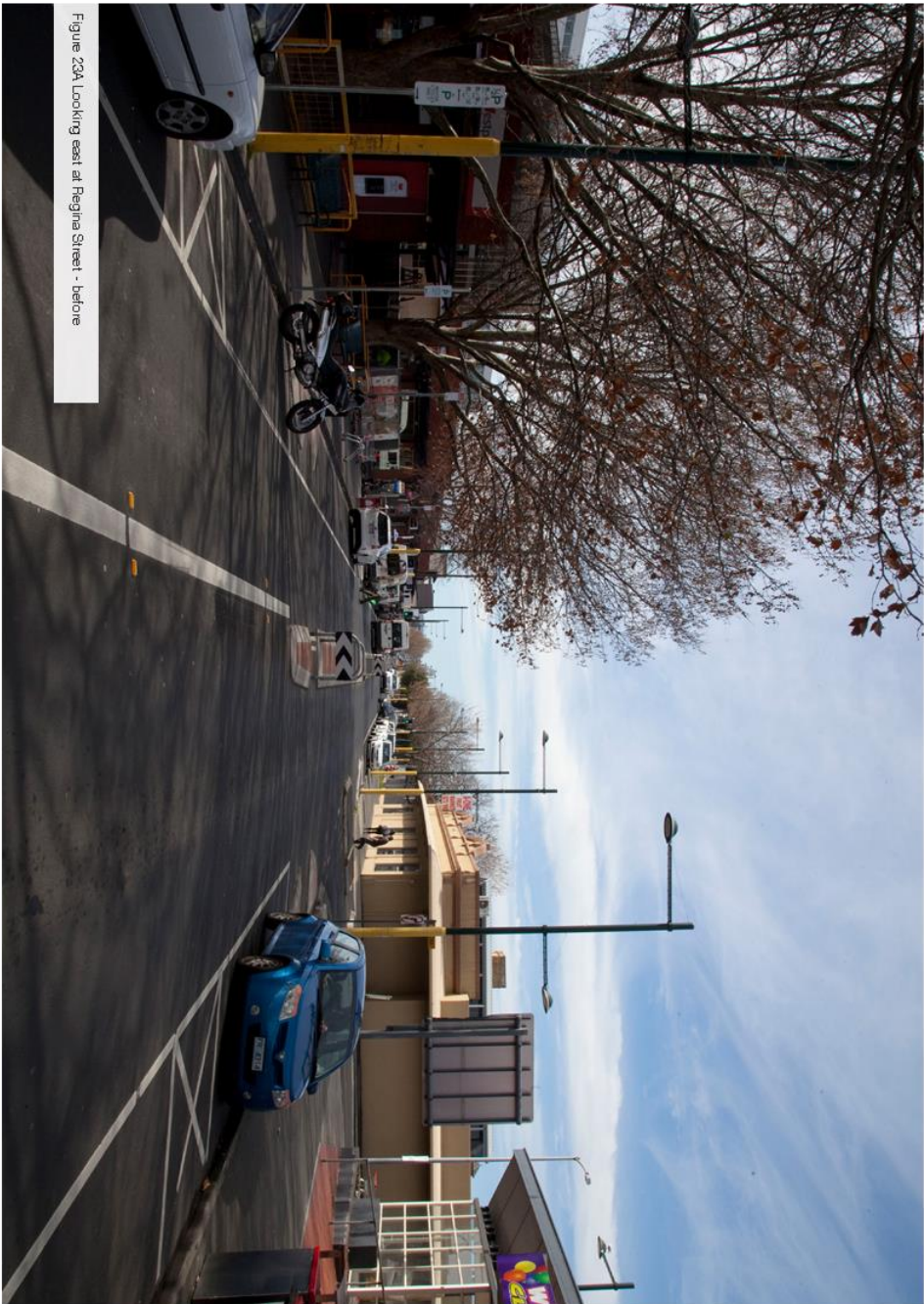


Figure 23A Looking east at Regina Street - before

FIGURE 23
AFTER

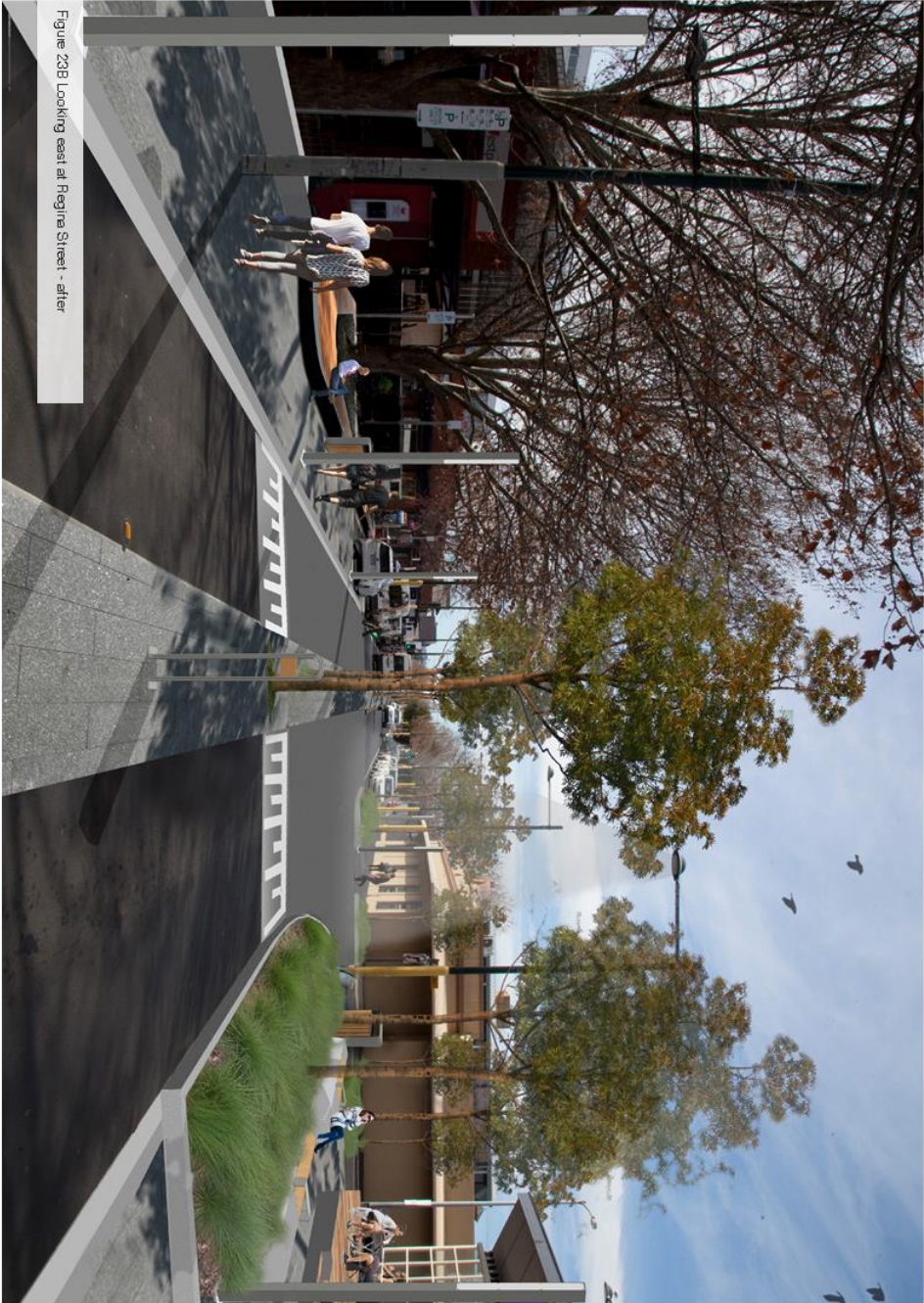


Figure 23B Looking east at Regina Street - after

PART SIX BEFORE AND AFTER

FIGURE 24
BEFORE

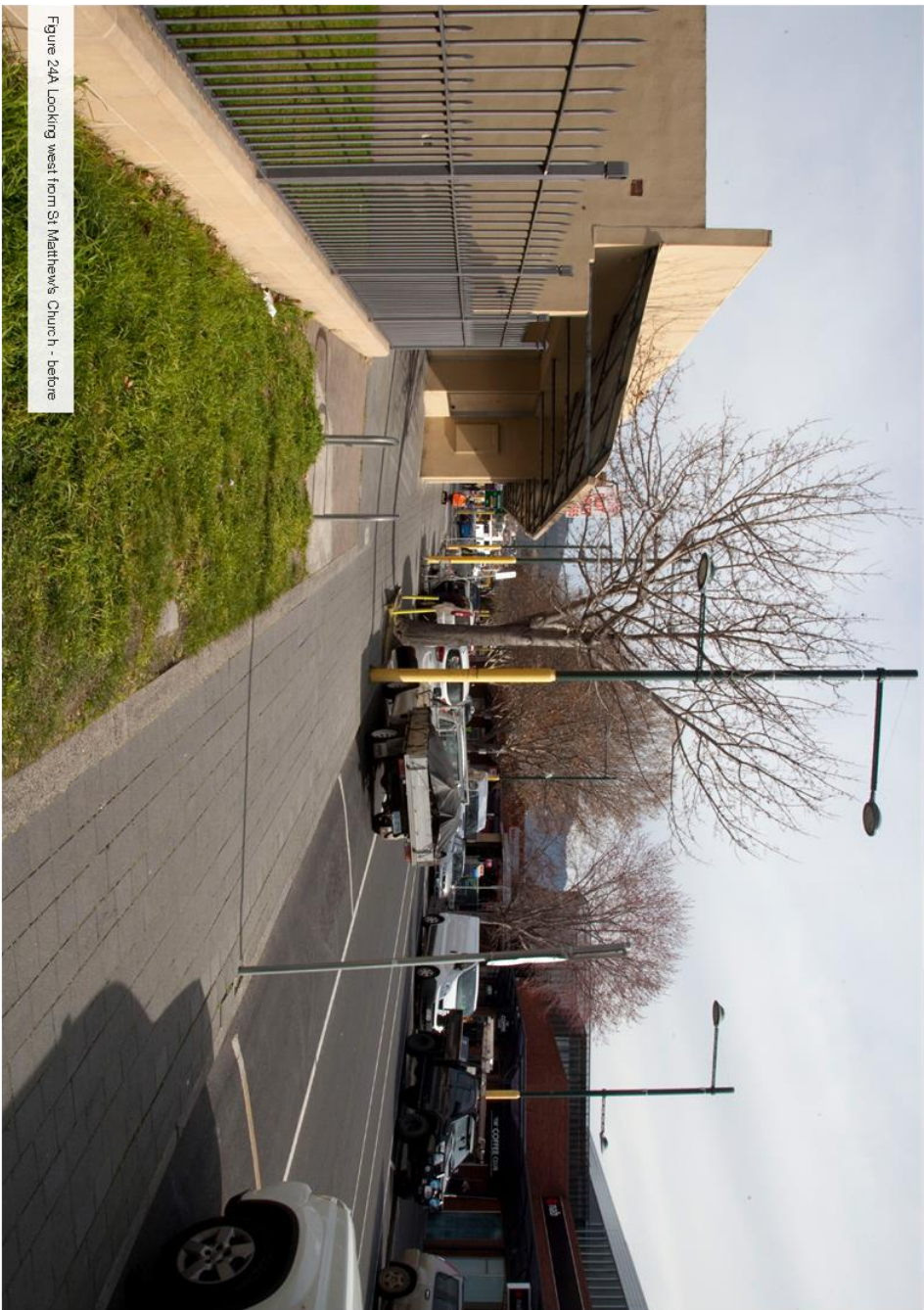


Figure 24A Looking west from St Matthew's Church - before

FIGURE 24
AFTER



Figure 24B Looking west from St Matthew's Church - after

FIGURE 25
BEFORE

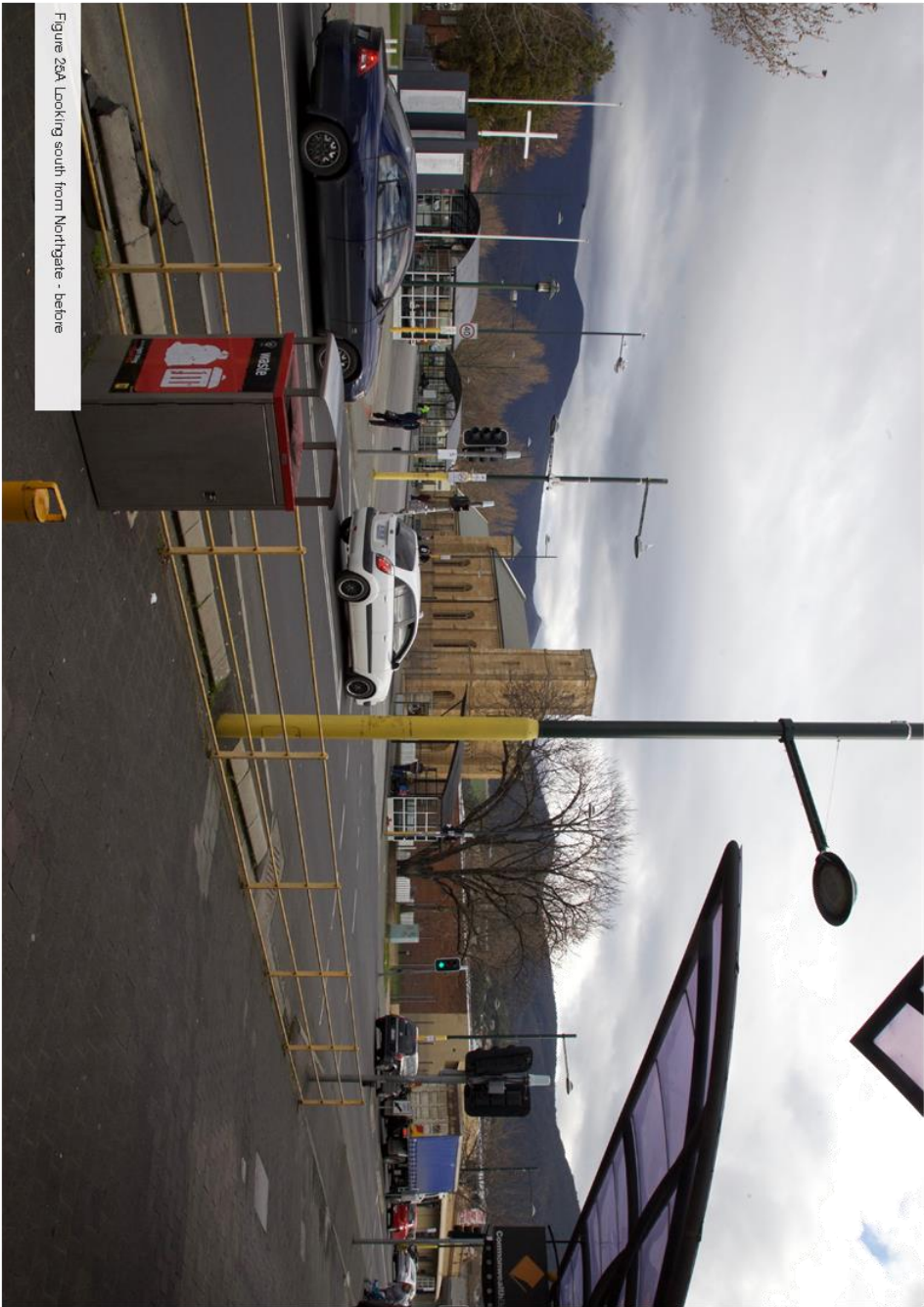


Figure 25A Looking south from Northgate - before

FIGURE 25
AFTER



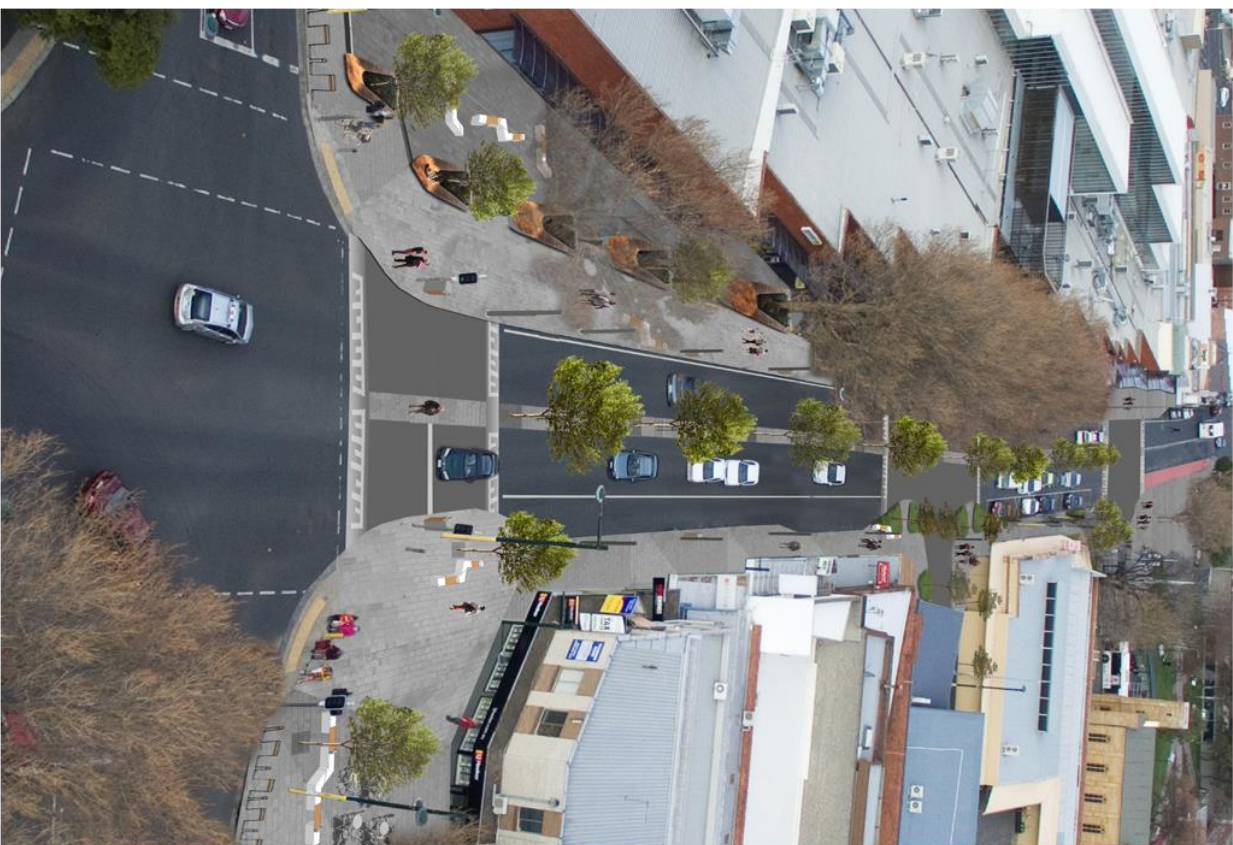
Figure 25B Looking south from Northgate - after

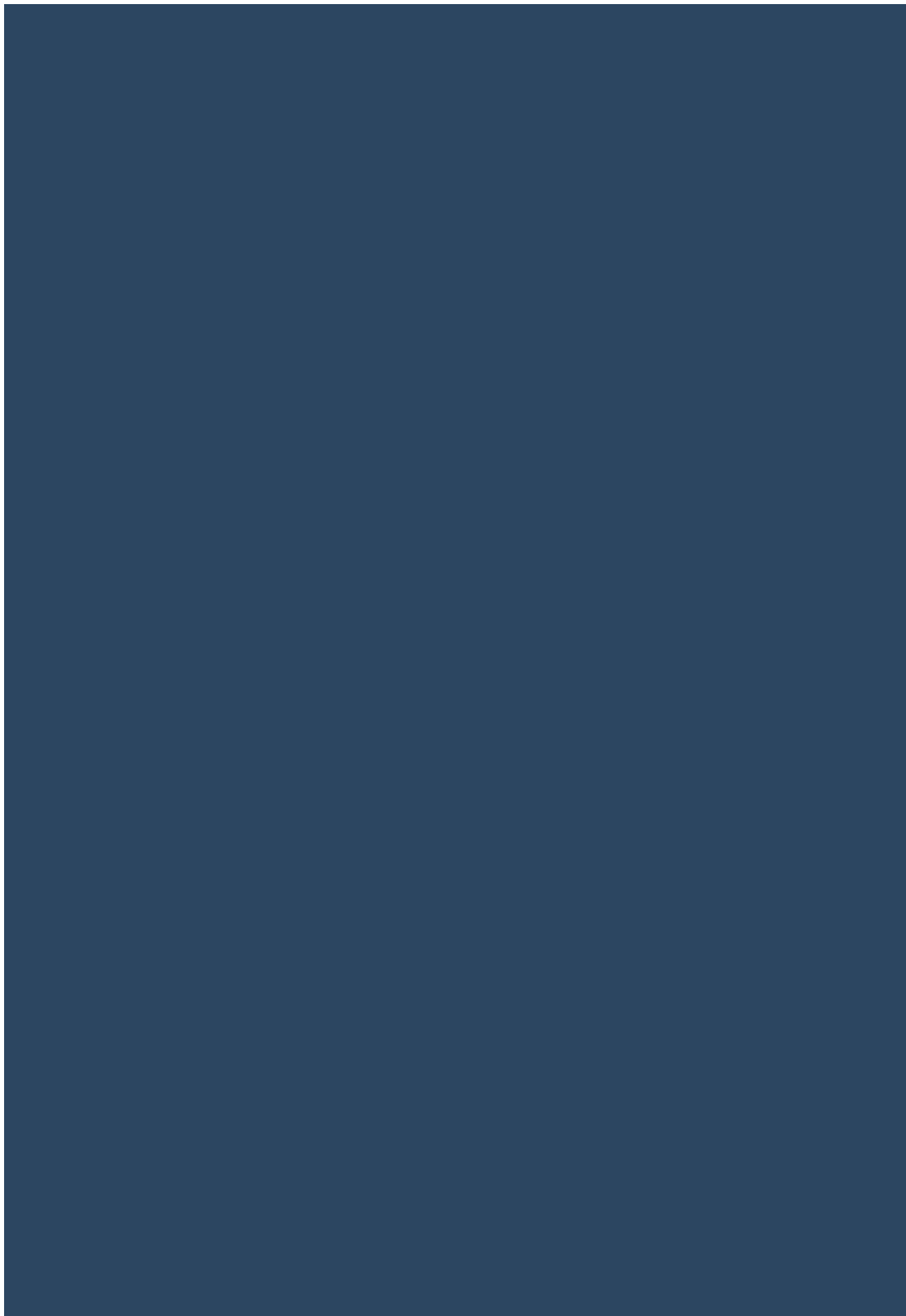
PART SIX BEFORE AND AFTER

FIGURE 26
BEFORE



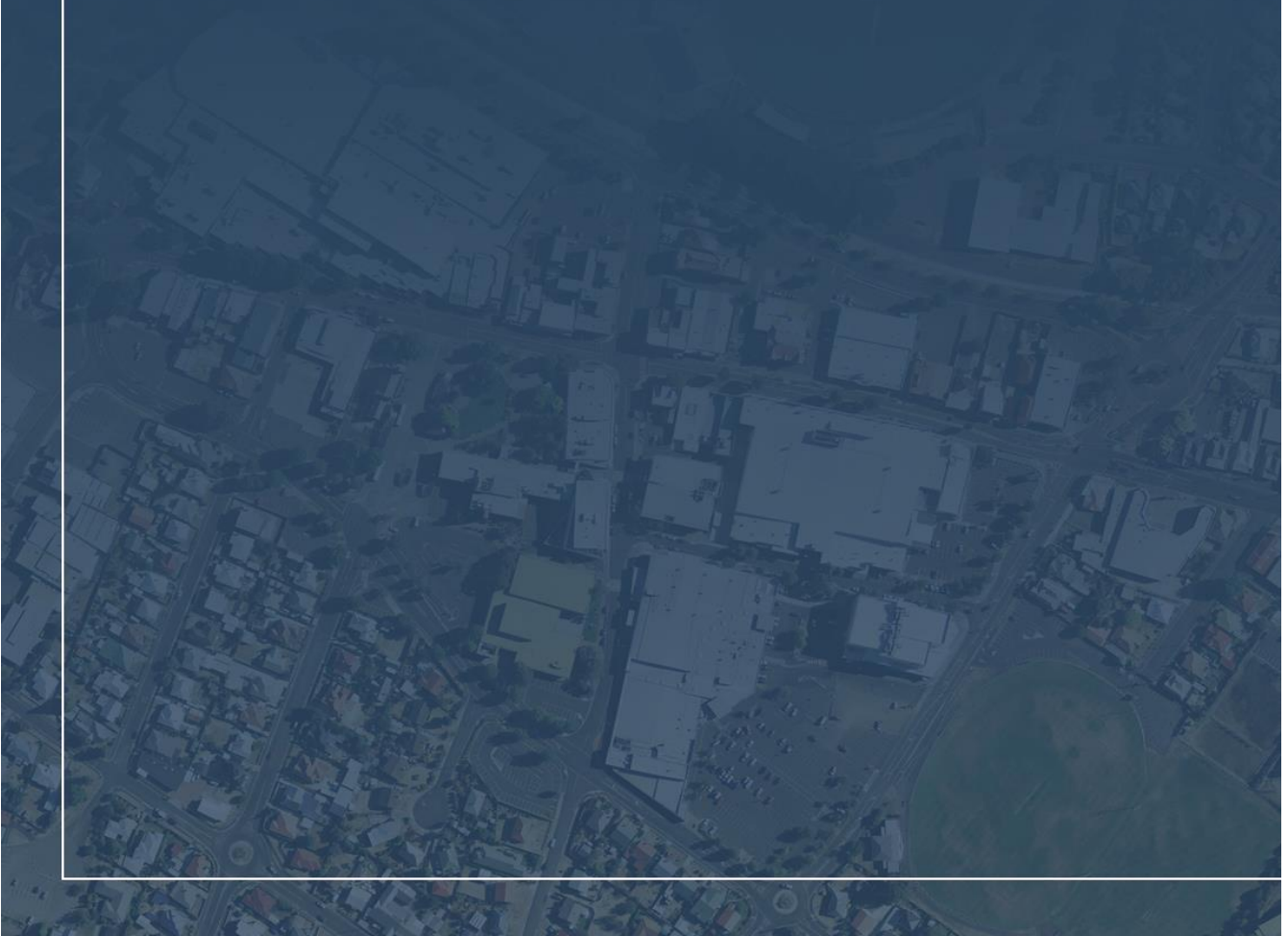
FIGURE 26
AFTER





PART SEVEN

NEXT STEPS FOR PROJECT IMPLEMENTATION



PART SEVEN NEXT STEPS FOR PROJECT IMPLEMENTATION

The next steps are:

- Council approval of the Concept Urban Design Report for Main Road;
- seeking funding support and allocation of funds within Council's annual budget to allow commencement;
- detailed design of the proposed works;
- planning approval for the proposed works;
- tender of construction; and
- project implementation of the works.

ATTACHMENT A

COMMUNITY ENGAGEMENT

ATTACHMENT A COMMUNITY ENGAGEMENT

Format

Community engagement took place at two stages of the project: at its initiation and at the time that draft concepts were developed. The former was intended to determine the central themes that the urban design concepts should address and the latter was to test reaction to the proposals that were being made.

The techniques employed during the engagement program included:

- two trader's workshops (Stage 1 and 2);
- two workshops with Council's committees (Stage 1 and 2);
- meetings with Council's professional staff and outdoor workforce (Stage 2);
- meetings/contact with Northgate, Metro Tasmania, the Taxi Association and Emergency Services (Stage 2);
- a public display in the foyer of the Council offices targeting the general public (Stage 2);
- a 3-day pop-up exhibition (Stage 2);
- an animated visualisation of the concept plans (Stage 2); and
- a questionnaire distributed to the Glenorchy Matters Community Panel and the community at large (Stage 2).

An identical questionnaire was used with the Glenorchy Matters Community Panel (the Panel is considered a representative cross section of the City's demographics and geography) and the general community.

Responses

The Stage 1 workshop with the traders revealed a widespread agreement with the aspirations of the project. In particular, the group called for: the special qualities of the place to be built on, the activation of key spaces, the opening of more shops onto the street and the consideration of how food, culture, art, play and music could play a greater role in the life of the CBD. These findings were seen to align with the objectives of the project and contributed to the preliminary concept and its further development.

Glenorchy Matters Community Panel responses in Stage 2 were noticeably more general in content and tone often expressing the kinds of concerns that ratepayers frequently express such as greater concern for action in their locale, the priority for expenditure of rates money elsewhere, the social issues they observe in the CBD (including vandalism and graffiti) and comment about Council's capacity to maintain improvements if they were made.

The general community commented more favourably on the initiatives. The influence of the cycling community was evident, these respondents taking advantage to support the linkages with the inter-cycleway and future light rail and a call for more protect bike lanes.

In general, the most frequently expressed CBD-specific concerns from all of the respondents were the loss of parking, the potential impacts on the flow of traffic and the retention of the existing street trees and based on the experience with these trees, a negative response to the introduction of additional trees.

Negative responses were, however, offset by far stronger positive responses in both respondent groups in support for improvements to the appearance of the street, the introduction of additional greenery including street trees and landscaped garden beds, better directional signage, more event spaces for performances, bus turning lanes, seating, street lighting and enhancements to the pedestrian experience. There was also support expressed for the lessening the impact of cars through reductions in parking, traffic speeds, the narrowing of the road alignment and the provision of increased cycling infrastructure throughout the CBD.

ATTACHMENT A COMMUNITY ENGAGEMENT

Workshop Findings

The traders and Council committees workshop response were positive citing the benefits of implementing the urban design concepts including:

- an uplift in the look and feel of the CBD and resulting engagement with it by the community as having economic and social value; and
- improvements in behaviour as a result of increased activity and accompanying passive surveillance.

Of consistent concern was the condition of the pavement around the plane trees with mixed response to their retention. The need for more emphasis on the inclusion of art was also noted, as was the inclusion of more spaces for street activities and performances.

Discussions with the operators of Northgate were very fruitful. They supported removal of parking along their frontage (all of their deliveries come through entries away from Main Road), the provision of a protected cycleway in Peltro Street and replacement of the paving along their frontage, particularly the leveling of the pavement around the existing plane trees.

Conclusions

Overall, respondents in all of the various forums indicated that the proposed improvements would lead to an enhanced sense of pride in their community and positive impacts on the livability of the CBD.

Importantly the big moves in the plan were largely supported including:

- investment in an upgrade to the CBD including new pavements and street furniture;
- closure of the parking lane along Northgate enabling the shift of the roadway to the north;
- narrowing of vehicle lane widths;
- widening of the pavement on the southern side of Main Road to allow greater use of the footpath for activation purposes;
- the inclusion of increased landscaping including the use of street trees;
- development of the plaza at the front of the Council chambers to include a coffee shop and a toddlers play area; and
- cycling enhancements, particularly the protected cycle lane along Peltro Street.

The second stage of the engagement program showed there was nothing suggesting Council should not proceed with the concepts as they were presented to the community and stakeholders.

ATTACHMENT A COMMUNITY ENGAGEMENT



ATTACHMENT B

EVALUATION OF OPTIONAL STREET ALIGNMENTS

ATTACHMENT B EVALUATION OF OPTIONAL STREET ALIGNMENTS

Eight optional street alignments, including retention of the existing system, were evaluated by the consulting team against 4 over-arching considerations: retail/economic value, community values, urban design value and traffic. A number of sub-elements were included under each of these headings (Table following page).

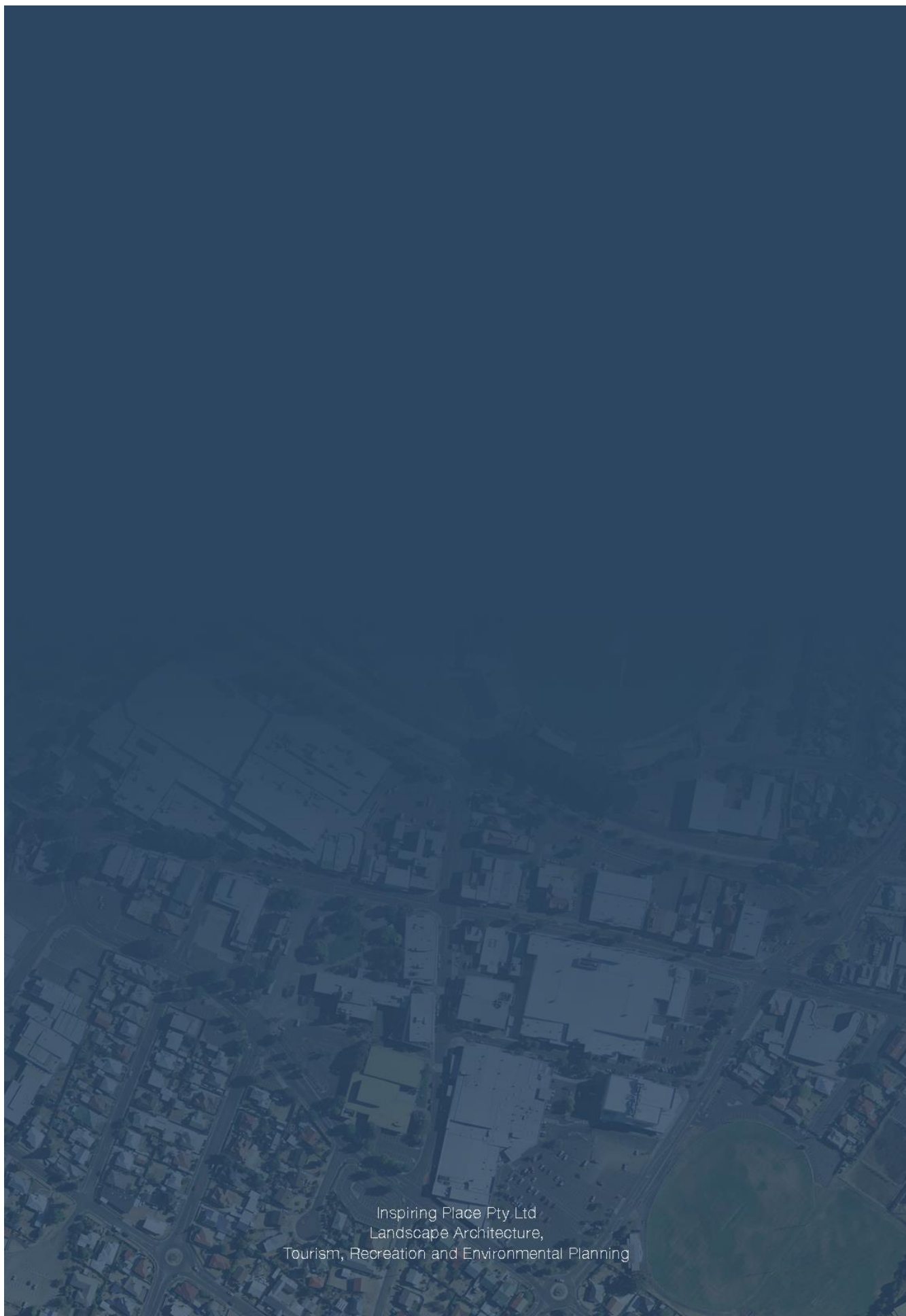
The team assigned a 0-5 value against each sub-element with 5 being the highest rating. These ratings were then adjusted using a multiplier weighted in relation to the objectives of the project with urban design value being the most important (and thus a multiplier of three).

On this basis Options 1 and 3 rated highest followed closely by Option 2 with a clear separation of results from the other options. Doing nothing (the existing condition) rated the lowest reinforcing the need for change to the current situation.

The team used these findings to create a preliminary concept plan that in effect blended the best aspects of Options 1-3.

