

**COUNCIL MEETING
AGENDA
MONDAY, 19 DECEMBER 2022**



GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

The General Manager certifies that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

A handwritten signature in blue ink, likely of Tony McMullen, the General Manager.

Tony McMullen
General Manager
14 December 2022

Hour: 6.00pm

Present (in Chambers):

Present (by video link):

**In attendance (in
Chambers):**

**In attendance (by video
link):**

Leave of Absence:

**Workshops held since
last Council Meeting**

Date: Monday, 12 December 2022

Purpose: To discuss:

- Reconciliation Action Plan
- Budget / Annual Plan proposed process
- Playspace Renewal Strategy presentation

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council meeting held on 28 November 2022 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

**Question taken on notice - Shane Alderton
(28 November 2022)**

Q: Every Council meeting there is the confirmation of the Minutes. Why don't Council provide a copy of the previous open Council minutes along with the Agenda?

A: Council will provide draft minutes of the previous Council meeting at the same time as the Agenda is published.

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

- the Council Meeting is a formal meeting of the Aldermen elected by the Glenorchy community. It is chaired by the Mayor
- public question time is an opportunity in the formal meeting for the public to ask questions of their elected Council representatives about the matters that affect ratepayers and citizens
- question time is for asking questions and not making statements (brief explanations of the background to questions may be given for context but comments or statements about Council's activities are otherwise not permitted)
- the Chair may permit follow-up questions at the Chair's discretion, however answers to questions are not to be debated with Council
- the Chair may refuse to answer a question, or may direct a person to stop speaking if the Chair decides that the question is not appropriate or not in accordance with the above rules
- the Chair has the discretion to extend public question time if necessary.

7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)

COMMUNITY

Community Goal – Making Lives Better

8. ACTIVITIES OF THE MAYOR

Author: Mayor (Ald. Bec Thomas)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Mayoral Announcements

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Objective 4.1 Govern in the best interests of the community

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

Reporting Brief:

To receive an update on the recent activities of the Mayor.

Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period from Monday, 21 November to Sunday, 11 December 2022.

Monday 21 November 2022

- Met with the new CEO of YMCA, Christine Allen
- Chaired the Council workshop

Tuesday 22 November 2022

- Met with Mark Redmond, Chief Executive, Reconciliation Tasmania
- Chaired the Glenorchy Youth Task Force meeting
- Participated in Glenorchy Rotary Meeting as guest speaker

Wednesday 23 November 2022

- Met with Andrew Blackett, Executive Officer, Edmund Rice Camps
- Chaired the Glenorchy CBD Youth and Community Safety meeting

Friday 25 November 2022

- Attended the Summer of Racing Festival launch

Sunday 27 November 2022

- Attended the Lutana Woodlands Environmental Group gathering
- Attended the Variety Children’s Charity fundraising event at Elwick racecourse

Monday 28 November 2022

- Chaired the Council meeting

Wednesday 30 November 2022

- Attended LGAT General Management Committee (GMC) meeting
- Attended Premiers Local Government Council meeting
- Attended The Salvation Army Tasmania Volunteer Appreciation evening at Government House
- Attended the GMC Christmas dinner

Thursday 1 December 2022

- Interview with ABC Radio regarding anti-social behaviour in Glenorchy CBD
- Participated in 'The Fresh Approach' interview with Vanessa Ward from Harcourts
- Presented to the Board of the Tasmanian Community Fund
- Officially opened the Glenorchy Open Artist Exhibition at the Moonah Arts Centre

Friday 2 December 2022

- Attended the Maxima Open Day as guest speaker
- Participated in the International Day of People with Disability event on Council lawns

Saturday 3 December 2022

- Attended the Moonah Bazaar market at the Moonah Arts Centre
- Attended the Montrose Bay Rowing Club 50th birthday celebrations

Monday 5 December 2022

- Presented Safer Communities Kindness awards to students at the Rosetta Primary School End of Year assembly
- Chaired the Glenorchy Planning Authority meeting
- Chaired the Glenorchy City Council Annual General meeting

Tuesday 6 December 2022

- Chaired the Glenorchy Jobs Hub Steering Committee meeting
- Attended the Glenorchy Jobs Hub session for JCP Youth program participants, supported by Downer and Glenorchy Jobs Hub

Wednesday 7 December 2022

- Officially launched the PCYC pilot program and Glenorchy PCYC brand on Council lawns
- Attended the Greater Hobart Mayors forum

- Attended the LGAT Mayors workshop

Thursday 8 December 2022

- Attended the Southern Tasmanian Regional Waste Authority forum at the Hobart Town Hall
- Attended the Local Government Association Tasmania General Meeting
- Attended the Local Government Association Conference at the Hotel Grand Chancellor
- Attended the Local Government Association Conference Dinner at the Hotel Grand Chancellor

Friday 9 December 2022

- Attended the Local Government Association Conference

Saturday 10 December 2022

- Attended the Glenorchy City Lions Club
- Attended the Carols in the Vale at Collinsvale

Sunday 11 December 2022

- Attended the Making it Happen Christmas party

In addition to the above meetings and events, the Mayor attended numerous internal meetings and performed other administrative duties.

Consultations:

Nil.

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

1. RECEIVE the report about the activities of Mayor Thomas during the period from Monday, 21 November to Sunday, 11 December 2022.

Attachments/Annexures

Nil.

9. FUNDING FOR BENJAFELD PARK PLAYSPACE RENEWAL

Author: Property Sales and Administration Officer (Renee Kapitzke)
Manager Property Environment and Waste (Luke Chiu)

Qualified Person: Director of Infrastructure and Works (Emilio Reale)

ECM File Reference: Benjafeld

Community Plan Reference:

Making Lives Better

Our lives will be enhanced by using good design to create safer, more welcoming public spaces. Community facilities and services are important to us; especially meeting places, parks and playgrounds.

Valuing our Environment

Our natural environment and created open spaces will be inviting places to be.

Leading Our Community

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Making Lives Better

Objective 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

Objective 1.3 Facilitate and/or deliver services to our communities.

Strategy 1.3.1 Directly deliver defined service levels to our communities.

Valuing our Environment

Objective 3.1 Create a liveable and desirable City.

Strategy 3.1.2 Enhance our parks and public spaces with public art and contemporary design.

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.

Reporting Brief:

To recommend that Council allocate \$1,000,000 from the Property Disposals Reserve Fund to upgrade Benjafield Park playspace in the 2023/24 financial year.

Proposal in Detail:

The *Proceeds of Property Disposals Policy (the Policy)* was adopted by Council on 31 August 2020.

The Policy establishes two dedicated reserve funds for sale proceeds that meet specified criteria:

- the **Property Disposals Reserve Fund** - to be used exclusively for the acquisition, development, improvement and/or accessibility of open space, and
- the **Special Projects Reserve Fund** - to be used exclusively for special projects approved by Council.

In accordance with the Policy, it is recommended that \$1,000,000 of the Property Disposals Reserve Fund be allocated to replace and upgrade the playspace at Benjafield Park in Moonah in the 2022/23 financial year. As per the above, this recommended allocation is consistent with the reasons the reserve has been set up under the Policy which is *“to be used exclusively for the acquisition, development, improvement and/or accessibility of open space”*.