Multiplier		Existing	1	2	Options 3	4	5	6	7
2	Retail/Economic Value								
	increased trade	0	8	8	10	10	4	6	6
	increased activity in street/"sticky street"	4	8	8	10	4	0	4	2
3	Community Value								
	safety	3	9	9	9	6	3	6	6
	pride	0	15	12	12	12	6	9	9
	pedestrianisation of street	5	9	9	9	9	12	9	6
1	Urban Design Value								
	space (value)	2	3	2	4	4	0	1	1
	aesthetic	0	5	5	4	4	4	4	4
	environmental sustainability	1	4	4	4	4	3	2	2
	street tree potential	2	3	2	2	2	5	4	4
	consistency with street treatments elsewhere	0	4	2	2	2	0	2	2
1	Traffic								
	flow and speed	4	3	3	4	3	0	2	2
	ease of pedestrian crossing	1	2	3	4	4	5	4	4
	bus route impacts	5	4	4	3	4	2	1	0
	connectivity	1	3	3	4	3	0	3	3
2	cost to build	10	4	6	4	0	0	4	2
		38	84	80	85	71	44	61	53

0-5 low to high rating



Inspiring Place Pty Ltd
Landscape Architecture,
Tourism, Recreation and Environmental Planning

Attachments - Council - 19 December 2016



City Services & Infrastructure

All Charges are compliant to the GST legislation and rounds to the nearest dollar or 10 cents

PR OR AM	Description	Additional Info	Definition	Amount 2016/16 (EXCLUDING GST)	GST Treatment	Amount 2016/16 (INCLUDING GST)	Amount 2016/17 (EXCLUDING GST)	GST Treatment	Amount 2016/17 (INCLUDING GST)	Notes
		Classes 1 to 1 & 10 Application for a Plumbing Permit assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK , Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments.		\$1,465.00		\$1,465.00	\$1,906.00	Exempt	\$1,906.00	Increase in thresholds due to changes to the Building Administration Levy and Tasmanian Building and Construction Industry Training Board levy. Amended wording to reflect new certificate likely compliance process associated with plumbing work. Provision still exists under this schedule for the existing plumbing permit process.
		Multi unit development	2 units	\$2,686.00		\$2,686.00	\$2,771.00	Exempt	\$2,771.00	
			3rd & subsequent units /per unit	\$1,220.00		\$1,220.00	\$1,265.00	Exempt	\$1,265.00	
	Building addition or alteration - Roof plumbing & associated stormwater drainage work only. All classes	Application for a building addition or alteration where the only plumbing work is roof plumbing work and associated stormwater drainage of all classes.					\$250.00	Exempt	\$250.00	
	Building Works \$12,000 and over (Classes 2,3 and demolition) Works \$20,000.00 and over (Classes 2,3 and demolition)	Building Application for a Plumbing Permit assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK , Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments.								Increase in thresholds due to changes to the Building Administration Levy and Tasmanian Building and Construction Industry Training Board levy. Amended wording to reflect new certificate likely compliance process associated with plumbing work. Provision still exists under this schedule for the existing plumbing permit process.
		Under \$50,000		\$1,220.00		\$1,220.00	\$1,265.00	Exempt	\$1,265.00	
		\$50,000 - under \$500,000		\$2,670.00		\$2,670.00	\$2,640.00	Exempt	\$2,640.00	
		\$500,000 - under \$5,000,000		\$5,420.00		\$5,420.00	\$5,570.00	Exempt	\$5,570.00	
		\$5,000,000 and above. * Fee includes a minimum of 10 plumbing received.		\$11,920.00		\$11,920.00	\$12,265.00	Exempt	\$12,265.00	
	CATEGORY 2B Plumbing Work - Post Notification	Notification plumbing work has been notified, as coordinated plans received.				NEW	\$144.00	Exempt	\$144.00	New fee associated with lowest plumbing work. For post notification and lodgement of documents to Council. Inspection of some plumbing work will be required.
	Shaped Plumbing Permits	1st stage			Normal application fees apply based on total project cost			Exempt		
		Each subsequent stage		\$200.00	Exempt	\$200.00	\$206.00	Exempt	\$206.00	
	Special Plumbing Permit DELETE	NON backflow prevention device	These include but are not limited to: hot water systems, swimming pool, trade waste, etc	\$180.00	Exempt	\$180.00	\$186.00	Exempt	186 (DELETE)	Special Plumbing Permits will not be issued under the Building Act 2016
	Special Plumbing Permit Control Device	Automatic Backflow prevention device Application for a Plumbing Permit assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK , Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments.	Assessment & Registration of domestic device	\$116.00	Exempt	\$116.00	\$118.00	Exempt	\$118.00	
			Assessment & Registration of a commercial device	\$186.00	Exempt	\$186.00	\$190.00	Exempt	\$190.00	
			For each additional device	\$65.00	Exempt	\$65.00	\$67.00	Exempt	\$67.00	
			Administration and annual testing	\$100.00	Exempt	\$100.00	\$103.00	Exempt	\$103.00	Special Plumbing Permits will not be issued under the Building Act 2016. A requirement for registering automatic control valves exists in the Building Act 2016
	Finalising existing Plumbing Permits Work without a Plumbing Permit	Includes inspection and issue of documentation if work NOT undertaken by current owner (signed Statutory declaration required) Work undertaken by current owner	Per Permit	\$190.00	Exempt	\$190.00	\$196.00	Exempt	\$196.00	
				normal fees	Taxable	Refer to the above normal application fees for plumbing permits under each of classes.		Taxable	Refer to the above normal application fees for plumbing permits under each of classes.	
				double fees	Taxable	Double of the above normal application fees for plumbing permits under each of classes.		Taxable	Double of the above normal application fees for plumbing permits under each of classes.	



City Services & Infrastructure

All Charges are compliant to the GST legislation and rounded to the nearest dollar or 10 cents

PROGRAM	Description	Additional Info	Definition	Amount 2015/16 (EXCLUDING GST)	GST Treatment	Amount 2015/16 (INCLUDING GST)	Amount 2016/17 (EXCLUDING GST)	GST Treatment	Amount 2016/17 (INCLUDING GST)
DMG	Building works under \$10,000 - All classes	Application for a Building Permit, Demolition Permit, Permit to Proceed, Permit of Substantial Compliance, and Certificate of Completion for all classes		\$150.00	Exempt	\$150.00	\$150.00	Exempt	\$150.00
	Building Works Between \$10,000-\$19,999 - All classes	Application for a Building Permit, Demolition Permit, Permit to Proceed, Permit of Substantial Compliance, and Certificate of Completion for all classes		\$200.00	Exempt	\$200.00	\$206.00	Exempt	\$206.00
	Building Works \$20,000 and over	Application, assessment & completion certificate for a Building Permit, Demolition Permit, Permit to Proceed and Permit of Substantial Compliance for the following classes	Class 10	\$400.00	Exempt	\$400.00	\$412.00	Exempt	\$412.00
			Class 1 for Class 1 and 10	\$460.00	Exempt	\$460.00	\$473.00	Exempt	\$473.00
			Multi Unit Development (2 or more separate units)	\$600.00	Exempt	\$600.00	\$617.00	Exempt	\$617.00
			Class 2,9	\$360.00	Exempt	\$360.00	\$360.00	Exempt	\$360.00
	Modifiable Building Work	Lodgement, assessment, associated correspondence, record keeping	Under \$50,000	\$500.00	Exempt	\$500.00	\$514.00	Exempt	\$514.00
			\$50,000 - \$500,000	\$900.00	Exempt	\$900.00	\$914.00	Exempt	\$914.00
			\$500,000 - \$5,000,000	\$800.00	Exempt	\$800.00	\$823.00	Exempt	\$823.00
			\$5,000,000 and above	\$1,200.00	Exempt	\$1,200.00	\$1,234.00	Exempt	\$1,234.00
	Amended Plans	Difference in Cost of Works = Relevant Fee		Calculated as a new application based on the difference in the cost of works	Exempt	The increase of fee will be the application fee based upon the difference between the original and new value of works.	The increase of fee will be the application fee based upon the difference between the original and new value of works.	Exempt	The increase of fee will be the application fee based upon the difference between the original and new value of works.
			1st Stage						
			Each subsequent stage						
			Administration Charge for services provided up until determined milestones, Percentage of application fee charged.						
	Extension of time for Building Permit after 24 months from issue of Permit Refusal/Cancellation/Withdrawal of Application for Building Permit or Plumbing Permit		per year thereafter	Normal application fees apply based on total project cost	Exempt	Normal application fees apply based on total project cost	Normal application fees apply based on total project cost	Exempt	Normal application fees apply based on total project cost
	Strata Title Application (New Or Amendment(s))	Each additional tenancy (required)	After lodgement	\$200.00	Exempt	\$200.00	\$206.00	Exempt	\$206.00
			After assessment	\$155.00	Exempt	\$155.00	\$160.00	Exempt	\$160.00
			After permit issue	50% of application fee	Exempt	50% of application fee	25% of application fee	Exempt	25% of application fee
			After permit issue	75% of application fee	Exempt	75% of application fee	75% of application fee	Exempt	75% of application fee
	Work without a Building Permit	If work NOT undertaken by current owner (signed Statutory declaration required)		normal fees	Taxable	Refer to the above normal application fees for building permits under each classes.	Refer to the above normal application fees for building permits under each classes.	Taxable	Refer to the above normal application fees for building permits under each classes.
			Work undertaken by current owner						
			Part or whole building If plumbing work involved						
			Prior to 2004 Permit in which Council was Building Surveyor (Introduction of Act 2000)	\$300.00	Exempt	\$300.00	\$309.00	Exempt	\$309.00
	Building Certificates	Part or whole building If plumbing work involved	per Permit / hour (Council Building Surveyor)	\$600.00	Exempt	\$600.00	\$617.00	Exempt	\$617.00
			per Permit / hour (Private Building Surveyor)	\$190.00	Exempt	\$190.00	\$196.00	Exempt	\$196.00
			After 2004 for which Council was not Building Surveyor (Introduction of Act 2000)	\$100.00	Exempt	\$100.00	\$103.00	Exempt	\$103.00
			Record retrieval of all available property records (including house plan requests)	\$30.00	Exempt	\$30.00	\$31.00	Exempt	\$31.00
	Building & plumbing sundry services	Research and technical advice Travelling outside the municipality	Off site records (domestic)	\$50.00	Exempt	\$50.00	\$52.00	Exempt	\$52.00
			All records commercial	\$75.00	Exempt	\$75.00	\$77.00	Exempt	\$77.00
	Statutory Levies	Building permit levy	per hour (min 1hr)	\$100.00	Exempt	\$100.00	\$103.00	Exempt	\$103.00
			per hour (min 1hr) - Class 1 & 10	\$140.00	Exempt	\$140.00	\$144.00	Exempt	\$144.00
			per hour (min 1hr) - Class 2 - 9	\$200.00	Exempt	\$200.00	\$206.00	Exempt	\$206.00
			per kilometre	\$130.00	Exempt	\$130.00	\$135.00	Exempt	\$135.00
	Building surveying work	Industry training levy	Stat Government imposed collection fee	0.1% of total project cost	Exempt	0.1% of total project cost	0.1% of total project cost	Exempt	0.1% of total project cost
			Stat Government imposed collection fee	0.2% of total project cost	Exempt	0.2% of total project cost	0.2% of total project cost	Exempt	0.2% of total project cost
			per hour (minimum 1/2 hour)	\$140.00	Exempt	\$140.00	\$144.00	Exempt	\$144.00
				\$200.00	Exempt	\$200.00	\$206.00	Exempt	\$206.00
MEING	Building works under \$10,000 - All classes	NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK, Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments.		\$200.00	Exempt	\$200.00	\$200.00	Exempt	\$200.00



City Services & Infrastructure

All Charges are compliant to the GST legislation and rounded to the nearest dollar or 10 cents

PROGRAM	Description	Additional Info	Definition	Amount 2015/16 (EXCLUDING GST)	GST Treatment	Amount 2015/16 (INCLUDING GST)	Amount 2016/17 (EXCLUDING GST)	GST Treatment	Amount 2016/17 (INCLUDING GST)
Building Works Between \$10,000-\$19,999 - All classes	Building Works \$20,000 and over (Classes 1, 10 & multi unit development)	NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK, Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK, Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. Class 10 Where work associated with a class 10 development is commercial in nature or consists of civil hydraulic works, assessment plumbing fees will be aligned to the Class 2/9 fee schedule NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK, Application for Permit Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. Class 1 or 1 & 10	2 units 3rd & subsequent units / per unit	\$300.00	Exempt	\$300.00	\$300.00	Exempt	\$300.00
				\$600.00	Exempt	\$600.00	\$617.00	Exempt	\$617.00
				\$1,465.00		\$1,465.00	\$1,506.00	Exempt	\$1,506.00
				\$2,695.00		\$2,695.00	\$2,771.00	Exempt	\$2,771.00
				\$12,300.00		\$12,300.00	\$12,265.00	Exempt	\$12,265.00
							\$250.00	Exempt	\$250.00
							\$1,255.00	Exempt	\$1,255.00
							\$2,640.00	Exempt	\$2,640.00
							\$5,420.00	Exempt	\$5,570.00
							\$11,920.00	Exempt	\$12,265.00
Building Works \$20,000 and over (Classes 2,9, and demolition)	Building addition or alteration - Roof plumbing & associated stormwater drainage work only. All Classes	Application for a building addition or alteration where the only plumbing work is roof plumbing work and associated stormwater drainage for all classes. NOTICE OF WORK FOR CERTIFICATE OF LIKELY COMPLIANCE PLUMBING WORK, Application for PERMIT Plumbing Work, assessment and Certificate of Completion for all classes. Also includes additions, alterations and amendments. Under \$50,000	NEW	\$2570.00		\$2,570.00	\$2,640.00	Exempt	\$2,640.00
				\$5,420.00		\$5,420.00	\$5,570.00	Exempt	\$5,570.00
				\$11,920.00		\$11,920.00	\$12,265.00	Exempt	\$12,265.00
							\$14.00	Exempt	\$14.00
							\$114.00	Exempt	\$114.00
							\$205.00	Exempt	\$205.00
							\$118.00	Exempt	\$118.00
							\$190.00	Exempt	\$190.00
							\$57.00	Exempt	\$57.00
							\$103.00	Exempt	\$103.00
CATEGORY 2B Plumbing Work - Post Modification	Staged Plumbing Permits	Approval and registration. Includes Testable Backflow Prevention Devices Permit and registration. Administration of testable backflow prevention devices will be subject to this fee structure whether subject to an existing Special Plumbing Permit or future Plumbing Permit. Each subsequent stage	Normal application fees apply based on total project cost	\$200.00	Exempt	\$200.00	\$205.00	Exempt	\$205.00
							\$14.00	Exempt	\$14.00
							\$114.00	Exempt	\$114.00
							\$205.00	Exempt	\$205.00
							\$118.00	Exempt	\$118.00
							\$190.00	Exempt	\$190.00
							\$57.00	Exempt	\$57.00
							\$103.00	Exempt	\$103.00
							\$195.00	Exempt	\$195.00
							\$195.00	Exempt	\$195.00
Automatic Control Device	Finishing existing Plumbing Permits Work without a Plumbing Permit	Includes inspection and issue of documentation If work NOT undertaken by current owner (signed Statutory declaration required)	normal fees T axable Refer to the above normal application fees for plumbing permits under each classes.						



City Services & Infrastructure

All Charges are compliant to the GST legislation and rounded to the nearest dollar or 10 cents

PROGRAM	Description	Additional Info	Definition	Amount 2015/16 (EXCLUDING GST)	GST Treatment	Amount 2015/16 (INCLUDING GST)	Amount 2016/17 (EXCLUDING GST)	GST Treatment	Amount 2016/17 (INCLUDING GST)
		Work undertaken by current owner		double fees	Taxable	Double of the above normal application fees for plumbing permits under each classes.	Double of the above normal application fees for plumbing permits under each classes.	Taxable	Double of the above normal application fees for plumbing permits under each classes.

17.2. NOTICE OF MOTION 2 - ALDERMAN J. BRANCH-ALLEN

File Reference: Notice of Motion

Reporting Brief:

To consider a notice of motion by Alderman J. Branch-Allen submitted in accordance with the requirements of Regulation 16(5) of the *Local Government (Meeting Procedures) Regulations 2015*.

Resolution:

BRANCH-ALLEN/PEARCE

- (a) The Glenorchy City Council investigates establishing a similar program for free weekend entry to Jackson Street Waste Management site as has Hobart City Council.
- (b) That a report be brought back to Council at the December meeting.

The motion was put.

FOR: Aldermen Pearce, Branch-Allen, Dunsby, Slade, Quick, Johnston, Lucas and Stevenson.

AGAINST: Alderman King.

The motion was CARRIED.

GLENORCHY CITY COUNCIL



Minutes of the Annual General Meeting of the Glenorchy City Council

**held in Mayoral Reception Room, Council Chambers, Glenorchy
on Monday, 23 November 2015 at 2:00 pm**

1. WELCOME BY MAYOR

The Mayor declared the Annual General Meeting for 23 November 2015 officially open and welcomed all those in attendance (list attached).

"I would like to welcome you all here today to the Glenorchy City Council Annual General Meeting and I acknowledge and pay respect to the Tasmanian Aboriginal community as the traditional and original owners and continuing custodians of this land."

2. APOLOGIES

Apologies were received from the following:

- Mr. George Burrows
- Ms. Seva Iskandarli

3. PURPOSE OF MEETING

The Mayor outlined the purpose of the meeting:

- (i) To confirm the Minutes of the Annual General Meeting held on 8 December 2014
- (ii) To present the Annual Report including the General Purpose Financial Statements

Moved by Alderman Pearce and seconded by Alderman Dunsby:

That the Minutes of the Annual General Meeting held on 8 December 2014 be confirmed.

The motion was put.

The motion was CARRIED UNANIMOUSLY.

Glenorchy City Council
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Moved by Alderman Branch-Allen and seconded by Alderman Stevenson:

That the Annual Report including the General Purpose Financial Statements be accepted.

The motion was put.

The motion was CARRIED UNANIMOUSLY.

4. MAYORAL PRESENTATION

The Mayor's presentation included an outline of the Mayor's Report from the 2014/2015 Annual Report.

The Mayor recognised in particular all senior staff who have left Council in the past year: Greg French, David Reeve, Stuart Lovell, Sue Buckland, Narelle Calphy, Sue Bis Winckel, Cindy Woolley, Gary Lawther, Jason Browne and Jo Chandler.

5. QUESTIONS ON NOTICE AND MOTIONS

Seventeen (17) Questions on Notice were submitted by Mr. Phil Butler on behalf of the Citizens for Glenorchy Inc. and were received by email on 18 November 2015.

Before the Mayor addressed the meeting to answer the questions, Mr. Butler queried whether he would be able to query the answers during Mayors' address. On consultation with General Manager, it was decided that the questions would have to be addressed at the next item.

Question 1

Who provided the advice that the meeting should continue after the adjourned the 5 February 2015 meeting?

Answer:

The Manager Legal and Governance - The Council Lawyer who is now the Director, Corporate Governance and General Counsel.

Question 1a

Have any sanctions, disciplinary action, retraining or adverse comments in employment records been made against the person who provided that advice

Answer:

No. On the contrary, the Director, Corporate Governance and General Counsel received a number of compliments, support and positive feedback as a result of her correct and accurate advice to Council.

As direct result of the "adjournment", Regulation 13 of the Local Government (Meeting Procedures) Regulations 2015 was amended within 2 months, using the advice and exact words, (namely "for a proper purpose" and "in good faith") the Director gave to Council on

Glenorchy City Council
Annual General Meeting 2015

Monday, 23 November 2015

the day of the Meeting. She has received a number of internal and external congratulations for such advice and the consequent change to the legislation.

Question 2

Who is responsible for accurately recording Council minutes?

Answer:

There are dual responsibilities. The Mayor as the Chair must ensure that the Council (Aldermen) are clear about the motions (and any amendments etc.) which are put or debated by Council and that there is no ambiguity or lack of understanding, and in addition, the discussions of how the Council reached the decisions.

The General Manager's role is to accurately record what was discussed and agreed at the Council Meetings and to publish into draft minutes.

It is then Council's role to approve or otherwise the draft minutes of Council meetings.

Question 3

In relation to Ald. Dunsby's notice of motion about open question time, why were inaccurate minutes passed?

Answer:

The minutes in relation to Alderman Dunsby's notice of motion were and are correct.

At the time the motion was passed, the Council did not have a clear understanding as a result of the debate in the Meeting about what was actually put to the Council.

It is the Chair's role to ensure that, at the time the Council is voting, all Aldermen are clear about the motion put to them. Council cannot amend the Minutes to show "what should have been passed"

Question 3a

Has any enquiry been undertaken to ascertain why false minutes were proposed and adopted.

Answer:

There were no false Minutes as minutes are passed by Council and then signed by the Chair. The Minutes of the Council Meetings record what was actually discussed and resolved.

Question 4

How much was paid in redundancies as a result of the recent restructure? When was this budget expenditure approved

Answer:

- a. The redundancy figures are shown in the Annual Report of 2014-15 in note 9 in the financial report.

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- b. Council approved the budget adjustment at Council meeting on 11 May 2015 in closed Council meeting
- c. Council made a decision to achieve break even by June 2017 at its meeting of 13 October 2014. The restructure at the Management level was a result of this decision

Question 5

It is widely reported that CT Management were the consultants for the restructure. How much was paid to them for this work?

Answer:

Council considered and unanimously adopted the officer's report on August 2015 in the closed section of the Council meeting. This information is commercial-in-confidence. Council has a legal obligation to comply with the confidentiality principles.

Question 6

How much is the total remuneration package for the General Manager?

Answer:

The General Manager's total remuneration package has been reported in the Mercury article dated 31st October 2015. This figure is \$268,250 and includes salary, superannuation and vehicle allowance.

Question 7

Does the General Manager get paid any bonuses?

Answer:

The General Manager may receive an "at risk component" under his contract of employment, the level of which is decided by the Council on the basis of his performance.

Question 8

What are the performance criteria for the General Manager?

Answer:

This is confidential information under the Contract of Employment, and the Performance Criteria are considered and agreed in a closed Council Meeting under Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015. Council complies with the legislative obligations imposed on it.

Question 9

Why was information not provided to the Mercury in relation to the General Manager's expenses, salary, and performance?

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Answer:

This is incorrect. The requested information about his salary was provided to The Mercury and it was eventually published on 31st October 2015. In relation to the expenses and criteria they were considered in a closed Council Meeting under Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015.

Council complies with the legal obligations imposed on it.

Question 10

Why does the Annual Report say that the General Manager was paid between \$290,000 and \$309,999 when the Mercury has reported his salary to be much lower than that? Did the Mercury get it wrong or did the General Manager not provide them with correct information?

Answer:

The Mercury has correctly reported the General Manager's total remuneration package which is \$268,250.

The Annual Report 2014-15 also correctly reports the General Manager's remuneration band. The difference between the Mercury figure and Annual Report figure is that the figures in the Mercury article were the General Manager's new contract of employment which was effective from 2 January 2015. The figures in the Annual Report represent the financial year ending 30th June 2015 and include "at risk" amounts that were paid during the year as well as FBT (this is not paid to the GM).

Question 11

What is the total cost of the restructure program?

Answer:

The costs as at 30th June 2015 have been reported in the Annual Report 2014-15

Question 12

How much has actually been saved by the restructure program?

Answer:

Every organisation that goes through major changes does not see the full benefits within a couple of months of the restructure. Council has formally adopted a strategy that will save the organisation \$5.1 million by 30 June 2017. The restructure saw management positions reduce by 7 positions. However, Council has already been able to achieve savings in the order of \$3million so far.

Question 13

How has the General Manager replaced the experience and skill sets of those made redundant?

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Answer:

Through the successful restructure at Management levels, the General Manager has employed better skilled, experienced, knowledgeable managers with better qualifications in management who have wider experience in different sectors of the economy, not only in Tasmania but across Australia in from different states.

Question 13a

Has there been any adverse effect on the implementation or progress of any Council programs, projects or services as a result of the redundancy program?

Answer:

No, on the contrary, Council under the leadership of the General Manager is successfully implementing the strategies, decisions and plans of the Council, and the strategic and operational projects in the 4 year Annual Plan which was adopted on 1 June 2015. Management are currently working through prioritising projects to integrate with the recently adopted Strategic Planning Framework.

Question 14

How much has been paid to the Human Resource Consultants/Recruitment firm for the restructure program?

Answer:

This information is commercial-in-confidence. Council has a legal obligation to comply with confidentiality principles.

Question 15

Will there be any further redundancies or job losses?

Answer:

This is speculation and Council is not in a position to answer the speculation.

Question 15a

Are any changes intended to the outdoor workforce conditions of service or employment numbers in the current financial year outside normal EB arrangements

Answer:

Council has commenced a Service Level Review which will continue into 2016. This review forms part of ensuring that the services we deliver are as reflected in the Community Plan 2015-2040, Strategic Planning Framework and Strategic Plan. Following the review, the issue raised in the question above will be considered as part of the options available to Council.

Question 16

All the policies have gone off the website and it is rumoured that it is because they were all out of date. Is this true? How many were out-of-date?

Answer:

This is a rumour and is incorrect. Council is in the process of reviewing some of its policies. The policies remain in force until reviewed and amended or rescinded. Council recently rescinded 26 old policies through this process.

Question 17

Whose job has it been to ensure that council policies and by-laws are kept up-to-date and bring it to Council's attention?

Answer:

It is a dual responsibility: Council's responsibility is monitoring and oversight, and Management's responsibility is to develop and implement

6. GENERAL BUSINESS**Mr. Bob Holderness-Roddam, Austin's Ferry**

Mr Holderness-Roddam queried whether questions were limited to questions about the Annual Report only?

Mayor Johnston advised that any questions can be asked, and they are not required to relate to the Annual Report.

Mr. Bob Holderness-Roddam, Austin's Ferry

Mr Holderness-Roddam asked a question regarding the butchers shop on the Main Road in Austin's Ferry. Two years ago, the local precinct committee asked for action to be taken by Council to have the butchers shop remediated. Mr Holderness-Roddam asked what has been done, and if nothing has been done, why not?

The question was taken on notice.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions in relation to Question on Notice 1 (of Item 5), namely *"Who provided the advice that the meeting should continue after the Mayor adjourned the 5 February 2015 meeting"*:

1. Regarding the adjourned meeting and response. Was the response to these questions prepared by the Mayor?

Mayor Johnston advised that the answers were prepared by the General Manager.

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2. The response provided gives the impression, that if the amendment to the *Local Government (Meeting Procedures) Regulations* had not taken place, the adjournment would not have been lawful and taken place. Is this correct?

Mayor Johnston replied that adjournment remained lawful at the time it was made. Under the new legislation it would still be lawful now.

3. A Press Release from Minister of Local Government created ambiguity as to whether adjournment could take place or not. Is it the case that the amendments to the *Local Government (Meeting Procedures) Regulations* were really made to clarify a mistake?

Mayor Johnston replied that that is a question for the Director.

4. If the Mayor did the same thing today the adjournment would stand?

Mayor Johnston replied that yes, it would.

5. On the basis of the answer to the previous question, then the advice at the meeting must have therefore been wrong. Is that correct?

The General Manager replied that such a conclusion is speculation. The amendments to the Regulations were to include that adjournments were to be made 'with a proper purpose' and 'in good faith'.

6. Mr Butler repeated his question that if Mayor made adjournment today, it would stand?

The General Manager advised that that would be a matter for the Minister of Local Government to advise on.

7. Mr Butler asked whether the decision to adjourn the meeting was a bad decision.

The General Manager replied that it was not.

8. Mr Butler asked whether the General Manager had any reason to believe that what the Director of Corporate Governance and General Counsel did was wrong?

The General Manager replied that Director of Local Government assessed this at the time, and that it would be up to him to decide whether such a decision / advice was correct under the new amendments.

Ald. Jenny Branch-Allen, Glenorchy

Ald. Branch-Allen asked whether the Mayor made the decision to adjourn the meeting prior to the meeting or during the discussions at the meeting?

Mayor Johnston replied that she had made the decision during the meeting, but had based her decision on information received prior to the meeting.

Mr Phil Butler, Glenorchy

Mr Butler asked a follow-up to his earlier Question on Notice 2 (of item 5, above), namely: "who is responsible for accurately recording Council minutes".

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Mr Butler noted that it this task appeared to be a shared responsibility between the Council and the General Manager. He noted that the *Local Government Act 1993* specifies that this is the General Manager's responsibility, yet the response seems to state that it is a shared responsibility. Is this correct?

Mayor Johnston advised that it is the responsibility of the Chair (and the other Aldermen) to ensure the minutes are clear and correct.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up to his earlier Question on Notice 3 (of item 5, above), namely: *"In relation to ALD Dunsby's notice of motion about open question time, why were inaccurate minutes passed"*.

Mr Butler noted that the gallery was most upset when this motion got voted down. The Minutes showed that it succeeded, yet the gallery all saw it voted down. He advised that he made a point of asking absurd questions on-purpose to show that these were being recorded incorrectly. If the public got it right, how did the minutes get it wrong?

Mayor Johnston replied that Council is responsible for confirming the minutes. When Council has confirmed the minutes, that becomes the position of the Council.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 4 (of item 5, above), namely: *"How much was paid in redundancies as a result of the recent restructure? When was this budget expenditure approved"*?

1. In relation to the response regarding the amounts of redundancies, the Annual Report this does not provide the actual redundancy amount paid – the names that the Mayor read out, seem to be in excess of those made redundant. Is this correct or were those management positions only?

Mayor Johnston replied that the Annual Report records the redundancies, and that these are put into 4 bands. They do not, however, reflect the entire redundancies taken and paid.

2. When was this item in the budget approved? Was it in May 2015?

Mayor Johnston replied that this was correct

3. Mr Butler noted that if that was the case, was the expenditure therefore made months before it was approved?

The General Manager advised that the decision was actually made in October 2014. The March 2014 decision confirmed this decision. The Council had to work out the process, then endorse it. This was endorsed unanimously by Council.

4. Was the General Manager therefore required to know what the expenditure was going to be back in 2014 then?

The General Manager replied that this was not the case.

Mayor Johnston replied that the budget was passed on 11 May 2015. At the meeting on 16 March 2015, Council had an understanding of the budget implications as a result of the redundancies, but this was not approved until May.

5. Did the General Manager and the Mayor recall Ald. Stevenson's questions regarding the funds spent?

Mayor Johnston advised that answers to those questions were provided in the Council meeting in May 2015. The General Manager then advised that because the agenda item this involved staff, it was an 'in committee' meeting and therefore not open to the public.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 5 (of item 5, above), namely: *"It is widely reported that CT management were the consultants for the restructure. How much was paid to them for this work?"*

1. Why does the answer say that this was 'commercial in confidence' when it was referred to in the Annual Report. Is this not now a matter of public record?

The General Manager replied that Management was not the only group involved and that there were 8 different projects referred to. The CT Management report was provided to Council in closed session and was therefore confidential.

2. How is it still commercial in confidence?

The General Manager replied that the Annual Report reference was part of the global budget amount that relates to expenditure as at end of 2016 financial year. It was not just in relation to CT Management.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 6 (of item 5, above), namely: *"How much is the total remuneration package for the General Manager?"*

1. PB: GM's remuneration seems to have been confirmed to be at \$268,000. What is the 'at risk' amount? Is this a bonus?

The General Manager replied that no, the 'at risk amount' is not included in the package. If the General Manager achieves certain conditions of under his Contract of Employment, he would receive part of the 'at risk' amount. That amount is determined and assessed by the General Manager's Performance Review Committee.

2. Did the General Manager 'pass' the performance review and receive the at risk amount?

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The General Manager replied that he had received some of the 'at risk' amount.

3. Was the total remuneration of the General Manager therefore more than \$268,000?

The General Manager replied that no, the Annual Report relates to two different contracts of employment. Included in that amount is the General Manager's new contract of employment. The Annual Report shows what has 'actually' been paid for the entire financial year.

4. Of the \$268,000 identified in the Annual Report, how much was an 'at risk' amount?

The General Manager replied that he was not prepared to divulge that information, as it had been discussed during a closed Council meeting.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 11 (of item 5, above), namely: *"What is the total cost of the restructure program"*?

1. Mr Butler advised that he was not satisfied with the answer and sought clarification.

The General Manager directed Mr Butler to the Notes to the Financial Reports. Note 9, employee's benefits, provides the relevant information.

2. Mr Butler again asked what the total amount of the restructure program was?

The General Manager replied that this was reported in the Annual Report, depending on what it relates to, e.g. relocation, recruitment etc. The Mayor asked whether the General Manager could take the question on notice to provide a total figure? The General Manager replied that the information was commercial in confidence and relates to staff matters. The Mayor asked whether Council could therefore provide a total figure without breaking it down? The General Manager replied that as the restructure was still ongoing, that answer was not possible.

Mr Phil Butler, Glenorchy

Mr Butler made a statement in relation to his earlier Question on Notice 13 (of item 5, above), namely: *"How has the General Manager replaced the experience and skill sets of those made redundant"*? Mr Butler noted that he was disappointed with the answer as it was a 'slur' on the good people who worked at Glenorchy.

The General Manager strongly reiterated that his comment in no way casts any aspersions on the previous staff, and that it should not be read into the answer that he was casting aspersions over previous employees.

Mr Phil Butler, Glenorchy

Mr Butler repeated his earlier Question on Notice 15 (of item 5, above), namely: *"Will there be any further redundancies or job losses"*?

Mayor Johnston replied that the Council is undergoing a major restructure within the Improvement Plan. It is presumptive to pre-empt the response to that question – it is too early to tell whether there will be any further redundancies.

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Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 16 (of item 5, above), namely: *"All the policies have gone off the website and it is rumoured that it is because they were all out of date. Is this true? How many were out of date?"*

1. Mr Butler noted that the last time he reviewed the policies online, he read that they had an expiry date. Is this correct?

The General Manager advised that this is not an expiry date, but rather a review date.

2. Were the policies taken off the website because they had expired yes?

Mayor Johnston noted that some of the policies were beyond the 'identified date'.

3. How many policies had expired?

Mayor Johnston advised that there were approximately 120 policies on the website.

4. Were all of those policies removed?

5. Mayor Johnston replied that yes. The policies are currently being reviewed. They are not updated yet, but this will be done.

Ms Pam Harvey, Rosetta

If the policies were in force, why were they taken off the website?

Mayor Johnston replied that the website refers all inquiries to Director Corporate Governance for more information, until the website is updated. The General Manager advised that it is fair to say that the policies were not rigorously reviewed. The Council signed off on a process to ensure all policies were to be reviewed and updated. All policies however remain in force until they've been rescinded.

Mayor Johnston confirmed that 26 policies have so far been rescinded by Council.

Ms Kaye Smith, Glenorchy

What about establishing a review date, so the same thing doesn't happen again?

Mayor Johnston replied that the timeframe for the review is about 18 months.

Ms Pam Harvey, Rosetta

If policies are reviewed in small groups, once reviewed, will they be put up on the website?

The General Manager replied that all new policies will be placed on the website.

Mr Phil Butler, Glenorchy

Mr Butler asked a series of follow-up questions to his earlier Question on Notice 17 (of item 5, above), namely: *"Whose job has it been to ensure that Council policies and by laws are kept up to date and bring it to Council's attention?"*

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1. Is it correct to say that the answer given to his previous question provides that this is a dual responsibility. If so, not only is management to blame, but also the Council?

Mayor Johnston confirmed that Council has a responsibility to overview the policies.

2. Who is 'the Council'?

Mayor Johnston replied that it is the body of 10 elected Aldermen, established under *Local Government Act 1993*. The General Manager takes care of the operational aspects of the organisation and the Council has control over the strategic aspects.

3. In view of the previous answers, where there is an articles in The Mercury from 'the Council', that is not originating from the General Manager or the staff?

Mayor Johnston replied that that is correct.

4. Is this then the understanding of the Aldermen, the Mayor, the General Manager and the staff? Do they all know that this is the case?

The General Manager replied that 'the Council' (Aldermen) is legally an elected body. "Glenorchy City Council" is the organisation. The Mayor is in charge of the elected body, the General Manager is in charge of the organisation. Mayor Johnston added that articles in the paper by or on behalf of Council are indicative of the Aldermanic body. Some things are under delegation, however (for example notices to do with roadworks etc).

Mr. Bob Holderness-Roddam, Austin's Ferry

Mr Holderness-Roddam asked a series of questions:

1. The Austin's Ferry Precinct Committee notified Council (previously to this year) of the lapse in one of Council's by-laws and asked for a procedure to review it, but noted that this did not occur. Under the *Local Government Act*, by-laws have a 10-year life. Will Council set up process to review its by-laws every 9 years?

The General Manager noted that Council currently has 4 by-laws under review. The Roads By-law took 12 months to go through the review process. He also noted that the only reason to have a by-law is if Council wants to add anything to existing laws that are in place. The General Manager provided an overview of the general process for reviewing by-laws. He also noted that the majority of Council's functions are already taken care of under actual laws.

2. Could council implement a 'resubmit system' to prevent laws lapsing. If so, this could apply to policies as well. A rotating system would also prevent the issue.

The General Manager advised that Council was currently doing 'chunks of reviews' of laws and policies.

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Ms Kaye Smith, Glenorchy

How come if that particular law didn't lapse, the Council made it illegal to park on nature strips – two people came to the Council about a particular area to get the problem fixed, but the Council is now saying that it shouldn't have issued the fines? Don't understand. How come all of this wasn't picked up in 2013?

The General Manager explained the fines issue and advised that a process was being put in place to address the review process.

Mr. Phil Butler, Glenorchy

At the last AGM, it was resolved that the budget was to be kept within CPI level. Is it correct to say that this didn't happen?

Mayor Johnston explained that the motion was put to Council at a subsequent meeting and was passed.

Mr. Phil Butler, Glenorchy

At the last AGM, promotion of city for tourism and the development of tourist infrastructure was pushed. Has there been any advancement of this?

The General Manager explained that Council has adopted a new Community Plan, and that the clear message that came through from Community was 'city pride and image.' Those issues raised at the last AGM have been taken into account as part of the Strategic Plan.

Mr. Phil Butler, Glenorchy

In the minutes of last AGM, it was recorded that the motion had been "carried on the numbers present". This is a political comment. What is the reason for that wording?

Mayor Johnston replied that it is simply a matter of wording. The motion was carried.

Mr. Phil Butler, Glenorchy

In relation to the Board of Inquiry, will the legal costs of the General Manager, Council Staff and the Mayor be covered by ratepayers?

Mayor Johnston replied that legal representation was not allowed at Board of Inquiry interviews.

8. CLOSE

There being no further business, Mayor Johnston thanked those in attendance and declared the meeting closed at 2:57 pm.

Confirmed,

MAYOR

**Annual General Meeting
of the Glenorchy City Council
held in the Mayoral Reception Room
on
Monday, 23 November 2015**

ATTENDEES

Aldermen:

JOHNSTON, Kristie
QUICK, Harry
BRANCH-ALLEN, Jenny
DUNSBY, Jan
KING, Steven
LUCAS, Christine
NIELSEN, Haydyn
PEARCE, David
SLADE, Stuart
STEVENSON, Matthew

Electors:

ALLFORD, Jenny
BAILEY, Lorraine
BENNETT, Laurie
BUTLER, Phil
CORRIGAN, Geoff
DERMODY, Jackie
HARDWOOD, K.
HARDWOOD, T.
HARVEY, Pam
HOLDERNESS-RODDAM, Bob
KNOX, David
MARKS, Tim
O'NEILL, Alison
SMITH, Barry
SMITH, Kaye
THOMSON, M.
VINCENT, Darrell

Council Staff:

BROOKS, Peter
REALE, Emilio
MCMULLEN, Tony
SCOTT, Simon
RONALDSON, David
GARNSEY, Paul
MOHAMED, Shafiq
LEGG, Michelle

Others:

MASON, Lynn (Board of Inquiry)
EASTHER, Barry (Board of Inquiry)



Proposed Location-Main Road,Claremont

3rd October 2016

To: Mr Blackwell

Glenorchy City Council

374 Main Road,

Glenorchy. Tasmania 7010

RE: Lucille Butterworth Memorial Monument

Dear Mr Blackwell,

Following our recent meeting on site at Claremont I would like to propose to the Glenorchy City Council a consideration for placement of a Memorial Monument for my Sister, Lucille Butterworth at the area opposite the Bust Stop on Main Road, Claremont, where she was last seen.

At the recent Coronial Inquest it was established by Coroner Simon Cooper that she was picked up at the Bus Stop on Main Road, Claremont and taken to a sight between Granton and New Norfolk and murdered and her body disposed of.

The proposed Monument would depict the story of her life along with photos and wording without reference to the accused perpetrator, it would state that she was last seen alive at the Bus Stop and after a lengthy Coronial Inquest, met with foul play

If a favorable decision is reached a full copy of the proposed plans would be presented to Council for final acceptance.

Please consider the following from us, that not only do Memorials pay respect to the departed but they are also a large part of the healing process for the family, they contribute positively to the grieving process by providing a sense of place and leaving a tangible record of a life lived, not only for the family but also for friends, the community and future generations.

I have also attached below some photographs of similar Monuments in Claremont, the proposed location and a photograph of the original Bus Stop and Lucille for your perusal.

I truly hope that your consideration in this matter is favorable and I look forward to hearing from you in the near future.

Yours Sincerely

Jim Butterworth

A handwritten signature in black ink, appearing to read 'J Butterworth', followed by a long, thin horizontal line extending to the right.

Proposed Location-Main Road,Claremont

Example of similar Monument at Claremont-Front of Monument



Back of Similar Monument



Proposed Location-Main Road,Claremont



Lucille Butterworth
vanished from this area on
a winter's night in 1969.

She was last seen at around 6pm on the 25th of August opposite, waiting for a bus. She was on her way to a fundraising meeting at New Norfolk.

She never arrived.

Lucille was a high-spirited, happy young woman, an aspiring model who was looking forward to joining the Miss Tasmania Quest which raised funds to improve the care of children with disabilities.

It was left to her family to quickly organise searches of the surrounding area and parts of the Derwent shoreline.

Media attention and public alarm grew but, as weeks turned to months, not a trace was found.

Lucille was particularly close to her mum and not a day passed when Wyn Butternorth was spared the agony of wondering what had happened to her Lucille.



Memorials pay respect to the departed but they are really for the living. They contribute positively to the grieving process by providing a sense of place and leaving a tangible record of a life lived for family, friends and future generations.



"Lucille and Mum"

As a 10 year old, brother Jim daily 'walked a mile' to the phone box to call the hospital to see if he had a baby sibling asking: 'Has Mrs Butterworth had the baby yet?'

"One day when I rang, they told me 'yes, you've got a little sister' - I told everyone I knew about it, I was so excited."



Lucille with little brother John outside the Ship Hotel in Collins Street

Lucile Butterworth



worth presenting
Dame Gertrude
Grove, the wife of Sir
Robert Cosgrove, the
twice elected Pre-
mier of Tasmania.
Photo taken in
1956 at the open-
ing of the new
Montagu Bay
Primary School.



Lucille gave teenage friend Stan Montley a 'necklace pen-knife' and a lighter to help him through his military service in Vietnam. She also gave him a toy 'clicker' - "*if you ever feel homesick just click it and it'll jog you back into reality*", she joked. It became part of Stan's survival kit as a forward scout - to alert his unit of danger. Soon Stan's mother was buying clickers from Hobart shops for his comrades: "*We started using the clicker after we were in a firefight, instead of saying 'is everyone right? it saved lives'*".



'Rupert' was Lucille's Austin A40. She left Rupert at New Town, opting to travel to New Norfolk by bus.

‘What happened to our Lucille?’

Lucille's disappearance captured national media attention as one of Tasmania's longest unresolved cases. In 2016, a Coroner found: [COPY TO COME]

To be advised







Glenorchy City Council

Corporate Performance Indicators

October 2016



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• City Services and Infrastructure	13
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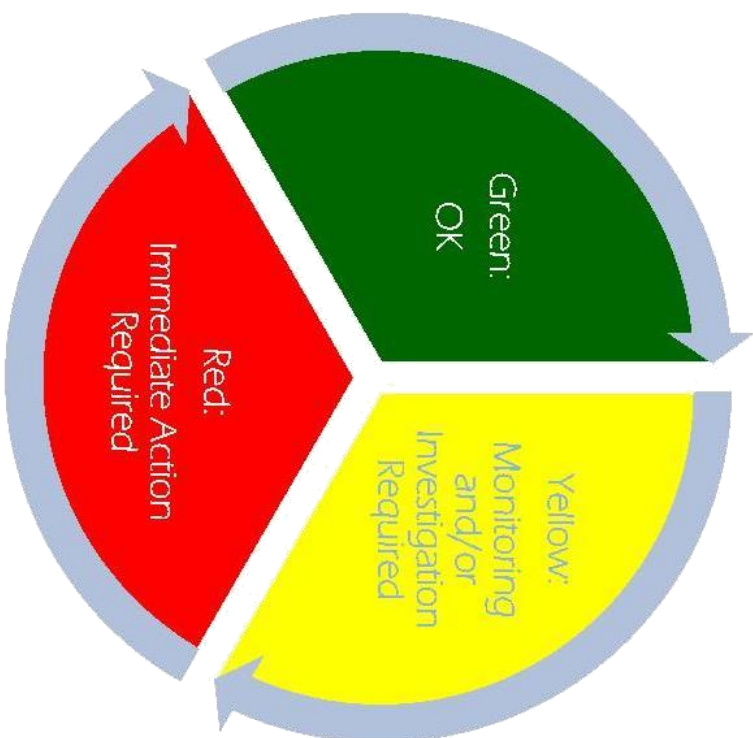
People & Safety

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Corporate Performance Indicator Legend



Considerations when reviewing performance statistics:

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



Glenorchy City Council

Profit and Loss

Corporate Performance Indicators

October 2016

Monthly Profit and Loss Summary								
Revenue \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Rates Income (includes SFL)	4	20	(16)	34,246	34,101	145	0%	
Statutory Charges	131	149	(19)	951	930	21	2%	
User Charges	425	458	(32)	5,093	5,290	(197)	-4%	
Grants Subsidies	64	57	6	963	1,059	(96)	-9%	
Investment Income	127	118	10	494	458	36	8%	
Water Wastewater Charges	19	32	(13)	80	158	(78)	-49%	
Reimbursements	40	26	14	195	187	8	4%	
Other Income	57	100	(43)	323	331	(8)	-2%	
Total Revenue	867	960	(93)	42,344	42,514	(170)	0%	

**REVENUE - COMMITMENTS FOR MONTHLY VARIANCE:
(\$'000)****Rates - \$16 under budget**

There were no supplementary rates notices levied during the month.

Statutory Charges - \$19 under budget

Primarily due to plumbing application fees being well below budget.

User Charges – \$32 under budget

Primarily due to reduced revenues from the Derwent Entertainment Centre.

Grants Subsidies - \$6 over budget

Child Care benefits paid were greater than budget.

Investment Income - \$9 over budget

Interest income was greater than budget due to higher than budgeted cash balances on hand.

Water Wastewater Charges - \$13 under budget

Primarily due to lower than budgeted sales in the month due to no Stage 2 sales.

Reimbursements - \$14 over budget

Primarily due to Derwent Entertainment Centre wage recoveries on event settlements partly offset by KGV electricity cost recoveries due to delays in KGV tenancies.

Other Income - \$43 under budget

Primarily due to the Derwent Entertainment Centre not achieving any sponsorship revenue to date.

(\$'000)

Rates - \$145 over budget

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

Statutory Charges - \$21 over budget

Animal charges fees received earlier due to improved reminder process.

User Charges – \$197 under budget

Primarily due to under budget tonnages received at landfill, lower income from Childcare operations and lower income from the Derwent Entertainment Centre.

Grants Subsidies - \$96 under budget

The Roads to Recovery grant income was \$100K less than budget due to timing differences on spending estimates provided to the Federal Government.

Investment Income - \$36 over budget

Interest income was greater than budget due to higher than budgeted cash balances on hand.

Water Wastewater Charges - \$78 under budget

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

Reimbursements - \$8 over budget

Charges for stormwater private works have been ahead of budget.

Other Income - \$8 under budget

Assets sales proceeds and recovery of legal costs are both below budgeted levels.

Monthly Profit and Loss Summary								
Expenditure \$'000	Actual Month	Budget Month	Variance Month	Actual YTD	Budget YTD	Variance YTD	% Variance	
Finance Charges	29	31	2	133	124	(8)	-7%	
Employee Costs	1,491	1,528	38	6,373	6,117	(256)	-4%	
Admin Office Costs	505	526	22	2,409	2,548	139	5%	
Materials, Contractors & Other	720	777	57	2,715	3,252	537	17%	
Depreciation	1,150	1,217	67	4,565	4,922	358	7%	
Rates Expenses	-	-	-	1,264	1,264	-	0%	
Total Expenditure	3,894	4,080	186	17,458	18,228	770	4%	
Total Surplus (Deficit)	(3,027)	(3,120)	93	24,886	24,286	600	-2%	

(\$'000)

Finance Charges – \$2 under budget

Due to reduced charges relating to rates payments made by credit card.

Employee Costs – \$38 under budget

Primarily due to delays in replacing staff and the finalisation of the payment of the Enterprise Bargaining wage increase awarded to employees (which was less than expected).

Admin Office Costs – \$22 under budget

Primarily due to delays in underspends in IT software support, electricity and catering (at the Derwent Entertainment Centre), partially offset by overspends on legal expenses relating to the Board of Enquiry.

Materials, Contractors & Other – \$57 under budget

Primarily due to underspends in motor vehicle costs (leases and fuel), partially offset by a compensation payment made to the local football club which had been previously allocated to the capital project accounts.

Depreciation and asset write-off – \$67 under budget

Primarily due to lower than budget depreciation on IT Systems \$41 due to delays in project implementation and profit on disposal of assets which were not budgeted for.

Rates Expenses – \$0 on budget

**EXPENDITURE - COMMITMENTS FOR YTD VARIANCE:
(\$'000)****Finance Charges – \$8 over budget**

Due primarily to increased charges relating to rates payments made by credit card.

Employee Costs – \$256 over budget

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

Admin Office Costs – \$139 under budget

Primarily due to underspends in IT software support and electricity, coupled with reduced annual insurance premiums.

Materials, Contractors & Other – \$537 under budget

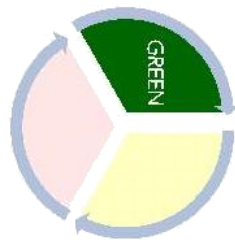
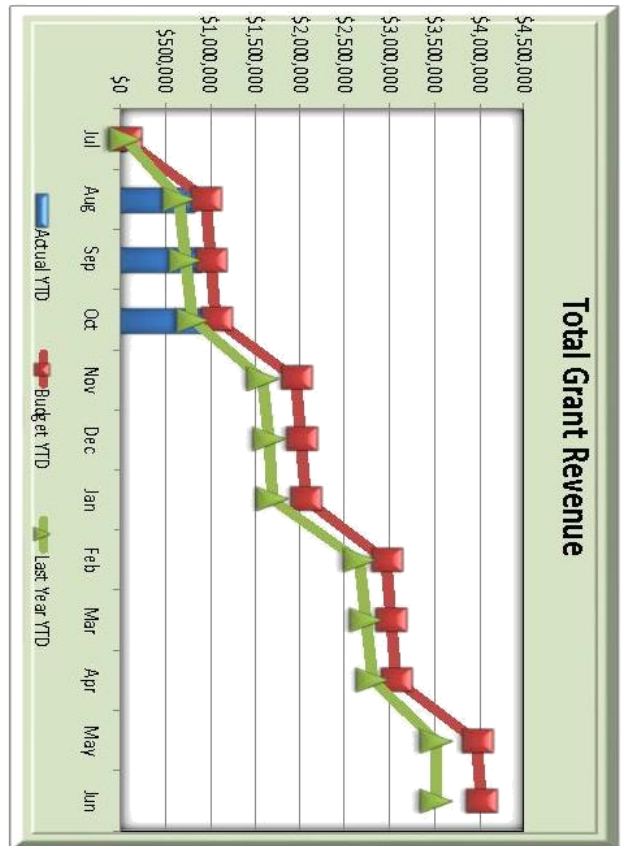
Primarily due to underspends in contractors and motor vehicle costs (leases and fuel).

Depreciation and asset write-off – \$358 under budget

Primarily due to lower than budget depreciation on IT Systems \$164 due to delays in project implementation and profit on disposal of assets which were not budgeted for.

Rates Expenses – \$0 on budget

On budget.



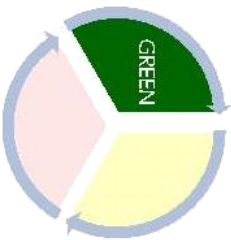
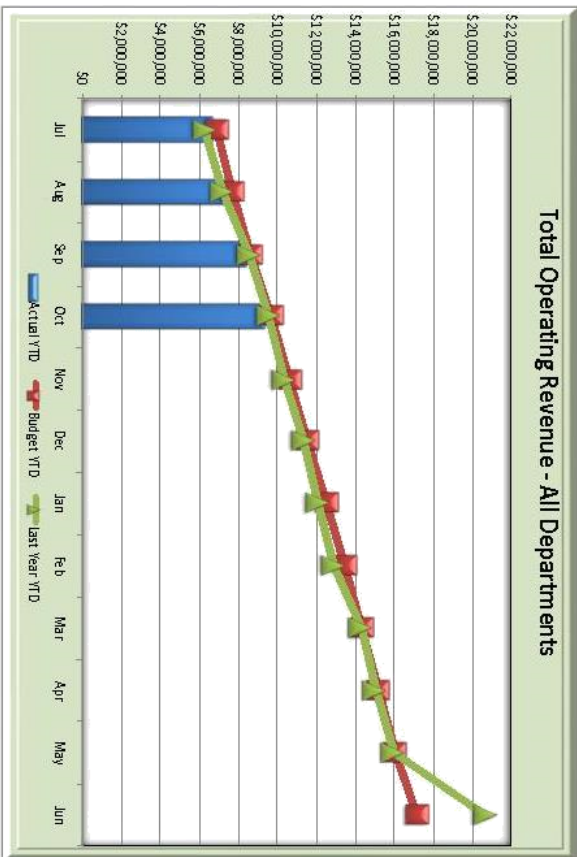
Grants Revenue for All Departments – Graph 1

The total of grants revenue received from Government bodies.

Responsible: Executive Leadership Team

- Actual YTD:	\$ 963
- Budget YTD:	\$1,059
Under Budget:	\$ 96

Refer to comments on pages 6-7



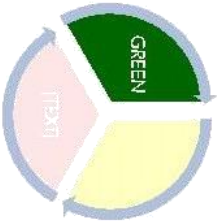
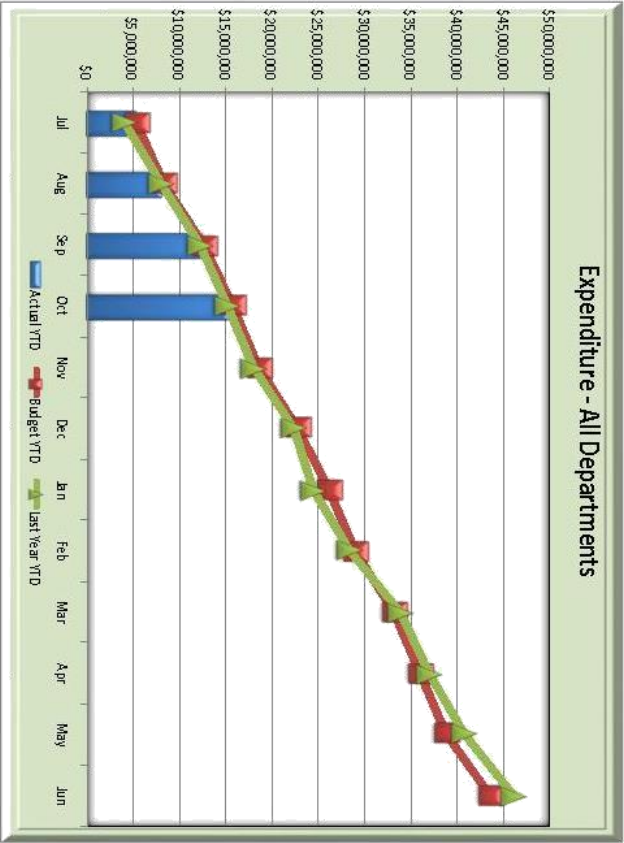
Total Operating Revenue (excluding rates, grants, Tas/Water income) – Graph 2

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

Responsible: Executive Leadership Team

- Actual YTD	\$9,361
- Budget YTD	\$9,641
Under Budget	\$ 280

Refer to comments on pages 6-7



Total Operating Expenditure (excludes depreciation) – Graph 3

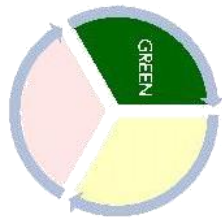
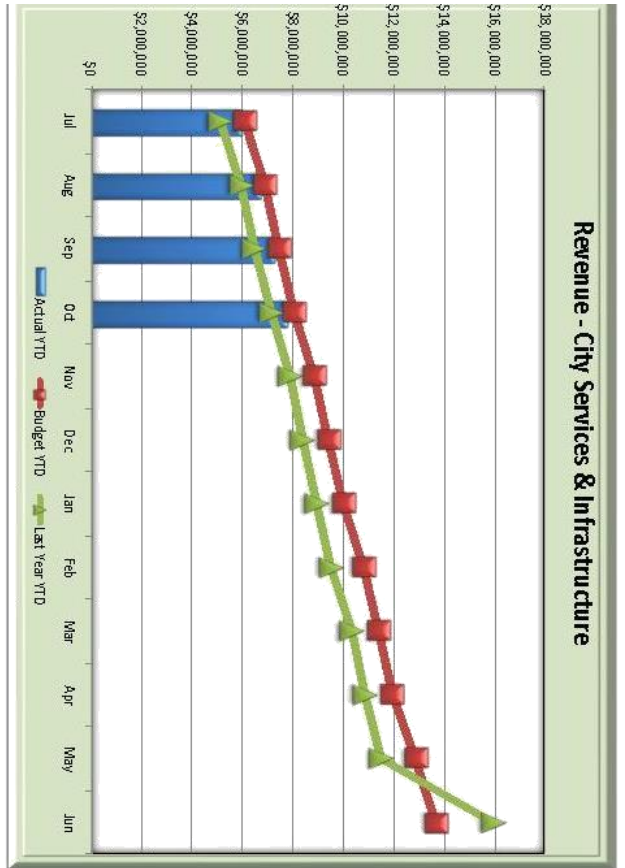
Total op. expenditure for all areas of the council compared to budget.

Responsible: *Executive Leadership Team*

-	Actual YTD	\$15,319
-	Budget YTD	\$15,740
-	Under Budget	\$ 421

Refer to comments on pages 6-10

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



City Services and Infrastructure Revenue - Graph 4

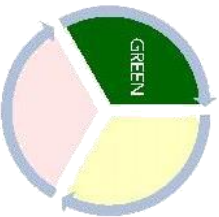
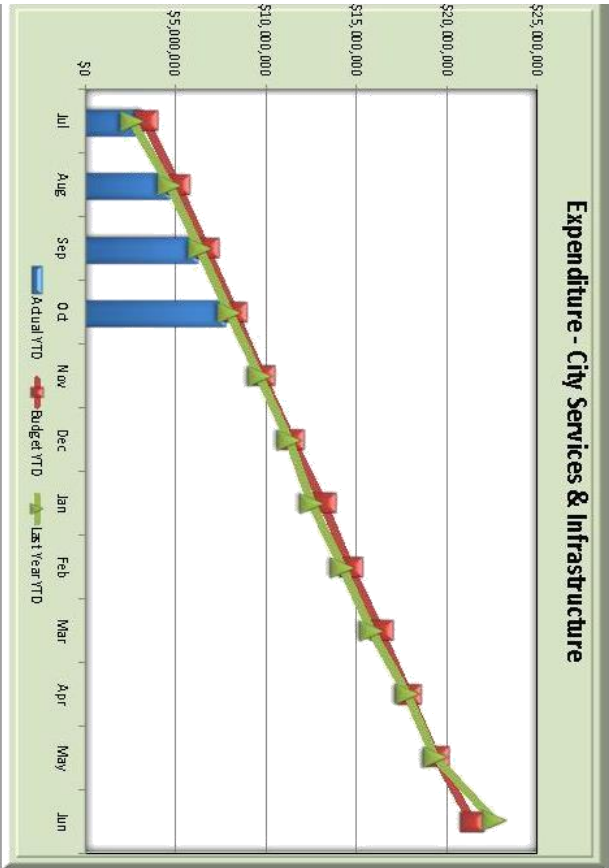
Total revenue for City Services and Infrastructure for fees, charges and grants compared to budget.

Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$7,817
- Budget YTD	\$8,026
Under Budget	\$ 209

Landfill revenue is \$59 below budget due to less tonnage received.



City Services and Infrastructure Expenditure - Graph 5

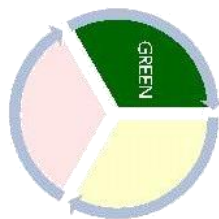
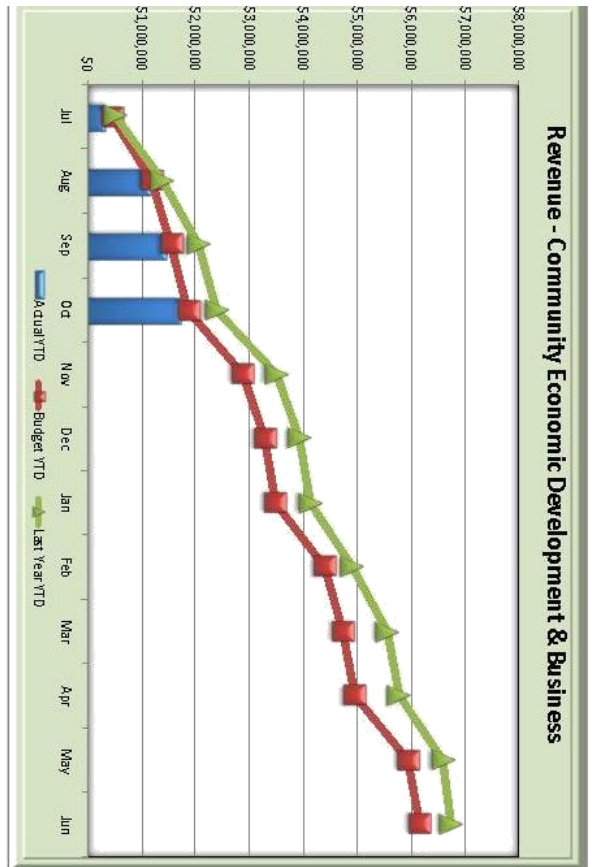
Total expense for City Services and Infrastructure compared to Budget, less depreciation.

Responsible: *Director City Services and Infrastructure*

\$'000

- Actual YTD	\$7,802
- Budget YTD	\$8,268
Under Budget	\$ 466

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



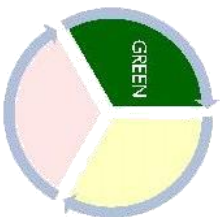
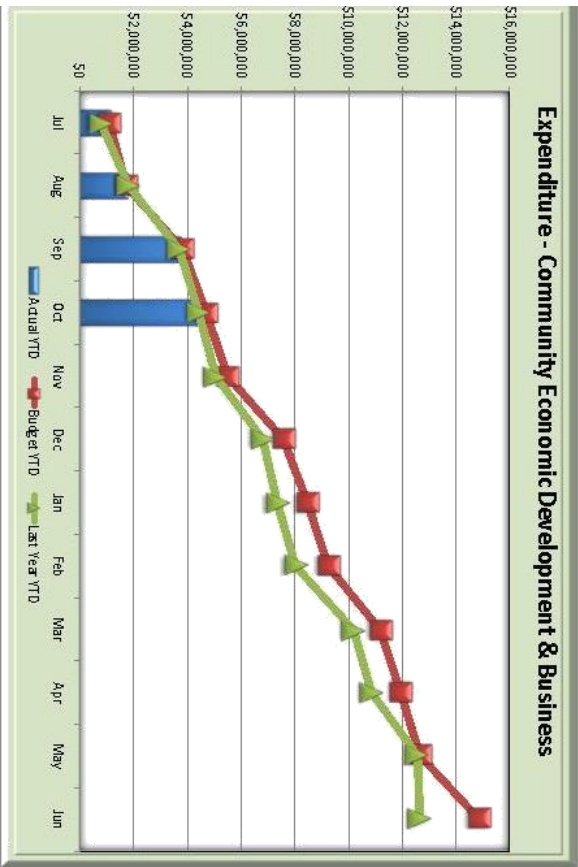
Community Economic Development and Business Revenue – Graph 6

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

Responsible: *Director Community Economic Development and Business*

\$'000		
- Actual YTD	\$1,738	
- Budget YTD	\$1,853	
- Under Budget	\$ 115	

Refer to Comments on Page 6-7.



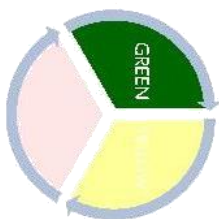
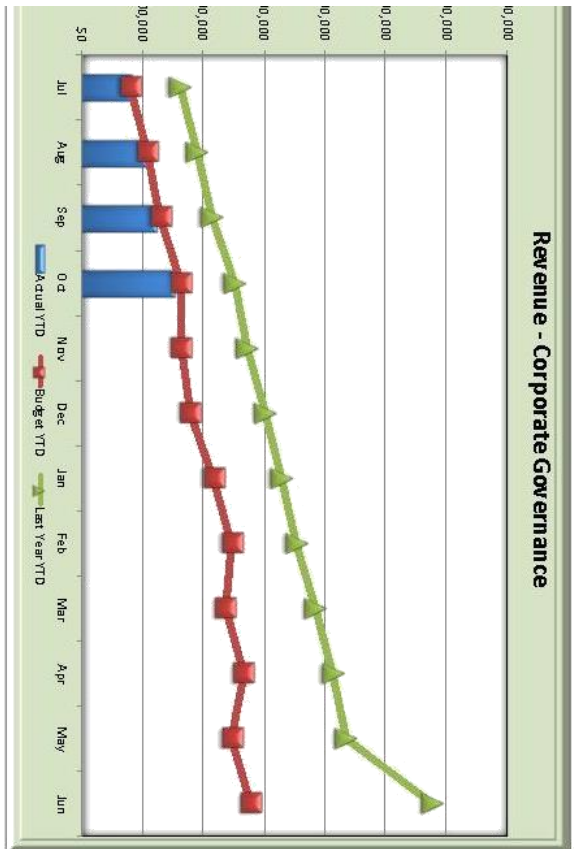
Community Economic Development and Business Expenditure – Graph 7

Total expense for *Community Economic Development and Business*.

Responsible: *Director Community Economic Development and Business*

\$'000		
- Actual YTD	\$4,675	
- Budget YTD	\$4,704	
- Under Budget	\$ 29	

Lower IT software support fees have been partly offset by above budget wages and salaries expenses.



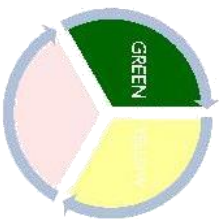
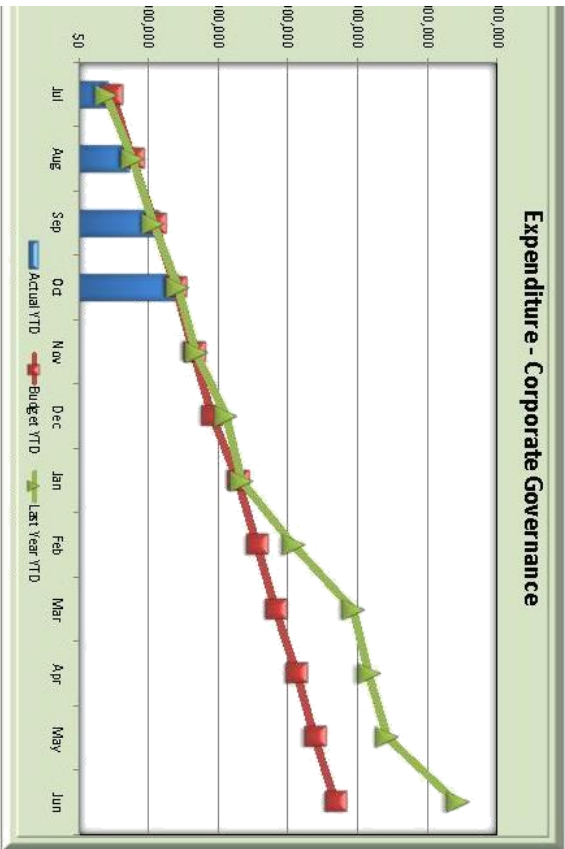
Corporate Governance Revenue - Graph 7

Total revenue for Corporate Governance.

Responsible: *Director Corporate Governance*

-	Actual YTD	\$ 770
-	Budget YTD	\$ 821
=	Under Budget	\$ 51

Animal charges fees received earlier due to improved reminder process.



Corporate Governance Expenditure - Graph 8

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

Responsible: *Director Corporate Governance*

-	Actual YTD	\$2,842
-	Budget YTD	\$2,767
	Over Budget	\$ 74

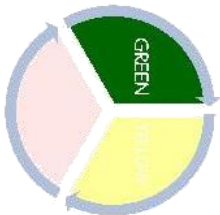
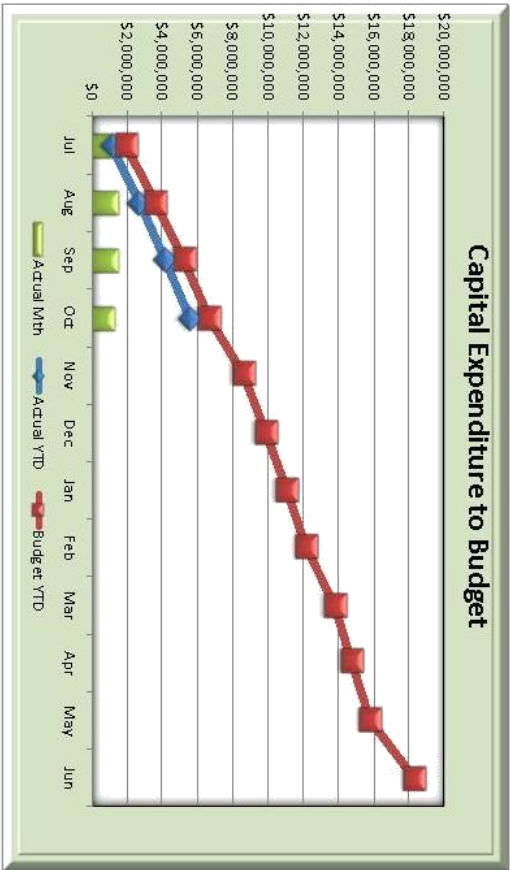
Legal expenses, recruiting and consultancy costs were well above budget.



Balance Sheet

Corporate Performance Indicators

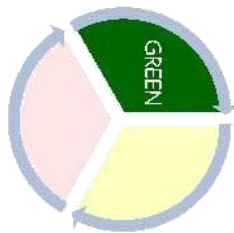
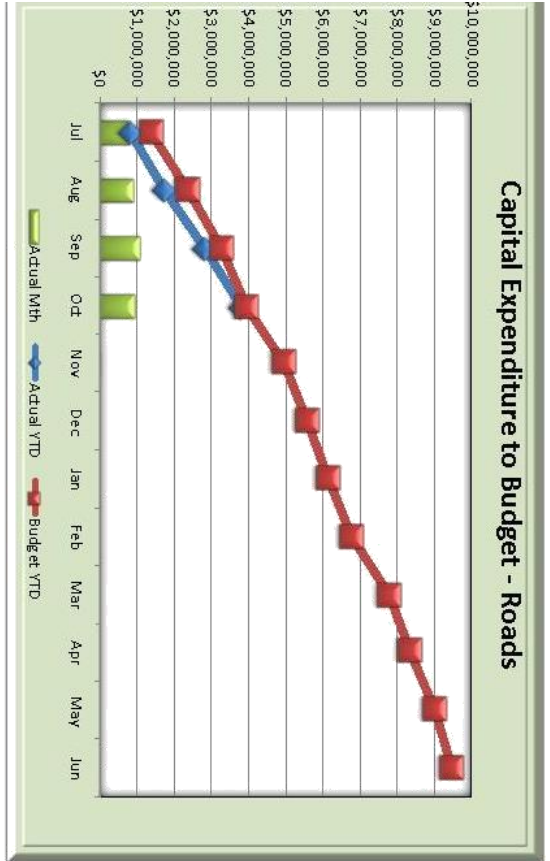
October 2016



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

-	Actual YTD	\$5,551
-	Budget YTD	\$6,695
	Under Budget	\$1,029

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

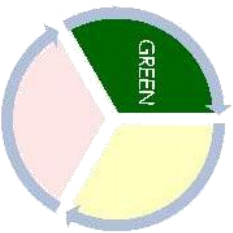
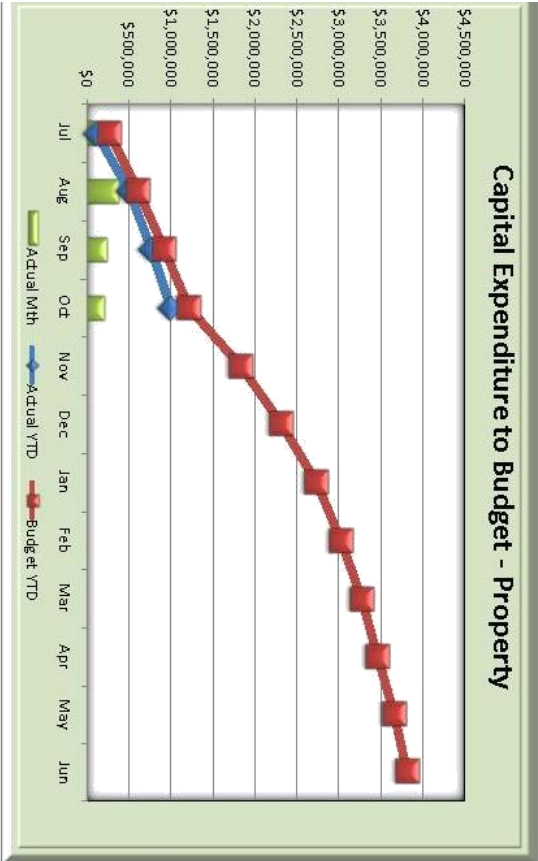


Capital Expenditure - Roads – Graph 15

Total expenditure for roads compared to budget.
Responsible: Director City Services and Infrastructure

-	Actual YTD	\$3,796
-	Budget YTD	\$3,923
	Under Budget	\$ 127

Additional information regarding capital variances is contained in Appendix B.

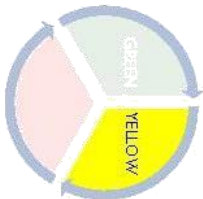
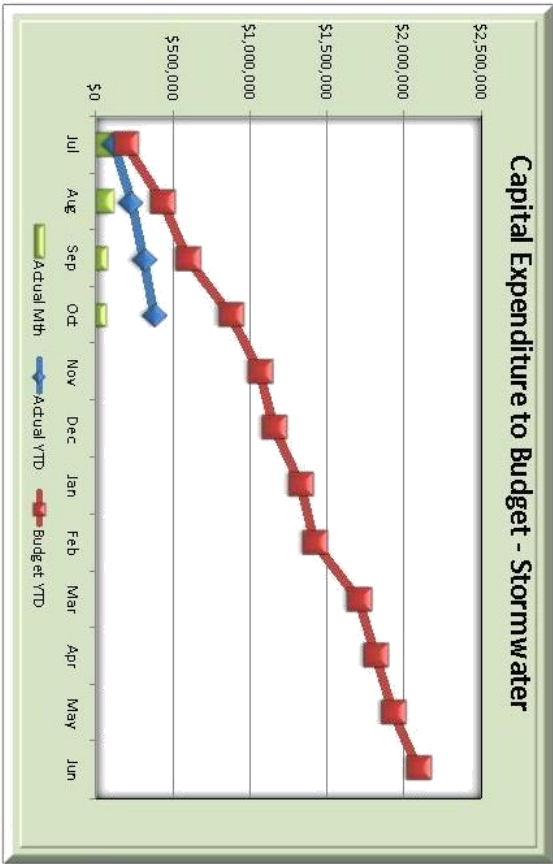


Capital Expenditure – Property – Graph 16

Total expenditure for property compared to budget.
Responsible: Director Corporate Governance

-	Actual YTD	\$ 991
-	Budget YTD	\$ 1,220
	Under Budget	\$ 229

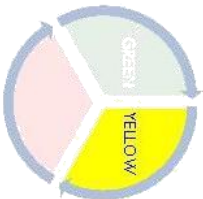
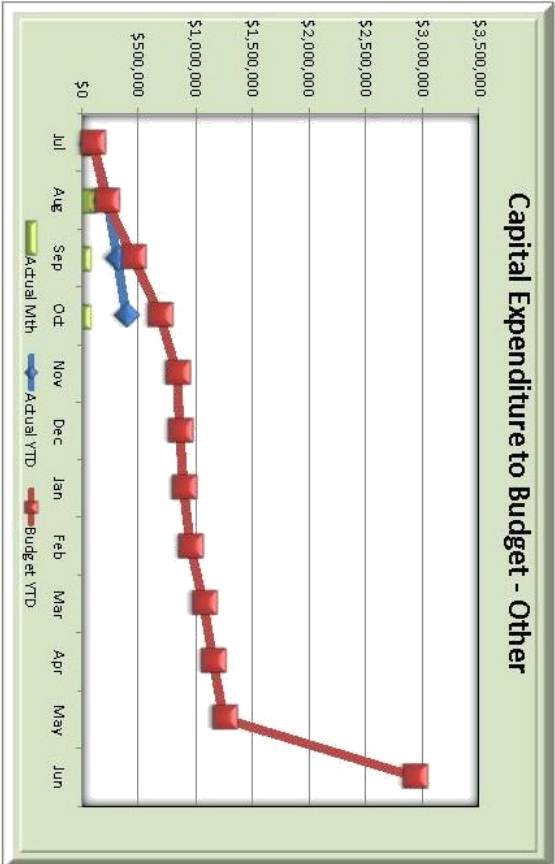
Additional information regarding capital variances is contained in Appendix B.