Council currently has 44 playspaces. However, our current play infrastructure is ageing with many requiring renewal or replacement. Council understands and acknowledges the importance of play for the social, physical, and cognitive development of children. It also understands the role playspaces play in the image of the city and their ability to attract local and regional tourism to Glenorchy.

At its 20 December 2021 meeting, Council adopted the Planning for Play 2041 – Playspace Strategy. This Strategy focuses on assessment of current and future usage patterns and identifies opportunities for playground renewal and playspace development. The Strategy aims to provide a balanced response to the demands of existing and future community needs in the municipality and is intended to assist with forward planning for the next 20-years, guiding the provision of playspaces to the year 2041.

Key features of the Strategy include:

- strategic context and principles of play
- playspace hierarchy to classify playspaces as local, neighbourhood, district, or regional that sets appropriate services and design standards
- an audit of existing playspaces with regard to distribution, condition, and hierarchy classification
- recommendations for each playspace with regard to removing, replacing, enhancing, upgrading or maintaining.

A key finding of the Strategy is that 82% of playspace assets are over 15-years old, with 68% over 20-years old and requiring immediate attention, removal, and/or replacement. This clearly presents a significant financial challenge for Council.

Another key finding through the engagement process of the Strategy is that the community is generally willing to accept fewer, but better quality, playspaces. This finding provides positive support to the major regional playspace development that is planned at Giblins Reserve, which may reduce pressure on some of the smaller, and older playspaces.

The Strategy identifies opportunities for nine new playspaces in the city in areas of new development and/or where there are geographical gaps in provision. The Strategy also identifies 10 playspaces for removal, which are either poorly located or in areas of relative oversupply.

It is important to note that where playspaces are identified for removal, this is for the purpose of reverting to public open space and not for development or disposal of the underlying land.

As identified in the strategy the Benjafield playspace is over 20 years old and is a high priority for immediate replacement.

The key rationale for the recommended release of funds from the Property Disposals Reserve Fund for the replacement of the playspace at Benjafield Park is:

- Benjafield playground is one of Council's most significant district playspaces that is over 20 years old and is noted as a high priority for replacement in Council's Playspace Strategy. However, with a cost estimate of \$1M required to replace the playground it will be difficult for Council to fund this work under the usual asset renewal program without creating negative flow-on effects to the rest of the asset renewal program
- as has been noted previously Council has a large number of playspaces that are over 20 years old and are in urgent need of replacement. Priority playspace renewals have recently been undertaken at Barry Street Reserve and Montrose Foreshore, as well as playspace renewals programmed for this financial year at Collinsvale, Booth Avenue, and Cairnduff Reserve. A further 12 local playspaces are to be renewed over the coming two-years with \$1.5M in grant funds secured from the Australian Government
- undertaking a renewal of the major district level playspace at Benjafield will complement the extensive program of local and neighbourhood playground replacement that are also being undertaken over the next two years through a combination of grant funds and Council's asset renewal program as detailed above
- the Playspace Strategy classifies Benjafield Park as a District level playspace due to the large size and locality of the park, its ability to hold various events and its existing infrastructure such as shelters, BBQ's and toilets

- A District level playspace should offer a wider variety of play equipment – from toddler to senior, along with accessible play. Users of District level playspaces are from a wider catchment than local or neighbourhood areas
- the playground condition assessment that occurred in March 2022 identified the play equipment at Benjafield Park to be in poor condition, beyond repair. At a District level, it is fair to say that this playspace is in the worst condition compared to others in the municipal area
- to renew a District level playspace (that is currently beyond repair) to a desired standard of service (i.e. providing a wide variety of play), significant funding is required
- to rely on current capital renewal funding for this significant District level playspace that is beyond repair, would consume several years of playground renewal budgets. Consequently, many other playspace renewals would be delayed, which could result in further playground closures due to age and condition
- approving an allocation of the funds will enable officers to develop concept plans and undertake community engagement over the coming months so this significant project is ready to commence early in the new financial year. In recent community engagements undertaken for the 2022/23 budget, residents rated “Recreation and Open Space (parks, playgrounds, open space areas, sporting facilities)” as their highest priority when asked to prioritise services in future budgets.

Consultations:

Director Infrastructure and Works
Manager Property, Environment and Waste
Recreation and Environment Coordinator
Operations and Maintenance Supervisor
Recreation and Open Space Designer
Manager Community
Coordinator Community Development
Manager Finance

Human Resource / Financial and Risk Management Implications:Financial

The financial implications of owning, managing, maintaining, and renewing Council’s playspaces are significant and widely accepted as a core service of Council. The Strategy guides Council in making strategic and financially sustainable decisions on future playspace investment.

The Strategy recognises the fact that 68% of our playspaces are over 20-years old and require immediate attention, and that this will present a significant financial challenge for Council.

The Property Disposals Reserve Fund has been established under Policy to hold funds from the sale of Council land that is zoned or designated as open space and is “to be used exclusively for the acquisition, development, improvement and/or accessibility of open space”. The fund currently holds \$1,385,882.35.

As detailed above it is recommended that \$1 million of the Property Disposals Reserve Fund be allocated to the replacement of the Benjafield Park playspace.

Human resources

The provision of community playspaces is already accepted as a highly valued core service of Council, and, as such, the human resources required to implement the Strategy already exists within Council.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Adverse public reaction to the allocation of funds to the upgrade of Benjafield Park playspace from the Property Disposal Reserve Fund.	Minor	Possible	Medium	Ensure the rationale is explained. The recommended allocations of the sale proceeds are in accordance with Council Policy. The need to replace Benjafield playground is outlined in the endorsed Council Strategy (<i>Planning for Play 2041</i>). The funding of this project from the reserve fund will reduce pressure on other priority projects throughout the municipality.
Do not adopt the recommendation The replacement of Benjafield playground is not adequately funded, resulting in the significant district level playground requiring closure for safety reasons.	Moderate	Likely	High	Replace the Benjafield playground with a lower standard of provision than District level. However, this would be contrary to the endorsed Council Strategy (<i>Planning for Play 2041</i>) and meet subsequent adverse community reactions. Noting the Benjafield playground is one of Council’s most significant playspaces.

Community Consultation and Public Relations Implications:

Community consultation

Extensive community consultation occurred during the development of the Playspace Strategy.

In recent community engagement undertaken for the 2022/23 budget, residents rated “Recreation and Open Space (parks, playgrounds, open space areas, sporting facilities)” as their highest priority when asked to prioritise services in future budgets.

If Council agrees to the proposal to allocate the Property Disposals Reserve Funds towards the replacement of the playground at Benjafield Park, then concept plans of proposed playground designs and options will be released for community engagement prior to undertaking the project.

It is important to note that the scope of this project is for the replacement of the Benjafield Park playspace and not for a redevelopment of the whole of Benjafield Park recreation ground.