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

-	Actual YTD	\$ 381
-	Budget YTD	\$ 869
-	Under Budget	\$ 488

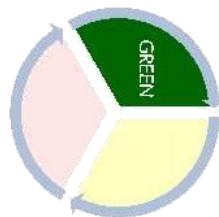
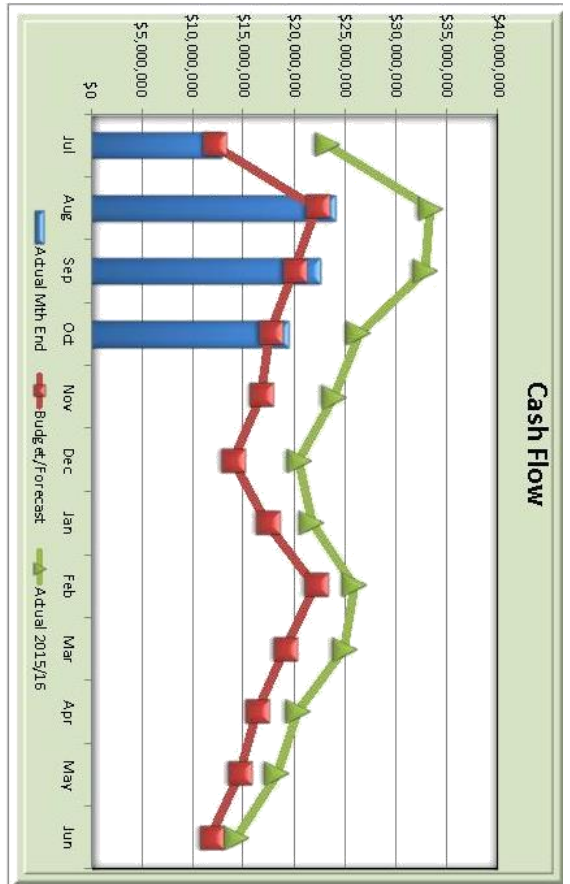
Additional information regarding capital variances is contained in Appendix B.



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

-	Actual YTD	\$ 383
-	Budget YTD	\$ 683
-	Under Budget	\$ 300

Additional information regarding capital variances is contained in Appendix B.



Cash Flow Movement - Graph 19

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

Responsible: Director Community Economic Development and

Business

-	Actual Cash	\$19,457
-	Budget	\$17,606
	Variance	\$ 1,851

\$'000

Interest Earned – Graph 20

Total interest earned (accrued and received) compared to budget

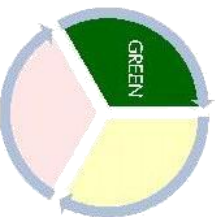
Responsible: Director Community Economic Development and Business

		\$'000
-	Actual YTD	\$ 157
-	Budget YTD	\$ 121
-	Over Budget	\$ 36

Effective Interest Rate: 2.56%

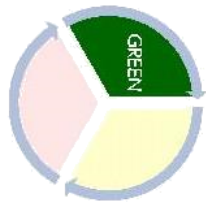
Benchmark:

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



Investment Profile		
Maturity	Total Amount	Average Rate
Cash on hand	\$ 108,076	0.00%
At call	\$ 2,817,479	1.80%
30 - 60 days	\$ 531,123	1.45%
61 - 90 days	\$ 7,000,000	2.54%
91 - 120 days	\$ 6,000,000	2.72%
120+ days	\$ 3,000,000	3.30%
Total	\$ 19,456,678	2.56%

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



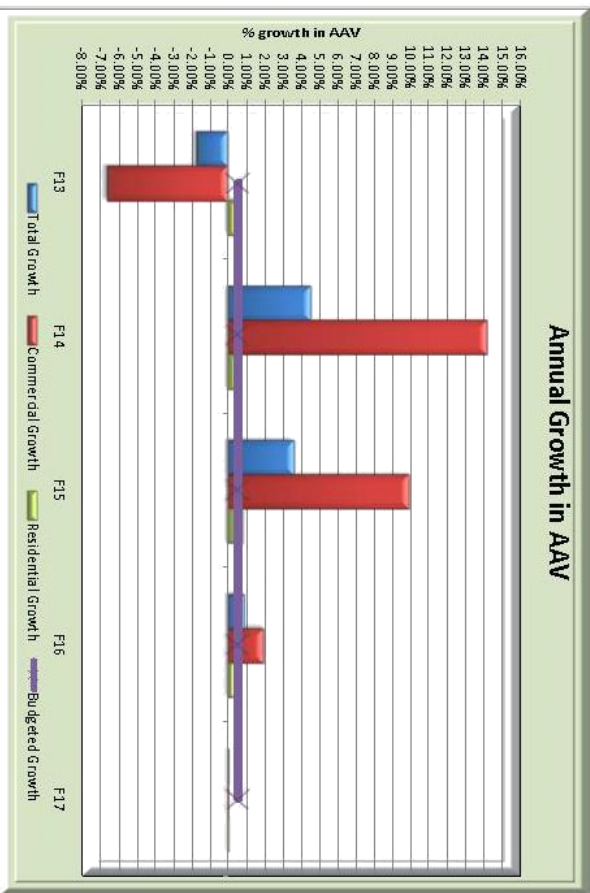
Interest Expense – Graph 21

Total interest expense (accrued and paid) compared to budget

Responsible: Director Community Economic Development and Business

	\$'000
- Actual YTD	\$ 106
- Budget YTD	\$ 100
Variance	\$ 6

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



Annual Growth in AAV – Graph 22

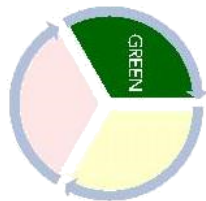
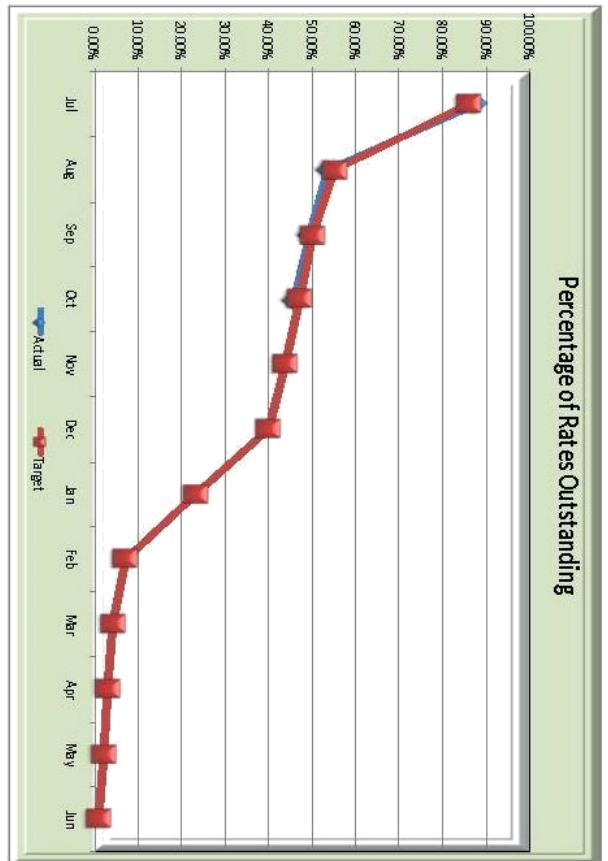
A comparison of the annual growth in the Assessed Annual Value (AAV) for Commercial, Residential and Overall Total.

Responsible: Director Community Economic Development and Business

AAV growth 2016/17 on July 1st 2016 Base

- Commercial 0.08% (being 6.9% of the total AAV growth)
- Residential 0.09% (being 31% of the total AAV growth)
- Total AAV growth 0.09%

Target 0.50% AAV growth compared to previous year



Percentage of Invoiced Rates Outstanding – Graph 23

Shows the percentage amount of invoiced rates not paid.

Responsible: Director Community Economic Development and Business

- Actual 31 October 2016: 46.05%
- Target 31 October 2016: 47.00%
- Variance: 0.95%

Total outstanding 31 October 2016: \$'000
\$16,839

Arrears as at	this month	last month	Movement
2016:	\$229	\$245	\$16
2015:	\$61	\$64	\$3
2014:	\$11	\$12	\$1
2013:	\$3	\$4	\$1
2012 +:	\$0	\$0	\$0
TOTAL	\$304	\$325	\$21

Accounts Receivable (AR) – Graph 24

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

Responsible: Director Community Economic Development and Business

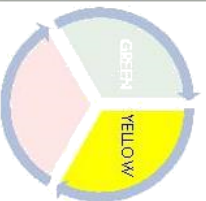
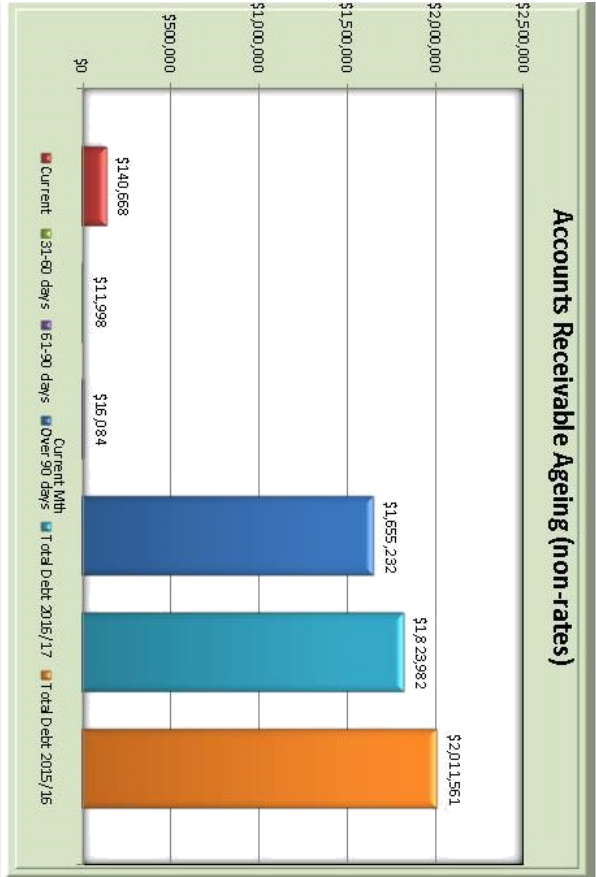
- Total 31 October 2016: \$'000
\$1,824
- % of AR 61 days & over: 91.6 %

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

Comment:

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

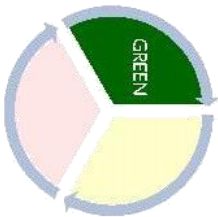
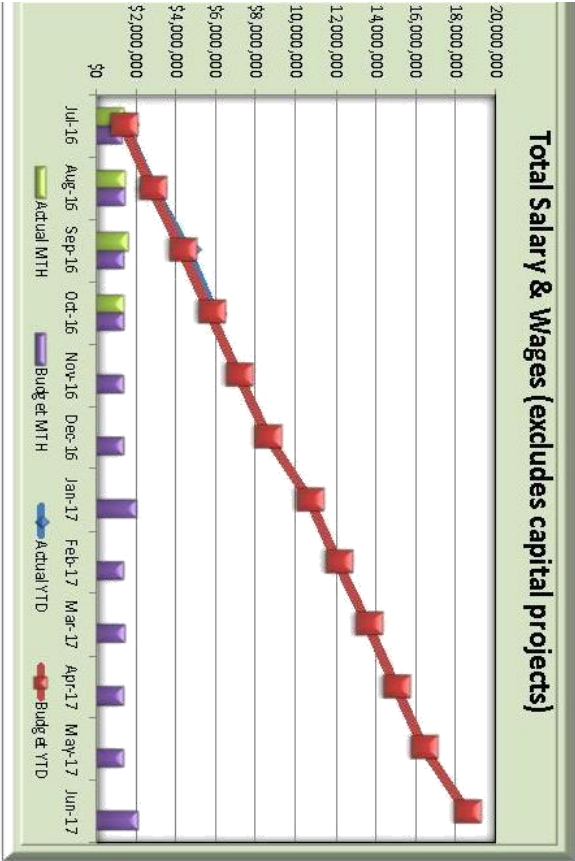
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Glenorchy City Council

People & Safety Corporate Performance Indicators October 2016

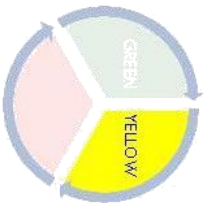
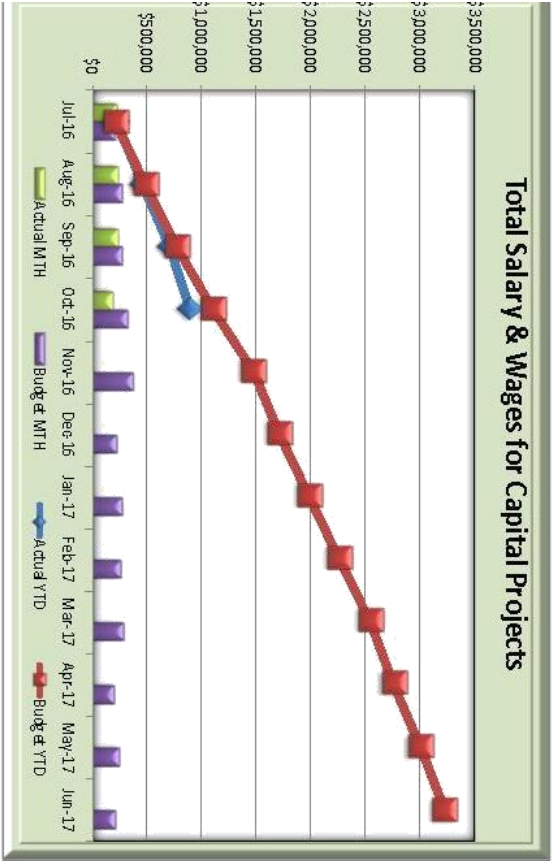


Salaries & Wages including on-costs – Operational (excludes capital projects) – Graph 25

Total operational salary costs compared to budget

Responsible: Executive Leadership Team

-	Actual YTD	\$5,930
-	Budget YTD	\$5,725
	Over Budget	\$ 205



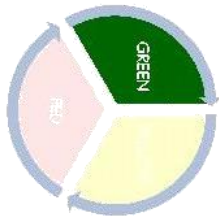
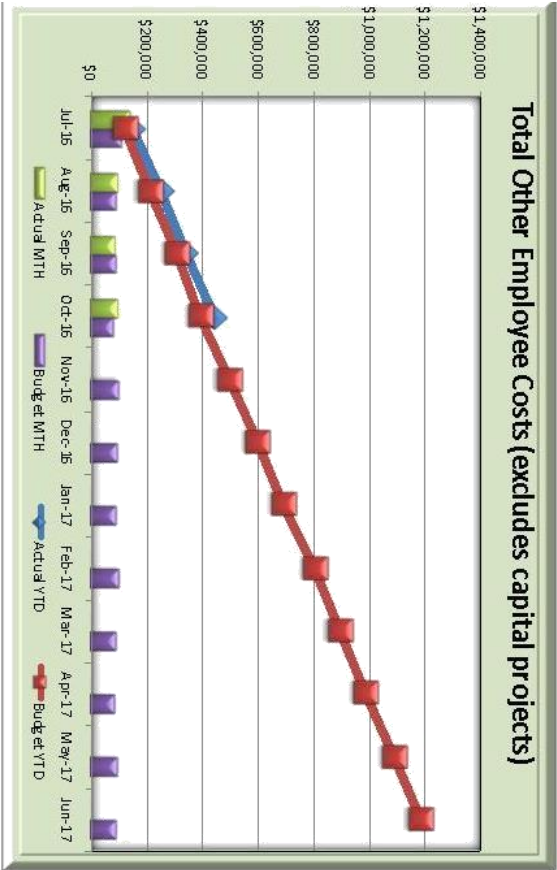
Salaries & Wages including on-costs – Capital Projects – Graph 26

Total salary costs for capital projects compared to budget

Responsible: Executive Leadership Team

-	Actual YTD	\$ 906
-	Budget YTD	\$1,108
	Under Budget	\$ 202

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



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

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

Responsible: *Executive Leadership Team*

-	Actual YTD	\$ 443
-	Budget YTD	\$ 392
	Over Budget	\$ 51

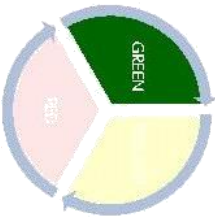
Permanent Staff Turnover Rate – Graph 28

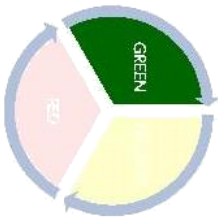
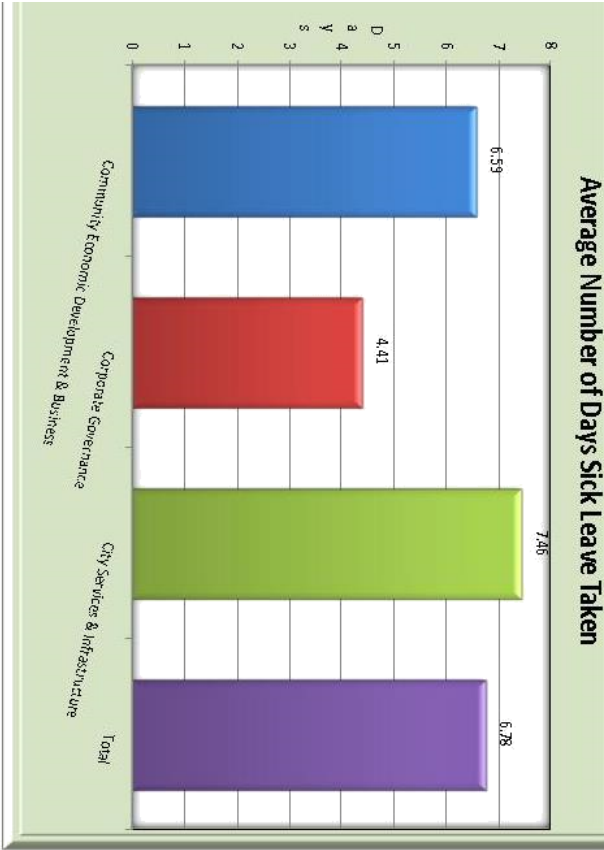
Total staff turnover is the total number of terminations over the last twelve months divided by the number of staff As at the last day of the month. This ratio represents the percentage of our total workforce who leave the council.

Responsible: *Executive Leadership Team*

Rolling 12 month av. turnover rate calculations used

	2016	2015
Rolling 12 month turnover rate	11.41%	10.26%
Benchmark: LGAT All Tasmanian Councils Group Average (2007/08) recorded: 15.20%		





Average Number of Days Sick Leave Taken
– Graph 29

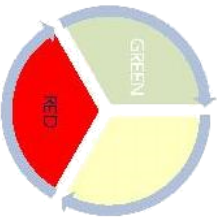
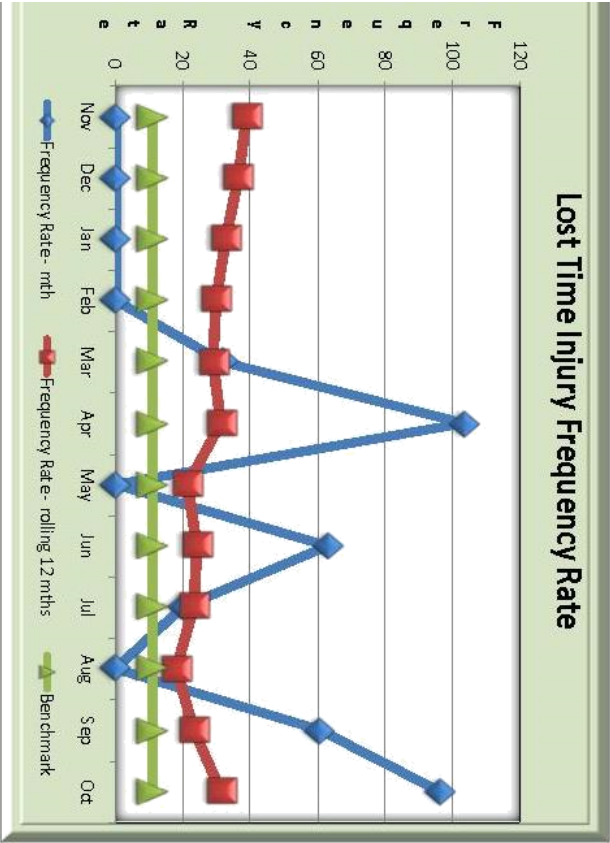
For each department Total number of days sick taken divided by number of staff for previous 12 months. This ratio represents the number of sick days taken per person on average.

Responsible: Executive Leadership Team

- Total average sick leave days taken last 12 months:

last 12 mths: 6.78 Days
Prev. 12 mths: 7.40 Days

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



Lost Time Injury Frequency Rate - Graph 30

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

Responsible: Executive Leadership Team

- Claims per 1 million hours worked:
 - Rolling 12 month average 31.22
 - Current month 96.23

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

Capital Expenditure Summary (\$'000)		31/10/2016
2016/17 Capital Budget Year to Date		6,695
2016/17 Capital Year to Date Expenditure		5,551
Total Over/(Under) Spend		(1,144)
Total Over/(Under) Spend Comments		
Roads Capital - Under Budget \$127		
Primarily under budget due to:		
12019 - Moreton Cres \$355 - now commenced and expect that budget will be spent.		
11953 - Collinsvale Road \$286 - design delayed due to review of Gabion Wall		
11855 - Browning Road \$135 - project has proceeded to tender stage.		
12119 - Neera Court \$(225) - project completed ahead of budget schedule		
12008 - Berriedale Roundabout \$(566) - blackspot project almost completed		
Property Capital - Under Budget \$229		
Primarily under budget due to:		
3961 - Glenorchy Skate Park \$60 - project delayed due to ongoing community consultation.		
11816 - DEC box office replacement \$43 - project delayed due to scheduling of DEC events		
12168 - Accessible WVC upgrades \$40 - project delayed due to approval process		
11994 - GCC Office accommodation strategy \$31 - project delayed due to review of project timeframes.		
Stormwater Capital - Under Budget \$488		
Primarily under budget due to:		
300* - Denwent Park Reuse Scheme \$212 - delays with gas co-generation commissioning.		
12015 - Barry Street \$118 - project deferred until early 2017 due to design. Substituted with Highfield Road.		
11856 - Browning Road \$56 - project design delayed		
11965 - Islet Rivulet \$39 - late start, just commenced		
Other Capital - Under Budget \$300		
Primarily under budget due to:		
3650 - PC Replacements \$119 - spending in November expected		
MV's - various MV purchases - \$112 - purchases delayed, pending fleet review		
3433 - Tech1 reimplementation \$35 - under spend due to change in task allocations		

Emergency/Unforeseen Projects Commenced (No budget allocated in 2016/17 Funded from IMG Unallocated Capital a/c \$400,000)			
Project Number	Description	Budget Approved	Comments
3296	GCC Website	\$117,690	Approved IMG 28/7/16
12167	Tolosa Hut renovations	\$21,400	Approved IMG 22/9/16
3975	Cresswell Beakley Lift alterations	\$9,835	Approved IMG 22/9/16
12009	Goodwood Community Centre Extension	\$12,500	Approved IMG 22/9/16
Total		\$161,425	

Emergency/Unforeseen Projects Commenced (No budget allocated in 2016/17) Funded from savings within Program			
Project Number	Description	Estimated Full Cost of Project	Comments
Total		0	

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



Title	Cultural Development Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	Community, Economic Development and Business
Due for Review	Four (4) years from Council resolution date
Strategic Plan Reference	<u>Making Lives Better</u> 1.1.3 Improve community consultation and participation processes 1.2.1 Facilitate and enable the delivery of accessible information so our communities can pursue opportunities 1.2.2 Facilitate the delivery of services that build community capacities and capabilities 1.2.3 Identify and facilitate linkages with Council and other service providers to create opportunities for our communities <u>Valuing our Environment</u> 3.2.1 Set priorities for management of our natural and built environments in partnership with our communities 3.1.3 Deliver services that create sustainable and liveable built environments <u>Leading our Community</u> 4.3.2 Partner with community groups, business and not for profit organisations to achieve community outcomes.
ECM	Council Policy

PURPOSE

This policy provides direction on Council's ongoing role and commitment in community cultural development to ensure that it is coordinated, strategic, and inclusive of all members of our community.

SCOPE

This policy applies to the actions Council takes towards encouraging cultural development and diversity in Glenorchy.

STATUTORY REQUIREMENTS

Not applicable

CULTURAL DEVELOPMENT POLICY

Introduction

Culture, defined in its broadest sense, can be described as the ideas, aspirations and way of life of a community.

Council recognises how important it is for every individual in the community to have the opportunity to express their culture. Distinctive and vibrant local cultures contribute positively to quality of life by building local pride and identity, developing sense of place and promoting greater understanding and tolerance within our diverse community.

In acknowledging the culture of the community, Council recognises the Glenorchy community is comprised of a huge diversity of cultures and experience. Council values the various differences in experience, ability, race, background, skill, age and other attributes.



Council recognises that throughout Glenorchy's history, people from diverse cultural backgrounds have come here from all around the world. The significant contributions made by the presence of these diverse cultures, community has played an important part in the growth and development of Glenorchy.

This policy aims to celebrate and promote the diversity of Glenorchy's community and its culture. It recognises Council's role in promoting cultural diversity, involving not only partners from across the Glenorchy community but also the cultural communities themselves generating and forging their own cultural identities.

Policy Statement

1. Council will adopt and implement strategies that will identify, promote and celebrate the diversity of the community, developing greater understanding and tolerance.
2. Council will ensure its processes and services are accessible to all levels of ability, cultural background, language, etc. within the community.
3. Council will adopt and implement strategies that aim to build relationships with local businesses and community, developing a strong community identity and local pride.
4. Council will provide a high standard of public areas, creating unique and distinctive places people can utilise for a variety of activities.
5. Council will adopt and implement strategies that will enhance and protect the natural and built environment, undertaking and promoting sustainable practices and fostering community appreciation of the local environment.
6. Council will adopt and implement strategies that will ensure the protection and enhancement of local cultural heritage, particularly of diverse communities;
7. Council will adopt and implement strategies that will ensure the protection, maintenance and ownership of cultural heritage and places of cultural significance to the Aboriginal community;
8. Council will recognise and support cultural development as a vital component in the life and growth of the community, through the facilitation of a wide range of relevant cultural facilities, services and activities throughout the municipality.

BACKGROUND

Council is committed to fostering and developing cultural development and diversity within the City.

This policy, and other supporting documents including the Public Art Policy, and the Cultural Plan 2002, have been developed to ensure that Council's ongoing role and commitment in community cultural development is coordinated, strategic, and inclusive of all members of our community.

CULTURAL DEVELOPMENT POLICY

Policy Manual Number: 03-3

Council Minutes Ref: Item 8 Council Meeting 5th February 2007
 File Ref: 02902
 Author: COMMUNITY CULTURAL DEVELOPMENT OFFICER
 (Eleanor Downes)
 Department: COMMUNITY DEVELOPMENT

Background

In May 1997, Council resolved to develop an Arts and Cultural Policy for the City of Glenorchy. During 1997 – 98 a consultation process was undertaken throughout the City. The consultation sought responses from the community to the concepts of ‘people, place, values and activities’ in relation to their community and to Glenorchy. The consultation ascertained directions for Council and resulted in the development and adoption of this Cultural Development Policy in May 1998.

The Partnership Agreement between the Government of Tasmania and the Glenorchy City Council, signed in October 2000, called for Glenorchy City Council, in consultation with Arts Tasmania, other relevant Councils and the local arts industry to develop a cohesive Cultural Plan for Glenorchy. The Cultural Plan 2002 was developed during 2001/02 and aimed to set future directions for community cultural development in Glenorchy. The Cultural Development Policy became a key document informing the development of the Cultural Plan 2002 which was adopted by Council in March 2003.

Together, the Cultural Development Policy and the Cultural Plan 2002 will ensure that Council’s ongoing role and commitment in community cultural development is coordinated, strategic, and inclusive of all members of our community. It involves not only partners from across the Glenorchy community but also the community itself generating and forging their own cultural identity.

Preamble

- “Culture is the first, foremost thing in most communities
 - the cultural tie together – this should be encouraged at every step”
 (Multicultural Forum Participant, 11 March 1998)

Culture, defined in its broadest sense, can be described as the ideas, aspirations and way of life of a community. Glenorchy City Council recognises how important it is for every individual in the community to have the opportunity to express their culture. Distinctive and vibrant local cultures contribute positively to quality of life by building local pride and identity, developing sense of place and promoting greater understanding and tolerance within our diverse community.

In acknowledging the culture of the community, the Council recognises this community is comprised of a huge diversity of cultures and experience. Council values this difference, difference in experience, ability, race, background, skill, age, etc.

On 6 October 1997 Glenorchy City Council adopted the Access Policy which recognises that people with a disability are valued members of the community who strengthen the social, economic and cultural life of the City.

On 17 November 1997 Glenorchy City Council adopted a 'Commitment to Aboriginal Australians' which acknowledges the traditional ownership of this area by Aboriginal people who were dispossessed by European invasion more than two hundred years ago. It also acknowledges that Aboriginal culture continues to strengthen and enrich our community today.

Council recognises that over the history of Glenorchy, people with diverse cultural backgrounds have come here from all around the world. Through the significant contributions made by the presence of these diverse cultures, community has grown and developed. The culture of a community is never static; it is always evolving and developing.

This policy aims to celebrate and promote the diversity of Glenorchy's community and its culture.

Policy Statement

- Council will adopt and implement strategies that will identify, promote and celebrate the diversity of the community, developing greater understanding and tolerance.
- Council will ensure its processes and services are accessible to all levels of ability, cultural background, language, etc. within the community.
- Council will adopt and implement strategies that aim to build relationships with local businesses and community, developing a strong community identity and local pride.
- Council will provide a high standard of public areas, creating unique and distinctive places people can utilise for a variety of activities.
- Council will adopt and implement strategies that will enhance and protect the natural and built environment, undertaking and promoting sustainable practices and fostering community appreciation of the local environment.
- Council will adopt and implement strategies that will ensure the protection and enhancement of local cultural heritage, particularly of diverse communities;
- Council will adopt and implement strategies that will ensure the protection, maintenance and ownership of cultural heritage and places of cultural significance to the Aboriginal community;
- Council will recognise and support cultural development as a vital component in the life and growth of the community, through the facilitation of a wide range of relevant cultural facilities, services and activities throughout the municipality.

Review February 2009

Status:

Current

POLICY DOCUMENT CONTROL SHEET

Policy Name: CULTURAL DEVELOPMENT POLICY

Policy No: 3-3

Department: Community Development

Date Policy Approved by Council: 5th February 2007

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Community Cultural Development Officer (Eleanor Downes)	Policy unchanged – regular review	5 February 2007.



Public Art Policy

Title	Public Art Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	Community, Economic Development and Business
Due for Review	Four (4) years from Council resolution date
Strategic Plan Reference	<u>Valuing our Environment</u> 3.2.1 Set priorities for management of our natural and built environments in partnership with our communities 3.1.3 Deliver services that create sustainable and liveable built environments <u>Leading our Community</u> 4.3.2 Partner with community groups, business and not for profit organisations to achieve community outcomes.
ECM	Council Policy

PURPOSE

This policy provides direction on Council's approach to the endorsement, development and display and of Public Art in the City of Glenorchy.

SCOPE

This policy applies to all Public Art, and proposed Public Art, within the City of Glenorchy.

STATUTORY REQUIREMENTS

Not applicable

Acts	Not applicable
Regulations	Not applicable
Australian/International Standards	Not applicable

DEFINITIONS

Public Art	Public art is artwork that has been designed and created for public space. It consists of either permanent or temporary constructions, including traditional art forms such as sculpture and murals and more contemporary art forms such as lighting, digital media. Public Artworks can be functional or purely aesthetic.
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PUBLIC ART IN GLENORCHY

Council's Vision for Public Art

Public art in Glenorchy will reflect the City, its people and their diversity, celebrating local distinctiveness and enriching our lives.

Why Council should be involved in Public Art

Public Art:



- has the potential to enrich and enliven people's experience of and connection to public space and therefore their city, suburb and environment
- engenders ownership and pride in public space especially if its development has involved the community in some way;
- provides an opportunity through art to communicate ideas and stories in a public arena
- provides an opportunity for the development of shared cultural experiences
- enhances civic identity and community pride
- contributes to the redevelopment and revitalisation of the city
- enhances experiences for visitors and tourists, and
- contributes to economic development through creating employment and commercial opportunities.

Policy Statement

1. Council endorses proactive strategic planning in the development of public art within the City. This will be through a Public Art Management Group whose role will include the provision of advice and expertise, planning and project development, site assessment, project evaluation and review and the evaluation of policy and guidelines within the framework of the Public Art Policy.
2. Council recognises that 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.
3. Council will:
 - (a) consider the allocation of funds in the annual operational budget for ongoing maintenance and protection of public art
 - (b) 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
 - (c) advocate for public art funding to be included on major development and infrastructure projects within the City
 - (d) initiate and respond to opportunities for community initiated public art projects
 - (e) seek to establish private and public sector partnerships to increase opportunities for public art projects within the City
 - (f) ensure that creators of public art are appropriately attributed and have the integrity of their work respected through the adherence to the *Copyright Act 1968* and the *Copyright Amendment (Moral Rights) Act 2000*
 - (g) ensure access issues will be considered in the development and ongoing management of all public art
 - (h) ensure that its risk management and public liability responsibilities are met in the development and ongoing management of all public art
 - (i) ensure a commitment to best practice standards of asset management including a commitment to consult with the artist/s regarding any repairs or modifications to their work or its immediate surrounds
 - (j) ensure processes for the development and creation of public art that include community input, consultation and involvement
 - (k) ensure the protection, maintenance and ownership of cultural heritage and places of significance to the Tasmanian Aboriginal community in the development of public art



- (l) ensure that all relevant permissions and statutory approvals are identified and sought in the development of public art
 - (m) document and record all relevant information pertaining to the history of a public art project. This information may include any documentation relevant to the preparation of an artwork, including photographs, specifications, drawings etc
 - (n) ensure the use of best practice processes for commissioning and decommissioning of artworks
 - (o) utilise the expertise held in the organisation in the development of public art, and
 - (p) promote Glenorchy's public art for both the community and visitors to the City.
4. All public artwork shall be assessed for entry into the Glenorchy City Council Collection: Arts or Heritage Collections and will only be de-accessed in accordance with Council's *Corporate and Heritage Collection Management Policy* (22-4) (or another policy which supersedes it).

BACKGROUND

Council has been developing public art in locations throughout Glenorchy since 1993. Projects have arisen from across the spectrum of Council departments and have involved partnerships with schools, community organisations and businesses within the City.

This policy was developed to provide clear direction on Council's approach to developing and encouraging Public Art.

PUBLIC ART POLICY

Policy Manual Number -08-3

Council Minutes Ref: Council Meeting 10 October 2005 (Item 10)
File Ref: 04198
Author: Community Cultural Development Officer (Eleanor Downes)
Department: Community Development

Background

This Public Art Policy is underpinned by Council's Cultural Development Policy and stems from directions identified in the Cultural Plan 2002.

Council has been developing public art in locations throughout the City since 1993. Projects have arisen from across the spectrum of Council departments and have involved partnerships with schools, community organisations and businesses within the City.

Notable public art projects include:

- The Blackwoods Mural on the Intercity Cycleway at Derwent Park Road, Derwent Park completed in 1997 by artists Tom Samek and Tracy Jolly with young people and members of the community.
- In 1998, as part of the redevelopment of Main Road, Moonah, artists Gerhard Mausz and Paul Monk were commissioned to create unique street furniture. The works feature outside the Moonah Post Office and at the mid block crossing in Main Road. This project was the first major infrastructure project that had artist involvement.
- The Young People's Sculpture Park at the Montrose Foreshore, completed in 1999, was a partnership between the Department of Education, Moonah Arts Centre Arts & Cultural Development Program and Urban Design working with young people from schools in the Derwent District. The diverse pieces of art on the foreshore have become a landmark and icon in the Glenorchy landscape along the River Derwent.

What is Public Art?

Public art is artwork that has been designed and created for public space. It consists of either permanent or temporary constructions, including traditional art forms such as sculpture and murals and more contemporary art forms such as lighting, digital media. Artworks can be functional or purely aesthetic.

The creation of public art can be achieved through a variety of processes, and may include but are not limited to, public art works created:

- during festivals and events;
- to commemorate an historic event or period;
- as part of a redevelopment of public space or recreation area;
- as part of a major infrastructure project;
- as part of a community project.
- as an artist commission.