Public relations

If Council agrees to the proposal, it is recommended that a public statement be made regarding the funding of the Benjafield playspace, noting that concept plans will be prepared for community engagement in preparation for delivery of the project in 2023/24.

Recommendation:

That Council:

1. APPROVE inclusion of a budget allocation of \$1 million in the 2023/24 capital works program for the Benjafield Playspace renewal project, funded from the Property Disposals Reserve Fund.

Attachments/Annexures

Nil.

10. ESTABLISHMENT OF GLENORCHY COMMUNITY AWARDS AND GLENORCHY VOLUNTEER AWARDS WORKING GROUP

Author: Events Officer (Emalisa White)
Coordinator Community Planning and Engagement (Andrea Marquardt)

Qualified Person: Executive Manager Stakeholder Engagement (David Ronaldson)

ECM File Reference: Community Awards

Community Plan Reference:

Making Lives Better

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

Strategic or Annual Plan Reference:

Making Lives Better

- Objective 1.1 Know our communities and what they value
- Objective 1.1.1 Guide decisions making through continued community engagement based on our Community Plan
- Objective 1.1.2 Encourage diversity in our community by facilitating opportunities and connections
- Objective 1.2.1 Encourage and support communities to express and achieve their aspirations

Leading Our Community

- Objective 4.3 Build strong relationships to deliver our communities' goals
- Objective 4.2.1 Deploy the Council's resources effectively to deliver value

Reporting Brief:

To endorse the formation of an internal Working Group, the Group's Terms of Reference and the appointment of two aldermen group to join the Working Group alongside the Mayor and Council's Events Officer to progress the development of a combined Community and Volunteer Awards in 2023.

Proposal in Detail:

At the Council meeting on 29 August 2022, the decision was made to deliver the annual Community Awards and Volunteer Awards in a combined format.

The event will be delivered during Volunteer Week in May 2023.

To oversee the development of this revised model, Council officers are seeking to establish a Working Group comprising of the Mayor plus two aldermen and Events

Officer to create a framework for this event as per the Draft Terms of Reference Attachment 1.

The Working Group will have delegated authority to:

- develop a model for the awards that combines the objectives of the previous events
- ensure the combined model maintains alignment with the Annual Plan, Community Plan, and Community Strategy
- create a model that actively engages internal and external stakeholder groups and support continuity of existing relationships
- identify and resolve any possible conflicts of interest
- create a framework for nomination, award types, and nomination guidelines
- develop an assessment model for nominations

The Events Officer will be responsible for:

- the production and delivery of the event
- the development and implementation of risk management procedures
- the direct communication with internal and external stakeholder groups
- the procurement of contractors or goods and services for the event

It is proposed that the Working Group be chaired by the Mayor, with secretariat support from the Events Officer.

Background:

The Glenorchy Volunteer Awards was established in 1994 to celebrate the work of volunteers and volunteer organisations in the Glenorchy municipality.

The event has traditionally called for nominations from community groups and volunteer organisations and provided recognition for volunteers in a range of categories determined by the number of hours contributed by the volunteers.

In 2022, a revised model was adapted wherein the award hours categories were removed. This allowed for newer volunteers and volunteer organisation to be recognised at the ceremony and saw a positive response from volunteers and nominating organisations.

The Australia Day Awards were established in 1984 and were delivered alongside the Australia Day Citizenship Ceremony. The Awards were designed to celebrate a Citizen of the Year and Young Citizen of the Year.

In 2020, the decision was made to expand the categories to recognise the contributions of outstanding members of the Glenorchy community. Further to this, Council made the decision to deliver the awards in January, but not on Australia Day as previously scheduled.

The awards were renamed to the Glenorchy Community Awards, and encompassed the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Community Group of the Year
- School Group of the Year
- All Abilities Award
- Sports Achievement Award

Award recipients were invited to attend civic events and ceremonies run by Council during the year.

The Australia Day Awards/Community Awards have previously had a Working Group attached to select category winners.

The nomination and appointment process is set out in Council's *Nominations and Appointments to Committees and Other Bodies Policy* (the Policy), a copy of which is [Attachment 2](#) to this report.

This report identifies the candidates nominated for each available position and provides the information required for Council to consider and determine appointments.

Notice to Aldermen calling for nominations

In accordance with clause 5 of the Policy, a Notice was circulated to Aldermen on 5 December 2022 (Notice) calling for nominations to the following working group:

A copy of the Notice is [Attachment 3](#).

Committee Information

Glenorchy Community & Volunteer Awards Working Group

Committee type	Council Working Group as per Committees Policy (2021) <i>Item 14, 31 May 2021</i> .
Committee composition	Mayor, 2 Aldermen
No. of Aldermanic positions available	2 committee members.
Meeting frequency	Three meetings per year in the lead up to the event and others as required. There may be other information provided to the group via email throughout the year.
Ex-officio appointments	NA
Proposed term of appointment	Duration of Council term

Glenorchy Community & Volunteer Awards Working Group

Role and purpose of Committee	Develop a model for the awards that combines the objectives of the previous events Ensure the combined model maintains alignment with the Annual Plan, Community Plan, and Community Strategy Create a model that actively engages internal and external stakeholder groups and support continuity of existing relationships Identify and resolve any possible conflicts of interest Create a framework for nomination, award types, and nomination guidelines Develop an assessment model for nominations Assess the 2023 award nominees.
Nature of duties to be undertaken	The duties of a committee member, including (but not limited to): • attending meetings of the committee, and • discharging the roles and functions of the committee
Extent of delegated authority	As per the Terms of Reference.

Nominations Received

Council has received three (3) nominations for the two (2) positions available on the Glenorchy Community & Volunteer Awards Working Group. The nominees for the positions are:

- Ald. Dunsby
- Ald. Yaxley, and
- Ald Slade.

The statements provided in support of the nominations are as follows:

Ald. Dunsby	I truly value the efforts of volunteers in our community and appreciate the opportunity to contribute to the overview of nominations to recognise these contributions. I've previously been involved in this process and believe that experience, along with being a former Citizen of the Year, stands me in good stead as a skilled candidate.
Ald. Yaxley	With my ability to problem solve, provide event experience and to ensure that no detail is missed, I would like to nominate for the Glenorchy Volunteer and Community Awards Working Group. The Glenorchy Volunteer and Community Awards are an essential and important recognition to the heartbeat of our community. It is critical that the new format is smooth and done well, to give

	the awards the prestige they deserve. I also have been an awards judge for the national REIA awards in 2021.
Ald. Slade	I am applying for this position as I have been a former Chair and fully understand the roles and functions of this working group.

Recommendation

In accordance with clause 2(7) of the Policy, it is recommended that a ballot be held to determine the members-elect to be confirmed in the available positions on the Glenorchy Community and Volunteer Awards Working Group.

Consultations:

All Aldermen (Aldermanic Workshop)
 General Manager
 Director, Infrastructure and Works
 Executive Manager, Stakeholder Engagement
 Events Officer

Human Resource / Financial and Risk Management Implications:

Financial

There are no financial implications for the establishment of the Working Group

Human resources

There are no material human resources impacts. The creation of the internal working group will be managed by the Events Officer using existing resources.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor (2)	Unlikely (2)	Low	Communications plan developed and implemented.
Negative feedback regarding the combination of the two events.				
Do not adopt the recommendation	Minor (2)	Likely (4)	Medium	Review the model further and return to Council for further consideration of the establishment of the Working Group
No clear structure for the development of the new model and the selection award recipients resulting in event objectives not being met.				