Vision for Public Art

Public art in Glenorchy will reflect the City, its people and their diversity, celebrating local distinctiveness and enriching our lives.

Why Council should be involved in Public Art

Public art:

- Has the potential to enrich and enliven people's experience of and connection to public space and therefore their city, suburb and environment;
- Engenders ownership and pride in public space especially if its development has involved the community in some way;
- Provides an opportunity through art to communicate ideas and stories in a public arena;
- Provides an opportunity for the development of shared cultural experiences;
- Enhances civic identity and community pride;
- Contributes to the redevelopment and revitalisation of the city;
- Enhances experiences for visitors and tourists;
- Contributes to economic development through creating employment and commercial opportunities.

Policy Statement

1. Council endorses proactive strategic planning in the development of public art within the City. This will be through a Public Art Management Group whose role will include the provision of advice and expertise, planning and project development, site assessment, project evaluation and review and the evaluation of policy and guidelines within the framework of the Public Art Policy.
2. Council recognises that 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.
3. Council will consider the allocation of funds in the annual operational budget for ongoing maintenance and protection of public art.
4. 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.
5. Council will advocate for public art funding to be included on major development and infrastructure projects within the City.
6. Council will initiate and respond to opportunities for community initiated public art projects.
7. Council will seek to establish private and public sector partnerships to increase opportunities for public art projects within the City.
8. Council will ensure that creators of public art are appropriately attributed and have the integrity of their work respected through the adherence to the Copyright Act 1968 and the Copyright Amendment (Moral Rights) Act 2000.
9. Council will ensure access issues will be considered in the development and ongoing management of all public art.
10. Council will ensure that its risk management and public liability responsibilities are met in the development and ongoing management of all public art.
11. Council will ensure a commitment to best practice standards of asset management including a commitment to consult with the artist/s regarding any repairs or modifications to their work or its immediate surrounds.
12. Council will ensure processes for the development and creation of public art that include community input, consultation and involvement.

13. Council will ensure the protection, maintenance and ownership of cultural heritage and places of significance to the Tasmanian Aboriginal community in the development of public art.
14. Council will ensure that all relevant permissions and statutory approvals are identified and sought in the development of public art.
15. Council will document and record all relevant information pertaining to the history of a public art project. This information may include any documentation relevant to the preparation of an artwork, including photographs, specifications, drawings etc.
16. All public artwork shall be assessed for entry into the Glenorchy City Council Collection: Arts or Heritage Collections in accordance with policy statement 7 of the Corporate Collection Management Policy (22-4).
17. Council will ensure the use of best practice processes for commissioning and decommissioning of artworks.
18. Council will utilise the expertise held in the organisation in the development of public art.
19. Council will promote Glenorchy's public art for both the community and visitors to the City.

This policy rescinds

None – new policy

Review (3 years)**October 2008*****Status:******Current***

POLICY DOCUMENT CONTROL SHEET**Policy Name:** Public Art Policy**Policy Manual Number:** 08-3**Department:** Community Development**Date Policy Approved by Council:** 2.7.90

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Community Cultural Development Officer (Eleanor Downes)	New Policy	10 October 2005

CHILD CARE CONNECTIONS



WATER SAFETY POLICY

File Ref: Child Care Connections Policies
 Author: Child Care Connections Management
 Department: Community and Customer Service – Child Care Connections

Policy Statement

Glenorchy City Council believes that the safety of children when interacting with water is paramount. Council considers that swimming pools, spas, jacuzzis, ponds, fountains and dams are significant hazards and **swimming is strictly prohibited**. Any water based experience must occur in an appropriate trough or water play container to a depth of less than 30 centimetres.

Definitions:

Swimming pool – an excavation or structure that is capable of being filled with water to a depth of 30 centimetres or more, and is capable of being used for swimming, bathing, wading, paddling or other human aquatic activities; and is used, designed, manufactured or adapted for the purposes mentioned above, despite its current use and includes spas and wading pools (other than portable wading pools)

Portable wading pool – a pool capable of being filled with water to a depth of less than 30 centimetres; and has a volume of no more than 2000 litres; and has no filtration or pumping system.

Pool safety certificate – this certificate is issued by a licensed pool safety inspector, and is required when selling, buying or leasing a property with a pool. Pool safety certificates are valid for one year for a shared pool and 2 years for a non-shared pool.

Source: www.kidsafe.org

Education and Care Services National Regulations: Regulation 168

National Quality Area 2: Children's Health and Safety

National Quality Area 3: Physical Environment

Cross reference: Supervision Policy, Excursion Policy

Review 2 years

Status: *CURRENT*

CHILD CARE CONNECTIONS



WATER SAFETY PROCEDURE

When children are engaging in or near water based experiences, educators must:

- Directly supervise children at all times.
- Fill troughs or water play containers to a depth of less than 30 centimetres.
- Ensure the children do not drink the water.
- Empty all containers and troughs after use.
- Implement correct manual handling techniques when moving or emptying containers or troughs of water.
- While respecting each child's right to privacy the children must be supervised when in the bathroom and an educator must be close by to assist with wiping, flushing, handwashing and helping any child to get changed after a toileting accident.
- Bathroom doors should be kept closed when the children are not in there except for the Rainbow Room-Berriedale bathroom door, this may remain open.

To ensure the health and safety of children in their environment, educators must:

- Conduct playground safety checks before the children enter the playground to ensure no containers or pooling of water is accessible to children unless they are directly supervised.
- Ensure cleaning buckets are emptied immediately after use and are not left in areas accessible to children.

POLICY DOCUMENT CONTROL SHEET

Policy Name: Water Safety

Department: Community & Customer Service - Child Care Connections

Date Policy Approved by Council 2/1/2004

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Child Care Connections Team	Reviewed June 2003	
Child Care Connections Team	Changes reflect new research findings, stakeholder views and input or issues in health and child development.	21/8/2006
		Date Child Care Connections Team Endorsed Amendment
Child Care Connections Staff, families & carers	No changes	01/09/2010
Child Care Connections team, management and families	Updated source and terminology. Removal of FDC references Included National Quality Standards references	September 2014
Child Care Connections team, management and families	Updated Department name Updated procedure in relation to bathroom supervision.	September 2016

CHILD CARE CONNECTIONS



RESPONSIBLE PERSON POLICY

File Ref: Child Care Connections Policies
 Author: Child Care Connections Management
 Department: Community and Customer Service – Child Care Connections

Background

The approved provider of an education and care service must ensure that one of the following persons is present at all times that the service is educating and caring for children.

- The approved provider, if the approved provider is an individual or, in any other case, a person with management or control of an education and care service operated by the approved provider;
- the nominated supervisor of the service;
- a certified supervisor who has been placed in day to day charge of the service in accordance with the national regulations.

Policy Statement

The process for the certified supervisor to be placed in day to day charge of education and care service.

For the purposes of section 162(1) (c) of the Law, a certified supervisor is placed in day to day charge of an education and care service if;

- the approved provider or the nominated supervisor for the service designates the certified supervisor as the certified supervisor in day to day charge; and
- the certified supervisor accepts the designation in writing.

Source: Education and Care Services National Regulations

Education and Care Services National Law Act 2010; 162

Education and Care Services National Regulations: Regulation 54, 168

National Quality Area 4: Staffing Arrangements

National Quality Area 7: Leadership and Management

Review: 2 years

Status: NEW

CHILD CARE CONNECTIONS



RESPONSIBLE PERSON PROCEDURE

- The certified supervisor placed in day to day charge of the education and care service must sign the service diary daily accepting their designation in writing.
- The education and care service's notice board must display the photo and name of the certified supervisor on duty at any given time.
- All educators who are certified supervisors sign a letter of acceptance stating that they agree and accept the role of certified supervisor placed in day to day charge of the education and care service.

POLICY DOCUMENT CONTROL SHEET

Policy Name: Responsible Person Policy

Department: Community & Customer Service - Child Care Connections

Date Policy Written by Child Care Connections Management: 09/09/2014

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Child Care Connections Team Endorsed Amendment
Child Care Connections team & Management	Created Education and Care Services National Law Education and Care Services National Regulations	September 2014
Child Care Connections team & Management	Updated Department name	September 2016



Short Term Parking Permits for Persons With a Disability

Title	Short Term Parking Permits for Persons With a Disability
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	Corporate Governance
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Making Lives Better</u> 1.1.2 Identify roles, responsibilities, and contributions of key stakeholders to address identified community needs. 1.2.2 Facilitate the delivery of services that build community capacities and capabilities 1.3.3 Advocate for, partner with, or deliver services that address identified levels of community need
ECM	Council Policy

PURPOSE

This policy provides direction on the circumstances under which Council will issue a short-term parking permit to a person with a temporary disability.

SCOPE

This policy applies to persons with a temporary disability seeking a permit to park in accessible parking spaces (previously referred to as disabled parking spaces) in the City of Glenorchy.

STATUTORY REQUIREMENTS

Section 203 of the *Road Rules 2009* provides that a driver must not stop in a parking area for people with disabilities unless:

- (a) the driver's vehicle displays a current parking permit for people with disabilities; and
- (b) the driver complies with the conditions of use of the permit.

Acts	<i>Road Rules 2009</i>
Regulations	Not applicable
Australian/International Standards	Not applicable

DEFINITIONS

Short-Term Permit	A short-term parking permit issued to a person with a disability, issued by Council for a period specified in this Policy
Complex walking aid	Includes aids such as a walking frame but does not include a standard walking stick.
Parking permit for people with disabilities	Has the meaning given in the <i>Road Rules 2009</i> (Dictionary)
Parking area for people with disabilities	Has the meaning give in the <i>Road Rules 2009</i> (s. 203)



POLICY STATEMENT

Purpose of Policy

1. This Policy is intended to assist people with temporary ambulatory disabilities who need to park close to doctors, shops and other services by providing for them to park in accessible parking spaces within the City of Glenorchy.

Term of Short-Term Permit

2. Council will issue a Short-Term Permit for:
 - (a) an initial period of 12 months, and
 - (b) a renewed period of an additional 6 months, following a review of the person's eligibility.

Eligibility

3. A person will be eligible for a Short-Term Permit where they have a severe ambulatory disability which results in them being:
 - (a) unable to walk, or
 - (b) only able to walk very short distances (e.g. 50 metres or less within 5 minutes) without the assistance of another person or the use of a complex walking aid.
4. Council will not issue a Short-Term Permit to persons who are afflicted by a vision impairment or intellectual disability, except where the person also meets the eligibility criteria in paragraph 3 (above).
5. Council will only issue a Short-Term Permit where the applicant provides evidence from a qualified health care professional that that the applicant will be:
 - (a) disabled for a minimum period of 6 months from the date of application, or
 - (b) in the case of a person whose disability makes them reliant on a wheelchair, a minimum period of 3 months from the date of application.

Parking Concessions

6. A person issued with a Short-Term Permit is entitled to the parking concessions available to members of the State Government's Transport Access Scheme. This includes the ability to park in a parking area for people with disabilities, provided the Short-Term Permit is displayed and the driver complies with the conditions of the permit
7. Short-Term Permit Holders are also permitted to park for longer than the specified time in a parking spaces, where the time limit on the sign:
 - (a) is less than 30 minutes – for a maximum of 30 minutes
 - (b) is 30 minutes or more but 1 hour or less – for a maximum of 2 hours; or
 - (c) is more than 1 hour – for twice the period indicated on the sign.

BACKGROUND

Under the Australian Disability Parking Scheme and the State Government's Transport Access Scheme, persons who meet certain eligibility criteria may be eligible for an Australian Disability Parking Permit.

Council is authorised issue to Short-Term Permits which authorise persons with a temporary disability to stop in a parking area for people with disabilities in the Glenorchy Municipality whilst they have a disability.



Use of Animals for Entertainment on Council Property

Title	Use of Animals for Entertainment on Council Property
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	Corporate Governance
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Making lives better</u> 1.1 Building understanding and engagement of the issues, needs and expectations of the communities <u>Leading our community</u> 4.1 Govern in an open and responsible manner in the best interests of the community. 4.1.1 Provide leadership and advocacy to address issues facing our community.
ECM	Council Policy

PURPOSE

This policy sets out Council's position in respect to the authorisation of the use of animals for entertainment purposes on Council Property.

SCOPE

This policy applies to all property and facilities owned or operated by Council.

STATUTORY REQUIREMENTS

Not applicable.

Acts	Not applicable
Regulations	Not applicable
Australian/International Standards	Not applicable

DEFINITIONS

Exotic animal	a) Includes, but is not limited to: (i) an animal that does not occur naturally in the wild in Australia, (ii) an animal that does occur naturally in the wild in Australia which is rare or unusual or which is generally thought of as a wild species and not typically kept as a pet, and b) Does not include an animal that is typically kept as a pet (such as a cat, dog, or rabbit) or a farm animal.
Farm animal	has the meaning given in the <i>Glenorchy City Council Animal Management By-Law No. 1 of 2014</i> .



POLICY STATEMENT

1. Council opposes the use of animals for any form of entertainment where there is any risk or likelihood of harm, suffering or mistreatment to the animals caused.
2. The use of exotic (non-domesticated) animals for entertainment on or in Council will not be permitted.
3. The use of domesticated animals for entertainment on or in Council owned or operated facilities may be considered where such use can be demonstrated to be in conformity with relevant State or Federal Government legislation and/or standards and does not contravene clause 1 of this policy statement.

BACKGROUND

Council occasionally receives requests for events to be held on or in Council owned or operated facilities that involve the use of animals. It is desirable that Council takes a consistent position and approach to its response to such requests, and that that position is primarily concerned with the welfare of animals over any other factors.

USE OF ANIMALS FOR ENTERTAINMENT ON/IN COUNCIL OWNED OR OPERATED FACILITIES

Policy Manual Number 31-1

Council Minutes Ref: **Council dated 15th August 2011 (Item 12)**

Council dated 24th July 2006 (Item 16)

File Ref: Policies - Governance

Author: Manager, Governance & Performance (Trevor Jones)

Department: GOVERNANCE AND PERFORMANCE

Background

Council occasionally receives requests for events to be held on or in Council owned or operated facilities that involve the use of animals. This Policy provides guidance in assessing whether to allow the use of animals for entertainment on or in Council owned or operated facilities.

Policy Statement

1. Council opposes the use of animals for any form of entertainment where suffering is likely to be caused.
2. The use of domesticated animals for entertainment on or in Council owned or operated facilities may be approved where such use can be demonstrated to be in conformity with relevant State or Federal Government legislation and/or standards.
3. The use of exotic (non-domesticated) animals for entertainment on or in Council owned or operated facilities will not be permitted.

This policy rescinds

No applicable

Review (5 years)

July 2014

Status:

Current

POLICY DOCUMENT CONTROL SHEET

Policy Name: USE OF ANIMALS FOR ENTERTAINMENT ON/IN COUNCIL OWNED OR OPERATED FACILITIES

Policy No: 31 - 1

Department: Governance and Performance

Date Policy Approved by Council: 24th July 2006

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Manager, Governance & Performance (Trevor Jones)	Periodic review – policy amended to permit domesticated animals being used for entertainment on or in Council facilities but not permit the use of non-domesticated animals.	15 th August 2011



Title	Building Over or in Close Proximity To Council Stormwater Systems or Within Service Easements Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services & Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Leading our Community</u> 4.2 Manage our resources to achieve community outcomes
ECM	Council Policy

PURPOSE

This policy clarifies the requirements and responsibility for assessment and granting consent for building work over or within one (1) metre of a Council stormwater system or within a service easement.

SCOPE

This policy applies to property owners proposing to carry out building work on certain class 1 to 10 structures situated over or within 1 metre of a Council stormwater system or within a service easement.

STATUTORY REQUIREMENTS

Acts	<i>Urban Drainage Act 2013</i> <i>Building Act 2016</i> <i>Land Use Planning and Approvals Act 1993</i> <i>Occupational Licensing Act 2005</i> <i>Occupational Licensing Amendment Act 2016</i>
Regulations	Not applicable

DEFINITIONS

Applicant	an owner or an agent of the owner making any type of application before Council that may affect Council's stormwater system
Building	includes a proposed building, part of a building, a structure and part of a structure
Class 1 or 10	a building classified as being of Class 1 to 10 as defined in the National Construction Code Volume 2
Class 2 to 9	a building classified as being of Class 2 to 9 as defined in the National Construction Code Volume 1
Coordinator Building and Plumbing Services	a person appointed as the Coordinator Building and Plumbing Services by the Glenorchy City Council
Council stormwater system	has the same meaning as a <i>public stormwater system</i> under the <i>Urban Drainage Act 2013</i>
Development Engineer	a person appointed as the Development Engineer by the Glenorchy City Council



Hydraulics Engineer	a person appointed as the Hydraulics Engineer by the Glenorchy City Council
Owner	has the meaning given in the Building Act 2016
Service easement	land the subject of an easement reserved for the installation and maintenance of services including water, drainage, electricity, gas and telecommunications.
Structural engineer	a person who holds a current "Building Services Provider" license as a structural engineer (Civil) under the Occupational Licensing Act 2005

POLICY STATEMENT

1. This policy must be read in conjunction with Section 73 and 74 of the *Building Act 2016*, and Section 13 of the *Urban Drainage Act 2013*.
2. Subject to obtaining advice from the Development Engineer, Hydraulics Engineer or Coordinator Building and Plumbing Services, the General Manager may give consent in accordance with Section 13 of the *Urban Drainage Act 2013* and sections 73 or 74 of the *Building Act 2016* (with or without conditions) for the erection or extension of a Class 2 to 9 building or structure and certain Class 1 and 10 buildings and structures (set out in paragraph 3, below) to be constructed over or within (1) metre of a Council stormwater system or within a service easement if:
 - a) there is no other reasonable alternative other than to build over a Council stormwater system or within a service easement
 - b) the existence of the Council stormwater system would otherwise impose a substantial impediment to the effective development of a substantial portion of the lot
 - c) a certified structural design of the footing system and access panel arrangement in the floor is submitted by a structural engineer and is approved by Council's Development Engineer or Hydraulics Engineer
 - d) a CCTV inspection of Council's stormwater system has been undertaken at the applicant's expense as directed by Council's Development Engineer or Hydraulics Engineer
 - e) the Development Engineer and Hydraulics Engineer are satisfied that the certified design provides satisfactory access to, and protection of, Council's stormwater system or a service easement and minimises the potential for future liability claims against Council. The certified design may need to include details for removal of the parts of the building over or within 1 metre of a Council stormwater system or within a service easement
 - f) the owner enters into a Part 5 Agreement under the provisions of the *Land Use Planning and Approvals Act 1993* in a form similar to that included in Appendix A¹. Any such agreement must provide that the owner or future owners of the subject property cannot hold the Council liable for any damage or inconvenience arising from the erection or extension of a building or structure, or for any effort including associated costs necessary to provide Council unrestricted access to the Council stormwater system for repair, replacement, upgrade, extension or maintenance purposes. Council may require the owner to pay to Council any additional costs incurred in relation to the repair, replacement, upgrade, extension or maintenance of the stormwater system due to the granting of consent to erect or extend a building or structure over or within 1 metre of Councils stormwater system or within a service easement; and
 - g) sufficient merit based on the above and other matters is clearly demonstrated and accepted as such by Council's Coordinator Building and Plumbing Services.
3. Consent may be provided only for the construction or erection of the following Class 1², 10a, 10b and 10c buildings or structures over or within 1 metre of an existing Council stormwater system or within a service easement: carports, garages, sheds, decks, fences, masts, antennas, free standing walls or the like.



Building Over Or In Close Proximity To Council Stormwater Systems or Within Service Easements Policy

4. To avoid any doubt, the General Manager's consent will not be given under this policy for the construction of the following buildings or structures over or within 1 metre of an existing Council stormwater system or within a service easement:
 - a) A class 1 building which is a dwelling (other than a part of a dwelling which, if built on its own would be a class 10 building), or
 - b) a class 10b structure which is a swimming pool, whether above or below ground.
5. The General Manager may (on the advice of Council's Hydraulics Engineer or Coordinator Building and Plumbing Services) exercise a discretion to give consent under Clause 3 where the Council stormwater system is situated below a proposed Class 2-9, Class 13, Class 10a, Class 10c and certain Class 10b structures or buildings where structural loads are not transferred to Council's stormwater system or associated trench. In such cases the Development Engineer, Hydraulics Engineer or Coordinator Building and Plumbing Services may require the applicant to provide details of a footing design showing the building footing, as a minimum, to be below the invert depth of the Council stormwater system. Design details may also be required to demonstrate how removal of the parts of a building designed to be built over or within 1 metre of a Council stormwater system or within a service easement can be undertaken to allow for access to the same.
6. The applicant is responsible for ensuring that Council's stormwater system and service easements are accurately located, horizontally and vertically, on plans provided with an application seeking consent to build over or within 1 metre of a Council stormwater system or within a service easement. If there is any doubt relating to the location or depth of the Council stormwater system for any type of application before Council, the applicant may apply to the General Manager for Council to locate the system. Costs associated with this or any other investigation with respect to Council's stormwater system's condition or location will be borne by the applicant.
7. This policy applies irrespective of whether the Council stormwater system is (or is not) located within an identified service easement.
8. When implementing the provisions of this policy, the following legislative provisions must be taken into account:
 - a) Sections 73 and 74 of the *Building Act 2016*;
 - b) Section 13 of the *Urban Drainage Act 2013*;
 - c) Section 90AB of the *Conveyancing and Law of Property Act 1884*;
 - d) Schedule 8 of the *Conveyancing and Law of Property Act 1884*; and
 - e) Part 5 of the *Land Use Planning and Approvals Act 1993*.

BACKGROUND

In considering applications involving the construction of buildings (including structures and placement or removal of filling) situated over Council stormwater systems or within one metre laterally from the outer edge of Council's stormwater systems or within service easements, Council must:

- (a) ensure protection of Council's stormwater system or service easement;
- (b) ensure that ready and timely access by Council can be gained to Council stormwater systems or service easements so repair, replacement, upgrade, extension or maintenance works can be carried out;
- (c) ensure the dead and live loads of a building are not transferred onto Council stormwater systems;
- (d) minimise the number of building failures that are reported to Council;



Building Over Or In Close Proximity To Council Stormwater Systems or Within Service Easements Policy

- (e) provide a consistent application of provisions contained within the *Building Act 2016*; *Land Use Planning and Approvals Act 1993*; and the *Urban Drainage Act 2013*; and
- (f) minimise conflict and uncertainty for future owners on the use of the land over and within one metre of Council's stormwater systems or within service easements.

A concise policy is required to ensure the above objectives are achieved.

Endnotes

- ¹ The attached 'Part 5 Agreement' is an example only and conditions may be varied to reflect site specific requirements to provide protection a Council stormwater system or service easement
- ² Class 1 buildings are included in this Policy only due to the Building Code of Australia (BCA) including parts of buildings that would normally be considered class 10 buildings or structures being attached to the class 1 building under the provision for multiple classification. Only parts of Class 1 buildings that would, if constructed on their own, be class 10 buildings will be permitted.
- ³ See note 2, above.



Appendix A

EXAMPLE ONLY

**AGREEMENT UNDER PART 5
LAND USE PLANNING AND APPROVALS ACT 1993**

This Agreement is made the _____ day of _____, **20XX**

BETWEEN (“the Owner”)

-and-

GLENORCHY CITY COUNCIL (“the Council”)
a body corporate pursuant to the
provisions of the *Local Government Act 1993*

WHEREAS:

- A. The owner has made an application to the Council dated ##### and registered in Council's records as Development Application No.#### for a permit under the *Land Use Planning and Approvals Act 1993* for the erection of ##### on the owner's land at ##### such land being the land described in Folio of the Register Volume ##### Folio #####
- B. The building is to be erected over a Council stormwater system or within 1 metre of a Council stormwater system or within a service easement.
- C. The Council has, as a condition of granting a permit for the erection of the building, required the owner to enter into this Agreement pursuant to Part 5 of the *Land Use Planning Approvals Act 1993*.

NOW THIS AGREEMENT PROVIDES

1. In consideration of the Council granting a permit allowing the erection of the building over the Council stormwater system or within 1 metre of a Council stormwater system or within a service easement, the owner and his successors in title hereby covenant and agree with the Council:
 - a) Not to hold the Council liable for any damage or inconvenience arising from the erection of the building over the said stormwater system or within 1 metre of the said Council stormwater system or within the said service easement;
 - b) To indemnify the Council against all claims, cost and expenses incurred by the Council in respect of repair, maintenance and/or reconstruction of the said stormwater system to the extent that such claims, costs and expenses have been



Building Over Or In Close Proximity To Council Stormwater Systems or Within Service Easements Policy

incurred or increased by reason of the building being erected over the said stormwater system or within 1 metre of the said Council stormwater system or within the said service easement;

- c) To indemnify the Council against all claims, costs and expenses arising out of any damage caused to the building as the result of the failure of or the repair, maintenance and/or reconstruction of the said stormwater system whether such damage is caused by the negligence of the Council or agents or otherwise; and
 - d) To advise any successor in title of the existence of this Agreement and its terms and conditions.
 - e) To pay to the Council the costs of any additional works, or costs associated with any particular method of construction necessary in the repair, maintenance, replacement, extension or upgrading of a stormwater system or within 1 metre of a Council stormwater system or within a service easement.
2. The owner acknowledges that this Agreement is to be registered by the Recorder of Titles pursuant to Section 78 of the *Land Use Planning and Approvals Act 1993* and undertakes to pay the Council any costs of such registration.

IN WITNESS whereof the parties have hereunto set their hands and seals the day any year first hereinbefore written.

THE COMMON SEAL OF
GLENORCHY CITY COUNCIL
 was hereunto affixed in the presence of:

.....
 General Manager

.....
 Alderman/Mayor

SIGNED, SEALED AND DELIVERED
 by the said.....
 in the presence of:

BUILDING OVER OR IN CLOSE PROXIMITY TO G.C.C MAINS

Policy Manual Number 23-4

Council Minutes Ref: Item 9 Council minutes 28th February 2005

File Ref: 03777

Author: Development Engineer

Department: Environment, Planning & Development

Background

The intention of this policy is to set guidelines for the consideration of applications involving the construction of buildings being built over or within close proximity to Council mains to achieve the following objectives:

- (a) to ensure that ready and timely access can be gained to mains so repair, replacement or maintenance works can be carried out without having to remove buildings or structures;
- (b) to ensure the dead and live loads of a building are not transferred onto a Council mains;
- (c) to minimize the number of building failures that are reported to Council;
- (d) to provide a consistent application of provisions contained within building and plumbing legislation; and
- (e) To minimise conflict and uncertainty for future owners on the use of the land over mains.

Definitions

Coordinator Building and Plumbing Services: Is the person who is appointed as the Coordinator Building and Plumbing Services by the Glenorchy City Council

Development Engineer: Is the person who is appointed as the Development Engineer by the Glenorchy City Council

Plumbing Surveyor: Is the person who is appointed as the Plumbing Surveyor by the Glenorchy City Council

Sewer & Storm-water Mains: Means a Council sewer or storm water main, into which any person may under the Sewers and Drains Act discharge sewage or storm water from their property.

Water Main: Means a pipeline constructed to convey potable water supplies from one area to another.

Main: Has the same meaning as a sewer, storm-water or water main and includes rising mains.

Policy Statement

1. This policy must be read in conjunction with Section 160 of the Building Act 2000, Sections 39(1) and (2) of the Sewers and Drains Act 1954 and Section 248 of the Local Government (Building and Miscellaneous Provisions) Act 1993.

2. A person must not erect a Class 1 or 10 building over an existing main or within 1 metre from the outer edge of the main measured horizontally to the closest part of the footing system.
3. The Development Engineer may give permission with or without conditions for the erection or extension of a Class 2-9 building over an existing main or within 1 metre from the outer edge of the main measured horizontally to the closest part of the footing system if:
 - a) there is no other reasonable alternative other than to building over a main
 - b) a certified structural design of the footing system and/or access panel arrangement in the floor has been submitted by a practising structural engineer
 - c) the owner enters into a precedent Part 5 Agreement (copy attached) under the provisions of the Land Use Planning and Approvals Act 1993 not to hold the Council liable for any damage or inconvenience arising from the erection or extension, or for any effort including associated costs necessary to provide Council unrestricted access to the main for maintenance purposes.
 - d) the Development Engineer is satisfied that the certified design protects Council's infrastructure and minimises the potential for future liability claims against Council, plus achieves the objectives of satisfactory access to the mains.
 - e) the existence of the main would otherwise impose a substantial impediment to the effective development of a substantial portion of the lot.
 - f) sufficient merit based on the above and other matters is clearly demonstrated.
4. If the discretion is exercised under clause 3, and the main is situated below the slab or passes under the footing of a proposed Class 2-9 building or structure, the Development Engineer or Coordinator Building and Plumbing Services may request the applicant to submit a certified structural design of the footing system that has been documented by a practising structural engineer. The Development Engineer or Coordinator Building and Plumbing Services may also require the engineer to provide details of a pier and beam footing design with piers taken down, as a minimum, to the invert depth of the main, construction joint system or removable panels in the floor to allow for access.
5. Irrespective of the distance of the main from the footing or slab of a Class 2-9 building or structure, if the main is located within the affected zone of the angle of repose at 45 degrees to the footing or slab, the Development Engineer or Coordinator Building and Plumbing Services may request the applicant to submit a certified structural design of the footing system that has been documented by a practising structural engineer. The Development Engineer or Coordinator Building and Plumbing Services may also require the engineer to provide details of a pier and beam footing design with piers taken down, as a minimum, to the invert depth of the main.
6. If there is any doubt relating to the location or depth of the main the Plumbing Surveyor may ask the builder to expose the main to confirm its exact location or have it located by electronic means. Costs associated with this or any other investigation with respect to mains condition or location is to be at the cost of the developer.

7. Any inspections carried out by the Plumbing Surveyor to confirm the depth or location of a main is to be charged back to the applicant at the scheduled rate of fees as prescribed in the Plumbing Sewerage and Drainage Services Fees Schedule.
8. When implementing these procedures the following legislative provisions must be taken into account:
 - a) Building Act 2000
 - b) Section 39 Sewers and Drains Act 1954,
 - c) Section 13 Sewers and Drains Act 1954
 - d) Section 25 Sewers and Drains Act 1954
 - e) Plumbing Regulations 2004
 - f) Section 90AB Conveyancing and Law of Property Act 1884
 - g) Schedule 8 Conveyancing and Law of Property Act 1884, and
 - h) Part 5 Land Use Planning and Approvals Act 1993
 - i) Section 248 Local Government (Building and Miscellaneous Provisions) Act 1993

This policy rescinds

None

Review (5 years)

1 March 2010

Status:

Current

Attachments - Council - 19 December 2016

2. The owner acknowledges that this Agreement is to be registered by the Recorder of Titles pursuant to Section 78 of the Land Use Planning and Approvals Act 1993 and undertakes to pay the Council any costs of such registration.

IN WITNESS whereof the parties have herunto set their hands and seals the day any year first hereinbefore written.

THE COMMON SEAL OF
GLENORCHY CITY COUNCIL
was hereunto affixed in the presence of:

.....
General Manager

.....
Alderman/Mayor

SIGNED, SEALED AND DELIVERED
by the said.....
in the presence of:

POLICY DOCUMENT CONTROL SHEET

Policy Name: Building over or in close proximity to GCC mains

Policy No: 23-4

Department: Environment Planning and Development

Date Policy Approved by Council:

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
P Clark (Development Engineer)	New policy	28.2.05



Title	Public Open Space Reserve and Expenditure Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	[Four (4) years from Council Resolution Date]
Strategic Plan Reference	<u>Leading our Community</u> 4.2 Manage our resources to achieve community outcomes
ECM	Council Policy

PURPOSE

This policy provides guidance on the receipt and expenditure of funds contributed to Council as open space contributions, as permitted under the *Local Government (Building and Miscellaneous Provisions) Act 1993*, and establishes the 'Open Space Reserve' for that purpose.

SCOPE

This policy applies to all funds required as cash provided in lieu of the provision of public open space through Council's planning processes.

It does not apply to any other revenue collected by Council.

STATUTORY REQUIREMENTS

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

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

POLICY STATEMENT

Establishment and maintenance of Open Space Reserve

Council will establish an 'Open Space Reserve' into which any cash provided in lieu of public open space as a result of Council's planning processes will be paid.

Guidance as to when the provision of cash in lieu will be sought and permitted is provided in Council's *'Subdivisions – Public Open Space Acquisitions and Contributions'* policy.

Interest will be applied to any unexpended balance in the Open Space Reserve on an annual basis. Interest will be calculated at June 30 each year and will be applied against the average balance of the reserve throughout the year.

The interest rate used will be the average rate achieved by Council on its cash investments throughout the year.

**Expenditure from Open Space Reserve**

Expenditure from the Open Space Reserve:

- a) will occur as part of the annual budget process and will be based on joint recommendations from the Planning, Property and the Environment sections of Council;
- b) is to be allocated to Council properties classified as Community Parks as defined in the Recreation Plan and Open Space Strategy; and
- c) is only to be for new capital works accounts.

BACKGROUND

In accordance with its powers under the *Local Government (Building and Miscellaneous Provisions) Act 1993*, Council has adopted its *Subdivisions - Public Open Space Acquisitions and Contributions* policy, which provides guidance on the circumstances under which cash may be provided in lieu of public open space.

A further policy (this policy) is required to provide guidance on how funds collected under the *Subdivisions - Public Open Space Acquisitions and Contributions* policy are to be receipted and allocated to future projects.



Title	Waste Services Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Leading our Community</u> 1.3.1 Directly deliver defined service levels to our communities.
ECM	Council Policy

PURPOSE

Glenorchy City Council provides a garbage and recycling service for all residential and nominated commercial properties. This policy has been developed to provide guidance and consistency for the management of Council's waste collection service.

SCOPE

This policy applies to all waste collection services (and ancillary services) provided by Council to residential properties (including unit developments) and commercial properties, waste services in public places and at events.

STATUTORY REQUIREMENTS

Acts	<i>Local Government Act 1993</i>
Regulations	Not Applicable
By-Law	<i>Glenorchy City Council Environment and Health Services By-law (No. 1 of 2010)</i>

DEFINITIONS

MGB	Mobile Garbage Bin (for either garbage or recycling)
140L/240L	The capacity of MGB's in litres (i.e. 140 litre and 240 litre bins)
Waste Services	Includes waste management services for both garbage and recycling

POLICY STATEMENT

PART 1 – Waste Services

1.1 Bin Ownership

MGB's remain the property of Glenorchy City Council and must be returned to Council if no longer required.

Charges will be incurred by a property owner for lost or damaged MGB's.



1.2 Standard Waste Services – Residential Property

Residents of individual properties and some unit development properties will receive Council's standard garbage and recycling service. The standard service provides an allocation of one 140L MGB for garbage and one 240L MGB for recycling.

Council may, at its discretion, provide a 140L MGB for recycling to some residents with medical conditions that inhibit their mobility.

1.3 Kerbside Collections

MGB's will be collected from the kerbside on a fortnightly basis.

1.4 Shared Service for Unit Developments

Residents of multiple dwelling unit properties comprising three or more units may receive shared waste services.

Services will apply where the kerbside space for placing the MGB's for collection is insufficient or deemed unsuitable to put a large quantity of MGB's. This will be determined in accordance with Council's *Guidelines for Waste Services Guidelines for New Multiple Dwelling Unit Developments*, which form **Appendix A** to this policy (**Guidelines**). New multiple dwelling unit developments must address the requirements of the Guidelines as part of the regulatory approvals process.

Shared services provided by Council will be one MCB for garbage and one MGB for recycling, to be shared by a minimum of three units. Bins are to be stored in a secure bin enclosure area at the front or within the property. The number of MGB's per development will depend on the total number of units.

The size of MGB's for shared services will ordinarily be 240L. However depending on the overall established capacity, 140L MGB's may also be issued in special circumstances.

Bins will be collected weekly.

1.5 Waste Services for new residential properties

A waste service charge will be applied to all new residential properties from the date of the certificate of occupancy and/or the building has passed a final inspection.

Please note it is the responsibility of the property owner to complete the kerbside bin application form and ensure this is submitted to Council prior to the delivery of the new MGB's.

1.6 Standard Waste Services - Commercial Properties

Council does not ordinarily provide waste services to commercial properties. However, property owners may request that Council provide Waste Services to their property.

Waste services to commercial properties will be provided at the discretion of Council's Waste Services department.

Commercial properties may be supplied with either a 140L or 240L MGB for garbage and a 240L MGB for recycling.

MGB's will be collected fortnightly and may only be used to deposit domestic-type waste and recycling.

A suitable secure storage area for the MGB's must also be provided.



PART 2 – Fees and Charges

2.1 Residential Properties

Waste services charges will be levied as part of the rates payable for a property.

For all new and existing residential properties, including multiple dwelling unit developments, Waste Services charges will be separately identified on the rates notice for the property.

2.2 Commercial Properties

Waste service charges only apply to Commercial Properties where Council provides a waste service to the property at the request of the property owner.

2.3 Lost or Damaged MGBs

Where an MGB is lost or damaged, Council will ordinarily charge for the replacement cost of the MGB, particularly where the MGB has been lost or damaged as a result of neglect or misuse on the part of the property owner or resident.

Any replacement charges will be incurred by the property owner.

PART 3 - Service Cancellation

3.1 Residential Properties

Residential property owners who choose not to utilise Council's waste services will still be required to pay a waste services charge as part of their rates.

Council will remove the bins from any property not using Council's waste services.

3.2 Commercial Properties

Owners of commercial properties may choose to discontinue the utilisation of Council's waste services at any time. MGB's will be removed from the property once Council has been notified in the appropriate form.

Council reserves the right to review the approved bin use at a commercial property from time to time, and to take any necessary action to remove MGB's if the criteria for waste services to the property are not being met.

PART 4 - Service Upgrades and Additions

4.1 Garbage

Standard residential MGB's for garbage may be upgraded from a 140L to a 240L MGB for an additional charge with the approval of the property owner together. Upgrade applications may be made to Council in the approved form.

Where an MGB is upgraded to 240L, the waste service charges will increase, except where an upgrade is approved based on medical grounds or disability

4.2 Recycling

The standard residential recycling bin is 240L. All residential properties with 140L recycling bins will be gradually changed over to 240L recycling bins.



Until the completion of the roll-out to 240L recycling bins (which is presently taking place), all bin applications received for replacement 140L MGB's for recycle bins, will be assessed and provided with an automatic upgrade to 240L at no additional charge.

A limit of one garbage and one recycling MGB applies to each rateable property. Council will not supply additional MGB's for any commercial or residential properties. The only exception to this is for properties like group homes, which will be based on volumetric calculations and will be at the discretion of Council.

Council reserves the right to review the approved MGB use at any property from time to time, and to take any necessary action to remove MGB's if the criteria for waste services to the property are not being met.

PART 5 - Miscellaneous

5.1 Driver to collect

A "driver to collect" service may be available for residents who unable to place their wheelie bins at the kerbside due to age, illness or a disability. Residents wishing to utilise this service must supply a valid medical certificate with any application. There is no additional charge for this service.

Where such a request is made by a resident of a multiple dwelling unit development, special arrangements will be made to store and collect waste on a case-by-case basis.

Council may remove the service if the relevant criteria are no longer being met.

5.2 Service Access and Other Conditions

For new properties and subdivisions to have a waste service, all new road construction must ensure that continuous forward movement for a waste collection vehicle is available.

For new subdivisions, a nature strip located adjacent to the kerbside with a minimum 1 metre in width must be included for the placement of bins. If there is no scope for a nature-strip, the footpath must be designed and constructed to accommodate the placement of bins as well as meeting the minimum accessible footpath width (1.8 metre).

5.3 Green and Organic Waste

Council does not currently offer a waste service for green or organic waste. Council will to continue to investigate options for such a service and assess its viability.

5.4 Landfill Operations (JSWMC)

Council owns and operates the Jackson Street Waste Management Centre under a permit issued by the Environment Protection Authority.

Financial management of the landfill operation are carried out in accordance with Government Prices Oversight Commission guidelines for a significant business activity. Council sets the landfill charges annually and these charges apply to the users of the landfill which provide a dividend return to Council.



5.5 Public Litter Bins

The Council encourages residents and visitors to practice correct and responsible disposal habits of litter within the community. To support and promote these habits, Council provides both 60L and 140L public litter bins.

Council will continue to review and progressively install both public garbage and recycling bins in high traffic areas.

5.6 Waste Provision waste service

Council will continue to promote and encourage correct garbage and recycling disposal within the community by providing 240L garbage and 240L recycling bins at Council organised events.

To promote recycling at these events, all 240L garbage bins must be paired with at least one 240L recycling bin.

In addition to Council based events, Council may be able to provide a hired garbage and recycling service for non-council events. The provision of such a service will be at the discretion of Council.

Council will work with all special event permit holders around the appropriate number of bins for events, including the correct placement and disposal of bins.

BACKGROUND

Council provides various waste collection, management and disposal services to the community as part of its functions to:

- (a) Provide for the health, safety and welfare of the community
- (b) Represent and promote the interests of the community, and
- (c) Provide for the peace, order and good government of the municipal area.

A clear and concise policy is necessary to discharge those functions in relation to waste services.

APPENDIX A

Glenorchy City Council Waste Management Services **Guidelines for New Multiple Dwelling Unit Developments**

1. Planning

The applicant for a multiple dwelling unit planning permit application is to submit a plan of the site (to scale and fully dimensioned) indicating the following:

- Location of waste/recycling bins for storage (with/without bin enclosure) and bins collection points based on the specifications listed below.
- Trees (drawn to edge of canopy) and with full specifications for the trees including species, height and growth habit
- Poles
- Vehicle crossing
- Turnaround areas (if proposed)
- Letter boxes
- Collection hazards on street
- Sight distance requirements
- Contours on plan to show gradient of ground
- Setback from dwelling units

2. Waste and recycling service/bins eligibility

Any multiple dwelling unit developments having three or more units may either have individual bins with a standard service collected fortnightly or a shared bin service collected weekly depending on the available kerbside collection area. If the kerbside space is not adequate for placement of bins, a shared bins system will apply. A shared bin service is where 3 units will share one 240 litre waste and one 240 litre recycling bin or an equivalent volume/different type of bin and is collected weekly.

The number of bins will depend on the total number of units and will be determined by the Waste Management Section. For example if there are 6 units they will be eligible for 2 waste and 2 recycling shared bins, similarly if there are 10 units they will be eligible for 3 waste and 3 recycling shared bins. The developer/builder should liaise with the Waste Management staff to determine the exact quantity of bins.

3. Bin Storage

Depending on whether the waste service is standard or shared, the bin storage criteria will vary. If the unit development is approved for a standard service then the individual bins will be stored individually by the unit residents. If a shared service applies then the applicant needs to demonstrate an appropriate bin storage area where the waste/recycling bins can be stored within the property (eg. bin enclosure).

Bin enclosures need to be built for the storage of the bins and for collection if necessary. The bin enclosure should include space for waste and recycling bins depending on the number of units and the bins allotted. The enclosure must be built to facilitate the placement of bins in a single row.

The bin enclosure is to be built on a flat surface with a concrete base/pad and surround of brick or painted block enclosure or other suitable material to Councils approval. The bin enclosure should be built within the property boundary preferably at the entrance of the property allowing a 4.5 metre distance from the entrance to prevent impacting on sight distances for

vehicles leaving the site. In certain circumstances internal bin enclosures may be considered depending on site constraint. Such variation may be approved at the discretion of the Waste Services Coordinator. The bin enclosure should suit the allotted number of 240litre wheelie bins of size 1100mm height x 600mm wide x 800mm deep, allowing for 300mm space in between each bin and the corners. Recommended height of the enclosure is 1200mm and recommended depth is a minimum of 930mm.

The front of the enclosure is to be left open throughout the length of the bin enclosure to enable the bins to be removed, emptied and returned in a safe and efficient manner. There must not be any lip on the concrete slab of the bin enclosure. It is recommended that no bin enclosure be built closer than a minimum of 5.5 metres to any residence to avoid odour and nuisance issues arising. The access way to and from the bin enclosure must be constructed of a smooth and durable material.

The bin enclosure is to be built to the satisfaction of the Waste Management Co-ordinator and must be shown on the plans submitted with the planning application. Note that bins and waste services will not be provided unless bin storage is addressed to meet the requirements of the Waste Management Section.

Provided Bin Sizes are as follows:

Bin Size:	Width x Depth x Height
140 litre bin	550mm x 600mm x 950mm
240 litre bin	600mm x 800mm x 1100mm

4. Collection of Bins

Council's preference is for the bins to be collected from the kerbside, but site circumstances may dictate otherwise. The Waste Services Coordinator will determine such other collection arrangements.

4.1 Collection from Kerbside

The residents or responsible body corporate members have to wheel the bins from the bin enclosure and place the bins on the kerbside for emptying. After the collection has been carried out the bins are to be returned to the bin enclosure.

4.2 Collection within the Property

If there is not enough kerbside area then collection may be carried out from within the property by the truck entering the property provided acceptable arrangements have been made in accordance with Clause 6.

5. Storage in bin enclosure and Collection from the Kerbside

If bins are to be collected from the kerbside, the following access and bin placement conditions apply:

5.1 Storage

The bins are to be stored within the bin enclosure at all times if it is a shared service, except when placed out for collection. No individual residents can take the bin for individual use.

5.2 Access for Collection

- There is to be adequate space for the collection of two bins (one waste and one recycling) per 3 dwellings with the collection points on the kerbside clearly identified on the plans when submitting for approval.
- Bins need to be positioned in a single line at the kerbside but clear of the road pavement.

- The spacing for bins at bin collection points is to be calculated on the basis of 0.6m per bin, 1m between bins and where adjacent to a vertical obstruction (such as light/power pole, bus stop, tree etc), 1m from such obstruction. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins (driver will not arrange or move bins).
- Please note that additional spacing is required if there is a light/power pole, bus stop, tree or letter box on the kerbside.
- Bins need to be placed at least 1 metre from light/power poles, bus stops, trees (including overhanging branches) and letter boxes.
- Bin collection points on the kerbside are to be clear of the canopy of trees when they are mature.
- In an area with an overhead obstruction, such as tree canopy a minimum height of 5.0 metres needs to be allowed for Council's collection vehicle including access for the lifting arm.
- Bins must not be required to be wheeled/moved through the inside of any dwelling and preferably not over steps or uneven ground when placed out for collection.
- The placement of bins at the kerbside for collection is not to obstruct the accessibility of the footpath which must be designed and constructed to accommodate the placement of bins as well as meeting the minimum accessible footpath width of 1 metre.

5.3 Amenity

Bin storage is to be in a location out of direct view from the street where possible.

5.4 Bin Placement

Bin placement must not present a hazard for the collection contractor eg: crest of a hill, within 10 metres of intersection, sharp change in the road alignment, near or within a traffic slow point device. The developer may propose an alternative solution or collection may be undertaken from within the property.

More than ten (10) bins lined up next to each other on the kerbside will create sight distance issues for vehicles exiting the property.

6. Storage in bin enclosure or individual premises and collection from within the property

If bins are to be collected within the confines of the property, the following access and bin placement conditions apply:

6.1 Storage

If it is a shared service the bins are to be stored within the bin enclosure at all times, except when placed out for collection. No individual residents can take the bin for individual use. If it is a standard service then the bins are to be stored individually by the unit residents.

6.2 Access

- A turn around area to allow vehicles to move in a continuous forward movement is to be provided to cater for Council's contract waste collection vehicles (tandem 22.5 tonne capacity vehicle) including access for the lifting arm in an area without any overhead obstructions. The waste collection vehicles will not be allowed to reverse in or out of a site; because of traffic and OHandS issues.
- Road pavements in the development are to be designed and constructed to accommodate the collection vehicle (Gross Vehicle Mass of 22.5 tonne. Road pavement details are available by contacting Council's Development Engineer).

6.3 Amenity

Bin storage is to be in a location out of direct view from the street where possible.

6.4 Bin Placement/collection

- A level surface clear of the road pavement is to be provided for bin collection points. Allow a 2.2 metre length on the bin collection points per waste and recycling bin, this includes a bin to bin spacing of 1 metre. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins.
- The spacing for bins at bin collection points is to be calculated on the basis of 0.6m per bin, 1m between bins and where adjacent to a vertical obstruction (such as light/power pole, bus stop, tree etc), 1m from such obstruction. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins (driver will not arrange or move bins).
- Bin collection points are to be in a single line positioned such that they are on the left hand side of the collection vehicle. Bins need to be accessible by collection vehicle (driver will not leave vehicle to arrange or move bins) and without the vehicle having to reverse.
- Bin collection points are not to be located within the turnaround areas of a site.
- Bin collection points are to allow for clearance of the canopy of trees when they reach maturity.
- In an area with an overhead obstruction such as tree canopy a minimum height of 5.0 metres needs to be allowed for Council's collection vehicle including access to the lifting arm.
- Any obstructions (letter boxes, poles, trees) are to be a minimum of 1.0 metre from the bin collection area.
- The placement of bins within the property either for storage or placement for collection must not impede access for a person with a disability.

6.5 Liability

Prior to the waste collection services being provided to the site or prior to occupancy of any of the units, whichever occurs first, the body corporate/owner shall enter into a registered agreement with Council pursuant to Part 5 of the Land Use Planning and Approvals Act 1993 to indemnify Council and its waste management contractor from any claim for damages and/or wear and tear arising from waste collection trucks accessing the property. The Part 5 agreement shall require the Council, the waste management contractor and the body corporate to have a current indemnity agreement signed by all parties as stated above. The developer is responsible for the costs associated with the drawing up of the Part 5 Agreement.

WASTE SERVICES POLICY

Policy Manual Number: 25-4
Council Minutes Ref: [Council Meeting \(Item 20\) 8th April 2013](#)
File Ref: [Council Policies – Environment](#)
Author: Waste Services Manager
Department: Environment, Infrastructure and Development

Background

Glenorchy City Council provides a garbage and recycling service from residential and nominated commercial properties. Each tenement will receive an authorised receptacle to store and dispose the garbage and recycling.

Scope

This policy has been developed to provide staff with guidance and consistency in dealing with requests for a waste collection service. This policy details the waste collection services available for the residential properties including unit developments and commercial premises. Waste Services charges and details of any special services are also outlined.

This policy also includes a statement on the landfill operations.

Policy Statement

1 Bin Ownership

Refuse and recycling wheelie bins will remain the property of Council and must be returned to Council if no longer required.

2 Standard Residential Service

The residents of individual properties and some unit development properties will have Council's standard garbage and recycling service. The standard service comprises of one bin for garbage and one bin for recycling. The size of the bin will be 140 litres and will be collected once every fortnight. Collection of the bins will be from the kerbside.

3 Shared Service for Unit Developments

The residents of multiple dwelling unit developments comprising three or more units may have shared garbage and recycling services. This service will apply where the kerbside space for placing the bins for collection is insufficient or deemed unsuitable to put a large quantity of bins.

The shared service comprises one bin for garbage and one bin for recycling to be shared by a minimum of three units and the bins stored in a bin enclosure at the front or within the property. The number of bins will depend on the total number of units in the development. The size of both the shared garbage and recycling bins will be 240 litres and the bins will be collected once every week.

4 Commercial Service

Commercial premises may request a waste and a recycling service. This service is only available on a limited basis and at the discretion of the Waste Services Coordinator.

Commercial premises may have either a 140 litre or 240 litre bin. The bins will be collected once every fortnight and is only for domestic-type waste and recycling. A suitable secure storage area for the bin must be available.

5 Charges

For all residential properties including multiple dwelling unit development tenements, Waste Services charges are separately identified on rates notices (GST does not apply to residential services).

For commercial properties, a Waste Services charge does not apply unless an application has been made to Council and approved to receive garbage or recycling services (GST may apply to this charge).

6 Service Removal

Residential property owners who choose not to participate in Council's Waste Services are still required to pay a Waste Services charge. In these circumstances the bins will be removed from the property.

Commercial premises may choose to discontinue the services at any time. The Waste Services charges and the bins will then be removed from the property.

7 Waste Service for new properties

New residential properties will be provided with a waste service and issued with garbage and recycling wheelie bins on the basis that certificate of occupancy is issued and/or the building has passed a final inspection. Residents of the new properties after meeting the respective above requirements should submit an application form for a new waste service, which includes both garbage and recycling bins.

8 Service Upgrade/Additions

The standard residential garbage bin may be upgraded from a 140L to a 240L with the approval of the property owner together with an application form.

The standard residential recycling bins can be upgraded from a 140L to a 240L with the approval of the property owner together with an application form.

Recycling bins upgrade to 240 L will be mandatory for all new properties commencing waste recycling service from 1st July 2013. Upgrade option will also be offered for any lost/stolen/damaged, replacement bins.

Waste Services charges will be accordingly increased to a higher amount for an upgraded service, except where an upgrade is approved based on medical grounds or disability. In these circumstances the base charge will still apply.

No additional bins are available for any residential property; a limit of one garbage and one recycling bin applies to residential and commercial properties. The only exception to this would be for properties eg. group homes which would be the discretion of Waste Services.

Council reserves the right to review from time to time the approved bin use and to take any necessary action to remove the bin if the criteria for bin approval are not being met.

9 Special Service

A “driver to collect” service is available for residents unable to place their wheelie bins at the kerbside due to age, illness or a disability. A Doctor's Certificate is required by Council to access this service. There is no additional charge for this service. Where such request is made by a resident of a multiple dwelling unit development, special arrangements will be made to store and collect waste on a case by case basis.

Council reserves the right to review from time to time the approved bin use and to take any necessary action to remove this service if the criteria for bin approval are not being met.

10 Service Access & Other Conditions

For new properties and subdivisions to have a waste service; all new road construction must ensure that continuous forward movement for a waste collection vehicle is available.

For new subdivisions, a naturestrip located adjacent to the kerbside with a minimum 1 metre in width must be included for the placement of bins. If there is no scope for a naturestrip, the footpath must be designed and constructed to accommodate the placement of bins as well as meeting the minimum accessible footpath width (1.8 metre).

11 Operational procedures

New multiple dwelling unit developments must incorporate the requirements of the Waste Services Guidelines developed to support this policy for waste and recycling services.

12 Green Waste

Council's current position on green waste is that staff continues to investigate options for a green waste collection service and continue to research potential markets and uses for the collected product before another service is considered.

13 Landfill Operations

The Council owned and operated Jackson Street Waste Management Centre operates under a permit issued by the Environment Protection Authority.

The financial aspects of the landfill are applied in accordance with the Government Prices Oversight Commission guidelines for a significant business activity. Council sets the landfill charges annually and these charges apply to the users of the landfill which provide a dividend return to Council.

Review **3 Years**
(March 2016)

Status:

Current

POLICY DOCUMENT CONTROL SHEET**Policy Name:** Waste Services Policy**Policy Manual Number:** 25-4**Department:** Works & Services**Date Policy Approved by Council:** 8th April 2013

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Shafiq Mohamed – Manager Waste Services	Draft review	26 March 2013

Waste Services Guidelines for New Multiple Dwelling Unit Developments

Glenorchy City Council

1. The applicant for a multiple dwelling unit planning permit application is to submit a plan of the site (to scale and fully dimensioned) indicating the following:
 - Location of waste/recycling bins for storage (with/without bin enclosure) and bins collection points based on the specifications listed below.
 - Trees (drawn to edge of canopy) and with full specifications for the trees including species, height and growth habit
 - Poles
 - Vehicle crossing
 - Turnaround areas (if proposed)
 - Letter boxes
 - Collection hazards on street
 - Sight distance requirements
 - Contours on plan to show gradient of ground
 - Setback from dwelling units

2. Waste and recycling service/bins eligibility

Any multiple dwelling unit developments having three or more units may either have individual bins with a standard service collected fortnightly or a shared bin service collected weekly depending on the available kerbside collection area. If the kerbside space is not adequate for placement of bins, a shared bins system will apply. A shared bin service is where 3 units will share one 240 litre waste and one 240 litre recycling bin or an equivalent volume/different type of bin and is collected weekly.

The number of bins will depend on the total number of units and will be determined by the Waste Management Section. For example if there are 6 units they will be eligible for 2 waste and 2 recycling shared bins, similarly if there are 10 units they will be eligible for 3 waste and 3 recycling shared bins. The developer/builder should liaise with the Waste Services staff to determine the exact quantity of bins.

3. Bin Storage

Depending on whether the waste service is standard or shared, the bin storage criteria will vary. If the unit development is approved for a standard service then the individual bins will be stored individually by the unit residents. If a shared service applies then the applicant needs to demonstrate an appropriate bin storage area where the waste/recycling bins can be stored within the property (eg. bin enclosure).

Bin enclosures need to be built for the storage of the bins and for collection if necessary. The bin enclosure should include space for waste and recycling bins depending on the number of units and the bins allotted. The enclosure must be built to facilitate the placement of bins in a single row.

The bin enclosure is to be built on a flat surface with a concrete base/pad and surround of brick or painted block enclosure or other suitable material to Councils approval. The bin enclosure should be built within the property boundary preferably at the entrance of the property allowing a 4.5 metre distance from the entrance to prevent impacting on sight distances for vehicles leaving the site. In certain circumstances internal bin enclosures may be considered depending on site constraint. Such variation may be approved at the discretion of the Waste Services Coordinator. The bin enclosure should suit the allotted number of 240litre wheelie bins of size 1100mm height x 600mm wide x 800mm deep, allowing for 300mm space in between each bin and the corners. Recommended height of the enclosure is 1200mm and recommended depth is a minimum of 930mm.

The front of the enclosure is to be **left open throughout the length of the bin enclosure** to enable the bins to be removed, emptied and returned in a safe and efficient manner. There must be no lip on the concrete slab of the bin enclosure. It is recommended that no bin enclosure be built closer than a minimum of 5.5 metres to any residence to avoid odour and nuisance issues arising. The access way to and from the bin enclosure must be constructed of a smooth and durable material.

The bin enclosure is to be built to the satisfaction of the Waste Services Co-ordinator and must be shown on the plans submitted with the planning application. Note that bins and waste services will not be provided unless bin storage is addressed to meet the requirements of the Waste Management Section.

Provided Bin Sizes are as follows:

Bin Size:	Width x Depth x Height
140 litre bin	550mm x 600mm x 950mm
240 litre bin	600mm x 800mm x 1100mm

4.0 Collection of bins

Council's preference is for the bins to be collected from the kerbside, but site circumstances may dictate otherwise. The Waste Management Coordinator will determine such other collection arrangements.

4.1 Collection from Kerbside

The residents or responsible body corporate members have to wheel the bins from the bin enclosure and place the bins on the kerbside for emptying. After the collection has been carried out the bins are to be returned to the bin enclosure.

4.2 Collection within the Property

If there is not enough kerbside area then collection may be carried out from within the property by the truck entering the property provided acceptable arrangements have been made in accordance with Clause 6.

5.0 Storage in bin enclosure & Collection from the Kerbside

If bins are to be collected from the kerbside, the following access and bin placement conditions apply:

5.1 Storage

The bins are to be stored within the bin enclosure at all times if it is a shared service, except when placed out for collection. No individual residents can take the bin for individual use.

5.2 Access for collection

- There is to be adequate space for the collection of two bins (one waste & one recycling) per 3 dwellings with the collection points on the kerbside clearly identified on the plans when submitting for approval.
- Bins need to be positioned in a single line at the kerbside but clear of the road pavement.
- The spacing for bins at bin collection points is to be calculated on the basis of 0.6m per bin, 1m between bins and where adjacent to a vertical obstruction (such as light/power pole, bus stop, tree etc), 1m from such obstruction. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins (driver will not arrange or move bins).
- Please note that additional spacing is required if there is a light/power pole, bus stop, tree or letter box on the kerbside.
- Bins need to be placed at least 1 metre from light/power poles, bus stops, trees (including overhanging branches) and letter boxes.
- Bin collection points on the kerbside are to be clear of the canopy of trees when they are mature.
- In an area with an overhead obstruction, such as tree canopy a minimum height of 5.0 metres needs to be allowed for Council's collection vehicle including access for the lifting arm.
- Bins must not be required to be wheeled/moved through the inside of any dwelling and preferably not over steps or uneven ground when placed out for collection.
- The placement of bins at the kerbside for collection is not to obstruct the accessibility of the footpath which must be designed and constructed to accommodate the placement of bins as well as meeting the minimum accessible footpath width of 1 metre.

5.3 Amenity

Bin storage is to be in a location out of direct view from the street.

5.4 Bin Placement

Bin placement must not present a hazard for the collection contractor eg: crest of a hill, within 10 metres of intersection, sharp change in the road alignment, near or within a traffic slow point device. The developer may propose an alternative solution or collection may be undertaken from within the property.

More than ten (10) bins lined up next to each other on the kerbside will create sight distance issues for vehicles exiting the property.

6.0 Storage in bin enclosure or individual premises and collection from within the property.

If bins are to be collected within the confines of the property, the following access and bin placement conditions apply:

6.1 Storage

If it is a shared service the bins are to be stored within the bin enclosure at all times, except when placed out for collection. No individual residents can take the bin for individual use. If it is a standard service then the bins are to be stored individually by the unit residents.

6.2 Access

- A turn around area to allow vehicles to move in a continuous forward movement is to be provided to cater for Council's contract waste collection vehicles (tandem 22.5 tonne capacity vehicle) including access for the lifting arm in an area without any overhead obstructions. The waste collection vehicles will not be allowed to reverse in or out of a site; because of traffic and OH&S issues.
- Road pavements in the development are to be designed and constructed to accommodate the collection vehicle (Gross Vehicle Mass of 22.5 tonne. Road pavement details are available by contacting Council's Development Engineer).

6.3 Amenity

Bin storage is to be in a location out of direct view from the street.

6.4 Bin Placement/collection

- A level surface clear of the road pavement is to be provided for bin collection points. Allow a 2.2 metre length on the bin collection points per waste & recycling bin, this includes a bin to bin spacing of 1 metre. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins.
- The spacing for bins at bin collection points is to be calculated on the basis of 0.6m per bin, 1m between bins and where adjacent to a vertical obstruction (such as light/power pole, bus stop, tree etc), 1m from such obstruction. This will provide sufficient spacing for the waste collector to pick up and put down bins without interfering with adjacent bins (driver will not arrange or move bins).
- Bin collection points are to be in a single line positioned such that they are on the left hand side of the collection vehicle. Bins need to be accessible by collection vehicle (driver will not leave vehicle to arrange or move bins) and without the vehicle having to reverse.
- Bin collection points are not to be located within the turnaround areas of a site.
- Bin collection points are to allow for clearance of the canopy of trees when they reach maturity.
- In an area with an overhead obstruction such as tree canopy a minimum height of 5.0 metres needs to be allowed for Council's collection vehicle including access to the lifting arm.
- Any obstructions (letter boxes, poles, trees) are to be a minimum of 1.0 metre from the bin collection area.

- The placement of bins within the property either for storage or placement for collection must not impede access for a person with a disability.

6.5 Liability

Prior to the waste collection services being provided to the site or prior to occupancy of any of the units, which ever occurs first, the body corporate/owner shall enter into a registered agreement with Council pursuant to Part 5 of the Land Use Planning and Approvals Act 1993 to indemnify Council and its waste management contractor from any claim for damages and/or wear and tear arising from waste collection trucks accessing the property. The Part 5 agreement shall require the Council, the waste management contractor and the body corporate to have a current indemnity agreement signed by all parties as stated above. The developer is responsible for the costs associated with the drawing up of the Part 5 Agreement.

Sponsorship of Grant Applications by Unincorporated Bodies

Policy Manual Number15-1

Council Minutes Ref: **Council (Item 8) dated 1st May 2006**
 Council (Item 13) dated 18th August 2003 (Deferred from
 4th August 2003)
 Council (Item) dated 10th September 2001

File Ref: **03768**

Background

A number of the grant programs that are available to support projects undertaken by community groups or sporting bodies require the applicant to be an incorporated body or sponsored by an incorporated body.

Council wishes to encourage groups to access sources of funds to undertake projects that will provide benefits to the Glenorchy community however, it is of the opinion that these groups should also be encouraged to become incorporated.

This policy has been developed to provide community groups with support and encouragement and also to minimise the Glenorchy City Council's exposure to risk.

Policy Statement

1. Glenorchy City Council will encourage all community groups and sporting bodies to become incorporated.
2. In considering applications for sponsorship of grant applications the General Manager will:
 - (a) Consider the purpose and aims of the group and ensure that it is not inappropriate for council to be seen to be associated with the group
 - (b) Consider the length of time that the group has been formed and assess its future stability
 - (c) Consider the financial position of the group, its financial management practices and its future viability
 - (d) Consider the management structure of the community organisation
 - (e) Ensure that the size, scope and duration of the project are not too ambitious for the group
 - (f) Ensure that the project costing is adequate and that the group has the capacity, including the financial resources, to fulfil its obligations
 - (g) Ensure that the project's planning is adequate
 - (h) Ensure that the project is worthwhile and will provide benefits to the Glenorchy community
 - (i) Ensure that the project will not result in an ongoing commitment of resources by the Council

- (j) Ensure that skilled and qualified persons will be used to carry out any task where specific skills and qualifications are necessary
- (k) Consider whatever other matters he or she deems are necessary to ensure that council's exposure to risk is minimised
- (l) Obtain legal advice when he or she considers that it is appropriate to do so to ensure that council's exposure to risk is minimised

Review**3 Years (2009)**

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POLICY DOCUMENT CONTROL SHEET

Policy Name: Sponsorship of Grant Applications by Unincorporated Bodies

Policy Manual Number: 15-1

Department: Governance and Performance

Date Policy Approved by Council: 1st May 2006

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Manager Governance & Performance (Trevor Jones)	Review of Policy (no changes)	1 st May 2006
Manager Governance & Performance (Trevor Jones)	Change of style	18 th August 2003 (deferred from 4 th August 2003)
Trevor Jones Manager Governance and Performance	Council to consider sponsorship of gra applications submitted by unincorporat community organisations	10 th September 2001

ALDERMAN INCOME SACRIFICE POLICY

Policy Manual Number 33-1

Council Minutes Ref: 26th May 2008 (Item 14)

Author: Amanda Sartori – Acting Corporate Accountant

Background

Income sacrifice is the arrangement whereby an eligible person contributes to a superannuation fund amounts from his or her before tax income rather than his or her after tax income. This is achieved by electing to “sacrifice “ part of his or her income payments and then have that amount paid into the superannuation fund by the Council on their behalf.

The Australian Taxation Office has recently released ATO ID 2007/205. This interpretive decision specifically allows for elected members to enter into effective income sacrificing agreements for contributions to a complying superannuation fund, and concludes that amounts paid by a local government Council in the form of contributions to a complying superannuation fund that are assessable to the fund under section 295-160 of the ITAA, do not represent assessable income of the councillor for the purposes of the ITAA 1997. It does not apply to benefits other than superannuation.

The effect of such an agreement is as follows:

1. The income sacrificed will not be assessable in the hands of the elected member,
2. There will be no FBT implications as the elected members are not regarded as employees of Council,
3. The elected member is not entitled to income tax deductions in respect of the contributions,

Salary sacrifice is a tax efficient arrangement, particularly beneficial to those on a higher personal tax rate. It is generally utilised by those with income above \$38,000 but can be extended to those with income above \$20,700. As such a sacrifice is an “employer” superannuation contribution to a recognised fund, it escapes the Fringe Benefits Tax reporting requirements introduced by the Federal Government under its “A New Tax System” and implemented early in 1999. Consequently it has no impact on most of the income-tested concessions, surcharges and levies. It may however, affect any superannuation surcharge but this would be more than offset by a corresponding reduction in income tax.

Councillors will need to comply with the Superannuation Scheme fund rules and will need to be members of a complying superannuation fund.

Policy Statement

1. Glenorchy City Council will allow elected members the opportunity to access income sacrifice for the purposes of superannuation contributions only (as per ATO ID 2007/205).
2. Interested elected members will be advised to obtain independent financial advice before entering into an income sacrifice agreement.
3. Income sacrifice will be processed through Council's normal payroll facility and the Council will absorb any administrative costs.
4. Elected members who wish to enter into an income sacrifice agreement will request that the Council make deductions from their gross aldermanic allowance as prescribed by the Local Government Act 1993.
5. The elected members will be required to sign an agreement form to request the Council to access an effective income sacrifice arrangement.
6. All income sacrifice arrangements will be effective from the first full "pay" period after lodging the agreement. Confirmation that the Superannuation Fund is a complying fund for tax purposes may be required.
7. An elected member wishing to terminate an income sacrifice agreement is required to do so in writing and to provide a full fortnight "pay" period notice of their intention to cease the agreement.
8. If the elected member ceases to represent the municipality of Glenorchy their income sacrifice agreement will be terminated upon the processing of their final allowance payment.

Review (3 years)

26 May 2011

Status:

Current

POLICY DOCUMENT CONTROL SHEET**Policy Name:** Alderman Income Sacrifice Policy**Policy No:** 33-1**Department:** Governance & Performance**Date Policy Approved by Council:** 26 May 2008

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Issue Date
Amanda Sartori – Acting Corporate Accountant	Creation of policy May 2008	
ERO		
ERO		
GM		

ALDERMANIC ALLOWANCE

INCOME SACRIFICE DEDUCTION AUTHORITY

To: The General Manager
Glenorchy City Council (Council)

I,(name) being a duly elected member of the Council and entitled to the payment of an Aldermanic Allowance (the Allowance) pursuant to the Local Government Act 1993 hereby:

1. Authorise and request Council for each period from and including the next complete period after the date hereof for which any instalment of the Allowance is calculated and payable, in lieu of the instalment of the Allowance which would otherwise be payable to me, to pay:

- (a) The sum of \$..... to:

..... (name of fund)

.....(address of fund)

a complying superannuation fund within the meaning of section 45 of the Superannuation Industry (Supervision) Act 1993 of which I am a member holding membership/policy number(specify the number)

- (b) The balance (if any) to myself

2. I acknowledge and accept that:

- (a) I have received all such advice as I require from financial planners, lawyers, accountants and such other persons as I have cared to consult in connection with this request;
 - (b) Council has no responsibility to me for the financial or taxation consequences of the execution of my request;
 - (c) The arrangement specified in paragraph 1 may be terminated at any time after your acceptance of it by either of us by written notice to the other.

Signed by..... (Alderman)

Dated:

Accepted by Council

..... (Manager Name)

Dated:.....

THE COUNCIL AND THE POLICIES AND ACTIONS OF OTHER GOVERNMENTS

Policy Manual 18-1

Council Minutes Ref: **Council (Item 14) dated 2nd April 2007**
 Council (Item 13) dated 18th August 2003
 Council (Item 2) dated 21st February 2000

File Ref: **03436**

Background

The purpose of this policy is to provide guidance to the Council on the type of issues and matters of concern arising from the policies and actions of other Governments upon which it should comment publicly.

Glenorchy City Council like all Local Governments has two complementary roles, to ensure the delivery of services to its community and to act as an instrument of democratic representation for that community. This policy is concerned with both of these roles which are alike in that they are both affected by other Governments, Commonwealth and State. Two key considerations need be borne in mind in this context:

- all governments Federal, State and Local represent the same electors and only the boundaries of the various electorates differ
- all are made up of elected representatives

Councils have traditionally sought to comment upon and influence other Governments when the interests of Councils and other Governments intersect. For example in the context of the service delivery role, Councils over the last two decades or so have resisted the efforts of both State and Federal Governments to transfer service delivery responsibilities to Councils without the necessary funding.

In the context of the political/democratic role, Councils have sometimes sought to influence other Governments as a result of pressure from varying numbers of citizens because they themselves have come to believe that their citizens are being adversely affected by the actions of other Governments. Examples of this are declarations by some Councils of nuclear free zones or the disquiet which Glenorchy has expressed over the Commonwealth Government's job network initiatives.

The following policy statement provides some principles to guide the Council when comment upon the actions and policies of other Governments is being considered.

Policy Statement

1. The Council may comment upon or seek to influence other Governments when their policies or actions:
 - a) adversely affect the citizens of Glenorchy while not affecting the citizens of most other Local Government areas; or
 - b) adversely affect the service delivered by the Council or other groups to the citizens of Glenorchy; or
 - c) adversely affect the citizens of Glenorchy as well as those of all or most Australian Local Government areas when there is a significant groundswell of opinion within the Glenorchy community that it wishes its Council to become involved.
2. The Council shall not become aligned with any political party.

Review 2nd April 2010

<i>Status:</i> <i>CURRENT</i>

POLICY DOCUMENT CONTROL SHEET

Policy Name: The Council and the Policies and Actions of Other Governments

Policy Manual No: 18-01

Department: Governance and Performance

Date Policy Approved by Council:

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Manager, Governance & Performance (Trevor Jones)	Re-confirmed until July 2009 (no changes)	2 nd April 2007
		18 th August 2003 (deferred from 4 th August 2003)
D Lovell General Manager	New Policy	21st February 2000

Policing of Parking Spaces for Disabled Persons and conduct of a Short Term Parking Scheme For People With a Temporary Disability.

Policy Manual Number: 13-5

Council Minutes Ref: Council (Item 9) 21.10.02
Policy & Executive (Item 2) dated 3/10/94
Council
File Ref: 01950

Background

In accordance with the '*Traffic (Road Rules) Regulations 1999*', the use of approved parking spaces reserved for disabled persons may be policed by those councils participating in the joint Police/Council Kerbside Parking Enforcement Program.

As a participant in this scheme, Council now conducts this role in conjunction with the normal enforcement procedures employed for other kerbside parking enforcement. Council has also embraced the optional authority to participate in the issue of Short Term Parking Permits for people with a temporary disability. Permits can only be issued for a maximum term of twelve months and are valid statewide.

Only members of the Transport Access Scheme conducted by the Department of Transport or holders of Short Term Disability Parking Permits issued by participating councils are eligible to use designated Disabled Persons Parking Spaces.

Council has, through the devolved authority of the Department of Infrastructure, Energy and Resources, the power to approve or amend kerbside parking restrictions and controls including the installation of Disabled Parking spaces. This authority is granted to a designated Council officer (currently Council's Traffic Engineer).

Policy Statement

Policy for policing the use of designated Disabled Parking spaces and the issue of Short Term Parking Permits for people with a temporary disability.

1. Only members of the Transport Access Scheme or holders of a Short Term Disability Parking Permit are eligible to use a designated Disabled Parking Space. Offending vehicles detected not displaying a valid permit whilst parked in a disabled parking space will be issued with a Parking Infringement Notice.
2. The penalty for offending vehicles is contained within the relevant sections of the *Traffic (Road Rules) Regulations 1999* (currently \$80.00).
3. Council will issue Short Term Parking Permits to temporarily disabled applicants who meet the eligibility criteria as listed in the sample application form attached (Attachment A). The same parking concessions available to members of the Transport Access Scheme will apply to permit holders under the short term scheme.
4. Council will enforce the use of approved Disabled Parking spaces in privately owned carpark if requested to do so by the carpark owners. Approval of privately owned

Disabled Spaces will be granted conditional upon the spaces complying with the relevant Australian Standards and the signage requirements of the *Traffic (Road Rules) Regulations 1999*.

5. Council will be responsible for the cost of upgrading signs for newly approved spaces in private car parks and for subsequent sign maintenance and replacement.