Community Consultation and Public Relations Implications:

Community consultation

The proposal to establish an internal working group does not require a community consultation process.

Public relations

No adverse public relations are expected from the establishment of the Working Group.

Recommendation:

That Council:

1. APPROVE the establishment of the Glenorchy Community and Volunteer Awards Working Group
2. ENDORSE the Draft Terms of Reference

Ballots;

3. CONDUCT a ballot in accordance with the procedure in Part 3 of the Nominations and Appointments to Committees and Other Bodies Policy to determine the members-elect for:
 - a. the two (2) available positions on the Glenorchy Community and Volunteers Awards Working Group.
4. APPOINT the members-elect for the two (2) positions determined by ballot to the Glenorchy Community and Volunteer Awards Working Group.

Attachments/Annexures

- 1 Draft Terms of Reference



- 2 Nominations and Appointments to Committees and other Bodies



- 3 Notice to Aldermen calling for nominations



GOVERNANCE

Community Goal – Leading Our Community

11. COUNCIL AND COUNCIL COMMITTEE MEETING DATES AND TIMES 2023

Author: Executive Manager Stakeholder Engagement (David Ronaldson)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Council Meetings

Community Plan Reference:

Leading our community

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community

Strategic or Annual Plan Reference:

Leading our community

Objective 4.1 Govern in the best interests of the community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

Strategy 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes

Reporting Brief:

To recommend that Council determines the dates and times for Council and Glenorchy Planning Authority meetings for the 2023 calendar year.

Proposal in Detail:

Background

Regulation 6(2) of the *Local Government (Meeting Procedures) Regulations 2015* (Regulations) requires:

After each ordinary election, a council and a council committee are to review the times of commencement of their meetings.

Under regulation 7(2) of the Regulations, Council is required to publish the times and places of ordinary meetings of Council and Council Committees (as known) for the next 12 months.

Furthermore, under regulation 6(1):

A meeting is not to start before 5:00pm, unless otherwise determined by the Council by absolute majority or by the council committee by simple majority.

This report seeks Council's determination of those meeting dates, for subsequent publication in The Mercury and on Council's website as required under the Regulations.

Proposed Council ordinary meeting dates and times

Table 1: The proposed Council meeting dates for 2023 are:

Meeting	Day	Date	Start Time
Council	Monday	30 January 2023	3:30 pm
Council	Monday	27 February 2023	3:30 pm
Council	Monday	27 March 2023	3:30 pm
Council	Wednesday	26 April 2023	3:30 pm
Council	Monday	29 May 2023	3:30 pm
Council	Monday	26 June 2023	3:30 pm
Council	Monday	31 July 2023	3:30 pm
Council	Monday	28 August 2023	3:30 pm
Council	Monday	25 September 2023	3:30 pm
Council	Monday	30 October 2023	3:30 pm
Council	Monday	27 November 2023	3:30 pm
Council	Monday	18 December 2023	3:30 pm

The proposed meeting dates for Council meetings for 2023 continue to be scheduled for the final Monday of each month. This facilitates regular monthly financial reporting to Council.

There are two exceptions:

- Monday 18 December (in lieu of Monday 25 December) scheduled to avoid the Christmas public holiday; and
- Wednesday 26 April (in lieu of Monday 24 April) to avoid the ANZAC Day long weekend of Tuesday 25 April.

Proposed Annual General Meeting date and time

Table 2: The proposed Council AGM meeting date and time for 2023 is:

Meeting	Day	Date	Start Time
AGM	Monday	4 December 2023	6.00 pm

The 6.00pm start time has been set to accommodate the GPA meeting beforehand.

Proposed Glenorchy Planning Authority meeting dates and times

The Glenorchy Planning Authority (GPA) is a council committee established under section 23 of the *Local Government Act 1993*.

The GPA has resolved to commence its ordinary meetings at 4:00 pm (Item 12 at the 31 January 2022 Council meeting). Under the current Terms of Reference, GPA meetings will be held monthly.

Table 2: The proposed GPA meeting dates for 2023 are:

Meeting	Day	Date	Start time
Glenorchy Planning Authority	Monday	23 January 2023	3:30 pm
Glenorchy Planning Authority	Monday	20 February 2023	3:30 pm
Glenorchy Planning Authority	Monday	20 March 2023	3:30 pm
Glenorchy Planning Authority	Wednesday	19 April 2023	3:30 pm
Glenorchy Planning Authority	Monday	15 May 2023	3:30 pm
Glenorchy Planning Authority	Tuesday	13 June 2023	3:30 pm
Glenorchy Planning Authority	Monday	10 July 2023	3:30 pm
Glenorchy Planning Authority	Monday	07 August 2023	3:30 pm
Glenorchy Planning Authority	Monday	04 September 2023	3:30 pm
Glenorchy Planning Authority	Monday	02 October 2023	3:30 pm
Glenorchy Planning Authority	Monday	06 November 2023	3:30 pm
Glenorchy Planning Authority	Monday	04 December 2023	3:30 pm

Tuesday 14 June is recommended for Glenorchy Planning Authority to avoid the 12 June Monarch's Birthday public holiday.

Proposed General Manager's Performance Review Committee (GMPRC) meeting date and time

Table 4: The proposed General Manager's Performance Review Committee meeting date and time for 2023 is:

Meeting	Day	Date	Start Time
GMPRC	Tuesday	22 August 2023	3.30 pm

General Manager's Performance Review Committee meetings are closed meetings.

Rationale for proposed meeting start times

At the Council workshop on 14 November 2022, Aldermen were asked to consider the question of meetings days/times with the majority confirming the existing arrangements of Mondays were suitable and what the public was accustomed to.

Aldermen did not express a clear view on a start time to Council meetings though the range discussed was from 3.30pm to 6.00pm.

Careful consideration is required when deciding what time of day Council should meet, to balance the needs of a variety of stakeholders.

When considering what this means for Glenorchy City Council it is worthwhile considering previous reports and research into the matter.

Attachment 1 is a previous report to Council from February 2018 which outlines in detail what other Councils were doing at the time, previous Council resolutions on the matter and comments made around various arguments and previous survey feedback and financial considerations at the time.

Attachment 2 details meeting start times for neighbouring Councils, noting most recently the Hobart City Council has moved to one meeting per month, underlining Glenorchy City Council's current approach.

There are three considerations to take into account when determining the start time for Council and Council committee meetings. These are:

1. does the community have access to view Council proceedings and ask questions of its elected members?
2. is the meeting time conducive to good decision making?
3. does the timing of meetings strike a balance for responsible work life balance for Aldermen, members of the community and staff who attend and support meetings?