Review 5 Years

Status: *Current*

POLICY DOCUMENT CONTROL SHEET

Policy Name: Policing Parking

Policy Manual No: 13 - 5

Department: Roads and Recreation

Date Policy Approved by Council: 03/10/1994

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
Andrew Lawrence Manager Roads and Recreation	Review	21st October 2002
	Policy and Executive (Item 2) 3rd October 1994	

Visiting Dignitaries

Policy Manual Number 35-1

Council Minutes Ref: Council (Item 10) 1st February 2010

File Ref: Visits from VIPs

Author: Trevor Jones

Department: Governance & Performance

Background

Following a visit to Glenorchy by the Dalai Lama, Aldermen suggested that Council should have a policy that enables the Council to consider what it would like to do to recognise the visit.

Aldermen acknowledged that the circumstances of each visit would be unique so a policy could not be developed that would accommodate all future dignitaries' visits without consideration by Council.

It may be inappropriate however to have every visit considered by the Council because Council may feel obliged to do "something" in case deciding to do nothing causes offence.

Policy Statement

When information is received that a dignitary intends to visit Glenorchy the General Manager will:

- (a) seek the opinion of Aldermen on acknowledgement of the dignitary's visit either via Council workshop, Briefing Report or e-mail whichever is most appropriate in the time available.
- (b) if Aldermen have indicated that the dignitary's visit should be acknowledged
 - i. if time permits provide a report to Council for decision
 - ii. if there is insufficient time to put a report to Council, liaise with the Mayor to determine an appropriate means of acknowledgement and advise Aldermen, by the most suitable method (phone, e-mail, Briefing Report) of the action(s) that will be taken.

This policy rescinds

None – new policy

Review**January 2013****Status:****Current**

POLICY DOCUMENT CONTROL SHEET**Policy Name:** Visiting Dignitaries**Policy No:** 35-1**Department:** Governance & Performance**Date Policy Approved by Council:** 1st February 2010

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment

Public Open Space Reserve

Council Minutes Ref:	24th July 2006 (Item No. 17)
Reserves Policy Ref:	Council may create and maintain reserves... To provide for the expenditure of developer contributed funds on specific statutory planning areas (e.g. Car Parking & Public Open Space)
File Ref:	04591
Author:	Corporate Accountant (Mr. Kim Wiggins)
Department	Roads & Recreation + Environment Planning & Development

Background

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

Building on this legislation, Council has a specific policy (*18-4 Public Open Space Acquisitions and Contributions*) on the contribution of cash in lieu of public open space, a policy that contains the guidelines for collecting and utilising such funds.

The organisation has been setting aside these contributed funds for a number of years with approximately \$205,000 currently held.

Reserve Statement

Purpose of the reserve:

To provide for the expenditure funds contributed to Council as open space contributions, as permitted under the Local Government (Building and Miscellaneous Provisions) Act 1993.

Basis of calculation of any transfers to the reserve:

Any cash in lieu for public open space obtained through Council's Planning process will be allocated to this reserve. Guidance on when cash in lieu will be sought is provided by policy 18 – 4: *Subdivisions – Public Open Space Acquisitions and Contributions*.

Basis of calculation of any transfers from the reserve:

Recommended transfers from the reserve will occur as part of the annual budget or budget review process and will be based on joint recommendations from the Planning and Property Management Programs and the Natural Resource officer.

Whether interest on the unexpended balance of the reserve is to be applied to the reserve from time to time:

Interest will be applied to the unexpended balance on an annual basis. The interest will be calculated at June 30 each year and will be applied against the average balance of the reserve throughout the year. The interest rate used will be the average rate achieved by Council on its cash investments throughout the year.

PUBLIC OPEN SPACE – CASH IN LIEU RESERVE EXPENDITURE POLICY

Policy Manual Number **18-5**
Council Minutes Ref: **Item 8 Council Meeting 14th September 2009**

File Ref: **Council Policies – City Assets**
Author: ROD MARSHALL
Department: Roads and Recreation

Background

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

Currently recommendations for public open space and / or cash in lieu contributions are made jointly by Planning, Property and Natural Resources staff and are based on:

- An assessment of open space facilities in the locality
- An indication of how the open space or cash contribution will enhance open space facilities
- An appropriate consultation with the subdivider and any other interested parties
- Consultation with other authorities eg Crown, Aurora etc.

Councils Policy 18-4 provides the aims, objectives and principles to developing the policy.

Council maintains a cash backed reserve for open space contributions as required under the Local Government Act 1993.

A legal opinion (Simmons Wolfhagen, May 2004) has identified that unless clearly identified in the planning permit the cash collected in lieu of providing open space can be spent anywhere within the municipality.

Council currently has 360 properties and while all are not reserves, approximately 60 properties have playgrounds installed and a small number have landscaping, picnic shelters, seating, etc, supplied.

The aim of this policy is to provide clear guidelines on which areas of open space can utilise the reserved funds for new development.

Policy Statement

1. Expenditure of the public open space cash in lieu budget is to be allocated to Council properties classified as Community Parks as defined in Recreation Plan.
2. Funds from the cash in lieu reserve are to be transferred to new capital works accounts only.
3. This policy is to be utilised as an extension of Councils Public Open Space Reserve Policy.

This Policy rescinds

New Policy

Review (5 Years)

Status:	Current
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POLICY DOCUMENT CONTROL SHEET

Policy Name: PUBLIC OPEN SPACE – CASH IN LIEU RESERVE
EXPENDITURE POLICY

Policy No: 18-5

Department: City Assets

Date Policy Approved by Council: 14th September 2009

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment

QUARTERLY ANNUAL PLAN PROGRESS REPORT

AS AT 30 SEPTEMBER
2016 .



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Introduction

This report provides information on Glenorchy City Council's Annual Plan performance for the quarter ending 30 September 2016, the first of the financial and planning year.

Annual Plan Performance

The Council's Annual Plan sets out the actions intended to be undertaken each financial year. All actions are aligned to the community outcomes from the Glenorchy Community Plan 2015-2040 and the objectives and strategies from the Council's Strategic Plan.

This report shows:

- Business rules applied when assessing each action measure and status
- Performance for each of the high priority actions in the Annual Plan at the end of the quarter with action status and comments.
- Performance for all actions in the Annual Plan at the end of the quarter with action status
- Performance for each of the actions with the action status of 'review required' and comments

Business Rules - Action status

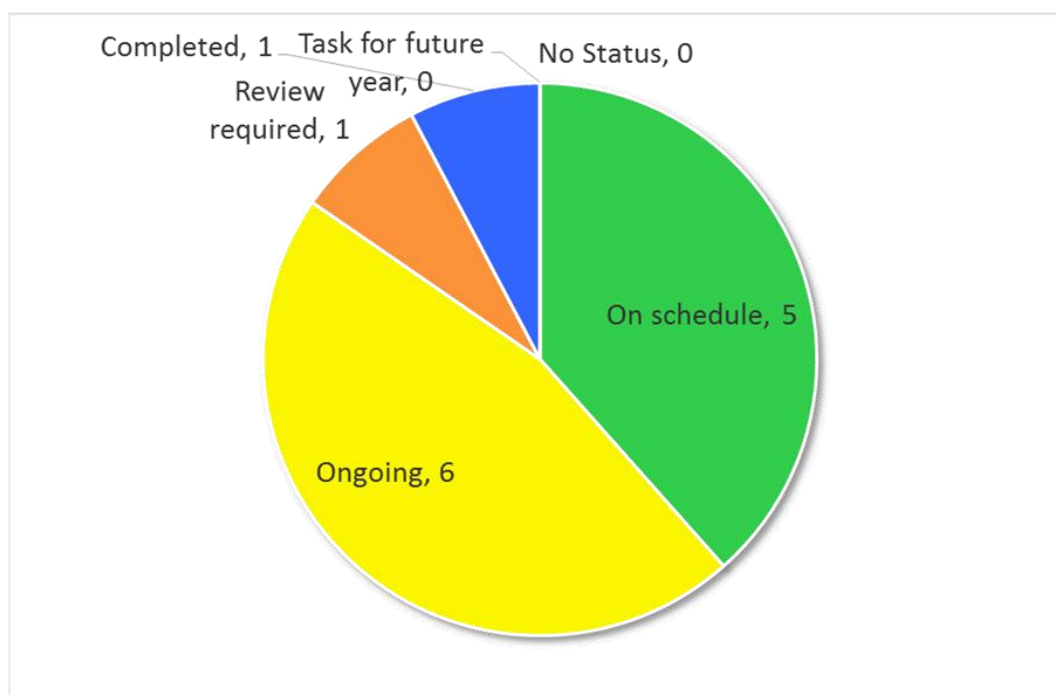
Action Status	Business rule for application of descriptor
Ongoing 	For business as usual tasks (not for use with project tasks).
On schedule 	The task is on track to meet the target set in the Annual Plan.
Review required 	There are internal or external factors that present a foreseeable risk to project completion by the deadline set in the Annual Plan.
Completed 	The task has been completed.
Task for Future Year 	The task is identified in the Financial Year as commencing in an "out year".

Business Rules - Measure status

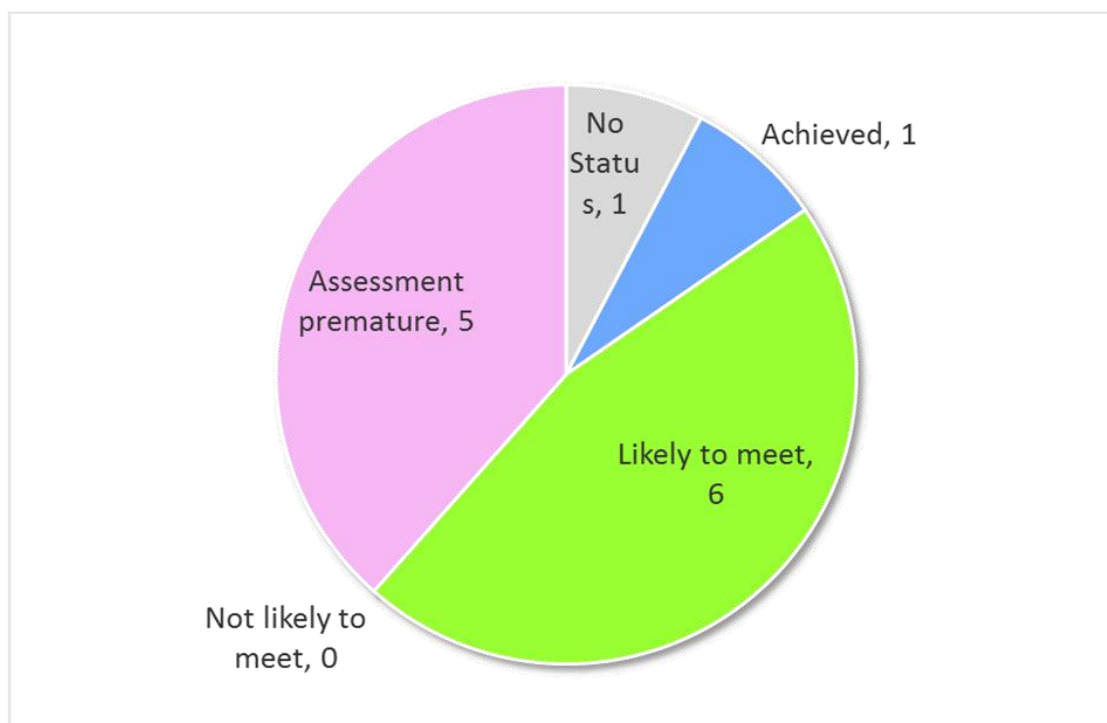
Measure Status	Business rule for application of descriptor
Achieved 	The measure has been met.
Likely to meet 	Task performance is on track to meet the measure and target in the Annual Plan.
Not likely to meet 	Task performance is not likely to meet the measure and target in the Annual Plan due to internal or external factors.
Assessment premature 	It is not possible at the time of reporting to determine task performance against the measure or target because the task has not yet reached its scheduled commencement date; or the task is scheduled to be commenced and undertaken in an out year.

HIGH PRIORITY ACTIONS - Status Report

Status Chart of High Priority Actions



Measure Chart of High Priority Actions



HIGH PRIORITY ACTIONS – *Action Status and Comments*

COMMUNITY GOAL: VALUING OUR ENVIRONMENT

OBJECTIVE: 3.1 Create a liveable and desirable City.

STRATEGY: 3.1.3 Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.

Code	Description	Lead	Target Date	Status	Comment
3.1.3.02	Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.	CSI	30-Jun-2017		Berriedale Rd roundabout and Marys Hope Rd signals 90% complete. Black Spot nominations submitted for 17/18.

STRATEGY: 3.1.4 Deliver new and existing services to improve the City's liveability.

Code	Description	Lead	Target Date	Status	Comment
3.1.4.07	Ensure the construction and maintenance of safe and healthy buildings through compliance with building and plumbing codes.	CSI	30-Jun-2017		A combined total of 168 Building and Plumbing Permits were issued within the statutory time frame for the period.

COMMUNITY GOAL: LEADING OUR COMMUNITY**OBJECTIVE: 4.1 Govern in the best interests of our community.****STRATEGY: 4.1.2 Manage the City's assets soundly for the long term benefit of the Community.**

Code	Description	Lead	Target Date	Status	Comment
4.1.2.02	Develop an Accommodation Strategy.	CG	30-Apr-2017		A questionnaire was developed in consultation with the Management as part of the communication plan. The questionnaire will be sent to all staff in order to seek the staff members' feedback in the development of the Accommodation Strategy. Currently an external consultant, together with the relevant staff members, is working on the consideration of, and assessment of, the recommended options for the Management and Council's consideration as part of the Accommodation Strategy

Code	Description	Lead	Target Date	Status	Comment
4.1.2.03	Implement the Accommodation Strategy.	CG	30-Jun-2018		

Code	Description	Lead	Target Date	Status	Comment
4.1.2.04	Implement Asset Management Strategy, including Asset Management Plans for each asset class.	CSI	30-Jun-2017		

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

OBJECTIVE: 4.2 Prioritise resources to achieve our communities' goals.

STRATEGY: 4.2.1 Deploy the Council's resources effectively to deliver value.

Code	Description	Lead	Target Date	Status	Comment
4.2.1.04	Develop the Corporate Risk Management Plan	CG	30-Jun-2017		Draft Risk Appetite and Risk Tolerance Statements presentation scheduled to be held at Aldermanic Workshop on Monday, 7 November 2016. This will underpin the new Risk Oversight and Management Policy (and associated protocol) to be presented at a future Council meeting for consideration and adoption.

Code	Description	Lead	Target Date	Status	Comment
4.2.1.05	Implement the Corporate Risk Management Plan	CG	31-Dec-2017		Progress towards Council's risk appetite and risk tolerance statements over the period. Management workshops scheduled to be held in Q2 to overview consequence, likelihood, risk matrix and risk escalation tables for draft Risk Management Protocol.

Code	Description	Lead	Target Date	Status	Comment
4.2.1.02	Implement the information and communications technology (ICT) strategy.	CEDB	30-Jun-2017		The current strategy runs from 2013 to 2016 and is overseen by the ICT Governance committee. Project TOM (Technology One Reimplementation) is on schedule for Go Live dates of Financials 1/7/2017 and ECM, Property & Rating 1/10/2017. Project Jerry (cloud project) is the subject of discussions with the vendor.

STRATEGY: 4.2.2 Ensure that we have a skilled, capable and safety-focused workforce.

Code	Description	Lead	Target Date	Status	Comment
4.2.2.01	Develop a Human Resources Strategy.	CG	30-Jun-2017		Employee and Management Surveys have been completed. Data has been reviewed Internal consultation occurring
4.2.2.05	Develop a Work Health and Safety Strategy.	CG	30-Jun-2017		Work is progressing in the development of the WH&S Strategy. Scope of work in relation to the WH&S Training Workshop has been negotiated and completed with the facilitators. WH&S Workshop for Management is scheduled on 13 December 2016 and for Aldermen and the Audit Panel in early 2017.

Code	Description	Lead	Target Date	Status	Comment
4.2.2.02	Implement the Human Resources Strategy.	CG	30-Jun-2018		Once the Human Resources Strategy is approved, the pillars in the Strategy will be implemented across Council.
4.2.2.06	Implement the Work Health and Safety Strategy.	CG	31-Dec-2017		

OBJECTIVE: 4.3 Build strong relationships to deliver our communities' goals.

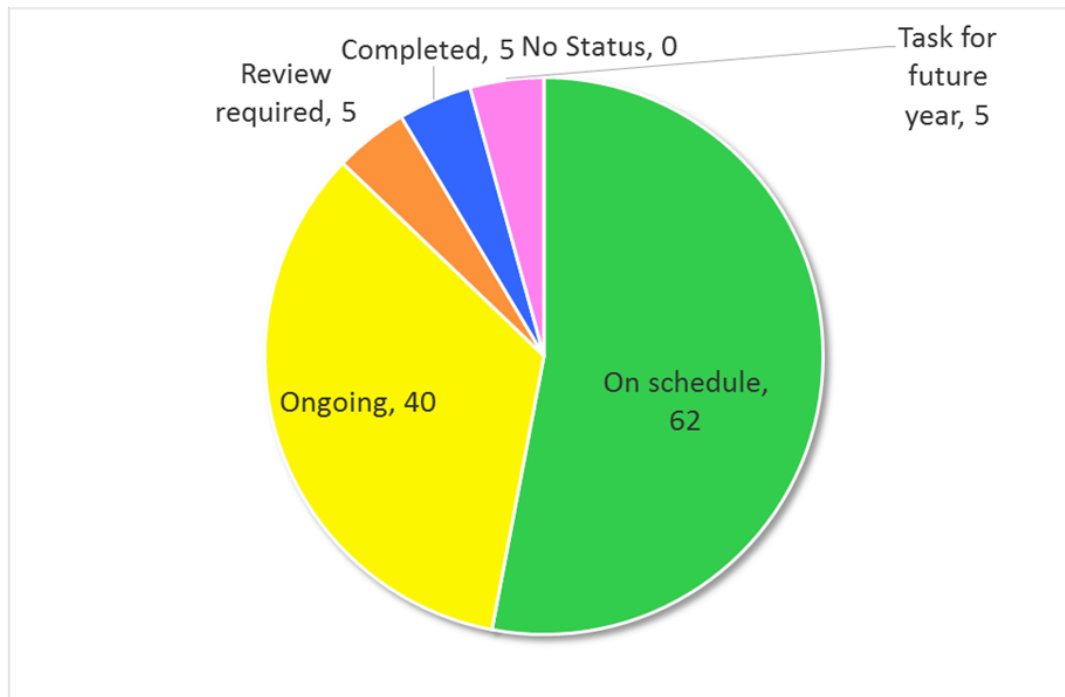
STRATEGY: 4.3.1 Foster productive relationships with other levels of government, other Councils and peak bodies to achieve community outcomes.

Code	Description	Lead	Target Date	Status	Comment
4.3.1.04	Identify and formalise external council relationships to partner and, where feasible, share resources.	Whole of Council	30-Jun-2017		Formally signed Shared Services agreement, continue with review of local govt. working group.

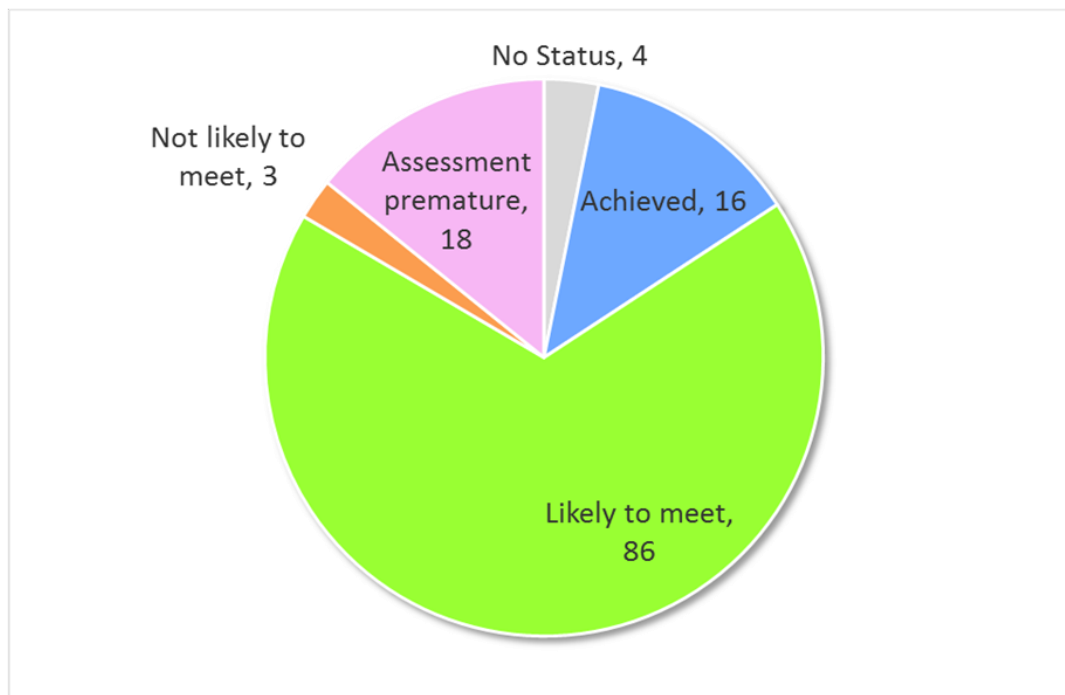
 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

ALL ANNUAL PLAN ACTIONS -Status Report

Status Chart of All Annual Plan Actions



Measure Chart of All Annual Plan Actions



ALL ANNUAL PLAN ACTIONS - Dashboard

COMMUNITY GOAL: MAKING LIVES BETTER

OBJECTIVE: 1.1 1.1 Know our communities and what they value.

STRATEGY: 1.1.1 Guide decision making through continued community engagement based on our Community Plan.

Code	Description	Lead	Priority	Target Date	Status
1.1.1.01	Utilise the community engagement process implemented for the new Community Plan to review Council's community engagement process including the operation of Precinct Committees and new methods such as social media. Review Council's community engagement strategy and develop a community engagement manual.	CEDB	L	30-Jun-2017	

STRATEGY: 1.1.2 Encourage diversity in our community by facilitating opportunities and connections.

Code	Description	Lead	Priority	Target Date	Status
1.1.2.01	Continue to consult and engage with young people and other specific population groups through mechanisms including the Hear Our Voices Forum, the Glenorchy Youth Task Force, Cultural Diversity Advisory Committee and the Access Advisory Committee.	CEDB	L	30-Jun-2017	
1.1.2.02	Utilise the Glenorchy Matters Community Panel as a mechanism for representative community input to inform Council decisions.	CEDB	L	30-Jun-2017	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

OBJECTIVE: 1.2 Support our communities to pursue and achieve their goals.

STRATEGY: 1.2.1 Encourage and support communities to express and achieve their aspirations.

Code	Description	Lead	Priority	Target Date	Status
1.2.1.01	Review Council's Positive Ageing Strategy	CEDB	L	30-Jun-2017	
1.2.1.02	Implement Council's New Positive Ageing Strategy	CEDB	L	31-Dec-2016	
1.2.1.03	Redevelop Council's website.	CEDB	L	30-Jun-2017	
1.2.1.04	Foster and support community cultural events and projects which celebrate Glenorchy's cultural diversity and build identity, inclusion and City pride, including the Moonah Taste of the World Festival.	CEDB	L	30-Jun-2017	
1.2.1.05	Continue to support the operation of the Glenorchy Arts and Culture Advisory Committee.	CEDB	L	30-Jun-2017	
1.2.1.06	Plan, promote and present an annual program of exhibitions, workshops, concerts and events at the Moonah Arts Centre in accordance with the MAC Business Plan.	CEDB	L	30-Jun-2017	

STRATEGY: 1.2.2 Build relationships and networks that create opportunities for our communities.

Code	Description	Lead	Priority	Target Date	Status
1.2.2.01	In consultation with the Glenorchy Arts and Culture Advisory Committee and the community, plan, develop and implement a range of arts and cultural events, activities and projects including the Symphony under the Stars and Carols by Candlelight.	CEDB	L	30-Jun-2017	
1.2.2.02	Facilitate and support the Glenorchy Learn Leadership Group	CEDB	L	30-Jun-2017	
1.2.2.03	Develop a Learning Community Action Plan	CEDB	L	31-Dec-2017	
1.2.2.04	Implement the Children and Families Strategy.	CEDB	L	30-Jun-2017	
1.2.2.05	Promote volunteerism through mechanisms such as the Annual Volunteer Awards.	CEDB	L	30-Jun-2017	

1.2.2.06	Implement the Healthy Communities Plan.	CEDB	L	30-Jun-2017	
1.2.2.07	Implement Council's Youth Strategy.	CEDB	L	30-Jun-2017	
1.2.2.08	Implement the Lawn Bowls Facilities Plan.	CG	L	30-Jun-2017	
1.2.2.09	Deliver the externally funded KGV Sports and Community Precinct Project.	CG	L	31-Dec-2016	
1.2.2.11	Partner with other stakeholders to support initiatives which address social disadvantage such as problem gambling, mental health and alcohol and other drugs.	CEDB	L	30-Jun-2017	
1.2.2.12	Continue to convene inter-agency groups to address gaps in services including Youth Action Network Glenorchy (YANG), Glenorchy Action Interagency Network (GAIN) and Linkages .	CEDB	L	30-Jun-2017	
1.2.2.13	Review Council's Community Safety Action Plan	CEDB	L	30-Jun-2018	
1.2.2.14	Implement the Council's Community Safety Framework and Action Plan.	CEDB	L	30-Jun-2017	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

OBJECTIVE: 1.3 Facilitate and/or deliver services to our communities.

STRATEGY: 1.3.1 Directly deliver defined service levels to our communities.

Code	Description	Lead	Priority	Target Date	Status
1.3.1.01	Operate Council's Child Care Centres in accordance with the Education and Care Services National Law and Regulations.	CEDB	L	30-Jun-2017	
1.3.1.02	Maintain, renew and replace Council's infrastructure in accordance with Council's asset management framework.	CSI	M	30-Jun-2017	
1.3.1.03	Develop a whole of Council Customer Experience Strategy.	CEDB	L	31-Mar-2017	
1.3.1.04	Implement the Customer Experience Strategy.	CEDB	L	30-Jun-2017	
1.3.1.05	Review current infrastructure service levels.	CSI	M	30-Jun-2017	
1.3.1.06	Administer kerbside waste collection services, promote waste minimisation, recycling and environmentally responsible disposal options.	CSI	L	30-Jun-2017	

STRATEGY: 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities.

Code	Description	Lead	Priority	Target Date	Status
1.3.2.01	Undertake an Operational Service Level Review.	Whole of Council	M	30-Jun-2017	
1.3.2.02	Identify opportunities for outsourcing services that will create value for money and meet the expectations of the community.	Whole of Council	L	30-Jun-2017	

COMMUNITY GOAL: OPEN FOR BUSINESS

OBJECTIVE: 2.1 Stimulate a prosperous economy.

STRATEGY: 2.1.1 Foster an environment that encourages investment and jobs.

Code	Description	Lead	Priority	Target Date	Status
2.1.1.01	Develop an economic development strategy for Glenorchy.	CEDB	L	30-Jun-2017	
2.1.1.02	Progress the Interim Planning Scheme to a Single State-wide Planning Scheme.	CSI	L	28-Feb-2018	
2.1.1.03	Implement the Wilkinson's Point and Elwick Bay Precinct Master Plan.	CEDB	L	30-Jun-2017	
2.1.1.04	Implement the business & marketing strategy for the Derwent Entertainment Centre.	CEDB	L	30-Jun-2017	
2.1.1.05	Actively promote events held at the Derwent Entertainment Centre and other city facilities.	CEDB	L	30-Jun-2017	

STRATEGY: 2.1.2 Build relationships with government and the private sector that create job opportunities for our communities.

Code	Description	Lead	Priority	Target Date	Status
2.1.2.01	Advocate, lobby or represent the interests of business with state or federal agencies, organisations and groups.	CEDB	L	30-Jun-2017	

OBJECTIVE: 2.2 Identify and support priority growth sectors.

STRATEGY: 2.2.1 Target growth sectors based on our understanding of the City's competitive advantages

Code	Description	Lead	Priority	Target Date	Status
2.2.1.01	Partner with Destination Southern Tasmania to increase local tourism visitation.	CEDB	L	30-Jun-2017	
2.2.1.02	Develop a Property Strategy.	CG	L	30-Jun-2017	
2.2.1.03	Implement the Property Strategy.	CG	L	30-Jun-2018	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

COMMUNITY GOAL: VALUING OUR ENVIRONMENT

OBJECTIVE: 3.1 Create a liveable and desirable City.

STRATEGY: 3.1.1 Revitalise our CBD areas through infrastructure improvements.

Code	Description	Lead	Priority	Target Date	Status
3.1.1.01	Implement the Glenorchy CBD Strategic Framework.	CSI	M	30-Jun-2017	
3.1.1.02	Implement the externally-funded Streetscape Improvement Project.	CEDB	L	30-Jun-2017	

STRATEGY: 3.1.2 Enhance our parks and public spaces with public art and contemporary design.

Code	Description	Lead	Priority	Target Date	Status
3.1.2.01	Develop a Master Plan for Tolosa Park.	CG	M	30-Jun-2017	
3.1.2.02	Implement the Tolosa Park Master Plan.	CG	M	30-Jun-2018	
3.1.2.03	Develop a Master Plan for the Berriedale Peninsula.	CG	L	30-Jun-2017	
3.1.2.04	Implement the Berriedale Peninsula Master Plan.	CG	L	30-Jun-2018	
3.1.2.05	Update the KGV Master Plan.	CG	L	30-Jun-2018	
3.1.2.06	Identify business and funding opportunities for the further development of the Glenorchy Arts and Sculpture Park (GASPI) including art development.	CEDB	L	30-Jun-2017	
3.1.2.07	Use Council's adopted Open Space Strategy in it's decision-making.	Whole of Council	L	30-Jun-2017	

STRATEGY: 3.1.3 Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.

Code	Description	Lead	Priority	Target Date	Status
3.1.3.01	Implement actions from the Greater Hobart Regional Bicycling plan.	CG	L	30-Jun-2017	
3.1.3.02	Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.	CSI	H	30-Jun-2017	

STRATEGY: 3.1.4 Deliver new and existing services to improve the City's liveability.

Code	Description	Lead	Priority	Target Date	Status
3.1.4.01	Develop a nature strip management policy and procedure.	CSI	L	30-Dec-2017	
3.1.4.02	Implement a nature strip management policy and procedure.	CSI	L	31-Dec-2018	
3.1.4.03	Develop a tree management policy and guideline.	CSI	L	30-Jun-2018	
3.1.4.04	Implement a tree management policy and guideline.	CSI	L	31-Dec-2018	
3.1.4.05	Ensure compliance with the relevant building legislation for Council properties.	CG	M	30-Jun-2017	
3.1.4.06	Implement Council's Disability Discrimination Act Action Plan.	CEDB	L	30-Jun-2017	
3.1.4.07	Ensure the construction and maintenance of safe and healthy buildings through compliance with building and plumbing codes.	CSI	H	30-Jun-2017	
3.1.4.08	Plan for the sustainable development of the City, ensuring compliance with the planning scheme and community involvement in the planning process.	CSI	M	30-Jun-2017	
3.1.4.09	Protect the City's heritage through planning scheme listing and assessment processes.	CSI	L	30-Jun-2017	
3.1.4.10	Implement the revised management plan for the Rosetta and Casuarina Crescent Landslip A Zones.	CSI	M	30-Jun-2017	
3.1.4.11	Continue to implement the Council's Graffiti Action Plan.	CSI	L	30-Jun-2017	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

3.1.4.12	Deliver the capital works program for roads and stormwater	CSI	L	30-Jun-2017	
3.1.4.13	Deliver program for Council property, parks and reserves	CG	L	30-Jun-2017	
3.1.4.14	Promote, implement and monitor public health standards.	CSI	M	30-Sep-2016	
3.1.4.15	Implement the Waste Management Strategy	CSI	M	30-Jun-2023	
3.1.4.16	Implement the Heritage Information Update project and develop information package.	CSI	L	30-Jun-2017	

OBJECTIVE: 3.2 Manage our natural environments now and for the future.

STRATEGY: 3.2.1 Identify and protect areas of high natural values.

Code	Description	Lead	Priority	Target Date	Status
3.2.1.01	Implement Priority Actions identified in the Environment Strategy	CSI	L	30-Jun-2018	
3.2.1.02	Manage the fire risk in the city's bushland reserves	CSI	L	30-Jun-2017	
3.2.1.03	Protect the City's natural values through planning processes, enforcement, on-ground activities and community NRM support.	CSI	L	30-Jun-2017	

STRATEGY: 3.2.3 Enhance, protect and celebrate the Derwent Foreshore.

Code	Description	Lead	Priority	Target Date	Status
3.2.3.01	Participate in the Derwent Estuary Program.	CSI	L	30-Jun-2017	
3.2.3.02	Monitor recreational water quality.	CSI	L	30-Sep-2016	

COMMUNITY GOAL: LEADING OUR COMMUNITY

OBJECTIVE: 4.1 Govern in the best interests of our community.

STRATEGY: 4.1.1 Manage Council for maximum efficiency, accountability and transparency

Code	Description	Lead	Priority	Target Date	Status
4.1.1.01	Establish a professional development program for Mayor and Aldermen.	CG	L	30-Jun-2017	
4.1.1.02	Develop a communications strategy including internal, external, public relations, advertising and social media.	CG	M	31-Dec-2017	
4.1.1.03	Implement the communications strategy including internal, external, public relations, advertising and social media.	CG	M	31-Dec-2018	
4.1.1.04	Implement the performance reporting system for corporate strategic planning.	CEDB	M	30-Sep-2016	
4.1.1.05	Develop and implement a performance management framework (KPI's) for each department and individual employee(s) linked to achievement of Council Annual Plans and Strategic action plans.	CEDB	M	30-Jun-2017	

STRATEGY: 4.1.2 Manage the City's assets soundly for the long term benefit of the Community.

Code	Description	Lead	Priority	Target Date	Status
4.1.2.01	Manage the operation and maintenance of the Derwent Park Stormwater Re-use scheme.	CSI	M	30-Jun-2017	
4.1.2.02	Develop an Accommodation Strategy.	CG	H	30-Apr-2017	
4.1.2.03	Implement the Accommodation Strategy.	CG	H	30-Jun-2018	
4.1.2.04	Implement Asset Management Strategy, including Asset Management Plans for each asset class.	CSI	H	30-Jun-2017	
4.1.2.05	Deliver the maintenance program for Council in accordance with agreed service levels.	CSI	M	30-Jun-2017	
4.1.2.06	Undertake a Plant and Fleet Review.	CSI	M	30-Jun-2017	
4.1.2.07	Implement the Plant and Fleet Review recommendations.	CSI	M	30-Jun-2017	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

4.1.2.08	Implement the public toilet facilities plan.	CG	L	30-Jun-2017	
4.1.2.09	Implement the 10 year maintenance and capital plan for the DEC.	CG	M	30-Jun-2017	
4.1.2.10	Ensure preparedness for disaster by maintaining and continually reviewing the City's Emergency Management Strategies.	CSI	M	30-Jun-2017	

STRATEGY: 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes.

Code	Description	Lead	Priority	Target Date	Status
4.1.3.01	Ensure community compliance with legislative requirements on matters of material importance within Council's jurisdiction.	CSI	M	30-Jun-2017	
4.1.3.02	Ensure community compliance with legislative requirements on matters of material importance within Council's jurisdiction.	CG	M	30-Jun-2017	
4.1.3.03	Develop a Governance Strategy	CG	M	30-Apr-2017	
4.1.3.04	Implement the Governance Strategy	CG	M	31-Dec-2017	
4.1.3.05	Facilitate Council compliance with Commonwealth and State legislative requirements on matters of material importance.	CG	L	30-Jun-2017	

OBJECTIVE: 4.2 Prioritise resources to achieve our communities' goals.

STRATEGY: 4.2.1 Deploy the Council's resources effectively to deliver value.

Code	Description	Lead	Priority	Target Date	Status
4.2.1.01	Coordinate development and production of Council's Annual Plan.	CEDB	L	30-Jun-2017	
4.2.1.02	Implement the information and communications technology (ICT) strategy.	CEDB	H	30-Jun-2017	
4.2.1.03	Implement the Improvement Plan including efficiency, savings program, resource utilisation improvements and end of year performance review of key service streams.	Whole of Council	L	30-Jun-2017	

4.2.1.04	Develop the Corporate Risk Management Plan	CG	H	30-Jun-2017	
4.2.1.05	Implement the Corporate Risk Management Plan	CG	H	31-Dec-2017	
4.2.1.06	Undertake a Community Facility Utilisation Review of maintenance, user & lease requirements.	CG	M	30-Jun-2017	
4.2.1.07	Develop an Innovation Strategy.	Whole of Council	L	30-Jun-2018	
4.2.1.08	Implement grant management processes	CEDB	M	30-Jun-2017	
4.2.1.09	Implement grant management processes	CEDB	M	30-Jun-2017	
4.2.1.10	Prepare Management Team Protocols, Roles & Responsibilities.	Whole of Council	M	30-Jun-2017	
4.2.1.11	Develop a GCC Project Management Methodology.	CG	L	30-Jun-2017	
4.2.1.12	Develop a Procurement Strategy.	CG	M	31-Mar-2017	
4.2.1.13	Implement the Procurement Strategy.	CG	M	31-Dec-2017	
4.2.1.14	Prepare a Financial Processes Improvement Plan	CEDB	L	31-Dec-2017	

STRATEGY: 4.2.2 Ensure that we have a skilled, capable and safety-focused workforce.