A 3.30pm start time is proposed based on the following considerations:

Since the COVID 19 pandemic Council meetings have been transformed with the move to live streaming of all Council and GPA meetings (and the recording of those meetings) for members of the public to view live or at their leisure (average peak views per Council meeting over the past two-years has been 31.29 people). The trend for this form of viewing Council meetings has been consistent and seen a decrease in participation in person declining over recent years. (2021 - 3.5 people average per meeting vs 2022 - 2.75 people). This lessens the argument for an after working hours start time for Council meetings so members of the community can attend. Since 2020 all Council meetings have been open to the community via the live stream with the ability to ask questions in person (taken up by fewer community members), more often in written form, lodged prior to the meeting.

In terms of participation there are also facilities in place for public questions on notice to be entertained by Council without the need for meeting attendance.

Further, good governance principles would decree that meetings held during office hours are more productive than those held out of hours following a full day of other work-related tasks. The later in the day the meeting is held the less efficient it becomes, affecting efficient and quality decision making.

Finally, for Aldermen who may be working full time roles as well as their civic duties, an earlier start to meetings supports a very real work health and safety concern for work life balance for those elected and their families. Similar work-life balance considerations also apply to Council staff.

Summary

In summary, an earlier start to Council meetings in line with existing arrangements for GPA and Council workshops is recommended to support quality decision making, improved work life balance and complying with work health and safety requirements.

This proposal still allows members of the community to view and ask questions of their elected members throughout the year.

Public notice of 2023 meeting dates

If the proposed meeting dates and times are adopted by Council, the General Manager will ensure that a public notice containing the times and places of the ordinary Council meetings and GPA meetings is published in accordance with regulation 7(2) of the Regulations.

Meeting dates will also be published on Council's website and through other channels, as appropriate.

Consultations:

Mayor and Aldermen
General Manager
Executive Leadership Team
Manager Development
Coordinator Planning Services
Senior Statutory Planner

Human Resource / Financial and Risk Management Implications:Financial

There are no material financial implications.

Human resources

There are no material human resources implications. Facilitation and attendance at meetings of Council and GPA will be undertaken by officers as part of their normal duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor	Unlikely	Low	Council and GPA schedule Special meetings, as required to address particular issues.
Dissatisfaction with proposed meeting dates and times from members of the public or other stakeholders. Meetings do not align with key events.				
Do not adopt the recommendation	Minor (C2)	Almost Certain (L5)	Medium	Council identifies alternative meeting dates either at the present meeting or in time for the January 2023 Council meeting.
Council will be in breach of the relevant regulations around meeting dates leading to potential regulatory action and dissatisfaction from the community / reputational damage.				

Community Consultation and Public Relations Implications:Community consultation

Recent community consultation has not been undertaken in relation to this report, but trends can be evidenced from Attachment 1. However, Council has received anecdotal feedback that its practice of holding Council meetings on the last Monday of each month and the process of live streaming meetings has been well received by the community.

Public relations

Meetings will continue to be live streamed to the public during 2023. Notice of meetings in the form adopted by Council will be advertised in accordance with the regulations. There are otherwise no material public relations impacts.

Recommendation:

That Council:

1. ADOPT the meeting dates and times for Council, the Annual General Meeting, the Glenorchy Planning Authority and the General Manager's Performance Review Committee for the 2023 calendar year that are set out in Tables 1, 2, 3 and 4 of this report
2. NOTE that a public notice containing the times and places of the ordinary Council meetings and Glenorchy Planning Authority meetings will be published in accordance with regulation 7(2) of the *Local Government (Meeting Procedures) Regulations 2015*.

Attachments/Annexures

- 1 2018-02-26 Council report



- 2 Neighbouring LGA Meeting Details



12. FINANCIAL PERFORMANCE REPORT TO 30 NOVEMBER 2022

Author: Chief Financial Officer (Tina House)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Corporate and Financial Reporting

Community Plan Reference:

Leading Our Community

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

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

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

Strategy 4.1.2 Manage the City's assets soundly for the long-term benefit of the community

Objective 4.2 Prioritise resources to achieve our communities' goals

Strategy 4.2.1 Deploy the Council's resources effectively to deliver value

Reporting Brief:

To provide the monthly Financial Performance Report to Council for the period ending 30 November 2022.

Proposal in Detail:

Council's Financial Performance Report (Report) for the year-to-date ending 30 November 2022 is Attachment 1.

The Report highlights that Council's operating result as at the end of November is \$1.735m better than the budgeted position. The favourable variance is the combined result of \$1.109m more revenue than budgeted and \$0.626m less expenditure than budgeted.

Executive Summary

A consistent favourable operating result has been reported for the first five months of the 2022/23 financial year despite a challenging economic environment providing both positive and negative influences on the bottom line.

The forecasts indicate revenue growth across all categories will even out from now until the end of the year, trending in the \$1.1 to \$1.4m range.

Conversely, the forecasts indicate expenditure will move from the current favourable result of \$0.626m to a minor \$0.133m unfavourable result at 30 June 2023 as position vacancy savings slow and the cost of materials escalates.

Revenue

Year-to-date operational revenue is \$58.504m compared to budgeted operational revenue of \$57.395m. This represents a favourable result of \$1.109m million or 1.9% against budget.

Most of the forecast favourable result to 30 June 2023 has already been achieved, resulting in a slowing trend in line with budget expectations for the remainder of the year.

Of particular note, new grant funding opportunities are fewer and discretionary community spending on development services is being negatively impacted by rising interest rates. On the positive side, Council's investment portfolio is showing substantially higher returns due to the cash rate increasing from 0.1% to 3.1% in recent months.

Expenditure

Year-to-date operational expenditure is \$26.623m compared to budgeted expenditure of \$27.249m. This represents a favourable result of \$0.626m or 2.3% against budget.

Similar to revenue, the forecasts indicate our expenditure savings have peaked and will decline to a small over expenditure by 30 June.

Of particular note, the forecasts indicate employee expenses will track in line with budget for the remainder of the financial year while the cost of materials will exceed budget by around 10% being \$1.3m extra.

Non-operating – Capital Grant Revenue

Capital grants revenue is \$3.111m against an annual budget of \$7.85m.

As at the reporting date, this result includes \$1.7m of unspent grants from the previous financial year carried over into the current financial year. It is important to note, the Commonwealth pays major project grants in arrears, so any delays to expenditure in those projects will also delay receipt of the grants.

Non-Operating – Net Gain/(Loss) on Disposal of Assets

Disposal of assets currently records a gain of \$1.391m against an annual budgeted loss of \$0.4m.

Activities in this area are disposal of obsolete computer equipment, minor plant and vehicle changeovers. In addition, land sales of 5A Taree Street and 3 Edgar Street have taken place. The sale price of all disposed assets is tempered by the expense in writing down the book value of those assets.

Non-Operating – Contributions Non-Monetary Assets

A small amount of \$0.215m has been recognised against an annual budget of \$5.3m.

Capital Works

Year-to-date Capital Works expenditure is \$5.819m against a combined annual budget of \$31.512m and a combined annual forecast spend of \$27.093m

Capital works not funded by grants are currently forecast to be overspent by \$2.1m by the end of the financial year. However this will be revised to match budget as the program is progressed and project savings are confirmed.