Code	Description	Lead	Priority	Target Date	Status
4.2.2.01	Develop a Human Resources Strategy.	CG	H	30-Jun-2017	
4.2.2.02	Implement the Human Resources Strategy.	CG	H	30-Jun-2018	
4.2.2.03	Negotiate a new enterprise agreement	CG	M	31-Dec-2016	
4.2.2.04	Implement the new enterprise agreement	CG	L	30-Jun-2017	
4.2.2.05	Develop a Work Health and Safety Strategy.	CG	H	30-Jun-2017	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

4.2.2.06	Implement the Work Health and Safety Strategy.	CG	H	31-Dec-2017	
4.2.2.07	Deliver a Management Training & Development Program.	Whole of Council	M	30-Jun-2017	

OBJECTIVE: 4.3 Build strong relationships to deliver our communities' goals.

STRATEGY: 4.3.1 Foster productive relationships with other levels of government, other Councils and peak bodies to achieve community outcomes.

Code	Description	Lead	Priority	Target Date	Status
4.3.1.01	Liaise with the State Government as appropriate on matters of strategic priority.	CEDB	M	30-Jun-2017	
4.3.1.02	Participate in the review of the role and functions of local government.	Whole of Council	L	30-Jun-2017	
4.3.1.03	Continue to contribute to the local government reform process in accordance with Council's guiding principles.	Whole of Council	L	30-Jun-2017	
4.3.1.04	Identify and formalise external council relationships to partner and, where feasible, share resources.	Whole of Council	H	30-Jun-2017	
4.3.1.05	Actively participate in peak local government bodies (LGAT & the STCA) to advance community priorities.	Whole of Council	M	30-Jun-2017	

All Actions – Review Required Status

Action:	2.1.1.01	Develop an economic development strategy for Glenorchy.			
Lead: CEDB	Priority: L	Target Date: 30-Jun-2017			
The budget business case for funding in the 2016/17 budget year was unsuccessful. Project planning has commenced preparatory to a further business case seeking funding in the 2017/18 financial year.		YEAR	2016/17	2017/18	2018/19
			Y	Y	

MEASURE		Status	Comments
	Strategy adopted by Council	 Not likely to meet	

Action:	4.1.1.04	Implement the performance reporting system for corporate strategic planning.			
Lead: CEDB	Priority: M	Target Date: 30-Sep-2016			
The next round of quarterly annual plan progress reporting via Cambron is scheduled for the quarter ending 30/9/2016. An independently-facilitated Council workshop is scheduled for 10/10/2016 to review Council's corporate reporting system.		YEAR	2016/17	2017/18	2018/19
			Y	Y	Y

MEASURE		Status	Comments
	Reporting prepared for the Management Team and ELT	 Assessment premature	

 Ongoing
  On schedule
  Review required
  Completed
  Task for future year

Action:	4.1.1.05 Develop and implement a performance management framework (KPI's) for each department and individual employee(s) linked to achievement of Council Annual Plans and Strategic action plans.													
Lead: CEDB	Priority: M	Target Date: 30-Jun-2017												
Annual Plans are already developed down to Department & Section level and the HR Strategy Review (Performance Appraisal process) will be the final link		<table border="1"> <thead> <tr> <th>YEAR</th><th>2016/17</th><th>2017/18</th><th>2018/19</th><th>2019/20</th></tr> </thead> <tbody> <tr> <td></td><td>Y</td><td></td><td></td><td></td></tr> </tbody> </table>	YEAR	2016/17	2017/18	2018/19	2019/20		Y					
YEAR	2016/17	2017/18	2018/19	2019/20										
	Y													

MEASURE		Status	Comments
	Sessions completed. Documented accountability framework inserted into the performance management framework	 Likely to meet	

Action:	4.1.2.01 Manage the operation and maintenance of the Derwent Park Stormwater Re-use scheme.													
Lead: CSI	Priority: M	Target Date: 30-Jun-2017												
Agreement with Nyrstar for WTP2 requires review before progressing to sign. Operation of WTP1 is sub optimal.		<table border="1"> <thead> <tr> <th>YEAR</th><th>2016/17</th><th>2017/18</th><th>2018/19</th><th>2019/20</th></tr> </thead> <tbody> <tr> <td></td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr> </tbody> </table>	YEAR	2016/17	2017/18	2018/19	2019/20		Y	Y	Y	Y		
YEAR	2016/17	2017/18	2018/19	2019/20										
	Y	Y	Y	Y										

MEASURE		Status	Comments
	System optimised to maximise net return	 Not likely to meet	

Action:	4.2.1.02	Implement the information and communications technology (ICT) strategy.		
Lead: CEDB	Priority: H	Target Date: 30-Jun-2017		
The current strategy runs from 2013 to 2016 and is overseen by the ICT Governance committee. Project TOM (Technology One Reimplementation) is on schedule for Go Live dates of Financials 1/7/2017 and ECM, Property & Rating 1/10/2017. Project Jerry (cloud project) is the subject of discussions with the vendor.		YEAR	2016/17	2017/18
			Y	Y

MEASURE		Status	Comments
	Satisfactory progress on projects Jerry and Technology One reimplementation	 Assessment premature	

GM General Manager

CG Corporate Governance

CSI City Services & Infrastructure

CEDB Community Economic Development & Business

 Ongoing

 On schedule

 Review required

 Completed

 Task for future year



**THE AUDIT PANEL CHARTER
OF
GLENORCHY CITY COUNCIL**

Title	Audit Panel Charter of Glenorchy City Council
Council Resolution	Item 14 (06 June 2016) as per Council Minutes
Responsible Directorate	Corporate Governance
Due for Review	At least every second year as per Clause 17.2 of the Audit Panel Charter
ECM	Audit Panel Charter
Version	1.0 Approved Item 9 (04 August 2014) as per Council Minutes
	1.1 Endorsed (as amended) Item 7 (20 April 2016) as per Audit Panel Minutes
	2.0 Approved Item 14 (06 June 2016) as per Council Minutes

THE AUDIT PANEL CHARTER

The Audit Panel Charter of Glenorchy City Council is made under sections 85, 85A and 85B of the *Local Government Act 1993* (Tas) and the *Local Government (Audit Panels) Order 2014* (Tas) detailing:

- (a) the manner in which the Audit Panel is to perform its functions; and
- (b) the procedure of the Audit Panel in respect of its meetings.

PART 1 – PRELIMINARY

1.1 Short Title

The Audit Panel Charter of Glenorchy City Council may be cited as the Charter.

PART 2 – INTERPRETATION

2.1 Interpretation

In this Charter –

“**Act**” means the *Local Government Act 1993* (Tas);

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

“**Council**” means Glenorchy City Council established under section 18 of the Act;

“**Councillor**” means a person elected to Council and includes the Mayor, Deputy Mayor and Alderman;

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

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

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

“**General Manager**” means the General Manager of Council appointed pursuant to section 61 of the Act;

“independent person” means a person who is not a Councillor/Alderman or an employee of Council;

“Order” means the *Local Government (Audit Panels) Order 2014* (Tas);

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

PART 3 – OBJECTIVE

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

PART 4 - FUNCTIONS OF THE AUDIT PANEL

- 4.1 The Audit Panel is to consider in a review of Council's performance:
- (a) whether the annual financial statements of Council accurately represent the state of affairs of Council;
 - (b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared;
 - (c) Council’s financial system, financial governance arrangements and financial management;
 - (d) the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that Council has in relation to safeguarding its long-term financial position;
 - (e) whether Council is complying with the provisions of the Act and all other relevant legislation;
 - (f) whether Council is complying with its internal policies and procedures;
 - (g) whether Council has taken any action in relation to previous recommendations provided by the Audit Panel to Council and, if it has so taken action, what that action was and its effectiveness; and
 - (h) any other matters specified in the Order under section 85B of the Act as matters that the Audit Panel is to consider in such a review.
- 4.2 The Audit Panel is to review the General Manager's corporate credit card expenditure.

PART 5 – KEY AREAS FOR CONSIDERATION

5.1 In fulfilling its functions, the Audit Panel should consider the following key areas:

- (a) corporate governance;
- (b) human resource management, including its policies, procedures and enterprise agreement;
- (c) information and communication technology governance;
- (d) management and governance of the use of data, information and knowledge; and
- (e) internal and external reporting requirements.

PART 6 – RESPONSIBILITIES OF THE AUDIT PANEL MEMBERS

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

6.2 A member of the Audit Panel is expected to:

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

PART 7 - MEMBERSHIP OF THE AUDIT PANEL

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

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

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

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

7.4 Council is to seek expressions of interest for the appointment of Aldermanic members of the Audit Panel through a secret ballot process.

- 7.5 Council is to seek expressions of interest for appointment of members of the Audit Panel, including through publicly advertising.
- 7.6 Council is to appoint the independent persons of its Audit Panel after a selection process conducted by Council.
- 7.7 In appointing an independent person as a member of the Audit Panel, Council –
- (a) is to ensure that the person possesses good business acumen and sound management and communication skills; and
 - (b) may take into account any other relevant knowledge, abilities and skills of the person including, but not limited to –
 - (i) knowledge and expertise in the areas of audit practices and financial management;
 - (ii) knowledge of, and experience in, relevant industries;
 - (iii) experience in, and good understanding of, relevant legal requirements; and
 - (iv) experience with governance processes including, but not limited to, risk management.
- 7.8 Council is to appoint two (2) Aldermanic proxies through a secret ballot process that are to be called upon when the elected Aldermanic members are unavailable to attend the Audit Panel meeting(s).

PART 8 - CHAIRPERSON OF THE AUDIT PANEL

- 8.1 The Chairperson of the Audit Panel may only be an independent person who is a member of the Audit Panel.
- 8.2 Council is to appoint one of the independent persons as Chairperson of the Audit Panel by secret ballot in a Council Meeting.
- 8.3 When the Chairperson is unavailable to attend a meeting of the Audit Panel, a Deputy Chairperson is to be selected from the remaining two (2) independent persons as voted on by the Audit Panel or as voted on by Council at the time of appointing the Chairperson.

PART 9 - TERM AND CONDITIONS OF APPOINTMENT OF THE AUDIT PANEL MEMBERS

- 9.1 A member of the Audit Panel holds office for a period of two (2) years as specified in the member's instrument of appointment.
- 9.2 A member of the Audit Panel, if eligible, may be re-appointed by Council.

- 9.3 A member of the Audit Panel who is an independent person is entitled to be paid the remuneration and allowances as determined by Council.

PART 10 - NOTIFICATION OF APPOINTMENT OF MEMBERS OF AUDIT PANEL

- 10.1 The General Manager of Council is to notify the Director of Local Government of:
- (a) the appointment of all the members of Council's Audit Panel, and the term of each of those appointments, as soon as practicable after establishing the Audit Panel;
 - (b) the identity of the Chairperson and each independent person of the Audit Panel; and
 - (c) the appointment of each new member of the Audit Panel and the term of his or her appointment, as soon as practicable after making that appointment.

PART 11 - ANNUAL WORK PLAN

- 11.1 To assist the Audit Panel in performing its functions efficiently and effectively, the Audit Panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting so scheduled.
- 11.2 The forward meeting schedule should include the dates, location and proposed agenda items for each meeting.

PART 12 - MEETINGS OF THE AUDIT PANEL

- 12.1 The Audit Panel is to hold not less than four (4) meetings in each financial year.
- 12.2 At a meeting of the Audit Panel, a quorum is constituted by three (3) members in attendance one of whom must be an independent member, and another an Alderman member of the Audit Panel.
- 12.3 The General Manager of Council is to attend, or to ensure that his or her delegate attends, each meeting of Council's Audit Panel as an ex-officio (non-voting) member.
- 12.4 The following Officers of Council are to attend, or to ensure that their respective delegates attend, each meeting of Council's Audit Panel as an ex-officio (non-voting) member:
- (a) Director, Corporate Governance and General Counsel; and
 - (b) Chief Financial Officer.
- 12.5 The Audit Panel may invite or allow a councillor of Council and/or an employee of Council and/or internal and/or, external auditor to attend one or more meetings of the Audit Panel.

- 12.6 Subsections 12.3, 12.4 and 12.5 do not apply in relation to a meeting of the Audit Panel if the Chairperson determines that the meeting is to be held in private.
- 12.7 Within the context of this Charter the Audit Panel may regulate its own meetings.
- 12.8 The relevant provisions of the *Local Government (Meeting Procedures) Regulations 2015* (Tas) are to apply to meetings of the Audit Panel.
- 12.9 The Chairperson is required to call a meeting if requested to do so by Council, or an Audit Panel member.

PART 13 – REPORTING

- 13.1 The Audit Panel is to report regularly to Council on its operations and activities during the year.
- 13.2 The Audit Panel is to provide a copy of its confirmed meeting minutes to Council as soon as practicable after each Audit Panel meeting.
- 13.3 With respect to communicating with Council:
- (a) Within ten (10) working days of an Audit Panel meeting, the Chairperson is to prepare a brief report of that meeting and circulate that report to Audit Panel members;
 - (b) The Chairperson will forward the report to the General Manager to include in the next available Council meeting agenda (closed section);
 - (c) The Chair (or other Audit Panel member, if unavailable) will attend that Council meeting to present the report and answer questions on the recent Audit Panel meeting; and
 - (d) After the next Audit Panel meeting, the secretariat will include the confirmed minutes of the previous Audit Panel meeting on the next available Council meeting agenda, together with the Chairperson's brief report of that meeting.
- 13.4 The Audit Panel may, at any time, report to Council any other matter it deems to be of sufficient importance to do so.
- 13.5 The Audit Panel, through the Chairperson, must report annually to Council on its overall operation and activities during the year.
- 13.6 The Audit Panel's annual report is to include but not limited to:
- (a) A summary of the work the Audit Panel performed to fully discharge its responsibilities during the preceding year; and
 - (b) An overall assessment of Council's legal, governance, financial, risk, control and compliance framework including details of any significant emerging risk impacting on Council.

PART 14 - RECOMMENDATION OF THE AUDIT PANEL

- 14.1 On conducting a review under section 85A of the Act, the Audit Panel is to provide Council with a written report of its conclusions and recommendations, if any.

PART 15 - RESOURCES OF THE AUDIT PANEL

- 15.1 Council is to provide secretarial support to, and all necessary funding required by, the Audit Panel.
- 15.2 The secretariat is to ensure the agenda for each meeting and supporting papers are circulated, after approval from the Chairperson, at least four (4) days before the meeting.
- 15.3 The secretariat is to ensure the minutes of the meetings are prepared and maintained.
- 15.4 The minutes must be approved by the Chairperson and will be confirmed at the next meeting of the Audit Panel.
- 15.5 The secretariat will provide a copy of the Audit Panel's confirmed meeting minutes to Council as soon as practicable after each Audit Panel meeting.
- 15.6 The Audit Panel, through the General Manager, will obtain any information and/or document it needs from any employee of Council and/or external party when such information and/or document is required to carry out its functions. This is subject to the Audit Panel members' legal obligations to protect the obtained information and/or document.
- 15.7 The Audit Panel will obtain, at the cost of Council, external professional advice when it is required to carry out its functions.
- 15.8 The Audit Panel will discuss any matters with the internal and/or external auditor when required, subject to confidentiality considerations.
- 15.9 Council is to provide induction for the members of the Audit Panel to enable them to meet their responsibilities under this Charter.

PART 16 – CONFLICTS OF INTEREST

- 16.1 The Conflict of Interest provisions of Part 5 of the Act are to apply to members of the Audit Panel, Council and Council employees who provide advice or recommendations to the Audit Panel.
- 16.2 A member of the Audit Panel must declare to the Chairperson any potential or actual pecuniary or non-pecuniary interests that may affect the carrying out of the functions and responsibilities under the Act and the Order.
- 16.3 Such declaration of pecuniary or non-pecuniary interests will be recorded in the meeting minutes.
- 16.4 Independent persons are to consider past employment, consultancy arrangement and any related party issues in making these declarations.

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

Part 17 – REVIEW OF THE AUDIT PANEL AND THE CHARTER

17.1 Performance Review of the Audit Panel

- (a) The Chairperson of the Audit Panel, in consultation with Council, will initiate a review of the performance of the Audit Panel at least once every two (2) years.
- (b) The review will be conducted on a self-assessment basis (unless otherwise determined by Council) with appropriate input sought from the Audit Panel, the General Manager, the internal and external auditors, management and any other relevant stakeholders, as determined by Council.

17.2 Review of the Charter

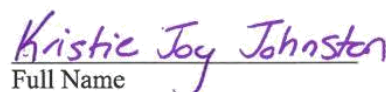
- (a) At least every second year the Audit Panel will review the Charter to ensure its provisions comply with the Act and the Order.
- (b) Any changes to the Charter will be recommended by the Audit Panel and approved by Council.

Approved by Glenorchy City Council at its Meeting dated 6 June 2016

Signed on behalf of Glenorchy City Council


Signature


Title


Full Name


Date

Outstanding Actions List - Open Council Meeting

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
10/06/2014	22.3	Notice of Motion - Alderman C. Lucas - 2 Car Parking Strategy	Council provide a report on current Car parking strategy in the City commercial precincts including: 1. The present parking strategy for the future of the city, and any proposed changes. 2. Details Cash-In-Lieu payments in Commercial areas, Glenorchy precinct, Moonah and Claremont – including total fees collected and numbers of spaces in-lieu by year since the year 2000. 3. Any feedback received from developers. 4. How application of this policy and fee levels relate to the Regional Planning scheme. 5. A schedule of fee rates for all Southern councils.	City Services and Infrastructure	Council's Parking Strategy Working Group has been re-established and its Terms of Reference have been endorsed by Council. Meetings of the working group are now underway. A project plan has been agreed by the Group, which targets completion of the review by mid-2017. A Council Workshop is being scheduled on the 9 January 2017 to discuss a draft of the Strategy.	31-Jul-17
1/09/2014	13.4	Question on Notice - Alderman K. Johnston (Relates to Notice of Motion - Alderman K. Johnston - CCTV Evaluation (12 February 2013))	That a report be prepared by the Director Community, Economic Development & Business following consultation with Tasmania Police with respect to the Closed Circuit TV system. That the CCTV system be evaluated every six months and a report produced with a range of identified KPIs. That Council as a priority develop and adopt CCTV system operating procedures and protocols. (refer to Question On Notice for specific details)	City Services and Infrastructure / Community, Economic Development and Business	An audit of the location and condition of existing security cameras has been undertaken using a new contractor. An estimate of the cost involved with rectifying a range of identified issues has been provided. A report was presented to Council at meeting on 24 October 2016, at which Council agreed to an additional funding allocation to repair and upgrade the cameras. The CCTV system is a standing item on the Safer Communities Committee agenda.	Ongoing
13/10/2014	7.1	Notice of Motion 7 - Alderman M. Stevenson Develop an 'expression of interest' process	That Council develop an 'expression of interest' process that could be implemented to help find a naming rights sponsor for the Derwent Entertainment Centre and other Council facilities.	Community, Economic Development and Business	At the DEC Manager's presentation to the Council workshop on 15 August 2016, feedback was obtained from potential naming rights sponsors to the effect that there is insufficient guaranteed content at this stage to attract sponsorship funding. The quoted cost of valuing potential naming rights for the DEC was \$16,000. Council, through its investment in showcourt infrastructure and relationship building with netball and basketball codes, is seeking to increase momentum for televised events at the DEC and consequent increase in brand value.	Jun-17
9/06/2015	13.3	Notice of Motion Alderman M. Stevenson	That a brief projects and major operational items summary be provided at each Council meeting.	Corporate Governance	An Aldermanic Workshop was facilitated by Blackadder Consultants on Monday, 10 October 2016. Blackadder recently provided a report to Council about the outcomes of that meeting. The ELT will consider that report at its meeting on 18 November 2016 and will report back to Council in due course.	31-Dec-16
3/08/2015	8	Community Garden - Kenbrae Avenue and Pitaclim Street	That Council acknowledges that the Legal and Property Department will negotiate a lease under section 179 of the Local Government Act with the Glenorchy Precinct Group for the portion of land between Kenbrae Avenue and Pitaclim Street on either side of the footpath to develop a community garden for the benefit of our community.	Corporate Governance	Given that the Greater Glenorchy Precinct Group is no longer associated with Council, the Community Garden project will need to find a new auspicing group. The final completion date is dependent on how long that process takes. A meeting between Council officers and the Community Garden Group was held on 6 October 2016. Council is currently waiting for feedback from the Precinct Group about their negotiations with potential auspicing groups before deciding how best to proceed and being able to provide an estimated completion date.	TBA
3/08/2015	15.1	Notice of Motion - Alderman D. Pearce	That Council re-examines its consultation processes and methods.	Community, Economic Development and Business	A review of Council's community engagement strategy is underway, with a view to developing a new Community Engagement Manual and supporting documentation. Council's new Co-ordinator Community Planning is overseeing this action. A project plan has been prepared and a steering committee for the project has been formed. A Community Engagement Framework Discussion Paper has been circulated to Council Staff for comment as part of the project. Management are presently reviewing submissions received from staff.	30-Jun-17
3/08/2015	15.2	Notice of Motion - Alderman J. Branch-Allen	1. Glenorchy City Council plan to facilitate a community forum in 2016 to talk about community food security. 2. We invite Professor David Adams (leader in this area) to talk at the forum.	Community, Economic Development and Business	Council officers are researching potential forum options and partnerships. One potential forum format has been identified and is being actively explored by officers to occur in the first quarter of 2017.	30-Jun-17

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
23/11/2015	9	Notice of Motion - Proposing the replacement of all speed limit signs and 'No Stopping' signs with pavement marking and the change of road markings from white to yellow.	(c) That Council ENDORSES a database associated with all traffic signs and road markings within Glenorchy municipality be developed. (d) That Council ENDORSES a review of existing speed limit signs within the Glenorchy municipality so that the number of speed limit signs is minimised following the development of the proposed street sign database. (e) That Council ENDORSES a procedure for the 'No Stopping' restrictions be developed to determine where to use signage and/or line marking in terms of full-time 'No Stopping', parking restrictions with the consideration of minimising installation and maintenance costs. (f) That Council ENDORSES that the existing 'No Stopping' signs also be reviewed subsequent to the development of the proposed database. (g) That Council ENDORSES a long term plan for line marking maintenance to be developed subsequent to the development of the proposed database.	City Services and Infrastructure	Council's Transport Engineer has commenced work on the development of the traffic signs and line marking database. Additional resources are required to collect and process the data. A 'trial' of a suburb or similar area is needed to clarify the time needed to complete the database. The process has been delayed as a result of the asset officer being on extended leave.	Estimated time to be advised following completion of a 'trial' area to assess resource needs.
23/11/2015	10	Bushfire Management	2. That Council APPROVES the implementation of an improved, on-going bushfire management program (stages 1-3) to meet statutory responsibilities that is expected to cost, on average, \$343,000 per year over the first 10 years and thereafter have an on-going cost of \$273,000. 3. That Council APPROVES a budget variation of \$45,000 for the 15/16 financial year to commence stage 1 of the bushfire management program for policy and strategy development.	City Services and Infrastructure	The budget variation was approved by Council and the new Coordinator, Bushfire Management commenced at Council on 3 October 2016 and is now working on policy and strategy development.	Complete
21/12/2015	9	Main Road Transit (Public Transport) Corridor, Bus Priority and Bus Stop Optimisation Measures	3. Requires a further report be provided to Council on completion of detailed design and prior to the implementation of bus priority measures at the intersection of Main Road and Derwent Park Road/Springfield Avenue That Council (b) subject to the matched support of Hobart City Council: (i) INITIATE a Public Transit Corridor Urban Utilisation and Economic Benefit project for the current rail corridor, based on that Project Proposal, in partnership with Hobart City Council; (ii) EXCHANGE Memoranda of Agreement to proceed with the project on terms and conditions agreed by the General Managers of the respective Councils; (iii) PREPARE a brief requesting expressions of interest from suitably qualified and experienced public transport and urban development consultants demonstrating their capacity to fully develop a report and recommendations satisfying the combined requirements of the two Councils. (iv) AGREE to requesting submissions from consultants that have demonstrated through their expressions of interest submissions that they have the capacity to provide a report capable of satisfying the requirements of the brief. (v) ALLOCATE up to \$75,000 as Glenorchy City Council's contribution to the cost of engaging a consultant, subject to Hobart City Council agreeing to allocate \$75,000 with the total fee for the consultancy not exceeding \$150,000.	City Services and Infrastructure	The General Manager and Director City Services met with the Deputy Secretary of the Department of State Growth in early September 2016, at which they were advised that detailed design drawings currently being prepared by the State would likely be provided by 31 December 2016. The timeline for the completion of the project has now been delayed to conduct more community consultation with affected businesses.	Subject to a review of detailed design drawings to be provided by the State
25/01/2016	9	Development Opportunities along the Potential Public Transit Corridor		Community, Economic Development and Business Development	The final report has been provided by GHD. HCC has commissioned a peer review of the GHD Report by LUUJ to identify any additional economic benefit factors that could be identified in relation to the public transit corridor. A Working Group meeting has been convened for 19 December 2016 at HCC.	31-Jan-17
25/01/2016	11	Actions List - Update Report	Corporate Performance Reporting • Management to provide a Framework at February workshop. • Clarification as to reporting requirements of the Council.	Community, Economic Development and Business Development	An Aldermanic Workshop was facilitated by Blackadder Consultants on Monday, 10 October 2016. Outcomes of this workshop to be presented to Council through General Manager following the receipt of a report from Blackadder Consulting. A further workshop may need to be held, depending on the content of that report.	31-Dec-16
15/02/2016	10	KGV Skate Park	That Council: RECEIVES and notes the update on the relocation and construction of the Skate Park and that there be extended community consultation about the location of the Skate Park and further report come back to Council, giving consideration to Council's strategic plan and projects, before the final location is determined by Council.	Corporate Governance	Community engagement for the new skate park has commenced. Preliminary activities undertaken included presentations made to special committees and other stakeholders, and an information display in the foyer of Council chambers. Approximately 320 letters containing information have been sent out to stakeholders, and discussions held with anyone who chose to respond. (all responses so far have been positive). Community consultation will be completed before the 19 December 2016 Council meeting. A further report will be presented to Council at its meeting in early 2017. A draft lease agreement for the adjoining land is in the process of being finalised with TasRail (the land owner).	31-Mar-17

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
15/03/2016	9	Inter-city Cycleway Proposed Chikane Gate Changes at Road Intersections	That Council remove one of the existing "paired" chikane gates, to replicate what the Hobart City Council has completed, at all road crossings along the inter-city cycleway.	City Services and Infrastructure	At the 24 October 2016 meeting, Council approved the release of \$105,000 from the Strategic Asset Management Reserve to fund the project. Project planning has been completed and the project is scheduled for completion in March 2017.	31-Mar-17
13/04/2016	10	Smoking Ban Along the Inter-city Shared Pathway	That this item lay on the table for further information and consideration of this item at a future Council Workshop.	City Services and Infrastructure	A Council workshop was held on 20 June 2016. Council is liaising with HCC and other bodies such as Quit Tasmania, the Heart Foundation, the Cancer Council and the AMA to request their support for the initiative. Once support is confirmed, the State Government will be lobbied with the aim of having the Shared Pathway declared a smoke free site.	Dec 2016
9/05/2016	11	Proposed Environmental Amenity By-law	That Council: DECLARES its intention to make the Environmental Amenity By-law No. 1 2016 pursuant to s156 of the Local Government Act 1993, and APPROVES the initiation of the statutory process required under Part 11 of the Local Government Act 1993 for making the proposed Environmental Amenity By-law No. 1 of 2016.	City Services and Infrastructure	A draft Regulatory Impact Statement (RIS) was developed and sent to DPAC for approval on 8 May 2016. DPAC's feedback was received in early September 2016. A revised RIS was provided to DPAC on 3 November 2016, along with a revised draft of the by-law containing minor amendments made in response to comments received from DPAC. Advertising for public consultation has now commenced, and submissions will be open until 5 January 2017.	Dec 2016
6/06/2016	17	Question without Notice - Alderman Lucas	What is the time cost of the harassment of senior staff or senior management to answer the questions put to them before every Council Meeting?	General Manager	This is being considered by Management and will be dealt with in due course.	TBA
4/07/2016	9	Request to Join Coalition of Community Organisations Concerned About Gambling	That Council: AGREE to join the Coalition of Community Organisations Concerned About Gambling; and AUTHORISE the General Manager to provide a submission on Council's behalf to the State Government expressing its concern over the high number of EGMs in Glenorchy's Clubs and Hotels and the consequent impact on the Glenorchy Community. The submission also strongly urge, that if the State Government choose to make change to the industry, transitional arrangements be put in place to manage any potential impact on the industry and employment	General Manager	1. A report outlining Council's responsibilities and obligations as a result of joining the coalition was presented to Council at the 21 November 2016 Council Meeting. 2. Council officers are currently working with the Coalition to prepare a submission to the State Government	Jun-17
4/07/2016	11	Acquisition and Disposal of Land - Bosco Drive AND Dalmacia Place	That Council: APPROVE Council Officers negotiations and settlement of the purchase of private land at 2/1 Dalmacia Place for the purpose of allowing Council to formalise and maintain a public walkway through Dalmacia Place to Bosco Drive APPROVE Council Officers to continue negotiations to dispose of part of the public land at 23 Bosco Drive for the purpose of extending the private rear yard of 19 Bosco Drive, subject to the compliance of the requirements of section 178 of the Local Government Act 1993 (noting the investigation of the possibility of a similar sale to the owners of 21 Bosco Drive, to establish a safe, easily maintained and monitored piece of land which will comprise part of the public walk way). APPROVES the advertising of Council's intention to dispose of any part of the public land at 23 Bosco Drive under section 178 of the Local Government Act 1993.	Corporate Governance	The owners of 19 Bosco and 2/1 Dalmacia Place have been notified of Council's decision. Discussions with the owners of 21 Boscoe Drive regarding a potential sale of part of the public land on 23 Bosco Drive have progressed. A survey plan was received on 8 December 2017. Negotiations regarding the sale will continue once the parties have reviewed the Survey Plan and considered their respective positions.	30-Jun-17
4/07/2016	14	Greater Hobart Traffic Congestion Summit Meeting 2	That Council: ... ENDORSE in-principle support for a budget contribution for a Greater Hobart transport model for an estimated amount of \$37,500, which is to be confirmed and approved as a budget variation when the exact amount is established, contingent on: (a) budget assessment (b) that all Council's contribute as expected.	City Services and Infrastructure	The Minister and Department of State Growth was advised of Council's decision on or about 17 August 2016. Traffic modelling will now be progressed. The final cost has been confirmed at \$13,000 and has now been paid by Council.	Complete
4/07/2016	19.1	Notice of Motion - Alderman M. Stevenson	That Council: REFER the budget development process to the Audit Panel for their review and request that a report on their findings be presented to Council for consideration	Corporate Governance	This request was considered by the Audit Panel at its meeting on 19 July 2016 at which it was noted that the matter would form part of the internal audit plan for the 2017 financial year. The Audit Panel's Annual Work Plan was considered at its meeting on 21 September 2016. The review of the annual budget process was part of that plan and is targeted for action in April/May 2017.	31-May-17

Council Meeting Date	Clause Number	Subject/Issue	Council Adopted Action	Department Responsible	Comments/Update	Estimated Completion Date
1/08/2016	13.3	Notice of Motion - Alderman D. Pearce	That Council ends its formal relationship with the Community Precinct Consultation System. That Council re-direct the money used to support the precincts to provide small one-off grants to facilitate community based initiatives on merit.	Community, Economic Development and Business Development	A report in relation to a small, one-off grants process, will be presented to Council in the first half of 2017.	31-Oct-17
29/08/2016	11	Council Policy - Dog Management Policy	That Council notes that the revised draft Dog Management Policy 2016 will go out to public consultation with the view of submitting the policy at a future Council meeting for consideration and adoption.	Corporate Governance	The public consultation period was completed on Friday, 28 October 2016. A number of public submissions were received and are being considered by the Animal Management Team. It is anticipated that a report will be taken to Council at its meeting on 23 January 2017 with the view of adopting the revised Dog Management Policy in February 2017.	28-Feb-17
29/08/2016	17.1	Notice of Motion - Alderman J Branch-Allen	1. That Aldermen be on a rotating roster system at Council once a month to meet with the community. 2. Appointment could be pre arranged for members of the community who wanted to book or a drop-in system. 3. Advertising to be put in the Glenorchy Gazette each month of who is on duty and day and time they will be at Council. 4. That the office down stairs used by the JP on duty be used with similar signage outside the door, and 5. That this be conducted on a 3 month trial.	Community, Economic Development and Business Development	Planning is underway to implement this process in the first quarter of 2017. Trial process is planned for Feb, Mar and April 2017.	1-Jun-17
29/08/2016	17.2	Notice of Motion - Alderman J Branch-Allen	(a) The Glenorchy City Council investigates establishing a similar program for free weekend entry to Jackson Street Waste Management site as has Hobart City Council. (b) That a report be brought back to Council at the December meeting.	City Services and Infrastructure	In accordance with Council's resolution, The report will be presented to Council for consideration at the council meeting on 19 December 2016.	19-Dec-16
26/09/2016	11	Community and Multi-Cultural feasibility Study - Election Commitment Grant Deed	That Council conducts an Expression of interest process to find an entity to lease the usage of the Hopkins St Centre for the specific purpose outlined in the plan.	Community, Economic Development and Business Development	Officers are currently preparing EOI documentation. The documentation will be released once the official launch of the Multicultural Community Spaces Plan has occurred and the State Government has responded.	30-Jun-17
26/09/2016	-	Request - Ald. K. Johnston	That Council receives updates on the progress of the draft Strategic Plan through the Outstanding Actions List.	Community, Economic Development and Business Development	Public consultation on the proposed Strategic Plan 2016-2025 concluded on 25 November 2016. An officer's report recommending changes following community engagement and the adoption of the Strategic Plan is on the agenda for the Council meeting on 19 December 2016.	31-Dec-17
24/10/2016	10	Community Precinct Program Transition	That Council establishes a book drop-off point at Council Chambers for people to donate books to the Claremont Community Library.	Community, Economic Development and Business Development	Council's Customer Service section are working with the Community Planning and Inclusion section to develop a process for this to occur. This will be in place for the commencement of 2017.	31-Jan-17
24/10/2016	13	Term of Appointment of Audit Panel Members	(a) Calls for expressions of interest among Aldermen in order to appoint 2 Aldermen as standing members and 2 Aldermen as proxy members of the Audit Panel, and (b) Calls 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.	Corporate Governance	(a) The General Manager circulated an EOI email to all Aldermen on 13 November 2016 with a closing date being Friday, 18 December 2016. (b) Advertisements calling for public expressions of interest for the three independent members of the Audit Panel were placed in The Mercury on 19 November and 3 December 2016. EOIs closed on 9 December 2016. (c) 3 applications have been received. A report will be presented to Council at the 19 December 2016 Council Meeting.	31-Dec-16
21/11/2016	10	Council Decision to Join the Coalition Against Gambling	Ald. Branch-Allen requested that Ald. Johnston provide regular updates to Council about the progress of the COAG and Council's involvement	Mayor Johnston	Mayor Johnston to provide an update in due course.	Ongoing
21/11/2016	19.1	Question on Notice - Alderman K. Johnston	In relation to Ald. Johnston's question on notice relating to Fire Hazard Reduction Notices, Ald. Quick asked whether a Fire Hazard Abatement Notice can, or will be, issued to Tasball in respect of overgrown vegetation along the railway line, particularly in the Northern Suburbs from Northgate onwards.	Governance	Public Compliance are satisfied that a contractor has commenced remediation works along the corridor to remove overgrown vegetation.	Complete
21/11/2016	19.1	Question on Notice - Alderman K. Johnston	In relation to Ald. Johnston's question on notice relating to Fire Hazard Reduction Notices, Ald. Pearce requested that an article be placed in The Mercury regarding Council's new Bushfire Management Officer.	City Services and Infrastructure	An article has been prepared for the Glenorchy Gazette and Council's website, and a media release was sent to The Mercury on 13 December 2016	Completed
21/11/2016	19.4	Question on Notice - Alderman M. Stevenson	Alderman Stevenson noted that the Shared Services Agreement included a requirement that the committee receive an Annual Report on the group's activities. He requested that Council receive regular reports on the activities of the Shared Services Committee.	Governance	A report will be presented to Council at the 19 December 2016 Council meeting. The Report will include details of the reporting arrangements between the Shared Services Committee and Council.	19-Dec-16



**Glenorchy City Council
Chamber Carpark**



Corner Barry & Tolosa Street



Corner Barry & Tolosa Street



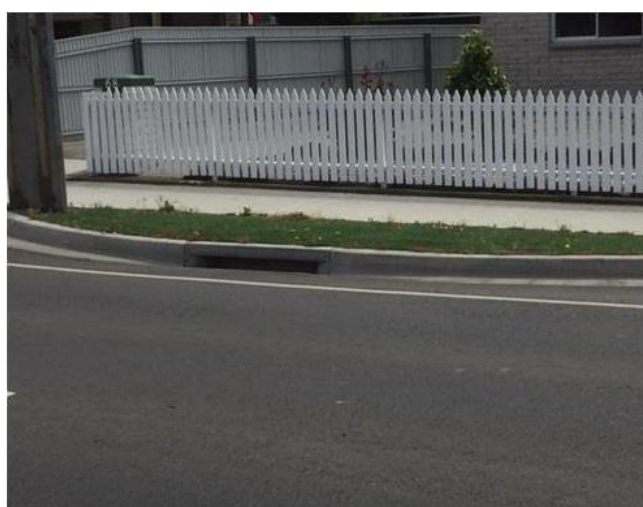
**Tolosa Street between
Bowden Street & Vieste Drive**



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Bowden Street & Vieste Drive**



**Tolosa Street between
Bowden Street & Vieste Drive**



**Corner of Barry Street
& Main Road**



**Corner Grove Road
& Main Road**



**Corner Grove Road
& Main Road**



**King George V Avenue
Northgate Carpark entrance**



**King George V Avenue
Northgate Carpark entrance**



Elwick Road