Summary

Further information on revenue, expenditure and capital works figures is provided in Attachment 1 to this report.

Consultations:

General Manager

Executive Leadership Team

Officers responsible for Capital and Operational Budget reporting

Human Resource / Financial and Risk Management Implications:

Financial implications are set out in the body of this report and in Attachment 1.

As this report is for receiving and noting only, no risk management issues arise. Risks associated with Council's financial expenditure and sustainability were managed through the process for developing Council's annual budget and are monitored through ongoing reporting on Council's Strategic and Key Operational risk register.

Community Consultation and Public Relations Implications:

Community consultation was not required due to the regular and operational nature of this report. There are no material public relations implications.

Recommendation:

That Council:

1. RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 30 November 2022 as set out in Attachment 1.

Attachments/Annexures

- 1 Attachment 1 - Financial Performance Report to 30 November 2022



13. PROCUREMENT AND LEGAL - MONTHLY REPORT

Author: Manager People and Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Procurement

Community Plan Reference:

Leading our Community

The communities of Glenorchy will be confident that Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

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

Strategy 4.1.3 Maximise regulatory compliance in Council and the community through our systems and processes

Reporting Brief:

To inform Council of exemptions that have been applied to procurements under Council's Code for Tenders and Contracts for the period 16 November to 9 December 2022 and provide an update on external legal expenditure.

Proposal in Detail:

Exemption report

Council's Code for Tenders and Contracts (the Code) has been made and adopted by Council as required under section 333B of the *Local Government Act 1993*.

Under the Code (Annex A), the General Manager is required to report to Council any purchases in circumstances where a normally required public tender or quotation process is not used. Instances of non-application of the quotation or public tender process are to be reported at ordinary Council meetings as soon as possible after a contract is executed or a purchase order is issued.

The information reported for each contract or purchase order will include:

- the contract or purchase order value (excluding GST)
- the circumstances for engaging the contractor or supplier without seeking the required number of quotes
- the date approval was given to engage the contractor or supplier

- the date of the contract or purchase order
- if the contract or purchase order was as a result of a prescribed situation or prescribed contract under regulation 27 of the *Local Government (General) Regulations*, the sub-regulation relied on for not calling for public tenders.

For the period from 16 November to 9 December 2022 there was one exemption. The exemption related to licensing to use a software package known as ChemAlert which is owned by Risk Management Technologies Ltd.

Council, at the whole of organisation level, has a duty of care and legal obligation (under multiple acts and regulations) to maintain accurate and central records of Safety Data Sheets (SDS) for all of the chemicals used in its operations. In addition, each worksite must have located at its entrances current SDS along with statutory labelling and placarding. It is a whole of Council compliance requirement.

There are a limited number of providers that claim to provide alternative solutions. However, on further investigation, they are not capable of providing the same level of assurance and functionality to Council as the recognised accredited provider, Risk Management Technologies Ltd.

The total cost of this exemption over three (3) years is \$19,821, excluding GST and CPI indexation in years 2024/25 and 2025/26. This amount is included in a draft contract provided by Risk Management Technologies Ltd.

Expenditure on external legal services

Council's Legal Services Policy provides at cl. 2.5 that Council: *will report monthly to Council on the amount spent on external legal services in the preceding month.*

For the month of November 2022, the total amount spent on external legal services for all of Council was \$3272.00 excluding GST. This expenditure primarily related to a building enforcement matter.

The expenditure was provided for in Council's 2022/23 budget.

Consultations:

Senior Legal Counsel
Procurement and Contracts Coordinator
Accounts Payable Supervisor

Human Resource / Financial and Risk Management Implications:

Human resources

There are no material human resources implications.

Financial

The report documents expenditure of \$19,821 (excluding GST and CPI indexation) over three years for ChemAlert licencing and \$3272.00 excluding GST in legal costs. These amounts are both included in budgeted operational costs.

Risk management

As this report is recommended for receiving and noting only, no risk management issues arise. Risks around procurement are monitored and reported on a continuous basis as part of standard processes and procedures.

Community consultation was not required or undertaken. There are no material public relations implications.

Recommendation:

That Council:

1. RECEIVE and NOTE the Procurement and Legal Monthly Report for the period from 16 November to 9 December 2022.

Attachments/Annexures

Nil.

14. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT PROGRAM UPDATE AND VARIATIONS

Author: Director Infrastructure and Works (Emilio Reale)

Qualified Person: Director Infrastructure and Works Emilio Reale

ECM File Reference: LRCI Program

Community Plan Reference:

Making Lives Better

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

Community facilities and services are important to us; especially meeting places, parks and playgrounds.

Valuing Our Environment

We will improve the amenity of our public spaces through public art and quality landscaping, promote walking and bike access and encourage high standard contemporary design for new buildings alongside creative reuse of our heritage buildings.

Strategic or Annual Plan Reference:

Making lives better

Objective 1.3 Facilitate and/or deliver services to our communities

Strategy 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities

Leading Our Community

Strategy 4.1.2 Manage the City's assets soundly for the long-term benefit of the community

Reporting Brief:

To update Council of the allocation to Glenorchy City of funds under the third phase of the Australian Government Local Roads and Community Infrastructure Program progress to date and consideration of proposed project variations.

Proposal in Detail:

The Australian Government, through the National Local Roads and Community Infrastructure (LRCI) Program, provides funding to local government to help stimulate the economy because of the impacts of COVID 19.

The funding is available for a wide range of projects and could be used to fund works deferred by the Council due to the COVID-19 pandemic's effect on the City's financial position.

On 20 October 2021, the Deputy Prime Minister of that time, approved the Program Guidelines for Phase 3 of the Local Roads and Community Infrastructure (LRCI) Program. On 21 October 2021, the Department sent Council correspondence regarding the approved Phase 3 LRCI Program Guidelines, together with the Work Schedule Project Nomination Template.

The phase 3 LRCI projects need to be fully completed by 30 December 2023. However, most of the construction activity on eligible projects must be undertaken between 1 January 2022 and 30 June 2023. Other costs associated with Eligible Projects may continue until 31 December 2023. The total amount of the grant funds to Glenorchy City Council is \$1,157,806.

To determine the projects that could be completed under this scheme, the Phase 3 Local Roads and Community Infrastructure Grant Program, together with the guidelines, were presented to the Council's management team to seek feedback on potential projects. Any projects nominated were then scored against the following criteria:

1. does the project come from a Strategy or Plan? If so, which one?
2. is it a replacement, upgrade or new capital project?
3. what is the project's Community Plan Priority Score?
4. what is the project's Strategic Risk Score?
5. what is the project's Annual Plan Priority Score?

Through this process and the subsequent ranking of the nominated projects, it was determined that the third phase of funding provided to Glenorchy under the LRCI should be utilised for the following projects:

- **Montrose Bay Foreshore skate park (gap funding) - \$120,000**

This project has two phases, one for design and the second for the construction phase. The additional funds would be for the construction phase for a project.

Most of the project is already grant funded, but a shortfall has been created by COVID cost escalations and a poor sub-base at the proposed location.

The total cost of this project is \$620,000.

- **Audio-Visual System replacement at KGV stadium function room - \$130,000**

This project is to upgrade the audio-visual system that was installed at KGV when it was first redeveloped, as it was considered inadequate to perform at the levels desired by the club.

The KGV function room is being utilised as a community function room and is used frequently by Council for functions such as citizenship ceremonies, community engagement sessions, or community budget briefings.

Upgrading the AV system would also create a saving for Council by eliminating the need for Council to supply its own PA system at the function room for each event/function. It also helps fulfil the Council's vision of having the venue as a community hub and would allow various community groups to use the facility with adequate AV equipment.

- **Shoobridge Park sports ground lighting - \$282,806**

The installation of lighting would improve night game safety and satisfy the need for an alternative ground during the Metro soccer ground redevelopment, when the main pitch will not be available.

- **Tolosa Park dam reintegration works - \$625,000**

This project is a joint venture between TasWater and Council. The parties have agreed to co-fund the required Stage 1 Works. The Council approved their portion of the funding of Stage 1 works of \$3.0M on 20 December 2021. Noting this commitment from Council, on 2 February 2022 the TasWater Board approved funding of up to \$3.2M. This project is regarded as regionally significant. The additional funds would be used to part-fund the cost of Council facilities such as power supply, irrigation and safety fencing that will need to be undertaken during the dam reintegration works, and which would not be covered by the funds to be allocated by TasWater (i.e. would need to be funded by Council).

Based on the information provided above Council Resolved to:

1. *RECEIVE and NOTE the attached report on phase 3 of the Local Roads and Community Infrastructure Grant Program, and*
2. *APPROVE allocation of funding for the nominated projects within the Grant funding of \$1.157,806M as approved by the Federal Government for Glenorchy City Council as follows:*
 - *Montrose Bay Foreshore skate park (gap funding): \$120,000*
 - *Shoobridge Park sports ground lighting: \$282,806*
 - *Audio-Visual System replacement at KGV stadium function room: \$130,000*
 - *Tolosa Park dam reintegration works: \$625,000*
3. *AUTHORISE the General Manager to take the necessary steps to execute the grant approval documents.*

Program Progress

Since commencing the program rollout:

Audio-Visual System replacement at KGV

The Audio-Visual System replacement at KGV stadium function room of \$130,000 has been fully and successfully completed.

Montrose Skate Park

The Montrose Skate Park has been designed, has a completed Development Application and the Tender has been awarded. The programmed commencement date will be in late March 2023 and is expected to be in line with the budgeted amount.

Variation to ProgramShoobridge Park Lighting Project

The installation of lighting at the Shoobridge Park sports ground - \$282,806 was to transfer the existing lighting from North Chigwell soccer field to provide a night-time training only level facility to satisfy the need for an alternative ground during the Metro soccer ground redevelopment, when the main pitch wasn't going to be available during soccer season.

This transfer is no longer required due to the redevelopment works being scheduled during the soccer off-season and there is no long-term need for this level of lighting at Shoobridge Park. There is, however, an ongoing need for supplementary lighting at the top ground of the Eady Street reserve where there are only 2 existing lights available. There is also a need for 2 replacement lights at the Cadburys junior oval. The four available lights will be relocated to these 2 sports fields where higher levels of utilisation will be achieved and ongoing. The \$282,806 amount is being requested to be reallocated to these projects.

Tolosa Park dam reintegration works

The Council approved their portion of the funding of Stage 1 works of \$3.0M on 20 December 2021. Noting this commitment from Council, on 2 February 2022 the TasWater Board approved funding of up to \$3.2M.

The additional funds of \$625,000 were to be used to part-fund the cost of Council facilities such as power supply, irrigation and safety fencing that will need to be undertaken during the dam reintegration works. These works are now included in the Council's \$3.0M contribution and are not required to be allocated from the LRCI program. Additionally, the strict timeframes imposed by the LRCIP means that the funds would not have been expended within the financial year and would have been at risk if not reallocated.

It is now proposed to reallocate these funds to the following three priority projects as follows.

- Benjafield and Berriedale Childcare Centres Playground replacements \$150,000
 - this will allow for much needed upgrades to the playgrounds for an increased level of amenity for families that use the centres and consistent with Council's decision to upgrade these facilities.
- Glenorchy Mountain Bike Park Trail renewal \$225,000
 - the upgrade and renewal of the existing trails within the mountain bike park will improve safety within the park and satisfy the part of the increasing demand for open trails within the community. The trails are currently identified as a corporate risk on the Council's risk register due to the poor condition of the trails. This is also consistent with the recommended works identified in the Glenorchy Mountain Bike Master Plan.
- Abbotsfield Sportsground Fencing replacement \$250,000
 - the upgrade of site fencing to Abbotsfield sportsground will increase safety and security for the site and reduce the constant unauthorised entry to the site from the old, damaged fencing.

The above projects have been selected as priority renewal/upgrade projects that can be completed within the financial year within the LRCIP requirements.

The LRCIP administrators have been consulted regarding these variations and indicated that they will be accepted if approved by Council.

Should any of the LRCI Program projects achieve savings against year budget, those savings will be directed to other existing capital work improvements that comply with the program guidelines.

Consultations:

General Manager

Directors

Managers

LRCI program administrators

Human Resource / Financial and Risk Management Implications:

Financial

Funding these projects from the LRCI program would not have an impact on the current year operating result. However, it would have a financial impact on future years' operating results.

The 2021/22 and the 2022/23 capital works program would achieve additional deliverables without having an impact on the Council's capital works allocations. This

funding could also be used to cover the shortfall in the Montrose Bay skate park and enable the project to be completed without a further Council co-contribution.

Grant funding of \$1,157,806 has been approved by the Federal Government for Glenorchy as part of third phase of the LRCI Program.

Impact on Future Years' Financial Operating Results

The completion of the projects detailed in the report would require an increased allocation of depreciation and maintenance funding in the 2022/23 budget (which is a proportionate amount based on the fact that this is only partial funding for some of these projects), due to new assets being created such as the Montrose Skate Park.

Asset Related Implications

The projects will improve public infrastructure, activation and services in their respective areas.

Human resources

Council staff play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance.

The implementation of actions would be a collective effort and Council's staff involvement would vary from providing information only through to full responsibility for delivery. Council makes a significant investment every year in the infrastructure that underpins the municipal area through its capital works program. Council will manage its assets with appropriate frameworks and staff would deliver these projects through robust project management.

Council owns and manages infrastructure, facilities, reserves, resources, and natural areas. In fulfilling its role as custodian, Council staff would be mindful of the community, the economy, the environment, and good governance.

Risk management

Project risks will be mitigated through the systematic application of internal project management systems. Project management would be the responsibility of Council officers, supported by officers from finance, procurement, and communications.

The project managers would be responsible for ensuring all conditions of the funding agreement are met.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor (C2)	Unlikely (L2)	Low	Council ensures the reasons for proceeding with these projects are properly explained to the community.
Adverse public reaction of decision to select these projects.				
Council does not receive approval from the Commonwealth to Fund the recommended projects.	Minor (C2)	Unlikely (L2)	Low	Approach Federal Members to provide support for the projects in the best interests of the Glenorchy Community.
Delays in construction, closed off construction sites, delays in sub-contractors will create negative responses in the community.	Minor (C2)	Likely (L3)	Medium	Make project timeframes and work schedule available on demand and provide regular status update reports to key internal Council stakeholders and the general public.
Do not adopt the recommendation	Minor (C2)	Likely (L3)	Medium	Provide options to the Commonwealth to still deliver a Community benefit with this funding.
Council is not able to deliver the current proposals and the Funding is withdrawn by the Commonwealth.				

Community Consultation and Public Relations Implications:

Community consultation

This project list has not been subject to community consultation collectively, however, the Montrose Bay Foreshore Skate Park has been subject of specific community engagement processes.

The new selected projects align with key themes and goals from Council's Community, Strategic and Annual Plans.

Public relations

Council's communications team would be consulted in relation to addressing any potential public relations opportunities. In particular, it is expected that there would be significant interest in the implementation of the Montrose Bay skate park, Childcare Centre Playground upgrades and the Mountain Bike Trail upgrade projects.

Recommendation:

That Council:

1. RECEIVE and NOTE this status report on phase 3 of the Local Roads and Community Infrastructure Grant Program, and
2. APPROVE the reallocation of funding for the nominated projects within the Grant funding of \$1.157,806M as approved by the Federal Government for Glenorchy City Council as follows:
 - Audio-Visual System replacement at KGV stadium function room: \$130,000 (completed)
 - Montrose Skate Park \$120,000 (in progress)
 - Benjafield and Berriedale Childcare Centres Playground replacements \$150,000
 - Glenorchy Mountain Bike Park Trail renewal \$225,000
 - Abbotsfield Sportsground Fencing replacement \$250,000
3. AUTHORISE the General Manager to take the necessary steps to execute the grant approval variation documents.

Attachments/Annexures

- 1 LRCI Phase 3 Funding Allocation and Variations Spreadsheet



15. UPDATED COUNCIL POLICIES

Author: Manager People and Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Council Policies

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Open for Business

Objective 2.1 Stimulate a prosperous economy.

Strategy 2.1.1 Foster an environment that encourages investment and jobs.

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.

Reporting Brief:

To present the Committee Nominations and Appointments Policy, the Legal Services Policy and the Bushfire Mitigation Policy for review and adoption.

Proposal in Detail:

All policies adopted by Council are reviewed cyclically. The ordinary review period for Council policies is four (4) years after adoption. However, policies may be reviewed earlier if it is appropriate to do so, for example if there are changes to a relevant governing act.

Committee Nominations and Appointments Policy

The policy was adopted by Council at its meeting on 19 December 2016 and has been reviewed having reached the end of its four-year term.

- Attachment 1 is a copy of the 2016 Policy with tracked changes, and
- Attachment 2 is a copy of the recommended updated Policy

The revised policy sets out the procedures which Council will follow when making nominations and appointments to a committees and external bodies.

There have been minimal changes made to this Policy. The amendments to this Policy include:

- amendment to the Policy Purpose wording.
- including the Committees Policy and GCC Reference Groups Toolkit as related documents.
- providing a definition for GCC Reference Group Toolkit and expanding the Internal Committee definition.
- general formatting amendments.

It is recommended Council adopt the updated Committee Nominations and Appointments Policy.

Legal Services Policy

The policy was adopted by Council at its meeting 25 October 2021 and has been reviewed due to a change in the reporting requirements.

- Attachment 3 is a copy of the 2021 Policy with tracked changes, and
- Attachment 4 is a copy of the recommended updated Policy

This Policy continues to provide a framework for the delivery of internal legal services by Council's in-house legal practitioners, and the engagement and use of external legal services by Council. The only amendment to the policy is removing reporting requirements previously mandated by the Minister under the Ministerial Directions. These reporting requirements necessitated a monthly report to Council detailing all external legal spend, regardless of its significance. Under the proposed Policy, a report will be provided to Council where legal spend exceeds \$25,000 on any given matter.

It is recommended Council adopt the updated Legal Services Policy.

Bushfire Mitigation Policy

The policy was adopted by Council at its meeting on 27 September 2021. This policy is required to be reviewed and updated annually.

- Attachment 5 is a copy of the 2021 Policy.
- Attachment 6 is a copy of the recommended updated Policy.

This policy continues to provide guidance and a framework for Council's Bushfire Mitigation Strategy, and Bushfire Mitigation Plan. It will assist in mitigating the impact of bushfire to human settlements and loss of life within the Greater Hobart area, and where possible promote and maintain natural and cultural values.

There are two primary objectives of this policy. These are:

1. Council will work to minimise the impact of bushfire on human life, communities, infrastructure, industries, the economy, and the environment. Human life will be afforded priority over all other considerations, and
2. In delivering objective 1, Council will maintain or improve the resilience of natural ecosystems and their ability to deliver services such as biodiversity, water, carbon storage and forest products.

The recent launch of the new Australian Fire Danger Rating system has effected changes to definitions within the Policy and these have now been updated.

It is recommended Council adopt the updated Bushfire Mitigation Policy.

Consultations:

Mayor
Executive Leadership Team
Management Team
Corporate Governance
Senior Legal Counsel
Council officers

Human Resource / Financial and Risk Management Implications:

There are no material human resources or financial implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation The rescinded policy does not represent any significant departure from established practices or statutory requirements. There is a chance that procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.	Minor	Unlikely	Low	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
Do not adopt the recommendation Governance administration would be less optimal due to the presence of outdated and less effective policies.	Minor	Likely	Medium	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.

Community Consultation and Public Relations Implications:

The Policies, when updated, will be published on Council's website.

Recommendation:

That Council:

1. ADOPT the Committee Nominations and Appointments Policy 2022 in Attachment 2.
2. ADOPT the Legal Services Policy 2022 in Attachment 4.
3. ADOPT the Bushfire Mitigation Policy 2022 in Attachment 6.

Attachments/Annexures

- 1 Committee Nominations and Appointments - Tracked Changes



- 2 Committee Nominations and Appointments 2022 - Final



- 3 Legal Services Policy - Tracked Changes



- 4 Legal Services Policy 2022 - Final



- 5 Bushfire Mitigation Policy - Tracked Changes



- 6 Bushfire Mitigation Policy 2022 - Final



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

CLOSED TO MEMBERS OF THE PUBLIC

17. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council meeting (closed meeting) held on 28 November 2022 be confirmed.

18. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

Community Goal – Leading our Community

19. AUDIT PANEL MINUTES

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

20. AUDIT PANEL - SELECTION OF CHAIR

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

COMMUNITY

Community Goal – Making Lives Better

21. FOOTBALL TASMANIA LAND DISPOSAL REQUEST

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(c) (Commercial information of a confidential nature that, if disclosed, is likely to: prejudice the commercial position of the person who supplied it; confer a commercial advantage on a competitor of the Council; or reveal a trade secret).

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